

BOARD OF COUNTY COMMISSIONERS LEON COUNTY, FLORIDA

AGENDA

REGULAR MEETING

**Tuesday, September 2, 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, September 2, 2014, 3:00 p.m.

INVOCATION AND PLEDGE OF ALLEGIANCE

Chairman Kristin Dozier

Rabbi Jack Romberg of Temple Israel will provide the Invocation.

AWARDS AND PRESENTATIONS

- Proclamation Designating September 2014 as Childhood Cancer Awareness Month
(Chairman Kristin Dozier)
- Proclamation Designating October 2014 as Breast Cancer Awareness Month
(Chairman Kristin Dozier)
- Proclamation Recognizing the "*Go Pink*" Initiative
(Chairman Kristin Dozier)
- Presentation on the Penny Sales Tax Education and Information Program
(Cristina Paredes, Intergovernmental Affairs & Special Projects Coordinator)

CONSENT

1. Approval of Minutes: June 10, 2014 Workshop on FY 2014/15 Budget; June 24, 2014 Regular Meeting; and, July 8, 2014 Regular Meeting; May 27, 2014 Joint City/County Adoption Hearing on Cycle 2014-1 Comprehensive Plan Amendments
(Clerk of the Courts/Finance/Board Secretary)
2. Approval of Resolutions Certifying the Non-Ad Valorem Assessment Rolls for the Arvah Branch, Beech Ridge Trail, Brushy Creek, Centerville Trace, Cloudland Drive, Crown Ridge, Frontier Estates, Linene Woods, Oakhill Farms, Pasadena Hills, Pine Lakes, Rainbow Acres, Terre Bonne, Windwood Hills, and Winfield Forest Subdivisions to the Leon County Tax Collector
(Clerk of the Courts/Finance)
3. Approval of the Proposed Funding Agreement Between Leon County and the Beatitude Foundation, Inc. for the Construction of the Comprehensive Emergency Services Center
(County Administrator/County Administration)
4. Ratification of Commissioners' Appointments to the Code Enforcement Board
(County Administrator/County Administration/Agenda Coordinator)
5. Approval of Sheriff's Request for Utilization of Law Enforcement Trust Fund Assets
(County Administrator/Financial Stewardship/Office of Management & Budget)
6. Approval of Payment of Bills and Vouchers Submitted for September 2, 2014 and Pre-Approval of Payment of Bills and Vouchers for the Period of September 3 through September 22, 2014
(County Administrator/Financial Stewardship/Office of Management & Budget)

7. Approval of the Submittal of the 2015 Justice Assistance Grant to the Florida Department of Law Enforcement and Approval of the Memorandum of Understanding Between Leon County and the City of Tallahassee Directing the Distribution of the U.S. Department of Justice JAG Funding.
(County Administrator/Financial Stewardship/Office of Management & Budget)
8. Approval of the Veterans Emergency Assistance Program Memorandum of Agreement with Florida Veterans Foundation
(County Administrator/Human Services & Community Partnerships/Veteran Services)
9. Approval to Allocate Funds for Fiscal Year 2013/14 to the Leon County Schools in the Amount of \$104,500 for the Leon County Expanded Driver's Education Program and Approval of Agreement with Leon County Schools for Fiscal Year 2014/15
(County Administrator/Intervention and Detention Alternatives)
10. Acceptance of two Florida Department of Health Matching Grants in the Amount of \$48,094
(County Administrator/Public Services/Emergency Medical Services)
11. Acceptance of the Florida Department of Health County Emergency Medical Services Entitlement Grant in the Amount of \$44,803
(County Administrator/Public Services/Emergency Medical Services)
12. Acceptance of a Status Report on the Implementation of a Community Paramedic Program; Approval of an Agreement with Area Metropolitan Ambulance Authority for Consulting Services; and, Acceptance of a Department of Health Grant in the Amount of \$57,735
(County Administrator/Public Services/Emergency Medical Services)
13. Approval of Division of Libraries Annual Plan for Library Services for FY 2014/2015, as Required in Support of the Annual State of Florida Library Grant
(County Administrator/Public Services/Library Services)
14. Approval of the Plat of the Preserve at Lakeshore Landing Subdivision for Recording in the Public Records
(County Administrator/Public Works & Community Development/Public Works/Engineering)
15. Approval of the Plat of Bannerman Corner Subdivision for Recording in the Public Records
(County Administrator/Public Works & Community Development/Public Works/Engineering)
16. Authorization to Withhold Payments to the Department of Juvenile Justice for the Juvenile Detention Cost Share Project
(County Administrator/County Attorney)

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

17. Acceptance of Status Report on Tallahassee-Leon County Enterprise Zone Development Agency
(County Administrator/Economic Development & Business Partnerships)
18. Acceptance of Status Report Regarding the Apalachee Regional Planning Council
(County Administrator/Public Works & Community Development/PLACE/Planning)

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

19. Acceptance of Status Report on the Club of Honest Citizens and the Citizen Engagement Series
(County Administrator/County Administration)
20. Acceptance of the Canopy Roads Citizen Committee's 2014 Report
(County Administrator/Public Works & Community Development/PLACE/Planning)
21. Approval of Tree Removal and Mitigation Plan in the Canopy Road Tree Protection Zone on St. Augustine Road Associated with the National Memorial Cemetery Project
(County Administrator/Development Support & Environmental Management/Environmental Services)
22. Adoption of a Resolution to Reauthorize the Development Support and Environmental Management Citizen's User Group
(County Administrator/Development Support & Environmental Management)
23. Consideration of Appointments to the Leon County Research and Development Authority Board of Governors
(County Administrator/County Administration)
24. Consideration of Full Board Committee Appointments to the Adjustment and Appeals Board, Affordable Housing Advisory Council, Animal Services Center Advisory Board, Big Bend Health Council, CareerSource Capital Region, Educational Facilities Authority, and Joint City/County/School Coordinating Advisory Committee
(County Administrator/County Administration/Agenda Coordinator)

SCHEDULED PUBLIC HEARINGS, 6:00 P.M.

25. First and Only Public Hearing on an Amendment to the Fallschase Development of Regional Impact Development Agreement
(County Administrator/Development Support & Environmental Management/Development Services)
26. First and Only Public Hearing to Adopt, by Resolution, the Fire Services Non-ad Valorem Assessment Roll; and, Certify the Roll to the Tax Collector
(County Administrator/Financial Stewardship/Office of Management & Budget)
27. First and Only Public Hearing to Adopt, by Resolution, the Solid Waste Disposal Service Charge Non-ad Valorem Assessment Roll; and, Certify the Roll to the Tax Collector
(County Administrator/Financial Stewardship/Office of Management & Budget and/Resource Stewardship/Solid Waste)

28. First and Only Public Hearing to Adopt, by Resolution, the Stormwater Non-ad Valorem Assessment Roll; and, Certify the Roll to the Tax Collector
(County Administrator/ Financial Stewardship/Office of Management & Budget and Public Works/Engineering)
29. Second and Final Public Hearing to Adopt Proposed Revisions to the Land Development Code Regarding Minor Commercial Land Uses in the Rural Zoning District
(County Administrator/Development Support & Environmental Management/Development Services)

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

- Capital Region Community Development District Record of Proceedings for the May 8, 2014 meeting
- Capital Region Community Development District Record of Proceedings for the June 12, 2014 meeting

ADJOURN

*The First Public Hearing on Tentative Millage Rates and Tentative Budgets for FY 2014/2015 is scheduled for **Tuesday, September 16, 2014 at 6:00 p.m.***

*The next Regular Board of County Commissioners Meeting is scheduled for **Tuesday, September 23, 2014 at 3:00 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

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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>
September 2014	Monday 1	Offices Closed	LABOR DAY HOLIDAY
	<u>Tuesday 2</u>	3:00 p.m.	Regular Meeting
		<u>6:00 p.m.</u>	Second and Final Public Hearing to Adopt Proposed Revisions to the Land Development Code Regarding Minor Commercial Land Uses in the Rural Zoning District
			<u>First and Only Public Hearing on an Amendment to the Fallschase Development of Regional Impact Development Agreement</u>
			<u>First and Only Public Hearing to Adopt, by Resolution, the Fire Services Non-ad Valorem Assessment Roll; and, Certify the Roll to the Tax Collector</u>
			<u>First and Only Public Hearing to Adopt, by Resolution, the Solid Waste Disposal Service Charge Non-ad Valorem Assessment Roll; and, Certify the Roll to the Tax Collector</u>
			<u>First and Only Public Hearing to Adopt, by Resolution, the Stormwater Non-ad Valorem Assessment Roll; and, Certify the Roll to the Tax Collector</u>
	Sunday 14– Wednesday 17	ICMA Annual Conference	Charlotte/Mecklenburg North Carolina
	Monday 15	1:00 p.m.	CRTPA Meeting; City Commission Chambers
		5:00 – 8:00 p.m. 5:30 p.m.	IA Meeting; City Commission Chambers FY 2015 Budget Public Hearing
	Tuesday 16	6:00 p.m.	First Public Hearing Regarding Tentative Millage Rates and Tentative Budgets for FY 2014/2015
	Wednesday 17– Friday 19	FAC Policy Committee Conference	Sandestin Beach Resort Walton County
	Wednesday 24– Saturday 27	Congressional Black Caucus	Washington, D.C.
	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

<u>Month</u>	<u>Day</u>	<u>Time</u>	<u>Meeting Type</u>
October 2014	<i>Thursday 16 – Friday 17</i>	<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.	Capital Region Transportation Planning Agency (CRTPA) Retreat (<i>Location TBD</i>)
	Thursday 23	9:30 a.m.	Community Redevelopment Agency (CRA) City Commission Chambers
	Tuesday 28	1:30 – 3:00 p.m.	Workshop on 2015 State and Federal Legislative Priorities
		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
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

Adjustment and Appeals Board

Board of County Commissioners (1 appointment)

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

Big Bend Health Council, Inc.

Board of County Commissioners (1 appointment – non-governmental consumer representing the elderly)

CareerSource Capital Region *(formerly Workforce Plus)*

Board of County Commissioners (2 appointments)

Educational Facilities Authority

Board of County Commissioners (1 appointment)

Joint City/County/School Board Coordinating Committee

Board of County Commissioners (1 appointment)

EXPIRATIONS

JUNE 30, 2014

Adjustment and Appeals Board

Tallahassee City Commission (1 appointment)

Planning Commission

Tallahassee City Commission (1 appointment)

AUGUST 31, 2014

Code Enforcement Board

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

SEPTEMBER 30, 2014

Community 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 (4 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**

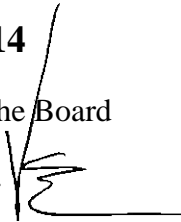
Notes for Agenda Item #1

Leon County Board of County Commissioners

Cover Sheet for Agenda #1

September 2, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Approval of Minutes: June 10, 2014 Fiscal Year 2015 Budget Workshop; June 24, 2014 Regular Meeting; and, July 8, 2014 Regular Meeting; and, May 27, 2014 Joint City/County Adoption Hearing on Cycle 2014-1 Comprehensive Plan Amendments

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Betsy Coxen, Finance Director, Clerk of the Court & Comptroller
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 the June 10, 2014 Fiscal Year 2015 Budget Workshop; June 24, 2014 Regular Meeting; and July 8, 2014 Regular Meeting; and, May 27, 2014 Joint City/County Adoption Hearing on Cycle 2014-1 Comprehensive Plan Amendments.

Attachments:

1. June 10, 2014 Fiscal Year 2015 Budget Workshop
2. June 24, 2014 Regular Meeting
3. July 8, 2014 Regular Meeting June 10, 2014 Regular Meeting Minutes
4. May 27, 2014 Joint City/County Adoption Hearing on Cycle 2014-1 Comprehensive Plan Amendments

**BOARD OF COUNTY COMMISSIONERS
LEON COUNTY, FLORIDA
WORKSHOP
Fiscal Year 2015
Budget Workshop
June 10, 2014**

The Leon County Board of County Commissioners met for a FY 2015 Budget Workshop on Tuesday, June 10, 2014.

Present were Chairman Kristen 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, Finance Director Betsy Coxen and Board Secretary Rebecca Vause.

Chairman Dozier called the Budget Workshop to order at 9:03 AM.

Facilitator(s): Vincent Long, County Administrator
Alan Rosenzweig, Deputy County Administrator
Scott Ross, Director, Office of Financial Stewardship

County Administrator Long announced that this was the Board's first workshop to discuss the tentative FY 2015 budget and, if needed, another is scheduled in July. He thanked the Board for its strong fiscal leadership which has positioned the County in a solid financial condition. He commended Deputy County Administrator Alan Rosenzweig, Director of Financial Stewardship Scott Ross, and budget staff for their great work in development of the proposed budget. He also noted the significant impact the Constitutional Offices have on the County Budget and very much appreciated the Constitutional Officers for their spirit of cooperation.

Workshop Item #1: LEADS Status Report

County Administrator Long indicated that the budget discussion item provides a status update on the Board's Strategic Plan, the LEADS process and Cross Departmental Action Teams. He noted that each of the Board's 124 Strategic Initiatives aligns with and advances one or more of the Board's Strategic Priorities, which in turn supports and advances the Board's Vision. He relayed that of the 125 Initiatives, 102 are complete and 22 are in progress; however, staff anticipates that as of the end of 2014, 113 will be completed and 11 will be in progress.

Commissioner Dailey moved, duly seconded by Commissioner Maddox, approval of Option 1: Approve the Strategic Initiatives Status Report. The motion carried 7-0.

Workshop Item #2: Fiscal Year 2015 Preliminary Budget and Balancing Strategy

County Administrator Long noted that the Board had previously provided specific direction on issues such as the allocation of the gas tax; line item funding for outside agencies; tourism tax; Bond refunding and primary health care. He also discussed Board sensitivity to taxpayers during a period of economic decline, i.e., \$14 million in property tax relief; reduced budget by \$62 million; eliminated 83 positions (with no layoffs) and streamlined permitting and fast tracked construction to boost the economy and help create jobs. Mr. Long also recalled that the Board had taken actions last fiscal year to address decades old issues related to solid waste, stormwater and transportation. He conveyed that the preliminary budget is balanced, very conservative and reflects the slow economic recovery; however, is one that is responsible and will allow the County to continue to make progress on the Board's highest priorities. County Administrator Long relayed that the County continues to have the lowest net budget,

the lowest budget and second lowest number of employees per 1,000 residents, when compared to comparable counties.

Alan Rosenzweig, Deputy County Administrator provided a summary of anticipated revenues:

- \$3.9 million – property taxes with current millage rate (8.3144)
- \$1.2 million - State shared and ½ cent sales tax
- \$1.2 million – gas taxes
- \$1.2 million – (other revenues, building & permit fees)

He also reviewed anticipated expenses which total approximately \$5.5 million, and included increases in areas such as health care, personnel costs, downtown CRA payment, legal services, and relocation of the homeless shelter. He pointed out that the County is beginning to reap the benefits of capital projects implemented for energy savings, which has resulted in a reduction in utility accounts by \$500,000.

Commissioner Maddox moved, duly seconded by Commissioner Dailey, approval of Options 1 & 2: 1) Accept staff's report on the preliminary budget and 2) Authorize a capital project fund sweep in the amount of \$8.8 million to assist in funding the County five-year maintenance capital budget, and purchase necessary voter registration poll books for the Supervisor of Election's Office, and approve the Resolution and associated Budget Amendment.

Commissioner Proctor suggested that the County pursue some type of compensation from the State to off-set the large parcels of state land that is not included in local property tax revenue. Additionally he asked that consideration be given to across the board merit increases in lieu of performance based increases.

Commissioner Lindley acknowledged Commissioner Proctor's comments regarding compensation for state property and suggested that it be a topic of discussion at the Board's December Retreat. She also was pleased that the budget provided for infrastructure improvements and maintenance and supported the Supervisor of Elections funding request for electronic poll books.

Commissioner Desloge, agreed that the issue of compensation for state owned property was worthy of discussion, but suggested that the County work to improve its relationship with State leadership. He stated that the County currently operates a very lean, efficient, productive government and emphasized the need for continued restraint in the budget process.

Chairman Dozier stated that she was satisfied at this time with the proposed 0-3% merit increases and remarked on the County's investment in energy saving projects which resulted in a \$500,000 saving in utility costs.

The motion carried 7-0.

Workshop Item #3: Approval of Proposed Permit and Code Services, Development Services and Building Plans Review and Inspection Staffing Enhancements at the Department of Development Support and Environmental Management

Mr. Rosenzweig provided an overview of the item. He recalled that during the economic downturn 18 positions were eliminated; however, permitting revenues have increased and the department is requesting the addition of four positions. He added that the annual costs of the positions would be supported by fees collected.

Commissioner Lindley moved, duly seconded by Commissioner Desloge, approval of Option 1: Approve the proposed Permit and Code Services, Development Services and Building Plans Review and Inspection staffing enhancements at the Department of Development Support and Environmental Management, including the associated Resolution and implementing Budget Amendment Request. The motion carried 7-0.

Workshop Item #4: Approval to Reallocate Tourism Funds for the Creation of Two New Full-time Positions Under the Division of Tourism Development for FY 2015

Mr. Rosenzweig stated that the item contemplates bringing the public relations and media/social media services in house for a savings of \$20,000.

Commissioner Desloge submitted that this has not come before the Tourist Development Council (TDC) and opined this was not the time to make the change.

Commissioner Desloge moved, duly seconded by Commissioner Maddox, approval of Option 2: Do not approve the reallocation of tourism funds to account for costs associated with the creation of two new full-time positions under the Division of Tourism Development for FY 2015.

Commissioner Dailey remarked that staff had presented a very prudent option which accomplishes the goals and saves the County \$20,000.

Commissioner Dailey offered a substitution motion for Option 1: Approve the reallocation of tourism funds for the creation of two new full-time positions under the Division of Tourism Development for FY 2015 and direct staff to negotiate accordingly for the FY 2015 advertising contract. The substitute motion was duly seconded by Commissioner Lindley.

Chairman Dozier remarked that a \$20,000 savings was substantial and would support the substitute motion.

Commissioner Desloge noted that this was a potential savings and was concerned that the change could adversely affect tourist development dollars coming into the County.

Commissioner Maddox pointed out that Commissioner Desloge was the Board's representative on the TDC and opined they should have an opportunity to review the proposal and offer a recommendation. He stated that he could not support the substitute motion.

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

Workshop Item #5: Consideration to Allocate \$5,000 for 2014 Entrepreneur Month Activities and Events

Mr. Rosenzweig reported on a number of successful entrepreneurship month activities and mentioned that the Board had amended its Economic Strategic Initiatives to include support for 2014 eMonth activities.

Commissioner Desloge moved, duly seconded by Commissioner Dailey, approval of Option 1: Allocate \$5,000 for 2014 Entrepreneur Month activities and events.

Chairman Dozier mentioned that there are three funding levels for this year's Power Forward Speaker Series and suggested that the Board consider taking a leadership role and provide funding at the "Presenting Sponsor" level for \$7,500.

Commissioner Dailey offered a substitute motion, duly seconded by Commissioner Lindley, to increase funding for 2014 Entrepreneur Month activities and events to \$7,500.

The substitute motion carried 7-0.

Workshop Item #6: Approval of the Apalachee Regional Planning Council Membership Fee Increase in the Amount of \$18,000

Mr. Rosenzweig stated that the Board had requested staff prepare a budget discussion item on the Apalachee Regional Planning Council's (ARPC) proposed membership fee increase. He mentioned that the County has been a member of the ARPC since 1977 with annual dues of \$5,000; however at the May 2014 ARPC Board meeting, the Council approved a new dues structure with a \$5,000 base and a \$0.07 per capita rate. He noted that the County is home to approximately 62% of the region's population. Mr. Rosenzweig added that State law requires that County governments be a member of the Council and if dues are not paid the County would lose its voting privileges until payment is made.

Commissioner Proctor moved, duly seconded by Commissioner Sauls, approval of Option 1: Ratify the membership dues increase to the Apalachee Regional Planning Council in the amount of \$18,000.

Commissioner Lindley, noting the significant increase, asked for and received additional information on the proposed increase and the benefits received from the Council.

Commissioner Desloge stated that he could support the motion at this time, but going forward would like more information on the quantifying value of membership.

Commissioner Sauls confirmed that the County is a voting member of the Council and that Chris Rietow, ARPC Executive Director, was in attendance to answer any questions the Board may have.

County Administrator Long relayed that he would meet with Mr. Rietow to develop a work plan for FY 2015.

Chairman Dozier stated that she too would like a better understanding of the benefits and her support of the motion at this time was not indicative of future support.

The motion carried 7-0.

Workshop Item #7: Consideration of Partnership with Sustainable Tallahassee in the Community Carbon Fund

Mr. Rosenzweig articulated that the item was requested by the Board. He shared that Sustainable Tallahassee has requested \$10,000 to the "Community Carbon Fund"; which would be used to support energy saving projects at four non-profits. The funds would be used as matching dollars.

Chairman Dozier commented that the County's funding has allowed the Community Carbon Fund to improve the efficiency and save dollars for non-profits.

Commissioner Desloge moved, duly seconded by Commissioner Dailey, approval of Option 1: Approve the partnership with Sustainable Tallahassee in the Community Carbon Fund in the amount of \$10,000 to serve as a matching fund. The motion carried 7-0.

Workshop Item #8: Acceptance of a Status Report on the Fee Structure for Use of the Rural Waste Service Centers

Mr. Rosenzweig recalled that last year the County implemented a fee for service structure at the Rural Waste Service Centers (RWSC). He advised that the centers are not generating sufficient revenue to offset the costs of operation (a \$630,000 shortfall is anticipated for the remainder of FY14) and staff anticipates a \$600,000 deficit in FY 2015. Mr. Rosenzweig presented two options for the Board's consideration: 1) allow the RWSCs to remain current and constant in hours of operation (40 hours, Thursday through Sunday); or 2) reduce the hours the RWSCs are open to 24 (eight hours per day Friday through Sunday). He conveyed that the reduced hours would result in a \$135,000 savings in general revenue for next year.

Commissioner Lindley stated that the public has not responded as expected and the RWSCs are not generating the revenue expected. She suggested that a reduction in hours of operation "makes sense" and was the practical thing to do.

Commissioner Lindley moved, duly seconded by Commissioner Desloge, approval of Options 1 & 3: 1) Approve the \$640,000 Budget Amendment Request to subsidize the projected revenue shortfall in Fiscal Year 2014 for the Rural Waste program, and 3) For Fiscal Year 2015 direct staff to implement modified operational schedule (reduced hours) for the RWSC, and transfer \$465,000 in general revenue to support the rural waste collection centers and save \$135,000.

Commissioner Desloge concurred and opined that the decision to make the adjustment was fiscally responsible.

Commissioner Sauls advocated to maintain the status quo and stated that she could not support the motion on the floor.

Chairman Dozier also voiced her concerns about the revenue shortfall and pointed out that 81% of visits to the RWSC occurred during the proposed new timeframe. She expressed a concern about, and asked staff to keep an eye on, illegal dumping.

Commissioner Proctor established with County Administrator Long that RWSC operations would not qualify as an allowable use of the sales tax monies.

The motion carried 5-2 (Commissioners Maddox and Sauls in opposition).

Workshop Item #9: Consideration of Additional Ambulance Crew, New Ambulance Funding and Professional Development Career Path

Mr. Rosenzweig summarized the proposed Professional Development Career Path for EMS employees and discussed the addition of a new ambulance and crew. He conveyed that while the demand for EMS services has increased significantly, a new crew has not been added since 2008. Mr. Rosenzweig provided a number of options available to account for the additional funding needed in the EMS budget.

Commissioner Dailey voiced support for staff's recommendation, but suggested an additional \$38,000 be allocated for the creation of a program to provide medical support to the Sheriff's SWAT team (to include training and equipment).

Commissioner Dailey moved, duly seconded by Commissioner Proctor, approval of Option 1, as amended, 2 & 3: Approve the EMS Professional Development Career Path with a FY 2015 budgetary impact of ~~\$180,000~~ \$218,000; 2) Approve the inclusion of an additional ambulance and full ambulance crew in the FY 2015 budget with an impact of \$920,477, and 3) Approve utilizing EMS Fund Balance as the funding mechanism for the costs associated with the EMS Professional Development Career Path and additional ambulance with full ambulance crew until such a time that the drawdown of fund balance approaches a level acceptable to the Board.

County Administrator Long affirmed that the program to train and equip EMS personnel to support the Sheriff's SWAT team has been a desire for several budget years, but has not been pursued given the economic conditions. He shared that there would be a first year fiscal impact of \$38,000 and a recurring impact of \$18,000 annually.

Commissioner Proctor expressed concerns about the lack of minorities employed by EMS and requested that better efforts be made to enhance the hiring of African Americans.

Commissioner Sauls asked if there were any plans to fully man the rural fire stations with ambulances. County Administrator Long responded that costs to man a station 24/7 would be significant. She mentioned that residents in the rural areas continuously ask about this and asked staff to remain cognizant of their concerns.

Commissioner Desloge stated that while he could support the additional \$38,000, expressed a hesitance to approve the additional funding without more information being provided. He suggested the Board request an agenda item be brought back for discussion.

Commissioner Desloge offered a substitute motion to accept staff's original recommendations (approval of Options 1 & 2) and direct staff to bring back an agenda on the additional \$38,000. The motion died for lack of a second.

Commissioner Dailey suggested the Board move forward with the original motion, but request an agenda item for the June 24th meeting (under the Consent Agenda) which provides more information regarding the creation of the program to provide medical support to the Sheriff's SWAT team.

The motion, as amended, carried 7-0.

Workshop Item #10: Establishment of the I² (Innovator/Inspirator) Award Policy

Mr. Rosenzweig introduced the item and relayed that the proposed program is not only geared toward costs savings, but is intended to recognize employees that exemplify County values and practices. The program will have a fiscal impact of \$20,000.

Commissioner Dailey thanked staff for their engagement of this idea and noted that the \$20,000 investment would actually represent a lot of savings because the individuals recognized would be those innovators who help make the County more efficient.

Commissioner Dailey moved, duly seconded by Commissioner Sauls, approval of Options 1, 2, 3, & 4: 1) Adopt Policy No. _____, "Employee I² Award Program"; 2) Adopt proposed revised Leon County Personnel Policies and Procedures, Section 6.12, "Employee Awards Program"; 3) Rescind Leon County Policy No. 98-29, "Employee Innovation Program", and 4) Direct staff to include \$20,000 in program funding in the proposed FY 2014/15 budget. The motion carried 6-0 (Commissioner Maddox out of Chambers).

Workshop Item #11: Consideration of Improvements to the Highway 27 Lake Jackson Boat Landing in Accordance with the Lake Jackson Town Center at Huntington “Sense of Place” Initiative

Mr. Rosenzweig shared that the item is presented at the request of the Board and proposes improvements to the Lake Jackson boat landing. He conveyed that the initiative was previously approved by the Board as part of the overall Huntington Oaks “Sense of Place” project.

Commissioner Dailey thanked the Board for its continued support of this initiative.

Commissioner Dailey moved, duly seconded by Commissioner Lindley, approval of Options 1 & 2: 1) Begin the design to implement project 6.3.4 of the Lake Jackson Town Center at Huntington “Sense of Place” Initiative for the Highway 27 Lake Jackson Boat Landing including amenities such as picnic tables and grills, a deck, and an observation pier into the fringes of Lake Jackson, improve parking, construct a bathroom, and improved landscaping at Highway 27 Lake Jackson boat Landing, and 2) Rebrand the Highway 27 Lake Jackson Boat Landing and Jackson View Park through signage and public relations as complementary facilities serving the Lake Jackson community area. The motion carried 7-0.

Workshop Item #12: Consideration to Provide Sheriff Deputy at the New Comprehensive Emergency Services Center

Mr. Rosenzweig stated that the item is presented at the request of the Board. He reported that the Sheriff’s Office has advised that they do not have resources to provide the service without additional funding. He pointed out that the Sheriff’s Office is adjacent to the proposed facility.

Commissioner Lindley moved, duly seconded by Commissioner Proctor, approval of Option 1: Accept staff’s report and take no further action.

Commissioner Desloge stated that he would like to see the Board do something and noted that the private sector has stepped up in a big way to address the homeless issue in the community. He mentioned that Shelter staff wants the facility to be a safe place and law enforcement was contemplated only during hours of primary operation.

Chairman Dozier commented that she was not prepared to move forward at this time, but would like to discuss more in the future.

The motion carried 7-0.

Workshop Item #13: Consideration of the Youth Corp Leon County

Mr. Rosenzweig introduced the item. He reported that there were 1,600 applications submitted this year for 56 available positions. The Board requested staff look at ways to improve the effectiveness of the Summer Youth Program and increase the amount of participation. Through this evaluation process, staff recommended the establishment of the Youth Corp program. Mr. Rosenzweig provided an overview of the proposed program.

Commissioner Proctor spoke of the benefits and success of the current Summer Youth Program. He stated that while the proposed Youth Corp Program had merit, he did not want to eliminate the current program and suggested that what is being proposed be incorporated into the current program, so as to enhance what is presently offered.

Commissioner Lindley received clarification from Commissioner Proctor on his proposal and expressed some concern about how much staff time would be involved to implement this concept. She ascertained from County Administrator Long that it was staff's intent to take what is currently being offered to the "next level" and best utilize the time and resources of the organization. He added that should the Board desire, staff can incorporate into the ratification comments offered by Commissioner Proctor.

Commissioner Dailey agreed that the summer employment program should be preserved, but also supported the direction offered by staff. He suggested that the Summer Youth Program budget remain intact (\$74,265) and staff be directed to bring back an agenda item on options to establish some type of County/Municipal civic education curriculum. He recommended staff reach out to organizations such as the Florida Association of Counties, Florida League of Cities, YMCA, Chamber of Commerce, Bob Graham and Lou Frey Institutes, and the City of Tallahassee.

Commissioner Desloge stated that his inclination was to maintain the current budget and request staff bring back an agenda item that includes options for a restructuring of the program. He opined that the current program had gotten stagnant and could support a program with a shortened timeframe and more structure.

Commissioner Desloge moved, duly seconded by Commissioner Proctor, that the Summer Youth Program budget remain intact (\$74,265) and instruct staff to prepare an agenda item that incorporates Commissioner comments and explores options for next year's summer youth program.

Commissioner Proctor suggested that staff also explore the possibility of private sponsorships.

Chairman Dozier articulated a preference for the program to move in a more civics driven direction and offered that this was an opportunity for the County to influence civics education. She mentioned that any materials developed for the program could be utilized by Commissioners when they are offered an opportunity to speak at local schools.

The motion carried 7-0.

Other Budget Discussion Items Offered by the Board:

Chairman Dozier invited Commissioners to bring up any other items they may want the Board to consider.

- *Commissioner Dailey moved, duly seconded by Commissioner Desloge, adding \$25,000 to the FY 2015 tentative budget for the Domestic Violence Coordinating Council.*

Chairman Dozier commented that this is a great program; however, it is her understanding that the Public Safety Coordinating Council (PSCC) dollars are not intended to fund one program indefinitely. She stated that she would like for the LIFT Program to pursue more sustainable funding, so that PSCC dollars can be applied to other programs in need.

The motion carried 7-0.

- *Commissioner Dailey moved, duly seconded by Commissioner Desloge, adding \$25,000 to the FY 2015 tentative budget for the Knight Creative Communities Initiative.*

Chairman Dozier noted that the motion seeks funding in excess of the original request and may be more than the City has committed. She asked staff to include in the ratification an update on the City's action on the KCCI funding request, and other programs that are jointly funded. The motion carried 7-0.

Workshop Item #14: Establishing the Maximum Millage Rate for the Tentative FY 2015 Tentative Budget

Mr. Rosenzweig conveyed that staff recommends no increase in the millage rate for FY 2015 (8.3144) and to establish the EMS MSTU at 0.5 mills.

Commissioner Desloge moved, duly seconded by Commissioner Maddox, approval of Options 1 & 2: 1) Establish the preliminary maximum countywide millage rate at 8.3144 as established in the FY 2015 Preliminary Budget Balancing Workshop discussion item, and 2) Establish the maximum Emergency Medical Services (EMS) Municipal Services Taxing Unit (MSTU) at 0.5 mills. The motion carried 7-0.

Closing Comments:

Commissioner Dailey appreciated staff's hard work and efforts to bring forward a responsible budget.

County Administrator Long thanked the Board for its financial stewardship and County employees for their hard work.

Adjourn:

There being no further business to come before the Board, the workshop was adjourned at 11:58 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
REGULAR MEETING
June 24, 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, Finance Director Betsy Coxen 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 July as Bladder Cancer Awareness Month in Leon County. Carla Dean, President, Bladder Cancer Foundation of Florida, accepted and thanked the Board for the Proclamation. She noted that Florida has the third highest incidence of bladder cancer, the second highest rate of bladder cancer deaths in the country, but ranks 22nd in research dollars. She invited all to visit their website BladderCancerFla@gmail.com for more information.
- Chairman Kristin Dozier presented a Proclamation to Scott Shulthies, Applications Systems Analyst II, in honor of his retirement after 16 years of dedicated public service to Leon County and its citizens.
- Vice-Chairman Mary Ann Lindley presented a Proclamation Celebrating World Refugee Day on June 26, 2014. Theresa Lesley, Department of Children and Families Refugee Services, accepted the proclamation and shared that World Refugee Day would be held on June 20th. The event will be held at the Co-Cathedral of St. Thomas More.

Consent

Commissioner Sauls moved, duly seconded by Commissioner Desloge to approve the Consent Agenda. The motion carried 6-0 (Commissioner Proctor out of Chambers).

1. Approval of Minutes: May 27, 2014 Regular Meeting

The Board approved Option 1: Approve the minutes of the May 27, 2014 Regular Meeting.

2. Authorization for the North Florida Fair Association to Proceed with Two Fairgrounds Capital Improvements Projects

The Board approved Option 1: Authorize the North Florida Fair Association to proceed with two capital improvement projects at the Fairgrounds, consistent with the terms of the existing lease.

3. Approval of Payment of Bills and Voucher Submitted for June 24, 2014, and Pre-Approval of Payment of Bills and Vouchers for the Period of June 25 through July 7, 2014

The Board approved Option 1: Approve the payment of bills and vouchers submitted for June 24, 2014 and pre-approval of payment of bills and vouchers for the period of June 25 through July 7, 2014.

4. Acceptance of the Status Report on the Creation of a SWAT Medic Program and Authorization to Explore a Minority Recruitment Partnership with Tallahassee Community College EMS Technology Program and Florida A&M University

The Board approved Options 1 & 2: 1) Accept the status report on the creation of a SWAT Medic program, and 2) Authorize the exploration of minority recruitment partnership with Tallahassee Community College EMS Technology Program, Florida A&M University, and other community partners.

5. Acceptance of Report to Review the Communication Antenna and Broadcast Antenna Support Structure Ordinances for Updates

The Board approved Option 1: Accept staff's report on the intent to review the Communication Antenna Support Structure and Broadcast Antenna Support Structure Ordinances for updates.

6. Acceptance of a Conservation Easement from Bannerman Forest LLC and Approval of a Release and Quit Claim of Conservation Easement Associated with the Beech Ride Trail Extension Southern Loop

The Board approved Option 1: Approve and accept for recording a Conservation Easement from Bannerman Forest LLC, and approve and record the Release and Quit Claim of Conservation Easement associated with the Beech Ridge Trail Extension Southern Loop.

7. Approval of the Plat of Preserve At Buck Lake Phase I Subdivision for Recording in the Public Records and Acceptance of Maintenance Agreement and Surety Device

The Board approved Option 1: Approve the plat of Preserve At Buck Lake Phase I subdivision for recording in the Public Records, contingent upon staff's final review and approval, and acceptance of the Maintenance Agreement and Surety Device.

8. Approval of the Locally Funded Agreement and Amendment to the Joint Project Agreement with Florida Department of Transportation for the North Monroe Street Turn Lane Project

The Board approved Options 1, 2 & 3: 1) Approve the draft Locally Funded Agreement with the Florida Department of Transportation for the North Monroe Street Turn Lane Project, and Authorize the County Administrator to execute, in a final form approved by the County Attorney; 2) Approve the Resolution approving the Locally Funded Agreement as referenced in the Locally Funded Agreement for the North Monroe Street Turn Lane Project, and authorize the Chairman to execute, and 3) Approve the draft Amendment to the Joint Project Agreement with the Florida Department of Transportation, for the North Monroe Street Turn Lane Project, and authorize the County Administrator to execute, in a final form approved by the County Attorney.

9. Acceptance of Conservation Easement Modifications and Drainage Easements for Lake Heritage Dam Improvements

The Board approved Options 1 & 2: 1) Approve and accept for recording the Drainage Easements for the Lake Heritage Dam Improvements, and 2) Approve the Partial Release, Quitclaim, and Termination of Conservation Easements.

10. Acceptance of Status Report on the 2014 Water Projects Funding

The Board approved Option 1: Accept status report on the 2014 water projects funding.

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

- Cameron Paul, 3508 Trillium Court, Student Body President of Leon High School, appeared on behalf of Leon High alumni, staff, and students to thank the Board for the improvements to Franklin Boulevard which have helped alleviate the parking lot that has plagued the site for years.

General Business

11. Request to Schedule the Two Required Public Hearings to Consider Proposed Revisions to the Land Development Code Regarding Minor Commercial Land Uses in the Rural Zoning District for July 8, 2014 and September 2, 2014 at 6:00 PM

County Administrator Long introduced the item. He stated that the item is presented at the request of the Board and recommends amendments to the Land Development Code (LDC) to address design, operation, location and a number of allowable minor commercial land uses in the rural zoning district. He mentioned also that staff recommends the enactment of a moratorium ordinance for the approval of applications for commercial land uses in the rural zoning categories until such time as the LDC revisions becomes effective.

Speakers:

- Rick Ashton, 9854 Centerville Road, voiced his support for the recommended amendments and asserted that residents in the rural areas do not want urbanization of their land. He commented that the Crump Road project brought to his attention the types of developments that can occur throughout the County.
- Mike Rychlik, 9601-68 Miccosukee Road, appeared as a representative of the Keep it Rural Coalition. He thanked the Board for its attention to this matter and responding to the Coalition's concerns. He discussed the proposed development at Crump and Miccosukee Roads and noted that the "inconvenience station" was situated 350 feet from a protected canopy road and is directly across from the trailhead to the Miccosukee Greenway. He reminded the Board that the Comprehensive Plan land use mission statement promises to "protect the natural and aesthetic environments in residential neighborhoods". Mr. Rychlik stated that the Coalition wants to work with the County to improve the process and requested that they be invited to have a seat at the table. Additionally, he suggested that the County publicize the 34 potential commercial intersections by their address.
- Rob Lombardo, 9601-54 Miccosukee Road, Chair of the Friends of the Miccosukee Canopy Road Greenway, commented that staff's recommendations are well intended and a good step forward. He noted the agenda's reference to Comp Plan Policy 2.2.1, which states that the Rural FLU is primarily intended for very low density residential and minimal commercial development and questioned the relationship between policy 2.2.1 - Minimal Commercial, and policy 3.2.1 Minor Commercial. He stated that he was opposed to the precedent the development creates and also requested to be part of the committee that addresses these issues. Mr. Lombardo submitted for the record correspondence dated June 24, 2014 which outlined a number of questions regarding the agenda item.

- Laura Newton, 4541 Pecan Branch, stated that she is working to protect the rural areas and urban fringe. She asked if the proposed revisions to the LDC were adopted prior to the issuance of the permit for the Crump/Miccosukee Road development, would it have been approved. She reiterated the need to protect the 34 intersections that are at risk.
- Pamela Hall, 5051 Quail Valley Road, requested that the public hearings be postponed to allow the citizens committee to meet prior to the public hearings. She suggested the first hearing be scheduled for September 2 and the second a couple of weeks later. She articulated her support for a moratorium and hoped that the citizens committee included residents from Commissioner Sauls' district and the rural community.

Chairman Dozier deferred to County Attorney Thiele for guidance on what can and cannot be discussed by the Board at this time. He responded that the Board needed to avoid discussion on the proposed project application because of the appeal; however, they could talk in generalities.

Commissioner Desloge thanked citizens for their advocacy and commented that the amendments were a great start. He stated that he was comfortable with staff's recommendation; however, would like to incorporate some of the comments offered from the speakers. He discussed with County Administrator Long the involvement and composition of the DSEM Citizens Users Group and learned that the group is comprised of a broad spectrum of neighborhoods, contractors and other stake holders. County Administrator Long, in response to Commissioner Desloge suggestion that citizen input be expanded, stated that staff would extend a formal invitation to those persons who spoke this evening. Commissioner Desloge voiced an interest in adding citizens to the group, such as residents from the Miccosukee community and possibly Commissioner Sauls' district. He also wanted to ensure that the Board does all it can to avoid situations like this in the future.

Commissioner Desloge moved, duly seconded by Commissioner Maddox, approval of Options 1 & 2, as amended: 1) Schedule the two required Public Hearings to consider proposed revisions to the Land Development Code regarding minor commercial land uses in the Rural zoning district for July 8 and September 2, 2014 at 6:00 PM and approve initiation of any needed Comprehensive Plan amendments directly related to the strategies in this item, and 2) Schedule the first and only Public Hearing to consider enactment of a Moratorium Ordinance for the approval of applications for commercial land uses in the Rural zoning district for July 8, 2014 at 6:00 PM. And direct staff to invite speakers to be part of the process and the DSEM Citizens Users Group.

Commissioner Proctor established with County Attorney Thiele that there were currently no applications in the "pipeline" for projects such as the one proposed for Crump/Miccosukee Road and that the action contemplated by this item could not be used retroactively to nullify the Crump/Miccosukee Road application. Commissioner Proctor expressed concerns about a universal moratorium and stated that he did not want it to apply to the Woodville area as residents have historically embraced commercial expansion.

Chairman Dozier commented that this was a preliminary report and once information on the 34 intersections is provided, the Board can discuss in more detail. She noted that the Board has been proactive on this issue.

Commissioner Proctor asked why the urgency for a moratorium when there are no applications in the pipeline. County Attorney Thiele responded that the moratorium is needed to avoid a run on applications for similar projects before the County can adopt revisions to the Land Development Code. Commissioner Proctor was concerned that a moratorium would send a signal that the County was not supportive of commercial development. County Administrator Long responded that the moratorium would be in affect be for a very limited time.

Chairman Dozier pointed out that the proposed moratorium would not limit development in the community and would only impact those sites that currently allow development of minor commercial establishments.

The motion carried 7-0.

12. Acceptance of Status Update Regarding Curbside Collection Service Provided by Waste Pro, Inc.

County Administrator Long introduced the item. He provided that the transition to Waste Pro impacted 25,000 residents in the unincorporated area and while significant savings were realized by subscribers, the vendor's performance thus far has been unsatisfactory. He noted the Board's concern on behalf of their constituents and shared that staff has been very responsive in addressing customer complaints directly and working with the vendor to resolve the problems. County Administrator Long shared that staff and representatives from Waste Pro were in attendance and available to answer any questions the Board may have.

Maggie Theriot, Resource Stewardship Director, provided additional information on the item and acknowledged solid waste staff for their efforts in responding to citizen concerns. She then introduced Robert Mills, Solid Waste Director, who summarized the issues in more detail.

Mr. Mills detailed the most prevalent service delivery complaints voiced by citizens. These included: 1) the lack of communication or action by Waste Pro, i.e., repeated calls to Waste Pro with no response; 2) an inadequate inventory level of waste/recycling carts causing a delay in customers receiving the carts; 3) lack or delayed collection of garbage or recycling, bulk items, and yard debris; 4) billing and payment troubles associated with the Waste Pro online payment system, and 5) litter and leachate coming from trucks resulting in foul smelling liquid being discharged onto streets.

County Administrator Long articulated that while he did not believe there was any problem that could not be fixed, it is the County's expectation that the vendor should allocate appropriate resources to fix the problems.

Speaker:

- Pamela Hall, 5051 Quail Valley Road, shared that she is a Waste Pro customer. She submitted that clearly the contract was underbid and the vendor did not anticipate the resources needed to fulfill the requirements. She added that she was being charged for a bear resistant container that was not bear resistant and was not needed.

Commissioner Sauls stated that her office has received a number of calls regarding the pick-up (or lack thereof) of recyclables. She added that this past week-end, the gates were not being manned at the Ft. Braden rural waste site; which allowed individuals to use the site, seemingly without paying.

Commissioner Dailey thanked Ms. Theriot and Mr. Mills for their dedication to resolving customer complaints. He suggested that the County and Waste Pro create some type of public education campaign, particularly related to bulk pick-up. He suggested that there is an expectancy that this service is provided on a routine basis rather than on a call-in, as needed basis (which is Waste Pro's procedure).

Commissioner Proctor asked the areas where most of the problems are being reported. Mr. Mills responded that the majority of the problems originate from Districts 4 (Chairman Dozier) and 5 (Commissioner Desloge). Commissioner Proctor called attention to the 976 infractions by Waste Pro between January and June, with the most coming in May and learned that a large portion of the complaints received in May were related to cart deliveries and bulk pick-ups (which had previously not been reported). Mr. Mills, upon inquiry by Commissioner Proctor, shared that the contract mandates the County seal be placed on the Waste Pro trucks. Commissioner Proctor suggested that the County consider providing collection services prior to the end of the contract, which is in seven years.

Commissioner Lindley stated that as a current Waste Pro customer she had confidence in their expansion into the County; however, was disappointed in the service delivery to County residents and stunned at the number of calls received by unsatisfied customers. She invited Waste Pro representatives to address the Board and respond to the concerns being discussed.

Ralph Mills, Regional Vice-president for Waste Pro, Southern Region, spoke to the Board on actions they have undertaken to help resolve the problems. These included the installation of an automated call distribution system and the purchase of additional equipment. Mr. Mills declared that he personally and Waste Pro are committed to providing quality service to County residents and are continuing to work on resolution of customer complaints.

Commissioner Desloge stated that while he and the Board were aware that a change of this magnitude would result in some transitional issues, asked if the situation was improving. County Administrator Long responded in the affirmative and shared that the nature of calls has changed dramatically and Waste Pro was moving forward in acquiring the resources needed to fulfill the account. Mr. Long responded to Commissioner Desloge's inquiry of "worst case scenario" by stating that liquidated damages could be imposed and after that staff would bring options back to the Board relative to the contract with Waste Pro.

Commissioner Maddox also acknowledged that while there had been an expectancy that citizens would react to the vendor change the number of calls/complaints received was not expected. He asserted that Waste Pro's performance has been unacceptable and if the problems persist would not be hesitant to revisit the contract.

Commissioner Desloge moved, duly seconded by Commissioner Maddox, approval of Option 1: Accept the status update regarding curbside collection service provided by Waste Pro, Inc.

Commissioner Dailey remarked that communication between Waste Pro and the customer was a problem and suggested that some type of automated message system be implemented to remind customers to call for bulk pick up and possibly a reminder of what day their service is scheduled.

Commissioner Proctor affirmed with County Administrator Long that the County contracts with several companies for pick-up of storm debris. Commissioner Proctor added that by the end of October these issues should be resolved and recommended that the County establish benchmarks that if not met could constitute breach of contract.

Chairman Dozer articulated her disappointment and frustration in the performance of Waste Pro and supported the establishment of a deadline for the problems to be resolved. She stated that she found it unacceptable that one out of five calls is not being reported and that the County should not be dealing with the number of calls on these issues.

Commissioner Desloge amended the motion to include a date certain of late October/early November for a status update.

The motion, as amended carried 7-0.

13. Consideration of Full Board Committee Appointment to the Adjustment and Appeals Board, CareerSource Capital Region, Educational Facilities Authority, Enterprise Zone Development Authority, and Planning Commission

County Administrator Long introduced the item.

Commissioner Maddox moved, duly seconded by Commissioner Desloge, approval of Options 1, 2, 3, 4, & 5:

- **Option 1: Reappoint Brad Trotman to the Adjustment and Appeals Board.**
- **Option 2: Reappoint George Banks to the CareerSource Capital Region.**
- **Option 3: Reappoint Bill Hilaman to the Educational Facilities Authority.**
- **Option 4: Reappoint Regina Davis, Kim Rivers, and Joe Schreiber to the Enterprise Zone Development Authority.**
- **Option 5: Reappoint Tim Edmond to the Tallahassee-Leon County Planning Commission.**

Commissioner Lindley offered a substitute motion to waive the policy regarding the reappointment of Bob Kellam to the Educational Facilities Authority (Option 3). The substitute motion was seconded by Commissioner Proctor.

Commissioner Lindley stated that Mr. Kellam has been an active, diligent and long-standing member of the EFA and Board approval to waive the policy was necessary for him to be reappointed. She shared that he is interested in reappointment.

Commissioner Proctor asked what value Mr. Kellam brings to the EFA that would necessitate the Board's consideration of reappointment. Commissioner Lindley reiterated that Mr. Kellam has been a long time EFA member, brings considerable expertise in the management of the EFA and wants to continue on the EFA Board. She mentioned that there are no other applicants interested in appointment.

Commissioner Maddox stated that while he was not opposed to waiving the policy for Mr. Kellam's reappointment, he would like staff to review the issue and bring back more information to the Board.

Commissioner Lindley withdrew her substitute motion.

The original motion made by Commissioner Maddox and seconded by Commissioner Desloge to approve Options 1-5 carried 7-0.

Commissioner Desloge submitted that the whole idea of term limits is to force change and stated that he would appreciate an opportunity to pursue other individuals who might be interested in making application to the EFA. He emphasized that his remarks were in no way a negative reflection on Mr. Kellam who has offered excellent service to the EFA and the community.

Commissioner Lindley moved, duly seconded by Commissioner Desloge, to direct staff to bring a review of Mr. Kellam's reappointment. The motion carried 7-0.

Commissioner Proctor commented that is unclear of the role and mission of the Enterprise Zone Development Authority and would appreciate a reorientation of its purpose.

Commissioner Proctor moved, duly seconded by Commissioner Maddox, to direct staff to bring back a status report on the Enterprise Zone Development Authority, seconded by Commissioner Maddox. 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 there were no speakers.

Comments/Discussion Items

County Attorney Thiele:

- No issues.

County Administrator Long:

- Recalled that Commissioner Desloge had, at the Board's last meeting, requested an update on the Joint Dispatch Center operations. He remarked that it did not appear the Board would need to hold the budget workshop currently scheduled for July 8th; thus, suggested that the Board conduct a site visit to the Joint Dispatch facility on the 8th at 10:00 a.m..
 - **Commissioner Maddox moved, duly seconded by Commissioner Desloge, to cancel the July 8th budget workshop and schedule a Board site visit to the Joint Dispatch Facility on July 8th at 10:00 a.m.. The motion carried 7-0.**
- Congratulated Commissioner Desloge on the conclusion of his extended term as President of the Florida Association of Counties and for representing the County so well.

Commissioner Discussion Items

Commissioner Proctor:

- Thanked Commissioner Desloge for the great job he had done as President of the FAC.
- Distributed a copy of a letter he sent to Governor Scott requesting he convene a special legislative session focused on Florida's acceptance and agreement to expand Medicaid. The letter supported a similar request made to the Governor by Bishop A.J. Richardson of the AME Church. He asked for the Board's continued support of Medicaid expansion in Florida.
- Referred to an e-mail from Charlie Smith, who requested an opportunity to make presentation to the Board on creating a multipurpose event center on the fairgrounds property.
 - County Administrator Long suggested that Mr. Smith meet with the Fairgrounds Sense of Place team to discuss various options and outcomes from that meeting be included in the initial report to the Board on the sense of place initiative.
 - Commissioner Maddox concurred with the direction offered by the County Administrator and asked when a status report would be provided to the Board. County Administrator Long indicated that a report was anticipated early next year.
 - ***Commissioner Maddox moved, duly seconded by Commissioner Proctor, to direct staff to meet with Mr. Smith and include ideas originating from the discussions in the sense of place initiative status report. The motion carried 7-0.***
- Expressed concerns that the salary offered to the new executive director of the Council on the Culture and Arts (COCA) was less than was offered to the number one candidate to the position and asked for explanation on how this occurred.
 - County Administrator Long affirmed that that the selection and pay of the COCA Executive Director was entirely within the purview of the COCA Board and did not involve the County.
 - Chairman Dozier, as the Board's representative on the COCA Board, relayed that discussions on this issue were held in the Sunshine and all records pertaining to these meeting are available. She did provide some additional information on the COCA Board's rationale for its decision.

Commissioner Dailey:

- Voiced agreement with Commissioner Proctor's letter to the Governor requesting a special session to consider Medicaid expansion.
- ***Commissioner Dailey moved, duly seconded by Commissioner Desloge, to direct staff to bring back a status report on the overall picture of the Affordable Care Act and its impact on Leon County, i.e., how many enrolled, how can Leon County effectuate enrollment. The motion carried 7-0.***

Commissioner Sauls:

- No comments.

Commissioner Maddox:

- No comments.

Commissioner Desloge:

- Much appreciated the Board's support at the Florida Association of Counties Conference.
- Mentioned that the Tourist Development Council Board will meet this upcoming Friday and he would share with them the decision the Board made at the Budget Workshop to support bringing public relations and social media for tourism in-house. He stated that should the TDC Board not concur with the Board's decision, he would like an

opportunity to bring the issue back to the Commission for further discussion at the July 8th meeting.

- **Commissioner Desloge moved, duly seconded by Commissioner Maddox, to have an agenda item brought back at the July 8th meeting that addresses the actions taken by the TDC Board related to the decision made by the Commission at its July Workshop related to internal vs. external contracts. (This would only be needed should the TDC Board not concur with the Commission's preliminary decision).**
- Commissioner Dailey questioned if an agenda item was needed, as Commissioner Desloge is the Board's designee on the TDC Board, and as such would bring back any recommendations from the TDC Board regarding this issue.
- County Administrator Long noted that ratification of actions taken at the Budget Workshop would be part of the Board's agenda on the 8th; which would allow an opportunity for Commissioner Desloge to readdress this issue with the Board.
- **Commissioner Desloge withdrew his motion;** however, wanted to make sure that there was a "placeholder" on this issue and that if needed it be brought up for more discussion.
- Commissioner Desloge also stated that he would make sure that everyone was informed and made aware of the actions taken by the TDC Board, prior to the meeting on the 8th.
- Congratulated staff on receiving seven NACo awards:
 - Apalachee Regional Park: Premier Cross County Running Facility.
 - Promoting Transparency: The Leon County Website.
 - Leon County Sustainable Demonstration Center.
 - Operation Thank You – Honoring our Veterans.
 - 2013 Annual Report.
 - Live Well LEON: Small Choices. Big Change.
 - Press the Chest CPR Training.

Vice-Chairman Lindley:

- No comments.

Chairman Dozier:

- On behalf of Chairman Dozier: ***Commissioner Dailey moved, duly seconded by Commissioner Maddox, to authorize the Chairman to write a letter of support on behalf of Kids Incorporated who is applying for a grant to expand the current Head Start program in Leon County. The motion carried 7-0.***
- Mentioned that she is on the Inauguration Committee for FAMU President Mangum and a number of great activities are being planned. One of the events planned is a 5K run from FAMU Campus to Cascades Park and she stated that she would (at a future time) request a small amount of funding from the Board to help sponsor the race.
- Congratulated Tallahassee Community College on the opening of their non-profit Center for Innovation and Excellence.

Receipt and File:

- Capital Region Community Development District – Record of Proceedings for November 14, 2013.

Adjourn:

There being no further business to come before the Board, the meeting was adjourned at 5:30 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
REGULAR MEETING
July 8, 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, Finance Director Betsy Coxen and Board Secretary Rebecca Vause.

The Invocation was provided by Vice-Chairman Mary Ann Lindley, who then led the Pledge of Allegiance.

AWARDS & PRESENTATIONS:

- Chairman Kristin Dozier presented the Council of Neighborhood Associations' 2014 Neighborhoods and Neighbor of the Year Awards:
 - Leon County's Large Neighborhood of the Year - Lafayette Oaks Homes Association
 - Leon County's Small Neighborhood of the Year - Avondale Homeowners Association
 - Leon County's Unincorporated Area Neighborhood of the Year - Lafayette Oaks Homes Association
 - Leon County's Neighbor of the Year - Amy Jones of Avondale Homeowners Association
 - Gladys Ford Caswell - Callen Neighborhood was recognized as a nominee for the Neighbor of the Year
- Mike Campbell, Director, North Florida Outreach, The Jim Moran Institute for Global Entrepreneurship, made presentation on the Alliance of Entrepreneur Resource Organization (AERO).
 - AERO was formed in May 2013 and is a coalition of community partners that provide current and new businesses with resources to aid in their success.
 - AERO created the web portal www.bigbendbiz.com as the "go to" resource for businesses and entrepreneurs to obtain information and get assistance.
 - The web site is provided as a gift to the community by the Jim Moran Institute.

CONSENT:

Commissioner Sauls moved, duly seconded by Commissioner Desloge to approve the Consent Agenda with the exception of Items 2, 3 and 5, which were pulled for further discussion. The motion carried 7-0.

1. Approval of Minutes: June 24, 2014 Regular Meeting

The Board approved Option 1: Approve the minutes of the June 24, 2014 Regular Meeting.

2. Ratification of Commissioners' Appointments to the Code Enforcement Board, Development Support & Environmental Management Citizens User Group, and Water Resources Committee

Commissioner Lindley requested the item be pulled for further discussion.

County Administrator Long introduced the item.

Commissioner Lindley noted that her original appointment, Rob Lombardo, had withdrawn his application from consideration; thus, she would like to appoint Rick Zelznak as her representative on the Development Support & Environmental Management Citizens Users Group.

Commissioner Lindley moved, duly seconded by Commissioner Desloge, to approve Options 1, 2, 4, 5, 6, and a modified 3:

1) Ratify Commissioner Maddox's reappointment of Carmen Green to the Code Enforcement Board; 2) Ratify Commissioner Sauls' reappointment of Travis Sparkman to the Code Enforcement Board; 3) Ratify Commissioner Lindley's appointment of ~~Rob Lombardo~~ Rick Zelznak to the Development Support & Environmental Management Citizen Users Group; 4) Ratify Commissioner Desloge's appointment of Lee Killinger to the Water Resources Committee; 5) Ratify Commissioner Dozier's appointment of Jennifer Cherrier to the Water Resources Committee, and 6) Ratify Commissioner Maddox's reappointment of John Folks to the Water Resources Committee. The motion carried 7-0.

3. Acceptance of a Restrictive Covenant for Fallschase One-Acre Donation from RBC Fallschase, LLC

Commissioner Proctor requested the item be pulled for further discussion.

County Administrator Long introduced the item. He stated that the one-acre donation was contemplated in the original Development Agreement and the restricted covenant allows the County to encumber the entire residential parcel and determine what the specific one acre donation will be prior to the development of that parcel.

Commissioner Proctor expressed concern that the one-acre donation is in a residential area and believed that this action retreats from what was originally brokered and fails to meet what the previous Commission had agreed. He asserted that the original intent was to use the one acre for a public purpose, such as a fire station, Sheriff Substation, movie theater, or library.

Commissioner Proctor moved Option 3: Require the developer to meet the original agreement which anticipated the donation of one acre to the County for public use. The motion died for lack of a second.

Chairman Dozier stated that there appears to be some movement on residential development at Fallschase and the proposed donation, if located near the lake, could result in a contiguous trail or park that connects to other County property. She also mentioned that she has heard no opposition to the proposed one-acre donation.

County Administrator Long acknowledged Commissioner Proctor's involvement in the original Development Agreement. He noted that the Development Agreement does not address the location or specific use of the one acre and staff and the developer have agreed that the best location for the one-acre county parcel would be within one of the residential phases. He added that the contiguous acre is ideal for a trail head (given the proposed sales tax extension project for the area).

Commissioner Desloge moved, duly seconded by Commissioner Lindley, approval of Option 1: Approve and accept for recording a Restrictive Covenant for Fallschase one-acre donation from RBC Fallschase, LLC.

Commissioner Desloge submitted that the proposed donation provides an opportunity to increase the trail system (of which he is a huge supporter) and would provide value to the County.

Commissioner Proctor maintained that the Board should insist that the one acre received is commercial; which he deemed would be more beneficial to the community in the future. He stated that he would not support the motion on the floor.

The motion carried 5-2 (Commissioners Sauls and Proctor in opposition).

4. Approval of First Amendment to Agreement with WageWorks, Inc. for Cafeteria Plan Administration Services

The Board approved Option 1: Approve and authorize the County Administrator to execute the First Amendment to Agreement between Leon County and WageWorks, Inc. for Cafeteria Plan Administration Services, in a form approved by the County Attorney.

5. Acceptance of Status Report on Leon County's Deferred Compensation 457(b) Retirement Plan and the 401(a) Match Retirement Plan Providers, and Approval of Agreements with ICMA and VALIC

Commissioner Proctor requested the item be pulled for further discussion.

County Administrator Long introduced the item. He recalled that the Board had made the decision to stay with a multi provider structure currently in place; however, staff was directed to try to bring the fees down. He conveyed that the agenda item details staff's efforts in that regard.

Commissioner Proctor thanked Nationwide for its fee reduction and asked how the County could persuade ICMA and VALIC to also lower their fees. County Administrator Long responded that had the County gone with a single provider structure, an RFP would have been let and fees would have been more competitive. However, with the decision to maintain a multi provider structure, staff negotiated with each provider individually and attained the best fees possible. Commissioner Proctor referenced attachment 3 of the agenda item and noted the use of the word "commingled" in the agreement. He stated that he was troubled by the term and asked if funds invested in this account were "safe". County Attorney Thiele replied the organization (ICMA-RC) had been in operation a long time and he was not concerned with the inclusion of "commingled".

Commissioner Proctor moved, duly seconded by Commissioner Desloge approval of Options 1, 2 & 3: 1) Accept the status report on Leon County's Deferred Compensation 457(b) Retirement Plan and the 401(a) Match Retirement Plan providers; 2) Direct the County Administrator to execute the Administrative Services Agreement with ICMA, and 3) Direct the County Administrator to execute the Portfolio Director Enhancement Form with VALIC. The motion carried 7-0.

6. Approval to Certify the Tax Collector's Recapitulation of the Property Tax Roll for 2013

The Board approved Option 1: Approve certification of the recapitulation of the Property Tax Roll for 2013, which entitles the Tax Collector to credit the tax assessment roll accordingly.

7. Approval of Payment of Bills and Voucher Submitted for July 8, 2014, and Pre-Approval of Payment of Bills and Vouchers for the Period of July 9 through September 1, 2014

The Board approved Option 1: Approve the payment of bills and vouchers submitted for July 8, 2014, and Pre-Approval of Payment of Bills and Vouchers for the Period of July 9 through September 1, 2014.

8. Authorization to Initiate an Update to the Fire Services Rate Study and Contract with Government Services Group to Conduct Updated Fire Services Rate Study with the City of Tallahassee

The Board approved Option 1: Authorize staff to initiate an update to the fire services rate study and to contract with Government Services Group to conduct a joint updated fire services rate study with the City of Tallahassee.

9. Acceptance of Status Report on Leon County's 2014, 9/11 Day of Service and Remembrance

The Board approved Option 1: Accept the status report on Leon County's 2014, 9/11 Day of Service and Remembrance event.

10. Request to Schedule the First and Only Public Hearing to Consider an Amendment to the Fallschase Development of Regional Impact (DRI) Development Agreement for Tuesday, September 2, 2014 at 6:00 p.m.

The Board approved Option 1: Schedule the first and only Public Hearing to consider an amendment to the Fallschase Development of Regional Impact (DRI) Development Agreement (DA) for Tuesday, September 2, 2014 at 6:00 p.m.

11. Approval of a Lease Agreement with Bannerman Crossings II, LLC for the Temporary Relocation of the Bradfordville Community Center Programming During the Reconstruction of Bannerman Road

The Board approved Option 1: Approve the draft Lease Agreement with Bannerman Crossings II, LLC for the temporary relocation of the Bradfordville Community Center programming during reconstruction of Bannerman Road, subject to the approval of the Public-Private Cooperation Agreement, and authorize the County Administrator to execute, in a final form approved by the County Attorney.

12. Approval of a License Agreement with the Community Baseball League, Inc. for Use of Gary Yordon Field at J. Lewis Hall Sr. (Woodville) Park

The Board approved Option 1: Approve the License Agreement with the Community Baseball League, Inc. for use of Gary Yordon Field at J. Lewis Hall Sr. (Woodville) Park, and authorize the County Administrator to execute.

13. Approval of a Third Amendment to the Joint Use Agreement with Leon County Schools Extending the Term of the Agreement for One Year

The Board approved Option 1: Approve the Third Amendment to the Joint Use Agreement with Leon County Schools extending the term of the Agreement one year, and authorize the Chairman to execute.

14. Adoption of Proposed Amended Resolution for Acquisition of Property by Eminent Domain for North Monroe Street Northbound Through/Turn Lane Project

The Board approved Option 1: Adopt the proposed Amended Resolution for Acquisition of Property by eminent Domain for the North Monroe Street Through/Turn Lane Project from north of John Knox Road to south of Lakeshore Drive.

15. Acceptance of Status Report on Public Information and Education Efforts for the Sales Tax Extension

The Board approved Option 1: Accept the status report on the public information and education efforts for the sales tax extension.

16. Acceptance of the Status Report on the Leon County Housing Finance Authority

The Board approved Option 1, 2 & 3: 1) Accept the status report on the Leon County Housing Finance Authority; 2) Accept the Affordable Multi-Family and Affordable Owner-Occupied Housing Market Study Report, and 3) Adopt the Housing Finance Authority-Local Housing Assistance Plan.

17. Acceptance of Status Report on Improving Leon County's Bicycle Friendliness

The Board approved Option 1: Accept the status report on Improving Leon County's Bicycle Friendliness.

Citizens to be Heard on Non-Agendaed Items

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

Chairman Dozier introduced the "DIVAS," a girls mentoring program, who were conducting a Courthouse tour.

GENERAL BUSINESS

18. Consideration of the Voluntary Annexation Proposal from the Estate of Alban Stewart; BLRD13, LLC; Tricon Builders, Inc.; and Foundation Homes of Northwest FL, Inc. to Annex Phase I of The Preserve at Buck Lake Subdivision

County Administrator Long introduced the item. He noted that staff has reviewed the annexation request and found it be consistent with all applicable laws in the Comprehensive Plan and recommended its adoption.

Commissioner Desloge moved, duly seconded by Commissioner Dailey, approval of Option 1: Do not object to the voluntary annexation proposal from the Estate of Alban Stewart; BLRD13; LLC; Tricon Builders, Inc.; and Foundation Homes of Northwest FL, Inc. to Annex Phase I of The Preserve at Buck Lake Subdivision. The motion carried 7-0.

19. Acceptance of the Status Report on the Capital Cascades Stage and Concert Series and Consideration of Policy Options for the Remaining Seven Concerts

County Administrator Long introduced the item. He stated that the County has accomplished the goals intended by this time: 1) demonstrate ability to hold first-class concerts; 2) exceed citizen expectations; 3) become known by promoters; and 4) learn about the local market. He offered that all venues of this type require some level of financial support and suggested that it was not too soon for a discussion on the level of support the Board wished to engage in. He also noted that under the current agreement with the City, the County was obligated to host 10 performances over the first 18 months of operation.

Ken Morris, Economic Development and Business Partnerships Director, provided the highlights in the status report, reviewed the role and activities of the STAGE Committee, discussed various promotion and production business models for the remaining concerts, i.e., self-promote, co-promote, and facility rental and presented a video which illustrated activity and comments received at the concerts. Mr. Morris concluded his presentation by offering that based on all the information presented, the three promotional models offered, input from the STAGE Committee, and the potential future concerts, staff recommends utilizing a combination of business models that include a maximum number of self-promotes due to the strategic benefits offered under this model.

Commissioner Maddox while cognizant of the financial concerns related to the first three concerns, felt very confident in the business model moving forward. He agreed that the initial investment spent by the County to bring large acts to the Amphitheater was “money well spent”, but that attention on investment and revenues was warranted.

Commissioner Maddox moved, duly seconded by Commissioner Desloge, approval of Options 1 & 2: 1) Accept the status report on the Capital Cascades Stage and Concert Series, and 2) Direct staff to proceed with the production of the remaining seven concerts for the Capital Cascades Stage and Concert Series utilizing a combination of business models, but no more than two Self-Promote Models in a given fiscal year, in order to ensure preferred dates, musical genres, and other County interests

Commissioner Proctor received additional information from Mr. Morris on how the facility rental model would work. He also ascertained that any concert held using the rental model would count as one of the 10 required under the terms of the Agreement. Commissioner Proctor was somewhat surprised that events could be scheduled through the City (bypassing the County); although these would be smaller in nature and more community based in nature.

Commissioner Lindley asked if the STAGE committee could be expanded or members rotated. She questioned if the two neighborhoods currently represented would be permanent members as there may be other neighborhoods that may want to be involved. She also noted that the student population was not represented on the Committee. Commissioner Lindley was also appreciative of the business models offered for the remaining concerts as options to hopefully lessen the County’s financial support.

Commissioner Dailey recommended that focus be given to local talent and/or a local music fest, which he suggested would not cost as much but would be successful. He also mentioned a need to look at bringing in a true rock and roll band to cater to college students. He encouraged staff to expand their horizons and be creative in its attempt to attract performers.

Chairman Dozier acknowledged the hard work of staff and promoters. She stated that she had anticipated some fiscal issues early on and conveyed that she had always contemplated the site as a venue to be rented out by the City for smaller local events. She mentioned that this was a good community space and was interested in seeing how it could be utilized by nonprofits and others. She requested that the next report include a list of community events that are scheduled through the City. Chairman Dozier also mentioned a need for diversity in performers. She established with County Administrator Long that should it be needed, the Agreement could be amended to extend the number of events to be held by the County.

Commissioner Maddox voiced his desire to ensure that the integrity and brand of the shows at the amphitheater is maintained.

The motion carried 7-0.

- 20.** Approval to Award the Bid for Tourism Advertising, Promotion and Public Relations Services to The Zimmerman Agency

County Administrator Long introduced the item. He stated that based on the combined scores, the Evaluation Committee unanimously selected the Zimmerman Agency as the top-ranked firm.

Commissioner Maddox moved, duly seconded by Commissioner Lindley, approval of Option 1: Approve the award of the bid to The Zimmerman Agency for Tourism-Related Advertising, Promotional, and Public Relations Services, subject to annual budget approval, and authorize the County Administrator to negotiate and exercise the agreement, in a form approved by the County Attorney. The motion carried 7-0.

- 21.** Ratification of Board Actions Taken at the June 10, 2014 FY 2015 Budget Workshop

County Administrator Long introduced the item. He stated that this is the Board's preliminarily approved \$228 million operating and capital budget, which is 2.7% more than the previous year's budget, while maintaining the countywide millage rate at 8.3144.

Commissioner Desloge recounted that the Board had, at its Budget Workshop, approved staff's recommendation to reallocate a portion of tourism funds to bring the implementation and monitoring of social media in-house. He recalled his concerns that the proposal had not been vetted by the Tourist Development Council Board and that he had requested that the issue be marked for discussion prior to ratification. He advised that the issue had been presented to the TDC Board resulting in their recommendation of a hybrid model for public relations and social media.

Lee Daniel, Tourism Development Director, provided more detail on the hybrid model. He stated that the proposed approach would enable the TDC to add one additional employee and the Zimmerman Agency to provide additional hours of public relations and social media efforts for FY 2015.

Commissioner Desloge moved, duly seconded by Commissioner Maddox, approval of Options 1, 2, 3, as amended : 1) Ratify the Board actions taken at the June 10, 2014 FY 2015 Budget Workshop and the additional budget adjustments recommended subsequent to the workshop; 2) Establish the maximum countywide millage rate at 8.3144 mills, and 3) Establish the maximum Emergency Medical Services (EMS) Municipal Services Unit (MSTU) at 0.5 mills. And amend the action taken at the June 10 budget workshop and direct Tourism Development to hire one new staff position at a cost of \$40,000 and redirect the remaining \$72,050 back to advertising and other marketing initiatives under Advertising/public Relations, bringing this total to \$960,000.

The motion carried 7-0.

22. Acceptance of Status Report on Infant Mortality in Leon County

County Administrator Long introduced the item. He relayed that the item provides options should the Board wish to redirect some of the exiting funding from the CareNet providers to address infant mortality in the upcoming budget year.

Commissioner Maddox acknowledged the significant drop in infant mortality in 2013 and commended providers for the visible progress in this area. He requested that CareNet providers continue to pay attention to this issue and that an annual report be provided to ensure that dollars are being spent appropriately to address the need.

Commissioner Maddox moved, duly seconded by Commissioner Lindley, approval of Options 1 & 2: 1) Accept status report on infant mortality in Leon County, and 2) Retain funding levels as established for FY 2015 for all existing Primary Healthcare funded entities and take no further action regarding additional funding related to infant mortality.

Chairman Dozier suggested Whole Child as an umbrella agency that could help address a number of these issues and added that the Board might consider looking at ways in the future to better support Whole Child.

The motion carried 7-0.

23. Approval of Agreement Awarding Bid for the Partial Re-Roofing of the Leon County Jail

County Administrator Long introduced the item. He conveyed staff's recommendation that the bid be awarded to Southland Rowe Roofing, Inc., who was the lowest responsive bidder by \$200,000. He articulated that the vendor did not meet the full MWBE participation requirements; however, did complete a Good Faith Effort form, which was validated by the MWBE department.

Commissioner Proctor stated that he continues to be disappointed that the County allows vendors to ignore the MWBE requirement by simply submitting a "Good Faith Effort" form. He asserted that inclusion of the form was not good enough and was troubled that County money continues to be spent without the inclusion of African American or women participation in County contracts. He opined that by allowing vendors to submit a form without truly making an effort to include minority businesses is akin to waiving the requirement.

Commissioner Desloge stated that while he empathized with Commissioner Proctor's point, in this case the awarding bid was \$200,000 lower. He agreed that MWBE participation, in a close bid, could apply, but the County has a responsibility to be fiscal stewards.

Commissioner Desloge moved, duly seconded by Commissioner Dailey, approval of Option 1: Approve the Agreement awarding bid for the partial re-roofing of the Leon County Jail, and authorize the County Administrator to execute.

Commissioner Lindley pointed out that construction of the Joint Dispatch Center had exceeded minority hiring goals as well as goals for local construction.

Commissioner Maddox noted that County policy does not include any kind of consequence (on the back end) should the vendor not fulfill the MWBE requirement. He suggested that there be some type of penalty so as to motivate the vendor to continue their pursuit of WMBE contractors. Commissioner Maddox stated that for the purposes of today's vote, he will support the motion as a good steward of public monies.

Chairman Dozier differed with Commissioner Proctor and submitted that the County does pay attention to this area and does value diversity in local contractors. She stated that it was important to note that contractors who self-perform a lot of work are no subcontracting; which results in their inability to contract with minority businesses and meet the MWBE requirement. Chairman Dozier remarked that bids for larger projects, such as the Joint Dispatch, make the requirement easier.

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

24. Consideration of Full Board Committee Appointment to the Educational Facilities Authority

County Administrator Long introduced the item. He recollected that the Board had at its June 24th meeting directed staff to bring back information to reconsider Bob Kellam's reappointment to the Educational Facilities Authority (EFA). He shared that while Mr. Kellam's term expires July 31, 2014, County policy does not apply to the EFA as it is established pursuant to Florida Statutes. County Administrator Long conveyed that appointments are made at the Board's discretion, as it deems appropriate.

Commissioner Sauls moved, duly seconded by Commissioner Proctor, approval of Option 1: Reappoint Bob Kellam to the Educational Facilities Authority.

Commissioner Desloge expressed a concern about the length of time a member can serve on a citizen board. He opined that turnover is helpful and mentioned that he was aware of at least one individual who had indicated an interest in serving on the EFA. He asked that the issue be tabled and reconsidered at the Board's September meeting. Commissioner Desloge emphasized that his comments were in no way derogatory toward or critical of Mr. Kellam, as he has been an excellent citizen representative on the EFA.

Commissioner Desloge offered a substitute motion, duly seconded by Commissioner Lindley, to table the item to allow time to seek other viable applicants and bring back in September. The substitute motion carried 6-1 (Commissioner Proctor in opposition).

25. Consideration of Full Board Committee Appointment to the Big Bend Health Council and Community Health Coordinating Committee

County Administrator introduced the item.

Commissioner Maddox moved, duly seconded by Commissioner Desloge, approval of Options 1, 2, 3 & 4: 1) Reappoint Cathy Adkinson to the Big Bend Health Council; 2) Reappoint Bill Wertman to the Big Bend Health Council; 3) Appoint April Moore to the Big Bend Health Council, and 4) Appoint Claudia Blackburn to the Community Health Coordinating Committee.

Commissioner Proctor received additional information on how the recommendations for appointment are made.

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

Chairman Dozier announced that the Board had concluded its General Business Agenda and would now enter into Commissioner Discussion items.

SCHEDULED PUBLIC HEARINGS

Chairman Dozier reconvened the Board at 6:00 p.m. and conducted the following public hearings.

26. First and Only Public Hearing to Approve the Proposed Ordinance Awarding the Refunding of the Capital Improvement Revenue Bonds, Series 2005

County Administrator Long announced the public hearing and confirmed there were no speakers on this item. He conveyed that the item is estimated to save \$1.7 million in net present value over 11 years beginning this fiscal year.

Commissioner Maddox moved, duly seconded by Commissioner Desloge, approval of Option 1: Conduct the first and only public hearing and approve the proposed Ordinance awarding the refunding of Capital Improvement Revenue Bonds, Series 2005 to Regions Bank, and authorize the Chairman and County Administrator to execute all appropriate documents, in a form approved by the County Attorney, necessary to complete the transaction. The motion carried 7-0.

27. First of Two Required Public Hearings on a Proposed Ordinance Amending the Land Development Code Regarding Minor Commercial Land Uses in the Rural Zoning District

County Administrator Long announced the public hearing.

Speakers:

- Neil Fleckenstein, 13093 Henry Beadle Dr., Tall Timbers Research Station, thanked the Board and staff for their hard work in addressing this issue. He stated that while this was an important first step, a more comprehensive approach to deal with this issue was needed. He suggested that it be discussed during this year's strategic planning session and be made a priority for 2015. He added that Tall Timbers supports development in appropriate locations within the Urban Service Area.
- Sarah Rychik, 9601-68 Miccosukee Rd., requested the 34 intersections mentioned for possible development be itemized and published. She expressed concerns that the criteria used by the Commission regarding signage, lighting, and hours of operation are not sufficient to prevent intrusive development. She opined that the County has an obligation when establishing zoning regulations.

- Ed Deaton, 9601-25 Miccosukee Rd., noted that the 34 intersections (including Crump/Miccosukee) are not being addressed by this action. He opined that this type of infrastructure is not needed in the rural zones and development cannot be sustained on rural, low traffic roads. He also voiced support for the moratorium.
- Ann Bidlingmaier, 1920 Harriet Dr., asked the Board to step back, take another look and not go through with a bad decision.
- Jerrie Lindley, 8765 NWK Way, remarked that she supported a more comprehensive approach, development directed into existing urban areas and did not want “prettier incompatible development”. She mentioned that the County’s canopy roads are a huge tourism draw and wanted to sustain this type of economic development. She also supported the proposed moratorium.
- Jeff Blair, 9143 Stargate Way, recommended the process be expanded to include a more comprehensive scope of evaluation and that the DSEM Citizen Users Group be adjusted to reflect a more balanced group of stakeholders who are impacted by commercial development in rural areas.
- Bob Fulford, called upon the Chairman to suspend the three-minute rule as it limits citizens’ right to be heard.
- Stephen Martin, 2625 Stonegate Drive, stated that the County should do a better job at anticipating public outcry. He submitted that the County consistently puts itself on the side of developers and puts the burden of proof on citizens.
- Brian Lee, 1603 Sauls St., commented that government is supposed to protect the interests of citizens and it is clear that the residents affected by the proposed gas station are opposed to its development. He hoped that the Board would take into serious consideration what the residents want.
- Larry Hendricks, 2106 Alpha Avenue, contended that developments (like the one proposed at Crump/Miccosukee) affect every neighborhood in the County and believes the Commission should respond to concerns of the neighborhood.
- Henry Chandler, 475 Crump Road, opined that there was not enough traffic or residents to support the gas station development and the County was “messing up the neighborhood”.

Commissioner Maddox stated that he was against the proposed development at Crump and Miccosukee Roads and this is the first step in trying to insure that this doesn’t happen again. He then asked County Attorney Thiele to walk the Board through the appeal process. Mr. Thiele responded that: 1) the appeal would be assigned to an administrative law judge (ALJ); 2) mediation would be scheduled (most likely would be held the end of July); 3) if mediation is not successful, a trial will be held before the ALJ; 4) the ALJ would issue its recommended order; which the Board can accept or not accept. He advised that the Board has the ultimate decision.

Commissioner Maddox moved, duly seconded by Commissioner Desloge, approval of Options 1 & 2: 1) Conduct the first of two required Public Hearings on a proposed Ordinance amending the Land Development Code regarding minor commercial land uses in the Rural zoning district, and approve initiation of any needed Comprehensive Plan amendments directly related to the strategies in this item, and 2) Schedule the second and final Public Hearing to consider adoption of the proposed Ordinance on Tuesday, September 2, 2014 at 6:00 p.m.

Chairman Dozier commented that she looked forward to a review of the 34 intersections and believed that the proposed change is a step in the right direction.

Commissioner Dailey acknowledged the comments made by citizens and recommended that 1) the Board continue this conversation during its Board retreat in December; 2) the 34 intersections should be itemized for full transparency; 3) a more comprehensive approach and scope is needed, and 4) membership on the DSEM Citizen Users Group should be more reflective of the community.

The motion carried 7-0.

28. First and Only Public Hearing to Consider a Proposed Ordinance Enacting a Temporary Moratorium on Applications for Retail or Commercial Development in the Rural Zoning District

County Attorney Thiele announced the public hearing. He provided that the moratorium would be effective from July 9, 2014 through November 9, 2014.

Commissioner Lindley moved, duly seconded by Commissioner Dailey, approval of Option 1: Conduct the First and Only Public Hearing and adopt a proposed Ordinance enacting a temporary moratorium on applications for retail or commercial development in the Rural Zoning District.

Speakers:

- Jeff Blair, 9143 Stargate Way, expressed support for the moratorium; however, did not believe it was long enough. He encouraged the Board to consider addressing the composition of the DSEM Citizens User Group.
- Larry Hendricks, 406 Alpha Avenue, appreciated the manner in which the Board receives public input. He suggested that the Board consider legislation similar to the home town democracy amendment and expressed his disapproval of big money corporations influencing legislation.
- Stephen Martin, 2625 Stonegate Drive, stated that he supported the moratorium and the redevelopment of abandoned or distressed properties.

Commissioner Dailey voiced his support for a review of the DSEM User Group and established with County Administrator Long that an agenda item regarding its composition would be forthcoming to the Board. County Administrator Long reminded the Board that it had, at its last meeting, added five-six individuals to the DSEM User Group specifically for the purposes of this review. Commissioner Dailey also ascertained from County Attorney Thiele that the Board could extend the duration of the moratorium, upon its conclusion.

Commissioner Proctor asked, given the nature of the administrative process, when the Board would have an opportunity to terminate the project. County Attorney Thiele stated that while he cannot presuppose what the administrative law judge might recommend, the Board will have an opportunity to agree or disagree with the Recommended Order. Commissioner Proctor reiterated that he does not support a moratorium of commercial development in Woodville.

The motion carried 7-0.

29. First and Only Quasi-Judicial Public Hearing on a Proposed Ordinance Amending the Official Future Land Use Map to Adopt Cycle 2014-1 Comprehensive Plan Amendment (PCM140103) Regarding Zoning Classification from the Industrial Zoning District to the Suburban Zoning District on Four Parcels

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

Commissioner Maddox moved, duly seconded by Commissioner Desloge, approval of Option 1: Conduct the first and only public hearing and adopt the proposed Ordinance amending the Official Future Land Use Map to adopt Cycle 2014-1 Comprehensive Plan Amendment PCM140103. The motion carried 7-0.

30. First and Only Public Hearing to Consider the Public Benefits and Enter into a Public-Private Cooperation Agreement for the Construction of a Roundabout on Bannerman Road

County Attorney Thiele announced the public hearing. He remarked that new legislation permits the establishment of public/private partnerships for construction of roads should there be a determination that it serves a financial benefit to the public. He advised that after public input is received and the Board agrees that it would provide a public benefit, the Board can enter into the Agreement to construct the roundabout.

Speakers:

- Claude Walker, 2073 Summit Lake Drive, #155, appeared as a representative of The Summit Group (the developer). He stated that the proposed agreement would allow the developer to construct the roundabout along with a temporary by-pass road to allow traffic on Bannerman Road to continue throughout construction. He shared that the idea of the roundabout came from a citizen and was determined to be the best process to help maintain traffic flow. He added that the project is intended to save the County money and save construction time.
- Steve Greenwell, 7067 Standing Pines Lane, indicated that he lives in the area of the proposed development and commended Mr. Walter and the developer for working with the homeowners to produce a good development that is consistent with the area.

Commissioner Proctor proposed that the widening of Bannerman Road be expanded to link up with the Phipps Parkway proposal so that Bannerman would be extended to Old Bainbridge Road/Highway 27 North. He asserted that Bannerman Road would eventually need to be extended and the County would have to purchase right of way in the future, should the Board not act on acquiring the easement now. Commissioner Proctor pointed out that the same public/private model is applicable to the Phipps project.

Commissioner Desloge moved, duly seconded by Commissioner Lindley, approval of Option 1: Conduct the first and only public hearing to adopt Resolution Finding Public Benefits, and enter into a Public-Private Cooperation Agreement for the Construction of a Roundabout on Bannerman Road, and authorize the Chairman to execute the Agreement. The motion carried 7-0.

Citizens to be Heard on Non-Agendaed Items

- Minesha White, 200 John Knox Road, Founder of SoUnique Enrichment for Girls, requested funding and support for Tallahassee Girl's Day. She remarked that the cost of the event is \$20,000 and SoUnique is dedicated to meet whatever funds are provided by the County. She added that information had been provided to each Commissioner via e-mail.
 - Commissioner Dailey affirmed that Ms. White has been in contact with the Oasis Center for Women and Girls as well as other community organizations, i.e., the DIVAS.
 - Chairman Dozier suggested that Ms. White talk to staff on ways to access funds from County grants and other organizations.

- Stephen Martin, 2625 Stonegate Drive, stated that despite staff's remarks to the contrary, the County has not done its due diligence to receive public comment on large developments such as Welaunee. He suggested that the County do a better job of apprising the public and making them aware at the inception of a proposed development.
- Larry Hendrix, 406 Alpha Avenue, expressed his disappointment in the Board's response to the closing of Harvey's on South Monroe and asserted that the Board has a responsibility to protect the citizens from outside industry.

Comments/Discussion Items

County Attorney Thiele:

- Stated that the County and the Florida Association of Counties (FAC) are at significant odds with the Department of Juvenile Justice on the proposed new rules related to the billing and collection of county cost share for juvenile pre-disposition secured detention. The FAC has asked that each of the non-fiscally constrained counties join the petition challenging the proposed rules. The County Attorney's Office recommended that Leon County join the challenge and pay the requested \$3,500 to FAC for legal representation through all appeals. He requested a motion to ratify the actions to participate in the rule challenge.
 - ***Commissioner Maddox moved, duly seconded by Commissioner Desloge, to ratify the County Attorney's Office's actions taken to participate in the rule challenge. The motion carried 7-0.***

County Administrator Long:

- Wished all an enjoyable summer break.

Commissioner Discussion Items

Commissioner Proctor:

- No comments.

Commissioner Dailey:

- Referenced his participation in some of the field trips that his summer interns have taken and the opportunity it has offered to reacquaint him with County employees and their jobs. He mentioned a trip to the Transfer Station where he learned that the supervisor, Calvin Holten, had changed the process on how waste is sorted through so that illegal material is not transferred to Jackson County; thus saving the County \$36,000 annually. He stated that he was excited about the newly created Employee Awards Program that rewards employees for this type of innovative thinking.

Commissioner Maddox:

- No comments.

Commissioner Sauls:

- No comments.

Commissioner Desloge:

- Congratulated Commissioner Lindley on earning her FAC Certified County Commissioner designation.
- Congratulated County Attorney Thiele on being recognized by *Florida Trend* as one of "Florida's Legal Elite".
- Expressed appreciation to the Board for its support in his bid for NACo 2nd Vice President.

Vice-Chairman Lindley:

- No comments.

Chairman Dozier:

- On behalf of Chairman Dozier: ***Commissioner Dailey moved, duly seconded by Commissioner Lindley, to approve the presentation of a Proclamation celebrating the 100th birthday of Ms. Clifton Adrian McKinnon Smith. The Proclamation will be presented by her family at a birthday celebration. The motion carried 7-0.***
- On behalf of Chairman Dozier: ***Commissioner Dailey moved, duly seconded by Commissioner Lindley, to approve the presentation of a Proclamation, requested by the Island's Foundation, designating July 19, 2014 as Island's Foundation for Women, Inc. Empowerment Day. The Proclamation will be presented at an outside event in mid-July. The motion carried 7-0.***
- On behalf of Chairman Dozier: ***Commissioner Dailey moved, duly seconded by Commissioner Lindley, to approve the presentation of a Proclamation, requested by the American Cancer Fund for Children, Inc., designating September as Childhood Cancer Awareness Month in Leon County. The Proclamation will be presented at the September 2nd Board meeting. The motion carried 7-0.***
- Expressed appreciation for the tour of the Public Safety Complex.
- Announced that applications will be accepted over the next two weeks for the Research and Development Authority Board of Governors.
- Mentioned that FAMU has asked the City and County to support the 5K walk/run inauguration event for new FAMU President Mangum. She conveyed that the City has committed its resources and requested that the Board consider using \$3,000 from contingency to support the inauguration event.
 - ***Commissioner Maddox moved, duly seconded by Commissioner Desloge, to waive the rules to consider the funding request. The motion carried 7-0.***
 - ***Commissioner Maddox moved, duly seconded by Commissioner Desloge, to authorize funding up to \$3,000 from the contingency account to support the FAMU 5K walk/run inauguration event. The motion carried 7-0.***

Chairman Dozier recessed the Board at 5:00 p.m. for its dinner break and announced that it would reconvene at 6:00 p.m. to conduct the scheduled public hearings.

Receipt and File:

- Capital Region Community Development District – Proposed Budget for Fiscal Year 2015

Adjourn:

There being no further business to come before the Board, the meeting was adjourned at 7:37 p.m.

LEON COUNTY, FLORIDA

ATTEST:

BY: _____
Kristin Dozier, Chairman
Board of County Commissioners

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

**Adoption Hearing
Cycle 2014-1 Comprehensive Plan Amendments
Tallahassee City Commission &
Leon County Board of Commissioners
May 27, 2014
Leon County Courthouse**

The City and County Commissions met in joint session in the County Commission Chambers.

Attending: County Commission: Chairman Kristin Dozier and Commissioners Mary Ann Lindley, Bryan Desloge, John Dailey, Jane Sauls, Nick Maddox and Bill Proctor. Commissioner Bryan Desloge was absent. City Commission: Mayor John Marks and Commissioners Andrew Gillum and Scott Maddox. Commissioners Nancy Miller and Gill Ziffer were absent. Also attending were County Attorney Herb Thiele, Deputy City Attorney Linda Hudson, Finance Director Betsy Coxen and Board Secretary Rebecca Vause.

Call to Order:

Chairman Dozier called the Joint City/County Adoption Hearing on Cycle 2014-1 Comprehensive Plan Amendments to order at 6:04 p.m.

Introductory Comments by Staff:

Brian Wiebler, Long-Range Principal Planner, stated that staff recommends adoption of the amendments as approved for Transmittal to the State Planning Agency on April 8, 2014. All items for considerations are under the Consent Agenda.

Consent Agenda:

The following Consent Agenda was presented to the Joint Commissions for approval.

- ~~PCM140101: Buena Vista Drive~~ **Withdrawn**
- PCM140102: Governor's Park Corners
- PCM140103: Capital Circle Northwest
- PCM140104: DeSoto Park Drive
- PCM140105: North Meridian Street
- PCM140106: Mission San Luis
- PCM140107: Governor's Mansion and the Grove
- PCM140108: Northeast Park
- PCM140109: Lake Overstreet Addition
- PCT140111: Changes to Suburban Category
- PCT140112: Lake Protection Minimum Lot Size

County Adoption of Cycle 2014-1 Plan Amendment Ordinance:

Mr. Wiebler affirmed there were no speakers on the proposed amendments.

- *Commissioner Lindley moved, duly seconded by Commissioner Sauls, adoption of the Ordinance accepting the Cycle 2104-1 Comprehensive Plan Amendments as presented under the Consent Agenda. The motion carried 6-0 (Commissioner Desloge absent).*

County Rezoning Public Hearings

Commissioner Maddox moved, duly seconded by Commissioner Sauls, to open the Rezoning Public Hearing. The motion carried 6-0 (Commissioner Desloge absent).

- First of Two Scheduled Public Hearings on Leon County Ordinance No. 14-__: Proposed Amendment to the Official Zoning Map as Adopted in Leon County Ordinance No. 92-11 to Change the Zoning Classification from the Industrial (I) Zoning District to the Commercial Parkway (CP) Zoning District - Second the Public Hearing Schedule for June 10, 2014.
- First of Two Scheduled Public Hearings on Leon County Ordinance No. 14-__: Proposed Amendment to the Official Zoning Map as Adopted in Leon County Ordinance No. 99-11 to Change the Zoning Classification from the Rural Zoning District to Open Space Zoning District – Second Public Hearing Scheduled for June 10, 2014.

Upon affirmation by Mr. Wiebler that there were no speakers, the public hearing was closed.

City Adoption of Cycle 2014-1 Plan Amendment Ordinance:

Deputy City Attorney Hudson affirmed there were no speakers on the proposed amendments.

- **Commissioner Maddox moved, duly seconded by Commissioner Gillum, acceptance of Ordinance 14-O-29, adopting Amendments to the 2030 Tallahassee/Leon County Comprehensive Plan, as presented under the Consent Agenda. The motion carried 3-0 (Commissioners Miller and Ziffer absent).**

City Rezoning Public Hearings

- First and Only Public Hearing on Ordinance 14-Z-18. Ms. Hudson affirmed there were no speakers on this amendment. **Commissioner Gillum moved, duly seconded by Commissioner Maddox adoption of City Ordinance 14-Z-18: Proposed Amendment to the Official Zoning Map from Historical Preservation (HP) Zoning District to the Office Residential-2 (OR-2) Zoning District with Historic Preservation Overlay (HPO). The motion carried 3-0 (Commissioners Miller and Ziffer absent).**
- First and Only Public Hearing on Ordinance 14-Z-19. Ms. Hudson affirmed there were no speakers on this amendment. **Commissioner Gillum moved, duly seconded by Commissioner Maddox adoption of City Ordinance 14-Z-19: Proposed Amendment to the Official Zoning Map from Historical Preservation (HP) Zoning district to the Neighborhood Boundary Office (NBO) Zoning District with Historic Preservation Overlay (HPO). The motion carried 3-0 (Commissioners Miller and Ziffer absent).**
- First of Two Scheduled Public Hearings on Ordinance 14-Z-20: Proposed Amendment to the Official Zoning Map from the Residential Preservation-1 (RP-1), University Transition (UT) & Medium Residential-1 (MR-1) Zoning Districts to the Government Operational-1 (GO-1) Zoning District – Second Public Hearing Scheduled for June 25, 2014. *Ms. Hudson affirmed there were no speakers on this amendment and no action was required.*
- First of Two Scheduled Public Hearings on Ordinance 14-Z-21: Proposed Amendment to the Official Zoning Map from the Historical Conservation (HC), Government Operational-1 (GO-1) & Central Urban-45 (CU-45) Zoning Districts to the Government Operational-1 (GO-1) Zoning District with Historic Preservation Overlay (HPO)) – Second Public Hearing Scheduled for June 25, 2014. *Ms. Hudson affirmed there were no speakers on this amendment and no action was required.*
- First of Two Scheduled Public Hearings on Ordinance 14-Z-22. Proposed Amendment to the Official Zoning Map to Change the Zoning Classification from Lake Protection and Residential Preservation-1 Zoning Districts to Open Space Zoning District – Second Public Hearing Scheduled for June 25, 2014. *Ms. Hudson affirmed there were no speakers on this amendment and no action was required.*
- First and Only Public Hearing on Ordinance 14-Z-23. *Ms. Hudson affirmed there were no speakers on this amendment.* **Commissioner Gillum moved, duly seconded by Commissioner Maddox adoption of City Ordinance 14-Z-23: Proposed Amendment**

to the Official Zoning Map to Change the Zoning Classification from the Industrial Zoning District (I) to the Light Industrial (M-1) Zoning District. The motion carried 3-0 (Commissioners Miller and Ziffer absent).

Chairman Dozier adjourned the Joint City/County Adoption Public Hearing at 6:07 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

September 2, 2014

To: Honorable Chairman and Members of the Board

From: Bob Inzer, Clerk of the Circuit Court and Comptroller
Vincent S. Long, County Administrator

Title: Approval of Resolutions Certifying the Non-Ad Valorem Assessment Rolls for the Arvah Branch, Beech Ridge Trail, Brushy Creek, Centerville Trace, Cloudland Drive, Crown Ridge, Frontier Estates, Linene Woods, Oakhill Farms, Pasadena Hills, Pine Lakes, Rainbow Acres, Terre Bonne, Windwood Hills and Winfield Forest Subdivisions to the Leon County Tax Collector

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

Fiscal Impact:

This item has a fiscal impact by facilitating the collection of approximately \$339,540 in previously imposed Special Assessments, and is contemplated in the FY 2014/15 budget.

Staff Recommendation:

Option #1: Approve the Resolutions certifying the Non-Ad Valorem Assessment Rolls for the Arvah Branch, Beech Ridge Trail, Brushy Creek, Centerville Trace, Cloudland Drive, Crown Ridge, Frontier Estates, Linene Woods, Oakhill Farms, Pasadena Hills, Pine Lakes, Rainbow Acres, Terre Bonne, Windwood Hills and Winfield Forest Subdivisions to the Leon County Tax Collector (Attachments #1 - #15).

Report and Discussion

Background:

This item seeks Board approval of the Resolutions certifying the Special Assessment rolls to the Tax Collector for the following subdivisions: Arvah Branch, Beech Ridge Trail, Brushy Creek, Centerville Trace, Cloudland Drive, Crown Ridge, Frontier Estates, Linene Woods, Oakhill Farms, Pasadena Hills, Pine Lakes, Rainbow Acres, Terre Bonne, Windwood Hills, and Winfield Forest. Before September 15th of each year, a Resolution certifying the non-ad valorem tax roll for each subdivision must be approved by the Board before the parcels can be billed by the Leon County Tax Collector. Upon approval, the special assessment rolls for the subdivisions will be submitted to the Leon County Tax Collector for inclusion in the 2014 November tax bills.

A Board workshop was held on March 23, 1999, regarding proposed revisions to the Special Assessment Program. Ratification of Board actions taken at the workshop were approved by the Board at the March 30, 1999 Board Meeting. At the October 26, 1999 regular meeting, the Board authorized staff to schedule and advertise a notice of a public hearing to be held on November 23, 1999 for receiving comments regarding the proposed utilization of the Uniform Method of Collection of Special Assessments. Staff then notified the appropriate agencies and affected property owners of the Board's intent to place the assessments on the tax roll.

The original road paving special assessment for Arvah Branch was assessed at \$870.73 per lot, with an original total assessment of \$86,202.27 for 99 lots. The current annual payments are \$95.60 per lot (including past and future interest) for a remaining anticipated collection of \$250.90. For Fiscal Year 2014/2015, there is one remaining lot assessed at \$95.60, for a total anticipated collection of \$95.60 in Fiscal Year 2014/2015 (Attachment #1).

The original sewer utility special assessment for Beech Ridge Trail was assessed at \$4,170 per lot, with an original total assessment of \$45,870 for 11 lots. The current annual payments are \$497.39 per lot (including past and future interest) for a remaining anticipated collection of \$7,976.88. For Fiscal Year 2014/2015, there are six remaining lots assessed at \$497.39 per lot, for a total anticipated collection of \$2,984.34 in Fiscal Year 2014/2015 (Attachment #2).

The original road paving special assessment for Brushy Creek was assessed at \$4,379.70 per lot, with an original total assessment of \$96,353.30 for 22 lots. The current annual payments are \$609.52 per lot (including past and future interest) for a remaining anticipated collection of \$85,304.56. For Fiscal Year 2014/2015, there are 22 remaining lots assessed at \$609.52 per lot, for a total anticipated collection of \$13,409.44 in Fiscal Year 2014/2015 (Attachment #3).

The original road paving special assessment for Centerville Trace was assessed at \$569.41 per lot, with an original total assessment of \$94,522.06 for 166 lots. The current annual payments are \$85.48 to \$170.97 per lot (including past and future interest) for a remaining anticipated collection of \$25,895.87. For Fiscal Year 2014/2015, there are 97 remaining lots assessed at \$85.48 to \$170.97 per lot, for a total anticipated collection of \$8,377.05 in Fiscal Year 2014/2015 (Attachment #4).

The original road paving special assessment for Cloudland Drive was assessed at \$7,995.85 per lot, with an original total assessment of \$151,921.15 for 19 lots. The current annual payments are \$776.86 per lot (including past and future interest) for a remaining anticipated collection of \$62,163.49. For Fiscal Year 2014/2015, there are 11 remaining lots assessed at \$776.86 per lot, for a total anticipated collection of \$8,545.46 in Fiscal Year 2014/2015 (Attachment #5).

The original road paving special assessment for Crown Ridge was assessed at \$5,933.87 per lot, with an original total assessment of \$1,085,898.21 for 183 lots. The current annual payments are \$651.51 to \$1,303.01 per lot (including past and future interest) for a remaining anticipated collection of \$216,861.96. For Fiscal Year 2014/2015, there are 121 remaining lots assessed at \$651.51 to \$1303.01 per lot, for a total anticipated collection of \$81,438.71 in Fiscal Year 2014/2015 (Attachment #6).

The original road paving special assessment for Frontier Estates was assessed at \$4,520.24 per lot, with an original total assessment of \$537,908.56 for 119 lots. The current annual payments are \$534.56 per lot (including past and future interest) for a remaining anticipated collection of \$114,524.58. For Fiscal Year 2014/2015, there are 65 remaining lots assessed at \$534.56 per lot, for a total anticipated collection of \$34,746.40 in Fiscal Year 2014/2015 (Attachment #7).

The original road paving special assessment for Linene Woods was assessed at \$4,172.21 per lot, with an original total assessment of \$450,600 for 108 lots. The current annual payments are \$335.49 per lot (including past and future interest) for a remaining anticipated collection of \$188,528.42. For Fiscal Year 2014/2015, there are 51 remaining lots assessed at \$335.49 per lot, for a total anticipated collection of \$17,109.99 in Fiscal Year 2014/2015 (Attachment #8).

The original road paving special assessment for Oakhill Farms was assessed at \$928.72 per lot, with an original total assessment of \$52,937.04 for 56 lots. The current annual payments are \$152.53 per lot (including past and future interest) for a remaining anticipated collection of \$152.53. For Fiscal Year 2014/2015, there is one remaining lot assessed at \$152.53 for a total anticipated collection of \$152.53 in Fiscal Year 2014/2015 (Attachment #9).

The original road paving special assessment for Pasadena Hills was assessed at \$2,156.10 per lot, with an original total assessment of \$88,400 for 41 lots. The current annual payments are \$319.58 per lot (including past and future interest) for a remaining anticipated collection of \$22,151.53. For Fiscal Year 2014/2015, there are 24 remaining lots assessed at \$319.58 per lot, for a total anticipated collection of \$7,350.34 in Fiscal Year 2014/2015 (Attachment #10).

The original road paving special assessment for Pine Lakes was assessed at \$5,035.06 per lot, with an original total assessment of \$906,310.80 for 180 lots. The current annual payments range from \$513.89 to \$1,552.96 per lot (including past and future interest) for a remaining anticipated collection of \$37,153.57. For Fiscal Year 2014/2015, there are 50 remaining lots assessed at \$513.89 to \$1,552.96, for a total anticipated collection of \$37,153.57 in Fiscal Year 2014/2015 (Attachment #11).

The original road paving special assessment for Rainbow Acres was assessed at \$11,353.81 per owner, with an original total assessment of \$1,002,919.73 for 88 lots. The current annual payments are \$63.72 to \$956.58 per lot (including past and future interest) for a remaining anticipated collection of \$716,549.03. For Fiscal Year 2014/2015, there are 109 remaining lots assessed at \$63.72 to \$956.58 per lot, for a total anticipated collection of \$77,786.06 in Fiscal Year 2014/2015 (Attachment #12).

The original road paving special assessment for Terre Bonne was assessed at \$4,102.56 per lot, with an original total assessment of \$160,000 for 39 lots. The current annual payments are \$330.13 per lot (including past and future interest) for a remaining anticipated collection of \$116,188.20. For Fiscal Year 2014/2015, there are 30 remaining lots assessed at \$330.13 per lot, for a total anticipated collection of \$9,903.90 in Fiscal Year 2014/2015 (Attachment #13).

The original road paving special assessment for Windwood Hills was assessed at \$3,134.33 per lot, with an original total assessment of \$210,000.11 for 67 lots. The current annual payments are \$443.12 per lot (including past and future interest) for a remaining anticipated collection of \$101,788.86. For Fiscal Year 2014/2015, there are 42 remaining lots assessed at \$443.12 per lot, for a total anticipated collection of \$18,611.04 in Fiscal Year 2014/2015 (Attachment #14).

The original road paving special assessment for Winfield Forest was assessed at \$5,774.62 per lot, with an original total assessment of \$392,674.16 for 68 lots. The current annual payments are \$634.02 per lot (including past and future interest) for a remaining anticipated collection of \$88,547.20. For Fiscal Year 2014/2015, there are 34 remaining lots assessed at \$634.02 per lot, for a total anticipated collection of \$21,556.68 in Fiscal Year 2014/2015 (Attachment #15).

Analysis:

The special assessment liens for road paving and sewer improvements in the case of Beech Ridge Trail in the listed subdivisions were adopted upon the completion of the project in each subdivision. The Board of County Commissioners has previously adopted the special assessment rolls for each project. The method of placing the non-ad valorem assessment on the tax roll was chosen in an effort to improve the timeliness of collecting these funds.

The assessment rolls contain the name of the owners, the parcel identification, and the annual payment for each parcel. The assessments are to be imposed for the fiscal year beginning October 1, 2014 through September 30, 2015 and the current rolls have been completed.

Options:

1. Approve the Resolutions certifying the Non-ad Valorem Assessment Rolls for the Arvah Branch, Beech Ridge Trail, Brushy Creek, Centerville Trace, Cloudland Drive, Crown Ridge, Frontier Estates, Linene Woods, Oakhill Farms, Pasadena Hills, Pine Lakes, Rainbow Acres, Terre Bonne, Windwood Hills and Winfield Forest Subdivisions to the Leon County Tax Collector (Attachments #1 - #15).
2. Do not approve the Resolutions certifying the Non-Ad Valorem Assessment Rolls to the Leon County Tax Collector.
3. Board direction.

Recommendation:

Option #1.

Attachments:

1. Resolution certifying the non-ad valorem assessment roll for the Arvah Branch subdivision to the Tax Collector.
2. Resolution certifying the non-ad valorem assessment roll for the Beech Ridge Trail subdivision to the Tax Collector.
3. Resolution certifying the non-ad valorem assessment roll for the Brushy Creek subdivision to the Tax Collector.
4. Resolution certifying the non-ad valorem assessment roll for the Centerville Trace subdivision to the Tax Collector.
5. Resolution certifying the non-ad valorem assessment roll for the Cloudland Drive subdivision to the Tax Collector.
6. Resolution certifying the non-ad valorem assessment roll for the Crown Ridge subdivision to the Tax Collector.
7. Resolution certifying the non-ad valorem assessment roll for the Frontier Estates subdivision to the Tax Collector.
8. Resolution certifying the non-ad valorem assessment roll for the Linene Woods subdivision to the Tax Collector.
9. Resolution certifying the non-ad valorem assessment roll for the Oakhill Farms subdivision to the Tax Collector.
10. Resolution certifying the non-ad valorem assessment roll for the Pasadena Hills subdivision to the Tax Collector.
11. Resolution certifying the non-ad valorem assessment roll for the Pine Lakes subdivision to the Tax Collector.
12. Resolution certifying the non-ad valorem assessment roll for the Rainbow Acres subdivision to the Tax Collector.
13. Resolution certifying the non-ad valorem assessment roll for the Terre Bonne subdivision to the Tax Collector.
14. Resolution certifying the non-ad valorem assessment roll for the Windwood Hills subdivision to the Tax Collector.
15. Resolution certifying the non-ad valorem assessment roll for the Winfield Forest subdivision to the Tax Collector.

RESOLUTION 2014-_____

A Resolution Certifying a Non-Ad Valorem Assessment Roll
Applicable to Improved Residential Real Property in
Arvah Branch Subdivision to the Tax Collector

WHEREAS, Section 197.3632(6), Florida Statutes, specifically authorizes the collection of special assessments to be amortized over a period of years, which Leon County elected to utilize for the assessment applicable to improved residential real property in the Arvah Branch Subdivision service area; and

WHEREAS, Section 197.3632(5), Florida Statutes, requires the Chair of the Board of County Commissioners to certify a non-ad valorem assessment roll on compatible electronic medium to the Tax Collector by September 15th of each year.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Leon County, Florida, that:

The non-ad valorem assessment roll, attached hereto and incorporated herein as Exhibit A is hereby certified to the Tax Collector.

DONE AND ADOPTED by the Board of County Commissioners of Leon County, Florida, this 2nd day of September, 2014.

LEON COUNTY, FLORIDA

ATTEST:

BY: _____
Kristin Dozier, Chairman
Board of County Commissioners

Bob Inzer, Clerk of the Circuit Court
and Comptroller

BY: _____

APPROVED AS TO FORM:

OFFICE OF THE COUNTY ATTORNEY
LEON COUNTY, FLORIDA

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

Exhibit A

**Non-Ad Valorem Paving Assessment
Arvah Branch**

<u>Property Owner</u>	<u>Parcel Number</u>	<u>Annual Payment</u>
William D. & R. M. Looper	120722 A0090	\$95.60
Count: 1		\$95.60

RESOLUTION 2014-_____

A Resolution Certifying a Non-Ad Valorem Assessment Roll
Applicable to Improved Residential Real Property in
Beech Ridge Trail Subdivision to the Tax Collector

WHEREAS, Section 197.3632(6), Florida Statutes, specifically authorizes the collection of special assessments to be amortized over a period of years, which Leon County elected to utilize for the assessment applicable to improved residential real property in the Beech Ridge Trail Subdivision service area; and

WHEREAS, Section 197.3632(5), Florida Statutes, requires the Chair of the Board of County Commissioners to certify a non-ad valorem assessment roll on compatible electronic medium to the Tax Collector by September 15th of each year.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Leon County, Florida, that:

The non-ad valorem assessment roll, attached hereto and incorporated herein as Exhibit A is hereby certified to the Tax Collector.

DONE AND ADOPTED by the Board of County Commissioners of Leon County, Florida, this 2nd day of September, 2014.

LEON COUNTY, FLORIDA

ATTEST:

BY: _____
Kristin Dozier, Chairman
Board of County Commissioners

Bob Inzer, Clerk of the Circuit Court
and Comptroller

BY: _____

APPROVED AS TO FORM:

OFFICE OF THE COUNTY ATTORNEY
LEON COUNTY, FLORIDA

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

Exhibit A

**Non-Ad Valorem Sewer Utility Assessment
Beech Ridge Trail**

<u>Property Owner</u>	<u>Parcel Number</u>	<u>Annual Payment</u>
Roland E & Jeanine Reynolds	140350 A0030	497.39
Roberto & Liesl Ramos	140350 A0040	497.39
John & Helena Sims	140350 B0010	497.39
Brandon & Julie Alday	140350 B0020	497.39
Hui-Hung & Shwu-Der Wang	140350 B0030	497.39
Dennis Tribble	140350 B0040	497.39
Count: 6		\$2,984.34

RESOLUTION: 2014-_____

A Resolution Certifying a Non-Ad Valorem Assessment Roll
Applicable to Improved Residential Real Property in
Brushy Creek Subdivision to the Tax Collector

WHEREAS, Section 197.3632(6), Florida Statutes, specifically authorizes the collection of special assessments to be amortized over a period of years, which Leon County elected to utilize for the assessment applicable to improved residential real property in the Brushy Creek Subdivision service area; and

WHEREAS, Section 197.3632(5), Florida Statutes, requires the Chair of the Board of County Commissioners to certify a non-ad valorem assessment roll on compatible electronic medium to the Tax Collector by September 15th of each year.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Leon County, Florida, that:

The non-ad valorem assessment roll, attached hereto and incorporated herein as Exhibit A is hereby certified to the Tax Collector.

DONE AND ADOPTED by the Board of County Commissioners of Leon County, Florida, this 2nd day of September, 2014.

LEON COUNTY, FLORIDA

ATTEST:

BY: _____
Kristin Dozier, Chairman
Board of County Commissioners

Bob Inzer, Clerk of the Circuit Court
and Comptroller

BY: _____

APPROVED AS TO FORM:

OFFICE OF THE COUNTY ATTORNEY
LEON COUNTY, FLORIDA

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

Exhibit A**Non-Ad Valorem Sewer Utility Assessment
Brushy Creek Subdivision**

<u>Property Owner</u>	<u>Parcel Number</u>	<u>Annual Payment</u>
Charlese E. & Susan O'Bryan	321609 A0050	609.52
Mohammad and Parivash	321609 A0060	609.52
Michael & Mary Cotton Linzy	321609 A0070	609.52
Reynolds A. Bond	321609 A0080	609.52
Fedrick D. & Lisa D. Williams	321609 A0090	609.52
Darrell Russel & Angela	321609 C0050	609.52
Liang Tsair & Yu Feng Lin	321609 C0140	609.52
White David C Estate c/o Glenda	321609 C0150	609.52
Johnnie Vic & Kathie Jean	321609 C0160	609.52
Robert J. & Alecia W. Shally	321609 C0250	609.52
Christine M. Garrison	321629 A0100	609.52
Marsha G. Roaden	321629 A0110	609.52
Marsha G. Roaden	321629 A0120	609.52
Kathleen L. Hewitt	321629 A0130	609.52
Troy Alan Brewer	321629 C0170	609.52
Brenda J. Moody or Pantango	321629 C0180	609.52
James A. & Dawn Ries Coste	321629 C0190	609.52
Carl H. & Donna F. Cavanaugh	321629 C0200	609.52
Donna K. Pottle	321629 C0210	609.52
Richard A. & Julia M. Webb	321629 C0220	609.52
Timothy R. & Tina A. Seager	321629 C0230	609.52
Manuel Souza Weiss	321629 C0240	609.52
Count: 22		\$13,409.44

RESOLUTION: 2014-_____

A Resolution Certifying a Non-Ad Valorem Assessment Roll
Applicable to Improved Residential Real Property in
Centerville Trace Subdivision to the Tax Collector

WHEREAS, Section 197.3632(6), Florida Statutes, specifically authorizes the collection of special assessments to be amortized over a period of years, which Leon County elected to utilize for the assessment applicable to improved residential real property in the Centerville Trace Subdivision service area; and

WHEREAS, Section 197.3632(5), Florida Statutes, requires the Chair of the Board of County Commissioners to certify a non-ad valorem assessment roll on compatible electronic medium to the Tax Collector by September 15th of each year.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Leon County, Florida, that:

The non-ad valorem assessment roll, attached hereto and incorporated herein as Exhibit A is hereby certified to the Tax Collector.

DONE AND ADOPTED by the Board of County Commissioners of Leon County, Florida, this 2nd day of September, 2014.

LEON COUNTY, FLORIDA

ATTEST:

BY: _____
Kristin Dozier, Chairman
Board of County Commissioners

Bob Inzer, Clerk of the Circuit Court
and Comptroller

BY: _____

APPROVED AS TO FORM:

OFFICE OF THE COUNTY ATTORNEY
LEON COUNTY, FLORIDA

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

Exhibit A**Non-Ad Valorem Sewer Utility Assessment
Centerville Trace Subdivision**

<u>Property Owner</u>	<u>Parcel Number</u>	<u>Annual Payment</u>
Glenn & J.D. Grossenbacher	111004 A0010	85.48
James R & J.E. Dierks	111004 A0020	85.48
Bernice Mercer	111004 A0030	85.48
Sean and Ashley Githens	111004 A0050	85.48
John C. and Joy B. Green	111004 A0070	85.48
Alan & Heather Wartenberg	111004 A0090	85.48
Gerald F & Alicia M Rudd	111004 A0130	85.48
Jerome P & Connie L Tuckey	111004 A0170	85.48
Bryan&Mackenzie Gibson	111004 A0190	85.48
Elizabeth F Sykes	111004 A0220	85.48
C C Ford, SR. & Kay Ford	111004 A0240	85.48
Valerie W. McNeese	111004 A0260	85.48
William C & Dorothy Penn	111004 A0270	85.48
Frank C & Robin E Hart	111004 A0300	85.48
John Todd & Christan M Jackson	111004 A0340	85.48
Tevor A & Julia Hylton	111004 A0350	85.48
Betty J Harper	111004 A0360	85.48
Matthew & Cons Aldrich	111004 A0400	85.48
Jeffrey J & Julianna L Doherty	111004 A0410	85.48
Christopher R Church	111004 A0450	85.48
Drew Roberts Constr.	111004 A0470	85.48
Stephane O. Guerette	111004 A0500	85.48
Michael H & Dorothy H McGrotha	111004 A0570	85.48
GeneStoudt& B Hall-Stoudt	111004 A0620	85.48
David D. & Lisa A. Medcalf	111004 A0630	85.48
Dorothy Lee Caswell	111004 A0640	85.48
John H & Maria R Hurst	111004 A0650	85.48
Robert L & Janis C Clark	111004 A0670	85.48
Daniel Janek	111004 A0680	85.48
Clayton L & Carolyn L Bulter	111004 A0690	85.48
Mary S Lecroy	111004 A0700	85.48
Randy L & Regina H McCoy	111004 A0710	85.48
Judy A Goreau	111004 A0730	85.48

<u>Property Owner</u>	<u>Parcel Number</u>	<u>Annual Payment</u>
Brian Thomas & Amy Bogner	111004 A0740	85.48
Julia E Douthit-Golding	111004 A0750	85.48
Brenda Stewart	111004 A0760	85.48
Herbert C & Diane Boulter	111004 B0010	85.48
John Williams & Beth A Hopper	111004 B0020	85.48
Armasaru/ Emilia Dehelean	111004 B0030	85.48
Wilbur A & Judith Dankers	111004 B0050	85.48
Robert & Brenda O'Kelley	111004 B0060	85.48
Bobbi J & Michael J Coffey	111004 B0070	85.48
Renee Thomasson Matt Strickland	111004 B0100	85.48
Christopher Azrak	111004 B0110	85.48
Jermaine & Takesha Robertson	111004 B0120	85.48
Mary Ann Ferencak	111004 B0130	85.48
Walter W & Myrna K Hudson	111004 B0140	85.48
Steven G & Nancy C Brooks	111004 B0150	85.48
Maria Augustyniak	111004 B0170	85.48
Nettie Harrell	111004 B0180	85.48
Douglas H & Jane H Scott	111004 B0190	85.48
Thomas & Patricia Glennon	111004 B0210	85.48
Lee M & Sandra Berger	111004 B0230	85.48
Derrick E & Susanna B Stephens	111004 B0240	85.48
Willie Mae Heard	111004 B0250	85.48
Dolores L. Santana	111004 B0270	85.48
Howard J & Arryal J Middleton	111004 B0280	85.48
Timothy & Julianne Hare	111004 B0290	85.48
Beverly R & Samuel Rowley	111004 B0320	85.48
Nathan Mears	111004 B0330	85.48
Charles F & Sandra M Smith	111004 B0340	85.48
Matthew B & Kimberly S Gressell	111004 B0350	85.48
Mark A & Marian M Futrell	111004 B0360	85.48
Robert I & Wilma T Wooten	111004 B0370	85.48
Richard & Pamela Courtemanche	111004 B0380	85.48
Joseph C & Gwendolyn Roache	111004 B0390	85.48

<u>Property Owner</u>	<u>Parcel Number</u>	<u>Annual Payment</u>
Michael W. and Margaret I. Clark	111004 B0400	85.48
Matildo Lee W & Rudy Overholser	111004 C0010	85.48
Justin Theodore Chiricos	111004 C0020	85.48
Joseph F & Jane A Myers	111004 C0030	85.48
Hilary A. Rodriguez	111004 C0040	85.48
Jacquelyn A Beasley & Roy A Moore	111004 C0050	85.48
Robert & Theresa O'Neill	111004 C0060	85.48
David & Shelley Henderson	111004 C0070	85.48
Leonides Noa and Marie C. Aguirre	111004 C0080	85.48
Martha & Terrance H Coxe	111004 C0090	85.48
Devarapalli & Jammigumpula	111004 C0100	85.48
Nafeesah Mujahid	111004 C0140	85.48
Fareedah Mujahid	111004 C0150	85.48
Craig E Cook	111004 C0180	85.48
Armando H. and Christine B. Azpeitia	111004 C0190	85.48
Kimberly Tolsma & Robert Koegel	111004 C0200	85.48
Grete M Case	111004 C0210	85.48
Nicholas & Anne Contos	111004 C0240	170.97
Allison Powless	111004 D0010	85.48
Darren & Sonia M Fancher	111004 D0030	85.48
Brian Meyer & Jennifer Stransky	111004 D0050	85.48
Linda L. Teague, Trustee	111004 D0060	85.48
William B & Sharon H Buck	111004 D0070	85.48
Marcie Smith Churchill	111004 D0080	85.48
Cyrus J & Shirlyne Everett	111004 D0090	85.48
James F & Mandy D Bamber	111004 D0110	85.48
Rodney B & Robin M Jordan	111004 D0140	85.48
Brian H & Romona V Moret	111004 D0170	85.48
Patricia J. Jordan, Trustee	111004 D0180	85.48
William and Kristal Leaver	111004 D0190	85.48
Cornell & Lorinne M Myatt	111004 D0220	85.48
Count: 97		\$8,377.05

RESOLUTION: 2014-_____

A Resolution Certifying a Non-Ad Valorem Assessment Roll
Applicable to Improved Residential Real Property in
Cloudland Drive Subdivision to the Tax Collector

WHEREAS, Section 197.3632(6), Florida Statutes, specifically authorizes the collection of special assessments to be amortized over a period of years, which Leon County elected to utilize for the assessment applicable to improved residential real property in the Cloudland Drive Subdivision service area; and

WHEREAS, Section 197.3632(5), Florida Statutes, requires the Chair of the Board of County Commissioners to certify a non-ad valorem assessment roll on compatible electronic medium to the Tax Collector by September 15th of each year.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Leon County, Florida, that:

The non-ad valorem assessment roll, attached hereto and incorporated herein as Exhibit A is hereby certified to the Tax Collector.

DONE AND ADOPTED by the Board of County Commissioners of Leon County, Florida, this 2nd day of September, 2014.

LEON COUNTY, FLORIDA

ATTEST:

BY: _____
Kristin Dozier, Chairman
Board of County Commissioners

Bob Inzer, Clerk of the Circuit Court
and Comptroller

BY: _____

APPROVED AS TO FORM:

OFFICE OF THE COUNTY ATTORNEY
LEON COUNTY, FLORIDA

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

Exhibit A

**Non-Ad Valorem Sewer Utility Assessment
Cloudland Drive Subdivision**

<u>Property Owner</u>	<u>Parcel Number</u>	<u>Annual Payment</u>
Barbara S. Howerton	211410 B0030	776.86
Charles U. Smith	211410 B0040	776.86
Charles U. Smith	211410 B0050	776.86
Susan Marie Tucker	211410 C0010	776.86
Edward, IV & Lisa Prasse	211410 C0020	776.86
Elisabeth Stein	211410 C0030	776.86
Joseph P. King	211410 C0050	776.86
Michael J. Lucia	2114200160000	776.86
L & N Joos	2114200170000	776.86
Jimmie R. & Donna G. Callaway	2114200310000	776.86
Mary Moore	2114200320000	776.86
Count: 11		\$8,545.46

RESOLUTION: 2014-_____

A Resolution Certifying a Non-Ad Valorem Assessment Roll
Applicable to Improved Residential Real Property in
Crown Ridge Subdivision to the Tax Collector

WHEREAS, Section 197.3632(6), Florida Statutes, specifically authorizes the collection of special assessments to be amortized over a period of years, which Leon County elected to utilize for the assessment applicable to improved residential real property in the Crown Ridge Subdivision service area; and

WHEREAS, Section 197.3632(5), Florida Statutes, requires the Chair of the Board of County Commissioners to certify a non-ad valorem assessment roll on compatible electronic medium to the Tax Collector by September 15th of each year.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Leon County, Florida, that:

The non-ad valorem assessment roll, attached hereto and incorporated herein as Exhibit A is hereby certified to the Tax Collector.

DONE AND ADOPTED by the Board of County Commissioners of Leon County, Florida, this 2nd day of September, 2014.

LEON COUNTY, FLORIDA

ATTEST:

BY: _____
Kristin Dozier, Chairman
Board of County Commissioners

Bob Inzer, Clerk of the Circuit Court
and Comptroller

BY: _____

APPROVED AS TO FORM:

OFFICE OF THE COUNTY ATTORNEY
LEON COUNTY, FLORIDA

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

Exhibit A**Non-Ad Valorem Sewer Utility Assessment
Crown Ridge Subdivision**

<u>Property Owner</u>	<u>Parcel Number</u>	<u>Annual Payment</u>
Ricky A. & W. R. Coring	411403 A0010	651.51
Pamela R. & S.Jr., Wright	411403 A0030	651.51
Oscar & Sofia Castillo c/o John D.	411403 A0040	1,303.01
Margaret L. Williams	411403 A0090	651.51
Cig City, Inc.	411403 A0100	651.51
Fred L. Jefferson	411403 A0120	651.51
Steven L. Ware	411403 A0130	651.51
Louis C. & Rosa M. Williams	411403 A0150	651.51
Sheryl Sanders	411403 A0160	651.51
Leroy Fudge	411403 A0170	651.51
Lria Yvonne Poole	411403 A0180	651.51
Alleachi Stewart	411403 B0030	651.51
Nevely Nathan	411403 B0040	651.51
Eddie L., Jr. & J.L. Gallon	411403 B0070	1,303.01
Manufacturers Traders Trust Company	411404 A0010	651.51
Annie Margaret Hall	411404 A0020	651.51
Gloria Ford	411404 A0030	651.51
Rory G. & Linda L. Carey	411404 A0050	651.51
Marion Harmon	411404 A0060	651.51
Bertha Williams	411404 A0070	651.51
George C. Sanders	411404 A0090	651.51
Savannah Sanders & Loretta D. Williams	411404 A0100	651.51
William Walker	411404 A0110	651.51
Floyd & Brenda W. Fisher	411404 A0130	651.51
Jackie L. & F.O. Hatcher	411404 A0160	651.51
Jewel V. Williams	411404 A0170	651.51
Priscilla B. Mostyn	411404 A0180	651.51
Ruby Mae Ransom	411404 A0200	651.51
Herbert Dell Harmon	411404 A0240	651.51
William G. Harmon, Jr.	411404 A0250	651.51

<u>Property Owner</u>	<u>Parcel Number</u>	<u>Annual Payment</u>
Marion & Grace L. Harmon	411404 A0260	651.51
Blondell Heller-Hutchinson	411404 A0270	651.51
Emma G. Jackson	411404 A0290	651.51
Gloria Jean Brown	411404 A0300	651.51
Ealey Roosevelt	411404 A0330	651.51
Vera N. Griffin	411404 A0350	1,303.01
Elmer Forbes	411404 A0360	651.51
Priscilla Backenstoss	411404 A0380	651.51
Doc & B.W.Ward	411404 A0390	651.51
Doc & B.W.Ward	411404 A0400	651.51
William Lamar Harmon	411404 A0410	651.51
Norma J. McNeal	411404 A0420	651.51
Willie C. & C.M. Cromartie	411404 A0440	651.51
JoAnn M. Colson	411404 A0450	651.51
James Knight, Jr.	411404 A0470	651.51
Delores Williams	412305 A0010	651.51
Sylvia H. Blake	412305 A0030	651.51
Cathy Smith	412305 A0040	651.51
Princess I. Mosley	412305 A0050	651.51
Lillian D. Mosley	412305 A0060	651.51
Gloria A. Graham	412305 A0070	651.51
Carl E. & Eunice Love	412305 A0080	651.51
Easter Wilford Estate	412305 A0090	651.51
Marvin R. & F.D. Williams	412305 A0100	651.51
Margie L. Moore	412305 A0110	651.51
Margie L. Moore	412305 A0120	651.51
Donna W. Harris	412305 A0130	651.51
Theresa L. Hall	412305 A0160	651.51
Stanley & Shirley Nanton	412305 A0170	651.51
Gannon P. & Wanda Williams	412305 A0180	651.51

<u>Property Owner</u>	<u>Parcel Number</u>	<u>Annual Payment</u>
Linda Dyan Salisbury & Johnny Aaron	412305 A0190	651.51
Francis X. Porter	4123060000010	651.51
Elnora Thompson	4123060000030	651.51
Lillian Inez Miller	4123060000040	651.51
Lillian Yarbrough & Randy Yarbrough	4123060000080	651.51
Marion G. Harmon	4123060000090	651.51
Leroy Harris & Regina Ware	4123060000110	651.51
William Ratliff & Cynthia A. Jackson	4123060000120	651.51
Delores Williams	4123060000130	651.51
Antoinette Denise Galloway	4123060000140	651.51
Cig City, Inc.	4123060000170	651.51
Manona W. Davis	4123060000180	651.51
Donna Davis Morgan	4123060000190	651.51
Donna Davis Morgan	4123060000200	651.51
Barbara J. Sampson	4123060000210	651.51
Lex C. Thompson	4123060000230	651.51
Kelvin J. Williams	4123060000240	651.51
Lillie Bradham & Albert Frazier	4123060000250	651.51
Valerie Y. Brown	4123060000260	651.51
Channie M. Collins & Mary I. Gross	4123060000270	651.51
Wayne D. Collier	4123060000280	651.51
Mildred L. & L.S. Williams	4123060000290	651.51
Mary L. Kinlaw	4123060000310	651.51
Mack N. Bennett, Jr.	4123060000330	651.51
Betty Jean Tolliver	4123060000340	651.51
Lawrence W. & C.A. Chatman	4123060000350	651.51
Mack N. Bennett, Jr.	4123060000360	651.51
Ed Michael Jefferson	4123060000370	651.51
Ed Michael Jefferson	4123060000380	651.51
Annie D. Bass	4123060000390	651.51

<u>Property Owner</u>	<u>Parcel Number</u>	<u>Annual Payment</u>
Daisy J. Miles	4123060000410	651.51
Dennis Rivers	4123060000460	651.51
Terry Henderson & T.C. Washington	4123060000470	651.51
Terry Henderson	4123060000480	651.51
Bettye Jo Lovett	4123060000510	1,303.01
Charles M. & M.M. Belgrave	412406 A0010	651.51
Sidney & Brenda Williams	412406 A0020	651.51
Dornida Genise Boswell	412406 A0030	651.51
George L. Gilchrist	412406 A0040	651.51
Elizabeth G. Anderson	412406 A0050	651.51
Michael LeWayne Goodman	412406 A0060	651.51
Barbara Gray	412406 A0070	651.51
Charles & D.J. Tucker	412406 A0110	651.51
Willie Lee Dukes	412406 A0130	651.51
Joyce S. Spicer	412406 A0140	651.51
Joyce S. Spicer & Johnny L. Godden, Jr.	412406 A0150	651.51
Arlie Knight	412406 A0160	651.51
Carolyn M. White	412406 A0170	651.51
Guy K. & Valicia N. Leland	412406 A0180	651.51
Eddie J. Johnson	412406 A0190	651.51
Ed Michael Jefferson	412406 A0220	651.51
Jonnie Mae Strickland	412406 A0230	651.51
Kenneth O. & Sarah Green	412406 A0240	651.51
Mary F. Hall & Vanica Blakely	412406 A0250	651.51
Mary F. Hall & Vanica Blakely	412406 A0260	651.51
Leroy Harris c/o Alindthia Harris	412406 A0270	651.51
Sally L. Bristol	412406 A0300	651.51
Bobbie A. Byrd	412406 A0340	651.51
Pauline Parker & Thelma Henley	412406 A0350	651.51
Jonish & Rebecca Hayes	412406 A0360	651.51
James V. & J.M. Marshall	412406 A0370	651.51
Count: 121		\$81,438.71

RESOLUTION: 2014-_____

A Resolution Certifying a Non-Ad Valorem Assessment Roll
Applicable to Improved Residential Real Property in
Frontier Estates Subdivision to the Tax Collector

WHEREAS, Section 197.3632(6), Florida Statutes, specifically authorizes the collection of special assessments to be amortized over a period of years, which Leon County elected to utilize for the assessment applicable to improved residential real property in the Frontier Estates Subdivision service area; and

WHEREAS, Section 197.3632(5), Florida Statutes, requires the Chair of the Board of County Commissioners to certify a non-ad valorem assessment roll on compatible electronic medium to the Tax Collector by September 15th of each year.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Leon County, Florida, that:

The non-ad valorem assessment roll, attached hereto and incorporated herein as Exhibit A is hereby certified to the Tax Collector.

DONE AND ADOPTED by the Board of County Commissioners of Leon County, Florida, this 2nd day of September, 2014.

LEON COUNTY, FLORIDA

ATTEST:

BY: _____
Kristin Dozier, Chairman
Board of County Commissioners

Bob Inzer, Clerk of the Circuit Court
and Comptroller

BY: _____

APPROVED AS TO FORM:

OFFICE OF THE COUNTY ATTORNEY
LEON COUNTY, FLORIDA

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

Exhibit A

**Non-Ad Valorem Sewer Utility Assessment
Frontier Estates Subdivision**

<u>Property Owner</u>	<u>Parcel Number</u>	<u>Annual Payment</u>
SHANNON LINGO	3205040000010	534.56
MADISON, PHILLIP	3205040000020	534.56
REGINALD SEALS	3205040000030	534.56
DONALD MARDIS	3205040000040	534.56
RONICA L. WALKER	3205040000050	534.56
KATHRYN L. MURPHEY	3206040000010	534.56
WILLIAM DAVIS	3206040000020	534.56
TEENA M. BRITT	3206040000040	534.56
RAYMOND LEWIS	3206040000050	534.56
HOUSING & URBAN DEVELOPMENT	3206040000070	534.56
LAWRENCE P. KACER	320626 A0011	534.56
KAREN E. DIXON	320626 A0013	534.56
ALONZO M. LEE, SR.	320626 A0020	534.56
LOIS A. WILLIAMS	320626 A0030	534.56
DEBRA R. BRINKLEY	320626 A0050	534.56
EL-SAKA Wafa	320626 A0060	534.56
WILLIAM T. ROBERTS	320626 A0080	534.56
W. SMITH	320626 A0090	534.56
VANDA PETTWAY	320626 A0130	534.56
RUEL PEACOCK	320626 A0150	534.56
FAITH MARCHESSAULT	320626 B0010	534.56
CHARLES WILKINS	320626 B0020	534.56
CARMEN A. COLEMAN	320626 B0040	534.56
CEDRIC E. CRAWFORD	320626 B0050	534.56
BOBBY SNOW	320626 B0060	534.56
JEFFREY L. DAY	320626 B0100	534.56
DON M. WILLIAMS	320626 B0110	534.56
SHIRLEY D. OWENS	320626 B0120	534.56
ROBERT ALEXANDER	320626 B0140	534.56
MICHELLE L. CARROLL	320626 B0150	534.56
JOSEPH MARUJO, JR.	320626 B0170	534.56
JOHN H. WILLIAMS	320626 B0220	534.56
VICKI CROSS	320626 B0240	534.56
JIMMY L. NEAL	320626 B0260	534.56

<u>Property Owner</u>	<u>Parcel Number</u>	<u>Annual Payment</u>
JOHNNIE T. REVEIRE. JR.	320626 B0280	534.56
CHEN XIAO-YAN	320626 C0010	534.56
CLAUDIA DOCKETT	320626 C0030	534.56
GLENDA HUNTER	320626 C0050	534.56
ANN M. RACKLEY	320626 C0080	534.56
RICHARD NOAKES, II	320626 C0100	534.56
ENRIQUE RIVERA	320626 C0130	534.56
ROBERT L. PAUL, JR.	320626 C0160	534.56
ANTHONY ROBERTS	320626 C0170	534.56
BERNICE HENDERSON	320626 C0190	534.56
MILLER PATRICIA MANNING	320626 C0200	534.56
WILLIAM N. FINLEY, III	320626 C0210	534.56
JOSHUA B. SETTLE	320626 C0220	534.56
THEODORE BROWN	320626 C0240	534.56
ADOLPH HICKS	320626 C0250	534.56
KATHLEEN BOYER	320626 C0280	534.56
MONICA GAINES	320626 C0290	534.56
JUANITA JOHNSON	320626 C0320	534.56
KEITH L. MILTON	320626 C0340	534.56
FRED WILSON, JR.	320626 C0360	534.56
GABRIEL O. OTUONYE	320626 C0390	534.56
RICHARD K. MOULTON	320626 D0010	534.56
GLADYS HERNANDEZ	320626 D0020	534.56
RODNEY AUSTIN	320626 D0030	534.56
CLARICE BYRD	320626 D0040	534.56
TIMOTHY R. NABLE	320626 D0060	534.56
EDDIE L. WILLIAMS	320626 D0070	534.56
TANYA WALKER	320626 D0120	534.56
GEORGE WILKINS	320626 D0140	534.56
VICTOR VINSON	320626 D0150	534.56
MICHAEL CAMPBELL	320626 E0010	534.56
Count: 65		\$34,746.40

RESOLUTION: 2014-_____

A Resolution Certifying a Non-Ad Valorem Assessment Roll
Applicable to Improved Residential Real Property in
Linene Woods Subdivision to the Tax Collector

WHEREAS, Section 197.3632(6), Florida Statutes, specifically authorizes the collection of special assessments to be amortized over a period of years, which Leon County elected to utilize for the assessment applicable to improved residential real property in the Linene Woods Subdivision service area; and

WHEREAS, Section 197.3632(5), Florida Statutes, requires the Chair of the Board of County Commissioners to certify a non-ad valorem assessment roll on compatible electronic medium to the Tax Collector by September 15th of each year.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Leon County, Florida, that:

The non-ad valorem assessment roll, attached hereto and incorporated herein as Exhibit A is hereby certified to the Tax Collector.

DONE AND ADOPTED by the Board of County Commissioners of Leon County, Florida, this 2nd day of September, 2014.

LEON COUNTY, FLORIDA

ATTEST:

BY: _____
Kristin Dozier, Chairman
Board of County Commissioners

Bob Inzer, Clerk of the Circuit Court
and Comptroller

BY: _____

APPROVED AS TO FORM:

OFFICE OF THE COUNTY ATTORNEY
LEON COUNTY, FLORIDA

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

Exhibit A**Non-Ad Valorem Sewer Utility Assessment
Linene Woods Subdivision**

<u>Property Owner</u>	<u>Parcel Number</u>	<u>Annual Payment</u>
Clive J Longden	211207 A0010	335.49
Clive J Longden	211207 A0020	335.49
Thomas and Mary Kennedy	211207 A0040	335.49
James and Barbara Walker	211207 A0060	335.49
Steven R. & K. A. Pisano	211207 B0050	335.49
Steven R. & K. A. Pisano	211207 B0060	335.49
Charles & L. Stannard	211207 B0061	335.49
Karey G. Fowler	211207 B0070	335.49
John M. & Judith A. Sider	211207 B0080	335.49
Kristine Shields	211207 B0130	335.49
Franz E. Mitchell	211207 B0170	335.49
Jack Warren Freiberg	211207 B0210	335.49
Claudia J. Edwards	211207 B0220	335.49
James Bobrycki & Leslie Knight	211207 B0230	335.49
Royal & F Logan	211207 B0260	335.49
Dortha Allen	211207 C0010	335.49
Thirrel Altman, Sr. Trust	211207 C0070	335.49
Melissa & Brooks Baldwin	211207 C0080	335.49
Dorotha Margaret Allen	211207 C0090	335.49
Petra L. Doan	211207 C0100	335.49
Raymond J& M. D. Runo	211207 D0020	335.49
Richard C. Fausone Joyceann B. Fausone	211207 D0030	335.49
Pamela M. Owen	211207 D0040	335.49
Anthony Bellomio, Jr. Shelby Paisley	211207 D0050	335.49
Steven and J. Koelbel	211207 D0061	335.49
Clay & Angela Culpepper	211207 D0080	335.49
Jeremy & Tressa M. Joyce	211207 D0090	335.49
Scott W. & Claire K. Mazur	211207 D0120	335.49
Kenneth P. Abele	211207 D0130	335.49
Gaylon & C. Fruit	211207 D0140	335.49

<u>Property Owner</u>	<u>Parcel Number</u>	<u>Annual Payment</u>
Owner-Confidential records	211207 D0150	335.49
Anthony & Glenda J. James	211207 D0180	335.49
Charles & L. S. Hofacker	211207 D0190	335.49
Perrone Ford	211207 D0200	335.49
Mary Jane Lord	211207 D0241	335.49
Douglas L. Fisher	211207 D0243	335.49
Kenneth and Susan Klos	211207 D0270	335.49
William A. and Sally V. Wendt	211207 D0280	335.49
W Abberger, Mary Anne Koos	211207 D0300	335.49
Lehr & Melissa Hemenway	211207 D0310	335.49
W. Griffis	211207 D0330	335.49
Pascal Bouchard	211207 D0370	335.49
Gail D. and Stephen V. Halleck	211207 E0010	335.49
Olexandr and Larysa Rybak	211207 E0020	335.49
Robert L. Mayo	211207 E0040	335.49
William H. & Lenore W. Zuspan	211207 E0050	335.49
Ann Danford	211207 E0060	335.49
Charles & Mara S. Hines	211207 E0080	335.49
William E. & Diane S. Weldon	211207 E0090	335.49
Deborah Becker & Deborah Moody	211207 F0020	335.49
Helen P. and Michael A. Free	211207 F0040	335.49
Count: 51		\$17,109.99

RESOLUTION: 2014-_____

A Resolution Certifying a Non-Ad Valorem Assessment Roll
Applicable to Improved Residential Real Property in
Oakhill Farms Subdivision to the Tax Collector

WHEREAS, Section 197.3632(6), Florida Statutes, specifically authorizes the collection of special assessments to be amortized over a period of years, which Leon County elected to utilize for the assessment applicable to improved residential real property in the Oakhill Farms Subdivision service area; and

WHEREAS, Section 197.3632(5), Florida Statutes, requires the Chair of the Board of County Commissioners to certify a non-ad valorem assessment roll on compatible electronic medium to the Tax Collector by September 15th of each year.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Leon County, Florida, that:

The non-ad valorem assessment roll, attached hereto and incorporated herein as Exhibit A is hereby certified to the Tax Collector.

DONE AND ADOPTED by the Board of County Commissioners of Leon County, Florida, this 2nd day of September, 2014.

LEON COUNTY, FLORIDA

ATTEST:

BY: _____
Kristin Dozier, Chairman
Board of County Commissioners

Bob Inzer, Clerk of the Circuit Court
and Comptroller

BY: _____

APPROVED AS TO FORM:

OFFICE OF THE COUNTY ATTORNEY
LEON COUNTY, FLORIDA

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

Exhibit A

**Non-Ad Valorem Sewer Utility Assessment
Oakhill Farms Subdivision**

<u>Property Owner</u>	<u>Parcel Number</u>	<u>Annual Payment</u>
Mr. and Mrs. Chris A. Menendez	122450 H0030	152.53
Count: 1		152.53

RESOLUTION: 2014-_____

A Resolution Certifying a Non-Ad Valorem Assessment Roll
Applicable to Improved Residential Real Property in
Pasadena Hills Subdivision to the Tax Collector

WHEREAS, Section 197.3632(6), Florida Statutes, specifically authorizes the collection of special assessments to be amortized over a period of years, which Leon County elected to utilize for the assessment applicable to improved residential real property in the Pasadena Hills Subdivision service area; and

WHEREAS, Section 197.3632(5), Florida Statutes, requires the Chair of the Board of County Commissioners to certify a non-ad valorem assessment roll on compatible electronic medium to the Tax Collector by September 15th of each year.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Leon County, Florida, that:

The non-ad valorem assessment roll, attached hereto and incorporated herein as Exhibit A is hereby certified to the Tax Collector.

DONE AND ADOPTED by the Board of County Commissioners of Leon County, Florida, this 2nd day of September, 2014.

LEON COUNTY, FLORIDA

ATTEST:

BY: _____
Kristin Dozier, Chairman
Board of County Commissioners

Bob Inzer, Clerk of the Circuit Court
and Comptroller

BY: _____

APPROVED AS TO FORM:

OFFICE OF THE COUNTY ATTORNEY
LEON COUNTY, FLORIDA

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

Exhibit A**Non-Ad Valorem Sewer Utility Assessment
Pasadena Hills Subdivision**

<u>Property Owner</u>	<u>Parcel Number</u>	<u>Annual Payment</u>
Lekan Latinwo	1219140000010	0.00
Stephany R Fall	1219140000030	319.58
WM Rozofsky and Mary P. Rozofsky	1219140000060	319.58
Roch H. Lavigne and Carol D. Lavigne	1219140000070	319.58
Rodney E and Bashaun J. Henry	1219140000080	319.58
David E. Wood and Tuesday A. Wood	1219140000090	319.58
Robert J. Chelette and J N Chelette	1219140000110	319.58
Joseph E. Kall, Jr. and Judith H. Kall	1219140000150	319.58
Deer Point of Tallahassee LTD	1219140000170	319.58
Deer Point of Tallahassee LTD	1219140000180	319.58
Deer Point of Tallahassee LTD	1219140000190	319.58
Jeffery W. Sellers and Kelly L Sellers	1219140000210	319.58
William A. Stallworth and M. Stallworth	1219140000230	319.58
Penny S. Herman	1219140000250	319.58
Deer Point of Tallahassee LTD	1219140000260	319.58
Deer Point of Tallahassee LTD	1219140000270	319.58
Mr. E Pfeifer, Jacqueline	1219140000280	319.58
Lawrence D. James and S M James	1219140000290	319.58
Richard J. Phelan, Sr. and S C Phelan	1219140000300	319.58
Keithen V. Mathis and Alfreda Y. Mathis	1219140000340	319.58
Deer Point of Tallahassee LTD	1219140000350	319.58
Richard Ozgowicz and Shirley Ozgowicz	1219140000360	319.58
Thomas M. Green and Sandra I Green	1219140000370	319.58
Sherman L. Sasser	1219140000410	319.58
Count: 24		\$7,350.34

RESOLUTION: 2014-_____

A Resolution Certifying a Non-Ad Valorem Assessment Roll
Applicable to Improved Residential Real Property in
Pine Lakes Subdivision to the Tax Collector

WHEREAS, Section 197.3632(6), Florida Statutes, specifically authorizes the collection of special assessments to be amortized over a period of years, which Leon County elected to utilize for the assessment applicable to improved residential real property in the Pine Lakes Subdivision service area; and

WHEREAS, Section 197.3632(5), Florida Statutes, requires the Chair of the Board of County Commissioners to certify a non-ad valorem assessment roll on compatible electronic medium to the Tax Collector by September 15th of each year.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Leon County, Florida, that:

The non-ad valorem assessment roll, attached hereto and incorporated herein as Exhibit A is hereby certified to the Tax Collector.

DONE AND ADOPTED by the Board of County Commissioners of Leon County, Florida, this 2nd day of September, 2014.

LEON COUNTY, FLORIDA

ATTEST:

BY: _____
Kristin Dozier, Chairman
Board of County Commissioners

Bob Inzer, Clerk of the Circuit Court
and Comptroller

BY: _____

APPROVED AS TO FORM:

OFFICE OF THE COUNTY ATTORNEY
LEON COUNTY, FLORIDA

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

Exhibit A**Non-Ad Valorem Sewer Utility Assessment
Pine Lakes Subdivision**

<u>Property Owner</u>	<u>Parcel Number</u>	<u>Annual Payment</u>
BP Inc.	411315 0001	644.71
Wayne L. Shoupe	411315 A0060	776.48
Johnny Petrandis	411315 A0130	776.48
Marshall McMilliam	411315 A0190	672.21
Frank H. King Jr.	411315 A0220	776.48
Michael Sloan	411315 A0280	776.48
Freddie L & A L Brown	411315 A0290	776.48
Algin Walker	411315 A0420	561.58
Angela Singleton	411315 A0480	776.48
Mary Cox Bozeman	411315 A0490	597.66
Gussie Crawford	411315 A0510	719.88
Sue Barnett Family Trust	411315 A0540	776.48
Shirley B. Worthington	411315 A0560	776.48
Sue Barnett Family Trust	411315 A0580	776.48
Sandra D. Davis	411315 A0590	749.52
Pennie A. Dickey	411315 A0610	776.48
Fredrick Johnson	411315 B0010	776.48
Fredrick Johnson	411315 B0020	776.48
Donald L & LC Tadlock	411315 B0050	776.48
Charles J. Culpepper	411315 B0080	776.48
Ruppert Bennett	411315 B0090	513.89
Fields	411315 B0110	1,552.96
Linda Tharpe	411315 B0140	553.74
BP Inc TLH	411315 B0150	555.30
Charles E. Davis Jr. & Robert F. Langford	411315 B0190	776.48
Charles E. Davis Jr. & Robert F. Langford	411315 B0200	776.48
Charles E. Davis Jr. & Robert F. Langford	411315 B0230	776.48
Charles E. Davis Jr. & Robert F. Landford	411315 B0250	776.48
Dewey Smith Jr & Pamela Johnson	411315 C0040	776.48
Dewey Smith Jr.	411315 C0050	683.93

<u>Property Owner</u>	<u>Parcel Number</u>	<u>Annual Payment</u>
Bradford G. & C S Lott	411315 C0110	768.41
Charles & Carolyn Hicks	411315 C0150	776.48
Walter Jr & C Bosby	411315 C0190	776.48
RL & SG Goodman	411315 C0210	517.65
Margaret A. Wilson	411315 E0010	776.48
Kenneth M. & MD Bryant	411315 E0020	776.48
Johnnie L. Bryant	411315 E0130	776.48
Charles E. Davis Jr. & Robert F. Landford	411315 E0140	776.48
BP Inc TLH	411315 E0170	687.07
Martha Anderson	411315 F0120	768.77
Clinton Otis Pleas	411315 G0030	776.48
Edward and DJ Wasdin	411315 G0040	776.48
Lou Gene Allen & Delores Anderson	411315 G0050	766.39
Michael & Emma L. Jones	411315 H0090	776.48
BP Inc TLH	411315 H0100	734.13
BP Inc TLH	411315 H0190	644.71
BP Inc TLH	411315 H0200	644.71
Roscoe Burt & Ronie B. Harris	411315 J0010	700.77
Albert L & SA Wyatt	411315 J0130	597.66
Jeffery Paterson	411315 K0240	776.48
Count: 50		\$37,153.57

RESOLUTION: 2014-_____

A Resolution Certifying a Non-Ad Valorem Assessment Roll
Applicable to Improved Residential Real Property in
Rainbow Acres Subdivision to the Tax Collector

WHEREAS, Section 197.3632(6), Florida Statutes, specifically authorizes the collection of special assessments to be amortized over a period of years, which Leon County elected to utilize for the assessment applicable to improved residential real property in the Rainbow Acres Subdivision service area; and

WHEREAS, Section 197.3632(5), Florida Statutes, requires the Chair of the Board of County Commissioners to certify a non-ad valorem assessment roll on compatible electronic medium to the Tax Collector by September 15th of each year.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Leon County, Florida, that:

The non-ad valorem assessment roll, attached hereto and incorporated herein as Exhibit A is hereby certified to the Tax Collector.

DONE AND ADOPTED by the Board of County Commissioners of Leon County, Florida, this 2nd day of September, 2014.

LEON COUNTY, FLORIDA

ATTEST:

BY: _____
Kristin Dozier, Chairman
Board of County Commissioners

Bob Inzer, Clerk of the Circuit Court
and Comptroller

BY: _____

APPROVED AS TO FORM:

OFFICE OF THE COUNTY ATTORNEY
LEON COUNTY, FLORIDA

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

Exhibit A**Non-Ad Valorem Paving Assessment
Rainbow Acres**

<u>Property Owner</u>	<u>Parcel Number</u>	<u>Annual Payment</u>
Arthur and Doris Hooks	4123120000020	478.29
Albert Jr. & Betty J. Brown	4123120000030	956.58
Jeraline Saulsberry	4123120000040	956.58
Arthur Hooks and Doris Hooks	4123120000060	478.29
Sylvester P. Hooks	4123120000070	63.72
W & C Harris Life Estatec/o Saylor	4123120000080	956.58
Sylvester Hooks	4123120000090	131.83
Sylvester Hooks	4123120000100	131.83
Mickey L. Britt	4123120000110	262.10
Gwendolyn D. Jackson	4123120000120	845.32
Mickey L. Britt	4123120000130	262.10
Billy Manuel	4123120000140	478.29
Brenda Manuel & Ollie Chambers	4123120000150	478.29
Walter D. & Josie L. Jordan	4123120000160	956.58
Rosa Fleming	4123120000170	956.58
Ernest J. Knight	4123120000180	956.58
Troy L. and Lisa Richardson	4123120000190	956.58
Sylvester Hooks and Nakia S. Austin	4123120000200	263.67
James Gregory Akridge	4123120000220	637.72
James G. Akridge	4123120000240	318.86
Sylvester P. Hooks	4123120000250	131.83
Ronnie E. Singletaryc/o Robert Leon	4123120000260	63.72
Love Fellowship Outreach Ministries	4123120000270	956.58
Alfred H. & Annie. E. Graham	4123120000310	956.58
Julia K. McGill	4123120000320	956.58
Eugene J. Koonce	4123120000330	956.58
Jacquelyn R. Knight	4123120000340	956.58
James M. Baxley	4123120000350	956.58
Erick DeLeon	4123120000360	956.58
Ira J. Johnson	4123120000370	956.58

<u>Property Owner</u>	<u>Parcel Number</u>	<u>Annual Payment</u>
Marki D. McClendon	4123120000380	956.58
Darrell Jackson	4123120000390	956.58
Willie A. Nixon	4123120000400	956.58
Louise R. Branton	4123120000410	956.58
Carolyn Ayers	4123120000420	956.58
Vernon D. Davis	4123120000430	956.58
Deborah Marie Smith, Etal	4123120000440	956.58
Cedric S. & Verlene W. Banks	4123120000450	478.29
Cedric S. & Verlene W. Banks	4123120000460	478.29
Eleanor & Zack Duval	4123120000470	956.58
Annie Pearl McCall	4123120000480	478.29
Annie Pearl McCall	4123120000490	478.29
Thompson Life Est, Johnny Petrandis	4123120000500	956.58
Reginald V. Walker	4123120000510	956.58
Woodrun East, LLC	4123120000520	956.58
Valerie Wilkerson	4123120000530	956.58
Mickey L. Britt	4123120000540	262.10
Darnell B. West	4123120000550	956.58
Martha Reddick Acre	4123120000560	956.58
Jessie L. & Pennie D. Hawkins	4123120000570	318.86
Jessie Lee Hawkins	4123120000580	318.86
Clarence G. & Gloria Y. Washington	4123120000590	956.58
Ana A. Garcia	4123120000600	478.29
Darvin Knooce	4123120000610	478.29
Chadnezzer H. and Janice Banks	4123120000620	956.58
Jackie Durant	4123120000630	956.58
Leatha and Yershonski Anderson	4123120000640	956.58
Gloria Leland & Whitfield Leland, Jr.	4123120000650	956.58
James J. Weaver	4123120000660	956.58
Gordon R. & Juliet J. Hardy	4123120000680	956.58

<u>Property Owner</u>	<u>Parcel Number</u>	<u>Annual Payment</u>
Andre Napoleon Johnson	4123120000690	956.58
Deidre King Williams	4123120000700	956.58
Leslie Jr. & Janice K. Miller	4123120000710	478.29
Tommie Jr. & Geneva M. Johnson	4123120000720	956.58
Jessie Lee Hawkins, Sr.	4123120000740	956.58
Jessie Lee Hawkins	4123120000750	318.86
Alvin D. & V. Johnson	4123120000760	435.72
Annette & Georgia Washington Life Est.	4123120000770	956.58
Alfred & Earnestine B. Gainous	4123120000780	956.58
Gertrude Scott (Gaines)	4123120000800	956.58
Richardo L. Wilkerson	4123120000820	956.58
Betty F. Chestnut	4123120000830	478.29
Betty F. Chestnut	4123120000840	478.29
Lucious & Claudette Mills	4123120000850	956.58
Clarence Jr. & Gloria J. Hawkins	4123120000860	956.58
Jerry J. Finch	4123120000870	956.58
Jewel Holmes	4123120000880	318.86
Doris Bell	4123120000890	318.86
Vanessa R. Hackley	4123120000900	318.86
William M. & Catherine Murphy	4123120000920	956.58
Willie G. Johnson Estate	4123120000940	956.58
Josie Washington & Tameka Whitehead	4123120000950	956.58
Darrel L. Smith	4123120000960	956.58
Beatrice Williams	4123120000970	956.58
Associated Partners, LLC	4123120000980	956.58
Lewis & Carolyn Pryor	4123120000990	318.86
Lewis & Carolyn Pryor	4123120001000	318.86
Lewis & Carolyn Pryor	4123120001010	318.86
Charles Houston	4123120001020	318.86
Charles & Joann Houston	4123120001030	637.72

<u>Property Owner</u>	<u>Parcel Number</u>	<u>Annual Payment</u>
Brenda I. Ellis	4123120001060	956.58
Samuel O. Rollins	4123120001070	956.58
Nathaniel J. Grimsley	4123120001080	956.58
Eretha Ann Bass (Young)	4123120001100	956.58
Annie P. Jerger	4123120001110	956.58
Barbara Jean Lovett	4123120001120	956.58
Mary E. Jackson & Frankie D. Leland	4123120001130	956.58
James & Elaine Williams	4123120001140	478.29
James & Elaine Williams	4123120001150	478.29
Hazel Napier-Leonard	4123120001160	239.15
Hazel Napier-Leonard	4123120001170	239.15
Hazel Napier-Leonard	4123120001180	239.15
Hazel Napier-Leonard	4123120001190	239.15
William & B. N. Washington	4123120001200	956.58
Lillie B. Hill	4123120001220	956.58
Millie & James L. Jackson	4123120001230	956.58
Leslie & Janice King Miller	4123120001250	478.29
William and Delores Harrison	4123120001260	956.58
Alvin D. & Sandra V. Johnson	4123120001270	318.86
Count: 109		\$77,786.06

RESOLUTION: 2014-_____

A Resolution Certifying a Non-Ad Valorem Assessment Roll
Applicable to Improved Residential Real Property in
Terre Bonne Subdivision to the Tax Collector

WHEREAS, Section 197.3632(6), Florida Statutes, specifically authorizes the collection of special assessments to be amortized over a period of years, which Leon County elected to utilize for the assessment applicable to improved residential real property in the Terre Bonne Subdivision service area; and

WHEREAS, Section 197.3632(5), Florida Statutes, requires the Chair of the Board of County Commissioners to certify a non-ad valorem assessment roll on compatible electronic medium to the Tax Collector by September 15th of each year.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Leon County, Florida, that:

The non-ad valorem assessment roll, attached hereto and incorporated herein as Exhibit A is hereby certified to the Tax Collector.

DONE AND ADOPTED by the Board of County Commissioners of Leon County, Florida, this 2nd day of September, 2014.

LEON COUNTY, FLORIDA

ATTEST:

BY: _____
Kristin Dozier, Chairman
Board of County Commissioners

Bob Inzer, Clerk of the Circuit Court
and Comptroller

BY: _____

APPROVED AS TO FORM:

OFFICE OF THE COUNTY ATTORNEY
LEON COUNTY, FLORIDA

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

Exhibit A

**Non-Ad Valorem Sewer Utility Assessment
Terre Bonne Subdivision**

<u>Property Owner</u>	<u>Parcel Number</u>	<u>Annual Payment</u>
JANIE E. SANDY	2112120000010	330.13
IRA AND JUDITH F. CHESTER	2112120000020	330.13
ELIZABETH T. DAVIES / ANNE G. VAN	2112120000030	330.13
JANIS TIFF MCCLELLAN TRUST	2112120000040	330.13
THEO AND MIRELLA SIEGRIST	2112120000050	330.13
MARY LOIS MAYFIELD	2112120000070	330.13
PHILLIP A. & JACQUELINE M.	2112120000080	330.13
LYNN HOLLIS CURTRIGHT	2112120000090	330.13
MADELINE B. SHEPARD TRUST	2112120000100	330.13
PAULINE F. HUNTER	2112120000110	330.13
LOUIS B. AND HEIDI F. WAUTHIER	2112120000130	330.13
JANE J. ROBINSON	2112120000140	330.13
LISA M. GREGG	2112120000160	330.13
KATE A. BRADY	2112120000170	330.13
CAROLYN THOMPKINS	2112120000180	330.13
THOMAS H. OBERMAN	2112120000200	330.13
TAWANNA M. HAY	2112120000210	330.13
GRAZYNA K. BERGMAN	2112120000230	330.13
SARAH DIANNE GREGORY	2112120000240	330.13
LOIS GENTRY/RICHARD C. DOWDY	2112120000250	330.13
LILA K. T. EUBANKS	2112120000260	330.13
CHARLES A. FISH	2112120000270	330.13
LISA L. DALE	2112120000280	330.13
LINDA R. MAHLER	2112120000290	330.13
SHELTON DENNIS & SHIRLEY ROSS	2112120000300	330.13
KEITH G. & RENATE I. BAKER	2112120000320	330.13
PAULA LEIGH AND BESS H. TYLER	2112120000330	330.13
WILLIAM R. AND ROBIN F. ROBINSON	2112200040000	330.13
DWAYNE RUSSELL SNYDER	2112204210000	330.13
PATRICIA ANN JONES TRUST	2112204230000	330.13

Count: 30**\$9,903.90**

RESOLUTION: 2014-_____

A Resolution Certifying a Non-Ad Valorem Assessment Roll
Applicable to Improved Residential Real Property in
Windwood Hills Subdivision to the Tax Collector

WHEREAS, Section 197.3632(6), Florida Statutes, specifically authorizes the collection of special assessments to be amortized over a period of years, which Leon County elected to utilize for the assessment applicable to improved residential real property in the Windwood Hills Subdivision service area; and

WHEREAS, Section 197.3632(5), Florida Statutes, requires the Chair of the Board of County Commissioners to certify a non-ad valorem assessment roll on compatible electronic medium to the Tax Collector by September 15th of each year.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Leon County, Florida, that:

The non-ad valorem assessment roll, attached hereto and incorporated herein as Exhibit A is hereby certified to the Tax Collector.

DONE AND ADOPTED by the Board of County Commissioners of Leon County, Florida, this 2nd day of September, 2014.

LEON COUNTY, FLORIDA

ATTEST:

BY: _____
Kristin Dozier, Chairman
Board of County Commissioners

Bob Inzer, Clerk of the Circuit Court
and Comptroller

BY: _____

APPROVED AS TO FORM:

OFFICE OF THE COUNTY ATTORNEY
LEON COUNTY, FLORIDA

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

Exhibit A**Non-Ad Valorem Sewer Utility Assessment
Windwood Hills Subdivision**

<u>Property Owner</u>	<u>Parcel Number</u>	<u>Annual Payment</u>
WILLIAM AND KRISTIE STRICKLAND	320615 A0020	443.12
MARY ELLEN CLEMENS	320615 A0040	443.12
ROBERT S. TREDIK	320615 A0050	443.12
ROBERT AND SHERRI KASPER	320615 A0070	443.12
BENJAMIN AND TAMMY DUNCAN	320615 A0080	443.12
ALLEN AND DEBORAH MORTHAM	320615 A0081	443.12
JOHN R. MEIKENHOUSE	320615 A0100	443.12
G. W. AND DIANA A. MCLEAN	320615 A0110	443.12
LONNIE B. AND PATRICIA S. MANN	320615 A0150	443.12
WILLIAM AND MICHELENE TAIT	320615 A0160	443.12
PATRICIA AND NEIL MCKAY	320615 A0161	443.12
JOSEPH M. AND PAMELA D. GRIFFIN	320615 A0190	443.12
DANIEL CHICHESTER AND DENISE	320615 A0200	443.12
CHARLES A. AND GLORIA C. FOSTER	320615 A0230	443.12
J. MIKE DRAUGHON	320615 A0240	443.12
ROBERT AND EVELYN FLORENCE	320615 B0020	443.12
GLOVER AND BARBARA S. TAYLOR	320615 B0030	443.12
PETER AND LUNG YUEH RAYNER	320615 B0070	443.12
MARK AND ANDREA L. MICHAEL	320615 C0010	443.12
MARTHA A. ARRINGTON	320615 C0040	443.12
WILLIAM L. MILLER AND KATHRYN	320615 C0050	443.12
PAUL AND SUZANNE BAKER	320615 C0070	443.12
GEORGIA J. STRICKLAND	320615 D0020	443.12
WILLIAM E. AND THEDA MCDONALD	320615 D0021	443.12
ERIK M. AND LILLIAN DAWN FIGLIO	320615 D0040	443.12
MARVETTE TULLY	320615 E0010	443.12
RALPH AND FRANCES MALONE	320615 E0020	443.12
DAVID AND MARILYN E. MCGEACHY	320615 E0030	443.12
JAMES R. VRANA	320615 E0050	443.12
EARL AND BARBARA ANN COCHRAN	320615 E0060	443.12

<u>Property Owner</u>	<u>Parcel Number</u>	<u>Annual Payment</u>
OWNER	320615 E0070	443.12
DENNIS AND DOROTHY HALL	320615 E0090	443.12
BRUCE AND DENA D. FRENCH	320615 E0100	443.12
MICHAEL AND RHONDA SHERMAN	320615 E0120	443.12
CHRISTINE AND JEFFREY MORTHAM	320615 E0130	443.12
KAREN AND REGINALD PEYTON	320615 E0140	443.12
ERIC AND JEAN HOOVER	320615 E0150	443.12
CAROL S. ALLEN	320615 F0010	443.12
CLINTON F. AND BEVERLY M. BYRD	320615 F0040	443.12
HAROLD E. BYRD	320615 F0041	443.12
GREGORY AND JULIA A. MCDONALD	320615 F0070	443.12
AYNALEM S. MARKOS	320615 F0090	443.12
Count: 42		\$18,611.04

RESOLUTION: 2014-_____

A Resolution Certifying a Non-Ad Valorem Assessment Roll
Applicable to Improved Residential Real Property in
Winfield Forest Subdivision to the Tax Collector

WHEREAS, Section 197.3632(6), Florida Statutes, specifically authorizes the collection of special assessments to be amortized over a period of years, which Leon County elected to utilize for the assessment applicable to improved residential real property in the Winfield Forest Subdivision service area; and

WHEREAS, Section 197.3632(5), Florida Statutes, requires the Chair of the Board of County Commissioners to certify a non-ad valorem assessment roll on compatible electronic medium to the Tax Collector by September 15th of each year.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Leon County, Florida, that:

The non-ad valorem assessment roll, attached hereto and incorporated herein as Exhibit A is hereby certified to the Tax Collector.

DONE AND ADOPTED by the Board of County Commissioners of Leon County, Florida, this 2nd day of September, 2014.

LEON COUNTY, FLORIDA

ATTEST:

BY: _____
Kristin Dozier, Chairman
Board of County Commissioners

Bob Inzer, Clerk of the Circuit Court
and Comptroller

BY: _____

APPROVED AS TO FORM:

OFFICE OF THE COUNTY ATTORNEY
LEON COUNTY, FLORIDA

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

Exhibit A**Non-Ad Valorem Sewer Utility Assessment
Winfield Forest Subdivision**

<u>Property Owner</u>	<u>Parcel Number</u>	<u>Annual Payment</u>
Leonard G. & L. S. Bailey	122370 A0010	634.02
Leonard G. & L. S. Bailey	122370 A0070	634.02
Leonard G. & L. S. Bailey	122370 A0080	634.02
Dawn R. M. Richardson	122370 A0090	634.02
Michael J. & T. J. Madsen	122370 A0110	634.02
Vincent & Karin G. D'Amico	122370 A0120	634.02
John R. & M. L. Beal	122370 A0130	634.02
Annie C. Chou	122370 A0140	634.02
John P. & Sallie L. Kelly	122370 A0150	634.02
Alan F. & J. C. Moore	122370 A0160	634.02
Oscar L. & Angeles N. Floyd	122370 A0200	634.02
Jackie G. & Dona Keyes	122370 A0250	634.02
James W. Earl	122370 A0260	634.02
William R. & Gayle D. Grimes	122370 A0270	634.02
James W. & M. E. P. Matthews	122370 B0020	634.02
Michael R. & D. D. Thompson	122370 B0070	634.02
Sheila Kay Salyer and Lisa Rae Meyer	122370 C0010	634.02
Michael A. & T. D. Fountain	122370 C0050	634.02
Thomas M. & Debra F. Udell	122370 C0070	634.02
Timothy & Robin Cotton	122370 C0080	634.02
Robert V. Tolle	122370 C0090	634.02
Richard & Diane Power	122370 D0020	634.02
Jeffrey Curtis Gause	122370 D0050	634.02
Elmo A. & M. M. Richardson	122370 D0070	634.02
S. F. P. & Calyvin O. Rogers	122370 D0080	634.02
Angel Diaz	122370 E0010	634.02
Telly S. Buckles	122370 E0040	634.02
Daniel M. & Linda D. Bowen	122370 E0050	634.02
Grady Jordan, Jr.	122370 E0060	634.02
Ronald J. & J. E. Moran	122370 F0030	634.02
Ronald J. & J. E. Moran	122370 F0040	634.02
William R. Pararo	122370 F0080	634.02
Betty L. & R. H. Powell	122370 F0090	634.02
James S. & D. S. Rivenburg	122370 G0010	634.02
Count: 34		\$21,556.68

**Leon County
Board of County Commissioners**


Notes for Agenda Item #3

Leon County Board of County Commissioners

Cover Sheet for Agenda #3

September 2, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Approval of the Proposed Funding Agreement Between Leon County and the Beatitude Foundation, Inc. for the Construction of the Comprehensive Emergency Services Center

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 has a fiscal impact. This agenda item request Board approval of a funding agreement between Leon County and Beatitude Foundation, Inc. in the amount of \$500,000 over a five-year period for the construction of the Comprehensive Emergency Services Center. The County's funding would be utilized exclusively for the repayment of a construction loan that Beatitude has secured with Hancock Bank. The funding amount of \$500,000 was previously approved by the Board and \$100,000 has been budgeted for FY15.

Staff Recommendation:

Option #1: Approve the proposed Funding Agreement between Leon County and the Beatitude Foundation for the construction of the Comprehensive Emergency Services Center (Attachment #1).

Report and Discussion

Background:

At the November 19, 2013 Board meeting, the County Administrator sought Board direction in addressing a funding request for County participation in funding support for a proposed new Comprehensive Emergency Services Center to serve the homeless population. The Board directed staff to schedule a workshop to initially consider this request, prior to the issue being placed on a regular Board agenda.

On December 10, 2013, the Board conducted the workshop on the Comprehensive Emergency Services Center. At that time, the Board received information on proposed relocation of the Shelter and Renaissance Community Center (RCC) to a property owned by the City of Tallahassee (City) located on West Pensacola Street. The Beatitude Foundation, Inc. (Beatitude) was presented as the entity that would build the facility and lease the space to the Shelter and RCC. Beatitude stated that the cost to build the facility would be approximately \$6.2 million and requested funding from the County, City, and the United Way of the Big Bend in the amount of \$500,000 each (\$1.5 million in total). Beatitude anticipates that construction of the facility would be completed April 2015.

On January 21, 2014, the Board ratified the actions taken at the workshop and directed staff to prepare a proposed funding agreement in the amount of \$500,000 over a five-year period to be allocated at \$100,000 per year as well as provide \$100,000 in funding as part of the FY15 budget.

Analysis:

As directed by the Board, the proposed Agreement provides funding to Beatitude in the amount of \$500,000 over a five-year period for the construction of the Comprehensive Emergency Services Center at the property located on Pensacola Street, adjacent to HOPE Community. Funding would be allocated \$100,000 per year beginning FY15 and ending FY19. The funding would be distributed directly to Hancock Bank for a loan that Beatitude has secured with the financial institution for the construction of the Comprehensive Emergency Services Center. The County would not be a party and/or guarantor of the loan. The Agreement also stipulates that funding would be subject to the Board's approval of each fiscal budget; \$100,000 has been budgeted for FY15.

Additionally, the Agreement includes provisions in which County funds would be returned should the Comprehensive Emergency Services Center be sold or the use change within a 20-year life of the facility. It is important to note that the City has committed, as its contribution, one-time funding in the amount of \$200,000 to the Comprehensive Emergency Services Center project, as well as the location of the property for the facility that the City values at \$610,000.

The United Way has approved funding for the construction of the Comprehensive Emergency Services Center in the amount of \$500,000 and entered into an agreement similar to the proposed Agreement presented for the Board's consideration.

Options:

1. Approve the proposed Funding Agreement between Leon County and the Beatitude Foundation for the construction of the Comprehensive Emergency Services Center (Attachment #1).
2. Do not approve the proposed Funding Agreement between Leon County and the Beatitude Foundation, Inc. for the construction of the Comprehensive Emergency Services Center.
3. Board direction.

Recommendation:

Option #1.

Attachment:

1. Proposed Funding Agreement between Leon County and the Beatitude Foundation for the Construction of the Comprehensive Emergency Services Center

FUNDING AGREEMENT

THIS FUNDING AGREEMENT is made and entered into on this _____ day of _____, 2014, by and between **LEON COUNTY, FLORIDA**, a charter county and political subdivision of the State of Florida, hereinafter referred to as “the County” and **BEATITUDE FOUNDATION, INC.**, a Florida non-profit corporation, hereinafter referred to as “the Foundation”

WITNESSETH:

WHEREAS, homelessness is a serious issue that the County and the City of Tallahassee face with more than 1,000 people experiencing homelessness on any given night; and,

WHEREAS, the Foundation is developing a new Comprehensive Emergency Services Center that involves the co-location of both the existing Shelter and the Renaissance Community Facility within the new facility; and,

WHEREAS, the new Comprehensive Emergency Services Center will vastly improve the community’s ability to provide a full range of targeted services that help our homeless neighbors move toward permanent housing and self-sufficiency; and,

WHEREAS, it is the goal of the Foundation to reduce the intensity and duration of homelessness for every person experiencing it by effectively and efficiently providing comprehensive 24-hour services based on best practice models of care and working collaboratively and cooperatively with partners in the Continuum of Care; and,

WHEREAS, the United Way of Big Bend and the County have each committed \$500,000.00 over a five (5) - year period to cover \$1,000,000.00 of the currently estimated \$6,200,000.00 in construction costs of the new Comprehensive Emergency Services Center; and,

WHEREAS, the City of Tallahassee has committed \$200,000 to the new Comprehensive Emergency Services Center and is providing at nominal cost the property in which the Comprehensive Emergency Services Center will be located; and

WHEREAS, the funding from the County, will be used by the Foundation to repay a certain loan from Hancock Bank to the Foundation for the construction of the new Comprehensive Emergency Services Center (the “Loan”); and,

WHEREAS, the Board of County Commissioners has expressed support of the County’s participation financially in this project by providing capital construction costs to the Foundation over a five (5) year period.

NOW, THEREFORE, in consideration of the mutual covenants and conditions herein contained and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the County and the Foundation agree as follows:

1. Recitals. The Recitals set forth above are true and correct and are incorporated into the terms of this Funding Agreement.

2. Funding. The County shall provide funding in the amount of \$100,000.00 per fiscal year commencing on October 1, 2014 and shall continue in subsequent Octobers of the years 2015, 2016, 2017 and 2018 for a total of \$500,000.00. The County agrees to make each \$100,000.00 distribution directly to Hancock Bank for purposes of paying down the balance of the Loan. The Foundation expressly consents to the direct payment of each \$100,000.00 distribution to the Hancock Bank for purposes of reducing the balance due on the Loan. The Foundation shall be entitled to assign its rights to the funding provided in this paragraph 2 to Hancock Bank. Nothing herein shall be construed as the County being a guarantor of said loan, or in any way obligated to pay said loan.

3. Use of Funds. The Foundation covenants and agrees that the funding from the County shall be used exclusively for the direct construction costs for the construction of the capital improvements for the Comprehensive Emergency Services Center (“CESC”) or to repay debt which the Foundation will incur or has incurred as evidenced by the Loan for the construction of the new facility and, at no time, shall said funds be used for any other purposes, including operational expenses of the new CESC.

4. Location of Facility. The CESC shall be constructed on property having a parcel identification number of 21-33-20-801-0000.

5. Use of Facility. The CESC shall primarily provide an array of emergency services to Leon County’s homeless population including emergency housing.

6. Funding Subject to Budget. It is the intent of the County to provide this funding and the Board of County Commissioners has approved this grant over the specified five year term. However, the provision of the County’s funding to the Foundation shall be subject to specific budget approval in each of the four remaining fiscal years. Nothing herein shall obligate the County in any way to provide such funding in future fiscal years.

7. Construction. The Foundation agrees and represents that the construction of the new CESC is ongoing, and that it is anticipated to be complete on or before April 30, 2015.

8. Conditions to Funding. Should the CESC be sold and/or its uses as described herein materially change:

- a. the County’s full contribution made through September 30, 2019 shall be returned to the County within ten (10) days of such sale and/or change in use;
- b. commencing October 1, 2019, the County’s full contribution shall be returned to the County within ten (10) days of such sale and/or use, minus \$25,000 per year for a 20-year period.

9. Reports. The Foundation agrees that it shall provide semi-annual reports to the County over the use of the funds. The Foundation shall establish and maintain books, records, and documents (including electronic storage media) sufficient to reflect all receipts and expenditures of County provided funds under this agreement. The Foundation further agrees that, upon demand, the Foundation shall facilitate the duplication and transfer of any records or documents during the required retention period, to ensure that these records shall be subject to inspection, copying, review or audit by the County or other authorized persons.

10. Notice. Any written notice or report required or permitted to be delivered by the terms and conditions of this Funding Agreement shall be delivered by (i) hand delivery; (ii) certified mail, return receipt requested; or (iii) guaranteed overnight delivery service.

Notices to County shall be delivered to:

Leon County Administration
ATTN: County Administrator
301 South Monroe Street, 5th Floor
Tallahassee, FL 32301

With a copy delivered to:

Leon County Attorney's Office
301 S. Monroe Street, Suite 202
Tallahassee, FL 32301

Notices to the Foundation shall be delivered to:

The Beatitude Foundation, Inc.
1700 Summit Lake Drive
Tallahassee, FL 32317

Notices to Hancock Bank shall be delivered to:

Hancock Bank
ATTN: _____

11. Amendments. The parties may, from time to time, amend this Funding Agreement. Such amendments must be mutually agreed upon in writing by the County and the Foundation and set forth in a written document executed by duly authorized representatives of the parties to this Agreement.

12. Termination for Cause. If the Foundation fails to fulfill, in a timely and proper manner, any of its obligations under this Agreement or if the Foundation violates any of the covenants, agreements, provisions or stipulations of this Funding Agreement, the County shall have the right to terminate this Funding Agreement by giving written notice of such termination to the

Foundation, specifying the reason for the termination and the effective date thereof, at least five (5) calendar days prior to the effective date of such termination. Notwithstanding such termination, the Foundation shall be and remain liable to the County for all damages sustained by, or costs and expenses incurred by the County, by virtue of any breach of the Funding Agreement by the Foundation. The County shall have the right to set off against any compensation otherwise due to the Foundation the amount of any damage sustained by the County by virtue of the Foundation's breach of this Funding Agreement and any other amounts owed to the County by the Foundation.

13. Termination for Convenience. The County may terminate this Agreement in whole, or in part, at any time by giving written notice to the Foundation of such termination, specifying the effective date thereof, at least fifteen (15) calendar days before the effective date of such termination.

14. The Loan. The County agrees to provide Hancock Bank with written notice prior to the County terminating the Funding Agreement and the basis for such termination and further agrees to provide Hancock Bank with a reasonable amount of time to try to resolve any matter serving as a basis for the County to terminate this Funding Agreement.

15. Reversion of Funds. Upon expiration or other termination of this Funding Agreement, the Foundation shall transfer to the County any remaining funds not properly expended or obligated at the time of expiration and any accounts receivable attributable to the use of said funds.

16. Assignment and Binding Effect. The Foundation shall not assign, transfer, or otherwise convey any interest in this Agreement without the prior written consent of the County or except as otherwise permitted herein.

17. Audit. The County reserves the right to conduct financial and program monitoring of all funds given or provided to the Foundation and to perform an audit of all records of the Foundation. An audit by the County may encompass an examination of all financial transactions, all accounts and reports, as well as an evaluation of compliance of the terms and conditions of this Agreement.

18. Indemnification. The Foundation shall indemnify, say and hold the County, its officials, commissioners, officers, employees, and agents harmless from any and all actions, obligations, claims, damages, expenses, and costs of any kind, debts, negligence, and liabilities arising from, or in any way related to, acts or omissions of the Foundation, its employees, volunteers, subcontractors, employees of subcontractors or clientele, in the performance of, or failure to perform, under this Agreement. Should the County, as a result of the performance or lack thereof by or on behalf of the Foundation, be required to reimburse any sums to any organization, or reimburse funds to any governmental entity, contribute funds to performance of the project, or to expend County funds to complete or correct performance, the Foundation, upon demand by the County, shall refund and reimburse the County for all such sums so reimbursed or expended by the County.

19. Attorney's Fees. Nothing in this Agreement shall be construed to deny either

party to seek any remedies that may be available to that party at law or in equity, including but not limited to an awards of court costs and attorney's fees in order to enforce the terms of this Agreement or to recover damages as a result of any breach of this Agreement.

20. Assurances.

- a. *Equal Employment Opportunity.* The Foundation shall not discriminate against any employee or applicant for employment on the basis of race, color, religion, sex, age, disability, sexual orientation, national origin, marital status, familial status, or any other basis prohibited by applicable law. Such action shall include, but not be limited to, the following: employment, promotion, demotion, or transfer; recruitment, advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Foundation shall post in conspicuous places, available to employees and applicants for employment, notices as provided by the County setting forth the provisions of this nondiscrimination clause. The Foundation shall incorporate this provision in all subcontracts for services provided under this Agreement.
- b. *Nondiscrimination Under Title VI of Civil Rights Act of 1964.* The Foundation covenants and promises that it will fully comply with Title VI of the Civil Rights Act of 1964 (P.D. 88-352) and in accordance with Section 109 of the Housing and Community Development Act of 1974, as amended, and with all requirements imposed by or pursuant to that Act. In accordance with this, no person in the United States shall, on the basis of race, color, disability, age, religion, national origin, or sex, be excluded from participation in, denied the benefits or, or subjected to discrimination under any program or activity for which the recipient received financial assistance from the County.
- c. *Interest of Members of the County and Others.* No officer, member or employee of the County and no members of its governing body, and no other public official of the governing body of the locality in which the project is situated and being carried out who exercise any functions or responsibility in the review and approval of the undertaking or carrying out of this project, shall participate in any decision relating to this Agreement which affects his personal interest or have any personal or pecuniary interest, direct or indirect, in this Agreement or the proceeds thereof.
- d. *Interest of the Foundation.* The Foundation, on behalf of itself and its officers and officials, covenants that none of them presently have any interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of work or services required to be performed under this Agreement. The Foundation, on behalf of itself and its officers and officials, further covenants that in the performance of this

Agreement, no person having such interest shall be employed.

- e. *Records.* The Foundation shall maintain books, records, documents, and accounting procedures and practices sufficient to reflect properly the amount received and disposition by the Foundation of all compensation received for its works and services. The Foundation's records shall be subject at all reasonable times to inspection, copy and audit by the County or its authorized representatives. The Foundation shall preserve and make its records available to the County and its authorized representatives until the expiration of three (3) years from the date of final settlement, and for such longer period, if any, as is required by applicable law, statute, ordinance, rule or regulation.
- f. *Constitutional Prohibition.* The Foundation shall not use County funds for the acquisition, construction, reconstruction, rehabilitation, or operation of structures used for religious purposes.

IN WITNESS WHEREOF, the County and the Foundation have caused this Funding Agreement to be duly executed as of the date first above written.

SIGNED, SEALED AND DELIVERED
IN THE PRESENCE OF:

THE BEATITUDE FOUNDATION, INC.

By: _____

Print Name: _____

Name: _____ Its: _____

Name: _____

LEON COUNTY, FLORIDA

By: Vincent S. Long
County Administrator

ATTEST:
BOB INZER, CLERK OF THE COURT,
LEON COUNTY, FLORIDA

APPROVED AS TO FORM:
LEON COUNTY ATTORNEY'S OFFICE

BY: _____
Clerk

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


**Leon County
Board of County Commissioners**

Notes for Agenda Item #4

**Leon County
Board of County Commissioners
Cover Sheet for Agenda #4**

September 2, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Ratification of Commissioner Appointment to the Code Enforcement 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: Ratify the appointment of Charles Cook to the Code Enforcement Board.

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:

Code Enforcement Board (CEB)

Purpose: The CEB conducts hearings on cases involving violations of environmental, zoning, building and junk ordinances and enters orders to enforce County laws using approved procedures (Attachment #1).

Composition: The CEB consists of seven members, with each Commissioner having one appointment. The category & appointing Commissioner is as follows:

- Engineer - At-Large 1
- Architect/Engineer - At-Large 2
- Citizen - District 1
- Subcontractor - District 2
- Gen. Contractor - District 3
- Realtor - District 4
- Business Person - District 5

Vacancies: The term of Bonnie Johnson, (Commissioner Lindley) expired August 31, 2014. Ms. Johnson is not interested in reappointment (Attachment #2). Mr. Charles Cook, a retired civil/environmental engineer, submitted an application (Attachment #3).

Table 1. Code Enforcement Board

Vacancy	Eligible Applicant	Recommended Action
Bonnie Johnson (Resigned)	Charles Cook	Commissioner Lindley makes the appointment.

Options:

1. Ratify the appointment of Charles Cook to the Code Enforcement Board.
2. Do not ratify the appointment of Charles Cook to the Code Enforcement Board.
3. Board direction.

Recommendation:

Option #1.

Attachments:

1. Eligibility and Criteria – Code Enforcement Board
2. Email from Bonnie Johnson – resignation
3. Application – Charles Cook – Code Enforcement Board

Code Enforcement Board

Responsibility:

Conducts hearings on cases involving violations of environmental, zoning, building and junk ordinances and enters orders to enforce County laws using approved procedures.

Created By:

County Ordinance 88-42

Appointments:

7 members. Each commissioner appoints one member (see eligibility criteria).

Terms:

Three years, after initial staggered appointments. Terms expire August 31. No member shall serve more than three consecutive terms.. Vacancies filled for remainder of unexpired term.

Eligibility Criteria:Category & Appointing Commissioner:

Engineer; At-Large 1

Architect/Engineer; At-Large 2

Citizen; District 1

Subcontractor; District 2

Gen. Contractor; District 3

Realtor; District 4

Business Person; District 5

Schedule:

3rd Thursday of each month, 1 pm; 2nd Floor Conference Room, Renaissance Building
435 Macomb Street

Contact Person/Staff:

Jessica Lowe, Code Enforcement Board Administrator

435 N. Macomb Street, 2nd Floor

Tallahassee, FL 32301

606-1300; Email: lowej@leoncountyfl.gov

Board Attorney

Harold Knowles

Knowles and Randolph

3065 Highland Oaks Terrace

Tallahassee, FL 32301

Email: HaroldK@knowlesandrandolph.com

Phone: 222-3768

Members:

<p>Johnson, Bonnie BKJ, Inc. Architecture & Construction</p> <p>RESIGNED</p>	<p>Begin Term: 8/23/2011 End Term: 8/31/2014 Type: three years</p>	<p>Original Date: 4/26/2011</p> <hr/> <p>Appointed by: Mary Ann Lindley Commissioner At- large I</p>	<p>Notes: Category: Architect/Engineer Email: bjohnson@bkj- archbuild.com</p>
<p>Henderson, Betsy Innovation Realty</p>	<p>Begin Term: 10/23/2012 End Term: 8/31/2015 Type: three years</p>	<p>Original Date: 9/16/2003</p> <hr/> <p>Appointed by: Bryan Desloge Commissioner District IV</p>	<p>Notes: Category: Realtor email: innovationrealty1@msn.com</p>
<p>Whigham, Curtis W.</p>	<p>Begin Term: 8/28/2012 End Term: 8/31/2015 Type: three years</p>	<p>Original Date: 2/27/2007</p> <hr/> <p>Appointed by: John Dailey, District III</p>	<p>Notes: Category: General Contractor Email: Curtis@morethanbuildings.com</p>
<p>Eurich, Michael A.</p>	<p>Begin Term: 8/27/2012 End Term: 8/31/2015 Type: three years</p>	<p>Original Date: 7/12/2011</p> <hr/> <p>Appointed by: Kristin Dozier Commissioner District V</p>	<p>Notes: Category: Business Person Email: maeurich@yahoo.com</p>
<p>Sanders, Marcia Muldrow</p>	<p>Begin Term: 8/28/2012 End Term: 8/31/2015 Type: three years</p>	<p>Original Date: 8/28/2012</p> <hr/> <p>Appointed by: Bill Proctor Commissioner District I</p>	<p>Notes: Category: Building Contractor Email: marcy@bluechipconstruction.info</p>

Green, Carmen	Begin Term: 7/08/2014 End Term: 8/31/2017 Type: three years	Original Date: 2/12/2009 <hr/> Appointed by: Nick Maddox Commissioner At-large II	Notes: Category: Engineer Email: carmen@magnoliaengineering.com
Sparkman, Travis	Begin Term: 7/8/2014 End Term: 8/31/2017 Type: three years	Original Date: 8/23/2011 <hr/> Appointed by: Jane G. Sauls Commissioner District II	Notes: Category: Email: travis.sparkman@yahoo.com

From: Jessica Lowe
To: Coble, Christine
Date: 6/11/14 10:08 AM
Subject: Fwd: RE: CEB - Reappointment

FYI

(mailto:Koonj@leoncountyfl.gov)

On 06/11/2014 at 7:54 AM, in message

@bkj-archbuild.com>, "Bonnie Johnson" <bjohnson@bkj-archbuild.com> wrote:

Jessica,

After a lot of thought, and based on our conversation yesterday and the unknowns of my work schedule, I think it would be best to find a new appointment. I've really enjoyed serving on the board over the past 3.5 years and will be sad to go. Let me know if you have issues finding a new appointment.

Thanks,
Bonnie

**Bonnie Johnson, AIA, CGC, NCARB, LEED BD+C, President
BKJ, Inc.**

1546 Metropolitan Blvd., Unit #4
Tallahassee, FL 32308

850.524.3701 (P)

850.546.6150 (F)

WWW.bkj-archbuild.com (<http://www.bkj-archbuild.com>)

bjohnson@bkj-archbuild.com

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 #5

Leon County Board of County Commissioners

Cover Sheet for Agenda #5

September 2, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Approval of Sheriff's Request for Utilization of Law Enforcement Trust Fund Assets in the Amount of \$35,500

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

Fiscal Impact:

This item has a fiscal impact of \$35,500. Adequate funding is available in the Law Enforcement Trust Fund. As of July 15, 2014, the fund has a balance of \$365,142.

Staff Recommendation:

Option #1: Approve the transfer \$35,500 from the Law Enforcement Trust Fund to the Sheriff's Office General Operating budget for crime prevention and school resource deputy programs.

Report and Discussion

Background:

Florida Statute provides for disposition of liens and forfeited property as follows:

- (1) The proceeds from the sale of forfeited property shall be disbursed in the following priority. Payment of the balance due on any lien preserved by the court in the forfeiture proceedings
- (2) If the seizing agency is a county or municipal agency, the remaining proceeds shall be deposited in a special law enforcement trust fund established by the Board of County Commissioners or the governing body of the municipality. Such proceeds and interest earned shall be used for school resource officers, crime prevention, safe neighborhoods, drug abuse education and prevention programs, or for other law enforcement purposes, which include defraying the cost of protracted or complex investigations, providing additional equipment or expertise, purchasing automated external defibrillators for use in law enforcement vehicles, and providing matching funds to obtain federal grants. The proceeds and interest may not be used to meet normal operating expenses of the law enforcement agency.

The Statute gives the Sheriff's office the discretion to determine which program(s) will receive the designated proceeds. The funds may be expended upon request by the Sheriff to the Board of County Commissioners, accompanied by a written certification that the request complies with the provisions of the Statute.

Analysis:

The Sheriff has certified that the Law Enforcement Trust Fund assets requested will be utilized in accordance with the requirements of Florida Statute (Attachment #1). The request is to fund the following:

Crime Prevention Programs:

Citizen Academy (Two Classes)	\$4,000
Youth Sports Sponsorship	\$4,500
Crime Watch Signs	\$2,500
Gang Intervention through Targeted Outreach (GITTO)	\$10,000
Crime/Drug Prevention Sponsorships	\$3,000
Crime Prevention Programs Total	\$24,000

School Resource Deputy Programs

	+
Youth Prevention Programs	\$2,500
Youth Promotional Items	\$4,000
Explorer Post	\$5,000
School Resource Deputy Programs Total	\$11,500

Total Forfeiture Request	\$35,500
---------------------------------	-----------------

As of July 15, 2014, a balance of \$365,142 is available in the Law Enforcement Trust Fund. The funds will be disbursed directly from this account.

Options:

1. Approve the transfer of \$35,500 from the Law Enforcement Trust Fund to the Sheriff's Office General Operating budget for crime prevention and school resource deputy programs.
2. Do not approve the transfer of \$35,500 from the Law Enforcement Trust Fund to the Sheriff's Office General Operating budget for crime prevention and school resource deputy programs.
3. Board direction.

Recommendation:

Option #1.

Attachment:

1. Law Enforcement Trust Fund letter from Sheriff Larry Campbell



Sheriff Larry Campbell

LEON COUNTY SHERIFF'S OFFICE

Received

JUL 14 2014

June 26, 2014

Leon County OMB

Honorable Kristin Dozier
Chairman, Board of County Commissioners
Leon County Courthouse
301 South Monroe Street
Tallahassee, FL 32301

Dear Chairman Dozier,

The Leon County Sheriff's Office is requesting a draw from the *Law Enforcement Trust Fund* in the amount of \$35,500.

These funds will be utilized to help support the Leon County Sheriff's Office's Crime Prevention and School Resource Deputy programs.

I hereby certify that this expenditure complies with Section 932.7055 F.S. Please call me if you have any questions regarding this request.

Sincerely,


Larry Campbell
Sheriff

Enclosures



**Leon County
Board of County Commissioners**


Notes for Agenda Item #6

Leon County Board of County Commissioners

Cover Sheet for Agenda #6

September 2, 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 September 2, 2014 and Pre-Approval of Payment of Bills and Vouchers for the Period of September 3 through September 22, 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 September 2, 2014, and pre-approve the payment of bills and vouchers for the period of September 3 through September 22, 2014.

Title: Approval of Payment of Bills and Vouchers Submitted for September 2, 2014 and Pre-Approval of Payment of Bills and Vouchers for the Period of September 3 through September 22, 2014

September 2, 2014

Page 2

Report and Discussion

This agenda item requests Board approval of the payment of bills and vouchers submitted for approval September 2, 2014 and pre-approval of payment of bills and vouchers for the period of September 3 through September 22, 2014. The Office of Financial Stewardship/Management and Budget (OMB) reviews the bills and vouchers printout, submitted for approval during the September 2, 2014 meeting, the morning of Friday, August 29, 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 second and third Tuesdays in September, it is advisable for the Board to pre-approve payment of the County's bills for September 3 through September 22, 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 September 2, 2014, and pre-approve the payment of bills and vouchers for the period of September 3 through September 22, 2014.
2. Do not approve the payment of bills and vouchers submitted for September 2, 2014, and do not pre-approve the payment of bills and vouchers for the period of September 3 through September 22, 2014.
3. Board direction.

Recommendation:

Option #1.

VSL/AR/SR/cc

**Leon County
Board of County Commissioners**


Notes for Agenda Item #7

Leon County Board of County Commissioners

Cover Sheet for Agenda #7

September 2, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Approval of the Submittal of the 2015 Justice Assistance Grant to the Florida Department of Law Enforcement, and Approval of the Memorandum of Understanding Between Leon County and the City of Tallahassee on Allocation of U.S. Department of Justice's Justice Assistance Grant Funding

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

Fiscal Impact:

This item is associated with two grants. It requests approval of the submitted \$108,832 Justice Assistance Grant (JAG) application to the Florida Department of Law Enforcement (FDLE). Additionally, a Memorandum of Understanding with the City of Tallahassee allowing for the allocation of \$78,833 from the U.S. Department of Justice JAG funding to the Leon County GPS and Drug & Alcohol Testing Programs.

Staff Recommendation:

- Options #1: Approve the submittal of the 2015 Justice Assistance Grant to the Florida Department of Law Enforcement.
- Option #2: Approve the Memorandum of Understanding between Leon County and the City of Tallahassee concerning the allocation of the U.S. Department of Justice's Justice Assistance Grant (Attachment #1), and authorize the County Administrator to execute.

Report and Discussion

Background:

Annually, U.S. Department of Justice (USDOJ) funding has been passed through to both Leon County and the City of Tallahassee. It is distributed through a direct grant from the USDOJ and Federal pass-thru grant managed by the Florida Department of Law Enforcement (FDLE). Traditionally, this funding has been equally divided between the County and the City. The City has submitted the USDOJ JAG application, and the County submitted the FDLE JAG application on the due date of August 15th.

The announcements of availability of funding for these two programs, unlike in previous years, were sequential with the USDOJ JAG being due prior to the announcement of the FDLE JAG funds allocated to Leon County. The Tallahassee Police Department (TPD) has submitted an application to the USDOJ, which is contingent upon the County and the City executing the attached Memorandum of Understanding (Attachment #1).

The County was notified of the funds available through the 2015 JAG cycle after the July 8th County Commission meeting had occurred and was required to submit the application by no later than August 15.

Analysis:

In accordance with JAG program requirements, Leon County and the City of Tallahassee have reviewed and approved the proposed distribution of funding for both the FDLE JAG and the USDOJ JAG. The TPD would act as the administrative agency for the USDOJ grant, while the Grants Program Coordinator will do so for the FDLE JAG. The following tables show the distribution of the funding for the two grants.

U.S. Department of Justice – Justice Assistance Grant	
Allocation	Funding Level
▪ Juvenile Assessment Center	\$70,000
▪ Leon County Enhanced Pretrial Monitoring Program	\$57,588
▪ Leon County Drug and Alcohol Testing Program	\$22,245
Total Allocation	\$148,833

Florida Department of Law Enforcement – Justice Assistance Grant	
Allocation	Funding Level
▪ Leon County Enhanced Pretrial/DATP Programs	\$59,523
▪ Leon County Sheriff's Office Equipment	\$38,832
▪ Tallahassee Police Department	\$10,477
Total Allocation	\$108,832

Funding for the designated programs will be used to accomplish the following:

- 1. Leon County Enhanced Pretrial/DATP Programs (City/County funding) (\$139,356)**
Continuation of the GPS Monitoring Program. Three years ago, the County privatized many of the GPS services that include 24 hours a day 7 days a week monitoring, affixing and removing the equipment, inventory maintenance and communication of substantive violations to County program staff. With this structural change, the County was able to reduce staffing in the GPS program to one FTE, responsible for providing daily case management duties that include office visits and field visits. Staff responsibilities include tasks such as the approval of an offenders' daily schedule and activities; maintaining contact with victims, and insuring the offender is aware of all upcoming court proceedings. Additionally, the staff person is responsible for the oversight of the contractual obligations established with the private service provider. The City of Tallahassee will continue to utilize the USDOJ JAG to supplement and fully fund this position.

Continuation of the Leon County on-site drug and alcohol testing program position. The third staff position will be continued with this program. This employee verifies test results and the accurate recording of same to insure the integrity of this process, which the courts rely upon to determine an offender's compliance with imposed drug and alcohol conditions. The City of Tallahassee will continue to utilize the USDOJ JAG to supplement and fully fund this position.
- 2. Juvenile Assessment Center (City JAG funding) (\$70,000)**
The Tallahassee/Leon County Juvenile Assessment Center (JAC) is the cornerstone of our community's juvenile justice system. The JAC consists of three primary services - criminal booking for all arrested juveniles, screening for appropriate social/human services referral, and civil citation coordination. Since inception of the partnership effort in 1994, the JAC has been administered by DISC Village with a steering committee that provides policy oversight. In addition, the steering committee enhances coordination and cooperation among all participating agencies and enables our community to effectively respond to juvenile crime and delinquency. The funding being requested through the Justice Assistance Grant will be used to pay a percentage of the actual salary and benefits for all the correctional officers with the balance of the funds contributed by the City of Tallahassee and Leon County.
- 3. Leon County Sheriff's Office Equipment (County JAG funding) (\$38,832)**
The current Mobile Data Computers (MDCs) utilized by the LCSO are approximately 5 years old and are approaching the end of their service life and becoming either inoperable or incapable of handling their workload as efficiently as desired. Due to ongoing budget constraints, the County has been unable to provide adequate funding for total replacements/upgrades and the MDCs are now beginning to fail at a rate greater than the department's ability to maintain them. The County has approved funding (FY 2015) for 126 replacements. These grant funds will allow the Sheriff's Office to increase the number of replacement MDCs purchased to 139 units (13 additional units).

Title: Approval of the Submittal of the 2015 Justice Assistance Grant to the Florida Department of Law Enforcement, and Approval of the Memorandum of Understanding Between Leon County and the City of Tallahassee on Allocation of U.S. Department of Justice's Justice Assistance Grant Funding

September 2, 2014

Page 4

4. Tallahassee Police Department Equipment (County JAG funding) (\$10,477)

The Tallahassee Police Department will utilize the grant funds to purchase eight Tasers with accessories. The Tallahassee Police Department has 328 Tasers issued to officers. With approximately two older models becoming in operable per month and no longer supported for manufacturer repair services, the department's replacement inventory is becoming depleted. Funding from the FY14 JAG grant will be used to purchase eight new Tasers, eight battery packs, and four year extended warranties. Total budget is \$10,477.

Options:

1. Approve the submittal of the 2015 Justice Assistance Grant (JAG) to the Florida Department of Law Enforcement.
2. Approve the Memorandum of Understanding between Leon County and the City of Tallahassee concerning the allocation of the U.S. Department of Justice's Justice Assistance Grant (Attachment #1), and authorize the County Administrator to execute.
3. Do not approve the submittal of the 2015 Justice Assistance Grant (JAG) to the Florida Department of Law Enforcement
4. Do not approve the Memorandum of Understanding between Leon County and the City of Tallahassee concerning the allocation Justice Assistance Grant,
5. Board direction.

Recommendation:

Options #1 and #2.

Attachment:

1. Memorandum of Understanding between Leon County and the City of Tallahassee

VSL/AR/SR/DAL/dal

AGREEMENT

This Agreement is entered into this ____ day of _____, 2014, by and between the City of Tallahassee, a Florida municipal corporation, hereinafter referred to as the CITY, and Leon County, a charter county and political subdivision of the State of Florida, hereafter referred to as the COUNTY.

WHEREAS, the CITY and COUNTY have applied for and expect to receive an award of funds from a Justice Assistance Grant, hereafter referred to as JAG, based on Grant Application 2014-H2569-FL-DJ, which was authorized for funding by the U. S. Department of Justice; and

WHEREAS, the CITY and COUNTY, following JAG program requirements, have approved the allocation of the approved grant award in the amount of \$148,833; and

WHEREAS, the CITY and COUNTY find that the division of responsibilities for the performance of this Agreement is in the best interests of both parties and that the division of costs fairly compensates each party.

NOW, THEREFORE, for valuable consideration and mutual promises between the parties hereto, it is agreed as follows:

1. Program Coordination and Funding Allocation

The CITY agrees to act as the administrative agency for the FY14 JAG. In this capacity the CITY will receive all funding from the U.S. Department of Justice and be responsible for completing and submitting all financial and performance reports required by the JAG program.

In recognition of the CITY's agreement to act as the FY14 JAG administrative agency, both the CITY and the COUNTY agree that all interest earnings generated through the FY14 JAG award will be allocated to the CITY.

Funds awarded pursuant to JAG Grant Application 2014-H2569-FL-DJ will be allocated as follows:

PROGRAM	FEDERAL FUNDING
Juvenile Assessment Center	\$70,000
Leon County	
Enhanced Pretrial Monitoring Program	\$57,588
Leon County	
Drug and Alcohol Testing Program	\$21,245
Total	\$148,833

GMS Application: 2014-H2569-FL-DJ

Funding for the designated programs will be used to accomplish the following:

- *Leon County Enhanced Pretrial Monitoring Program* – Leon County will utilize JAG award funds to support salary and benefit expenses for the Enhanced Pretrial Monitoring Program. (\$57,588)
- *Leon County Drug and Alcohol Testing Program* – Leon County will utilize JAG award funds to support salary and benefit expenses for the Drug and Alcohol Testing Program. (\$22,245)
- *Juvenile Assessment Center* – DISC Village, Inc. will utilize JAG award funds to support salary and benefit expenses for the Juvenile Assessment Center. (\$70,000)

2. Time of Performance

This Agreement will be effective from October 1, 2013, through September 30, 2017.

3. Amount and Method of Payment

The CITY agrees to establish an interest bearing trust fund for the deposit of JAG funds and will ensure that funds from any award under the JAG are not commingled with funds from any other source.

The CITY agrees to reimburse the COUNTY the sum of \$78,833. The CITY agrees to reimburse the COUNTY within twenty (20) working days after receipt of a reimbursement request. The COUNTY shall submit quarterly reimbursement requests to the Tallahassee Police Department no later than thirty (30) calendar days following the end of each quarter in which expenditures occurred. Said requests shall contain a detailed description of each line item expenditure incurred during the reporting period, shall be accompanied by supporting documentation, and shall be signed by the appropriate authorized representative.

The CITY reserves the right to deny approval of a reimbursement request, or any portion thereof, if the request is inconsistent with the type of expenditure listed in Paragraph 1, Program Coordination and Funding Allocation, if documentation in support of the expenditure is insufficient, or if the amount requested exceeds the amount of funds budgeted.

4. Special Conditions

In accordance with the provisions of this grant award pursuant to Grant Application 2014-H2569-FL-DJ, the CITY and the COUNTY shall comply with all terms, conditions, and procedures of any special condition(s) included as part of the grant award, as required by the U.S. Department of Justice and the JAG program.

5. Records and Reporting

The CITY shall be required to maintain books, records, documents, and other evidence and accounting procedures and practices sufficient to reflect properly all amounts received and expended by the CITY. The CITY's records shall be subject to review by the U.S. Department of Justice as stipulated in the provisions of the JAG grant award.

GMS Application: 2014-H2569-FL-DJ

The COUNTY shall maintain books, records, documents, and other evidence and accounting procedures and practices sufficient to reflect properly all amounts received and expended by them under this Agreement. The COUNTY's records referred to in the preceding sentence shall be subject to inspection by the CITY, or its designee, at all reasonable times. The COUNTY shall preserve and make the above-referenced records available to the CITY, if requested, for a minimum of three (3) years following the closure of the CITY's most recent audit report of JAG funds received pursuant to Grant Application 2014-H2569-FL-DJ.

The COUNTY shall make quarterly programmatic reports to the CITY no later than thirty (30) calendar days following the end of the quarter which is the subject of the report. The programmatic reports shall reflect the progress made during the reporting period toward accomplishing the goals outlined in Paragraph 1 of this Agreement.

The CITY shall submit programmatic and financial reports to the U.S. Department of Justice in accordance with JAG grant provisions.

6. Audit Requirements

The parties shall be subject to audit requirements per the grant awarded by the U.S. Department of Justice subsequent to Grant Application 2014-H2569-FL-DJ.

If the COUNTY expends less than \$500,000 in a fiscal year from CITY awards, it is exempt from CITY audit requirements for that year. If the COUNTY expends \$500,000 or more in a fiscal year from CITY, State, and Federal awards, an independent public accountant shall be employed to conduct a financial compliance audit of its records. In addition to the above, the COUNTY shall provide the Tallahassee Police Department and the City Auditor, for their review, a copy of any audit received as a result of the COUNTY's policy; US Office of Management and Budget Circular A-133, Audit of States, Local Governments, and Non-Profit Organizations; or Section 215.97, Florida Statutes, relating to the expenditure of state awards under the Florida Single Audit Act. Such audits shall include or be accompanied by any applicable audit management letter issued and all applicable responses to the auditor's findings and recommendations. All audits shall be submitted to the Tallahassee Police Department and the City Auditor within 30 days of receipt of each issued report.

The CITY reserves the right to conduct a financial or program audit of all records related to this Agreement. An audit by the CITY, as referenced above, may encompass an examination of all financial transactions, all accounts and reports, as well as an evaluation of compliance with the terms and conditions of this Agreement.

7. Amendments

The CITY and the COUNTY may desire changes in the scope of work or services to be provided under this Agreement. Such changes, including any increases or decreases in funding which are mutually agreed upon, shall be incorporated in written amendments to this Agreement. Only such written amendments shall be valid and binding on the parties.

GMS Application: 2014-H2569-FL-DJ

8. Termination

This Agreement may not be terminated by any party after it has been submitted to the U. S. Department of Justice as part of JAG Grant Application 2014-H2569-FL-DJ.

9. Assignment and Binding Effect

The COUNTY shall not assign, transfer, or otherwise convey any interest in this Agreement without the prior written consent of all parties to this Agreement. The CITY and the COUNTY each bind itself and its partners, successors, legal representatives, and assigns to such other party, in respect to all covenants of this Agreement.

10. Attorney Fees

Nothing in this Agreement shall be construed to deny any party the right to seek any remedies that may be available to that party, at law or in equity, including but not limited to awards of court costs and attorney fees, in order to enforce the terms of this Agreement or to recover damages as a result of a breach of this Agreement.

11. Indemnification

To the extent permitted by law, each party hereto agrees that it shall be solely responsible for the negligent and wrongful acts of its employees, officers and agents. However, nothing shall constitute a waiver by either party of its sovereign immunity and the limitations set forth in Section 768.28, Florida Statutes. The liability of the parties, as set forth in this paragraph, is intended to be consistent with limitations of state law, including the state's waiver of sovereign immunity pursuant to Section 768.28, Florida Statutes, and no obligation imposed hereby shall be deemed to alter said waiver or to extend the liability of the parties beyond such limits.

(this space intentionally left blank)

GMS Application: 2014-H2569-FL-DJ

IN WITNESS THEREOF, the CITY and the COUNTY have executed this Agreement as of the date first above written.

CITY OF TALLAHASSEE

LEON COUNTY

Anita Favors Thompson
City Manager

Vincent S. Long
County Administrator

ATTEST:

ATTEST:

James O. Cooke, IV
City Treasurer-Clerk

Robert B. Inzer
Clerk of the Court

APPROVED AS TO FORM

APPROVED AS TO FORM:

Lewis E. Shelley, Esq.
City Attorney

Herbert W. A. Thiele, Esq.
County Attorney

**Leon County
Board of County Commissioners**


Notes for Agenda Item #8

Leon County Board of County Commissioners

Cover Sheet for Agenda #8

September 2, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Approval of the Veterans Emergency Assistance Program Memorandum of Agreement with Florida Veterans Foundation

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator Candice M. Wilson, Director, Office of Human Services and Community Partnerships
Lead Staff/ Project Team:	Ben Bradwell, Veteran Services Director

Fiscal Impact:

This item has been budgeted and adequate funding is available. The Board has allocated \$25,000 from the Veteran Service Military Personnel Grant Program to be dedicated to the County's Veterans Emergency Assistance Program (VEAP). There is \$100,000 budgeted in the Military Personnel Grant Program.

Staff Recommendation:

Option #1: Approve the Memorandum of Agreement with Florida Veterans Foundation and all future modifications (Attachment #1), and authorize the County Administrator to execute, in a form approved by the County Attorney.

Report and Discussion

Background:

In March 2013, the Board approved the Veterans Emergency Assistance Program (VEAP) Guidelines (Attachment #2). These guidelines were established to provide financial assistance for Veterans that find themselves in emergency situations and are unable to pay for basic necessities, such as shelter and utilities. By providing this temporary assistance during emergency situations, the program helps to keep an individual or family from going without a vital resource. The intent of the program guidelines is to provide temporary emergency assistance, not ongoing public assistance. Furthermore, in an effort to ensure sustainability, VEAP requires that applicants have a documented plan for how they will continue to pay the ongoing basic necessity expenditures after assistance has been received. Prior to approval of VEAP, if a Veteran needed more assistance than a single agency could provide, the Veteran needed to fill out an application for each agency and go through multiple approval processes. By using the leverage obtained by partnering with the Florida Veterans Foundation (FVF), Leon County is able to increase the amount of assistance that can be provided to the Veterans of this community with one application.

In 2008, the Florida Legislature established the Florida Veterans Foundation as a Direct Support Organization to the Florida Department of Veterans Affairs (FDVA). The Florida Veterans Foundation is a non-profit organization that serves, supports, and advocates for Florida Veterans to improve their well-being. The most important function provided by the FVF in support of the FDVA is emergency financial aid provided to Veterans and Veteran's families. The County has partnered with the Florida Veterans Foundation through a Memorandum of Agreement (MOA). The MOA (Attachment #1) allocates VEAP funding to FVF semi-annually and authorizes them to make funding decisions based on the established VEAP guidelines with no additional costs to the County. The terms of the agreement ensure that funding is being utilized in accordance with County guidelines and distributed to our Leon County Veterans who meet the established criteria.

The VEAP Guidelines and Program are essential to the following FY2012 – FY 2016 Strategic Initiative that the Board approved at the January 21, 2014 meeting:

- Consider policy to allocate a portion of Direct Emergency Assistance funds to Veterans. (2012)

This particular Strategic Initiative aligns with the following Board's Strategic Priorities – Economy and Quality of Life,

- 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. (EC5)
- Ensure the provision of the most basic services to our citizens most in need so that we have a “ready workforce.” (EC6)

Title: Approval of the Veterans Emergency Assistance Program Memorandum of Agreement with Florida Veterans Foundation

September 2, 2014

Page 3

-
- 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 (Q3)

Analysis:

Currently in partnership with the FVF, the County has been able to assist 74 Veterans with financial emergencies - totaling \$21,534. This partnership with FVF has made receiving assistance faster for the Veteran, has given the Veteran access to more funds, and has saved the County considerable staff hours.

Under the current program guidelines, the County can provide up to \$500 for rent/mortgage assistance, up to \$300 for utilities/fuel assistance, up to \$200 for temporary shelter assistance, and \$100 for transportation to a VA medical facility, and up to \$50 to obtain a birth certificate or driver's license.

The MOA helps to reduce barriers in assisting applicants and makes for a more streamlined and efficient process that will resolve the Veteran's issue in a more efficient manner.

Options:

1. Approve the Memorandum of Agreement with Florida Veterans Foundation and all future modifications (Attachment #1), and authorize the County Administrator to execute, in a form approved by the County Attorney.
2. Do not approve Memorandum of Agreement with Florida Veterans Foundation.
3. Board direction.

Recommendation:

Option #1

Attachments:

1. Leon County Veterans Emergency Assistance Program (VEAP) Memorandum of Agreement
2. Leon County Office of Human Services and Community Partnerships Veterans Emergency Assistance Program (VEAP) Guidelines

LEON COUNTY VETERANS EMERGENCY ASSISTANCE PROGRAM (VEAP)

MEMORANDUM OF AGREEMENT

This Memorandum of Agreement (MOA), entered into this 30th day of September, 2014, by and between Leon County, Florida, hereinafter referred to as the “County” and hereinafter referred to as the “Agency”.

WHEREAS, the County has determined that it is in the best interest of the Veterans of Leon County, Florida that the County allocate funds to assist Veterans with basic necessity expenditures during emergencies for purposes of health and safety, and prevent homelessness.

WHEREAS, the County desires to expand its partnership with the Florida Veterans Foundation to include administration of Veterans Emergency Assistance Program (VEAP).

WHEREAS, the County desires to engage the Agency to partner with the County in providing the services as described in the Scope of Work.

NOW, THEREFORE, the parties do mutually agree as follows:

A. GENERAL CONDITIONS

1. Agreement and Term

The County hereby agrees to engage the Agency and the Agency hereby agrees to perform all the necessary services hereafter set forth in the Scope of Services and in accordance with VEAP Guidelines for a term of October 1, 2014 to September 30, 2015.

2. Scope of Services

In assuming its responsibilities hereunder, the Agency shall do, perform, and carry out in a satisfactory manner, the provisions of the Scope of Work and in accordance with the and terms of this Agreement.

- a. The services are to be provided in a manner which meets the emergency needs of eligible applicants, while adhering to the intent of the program to provide temporary emergency assistance with basic necessity expenditures, not on-going or regular support.
- b. The Agency should assist all applicants, eligible or ineligible for VEAP assistance, with social services as appropriate, and within the Agency’s current purview, including financial counseling, alternative resources, and referrals to appropriate

agencies for employment counseling, energy audits, and other related services to assist with long term sustainability.

3. Personnel and Subcontracting

- a. The Agency represents that it has and will maintain adequate staffing to carry out the Scope of Work under this agreement. Such employees shall not be employees of Leon County or have any contractual relationship with the County.
- b. All services required hereunder will be performed by the Agency and all personnel engaged in performance of work or services shall be fully qualified and properly authorized under appropriate state and local laws to perform such services.
- c. None of the work or services to be performed under this agreement shall be subcontracted without prior written approval from the County.

4. Budget and Funding

- a. Semi-Annually, the County will advance the Agency one half of its funding which has been allocated for emergency assistance by the 15th of the month for that period.
- b. By the 15th of each month, the Agency will submit a report of VEAP Expenditures to the County for the previous month, documenting details of assistance provided (Attachment 3).
- c. The County will inspect all reports and conduct scheduled audits to ensure program and fiscal compliance and provide written notice of any findings and proposed corrective action within 30 days.
- d. Future distributions to the Agency will be contingent upon compliance and status of previously disbursed funds to the Agency.
- e. Upon termination of this agreement, the Agency shall remit all unexpended funds to the County within ten (10) business days following the effective date of such termination.
- f. Funding for services shall end September 30, 2015. The Agency shall return any unexpended funds to the County by October 10, 2015.

5. Reporting

- a. Upon execution of the Agreement, the Agency will provide in writing, the Agency staff member who will be responsible for the submission of all Agency reports to the County for the administration of this agreement.
- b. All reports must be submitted electronically by the 15th of each month to Ben Bradwell at bradwellb@leoncountyfl.gov. All other related correspondence may be submitted to:

Ben Bradwell
Attn: VEAP
918 Railroad Avenue
Tallahassee, FL 32310

6. Termination of Agreement for Cause

If the Agency fails to fulfill, in a timely and proper manner, any of its obligations under this Agreement, or if the Agency violates any of the covenants, agreements, or stipulations of this Agreement, the County shall have the right to terminate this Agreement by giving written notice of such termination to the Agency, specifying the reasons for termination and the effective date thereof, at least five (5) days prior to the effective date of such termination. Notwithstanding such termination, the Agency shall not be relieved of the liability to the County for any damages sustained by the County by virtue of any breach of the agreement by the Agency.

7. Termination of Contract

The County reserves the right to terminate this Agreement with the Agency at any time and for any reason with or without cause.

8. Audits

The County reserves the right to perform an audit of the Agency's records with prior notice. The audit shall encompass an examination of all financial transactions, applications, eligibility documentation, accounts, and reports to evaluate program and fiscal compliance with the terms of the Agreement.

9. Use of County Funds

- a. Funds received by the Agency pursuant to this Agreement shall only be used for those purposes outlined in the Agreement.
- b. Funds shall be deemed misused when the Agency does not fully comply with the use of funds in accordance with the Agreement. The Agency will repay to the County all misused funds.

10. Assignment

The Agency shall not assign, transfer, or otherwise convey any interest in this Agreement without the prior written consent of the County.

B. ASSURANCES

1. Non-Discrimination

The Agency warrants and agrees not to discriminate or permit discrimination against any person or group of persons on the grounds of race, color, religion, age, sex, orientation, national origin, disability, political affiliation or belief, nor shall it discriminate or permit discrimination against any person in any manner prohibited by the laws of Leon County, the State of Florida, or the United States.

2. Interest of the Agency

The Agency covenants that it presently has no interest and shall not acquire any interest, direct or indirect, which conflicts in any manner or degree with the performance of services required to be performed under this Agreement. The Agency further covenants that it will not employ any individual or utilize any volunteer whose interest conflicts in any manner or degree with the performance of services required to be performed under this Agreement.

3. Records

The Agency shall use an accounting system that meets generally accepted accounting principles. The Agency shall maintain such property, personnel, financial and other books, records, documents and other evidence sufficient to reflect accurately the amount, receipt, and disposition by the Agency of all funds received. The Agency shall preserve and make its records available until the expiration of three (3) years from the date of the final settlement, and for such longer period, if any, as is required by applicable statute or lawful requirement.

C. NOTICES.

All notices provided hereunder shall be in writing sent by United States certified mail, postage prepaid, return receipt requested, overnight courier or by hand delivery. All notices required under this agreement shall be given to the parties at the addresses below or at such other place as the parties may designate in writing.

Notice to Florida Veterans Foundation: Col. Washington J. Sanchez, Jr. USA (Ret)
Chairman/CEO
Florida Veterans Foundation, Inc.
The Capitol, Room 2105-D
400 South Monroe
Tallahassee, FL 32399

Notice to the COUNTY: Candice M. Wilson, Director
Leon County Office of Human Services and
Community Partnerships
918 Railroad Avenue
Tallahassee, FL 32310

SCOPE OF WORK

1. The Agency will provide services to Veterans who are in need of assistance with rental/mortgage, utilities, temporary shelter, and transportation for medical treatment, birth certificates, and special need circumstances. Assistance will include responding to inquiries for assistance; receiving and processing assistance applications; providing customer with application status updates; and, for approved applications, and allocation of funds.
2. The Agency must make determinations for eligibility for assistance based on the Veteran Emergency Assistance Program (VEAP) Guidelines.
3. The Agency will provide assistance to Veterans of Leon County only.
4. The Agency will verify and document all information required to make eligibility determinations before any disbursement is made.
5. The Agency will confirm and document the circumstance of the emergency situation.
6. The Agency will not provide assistance if the payment does not resolve the emergency situation.
7. The Agency will document and verify the Veteran's plan for sustainability after assistance has been awarded.
8. The Agency will not provide assistance to any Veteran or its household who has received assistance during the last twelve (12) months or a total of three (3) times during the life of the program. MAXIMUM OF THREE TIMES TOTAL FOR **ALL** SERVICES.
9. The Agency will submit VEAP Expenditure Reports by the 15th of each month.
10. The Agency will maintain a record of all VEAP assistance provided for tracking, auditing, and responding to inquiries regarding assistance status.
11. Agency will have appropriate supervisory and auditing protocols in place to ensure program compliance.

WHERETO, the parties have set their hands and seals effective the date whereon the last party executives this Agreement.

LEON COUNTY, FLORIDA

BY: _____

Vincent S. Long
County Administrator

ATTEST:

Bob Inzer, Clerk of the Court
Leon County, Florida

BY: _____

Approved as to Form:
Leon County Attorney's Office

BY: _____

Herbert W. A. Thiele, Esq.
County Attorney

AGENCY NAME

BY: _____

Agency Rep/Title

Date: _____

Witness: _____

Leon County Office of Human Services and Community Partnerships Veterans Emergency Assistance Program (VEAP) Guidelines

The Veterans Emergency Assistance Program (VEAP) is funded by the Leon County Board of County Commissioners to provide financial assistance to Veterans including rental/mortgage, utilities, temporary shelter, and transportation for medical treatment, birth certificates, and special need circumstances. VEAP is designed to help Veterans who are in need of assistance during an emergency situation and have the ability to sustain payments for future expenditures. The Veteran and his/her household must be "in need" of the assistance payment. Specifically, the Veteran and his/her household is "in need" when the household's net income is less than the household's Basic Necessity Expenditures (as established below) for the most recent 30-day period. If the household's net income exceeds the household's Basic Necessity Expenditures, then the Veteran and his/her household is ineligible. Applicant must have good likelihood of future independence. The applicant must demonstrate that the situation will be improved by next payment date.

Maximum Payment Amounts

Maximum payment amounts have been established to ensure that funds may be used to assist an optimal number of Veterans, while still providing payment levels that will adequately assist clients with their particular need. The maximum payments are as follows:

Shelter (Rent/Mortgage) Up to \$500

Not to exceed the total monthly rental or mortgage payment.

Utilities/Fuel Up to \$300.00

Not to exceed the total utility/fuel costs for the 30-day period for which assistance is being provided.

Temporary Shelter Up to \$200.00

Not to exceed the total fees charged by the establishment providing shelter for a period up to 3 days.

Transportation Up to \$100.00

Not to exceed the one-way transportation cost to the VA medical center providing treatment.

Birth Certificate Up to \$50.00

Not to exceed the fee charged by the State issuing the birth certificate.

Eligibility Criteria

The following criteria are used to determine eligibility for VEAP. Applicants must meet all eligibility criteria in order to qualify for VEAP assistance.

A. Residency: The applicant must be a Leon County resident or intending to live in Leon County.

B. Veteran: A Veteran is defined as a person who served in the active military, naval, or air service and who was discharged or released under conditions other than dishonorable.

C. Identification

Proper identification will be required for all applicants. Proper identification includes, but is not limited to, the following:

1. Driver's License
2. Florida Identification
3. Social Security Card
4. Birth Certificate
5. Military Identification
6. DD214/HINQ (Certificate of Release or Discharge from Active Duty)

D. Basic Necessity Expenditures are defined as follows. These expenditures are the only expenditures considered when determining eligibility:

Shelter: The household's actual shelter obligation (rent/mortgage) for the current month will be considered a Basic Necessity Expenditure. The amounts listed below are the maximum amounts to be included, based on household size:

Efficiency:	\$596.00
1 Bedroom:	\$756.00
2 Bedrooms:	\$933.00
3 Bedrooms:	\$1,245.00
4 Bedrooms:	\$1,281.00

Limits are based on the HUD Fair Market Rent Documentation System for Leon County. Units larger than four bedrooms are calculated by adding 15% to the four bedroom fair market rate for each additional room.

Utility/Fuel: The household's actual utility/fuel/heating costs for the month will be considered as a Basic Necessity Expenditure. Only the actual charges for the month, including wood payment, will be considered.

Food: The household's food cost for the current month will be considered a Basic Necessity Expenditure. The following is based on the number of family members in the household.

1-\$200.00	3-\$526.00	5-\$793.00
2-\$367.00	4-\$668.00	6-\$952.00

Adapted from the USDA Supplemental Nutrition Assistance Program (SNAP) Guidelines. Add \$150.00 for each additional person in household.

Child Care: The household's child care costs for the current month will be considered a Basic Necessity Expenditure only if the adult is working. No cost will be deducted if the household contains another non-working adult. Child care must be verified prior to being considered and only the amount that is actually paid will be considered. A current childcare contract or receipt for payment should be provided for consideration.

Transportation to and from work: Transportation costs for purposes of employment are considered a Basic Necessity Expenditure. The household will receive a credit of \$50.00 per working household member.

Telephone: The household will receive a credit of \$50.00 for telephone services, which is considered a Basic Necessity Expenditure.

E. Emergency Expenditures

Expenditures made as a result of the applicant experiencing an emergency, such as a fire, flood, theft, or a medical emergency will be considered as a Basic Necessity Expenditure. Verification is required in the form of receipts for service/goods rendered such as hospital bills or medication purchased. Determination of whether the expenditure will be considered a Basic Necessity Expenditure will be determined on a case-by-case basis, and only with documentation.

F. Income Types Considered

Income is any cash, check or payment received by or made on behalf of a household. Any income received or anticipated to be received in the current month will be considered.

Earned income: any income (cash, check, etc.) received in return for work done or service rendered by any member of the household, excluding employed children 16 years or older who are still students. Earned income includes, but is not limited to:

- 1) Wages
- 2) Commissions
- 3) Farm Earnings
- 4) Self Employment
- 5) Retirement Income

Non-earned income: any other cash check or payment received. Non-earned income includes, but is not limited to:

- 1) Food Stamps
- 2) Temporary Assistance for Needy Families (TANF)
- 3) Social Security

- 4) Supplemental Security Income (SSI)
- 5) Veteran's Administration Benefits
- 6) Unemployment Compensation
- 7) Vocational Rehabilitation Benefits

Contributions: Contributions are considered income if received on a regular basis. This includes regular contributions received from all sources.

- 1) Child Support or Alimony
- 2) Payment for rent and/or room and board
- 8) Non-governmental payments such as retirement pensions.

Income Calculation

The household's income will be calculated by totaling all income received during the previous 30 days.

Income is defined as follows:

Earned income: The individual's gross earnings for the pay period minus the Social Security tax, Medicaid and Federal Income Tax actually deducted from the earnings. These are allowable deductions.

Self-Employment: The business' gross income minus actual business expenditures. Only valid business expenditures will be deducted. No personal expenditures will be considered.

Other Income: The full amount of the cash, check, or payment received will be considered the net income.

Income Calculation Exceptions: Income received less often than monthly will be considered for the period of time, it is intended to cover.

Example: School grants received once a semester will be divided by the number of months in the semester.

Students: Applicants and spouses who are attending an institution of higher education are ineligible. Institutions include, but are not limited to, Florida A&M University, Florida State University, Tallahassee Community College, and Lively Vocational Technical School.

Exception: *If either the applicant or spouse is working at least 30 hours a week, the household may be eligible. Student status is also extended to those who are in-between terms.*

G. Employability:

- An applicant will be ineligible if either the applicant or any adult member of the household, who is physically able to work, is voluntarily unemployed or underemployed and does not meet one of the following criteria. Underemployed is defined as working less than 25 hours a week at minimum wage.

Note: A teenager not enrolled in high school is considered an adult.

- Unemployed or underemployed individuals must provide verification that they are actively seeking employment. The household member must identify places where he or she has sought employment within the last 30 days. Exceptions:
 1. An individual who is 62 years old or older.
 2. An individual who is physically unable to work.
 3. An individual who is needed in the home to care for an invalid adult or child (*verification from a physician required.*)
 4. An individual who is employed but is currently not working or working fewer hours due to inclement weather.
 5. An individual who has applied for or is receiving unemployment compensation.
 6. An individual (*one adult per household*) who is needed in the home to care for an infant under 90 days old.

H. Verification

The applicant must provide documentation of any information required by the caseworker to determine eligibility. Verification of the information is the responsibility of the applicant, but some assistance may be provided by the agency. Failure of the applicant to provide the requested information will result in ineligibility for assistance.

I. Sustainability

The applicant must provide proof that the household will be able to sustain payments for the expenditure in subsequent months. If the caseworker determines that the applicant is unable to pay the following month's rent or utilities because of income limitations, assistance may not be provided.

J. Other Reasons for Ineligibility

- Caseworker is unable to determine the applicant's eligibility
- Applicant does not provide requested information or documentation.
- Information or documentation provided is inaccurate or incomplete.
- Caseworker is unable to verify information with third parties, as warranted.
- The applicant has received assistance through VEAP within the last 12 months.
- The assistance to be provided by VEAP is not adequate to resolve the emergency situation.
- The applicant has received assistance 3 (three) times during the lifetime of the program.

**Leon County
Board of County Commissioners**


Notes for Agenda Item #9

Leon County Board of County Commissioners

Cover Sheet for Agenda #9

September 2, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Approval to Allocate Funds for Fiscal Year 2013/14 to the Leon County School Board for the Leon County Expanded Driver's Education Program and Approval of Agreement with Leon County Schools for Fiscal Year 2014/15

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator
Lead Staff/ Project Team:	Wanda Hunter, Director, Office of Intervention and Detention Alternatives

Fiscal Impact:

This item has been budgeted and funds are available in accordance with County Ordinance #2002-20.

Staff Recommendation:

- Option #1: Approve the allocation of 100% of fiscal year 2013/14 Doris Slosberg funds to Leon County School Board for the 2014/15 school year's Expanded Driver's Education Program.
- Option #2: Approve the Agreement with Leon County School Board for Fiscal Year 2014/15 Leon County Expanded Driver's Education Program (Attachment #1), and authorize the County Administrator to execute.
- Option #3: Approve FY 2014-2015 Doris Slosberg Fund Proposals and the FY 2013-2014 Summary Report (Attachment #2).

Report and Discussion

Background:

On September 24, 2002, the Board adopted Ordinance #2002-20 providing for an additional \$3.00 civil traffic penalty in Leon County, effective October 1, 2002. The purpose of the additional funds is to support expanded driver's education programs in public and nonpublic school in accordance with the "Dori Slosberg Driver Education Safety Act."

Since FY 2002/03, the Board has contracted with the Leon County School Board (LCSB) for expanded driver's education services. The following analysis provides the LCSB goals for use of the funds in FY 2014/15 school year and provides a summary report of how FY 2012/13 funds were used for driver's education instruction in the 2013/14 school year.

Analysis:

Proposed Use of Funds for FY 2014/15 Agreement

A total of \$104,500 is currently available through Dori Slosberg funds for the Leon County School's FY 2014/15 Driver's Education Program. Leon County Schools has proposed using the funds to employ one full time and one part time certified driver's education instructor. The two employees will assist with on the road driving experience at six public high schools: Chiles, Godby, Leon, Lincoln, Richards, and S.A.I.L. Additionally, the funds would be used to assist with maintenance of the driver's education vehicles and would provide for the purchase of additional materials for the students' on the road driving experiences. An Agreement outlining the terms and conditions of the Leon County School Board's use of these funds, approved in form by the County and the Leon County School Board's Attorneys is included as Attachment #1.

Summary Report for FY 2013/14 from Leon County Schools

During FY 2013/14, Leon County awarded Leon County School Board \$138,274 from the 2012/13 Dori Slosberg funds for "behind the wheel" driver's education instruction. Leon County Schools used the money to hire two full time driving instructors who rotated on a daily basis among the aforementioned public high schools. A total of 647 students received on the road driving experience from a certified driver's education instructor. As a result of that instruction, the Florida Department of Motor Vehicles granted operator license waivers to 537 students, 83% of those who participated in road driving instruction. Each student received an average of 75 minutes of on the road experience in addition to classroom instruction.

A copy of Leon County School Board's 2014-2015 Dori Slosberg Fund Proposals and 2013-2014 Summary Report is included as Attachment #2.

Options:

1. Approve the allocation of 100% of fiscal year 2013/14 Doris Slosberg funds to Leon County School Board for the 2014/15 school year's Expanded Driver's Education Program.
2. Approve the Agreement with Leon County School Board for Fiscal Year 2014/15 for the Leon County Expanded Driver's Education Program (Attachment #1), and authorize the County Administrator to execute.
3. Approve FY 2014-2015 Doris Slosberg Fund Proposals and the FY 2013-2014 Summary Report (Attachment #2).
4. Board direction.

Recommendation:

Options #1, #2, and #3.

Attachments:

1. FY 2014-2015 Leon County Expanded Driver's Education Agreement
2. 2014-2015 Doris Slosberg Fund Proposals and 2013-2014 Summary Report

VSL/AR/WH/wh

Fiscal Year 2014-2015 Leon County Expanded Driver's Education Agreement

This Agreement dated this 3rd of September 2014, by and between LEON County ("County"), a political subdivision of the State of Florida, and LEON COUNTY SCHOOL BOARD, hereinafter referred to as the "School Board."

WHEREAS, the County has identified the need to further the provision of driver's education for Leon County citizens; and

WHEREAS, the County has adopted Ordinance #2002-20 on September 24, 2002, providing for an additional \$3.00 civil traffic penalty to fund traffic education programs in public and non-public schools; and

WHEREAS, the County has recommended funding to the Leon County School Board, as set forth in this document; and

NOW THEREFORE, for and in consideration of the following, the sufficiency of which is hereby acknowledged, the parties hereto agree as follows:

Section 1: Clients To Be Served.

Eligibility for services under this Agreement shall be limited to residence of Leon County. Proof of residency shall be established by the Leon County School Board and documentation of residency shall be maintained by the School Board. Funding from this program shall be made available for driver education programs in both public and nonpublic schools.

Section 2: Services To Be Offered by School Board.

Funds shall primarily be used to fund the salary for one full-time and one part-time instructional position to provide behind-the-wheel instruction for driver education programming on a daily basis. These positions shall provide instruction in all participating schools and shall be dedicated solely to the instruction of the driver education program and associated duties. Remaining budgeted funds may be used for the maintenance of the Leon County School Board's fleet of vehicles used for driver education instruction and to purchase classroom driver education materials.

Section 3: Budget.

At the Board of County Commissioners' regular meeting held on September 2, 2014, the Board approved the allocation of \$104,500 to the School Board for the 2014-2015 school year to provide driver education instruction, pursuant to Ordinance No. 02-20. Notwithstanding the aforementioned, the performance of the County's obligations under this Agreement shall be subject to and contingent upon the availability of such lawfully expendable funds.

Section 4: Payment.

Not later than October 15, 2014, the County shall remit payment to the Leon County School Board in the amount of \$104,500.

Section 5: Reports.

- A. The Leon County School Board shall submit a comprehensive final (annual) report to the County that provides a detailed summary of all expenditures made and clients served utilizing the funds remitted to Leon County School Board pursuant to this Agreement. This annual report shall detail the outcomes experienced from this program and the volume and types of services performed in the reporting year. This report shall be due to the County Administrator or his designee by July 1, 2015.

Section 6: Audits, Records, and Records Retention.

Leon County School Board agrees:

- A. To establish and maintain books, records, and documents (including electronic storage media) in accordance with the 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, time sheets, 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 School Board 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 Section 4, paragraph A, above.
- D. To ensure 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, as well as federal auditors, pursuant to 45 C.F.R., 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.

- F. To include these aforementioned audit and record keeping requirements in all approved subcontracts and assignments.

Section 7: Monitoring.

The School Board agrees:

- A. To permit persons duly authorized by the County to inspect any records, papers, documents, facilities, goods, and services of the School Board which are relevant to this Agreement, and interview any clients and employees of the School Board to assure the County of satisfactory performance of the terms and conditions of this Agreement.
- B. Following, any such evaluation by the County, the County will deliver to the School Board a written report of its finding and will include written recommendations with regard to the provider's performance of the terms and conditions of this Agreement. The School Board will correct all noted deficiencies identified by the County within the specified period of time set forth in recommendations. The School Board's failure to correct noted deficiencies may, at the sole and exclusive directions of the County, result in any one or any one combination of the following: (a) the School Board being deemed in breach or default of this contract; (b) the withholding of payments to the School Board by the County; and (c) the termination of this Agreement for cause.

Section 8: Termination.

- A. The County may terminate this Agreement without cause, by giving the School Board thirty (30) days written notice of termination. Either party may terminate this Agreement for cause by giving the other party hereto thirty (30) days prior written notice of its intent to terminate. The County shall not be required to give the School Board such thirty (30) day written notice if, the County determines, 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 School Board.
- B. Termination with cause shall include but not limited to the discovery of improper or inappropriate accounting, expenditures, reporting or service delivery by the School Board or due to the discovery of noncompliance with any item detailed within this Agreement.

Section 9: Liability Limitation.

Each party hereto agrees that it shall be responsible for the negligent or wrongful acts or omissions of its employees in accordance with Florida law. However, nothing contained herein shall constitute a waiver by either party of its sovereign immunity or the limitations set forth Florida law, including Section 768.28, Florida Statutes.

Section 10: 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 School Board to deviate from the requirements of the Agreement, School Board shall obtain the prior written consent of the County. The parties agree to renegotiate if amendments to this Agreement become necessary in order to comply with applicable laws, regulations, or amendments to applicable laws or regulations.

Section 11: Construction.

The validity, construction and effect of this Agreement shall be governed by the laws of the State of Florida.

Section 12: Status.

The School Board at all times relevant to this Agreement shall be an independent contractor and in no event shall the School Board nor any employees or sub-contractors under it be considered to be employees of Leon County.

Section 13: Assignments.

This Agreement shall not be assigned, in whole or in part, without the prior written consent of the County, nor shall the School Board assign any monies due or to become due to it hereunder without the prior written consent of the County.

Section 14: Public Entity Crimes Certification

The School Board hereby certifies, pursuant to §287.133, Florida Statutes, that neither the School Board nor its agents have been convicted of a public entity crime. Violation by the School Board or its agents of §287.133, Florida Statutes, shall be grounds for cancellation of this Agreement by Leon County.

Section 15: Dori Slosberg Driver Education Safety Action Compliance Statement

The School Board hereby certifies that it shall comply with the provisions of §318.1215, Florida Statutes (2007) requiring that at least thirty percent (30%) of students' instruction time during the invoice period was utilized for behind-the-wheel training.

Section 16: School Board's Responsibility.

It shall be the sole responsibility of the School Board to comply with all applicable Federal, State, County and City statutes, codes, ordinances, rules, and regulations in the performance of the School Board's obligation under this Agreement.

Section 17: Term

This Agreement shall commence upon full execution hereof, and terminate on August 8, 2015 unless terminated sooner pursuant to the provisions of Section 9 herein.

WHERETO, the parties have set their official hands and seals effective the date whereon the last party executes said Agreement.

School Board of Leon County,
Florida

ATTESTED BY:
Clerk for School Board of Leon County,
Florida

By: _____
Its Chair

By: _____

Date: _____

APPROVED AS TO FORM:
Attorney for the School Board of Leon County,
Florida

By: _____

LEON COUNTY, FLORIDA

ATTESTED BY:
Bob Inzer, Clerk of the Court

By: _____
Vincent S. Long
Leon County Administrator

By: _____
Bob Inzer, Clerk

Date: _____

APPROVED AS TO FORM:
County Attorney's Office

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

2014-2015 Dori Slosberg Fund Proposals

Leon County School Board Goals:

1. Leon County School Board will employ one full time and one part time certified driver's education instructor. The two employees will assist with on the road driving experience at six public high schools: Chiles, Godby, Leon, Lincoln, Richards, and S.A.I.L.
2. Leon County School Board will use Slosberg funds to assist with the up-keep and maintenance of the current fleet of driver education vehicles.
3. Leon County School Board will purchase two new driver education vehicles to add to our fleet.
4. Leon County School Board will purchase additional materials for student on the road driving experiences. Leon County School Board will purchase as many materials as funding will allow.

2013-2014 Summary Report

Summary of Expenditures:

Leon County awarded Leon County School Board \$138,274 for the Dori Slosberg funds for behind the wheel driver's education instruction. Leon County used these funds to hire two (2) on the road driving instructors to rotate on a daily basis among six (6) public high schools (Chiles, Godby, Leon, Lincoln, Rickards, and S.A.I.L.).

Expenditures are as follows:

▪ Teachers' annual salary (including benefits)	\$143,804
Total	\$143,804

Program Evaluation:

- Students at six(6) public high schools received on the road driving experiences from a certified driver's education instructor.
- A total of 647 students benefited from on the road driving experiences.
- Operator license waivers were assigned to 537 qualified student drivers.
- 83% of the students that experienced on the road driving instruction received a Department of Motor Vehicle operator's license waiver.
- Each student received an average of 75 minutes of on the road driving time.

**Leon County
Board of County Commissioners**


Notes for Agenda Item #10

Leon County Board of County Commissioners

Cover Sheet for Agenda #10

September 2, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Acceptance of Two Florida Department of Health Matching Grants in the Amount of \$48,094

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator Tom Quillin, Chief, Emergency Medical Services Division
Lead Staff/ Project Team:	Mac Kemp, Deputy Chief, EMS Division Chad Abrams, Deputy Chief, EMS Division

Fiscal Impact:

This item is associated with grant funding. The grant process requires a 25% match equal to \$16,031. There is adequate funding available in the emergency Medical Services (EMS) Fund.

Staff Recommendation:

Option # 1: Accept the two Florida Department of Health grants in the amount of \$48,094, (Attachment #1) and authorize the County Administrator to execute all documents related to the grant projects.

Option # 2: Approve the Resolution and associated Budget Amendment Request (Attachment #2).

Report and Discussion

Background:

Annually, the Department of Health makes matching grant funding available to EMS organizations in Florida. The grant program provides 75% of the funding towards the project with the County being responsible for a 25% match. The purpose of the matching grant program is to improve and enhance pre-hospital emergency medical services.

These grant projects are essential to the following FY2012 – FY2016 Strategic Initiative the Board approved at the January 21, 2014 meeting:

- *Provide community risk reduction programs (such as AED/CPR training);*
- *Support programs which advocate for AED's in public spaces; and,*
- *Provide Emergency Medical Services.*

This particular Strategic Initiative aligns with the Boards Strategic Priorities – Quality of Life:

- *Provide essential public safety infrastructure and services which ensures the safety of the entire community (Q2); and,*
- *Maintain and further develop programs and partnerships necessary to support a healthy community, including: access to health care and community-based human services (Q3).*

Analysis:

On June 13, 2014, the County was notified by the Department of Health of the approval of following grant projects (Attachment #1):

- *Cardio Pulmonary Resuscitation (CPR) Rally/Training* – Total approved grant budget is \$41,500 (\$31,125 grant/ \$10,375 match) This grant is to provide CPR training to women and citizens in Leon County through CPR Rallies and other continuing training efforts.
- *Automated External Defibrillators* – Total approved grant budget is \$22,625 (\$16,969 grant/ \$5,656 match) This grant is for Automated External Defibrillators (AED's) that will be distributed in the community to gyms and businesses in Leon County. These devices will allow early shocks for victims of heart attacks and will improve survival rates for patients.

The total match for both grants is \$16,031. There is adequate funding available in the EMS Fund.

Title: Acceptance of two Florida Department of Health Matching Grants in the Amount of \$48,094

September 2, 2014

Page 3

Options:

1. Accept the two Florida Department of Health grants in the amount of \$48,094 (Attachment #1), and authorize the County Administrator to execute all documents related to the grant projects.
2. Approve the Resolution and associated Budget Amendment Request (Attachment #2).
3. Do not accept the two Florida Department of Health grants in the amount of \$48,094.
4. Board direction.

Recommendation:

Options #1 and 2.

Attachments:

1. Grant Award Notification
2. Resolution and associated Budget Amendment Request

Mission:

To protect, promote & improve the health of all people in Florida through integrated state, county & community efforts.



Vision: To be the Healthiest State in the Nation

Attachment #1
Page 1 of 2 **Rick Scott**
Governor

John H. Armstrong, MD, FACS
State Surgeon General & Secretary

June 13, 2014

RECEIVED
2014 JUN 20 AM 10:26
LEON COUNTY
EMS DIVISION

Mr. Vince Long, County Administrator
Leon County
301 South Monroe Street
Tallahassee, Florida 32301

Dear Mr. Long:

I am pleased to award Leon County Emergency Medical Services an emergency medical services (EMS) matching grant in the amount of \$16,969.00. The grant ID code is M3100. In accordance with section 401.113(b), *Florida Statutes*, the grant budget is 75 percent state funds and 25 percent matching funds. Your required local cash match for this grant is \$5,656.00. The purpose of this grant is to improve and expand EMS by assisting your organization in the purchase of 25 basic AEDs for public distribution.

This grant program is number 64.003 in the *Florida Catalog of State Financial Assistance*. The state money is paid from the Department of Health's EMS Trust Fund and there are no federal funds involved.

Your signed grant application affirms you have read, understand, and will comply with the terms and conditions in the "Florida EMS Matching Grant Program Application Packet, June 2008."

The grant begins the date of this letter and ends June 30, 2015. Reports are due the third week of November 2014, March 2015, and July 2015 (the final report). Please include with your final report a refund check for any unspent state funds and interest earned, if any. Enclosed is a copy of the expenditure report summary form and reporting requirements.

Thank you for your participation in this state EMS grant program. If you need assistance, please feel free to contact Mr. Alan Van Lewen, Health Services and Facilities Consultant in the EMS Program, at (850) 245-4440, extension 2734.

Sincerely,

William H. Anderson, DHA, FACHE
Director

WHA/avl
Enclosures

cc: Mr. Mac Kemp, Deputy Chief of Operations

Mission:

To protect, promote & improve the health of all people in Florida through integrated state, county & community efforts.



Vision: To be the Healthiest State in the Nation

June 13, 2014

RECEIVED
2014 JUN 20 AM 10:26
LEON COUNTY
EMS DIVISION

Mr. Vince Long, County Administrator
Leon County
301 South Monroe Street
Tallahassee, Florida 32301

Dear Mr. Long:

I am pleased to award Leon County Emergency Medical Services an emergency medical services (EMS) matching grant in the amount of \$31,125.00. The grant ID code is M3099. In accordance with section 401.113(b), *Florida Statutes*, the grant budget is 75 percent state funds and 25 percent matching funds. Your required local cash match for this grant is \$10,375.00. The purpose of this grant is to improve and expand EMS by assisting your organization to provide CPR training for women in the community with a train-the-trainer effect to multiply the impact.

This grant program is number 64.003 in the *Florida Catalog of State Financial Assistance*. The state money is paid from the Department of Health's EMS Trust Fund and there are no federal funds involved.

Your signed grant application affirms you have read, understand, and will comply with the terms and conditions in the "Florida EMS Matching Grant Program Application Packet, June 2008."

The grant begins the date of this letter and ends June 30, 2015. Reports are due the third week of November 2014, March 2015, and July 2015 (the final report). Please include with your final report a refund check for any unspent state funds and interest earned, if any. Enclosed is a copy of the expenditure report summary form and reporting requirements.

Thank you for your participation in this state EMS grant program. If you need assistance, please feel free to contact Mr. Alan Van Lewen, Health Services and Facilities Consultant in the EMS Program, at (850) 245-4440, extension 2734.

Sincerely,


William H. Anderson, DHA, FACHE
Director

WHA/avl
Enclosures

cc: Mr. Mac Kemp, Deputy Chief of Operations

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 2nd day of September, 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: BAB14031
Date: 8/14/2014

Agenda Item No: _____
Agenda Item Date: 9/2/2014

County Administrator

Deputy County Administrator

Vincent S. Long

Alan Rosenzweig

**Request Detail:
Expenditures**

Account Information					Current Budget	Change	Adjusted Budget
Fund	Org	Acct	Prog	Title			
135	990	59900	599	EMS Fund Contingency Reserves	120,000	(16,031)	103,969

Subtotal: (16,031)

Expenditures

Account Information					Current Budget	Change	Adjusted Budget
Fund	Org	Acct	Prog	Title			
135	950	591127	581	Transfer to Fund 127	-	16,031	16,031

Subtotal: 16,031

Revenues

Account Information					Current Budget	Change	Adjusted Budget
Fund	Org	Acct	Prog	Title			
127	961047	381135	000	Transfer from Fund 135	-	10,375	10,375
127	961047	334202	000	DOH-STATE EMS MATCHING GRANT	-	31,125	31,125

Subtotal: 41,500

Expenditures

Account Information					Current Budget	Change	Adjusted Budget
Fund	Org	Acct	Prog	Title			
127	961047	54800	526	PROMOTIONAL ACTIVITIES	-	15,000	15,000
127	961047	55200	526	OPERATING SUPPLIES	-	26,500	26,500

Subtotal: 41,500

Revenues

Account Information					Current Budget	Change	Adjusted Budget
Fund	Org	Acct	Prog	Title			
127	961048	381135	000	Transfer from Fund 135	-	5,656	5,656
127	961048	334202	000	DOH-STATE EMS MATCHING GRANT	-	16,969	16,969

Subtotal: 22,625

Expenditures

Account Information					Current Budget	Change	Adjusted Budget
Fund	Org	Acct	Prog	Title			
127	961048	56400	526	MACHINERY AND EQUIPMENT	-	22,625	22,625

Subtotal: 22,625

Purpose of Request:

This budget amendment appropriates funding for 2 EMS/DOH grants. A total of \$16,031 from the EMS Fund Contingency Reserves will be used as matching funds for the \$48,094 DOH grant funds to be distributed as follows: EMS/DOH matching grant (M3099) for CPR training for \$31,125 and the match is \$10,375 and EMS/DOH matching grant (M3100) for the purchase of AED equipment for \$16,969 and the match is \$5,656.

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 #11

Leon County Board of County Commissioners

Cover Sheet for Agenda #11

September 2, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Acceptance of the Florida Department of Health County Emergency Medical Services Entitlement Grant in the Amount of \$44,803.

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator Tom Quillin, Chief, Emergency Medical Services Division
Lead Staff/ Project Team:	Chad Abrams, Deputy Chief, EMS Division

Fiscal Impact:

This item is associated with grant funding that is contemplated in the FY 14/15 budget.

Staff Recommendation:

Option #1: Accept the Florida Department of Health County Emergency Medical Services Entitlement Grant in the amount of \$44,803 (Attachment #1), and authorize the County Administrator to execute all documents related to the grant project.

Option #2: Approve the Resolution in support of the grant (Attachment #2).

Report and Discussion

Background:

Annually, the Department of Health grants funding to each County in Florida to improve and expand the quality of Emergency Medical Services (EMS).

This grant project is essential to the following FY2012 – FY2016 Strategic Initiative the Board approved at the January 21, 2014 meeting:

- *Provide Emergency Medical Services.*

This particular Strategic Initiative aligns with the Boards Strategic Priorities – Quality of Life:

- *Provide essential public safety infrastructure and services which ensures the safety of the entire community (Q2); and,*
- *Maintain and further develop programs and partnerships necessary to support a healthy community, including: access to health care and community-based human services (Q3).*

Analysis:

On July 29, 2014, the County was notified by the Department of Health that this year's grant funding for the County is \$44,803 (Attachment #1). This grant funding is contemplated in the FY 14/15 budget to be used for the acquisition of EMS equipment. As a part of the acceptance process, the Board must approve a Resolution certifying that the grant funds will be used to improve and expand pre-hospital EMS and will not be used to supplant existing County EMS budget allocations (Attachment #2).

Options:

1. Accept the Florida Department of Health County Emergency Medical Services Entitlement Grant in the amount of \$44,803 (Attachment #1), and authorize the County Administrator to execute all documents related to the grant project.
2. Approve the Resolution in support of the grant (Attachment #2).
3. Do not accept the Florida Department of Health County Emergency Medical Services Entitlement Grant.
4. Board direction.

Recommendation:

Options #1 and 2.

Attachments:

1. Grant Award Notification
2. Resolution

Rick Scott
Governor

John H. Armstrong, MD, FACS
State Surgeon General & Secretary

Mission:

To protect, promote & improve the health of all people in Florida through integrated state, county & community efforts.



Vision: To be the Healthiest State in the Nation

July 29, 2014

RECEIVED
2014 AUG -1 AM 11:09
LEON COUNTY
EMS DIVISION

Chairperson
Leon County Board of
County Commissioners
301 South Monroe Street
Tallahassee, Florida 32301

Dear Chairperson:

We are pleased to announce that you may now request your annual emergency medical services (EMS) county grant funds. The amount for your county this year is \$44,803.00.

Section 401.113 (1), *Florida Statutes*, requires the funds must be used solely to improve and expand pre-hospital EMS. Therefore, replacement and recurring costs such as dues or indirect expenses of any kind are not allowable.

Your grant budget total that you submit must equal the amount cited above. After your new grant begins, you may request the transfer of unexpended funds from your previous grant to the new grant.

To obtain the new funds, the county must appropriately complete and send to the state: an original and one copy of: (1) the two-page application, (2) Request for Grant Fund Distribution page, (3) current resolution described in Item #4 of the application, and (4) the first three columns of the state Department of Financial Services form DFS-A2-2102. Mail to: Attn. Alan Van Lewen, DOH EMS Program County Grants, 4052 Bald Cypress Way, Mail Bin A-22, Tallahassee, FL 32399-1722. All forms are enclosed.

The deadline for us to receive the completed application is December 15, 2014.

Thank you for your cooperation and support to improve and expand quality EMS. Please contact me at the number below if you have any questions.

Sincerely,

Alan Van Lewen
Health Services and Facilities Consultant
EMS Program Grants Unit

AVL/dmh
Enclosures

cc w/enc: Mr. Tom Quillin, Chief

RESOLUTION NO. _____

WHEREAS, The Board of County Commissioners of Leon County, Florida proposes to submit a EMS County Grant Application to the Florida Department of Health; and,

WHEREAS, The Board of County Commissioners desires to improve the pre-hospital EMS system in order to better serve the public.

NOW, THEREFORE, BE IT RESOLVED, that the Board of County Commissioners of Leon County, Florida, hereby certifies that the proposed use of EMS grant funds will improve and expand the County pre-hospital EMS system and will not be used to supplant current levels of County expenditures.

Adopted this _____ day of _____, 2014

LEON COUNTY, FLORIDA

BY: _____
Kristin Dozier, Chairman
Board of County Commissioners

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

BY: _____

Approved as to Form:
Leon County Attorney's Office

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

**Leon County
Board of County Commissioners**


Notes for Agenda Item #12

Leon County Board of County Commissioners

Cover Sheet for Agenda #12

September 2, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Acceptance of a Status Report on the Implementation of a Community Paramedic Program; Approval of an Agreement with Area Metropolitan Ambulance Authority for Consulting Services; and, Acceptance of a Department of Health Grant in the Amount of \$57,735

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator Tom Quillin, Chief, Emergency Medical Services
Lead Staff/ Project Team:	Dr. Kim Landry, Emergency Medical Services Medical Director Mac Kemp, Deputy Chief, Emergency Medical Services

Fiscal Impact:

This item has a fiscal impact for two separate funding issues. Consultant fees not to exceed \$10,000 would be allocated from the Emergency Medical Services (EMS) Fund contingency reserve account. The acceptance of the \$57,735 Grant from the Florida Department of Health to support the Community Paramedic Program in a manner to be determined subsequent to the consultant's recommendations, requires a \$19,245 County match. The matching funds would be allocated from the EMS Fund contingency reserve account.

Staff Recommendation:

- Option # 1: Accept the status report on the implementation of a Community Paramedic Program.
- Option # 2: Approve the Agreement with Area Metropolitan Ambulance Authority for Consulting Services in an amount not to exceed \$10,000 (Attachment #1).
- Option # 3: Accept the Grant from the Florida Department of Health in the amount of \$57,735 (Attachment #2).
- Option #4: Approve the Resolution and associated Budget Amendment Request (Attachment #3).

Title: Acceptance of a Status Report on the Implementation of a Community Paramedic Program; Approval of an Agreement with Area Metropolitan Ambulance Authority for Consulting Services; and, Acceptance of a Department of Health Grant in the Amount of \$57,735

September 2, 2014

Page 2

Report and Discussion

Background:

At the December 12, 2011 retreat, the Board initiated a two-year strategic planning process and on February 28, 2012, the Board approved 84 Strategic Initiatives to put the Strategic Priorities into action.

At the December 10, 2013 meeting, the Board directed staff to modify the Strategic Initiative regarding EMS so that the county can continue to pursue assistance for the start-up costs of a Community Paramedic Program. The strategic initiative was modified and approved at the January 21, 2014 meeting.

The County submitted a Florida Department of Health Matching Grant application seeking funding to help support the implementation of the Community Paramedic Program. The County was notified on June 13, 2014 that the Department of Health was awarding the County a matching grant in the amount of \$57,735 towards the cost of implementation of the Community Paramedic Program (Attachment #2).

The County has pursued grant funding from the following sources: Health Care Innovation Challenge Grant, Round 1; Robert Wood Johnson Public Health Services and Systems Research Grant; and, the Health Care Innovation Challenge Grant Round 2. The County has not received any grant awards from these programs.

The Community Paramedic Program is being developed to improve healthcare for Leon County citizens. Emergency rooms are currently overcrowded with non-emergent patients that could either receive care on the scene, be referred to local medical clinics, physicians, or other resources, or, in the future, be attended to by a physician through a telemedicine connection;

According to the white paper *Innovation Opportunities for EMS* by the National Highway Safety Administration; the Department of Health and Human Services Office of the Assistant Secretary for Preparedness and Response, and the Health Resources and Services Administration,

"EMS is an essential component of the United States healthcare system. Ambulance transport to a hospital's emergency department is often the first and only access point to the healthcare system for many Americans."

The report goes on to say

"Emergency Department overcrowding is a well-documented problem that results in costly, delayed, and often sub-optimal care. Emergency Medical Services (EMS) contributes to this problem by unnecessarily transporting non-acutely ill and injured patients to the EDs when more appropriate and less costly care settings, including the home, may be available."

Title: Acceptance of a Status Report on the Implementation of a Community Paramedic Program; Approval of an Agreement with Area Metropolitan Ambulance Authority for Consulting Services; and, Acceptance of a Department of Health Grant in the Amount of \$57,735

September 2, 2014

Page 3

Greater utilization of existing local medical resources and decreasing the load on emergency rooms so they can focus on emergency cases is the goal. Community paramedic services are more cost effective and provide an opportunity to educate the patient on the availability of local resources that can better deal with their ongoing medical issues. If patients have their medical needs met with appropriate treatment, arranged visits with physicians, arranged and scheduled transportation, and other issues related to medical care, they would not call 911 with non-emergent problems. To a limited extent, this model has already been in use by Leon County and other EMS providers across Florida and the nation by providing referrals to different social service agencies and medical entities in the community for patients that have identified needs. The Community Paramedic Program proposes to expand and enhance those integrated connections with community stakeholders.

Tallahassee Memorial Healthcare (TMH) has a transition program in place that utilizes telemedicine connectivity between the patient and healthcare provider for patients that are at high risk of being admitted to the hospital. The State Legislature approved a \$1 million appropriation to TMH to further study telemedicine; however, the Governor vetoed the funding. Staff is working to form a partnership with TMH where EMS community paramedics facilitate the patient's needs and provide in-home medical assistance to the patient. Staff will continue to explore the role that EMS can play in this project.

Staff has continued to plan and engage the healthcare community on the benefits of a Community Paramedic Program even though the County has not been successful in obtaining major outside funding to support the implementation of the program. Staff has identified a strategy to move the program forward on a limited basis that can be expanded to include additional services, including telemedicine services, should the environment change.

The implementation of a Community Paramedic Program is essential to the following FY2012-FY2016 Strategic Initiative that the Board approved at the January 21, 2014 meeting:

- *Implement strategies to improve medical outcomes and survival rates, and to prevent injuries, including: pursue funding for community paramedic telemedicine (2012 - rev. 2014)*

This particular Strategic Initiative aligns with the Board's Strategic Priority – Quality of Life:

- *Provide essential public safety infrastructure and services which ensure the safety of the entire community. (Q2 - 2012)*

Analysis:

With the advent of Healthcare Reform, new models are needed to provide high quality medical care and reduce costs to individuals, agencies, third party payers, EMS, hospitals, and local, state, and federal governments. New models of integrative care must be developed with the resources that already exist within communities to reach patients in their homes and environments for a more holistic approach to healthcare. Traditional models of EMS response with a subsequent transport to a hospital emergency department is not cost effective for all patient acuity types and does not provide the correct level of care for all citizens in need.

When the 911 system is activated in Leon County, typically there are different processes that are activated and specific costs that are initiated regarding that call. With each transport to an emergency department, an EMS charge, a hospital charge, and a physician charge are introduced. This new model proposes to eliminate the transport to the emergency department, but still refer the patient to an appropriate medical care provider. Patients that call 911 for acute medical emergencies will still be transported to the appropriate hospital emergency department for the necessary care and treatment under the program.

Upon start-up of the Community Paramedic Program staff anticipates three main services being offered.

1. The first group of patients that would be targeted is a high-use group that includes both chronic illness patients and system abusers. Many times these patients have minor issues that could be taken care of with other resources than emergency department visits. Patient conditions in this group are minor in nature and are currently referred to other resources that are more appropriate within the community after their visit at the emergency department. Also, chronic illness patients would have better outcomes if their care was closely monitored while at home, and specific education and tracking was provided to make sure these very ill patients were following their medical regimens and receiving optimal levels of care.
2. The second group of patients that would be targeted are at high risk of readmission to the hospital once they have been discharged. These patients have legitimate medical conditions that must be followed closely or negative outcomes will result. Dealing with these patients in their home environment is important since it allows Community Paramedics to assess all environmental conditions that can impact a patient's health. These patients would be managed with close working relationships with local hospitals and the patient's medical providers to determine the best options for patients care.
3. The third group of patients that will be targeted are hospice patients. Many patients that are at the end of life and have been referred into the hospice system are placed back into the hospital system when it is unnecessary. The goal of the Community Paramedic Program with these patients would be to keep hospice patients inside of the hospice system and not place them back into the traditional medical treatment system since it is not indicated. These patients would be treated with consultations with the local hospice agencies and the patient's medical providers to follow accepted standards and meet the intended desires of the hospice patient.

The County is in a unique position to make a significant difference in the quality of life of the citizens that are included in any one of these patient groups. By ensuring that these patients receive appropriate medical care, pressure will be taken off emergency services, including 911 calls for ambulances. While staff is unable to provide an estimate of the exact impact, other organizations that have similar programs have reported a slowing of their call volume growth. Staff anticipates that this will allow the County to slow the annual increases in call volume to EMS and the associated increased staffing needs. The Community Paramedic Program initiative provides a unique opportunity to direct patients to the correct resources and meet the needs of the patient, care facilities, third party payers, and taxpayers while collaborating with community stakeholders in an effort to improve the healthcare delivery throughout the County.

Title: Acceptance of a Status Report on the Implementation of a Community Paramedic Program; Approval of an Agreement with Area Metropolitan Ambulance Authority for Consulting Services; and, Acceptance of a Department of Health Grant in the Amount of \$57,735

September 2, 2014

Page 5

Due to the extensive nature of the Community Paramedic Program and the need to ensure it is developed to meet the unique healthcare needs of the community, Staff recommends entering into an Agreement with Area Metropolitan Ambulance Authority (AMAA) from Ft. Worth, TX at a cost not to exceed \$10,000 (Attachment #3). AMAA is a pioneer in Community paramedic programs and has been successfully operating such a program since 2011. AMAA's experience has demonstrated the value of a Community Paramedic Program and will be beneficial in engaging community partners and establishing achievable program goals and objectives. Additionally, AMAA has been successful in getting payment for such service from third-party payers because of the amount of money the Community Paramedic Program saves the healthcare system.

Staff also recommends that the Board accept the Florida Department of Health grant and then evaluate the use of the funding following receipt of the consultant's report. The approved grant budget is \$76,980, with the grant providing \$57,735 and a required County match of \$19,245 (Attachment #3).

Staff will bring the consultant's recommendations back to the Board for consideration of the recommended service levels, staffing requirements, and any required budget amendments. Staff will also continue to seek outside funding opportunities and stakeholder support to further enhance the Community Paramedic Program and work towards integrating other services such as telemedicine when they are practical.

Options:

1. Accept the status report on the implementation of a Community Paramedic Program initiative.
2. Approve the Agreement with Area Metropolitan Ambulance Authority for Consulting Services in an amount not to exceed \$10,000 (Attachment #1).
3. Accept the Grant from the Florida Department of Health in the amount of \$57,735 (Attachment #2).
4. Approve the Resolution and associated Budget Amendment Request (Attachment #3).
5. Do not approve the Agreement with Area Metropolitan Ambulance Authority for Consulting Services in an amount not to exceed \$10,000.
6. Do not accept the Grant from the Florida Department of Health in the amount of \$57,735.
7. Board direction.

Recommendation:

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

Attachments:

1. Draft Agreement with Area Metropolitan Ambulance Authority d/b/a MedStar.
2. Florida Department of Health Grant Award Notification.
3. Resolution and associated Budget Amendment Request.

CONSULTING SERVICES AGREEMENT

THIS CONSULTING SERVICES AGREEMENT dated this 2nd day of September, 2014, is by and between Leon County, Florida, a political subdivision of the State of Florida (hereinafter the “County”) and Area Metropolitan Ambulance Authority d/b/a MedStar Mobile Healthcare (hereinafter the “Contractor”), collectively, the “Parties”.

RECITALS

WHEREAS, County desires to retain the Services of Contractor and Contractor desires to provide Services to the County pursuant to the terms and conditions of this Agreement.

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 in this regard.

NOW, THEREFORE, for and in consideration of the forging recitals, the sum of ten dollars (\$10.00) each to the other paid, the mutual covenants and promises contained herein and other good and valuable consideration, the receipt and sufficiency of which being acknowledged, the Parties do hereby covenant and agree as follows:

1. EFFECTIVE DATE; TERM; RENEWAL

- a. This Agreement shall be effective commencing September 2, 2014 and shall continue for one (1) year, hereinafter “Initial Term”, unless terminated earlier pursuant to the terms of this Agreement.
- b. After the Initial Term, this Agreement may be extended for one (1) additional one (1) year Term(s) upon the same terms and conditions as herein set forth, provided same is agreed to by the Parties in writing.

2. SCOPE OF SERVICES

During the term of this Agreement, Contractor shall provide County the Services described in Exhibit “A” attached hereto and incorporated herein by reference (the “Services”). Contractor shall perform the Services in a timely and professional manner consistent with generally accepted industry standards. Contractor’s work under this Agreement shall be managed and supervised by Matt Zavadsky, Public Affairs Director of Contractor. Mr. Zavadsky has the qualifications and expertise necessary to ensure that Contractor will provide the Services in compliance with the terms of this Agreement.

3. WORK

Any work to be performed under this Agreement shall be upon the 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 Contractor shall perform those consulting Services described in paragraph two (2) above, to the best of its

ability, dealing honestly and fairly, accounting for all funds, and using necessary skill, care and diligence in any transaction related thereto. No amount of work is provided for or guaranteed to the Contractor under this Agreement.

4. CONTRACT SUM

The County shall compensate the Contractor at the rate of Three Hundred Dollars (\$300.00) per hour for all satisfactorily performed Services under this Agreement, but in no event to exceed Ten Thousand Dollars (\$10,000.00).

5. PAYMENTS AND PAYMENT DISPUTE RESOLUTION

Payment shall be made and payment disputes resolved in accordance with section 14, Leon County Policy 96-1, as amended. The performance of the 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 Initial Term and any future Term(s).

6. TERMINATION

The County may terminate this Agreement without cause, by giving the Contractor not less than thirty (30) days prior written notice of its intent to terminate. Either Party may terminate this Agreement for cause by giving the other Party hereto not less than thirty (30) days prior written notice of its intent to terminate. The County shall not be required to give Contractor such thirty (30) days written notice if, in the opinion of the County, the Contractor is unable to perform its obligations hereunder, or if in the opinion of the County, the Services being provided are not satisfactory. In such case, the County may immediately terminate the Agreement by providing 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.

Termination of this Agreement for any reason under this Section will not affect (i) any liabilities or obligations of either Party arising before such termination or as a result of the events causing such termination, or (ii) any damages or other remedies to which a Party may be entitled to under this Agreement, at law or in equity, arising out of a breach of this Agreement.

7. INDEMNIFICATION

The Contractor agrees to indemnify, defend and hold harmless the County, its officials, officers, employees and agents, from and against any and all claims, damages, liabilities, losses, costs, or suits, of any nature whatsoever arising out of, because of, or due to any

acts or omissions of the Contractor, its delegates, employees and agents, arising out of or under this Agreement, including reasonable attorney's fees and costs. The County may, at its sole option, defend itself or require the Contractor to provide the defense. The Contractor acknowledges that ten dollars (\$10.00) of the amount paid to the Contractor is sufficient consideration of the Contractor's indemnification of the County.

8. 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 reflected herein.
- 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 b above. The County may reproduce any written materials generated as a result of the Contractor's work.
- d. To assure that all records required to be maintained by the Contractor hereby shall be subject at all reasonable times to inspection, review, or audit by County, Federal, state, or other personnel duly authorized by the County.
- e. To permit persons duly authorized by the County and Federal auditors, pursuant to 45 CFR, Part 92.36(I)(10), to have full access to and the right to examine any of the Contractor's records and documents related to this Agreement, regardless of the form in which kept, at all reasonable times for as long as those records are retained.
- f. To include these aforementioned audit and record keeping requirements in all approved subcontracts and assignments.
- g. Comply with public records access requirements set forth in section 287.0571(5)(j), Florida Statutes, including the obligation to:
 1. Keep and maintain public records that ordinarily and necessarily would be required by the County in order to perform the service.

2. Provide the public with access to public records on the same terms and conditions that the County would provide the records and at a cost that does not exceed the cost provided in this chapter or as otherwise provided by law.
3. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law.
4. Meet all requirements for retaining public records and transfer, at no cost, to the County all public records in possession of the contractor upon termination of the contract and destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the County in a format that is compatible with the information technology systems of the County.

9. NOTICE

- a. Upon execution of the Agreement, the Contractor shall provide in writing, the name of the Contractor's staff member who will be responsible for the submission of all Contractor's records, reports, invoices or documents to the County necessary for the administration of this Agreement.
- b. All invoices must be submitted electronically to Malcolm Kemp, Deputy Chief of Operations, KempM@leoncountyfl.gov. All other related correspondence, documents, records or reports shall be submitted to:

Name: Malcolm Kemp, Deputy Chief of Operations
Leon County Emergency Medical Services
911 Easterwood Drive, Building 2
Tallahassee, FL 32311

if not otherwise provided electronically.

- c. All notices required hereunder shall be in writing sent by United States certified mail, postage prepaid, return receipt requested, overnight courier or by hand delivery. All notices required under this Agreement shall be given to the Parties at the addresses below or at such other place as the Parties may designate in writing.

Notice to Contractor: Name: MedStar Mobile Healthcare
511 East Berry Street
Fort Worth, TX 76110
Fax: (817) 632-0537
Email: dhooten@medstar911.org

2. Automobile Liability: One Million and 00/100 (\$1,000,000.00) Dollars combined single limit per accident for bodily injury and property damage. (*Non-owned, Hired Car*).
 3. Workers' Compensation Employers Liability: Insurance covering all employees 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.*
 4. Umbrella: \$5,000,000 combined single limit for bodily injury and property damage combined per occurrence and annual aggregate. The coverage shall provide excess coverage for employer's liability, general liability, including completed operations and auto liability.
 5. Professional Liability Insurance, including errors and omissions: for all Services provided under the terms of this agreement with minimum limits of One Million and 00/100 (\$1,000,000.00) Dollars per occurrence; or claims made form with "tail coverage" extending three (3) years beyond the term of the agreement. Proof of "tail coverage" must be submitted with the invoice for final payment. In lieu of "tail coverage", Contractor may submit annually to the County a current Certificate of Insurance proving claims made insurance remains in force throughout the same three (3)-year period.
- 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, Automobile Liability and Event Liability Coverages (*County is to be named as Additional Insured*).
 - a. The County, its officers, officials, employees and volunteers are to be covered as additional 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.

- 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. Contractor hereby waives subrogation rights for loss or damage against the county.
- 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 are made or suit is brought, except with respect to the limits of the insurer's liability.
- e. Companies issuing the insurance policy, or policies, shall have no recourse against the County for payment of premiums or assessments for any deductibles with are all at the sole responsibility and risk of Contractor.

2. 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.

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

Contractor 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 hereinabove.

12. MISCELLANEOUS PROVISIONS

a. 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 subcontractors under it be considered to be employees of the County.

b. Conflicting Employment

For the duration of this Agreement, the Contractor shall not enter into any other agreements that would ethically conflict with its obligations under this Agreement.

c. Licenses

The Contractor shall be responsible for obtaining and maintaining its city 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 its license to operate, the Contractor shall be in default of this Agreement as of the date such license is lost.

d. Assignments

This Agreement shall not be assigned as a whole or in part without the prior written consent of the County nor shall the Contractor assign any monies due or to become due to him hereunder without the prior written consent of the County.

e. Monitoring

The Contractor shall permit persons duly authorized by the County to inspect any records, papers, documents, facilities, goods, and Services of the Contractor which are relevant to this Agreement, and interview any clients and employees of the Contractor to assure the County of the Contractor's satisfactory performance of the terms and conditions of this Agreement.

f. 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 its affiliates have 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 cause for termination of this Agreement by the County.

g. Unauthorized Alien(s) And E-Verify

The Contractor agrees that unauthorized aliens shall not be employed nor utilized in the performance of the requirements of this Agreement. 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 termination of this Agreement by the County.

1. Contractor agrees that it will enroll and participate in the federal E-Verify Program for Employment Verification. 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 County 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 any other authorized state agency consistent herewith.
5. Compliance with the terms of this Employment Eligibility Verification provision is made an express condition of this Agreement and the County may treat a failure to comply as a material breach of this Agreement.

h. 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.

i. Modifications

This Agreement constitutes the entire understanding of the Parties. Any modifications to this Agreement must be in writing.

j. Venue

Venue for all actions arising out of this Agreement shall lie in Leon County, Florida.

k. Construction

The validity, construction, and effect of this Agreement shall be governed by the laws of the State of Florida.

l. Compliance With Anti-Discrimination Legislation

In providing, or contracting to provide Services, programs or activities, maintaining facilities, and otherwise performing obligations under this Agreement, the Contractor shall comply with the Americans with Disabilities Act, the Civil Rights Act of 1964, as amended, the Florida Civil Rights Act of 1992, and any other federal or state law or County ordinance that prohibits discrimination on the basis of race, color, national origin, religion, sex, age, marital status, disability, sexual orientation or gender identity.

m. Headings In This Agreement

The headings in this Agreement are for convenience only, confirm no rights or obligations in either Party, and do not alter any terms of this Agreement.

n. Severability

If any term of this Agreement is held by a court of competent jurisdiction to be invalid or unenforceable, then this Agreement, including all of the remaining terms, shall remain in full force and effect as if such invalid or unenforceable term had never been included.

o. Force Majeure

If either Party is prevented from or delayed from performing any obligations under this Agreement (except payment or financial obligations) by circumstances beyond its control, including but not limited to fires, hurricanes, severe weather, floods, pandemics, quarantines, war, civil disturbances, acts of terrorism, acts of God, or significant threats of such circumstances, or any future laws, rules, regulations, orders, or acts of any local, state, or federal government (“Force Majeure”), then the affected party shall be excused from performance hereunder during the period of disability. The party claiming Force Majeure shall promptly notify the other party in writing when upon learning of the existence of a Force Majeure condition, and when the Force Majeure condition has terminated. Notwithstanding anything in this Agreement to the contrary, the term “Force Majeure” does not include or excuse performance under this Agreement for events relating to increased costs associated with fuel, labor, labor disputes, insurance, or other expenses of performing the obligations hereunder.

p. Survival of Obligations

Cancellation, expiration, or earlier termination of this Agreement shall not relieve the Parties of obligations that by their nature should survive such cancellation, expiration, or termination.

q. Counterparts

This Agreement may be executed in any number of counterparts, and each executed counterpart shall have the same force and effect as an original instrument.

r. Sovereign Immunity

Nothing herein shall be construed as a waiver of any rights and privileges afforded the County, as a political subdivision of the State of Florida, under section 768.28, Florida Statutes, as amended.

s. Dispute Resolution

1. All disputes arising under or relating to this Agreement shall be resolved in accordance with this Section, except for disputes related to liquidated costs, which shall be addressed and resolved in accordance with Section 14 and disputes related to payments, which shall be addressed and resolved in accordance with Section 6.

2. The Parties shall attempt to resolve all disputes that arise under this Agreement in good faith and in accordance with the following procedure:
 - a. The aggrieved Party shall give written notice to the other Party setting forth the nature of the dispute, date of occurrence (if known), and proposed equitable resolution.
 - b. Representatives of both Parties shall meet at the earliest opportunity to discuss and resolve the dispute. If the dispute is resolved to the mutual satisfaction of both, they shall report their decision to the Parties in writing.
 - c. If those representatives are unable to reconcile the dispute, they shall report their impasse to the appropriate County Director and the Contractor's designee, who, at their earliest opportunity, shall meet and attempt to reconcile the dispute.
 - d. Should the Director and the Contractor's designee fail to resolve the dispute, they shall report their impasse to the County Administrator, or authorized representative, and the Contractor's designee, who, at their earliest opportunity, shall review and attempt to resolve the dispute.
 - e. If the County Administrator and the Contractor's designee are not able to amicably resolve the dispute within fifteen (15) business days after the impasse is reported to them, then either Party can pursue whatever forms of relief that may be available to it under this Agreement, at law, or in equity.
- t. Attorneys' Fees and Costs.

In the event of a dispute arising under this Agreement, whether or not a lawsuit or other proceeding is filed, the prevailing Party shall be entitled to recover its reasonable attorneys' fees and costs, including attorneys' fees and costs incurred in litigating entitlement to attorneys' fees and costs, as well as in determining or quantifying the amount of recoverable attorneys' fees and costs. The reasonable costs to which the prevailing Party is entitled shall include costs that are taxable under any applicable statute, rule or guideline, as well as non-taxable costs, including, but not limited to, costs of investigation, copying costs, electronic discovery costs, telephone charges, mailing and delivery charges, information technology support charges, consultant and expert witness fees, travel expenses, court reporter fees, and mediator fees, regardless of whether such costs are otherwise taxable.

[THE REMAINDER OF THIS PAGE IS LEFT BLANK INTENTIONALLY]

[SIGNATURE PAGE FOLLOWS THIS PAGE]

WHERETO, the Parties have set their hands and seals and executed this Agreement the date set forth below.

LEON COUNTY, FLOIRDA

**AREA METROPOLITAN AMBULANCE
AUTHORITY D/B/A MEDSTAR MOBILE
HEALTHCARE**

BY: _____
Kristin Dozier, Chairman

BY: _____
Douglas R. Hooten, Executive Director

Date: _____

Date: _____

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

BY: _____

Approved as to Form:
Leon County Attorney's Office

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

Mission:

To protect, promote & improve the health of all people in Florida through integrated state, county & community efforts.



Vision: To be the Healthiest State in the Nation

June 13, 2014

LEON COUNTY
EMS DIVISION

2014 JUN 20 AM 10: 25

RECEIVED

Mr. Vince Long, County Administrator
Leon County
301 South Monroe Street
Tallahassee, Florida 32301

Dear Mr. Long:

I am pleased to award Leon County Emergency Medical Services an emergency medical services (EMS) matching grant in the amount of \$57,735.00. The grant ID code is M3101. In accordance with section 401.113(b), *Florida Statutes*, the grant budget is 75 percent state funds and 25 percent matching funds. Your required local cash match for this grant is \$19,245.00. The purpose of this grant is to improve and expand EMS by assisting your organization to utilize specially trained paramedics as Community Paramedics which will integrate community medical resources to provide better care.

This grant program is number 64.003 in the *Florida Catalog of State Financial Assistance*. The state money is paid from the Department of Health's EMS Trust Fund and there are no federal funds involved.

Your signed grant application affirms you have read, understand, and will comply with the terms and conditions in the "Florida EMS Matching Grant Program Application Packet, June 2008."

The grant begins the date of this letter and ends June 30, 2015. Reports are due the third week of November 2014, March 2015, and July 2015 (the final report). Please include with your final report a refund check for any unspent state funds and interest earned, if any. Enclosed is a copy of the expenditure report summary form and reporting requirements.

Thank you for your participation in this state EMS grant program. If you need assistance, please feel free to contact Mr. Alan Van Lewen, Health Services and Facilities Consultant in the EMS Program, at (850) 245-4440, extension 2734.

Sincerely,


William H. Anderson, DHA, FACHE
Director

WHA/avi
Enclosures

cc: Mr. Mac Kemp, Deputy Chief of Operations

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 2nd day of September, 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: BAB14032
Date: 8/14/2014

Agenda Item No: _____
Agenda Item Date: 9/2/2014

County Administrator

Deputy County Administrator

Vincent S. Long

Alan Rosenzweig

Request Detail:

Expenditures

Account Information					Current Budget	Change	Adjusted Budget
Fund	Org	Acct	Prog	Title			
135	990	59900	599	EMS Fund Contingency Reserves	120,000	(29,245)	90,755
					Subtotal:	(29,245)	

Expenditures

Account Information					Current Budget	Change	Adjusted Budget
Fund	Org	Acct	Prog	Title			
135	950	591127	581	Transfer to Fund 127	-	19,245	19,245
135	185	58200	526	Aids to Private Organizations	-	10,000	10,000
					Subtotal:	29,245	

Revenues

Account Information					Current Budget	Change	Adjusted Budget
Fund	Org	Acct	Prog	Title			
127	961049	381135	000	Transfer from Fund 135	-	19,245	19,245
127	961049	334202	000	DOH-STATE EMS MATCHING GRANT	-	57,735	57,735
					Subtotal:	76,980	

Expenditures

Account Information					Current Budget	Change	Adjusted Budget
Fund	Org	Acct	Prog	Title			
127	961049	56400	526	MACHINERY AND EQUIPMENT	-	76,980	22,625
					Subtotal:	76,980	

Purpose of Request:

This budget amendment realigns a total of \$29,245 from the Emergency Management Services Fund contingency reserves for Community Paramedic Program consultant fees(\$10,000) and matching Funds for the DOH/EMS grant (\$19,245). Due to the extensive nature of the Community Paramedic program and the need to ensure it is developed to meet the unique healthcare needs of the community, staff is recommending entering into an Agreement with Area Metropolitan Ambulance Authority (AMAA) from Ft. Worth, TX not to exceed \$10,000. The EMS/DOH matching grant (M3101) would support the use of the specially trained Community Paramedics in a manner recommended by the consultants. The grant is for \$57,735 and the match is \$19,245.

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 #13

Leon County Board of County Commissioners

Cover Sheet for Agenda #13

September 2, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Approval of Division of Libraries FY 14-15 Annual Plan for Library Service and State Aid to Libraries Grant Agreement

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

Fiscal Impact:

This item is associated with a grant and there is no County match requirement. A Board-approved Annual Plan is required in the application for State Aid to Libraries. The funding for State Aid to Libraries is contemplated in the FY 2014-2015 budget.

Staff Recommendation:

Option #1: Approve the Library's FY 14-15 Annual Plan for Library Service (Attachment #1).

Option #2: Approve the State Aid to Libraries Grant Agreement (Attachment #2).

Report and Discussion

Background:

State Aid supplemental operating funds are awarded by the Florida Legislature, through the Florida Department of State, Division of Library and Information Services, to public libraries in Florida who meet the eligibility requirements as detailed in Chapter 257, *Florida Statutes*.

The amount of State Aid awarded varies from year to year, based on appropriations designated by the Florida Legislature. State Aid award funds are deposited in the County's General Fund to offset the Library's expenses, as budgeted within the County's General Fund. The County's public library system has consistently met requirements and received grant funding every year since 1963.

One of the State Aid grant requirements is that a three- to five-year long-range plan and an annual plan for the upcoming fiscal year must be on file with the Division. The library's governing body, in this case the Leon County Board of County Commissioners, must approve these plans. The Board approved the Library's long-range plan for FY 14-16 and the Annual Plan for FY 14 at the Board meeting on Sept. 10, 2013.

The application process is two-fold: 1) an approved Long-Range Plan, documents about the library, such as current schedule and prior year budget information, the application and Grant Agreement signed by the County Administrator and the Clerk of Courts are due October 1, 2014; and, 2) a detailed breakdown of the Library's current budget, the approved Annual Plan for the current fiscal year, and an operating statistical report for FY 14 are due on December 1, 2014.

The State's required plans and the associated grant-funding are essential to the following FY2012-FY2016 Strategic Initiative that the Board approved at the January 21, 2014 meeting:

- Implement strategies through the library system which enhance education and address the general public's information needs.

This particular Strategic Initiative aligns with the Board's Strategic Priority – Quality of Life:

- Maintain and enhance our educational and recreational offerings associated with our library system, inspiring a love of reading and lives of learning. (Q8 - 2013)

Analysis:

Through Leon LEADS, Leon County has instituted a bi-annual strategic planning process. County priorities established by the Board are implemented through strategic initiatives. At the departmental level, department-specific strategic plans are established with business plans that serve to implement the Board's priorities and initiatives.

The State requirements for the Long-Range Plan are slightly different from the County's internal planning documents. The three- to five-year planning cycle overlaps with the County's current two-year cycles.

Goals of the Board-approved Long-Range Plan for Library Services are:

1. Stimulate imagination
2. Satisfy curiosity and offer resources for decision-making
3. Connect to the online world
4. Create young readers and support success in school
5. Support adult literacy and English-language study
6. Provide a comfortable place to visit

This year's Annual Plan provides direction for the second year of the Long-Range Plan and continues to support the County's Strategic Priorities and associated Strategic Initiatives. Information and ideas gathered in the Library's LEADS Listening Sessions for stakeholders in January 2014 were included in the annual plan.

Options:

1. Approve the Library's FY 14-15 Annual Plan for Library Service (Attachment #1).
2. Approve the State Aid to Libraries Grant Agreement (Attachment #2).
3. Do not approve the FY 14-15 Library's Annual Plan for Library Service.
4. Board direction.

Recommendation:

Options #1 and #2.

Attachment:

1. LeRoy Collins Leon County Public Library System 2014/15 Annual Plan for Library Services
2. State Aid to Libraries Grant Agreement

Attachment #1
Page 1 of 2

LeRoy Collins Leon County Public Library System
2014/15 Annual Plan for Library Services

Annual Plan 2013/14
Objectives Met

Objectives described in the 2013/2014 Annual Plan have been met.

The Library worked with Leon County MIS and Community and Media Relations on redesigning the Library website and development of a Library Facebook page. The soft launch of the new website, for library users' feedback, was on December 13, 2013. The new website became the primary link on February 10, 2014. On April 14, the Library launched its Facebook page and on the same day the old library website was no longer available.

Moving the Library's SirsiDynix management system to the SirsiDynix SaaS subscription ("The Cloud") was a major project that was accomplished with Leon County MIS on December 17-19, 2013. The Library's Collection Management department continues to work on the implementation of Resource Description and Access (RDA), new cataloging standards. This is a multi-year project.

Library staff compiled authoritative information on the Affordable Care Act. The information has been available on the Library website as well as in printed form since August 2013 and is updated as needed.

Quarterly programs were offered in partnership with the Leon County Office of Sustainability and will continue to be offered on a quarterly basis.

Computer classes have been offered at the Dr. B.L. Perry, Jr., Branch and sessions on help with devices have been held at the Northeast and Woodville branch libraries. Information about free computer classes throughout the county has been developed to give to library users.

Library-specific staff training in customer service, which included Leon LEADS principles (Listens, Engages, Aligns, Delivers, Strives), was held January 30 and 31, 2014, in two sessions so that all staff members could attend. A library user satisfaction survey, online and on paper, was completed in August and will be repeated in two years.

Annual Plan 2014/15
Objectives

In the second year of the Library's 2013/14 to 2015/16 long-range plan, the Library will continue to support the goals and objectives outlined in the long-range plan as well as the objectives listed in this annual plan. The Annual Plan aligns with the Strategic Initiatives developed for the Library by the Board of County Commissioners in the bi-annual strategic planning process. LEADS Listening Sessions for stakeholders were held on January 23 and 27, 2014. Objective 3 was developed in response to the LEADS Listening Session.

Objective 1: Ensure that updates, patches and upgrades to the components of the library management system are scheduled and completed in a timely manner. Continue to enhance the Library online catalog.

Objective 2: As part of the implementation of Resource Description and Access (RDA) implement and complete work on establishing uniform and consistent name and subject headings for the Library online catalog. This includes staff preparation and training as well as a vendor software solution.

Objective 3: Develop how-to videos for the Library website to explain resources offered through the Library's catalog and website and especially their use on mobile devices.

Objective 4: In partnership with Leon County Office of Sustainability, Leon County Extension Services and Sustainable Tallahassee, develop a seed library program to encourage gardening.

Objective 5: Develop a plan offering regularly scheduled opportunities for library users to have one-on-one sessions with Library staff members in the use of hand-held devices.

Objective 6: Refine and develop services that will increase library use by teens throughout the library system.

**Florida Department of State, Division of Library and Information Services
STATE AID TO LIBRARIES GRANT AGREEMENT**

The Applicant (GRANTEE) Leon County Board of County Commissioners_

Governing body for LeRoy Collins Leon County Public Library System

hereby makes application and certifies eligibility for receipt of grants authorized under Section 257, *Florida Statutes*, and guidelines for the State Aid to Libraries Grant Program.

The Division, as administrator of state funds provided under Section 257, *Florida Statutes*, has approved an application for State Aid to Libraries Grant funds submitted by the GRANTEE. By reference, the application is hereby made a part of this agreement.

Grant Purpose. This grant shall be based upon the following scope of work:

The single library administrative unit, as an eligible political subdivision under 257.17, *Florida Statutes*, is responsible for managing or coordinating free library service to the residents of its legal service area. The library shall:

1. Have a single administrative head employed full time by the library's governing body;
2. Provide free library service, including loaning library materials available for circulation free of charge, and providing reference and information services free of charge;
3. Provide access to materials, information and services for all residents of the area served; and
4. Have at least one library, branch library or member library operated by the library's governing body, open 40 hours or more each week.

The parties agree as follows:

I. The GRANTEE agrees to:

a. For payment number one:

- i. Have at least one library, branch library or member library, open 40 hours or more each week.

b. For payment number two:

- i. Have at least one library, branch library or member library, open 40 hours or more each week.

- c. Expend all grant funds awarded and perform all acts in connection with this agreement in full compliance with the terms and conditions of Chapter 257, *Florida Statutes*, and guidelines for the State Aid to Libraries Grant Program.
- d. Expend all grant funds received under this agreement solely for the purposes for which they were authorized and appropriated.
- e. Provide the DIVISION with statistical, narrative, financial and other evaluative reports as requested.
- f. Retain and make available to the DIVISION, upon request, all financial and programmatic records, supporting documents, statistical records, and other records for the project.
- g. Retain all records for a period of five years from the date of submission of the final project report. If any litigation, claim, negotiation, audit, or other action involving the records has been started before the expiration of the five year period, the records shall be retained until completion of the action and resolution of all issues which arise from it, or until the end of the regular five-year period, whichever is later.
- h. Establish and maintain a proper accounting system in accordance with generally accepted accounting procedures. To use and maintain adequate fiscal authority, control, and accounting procedures that will ensure proper disbursement of, and accounting for, project funds.
- i. Perform all acts in connection with this agreement in strict conformity with all applicable laws and regulations of the State of Florida.
- j. Not use any grant funds for lobbying the legislature, the judicial branch, or any state agency.
- k. Hereby certify that it is cognizant of the prohibition of conflicts of interest described in Sections 112.311 through 112.326, *Florida Statutes*, and affirms that it will not enter into or maintain a business or other relationship with any employee of the Department of State that would violate those provisions. The GRANTEE further agrees to seek authorization from the General Counsel for the Department of State prior to entering into any business or other relationship with a Department of State employee to avoid a potential violation of those statutes.
- l. Not discriminate against any employee employed in the performance of this agreement, or against any applicant for employment because of race, color, religion, gender, national origin, age, handicap, or marital status. The GRANTEE shall insert a similar provision in all subcontracts for services by this agreement.

- m. In the event that the grantee expends a total amount of state financial assistance equal to or in excess of \$500,000 in any fiscal year of such GRANTEE, the grantee must have a State single or project-specific audit for such fiscal year in accordance with Section 215.97, *Florida Statutes*; applicable rules of the Department of Financial Services; and Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), *Rules of the Auditor General*. In determining the state financial assistance expended in its fiscal year, the GRANTEE shall consider all sources of state financial assistance, including state financial assistance received from the Department of State, other state agencies, and other nonstate entities. State financial assistance does not include federal direct or pass-through awards and resources received by a nonstate entity for federal program matching requirements.

In connection with the audit requirements addressed in part m, paragraph 1, the GRANTEE shall ensure that the audit complies with the requirements of Section 215.97(8), *Florida Statutes*. This includes submission of a financial reporting package as defined by Section 215.97(2)(e), *Florida Statutes*, and Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), *Rules of the Auditor General*.

If the GRANTEE expends less than \$500,000 in state financial assistance in its fiscal year, an audit conducted in accordance with the provisions of Section 215.97, *Florida Statutes*, is not required. In the event that the GRANTEE expends less than \$500,000 in state financial assistance in its fiscal year and elects to have an audit conducted in accordance with the provisions of Section 215.97, *Florida Statutes*, the cost of the audit must be paid from the nonstate entity's resources (i.e., the cost of such an audit must be paid from the grantee's resources obtained from other than State entities).

Information related to the requirements of Section 215.97, *Florida Statutes*, (the Florida Single Audit Act) and related documents may be found at apps.fldfs.com/fsaa.

Copies of financial reporting packages required by this agreement shall be submitted by or on behalf of the GRANTEE directly to each of the following:

1. The Department of State at the following addresses:

Office of Inspector General
Florida Department of State
R. A. Gray Building, Room 114A
500 South Bronough Street
Tallahassee, Florida 32399-0250

2. The Auditor General's Office at the following address:

Auditor General's Office
Room 401, Pepper Building
111 West Madison Street
Tallahassee, Florida 32399-1450

- n. Identify an individual or position with the authority to make minor modifications to the application, if necessary, prior to execution of the agreement.

II. The DIVISION agrees:

- a. To provide a grant in accordance with the terms of this agreement in consideration of the GRANTEE's performance hereinunder, and contingent upon funding by the Legislature. The State of Florida's performance and obligation to pay under this agreement is contingent upon an annual appropriation by the Legislature. In the event that the state funds on which this agreement is dependent are withdrawn, this agreement is terminated and the state has no further liability to the GRANTEE beyond that already incurred by the termination date. In the event of a state revenue shortfall, the total grant may be reduced accordingly.
- b. To notify the grantee of the grant award after review and approval of required documents. The grant amount shall be calculated in accordance with Chapter 257, *Florida Statutes*, and guidelines for the State Aid to Libraries Grant Program.
- c. To distribute grant funds in two payments. The first payment will be requested by the DIVISION from the Chief Financial Officer upon execution of the agreement. The remaining payment will be made by June 30.
- d. That any balance of unobligated cash that has been paid to the grantee may be retained for direct program costs in a subsequent period.

III. The GRANTEE and the DIVISION mutually agree that:

- a. This instrument embodies the whole agreement of the parties. There are no provisions, terms, conditions, or obligations other than those contained herein; and this agreement shall supersede all previous communications, representation, or agreements either verbal or written, between the parties. No amendment shall be effective unless reduced in writing and signed by the parties.
- b. The agreement is executed and entered into in the State of Florida, and shall be construed, performed, and enforced in all respects in accordance with the laws and rules of the State of Florida. Each party shall perform its obligations hereunder in accordance with the terms and conditions of this agreement. If any matter arising out of this Agreement becomes the subject of litigation, venue shall be in Leon County.
- c. If any term or provision of the agreement is found to be illegal and unenforceable, the remainder of the agreement shall remain in full force and effect and such term or provision shall be deemed stricken.
- d. No delay or omission to exercise any right, power, or remedy accruing to either party upon breach or default by either party under this Agreement shall impair any such right, power, or remedy of either party; nor shall such delay or omission be construed as a waiver of any such breach or default, or any similar breach or default.

- e. This agreement shall be terminated by the DIVISION because of failure of the GRANTEE to fulfill its obligations under the agreement in a timely and satisfactory manner unless the GRANTEE demonstrates good cause as to why it cannot fulfill its obligations. Satisfaction of obligations by GRANTEE shall be determined by the DIVISION, based on the terms and conditions imposed on the GRANTEE in paragraphs I and III of this agreement and guidelines for the State Aid to Libraries Grant Program. The DIVISION shall provide GRANTEE a written notice of default letter. GRANTEE shall have 15 calendar days to cure the default. If the default is not cured by GRANTEE within the stated period, the DIVISION shall terminate this agreement, unless the GRANTEE demonstrates good cause as to why it cannot cure the default within the prescribed time period. For purposes of this agreement, "good cause" is defined as circumstances beyond the GRANTEE's control. Notice shall be sufficient if it is delivered to the party personally or mailed to its specified address. In the event of termination of this agreement, the GRANTEE will be compensated for any work satisfactorily completed prior to notification of termination, if equitable.
- f. The DIVISION shall unilaterally cancel this agreement in the event that the GRANTEE refuses to allow public access to all documents or other materials made or received in regard to this agreement that are subject to the provisions of Chapter 119, *Florida Statutes*. GRANTEE agrees to immediately contact the DIVISION for assistance in the event that it receives a public records request related to this agreement or the grant the it awards.
- g. The DIVISION shall not be liable to pay attorney fees, interest, late charges and service fees, or cost of collection related to the grant.
- h. The DIVISION shall not assume any liability for the acts, omissions to act or negligence of the GRANTEE, its agents, servants, or employees; nor shall the GRANTEE exclude liability for its own acts, omissions to act, or negligence to the DIVISION. In addition, the GRANTEE hereby agrees to be responsible for any injury or property damage resulting from any activities conducted by the GRANTEE.
- i. The GRANTEE, other than a GRANTEE which is the State or agency or subdivision of the State, agrees to indemnify and hold the DIVISION harmless from and against any and all claims or demands for damages of any nature, including but not limited to personal injury, death, or damage to property, arising out of any activities performed under this agreement and shall investigate all claims at its own expense.
- j. The GRANTEE shall be responsible for all work performed and all expenses incurred in connection with the project. The GRANTEE may subcontract as necessary to perform the services set forth in this agreement, including entering into subcontracts with vendors for services and commodities, provided that such subcontract has been approved by the DIVISION, such approval not to be unreasonably withheld, and provided that it is understood by the GRANTEE that the DIVISION shall not be liable to the subcontractor for any expenses or liabilities incurred under the subcontract and that the GRANTEE shall be solely liable to the subcontractor for all expenses and liabilities incurred under the subcontract.
- k. Neither the State nor any agency or subdivision of the State waives any defense of sovereign immunity, or increases the limits of its liability, upon entering into a contractual relationship.

- l. The GRANTEE, its officers, agents, and employees, in performance of this agreement, shall act in the capacity of an independent contractor and not as an officer, employee or agent of the DIVISION. Under this agreement, GRANTEE is not entitled to accrue any benefits of state employment, including retirement benefits, and any other rights or privileges connected with employment in the State Career Service. GRANTEE agrees to take such steps as may be necessary to ensure that each subcontractor of the GRANTEE will be deemed to be an independent contractor and will not be considered or permitted to be an agent, servant, joint venturer, or partner of the DIVISION.
- m. The GRANTEE shall not assign, sublicense, nor otherwise transfer its rights, duties, or obligations under this agreement without the prior written consent of the DIVISION, whose consent shall not unreasonably be withheld. The agreement transferee must demonstrate compliance with the requirements of the program. If the DIVISION approves a transfer of the GRANTEE's obligations, the GRANTEE remains responsible for all work performed and all expenses incurred in connection with the Agreement. In the event the Legislature transfers the rights, duties, or obligations of the Department to another governmental entity pursuant to Section 20.06, *Florida Statutes*, or otherwise, the rights, duties, and obligations under this agreement shall also be transferred to the successor government entity as if it were an original party to the agreement.
- n. This agreement shall bind the successors, assigns, and legal representatives of the GRANTEE and of any legal entity that succeeds to the obligation of the DIVISION.
- o. The State of Florida's performance and obligation to pay under this agreement is contingent upon an annual appropriation by the legislature. In the event that the state funds on which this agreement is dependent are withdrawn, this agreement is terminated and the DIVISION has no further liability to the GRANTEE beyond that already incurred by the termination date. In the event of a state revenue shortfall, the total grant shall be reduced in accordance with Section 257.21, *Florida Statutes*.
- p. If the GRANTEE is in noncompliance with any term(s) of this grant agreement or any other grant agreement with the Division of Library and Information Services, the Division of Historical Resources or the Division of Cultural Affairs, the Division may withhold grant payments until the GRANTEE comes into compliance. Violation of a grant program requirement, including but not limited to failure to submit grant reports and other grant documents; submission of incomplete grant reports or other grant documents; or violation of other grant agreement requirements; shall constitute a basis for the Division to place the GRANTEE in noncompliance status with the Department of State.
- q. The Division shall apply the following financial consequences for failure to perform the duties / tasks required in the scope of work. Should the library fail to provide free library service to the public or be open fewer than 40 hours per week, it will no longer be eligible to receive State Aid Libraries grant funding, and its funding will be reduced to \$0.
- r. Unless there is a change of address, any notice required by this agreement shall be delivered to the Division of Library and Information Services, 500 South Bronough Street, Tallahassee, Florida 32399-0250, for the State and, for the GRANTEE, to its single library

administrative unit. In the event of a change of address, it is the obligation of the moving party to notify the other party in writing of the change of address.

IV. The term of this agreement will commence on the date of execution of the grant agreement

THE APPLICANT/GRANTEE

LEON COUNTY, FLORIDA

BY: _____
Vincent S. Long
County Administrator

Date

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

BY: _____

Date

Approved as to Form:
Leon County Attorney's Office

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

Date

THE DIVISION

Florida Department of State
Division of Library and Information Services

Typed Name

Date

Division Witness

Division Witness

**Leon County
Board of County Commissioners**


Notes for Agenda Item #14

Leon County Board of County Commissioners

Cover Sheet for Agenda #14

September 2, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Approval of the Plat of Preserve At Lakeshore Lane Subdivision for Recording in the Public Records.

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

Fiscal Impact:

This item does not have a fiscal impact.

Staff Recommendation:

Option #1: Approve the plat of Preserve At Lakeshore Lane subdivision for recording in the Public Records (Attachment #1).

Report and Discussion

Background:

Preserve At Lakeshore Lane, a private residential subdivision, was approved by the Development Review Committee as a type “B” site and development plan on October 3, 2007, and a minor modification to the site and development plan was approved on September 30, 2011 (Attachment #2).

The development being platted consists of 33.78 acres containing nine residential lots.

Analysis:

Preserve At Lakeshore Lane subdivision is located in Section 11, Township 1 North, Range 1 West off the end of Lakeshore Lane, between Sharer Road and Lakeshore Drive (Attachment #3).

The appropriate departments and agencies have reviewed and inspected the subdivision. The comments have been reviewed and approval of the plat is recommended.

Since Preserve At Lakeshore Lane is a private subdivision and all infrastructure is complete no performance or maintenance agreements/surety devices are required.

Options:

1. Approve the plat of Preserve At Lakeshore Lane for recording in the Public Records.
2. Do not approve the plat of Preserve At Lakeshore Lane.
3. Board direction.

Recommendation:

Option #1.

Attachments:

1. Plat of Preserve At Lakeshore Lane
2. Development Review Letters
3. Location Map

VSL/TP/KB/JP/la

PRESERVE AT LAKESHORE LANE

A SUBDIVISION LYING IN SECTION 11, TOWNSHIP 1 NORTH, RANGE 1 WEST, LEON COUNTY, FLORIDA

PLAT BOOK _____, PAGE _____

DEDICATION:

STATE OF FLORIDA, COUNTY OF LEON

Know all persons by these presents that Elliott Mitchell as trustee of the George Elliott Mitchell Revocable Trust, dated November 15, 1995, Frank F. Gennaro, Mary Lou Gennaro, Carol E. Martin, Michael D. Martin and Mary E. Buchanan, the owners fee simple of the lands shown hereon platted as PRESERVE AT LAKESHORE LANE, and being more particularly described as follows:

Commence at a concrete monument marking the Northwest corner of Lot 3, Block "D", Kirkwood, as recorded in Plat Book 4, Page 93 of the Public Records of Leon County, Florida and run South 89 degrees 48 minutes 04 seconds West 164.79 feet to an iron rod; thence run South 89 degrees 42 minutes 08 seconds West 120.11 feet to a concrete monument; thence run South 45 degrees 35 minutes 49 seconds West 60.96 feet to an iron pipe; thence run South 58 degrees 05 minutes 02 seconds West 237.27 feet to the POINT OF BEGINNING. From said POINT OF BEGINNING run South 18 degrees 14 minutes 17 seconds East 507.17 feet to a concrete monument (LS#3562) lying on the North boundary of Block "A" of Courtland Park (unrecorded); thence run South 69 degrees 42 minutes 12 seconds West along said North boundary a distance of 250.00 feet to a concrete monument (LS#3562); thence run South 00 degrees 19 minutes 02 seconds East along the West boundary of said Block "A" of Courtland Park (unrecorded) and a projection thereof a distance of 182.43 feet to a nail and cap (LB#3293); thence run South 89 degrees 43 minutes 37 seconds West 640.00 feet to an iron rod with cap (LB#6823); thence run South 00 degrees 20 minutes 22 seconds East 524.76 feet to an iron rod with cap (LB#3293); thence run South 89 degrees 42 minutes 48 seconds West 921.93 feet to a concrete monument (LS#3562) lying on the Easterly right of way boundary of Lakeshore Drive, said concrete monument also lying on a curve concave to the Southwest; thence along said Easterly right of way boundary and along said curve with a radius of 747.46 feet, through a central angle of 02 degrees 31 minutes 49 seconds for an arc distance of 33.01 feet (the chord of said arc being North 07 degrees 23 minutes 46 seconds West 33.01 feet); thence run North 08 degrees 39 minutes 09 seconds West 180.00 feet to an iron rod; thence run South 89 degrees 46 minutes 38 seconds East 399.45 feet to an iron pipe; thence run North 08 degrees 21 minutes 07 seconds West 224.85 feet to an iron pipe; thence run North 08 degrees 16 minutes 36 seconds West 199.31 feet to a concrete monument; thence run North 05 degrees 35 minutes 26 seconds West 128.95 feet to an iron rod with cap (LB#6823); thence run North 05 degrees 37 minutes 34 seconds West 61.44 feet to a concrete monument; thence run North 06 degrees 03 minutes 19 seconds East 141.30 feet to an iron pipe; thence run North 06 degrees 33 minutes 06 seconds East 141.10 feet to an iron rod with cap (LS#3293); thence run North 03 degrees 50 minutes 07 seconds East 142.21 feet to an iron pipe; thence run North 63 degrees 25 minutes 24 seconds East 191.96 feet to an iron pipe; thence run North 62 degrees 34 minutes 26 seconds East 190.80 feet to an iron pipe; thence run North 67 degrees 14 minutes 33 seconds East 200.41 feet to a concrete monument (LS#1072); thence run North 68 degrees 09 minutes 53 seconds East 59.92 feet to an iron rod with cap (LS#4016); thence run South 31 degrees 18 minutes 53 seconds East 278.98 feet to an iron rod; thence run North 52 degrees 32 minutes 00 seconds East 334.99 feet to a concrete monument; thence run North 63 degrees 42 minutes 39 seconds East 331.83 feet to a concrete monument (broken) lying on the Southwesterly boundary of an access easement (Lakeshore Lane); thence run South 31 degrees 51 minutes 10 seconds East along said Southwesterly boundary a distance of 59.82 feet to an iron pipe; thence run South 52 degrees 26 minutes 58 seconds West 333.73 feet to an iron pipe; thence run South 30 degrees 35 minutes 37 seconds East 216.83 feet to an iron pipe; thence run North 58 degrees 05 minutes 02 seconds East 100.00 feet to the POINT OF BEGINNING. Containing 33.78 acres, more or less.

Have caused said lands to be divided and subdivided as shown hereon and do hereby dedicate to the perpetual use of The Preservation At Lakeshore Lane Homeowners Association, Inc. the road and road right-of-way for Moon Crest Lane, the drainage and access easements and to the perpetual use of the Public Utilities the Utility easements as shown and depicted hereon.

Reserving, however, the reservation or reservations thereof should the same be renounced, disclaimed, abandoned or the use thereof discontinued as prescribed by law by the appropriate official action of the proper officials having charge or jurisdiction thereof.

This _____ day of _____, A.D., 2014

Elliott Mitchell
Owner

Witness

Witness

Elliott Mitchell as trustee of the
George Elliott Mitchell Revocable Trust
Owner

Witness

Witness

Frank F. Gennaro
Owner

Witness

Witness

Mary Lou Gennaro
Owner

Witness

Witness

Carol E. Martin
Owner

Witness

Witness

Michael D. Martin
Owner

Witness

Witness

Mary E. Buchanan
Owner

Witness

Witness

ACKNOWLEDGEMENT

The foregoing instrument was acknowledged before me the _____ day of _____, 2014, by Elliott Mitchell, who is personally known to me or who has produced _____ as identification and did (did not) take an oath.

NOTARY PUBLIC STATE OF FLORIDA

Signature _____

Print _____

My commission expires: _____

ACKNOWLEDGEMENT

The foregoing instrument was acknowledged before me the _____ day of _____, 2014, by Elliott Mitchell as trustee of the George Elliott Mitchell Revocable Trust, who is personally known to me or who has produced _____ as identification and did (did not) take an oath.

NOTARY PUBLIC STATE OF FLORIDA

Signature _____

Print _____

My commission expires: _____

ACKNOWLEDGEMENT

The foregoing instrument was acknowledged before me the _____ day of _____, 2014, by Frank F. Gennaro, who is personally known to me or who has produced _____ as identification and did (did not) take an oath.

NOTARY PUBLIC STATE OF FLORIDA

Signature _____

Print _____

My commission expires: _____

ACKNOWLEDGEMENT

The foregoing instrument was acknowledged before me the _____ day of _____, 2014, by Mary Lou Gennaro, who is personally known to me or who has produced _____ as identification and did (did not) take an oath.

NOTARY PUBLIC STATE OF FLORIDA

Signature _____

Print _____

My commission expires: _____

ACKNOWLEDGEMENT

The foregoing instrument was acknowledged before me the _____ day of _____, 2014, by Carol E. Martin, who is personally known to me or who has produced _____ as identification and did (did not) take an oath.

NOTARY PUBLIC STATE OF FLORIDA

Signature _____

Print _____

My commission expires: _____

ACKNOWLEDGEMENT

The foregoing instrument was acknowledged before me the _____ day of _____, 2014, by Michael D. Martin, who is personally known to me or who has produced _____ as identification and did (did not) take an oath.

NOTARY PUBLIC STATE OF FLORIDA

Signature _____

Print _____

My commission expires: _____

ACKNOWLEDGEMENT

The foregoing instrument was acknowledged before me the _____ day of _____, 2014, by Mary E. Buchanan, who is personally known to me or who has produced _____ as identification and did (did not) take an oath.

NOTARY PUBLIC STATE OF FLORIDA

Signature _____

Print _____

My commission expires: _____

EASEMENTS:

ALL PLATTED UTILITY EASEMENTS SHALL PROVIDE THAT SUCH EASEMENTS SHALL ALSO BE EASEMENTS FOR THE CONSTRUCTION, INSTALLATION, MAINTENANCE, AND OPERATION OF CABLE TELEVISION SERVICE; PROVIDED, HOWEVER, NO SUCH CONSTRUCTION, INSTALLATION, MAINTENANCE, AND OPERATION OF CABLE TELEVISION SERVICES SHALL INTERFERE WITH THE FACILITIES AND SERVICES OF AN ELECTRIC, TELEPHONE, GAS, OR OTHER PUBLIC UTILITY. IN THE EVENT A CABLE TELEVISION COMPANY DAMAGES THE FACILITIES OF A PUBLIC UTILITY, IT SHALL BE SOLELY RESPONSIBLE FOR THE DAMAGES. THIS SECTION SHALL NOT APPLY TO THOSE PRIVATE EASEMENTS GRANTED TO OR OBTAINED BY A PARTICULAR ELECTRIC TELEPHONE, GAS, OR OTHER PUBLIC UTILITY. SUCH CONSTRUCTION, INSTALLATION, MAINTENANCE, AND OPERATION SHALL COMPLY WITH THE NATIONAL ELECTRICAL SAFETY CODE AS ADOPTED BY THE FLORIDA PUBLIC SERVICE COMMISSION. THE CONSTRUCTION OF PERMANENT STRUCTURES INCLUDING FENCES BUT EXCLUDING DRIVEWAYS, BY THE PROPERTY OWNER IS PROHIBITED WITHIN PUBLIC DRAINAGE, UTILITY AND SANITARY SEWER EASEMENTS. PRIORITY SHALL BE GIVEN TO LEON COUNTY FOR THE USE OF THE COMBINATION DRAINAGE AND UTILITY EASEMENTS SO THAT THERE ARE NO CONFLICTS WITH THE PLACEMENT OF DRAINAGE STRUCTURES AND SYSTEM WITH THE UTILITIES.

NOTICE:

This plat, as recorded in its graphic form, is the official depiction of the subdivided lands described herein and will in no circumstances be supplanted in authority by any other graphic or digital form of the plat.

All roads, street, common areas and facilities, easements including drainage easements, and rights-of-way providing ingress and egress to the property hereon described, except for the following: NONE, shall be maintained by The Preserve At Lakeshore Lane Homeowners Association, Inc. and Leon County is not responsible for the maintenance of the above.

JOINDERS IN DEDICATION:

ALL PERSONS HAVING AN INTEREST IN THE PROPERTY DESCRIBED HEREON HAVE JOINED IN THIS DEDICATION AS FOLLOWS:

NAME: _____
DATE OF JOINDER: _____
OFFICIAL RECORDS BOOK _____, PAGE _____

SITE PLAN REVIEW APPROVAL:

THIS PLAT CONFORMS TO THE SITE PLAN PREVIOUSLY APPROVED UNDER THE PROVISIONS OF THE LEON COUNTY CODE OF LAWS. THIS _____ DAY OF _____, 2014.

DEVELOPMENT SUPPORT AND ENVIRONMENTAL MANAGEMENT

COUNTY COMMISSION:

THE BOARD OF COMMISSIONERS OF LEON COUNTY, FLORIDA APPROVES THE DEDICATION OF THIS PLAT. THIS _____ DAY OF _____, 2014.

CHAIRPERSON _____

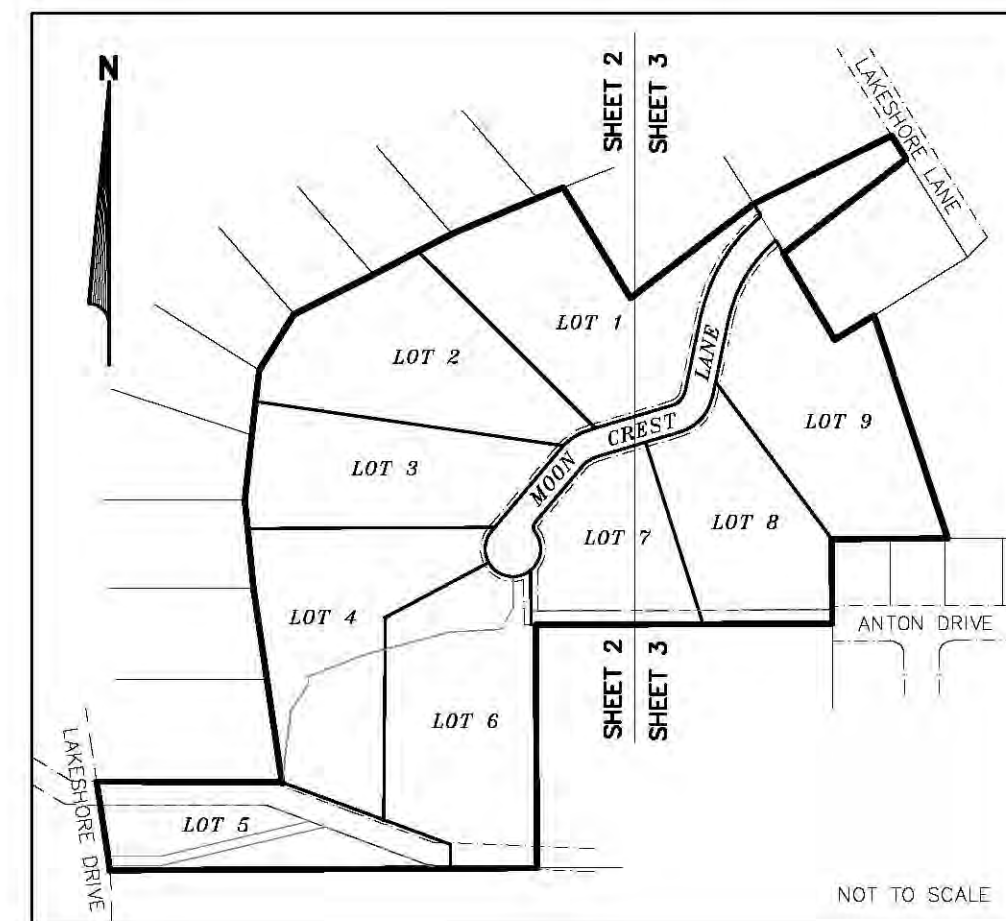
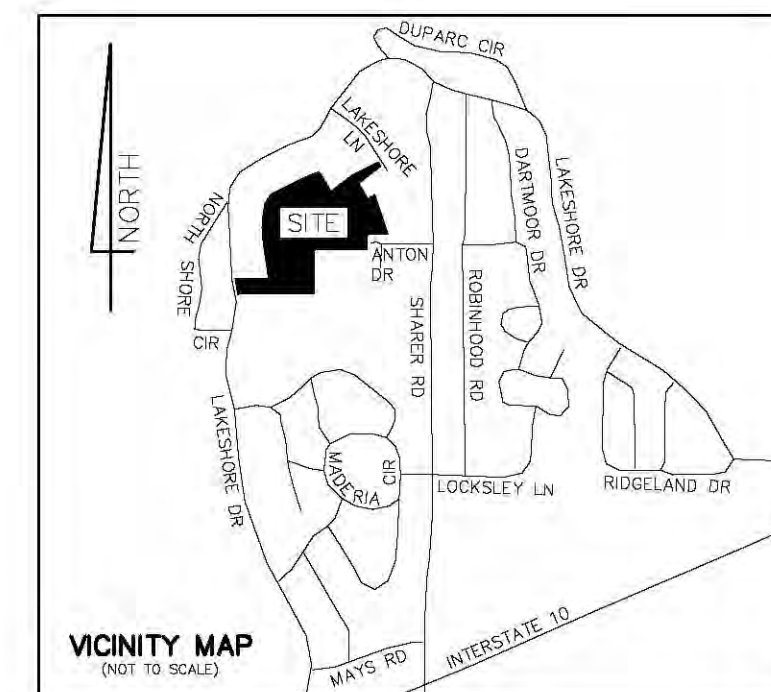
COUNTY ATTORNEY _____

COUNTY ENGINEER _____

CLERK OF THE CIRCUIT COURT

ACCEPTED FOR FILES AND RECORDED THIS _____ DAY OF _____, A.D. 2014, IN PLAT BOOK _____ PAGE _____

CLERK OF THE CIRCUIT COURT, LEON COUNTY, FLORIDA
CLERK'S SEAL



PLAT REVIEWED FOR COMPLIANCE WITH CHAPTER 177, PART 1, FLORIDA STATUTES

JAMES C. PILCHER DATE: _____
COUNTY SURVEYOR
PROFESSIONAL SURVEYOR AND MAPPER
FLORIDA CERTIFICATE No. 6059

SURVEYORS CERTIFICATE:

I hereby certify that this survey was made under My responsible direction and supervision, and is a Correct representation of the lands surveyed, that the permanent reference monuments and permanent control points have been set and that the survey data and monumentation complies with Chapter 177, of the Florida Statutes, and with Chapter 61G17-6 Florida Administrative Code.

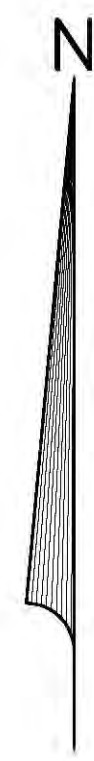
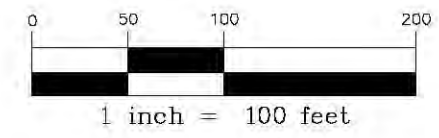
George E. Gunn, Jr.
Professional Surveyor and Mapper
Florida Certificate No. 5831
Certificate of Authorization No. 7172

GUNN SURVEYING
1109 W. ORANGE AV., TALLAHASSEE, FL 32310 PHONE (850) 386-6742
JOB No.: 01033 | PLAT.DWG

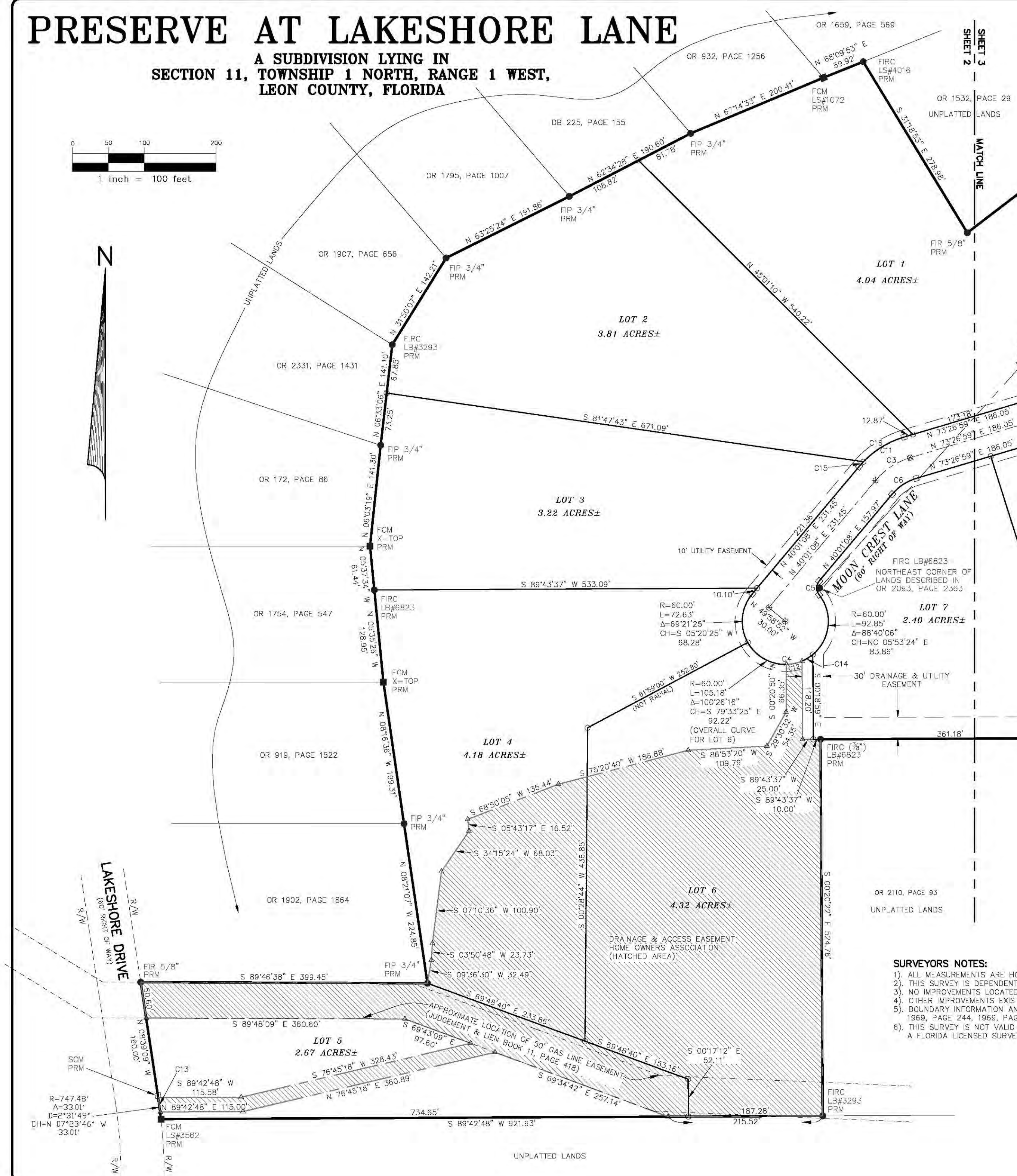
PRESERVE AT LAKESHORE LANE

SECTION 11, TOWNSHIP 1 NORTH, RANGE 1 WEST,
LEON COUNTY, FLORIDA

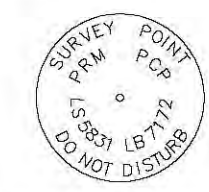
PLAT BOOK _____, PAGE _____



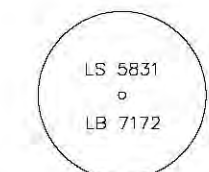
CURVE TABLE				
CURVE	RADIUS	DELTA	LENGTH	CHORD
C1	350.00	37°50'45"	231.19	S 30°45'47" W 227.01
C2	70.00	61°36'35"	75.27	N 42°38'42" E 71.70
C3	100.00	33°25'52"	58.35	S 56°44'04" W 57.52
C4	60.00	258°27'47"	270.66	S 89°12'46" E 92.95
C5	15.00	78°27'47"	20.54	S 00°47'14" W 18.97
C6	70.00	33°25'52"	40.84	S 56°44'04" W 40.27
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C8	320.00	36°57'57"	206.46	S 30°19'23" W 202.89
C9	380.00	38°35'08"	255.91	S 31°07'58" W 251.10
C10	40.00	61°36'35"	43.01	N 42°38'42" E 40.97
C11	130.00	33°25'52"	75.85	S 56°44'04" W 74.78
C12	60.00	21°31'10"	22.54	S 77°45'59" W 22.40
C13	747.48	1°45'33"	22.95	S 07°46'54" E 22.95
C14	60.00	16°46'58"	17.57	S 58°36'56" W 17.51
C15	130.00	3°54'55"	8.88	N 41°58'35" E 8.88
C16	130.00	29°30'57"	66.97	N 58°41'31" E 66.23



MOST WESTERLY CORNER OF LANDS DESCRIBED IN OR 1404, PAGE 948



METAL CAP IN TOP OF 4 INCH SQUARE CONCRETE MONUMENT MARKING ALL PERMANENT REFERENCE MONUMENTS (P.R.M.) AND ALL PERMANENT CONTROL POINTS (P.C.P.) UNLESS OTHERWISE SHOWN.



PLASTIC CAPS ON 1/2 INCH RE-BAR MARKING ALL LOT CORNERS UNLESS OTHERWISE SHOWN.

- LEGEND:**
- FNC - FOUND NAIL AND METAL CAP
 - FIP - FOUND IRON PIPE
 - FIR - FOUND IRON ROD
 - FIRC - FOUND IRON ROD (1/2") WITH PLASTIC CAP, LAND SURVEYOR REGISTRATION NUMBER 5831
 - FCM - FOUND CONCRETE MONUMENT (4"x 4")
 - SCM - SET CONCRETE MONUMENT (4"x 4") WITH METAL CAP, LAND SURVEYOR REGISTRATION NUMBER 5831 (PCP) (PRM)
 - SIRC - SET IRON ROD (1/2") WITH PLASTIC CAP, LAND SURVEYOR REGISTRATION NUMBER 5831
 - ⊕ SNC - SET NAIL WITH METAL CAP LAND SURVEYOR REGISTRATION NUMBER 5831 (PCP)
 - △ - POINT NOT SET OR FOUND
 - P.O.B. - POINT OF BEGINNING
 - P.O.C. - POINT OF COMMENCEMENT
 - P.C. - POINT OF CURVATURE
 - P.C.C. - POINT OF COMPOUND CURVE
 - P.T. - POINT OF TANGENCY
 - OR - OFFICIAL RECORDS BOOK
 - PB - PLAT BOOK
 - LS - LAND SURVEYOR CERTIFICATION NUMBER
 - LB - LAND SURVEYING BUSINESS NUMBER
 - R/W - RIGHT OF WAY
 - P.R.M. - PERMANENT REFERENCE MONUMENT
 - P.C.P. - PERMANENT CONTROL POINT
 - R.P. - RADIUS POINT
 - H.O.A. - HOME OWNERS ASSOCIATION
 - T.E.C. - TALQUIN ELECTRIC COOPERATIVE, INC. AND TALQUIN WATER AND WASTEWATER, INC.
 - ' - DEGREES
 - " - MINUTES / FEET
 - " - SECONDS / INCHES

SURVEYORS NOTES:

- 1) ALL MEASUREMENTS ARE HORIZONTAL AND IN U.S. FEET.
- 2) THIS SURVEY IS DEPENDENT ON EXISTING MONUMENTATION.
- 3) NO IMPROVEMENTS LOCATED OTHER THAN SHOWN.
- 4) OTHER IMPROVEMENTS EXIST ON SUBJECT PROPERTY BUT ARE NOT LOCATED OR SHOWN HEREON.
- 5) BOUNDARY INFORMATION AND BEARINGS BASED ON DESCRIPTIONS RECORDED IN OFFICIAL RECORDS BOOK 1969, PAGE 244, 1969, PAGE 246 AND 2093, PAGE 2363, ALL OF THE PUBLIC RECORDS OF LEON COUNTY, FLORIDA.
- 6) THIS SURVEY IS NOT VALID WITHOUT THE SIGNATURE AND THE ORIGINAL RAISED SEAL OF A FLORIDA LICENSED SURVEYOR AND MAPPER.

GUNN SURVEYING

1109 W. ORANGE AV., TALLAHASSEE, FL. 32310 PHONE (850) 386-6742

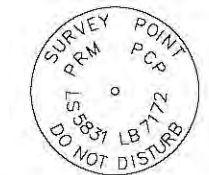
JOB No.: 01033 | PLAT.DWG

SHEET 2 OF 3

PRESERVE AT LAKESHORE LANE

A SUBDIVISION LYING IN
SECTION 11, TOWNSHIP 1 NORTH, RANGE 1 WEST,
LEON COUNTY, FLORIDA

CURVE TABLE				
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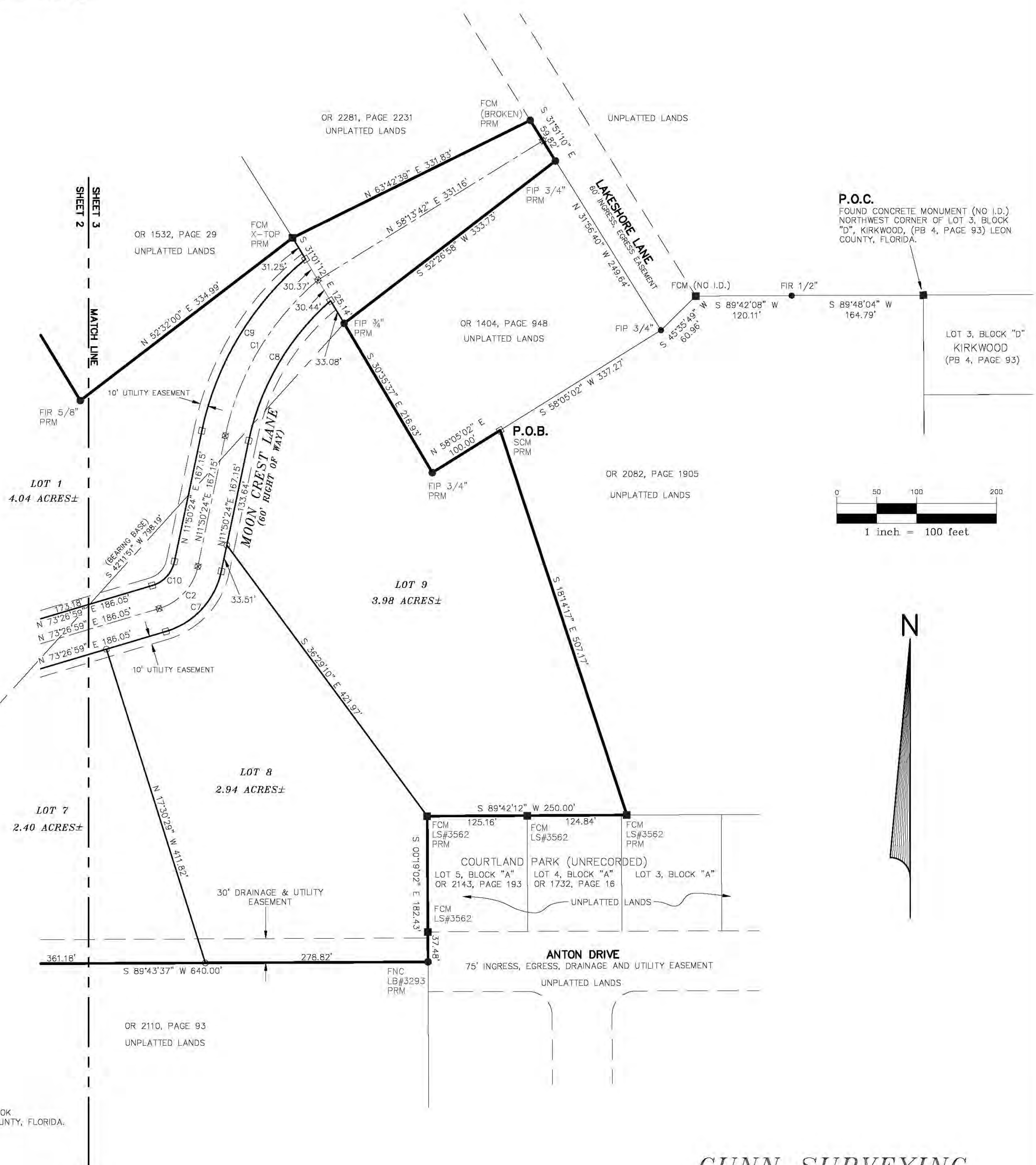
METAL CAP IN TOP OF 4 INCH SQUARE CONCRETE MONUMENT MARKING ALL PERMANENT REFERENCE MONUMENTS (P.R.M.) AND ALL PERMANENT CONTROL POINTS (P.C.P.) UNLESS OTHERWISE SHOWN.



PLASTIC CAPS ON 1/2 INCH RE-BAR MARKING ALL LOT CORNERS UNLESS OTHERWISE SHOWN.

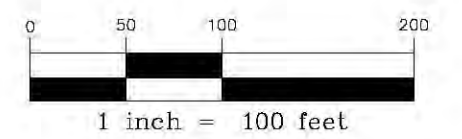
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 - * - DEGREES
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 - 6). THIS SURVEY IS NOT VALID WITHOUT THE SIGNATURE AND THE ORIGINAL RAISED SEAL OF A FLORIDA LICENSED SURVEYOR AND MAPPER.



P.O.C.
FOUND CONCRETE MONUMENT (NO I.D.)
NORTHWEST CORNER OF LOT 3, BLOCK
"D", KIRKWOOD, (PB 4, PAGE 93) LEON
COUNTY, FLORIDA.

LOT 3, BLOCK "D"
KIRKWOOD
(PB 4, PAGE 93)



GUNN SURVEYING
1109 W. ORANGE AV., TALLAHASSEE, FL. 32310 PHONE (850) 386-6742
JOB No.: 01033 | PLAT.DWG



Leon County

Board of County Commissioners

301 South Monroe Street, Tallahassee, Florida 32301
(850) 606-5302 www.leoncountyfl.gov

DEPARTMENT OF DEVELOPMENT SUPPORT &
ENVIRONMENTAL MANAGEMENT
435 N. Macomb Street
Renaissance Center 2nd Floor
Tallahassee, FL 32301

Commissioners

BILL PROCTOR
District 1

JANE G. SAULS
District 2

JOHN DAILEY
District 3

BRYAN DESLOGE
District 4

KRISTIN DOZIER
District 5

NICK MADDOX
At-Large

AKIN AKINYEMI
At-Large

VINCENT S. LONG
County Administrator

HERBERT W.A. THIELE
County Attorney

September 30, 2011

Jaks Engineering
Attn: Jacob Jaks
1624-A Metropolitan Blvd.
Tallahassee, FL 32308

**RE: Preserve at Lakeshore Lane
Minor Modification to the Approved Type "B" Site and Development Plan
Leon County Site Plan Project # LSP060051
Parcel Identification Numbers: 21-11-20-030-(000, 001, 002)-0, 21-11-20-
(036, 038)-000-0, 21-11-20-038-009-0**

Dear Mr. Jaks:

Leon County Development Services has approved your request for a Minor Modification to the Preserve at Lakeshore Lane Subdivision, Type "B" Site and Development Plan. The minor modification to the approved site and development plan are as follows consists of removing the proposed sidewalk that was to parallel the private access road within the subdivision.

Pursuant to Section 10-7.529 of the Land Development Code, sidewalks shall not be required in association with new residential development within the Lake Protection zoning district.

This minor modification approval does not provide an exemption from other applicable County final permitting requirements. Environmental permits will be required for the proposed road and stormwater facility improvements.

This approval shall expire if substantial and observable development has not begun within three years of the date of approval, or if substantial and observable development ceases for a period of three years before the project is complete and certificates of occupancy have been issued.

Sincerely,

Weldon Richardson, Planner II
Development Services Division

Preserve at Lakeshore Lane Subdivision
Minor Modification
September 30, 2011
Page 2 of 2

cc: Ryan Culpepper, Development Services Director
Russell Snyder, Land Use Planning Manager, TLCPD
Nawfal Ezzagaghi, P.E., Environmental Review Supervisor
Scott Brockmeier, Development Services Administrator
Maurice Majszak, CFPE, Senior Plans Examiner, City of Tallahassee Fire Department
Brian Berry, P.E., Program Engineer, City of Tallahassee Water Utility
Kimberly Wood, P.E., Chief of Engineering Coordination
Ryan Guffey, Development Services Concurrency Manager
File LSP060051
Elliot Mitchell, 3610 Fair Oaks Place, Longboat Key, Manatee/Sarasota, FL 34228

Growth and Environmental Management Department
Development Services Division
435 North Macomb Street
Renaissance Center, 2nd Floor
Tallahassee, Florida 32301
Phone (850) 606-1300

October 3, 2007

Jacob R. Jaks P.E.
Jaks Engineering
1624-A Metropolitan Blvd.
Tallahassee, FL 32308

RE: The Preserve at Lakeshore Lane, a Type "B" Site and Development Plan
Tax Parcel Identification Number(s) 21-11-20-029-000-0; 036; 039

Dear Mr. Jaks:

The above-referenced project has been approved by the Development Review Committee (DRC) on in accordance with County Code. A copy of the Site and Development Plan with approval signatures is being transmitted herewith for your records. By copy of this letter, signed copies are also being distributed to appropriate reviewing parties.

Pursuant to section 10-7.404 of the Leon County Land Development Code, the written preliminary decision of the DRC shall become the DRC's final decision 15 calendar days after it is rendered unless the applicant, the county, or any person who can demonstrate that they will suffer an adverse effect to an interest protected or furthered by the Comprehensive Plan, as further defined in Division 7, Article VII of the Leon County Land Development Code, has filed comments in response to subsection Section 10-7.404(8)(d), and shall also have filed a notice of intent to file a petition for formal proceedings, together with the filing fee within this time period, and subsequently files within 30 calendar days after the decision is rendered, the petition for quasi-judicial hearing, before a special master. Failure to file is jurisdictional and will result in a waiver of the hearing. Hearings before a special master will be conducted in accordance with the procedures outlined in Section 10-7.414 of the Leon County Land Development Code. Appeals of the hearing officer's decision shall be reviewable by the Circuit Court. Failure to file is jurisdictional and will result in a waiver of the hearing.

This site and development plan approval shall remain in effect until full development build-out (and until transfer of ownership of all created lots, if applicable). **However, this approval shall expire if: substantial and observable development has not**

The Preserve at Lakeshore Lane
Type "B" DRC Approval Letter
October 3, 2007
Page 2

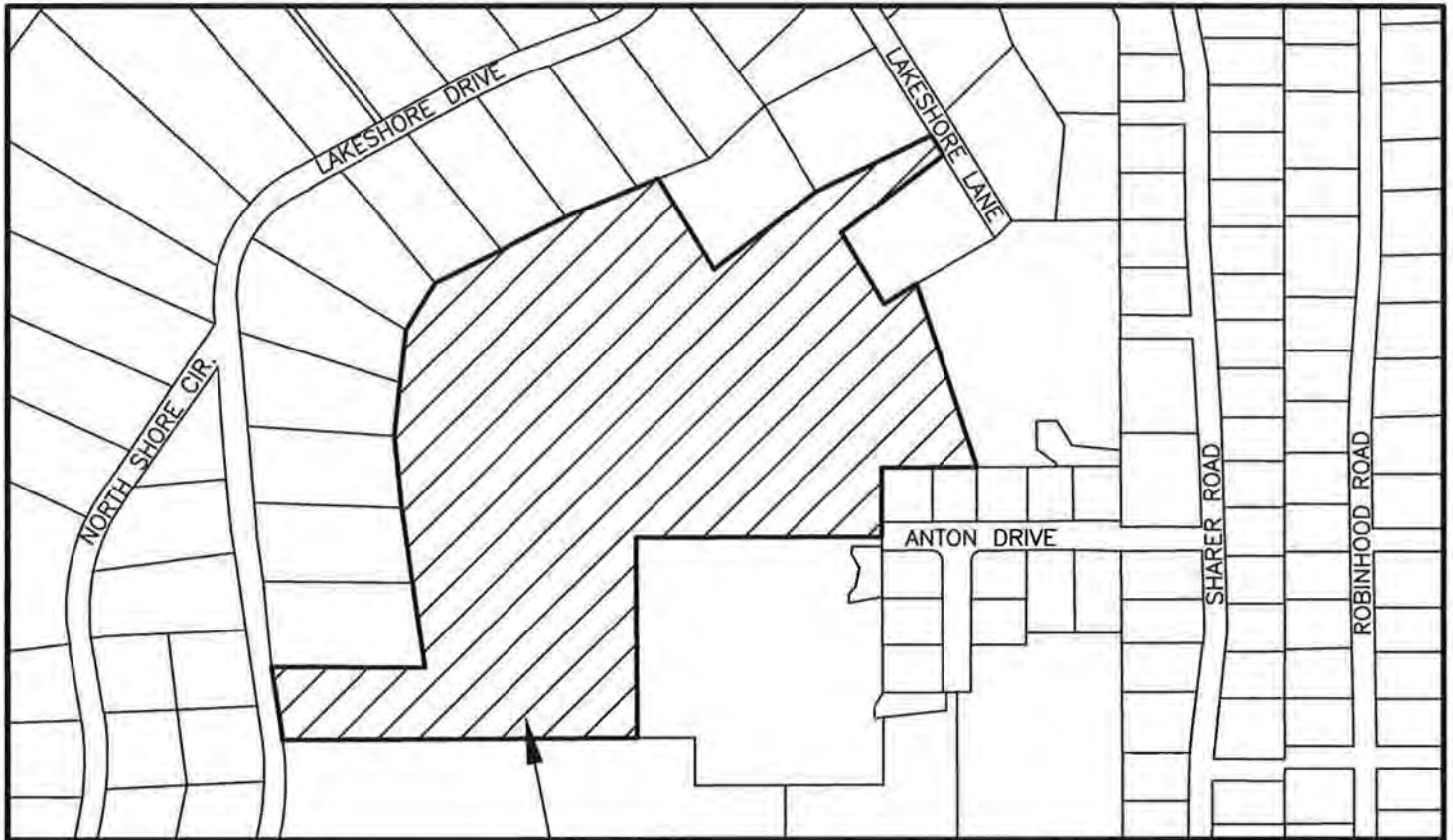
begun within two years of the date of approval; or, substantial and observable development ceases for a period of two years before the project is complete and certificates of occupancy have been issued.

Please call if you need additional information.

Sincerely,

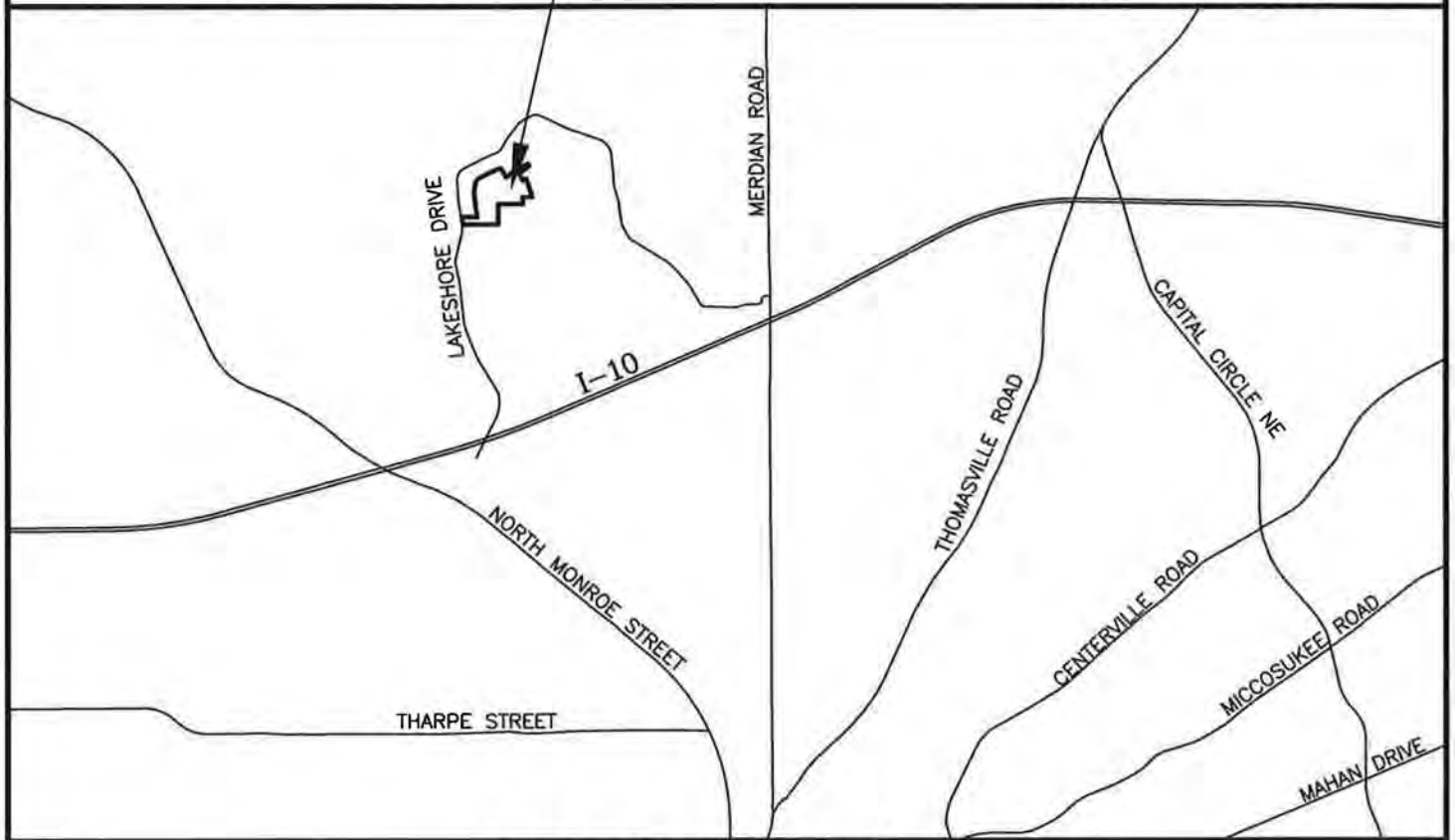
Adam Antony Biblo, AICP
Director, Development Services Division

cc: David McDevitt, Growth & Environmental Management Director (letter only)
Joseph L. Brown, III, P. E., Director of Engineering Services - Public Works
Tony Park, Public Works Director
Russell Snyder, Co-Land Use Planning Division Manager, TLCPD
Michael Clark, Development Services Coordinator
Ed Jarriel, Deputy Building Official (letter only)
Mark Tancig, Environmental Review Specialist
Alex Mahon, Environmental Manager, Dept. of Health, Environmental Health
Donna Nichols, Program Engineer, Water Utilities, City of Tallahassee
Lisa Oglesby, Addressing Program Team Leader
Weldon Richardson, Planner II
Marcus Curtis, Planner I (letter only)



PRESERVE AT LAKESHORE LANE

SITE MAP
SCALE 1" = 500'



LOCATION MAP
SCALE 1" = 5000'

**Leon County
Board of County Commissioners**


Notes for Agenda Item #15

Leon County Board of County Commissioners

Cover Sheet for Agenda #15

September 2, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Approval of the Plat of Bannerman Corner Subdivision 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, Survey and Right-of-Way

Fiscal Impact:

This item does not have a fiscal impact.

Staff Recommendation:

Option #1: Approve the plat of Bannerman Corner subdivision for recording in the Public Records (Attachment #1), contingent upon staff's final review and approval.

Report and Discussion

Background:

Bannerman Corner (the Subdivision), a private commercial subdivision, was approved by the Development Review Committee as an Administrative Streamlined Application Process (ASAP) site and development plan on August 11, 2014 (Attachment #2). The development being platted consists of 53.63 acres containing six commercial lots.

The Subdivision is a replat of Lots 1, 2, 3, & 4 of Bannerman Crossing subdivision as recorded in Plat Book 16, pages 42 and Lot 1 of Bannerman Corner Unit 2 as recorded in Plat Book 17, page 49 of the Public Records.

Analysis:

The Subdivision is located in north Leon County on the southwesterly corner of the Bannerman Road/Thomasville Highway Intersection (Attachment #3).

The Subdivision creates six commercial lots from five existing commercial parcels. Since the development is a private subdivision and the re-plat is for the purpose of reconfiguring five lots into six lots that do not contain any roadways, neither a Performance Agreement nor Maintenance Agreement is required.

As of the date of the preparation of this agenda, the final plat of the Subdivision is still under review by the appropriate departments and agencies. Staff recommends the Board accept the plat and approve recording upon completion of staff's final review and approval. Should there be a need for any substantive change in the plat, staff will resubmit it to the Board at a future regularly scheduled meeting for ratification.

Options:

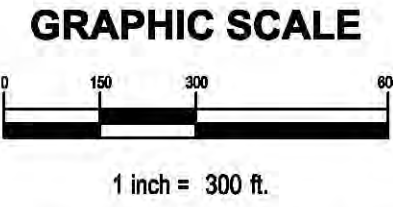
1. Approve the plat of Bannerman Corner for recording in the Public Records (Attachment #1), contingent upon staff's final review and approval.
2. Do not approve the plat of Bannerman Corner.
3. Board direction.

Recommendation:

Option #1.

Attachments:

1. Plat of Bannerman Corner
2. Development Review Letter
3. Location Map



BANNERMAN CROSSING

A REPLAT OF A LOTS 1, 2, 3, & 4 OF BANNERMAN CORNER (PLAT BOOK 16, PAGE 42) AND LOT 1 OF BANNERMAN CORNER - UNIT 2 (PLAT BOOK 17, PAGE 49), LYING IN SECTION 22, TOWNSHIP 2 NORTH, RANGE 1 EAST, LEON COUNTY FLORIDA

PLAT BOOK _____, PAGE _____

DEDICATION:
KNOW ALL MEN BY THESE PRESENTS THAT BANNERMAN FOREST, LLC, BANNERMAN CROSSINGS II, LLC, AND LEON COUNTY, OWNERS IN FEE SIMPLE OF THE LANDS SHOWN HEREON PLATTED AS THE BANNERMAN CROSSING, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

LEGAL DESCRIPTION:
All of Lots 1, 2, 3, and 4 of Bannerman Corner, a map or plat as recorded in Plat Book 16, page 42 of the public records of Leon County, Florida, and all of Lot 1 of Bannerman Corner - Unit 2, a map or plat as recorded in Plat Book 17, page 49 of the aforesaid records.

HAS CAUSED SAID LANDS TO BE DIVIDED AND SUBDIVIDED AS SHOWN HEREON AND DO HEREBY DEDICATE THE FOLLOWING:

TO THE PERPETUAL USE OF THE PUBLIC UTILITIES THE UTILITY EASEMENTS AS SHOWN AND DEPICTED HEREON.

RESERVING, HOWEVER, THE REVERSION OR REVERSIONS THEREOF SHOULD THE SAME BE RENOUNCED, DISCLAIMED, ABANDONED OR THE USE THEREOF DISCONTINUED OR PRESCRIBED BY LAW BY APPROPRIATE OFFICIAL ACTION OF THE PROPER OFFICIALS HAVING CHARGE OR JURISDICTION THEREOF.

BANNERMAN FOREST, LLC
a Florida limited liability corporation

By: Tierra Vista Group, LLC,
a Florida limited liability company,
an Authorized Partner

By: _____
Claude R. Walker, its Manager WITNESS WITNESS

ACKNOWLEDGMENT:
STATE OF FLORIDA
COUNTY OF LEON

BEFORE ME THIS DAY, PERSONALLY APPEARED CLAUDE R. WALKER, AND HAS ACKNOWLEDGED THAT HE EXECUTED THE FOREGOING DEDICATION FREELY AND VOLUNTARILY FOR THE PURPOSES THEREIN STATED, THIS _____ DAY OF _____, 2014, A.D. HE IS PERSONALLY KNOWN TO ME OR HAS PRODUCED _____ AS IDENTIFICATION AND DID (DID NOT) TAKE AN OATH.

NOTARY PUBLIC, STATE OF FLORIDA MY COMMISSION EXPIRES _____

BANNERMAN CROSSINGS II, LLC
a Florida limited liability corporation

By: Tierra Vista Group, LLC,
a Florida limited liability company,
an Authorized Partner

By: _____
Claude R. Walker, its Manager WITNESS WITNESS

ACKNOWLEDGMENT:
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COUNTY OF LEON

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NOTARY PUBLIC, STATE OF FLORIDA MY COMMISSION EXPIRES _____

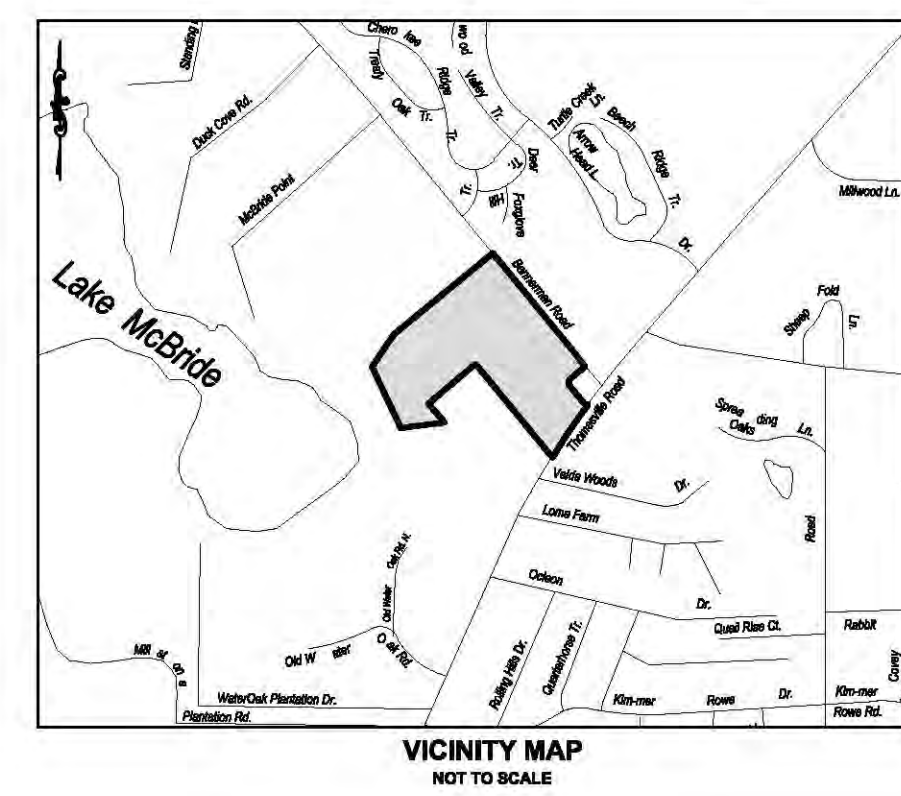
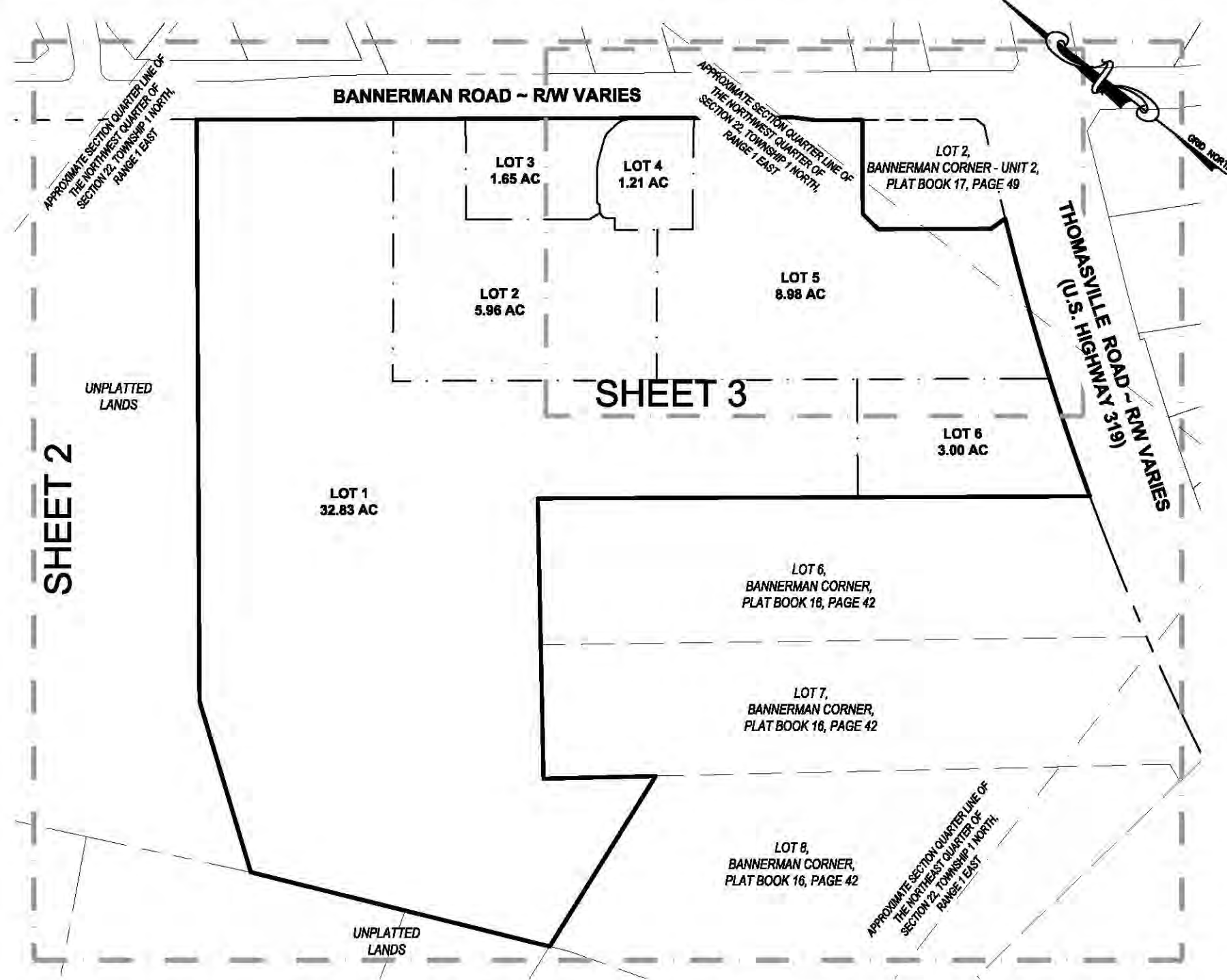
LEON COUNTY

By: _____
Print Name: _____ WITNESS WITNESS

ACKNOWLEDGMENT:
STATE OF FLORIDA
COUNTY OF LEON

BEFORE ME THIS DAY, PERSONALLY APPEARED _____ AS _____ OF LEON COUNTY, FLORIDA, AND HAS ACKNOWLEDGED THAT HE EXECUTED THE FOREGOING DEDICATION FREELY AND VOLUNTARILY FOR THE PURPOSES THEREIN STATED, THIS _____ DAY OF _____, 2014, A.D. HE IS PERSONALLY KNOWN TO ME OR HAS PRODUCED _____ AS IDENTIFICATION AND DID (DID NOT) TAKE AN OATH.

NOTARY PUBLIC, STATE OF FLORIDA MY COMMISSION EXPIRES _____



- SYMBOL LEGEND:**
- ▲ FOUND NAIL AND CAP AS LABELED
 - FOUND IRON ROD AS LABELED
 - FOUND 4x4 CONCRETE MONUMENT (PRM) (#7245) (UNLESS LABELED OTHERWISE)
 - SET PRM (PERMANENT REFERENCE MONUMENT): 4"x4" CONCRETE MONUMENT (#7245) (UNLESS LABELED OTHERWISE)
 - ▲ SET PCP (PERMANENT CONTROL POINT): NAIL & CAP (#7245)
 - SET 1/2" IRON ROD W/CAP (#7245)

- MONUMENT LEGEND:**
- PRM ALL PERMANENT REFERENCE MONUMENTS ARE MARKED WITH A 4"x4" CONCRETE MONUMENT HAVING A METAL CAP AS SHOWN, UNLESS NOTED OTHERWISE.
 - PCP ALL PERMANENT CONTROL POINTS ARE MARKED WITH A NAIL HAVING A METAL CAP AS SHOWN, UNLESS NOTED OTHERWISE.
 - IR ALL INTERIOR CORNERS ARE MARKED WITH A 1/2" IRON ROD HAVING A PLASTIC CAP AS SHOWN, UNLESS NOTED OTHERWISE.

COUNTY COMMISSION:
APPROVED AND JOINED IN BY THE BOARD OF COUNTY COMMISSIONERS OF LEON COUNTY, FLORIDA THIS _____ DAY OF _____, 2014.

CHAIRMAN _____

COUNTY ATTORNEY _____

COUNTY ENGINEER _____

SITE PLAN REVIEW APPROVAL:
THIS PLAT CONFORMS TO THE SITE PLAN APPROVED BY THE BOARD OF COUNTY COMMISSIONERS OF LEON COUNTY, FLORIDA THIS _____ DAY OF _____, 2014 A.D.

LEON COUNTY DEVELOPMENT SUPPORT AND ENVIRONMENTAL SERVICES

CLERK OF THE CIRCUIT COURT:
ACCEPTED FOR THE FILES AND RECORDED THIS _____ DAY OF _____, 2014, IN PLAT BOOK _____, PAGE _____ OF THE PUBLIC RECORDS OF LEON COUNTY, FLORIDA.

BY: _____
CLERK OF THE CIRCUIT COURT, LEON COUNTY, FLORIDA (SEAL)

PLAT REVIEW APPROVAL:
PLAT REVIEWED FOR COMPLIANCE WITH CHAPTER 177 (PART 1) OF THE FLORIDA STATUTES.
THIS _____ DAY OF _____, 2014 A.D.

JAMES C. PILCHER
PROFESSIONAL SURVEYOR FLORIDA CERTIFICATE #6059

JOINDERS IN DEDICATION		
Name	Date	O.R. / Pg.
SunTrust Bank		

- GENERAL NOTES:**
1. DATE OF BOUNDARY SURVEY 07.16.2014.
 2. BEARINGS ARE BASED ON STATE PLANE COORDINATES, FLORIDA NORTH ZONE, NAD 83 DATUM.
 3. THERE MAY BE ADDITIONAL RESTRICTIONS THAT ARE NOT RECORDED ON THIS PLAT THAT MAY BE FOUND IN THE PUBLIC RECORDS OF LEON COUNTY, FLORIDA.
 4. TITLE OPINION LETTER FROM CLAUDE R. WALKER, ESQ., DATED AUGUST 5, 2014.
 5. ALL PERMANENT CONTROL POINTS AND PERMANENT CONTROL MONUMENTS ARE MARKED AS SHOWN UNLESS OTHERWISE NOTED ON PLAT.
 6. LOTS SHALL NOT BE DIVIDED OR SUBDIVIDED WITHOUT COMPLYING WITH THE PLATTING PROCESS PURSUANT TO CHAPTER 177, FLORIDA STATUTES AND THE LEON COUNTY SUBDIVISION REGULATIONS.
 7. THE CONSTRUCTION OF PERMANENT STRUCTURES, EXCLUDING DRIVEWAYS, IS PROHIBITED WITHIN DRAINAGE AND UTILITY EASEMENTS.
 8. FIXED IMPROVEMENTS ON THIS PROPERTY HAVE NOT BEEN LOCATED.
 9. SECTION 177.091 (28) ALL PLATTED UTILITY EASEMENTS SHALL PROVIDE THAT SUCH EASEMENTS SHALL ALSO BE EASEMENTS FOR THE CONSTRUCTION, INSTALLATION, MAINTENANCE, AND OPERATION OF CABLE TELEVISION SERVICES, PROVIDED, HOWEVER, NO SUCH CONSTRUCTION, INSTALLATION, MAINTENANCE, AND OPERATION OF CABLE TELEVISION SERVICES SHALL INTERFERE WITH THE FACILITIES AND SERVICES OF AN ELECTRIC, TELEPHONE, GAS, OR OTHER PUBLIC UTILITY. IN THE EVENT A CABLE TELEVISION COMPANY DAMAGES THE FACILITIES OF A PUBLIC UTILITY, IT SHALL BE SOLELY RESPONSIBLE FOR THE DAMAGES. THIS SECTION SHALL NOT APPLY TO THOSE PRIVATE EASEMENTS GRANTED TO OR OBTAINED BY A PARTICULAR ELECTRIC, TELEPHONE, GAS, OR OTHER PUBLIC UTILITY. SUCH CONSTRUCTION, INSTALLATION, MAINTENANCE, AND OPERATION SHALL COMPLY WITH THE NATIONAL ELECTRICAL SAFETY CODE AS ADOPTED BY THE FEDERAL PUBLIC SERVICE COMMISSION.

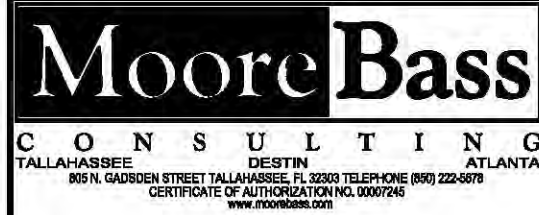
- STANDARD ABBREVIATIONS:**
- #000 PROFESSIONAL LAND SURVEY CERTIFICATE
 - CL CENTERLINE
 - CH CHORD BEARING AND DISTANCE
 - C.O.T. CITY OF TALLAHASSEE
 - Δ° DELTA OR CENTRAL ANGLE
 - E EAST
 - FCM FOUND 4"x4" CONCRETE MONUMENT
 - FIP FOUND IRON PIPE (AS LABELED)
 - FIR FOUND IRON ROD (AS LABELED)
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 - FND FOUND
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 - GPS GLOBAL POSITIONING SYSTEM
 - H.O.A. PRESERVE AT BUCK LAKE OWNERS ASSOCIATION, INC.
 - I.D. IDENTIFICATION
 - L= ARC LENGTH
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 - S SOUTH
 - SCM SET 4"x4" CONCRETE MONUMENT LB#7245
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 - SIRC SET 1/2" IRON ROD W/ CAP LB#7245
 - SNC SET NAIL IN 1" CAP LB#7245
 - SWMF STORMWATER MANAGEMENT FACILITY
 - T= TOWNSHIP
 - W WEST
 - ° DEGREES
 - ' MINUTES/FEET
 - " SECONDS/INCHES

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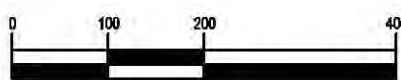
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LARRY D. DAVIS
REGISTERED FLORIDA SURVEYOR NO. 5254
MOORE BASS CONSULTING 805 NORTH GADSDEN STREET
TALLAHASSEE, FLORIDA 32303 LICENSED BUSINESS NO. 7245

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GRAPHIC SCALE



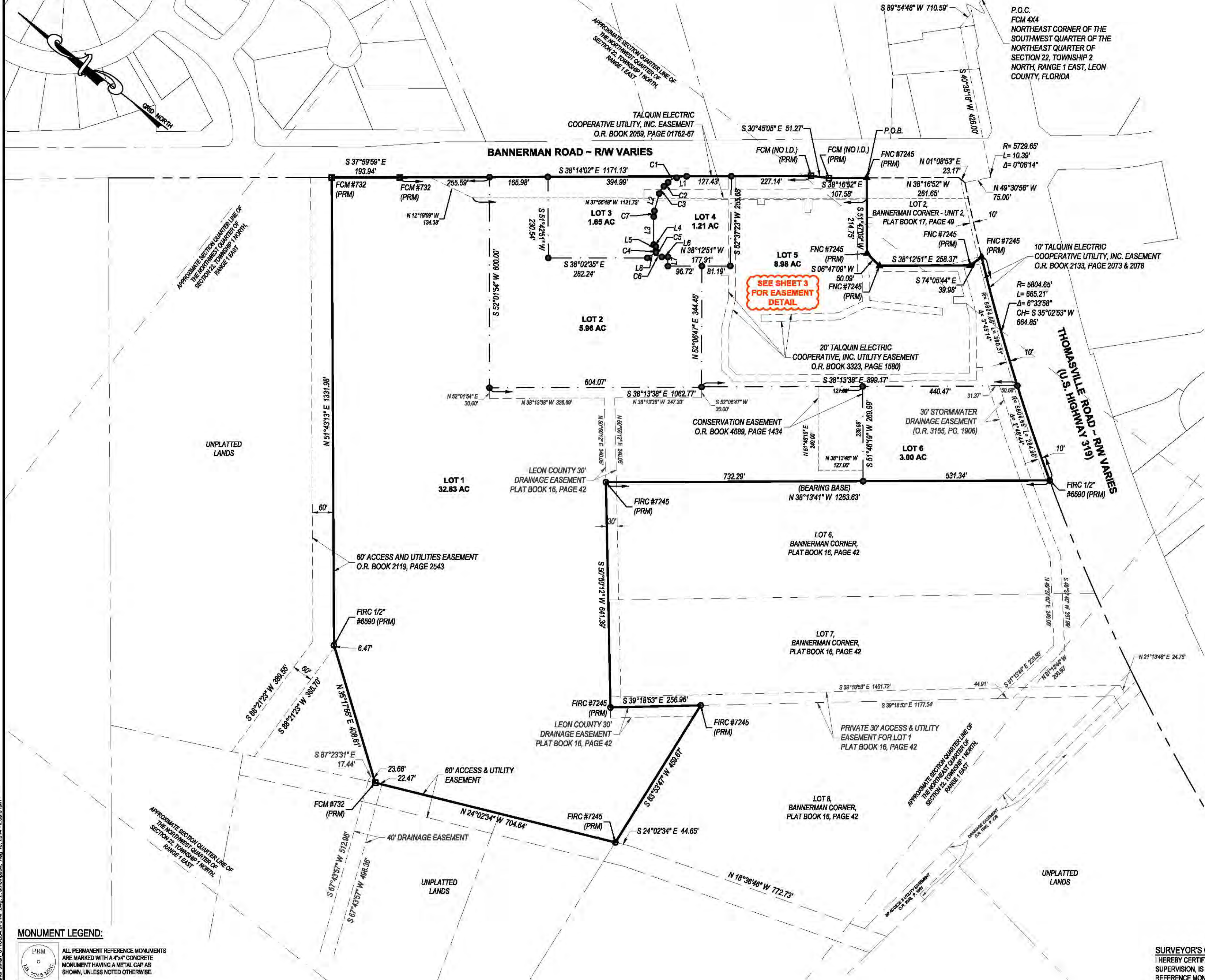
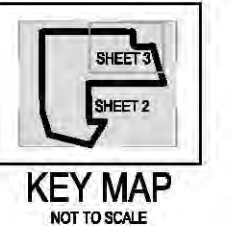
1 inch = 200 ft.

BANNERMAN CROSSING

A REPLAT OF A LOTS 1, 2, 3, & 4 OF BANNERMAN CORNER (PLAT BOOK 16, PAGE 42) AND LOT 1 OF BANNERMAN CORNER - UNIT 2 (PLAT BOOK 17, PAGE 49), LYING IN SECTION 22, TOWNSHIP 2 NORTH, RANGE 1 EAST, LEON COUNTY FLORIDA

PLAT BOOK _____, PAGE _____

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C.O.T.	CITY OF TALLAHASSEE
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FNC	FOUND IRON ROD W/ CAP (AS LABELED)
FND	FOUND NAIL IN CAP (AS LABELED)
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GPS	GLOBAL POSITIONING SYSTEM
H.O.A.	PRESERVE AT BUCK LAKE OWNERS ASSOCIATION, INC.
I.D.	IDENTIFICATION
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O.R./P.O.	OFFICIAL RECORDS BOOK AND PAGE
P.B./P.G.	PLAT BOOK AND PAGE
P.O.B.	POINT OF BEGINNING
P.O.C.	POINT OF COMMENCEMENT
PCP	PERMANENT CONTROL POINT
PRM	PERMANENT REFERENCE MONUMENT
R	RANGE
R=	RADIUS
R/W	RIGHT-OF-WAY
S	SOUTH
SCM	SET 4"x4" CONCRETE MONUMENT LBF#7245
SEC.	SECTION
SIRC	SET 1/2" IRON ROD W/ CAP LBF#7245
SNC	SET NAIL IN 1" CAP LBF#7245
SWMF	STORMWATER MANAGEMENT FACILITY
T	TOWNSHIP
W	WEST
°	DEGREES
'	MINUTES/FEET
"	SECONDS/INCHES

LINE TABLE

LINE	BEARING	DISTANCE
L1	S 46° 08' 49" E	28.38'
L2	N 67° 20' 00" E	51.08'
L3	N 51° 47' 09" E	79.86'
L4	N 08° 47' 09" E	7.75'
L5	N 51° 47' 09" E	12.83'
L6	N 38° 12' 51" W	17.29'
L7	N 51° 47' 09" E	26.50'
L8	S 89° 30' 53" E	28.73'

CURVE TABLE

CURVE	DELTA Δ	RADIUS	LENGTH	CHORD
C1	040° 04' 34"	40.00'	27.98'	N 66° 11' 06" W 27.41'
C2	008° 16' 15"	104.50'	16.91'	S 81° 35' 16" E 16.89'
C3	035° 42' 52"	40.00'	24.53'	S 85° 11' 28" W 24.53'
C4	015° 17' 30"	17.00'	4.54'	S 44° 08' 24" W 4.52'
C5	080° 00' 00"	17.00'	26.70'	S 08° 47' 09" W 24.04'
C6	074° 42' 30"	17.00'	22.17'	S 00° 51' 38" E 20.63'
C7	015° 32' 51"	80.00'	18.28'	S 59° 33' 34" W 18.23'

MONUMENT LEGEND:

	ALL PERMANENT REFERENCE MONUMENTS ARE MARKED WITH A 4"x4" CONCRETE MONUMENT HAVING A METAL CAP AS SHOWN, UNLESS NOTED OTHERWISE.
	ALL PERMANENT CONTROL POINTS ARE MARKED WITH A NAIL HAVING A METAL CAP AS SHOWN, UNLESS NOTED OTHERWISE.
	ALL INTERIOR CORNERS ARE MARKED WITH A 1/2" IRON ROD HAVING A PLASTIC CAP AS SHOWN, UNLESS NOTED OTHERWISE.

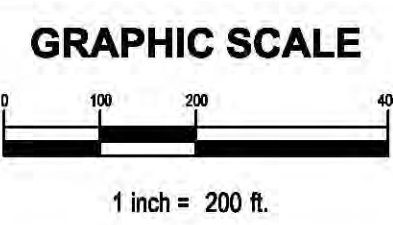
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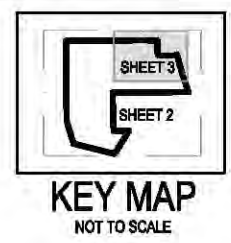
LARRY D. DAVIS
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TALLAHASSEE, FLORIDA 32303 LICENSED BUSINESS NO. 7245
SHEET 2/3

Moore Bass
CONSULTING
TALLAHASSEE DESTIN ATLANTA
805 N. GADSDEN STREET TALLAHASSEE, FL 32303 TELEPHONE (904) 222-6878
CERTIFICATE OF AUTHORIZATION NO. 0000746
WWW.MOOREBASS.COM

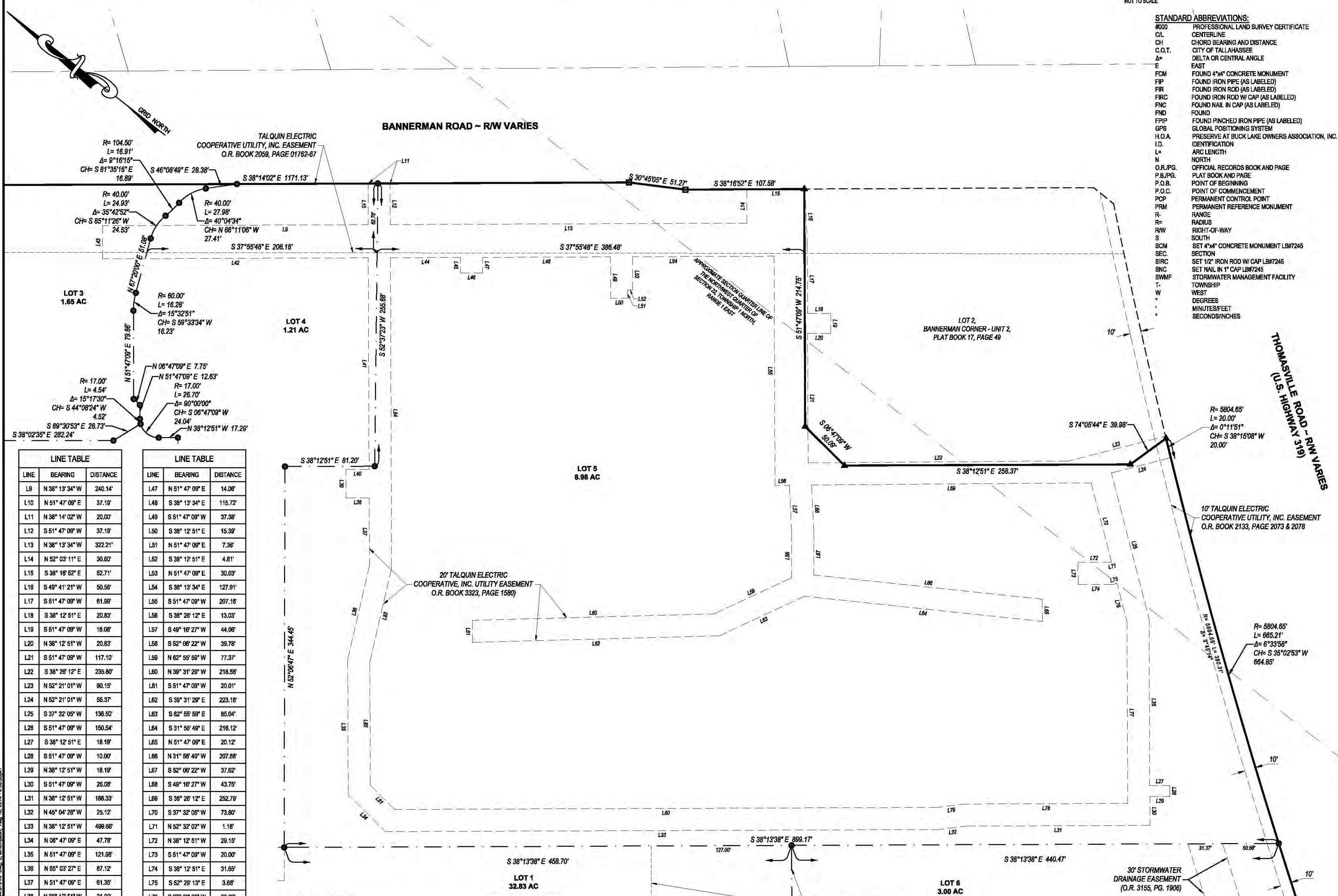


BANNERMAN CROSSING

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PLAT BOOK _____, PAGE _____



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 - T TOWNSHIP
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LINE	BEARING	DISTANCE
L9	N 38° 13' 34" W	240.14'
L10	N 51° 47' 09" E	37.19'
L11	N 38° 14' 02" W	20.00'
L12	S 51° 47' 09" W	37.19'
L13	N 38° 13' 34" W	322.21'
L14	N 52° 03' 11" E	30.60'
L15	S 38° 16' 52" E	52.71'
L16	S 49° 41' 21" W	50.56'
L17	S 51° 47' 09" W	61.99'
L18	S 38° 12' 51" E	20.83'
L19	S 51° 47' 09" W	18.08'
L20	N 38° 12' 51" W	20.83'
L21	S 51° 47' 09" W	117.10'
L22	S 38° 26' 12" E	236.60'
L23	N 52° 21' 01" W	90.15'
L24	N 52° 21' 01" W	55.37'
L25	S 37° 32' 05" W	136.50'
L26	S 51° 47' 09" W	150.54'
L27	S 38° 12' 51" E	18.19'
L28	S 51° 47' 09" W	10.00'
L29	N 38° 12' 51" W	18.19'
L30	S 51° 47' 09" W	26.08'
L31	N 38° 12' 51" W	168.33'
L32	N 45° 04' 28" W	25.12'
L33	N 38° 12' 51" W	498.68'
L34	N 06° 47' 09" E	47.78'
L35	S 51° 47' 09" E	121.98'
L36	N 65° 03' 27" E	87.12'
L37	S 51° 47' 09" E	61.35'
L38	N 38° 12' 51" W	21.00'
L39	N 51° 47' 09" E	25.75'
L40	N 38° 12' 51" W	21.00'
L41	N 51° 47' 09" E	191.27'
L42	N 38° 13' 34" W	240.29'
L43	N 52° 00' 00" E	30.00'
L44	S 38° 13' 34" E	63.29'
L45	S 51° 47' 09" W	14.05'
L46	S 38° 12' 51" E	20.00'

LINE	BEARING	DISTANCE
L47	N 51° 47' 09" E	14.06'
L48	S 38° 13' 34" E	115.72'
L49	S 51° 47' 09" W	37.38'
L50	S 38° 12' 51" E	15.39'
L51	N 51° 47' 09" E	7.36'
L52	S 38° 12' 51" E	4.61'
L53	N 51° 47' 09" E	30.03'
L54	S 38° 13' 34" E	127.91'
L55	S 51° 47' 09" W	207.16'
L56	S 38° 26' 12" E	13.03'
L57	S 49° 16' 27" W	44.06'
L58	S 52° 06' 22" W	39.78'
L59	N 62° 55' 56" W	77.37'
L60	N 39° 31' 29" W	218.58'
L61	S 51° 47' 09" W	20.01'
L62	S 39° 31' 29" E	223.18'
L63	S 62° 55' 56" E	85.04'
L64	S 31° 56' 49" E	218.12'
L65	N 51° 47' 09" E	20.12'
L66	N 31° 56' 49" W	207.68'
L67	S 52° 06' 22" W	37.62'
L68	S 49° 16' 27" W	43.79'
L69	S 38° 26' 12" E	252.78'
L70	S 37° 32' 05" W	73.80'
L71	N 52° 32' 02" W	1.18'
L72	N 38° 12' 51" W	28.15'
L73	S 51° 47' 09" W	20.00'
L74	S 38° 12' 51" E	31.65'
L75	S 52° 29' 13" E	3.68'
L76	S 37° 32' 05" W	36.02'
L77	S 51° 47' 09" W	194.12'
L78	N 38° 12' 51" W	147.53'
L79	N 45° 04' 28" W	25.12'
L80	N 38° 12' 51" W	490.17'
L81	N 06° 47' 09" E	31.21'
L82	N 51° 47' 09" E	111.36'
L83	N 65° 03' 27" E	87.12'
L84	N 51° 47' 09" E	280.70'

- SYMBOL LEGEND:**
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TALLAHASSEE, FLORIDA 32303 LICENSED BUSINESS NO. 7245

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Leon County

Board of County Commissioners

301 South Monroe Street, Tallahassee, Florida 32301
(850) 606-5302 www.leoncountyfl.gov

DEPARTMENT OF DEVELOPMENT SUPPORT
& ENVIRONMENTAL MANAGEMENT
DEVELOPMENT SERVICES DIVISION
Renaissance Center, 2nd Floor
435 North Macomb Street
Tallahassee, FL 32301-1019
(850) 606-1300

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

August 11, 2014

Tom O'Steen (Agent)
Moore Bass Consulting, Inc.
805 North Gadsden Street
Tallahassee, FL 32303

RE: **Bannerman Crossing Replat Approval Letter**
Administrative Streamlined Approval Process (ASAP) – LSP140012
Parcel ID#s: 14-22-23-000-0010, 14-22-22-000-(0010, 0020, 0030 and 0040)

Dear Mr. O'Steen:

We have completed the review process for your application in accordance with the Department of Development Support and Environmental Management procedures for Administrative Streamlined Application Process application (Section 10-7.402 of the Leon County Land Development Code). Your application has now been determined as complete and is approved based upon the following findings of fact:

1. The subject parcels are located within the Bradfordville Commercial District (BC-1) and Single and Two-Family Residential District (R-3). The parcels are designated Bradfordville Mixed Use on the Future Land Use Map of the Comprehensive Plan. The parcel is located inside the Urban Service Area (USA) and is currently served by Talquin Electric Cooperative utilities.
2. The ASAP site and development plan has been determined to be consistent with the Tallahassee-Leon County Comprehensive Plan.
3. The approved development is a replat of Bannerman Corner Lots 1, 2, 3 & 4 and Bannerman Corner Unit 2, Lot 1. This project consists of the creation of a new lot on Thomasville Road, south of the existing shopping center, and the reconfiguration of Lots 3 & 4.
4. Conservation Easement Area #1 (O.R. 3082, Pg 2153) is proposed to be released and replaced by a proposed conservation easement of 0.70 acres within Bannerman Crossing Unit 6.
5. Any future development activities within the parcels must meet Leon County Land Development Code regulations, including vehicular and pedestrian interconnection requirements, and are subject to the Leon County Environmental Management Act (EMA).

This approval shall not be construed to grant exemption from any other development regulation or permitting requirement as may otherwise be applicable. All environmental constraints on site must be handled in a manner consistent with the approved permits, Conservation Element of the Comprehensive Plan and the County Environmental Management Act.

Bannerman Crossing Keplat Approval Letter
ASAP Application LSP140012
June 10, 2014
Page 2

Any subdivision, development, redevelopment, expansion or the establishment of any new use(s) on the referenced property will require review and approval of an application consistent with the requirements of the Leon County Land Development Code (Chapter 10) and the Tallahassee-Leon County Comprehensive Plan.

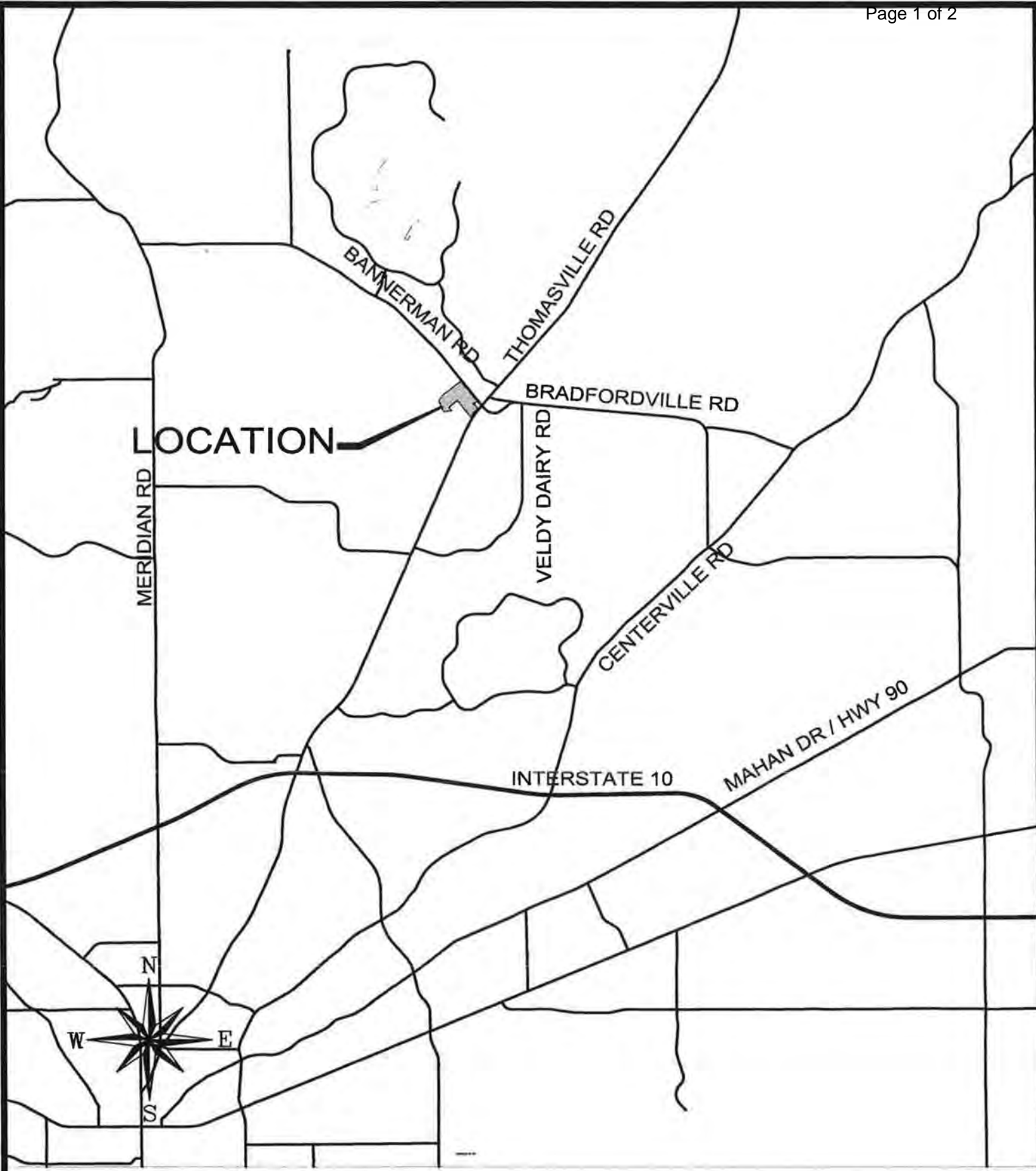
Please contact Shawna Martin with the Development Services Division at (850) 606-1385 if you have any questions regarding this approval.

Sincerely,



Shawna Martin, Planner II
Development Services Division

cc: ProjectDox file LSP140012



LOCATION

LOCATION MAP

NOT TO SCALE



LOCATION

LOCATION MAP

NOT TO SCALE

**Leon County
Board of County Commissioners**

Notes for Agenda Item #16

Leon County Board of County Commissioners

Cover Sheet for Agenda #16

September 2, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator
Herbert W.A. Thiele, County Attorney

Title: Authorization to Make Partial Payments to the Department of Juvenile Justice for the Juvenile Detention Cost Share Project

County Administrator Review and Approval:	Vincent S. Long, County Administrator
County Attorney Review and Approval:	Herbert W.A. Thiele, County Attorney
Lead Staff/ Project Team:	LaShawn Riggans, Assistant County Attorney

Fiscal Impact:

This item has been budgeted and adequate funding is available.

Staff Recommendation:

Option #1: Authorize partial payment of \$49,653 of the \$82,933 billed to Leon County for its portion of the Juvenile Detention Cost Share Project,

Report and Discussion

Background:

On Friday, June 6, 2014, the County Attorney's Office attended the public hearing held by the Department of Juvenile Justice ("Department") on the proposed new rules related to the billing and collection of the county cost share for juvenile pre-disposition secured detention. However, despite the written submissions of at least 22 counties and the Florida Association of Counties, and the direct participation of over 15 counties and the Florida Association of Counties at the public hearing, the Department has been unwilling to make certain changes that would bring the rules in line with the court's direction.

The Florida Association of Counties had asked that each of the 38 non-fiscally constrained counties join the petition challenging the proposed rules. Additionally, the Florida Association of Counties hired the law firm of Nabors, Giblin & Nickerson, P.A., as special counsel to represent the counties in the rule challenge and any subsequent appeals. In a memorandum dated June 12, 2014, the County Attorney's Office recommended that Leon County join the rule challenge and pay the requested sum to the Florida Association of Counties for said legal representation through any and all appeals.

On June 16, 2014, Leon County joined in the matter of County of Volusia, et. al. v. Department of Juvenile Justice, DOAH case numbers 14-2799RP, 14-2800RP and 14-2801RP (consolidated) due to the additional costs that Leon County would incur, which based upon the Department's calculations is an increase of approximately \$399,362 over the post-court ruling FY 13/14. Additionally, Leon County has challenged the Department's FY 2014-15 Secure Detention Cost Sharing Estimate, which Leon County believes incorrectly calculates Leon County's monthly invoices for pre-disposition days pursuant to Section 985.686, Florida Statutes, and requires us to pay more on a monthly basis for Leon County's detention cost share than what is statutorily required.

Analysis:

Prior to the Department's proposed rule, Leon County's portion of the Juvenile Detention Cost Share Project ("Cost Share") was in the amount of \$49,653 monthly. The County's July 2014 invoice, which has been remitted and all subsequent invoices are calculated by Department's FY 2014-2015 Cost Sharing Estimate, in accordance with the proposed rule. These estimated calculations have caused the County's portion of Cost Share to allegedly increase by \$33,280 and to be billed \$82,933 each month.

Some of the counties have elected to withhold payment in its entirety to the Department until the litigation has been resolved; others have decided to pay under protest due to the Department having the authority to use the Department of Revenue as a collection agency and potentially take the funds from other revenue sharing sources; and, several have made the decision to continue to make payments but only pay the amount billed prior to the proposed rule. It is the recommendation of the County Attorney's Office and County Administration that the County continue to pay the \$49,653. The balance would be held in abeyance until the matter is resolved. If the matter is not resolved in favor of Leon County, all monies still owed to the Department will be remitted at that time.

Title: Authorization to Make Partial Payments to the Department of Juvenile Justice for the Juvenile Detention Cost Share Project

September 2, 2014

Page 3

Options:

1. Authorize partial payment of \$49,653 of the \$82,933 billed to Leon County for its portion of the Juvenile Detention Cost Share Project.
2. Do not authorize partial payment of \$49,653 of the \$82,933 billed to Leon County for its portion of the Juvenile Detention Cost Share Project.
3. Board direction.

Recommendation:

Option #1.

LDR/HWAT

**Leon County
Board of County Commissioners**


Notes for Agenda Item #17

Leon County Board of County Commissioners

Cover Sheet for Agenda #17

September 2, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Acceptance of a Status Report on the Leon County Enterprise Zone Development Agency

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator Ken Morris, Director of Economic Development & Business Partnerships
Lead Staff/ Project Team:	Josh Pascua, Management Analyst

Fiscal Impact:

This item has no fiscal impact.

Staff Recommendation:

Option #1: Accept the status report on the Leon County Enterprise Zone Development Agency.

Option #2: Direct staff to include the extension of the Florida Enterprise Zone Program in the Board's 2015 Legislative Priorities Workshop scheduled for October 28, 2014.

Report and Discussion

Background:

At the Board of County Commissioners meeting on June 24, 2014, the Board requested a status report on the Leon County Enterprise Zone Development Agency (EZDA).

Analysis:

Enterprise zones are areas targeted for economic revitalization through the state's Florida Enterprise Program. Enterprise zones encourage economic revitalization through state tax incentives to businesses located in the zone, incentivizing private investment in the zone, and creating employment opportunities for the area's residents. Individual enterprise zones may also offer local incentive programs to further leverage state incentives for economic revitalization. The Florida Enterprise Zone Act that enables the Tallahassee-Leon County Enterprise Zone is due to sunset December 31, 2015 unless the Legislature renews the program.

EZDA Creation

In 2002, Leon County and the City of Tallahassee jointly applied to create an enterprise zone under the Florida Enterprise Zone Program. In the case of joint applications, the Florida Enterprise Zone Act directs counties to create a local administrative board, such as the Leon County Enterprise Zone Development Agency Board of Commissioners (EZDA), before approving the creation of an enterprise zone. The EZDA for the Leon County Enterprise Zone (EZ) was created by the County Commission on June 11, 2002, although it did not begin processing incentive applications until 2006 (Attachment #1). The original EZ area has been amended several times since its creation in 2002. The current EZ spans almost 20 square miles and, includes central, southern, and western portions of the community, and lies mostly within the incorporated areas of Leon County (Attachment #2).

The EZDA oversees implementation of the EZ incentives and provides assistance to businesses and residents within the zone. To support the EZDA in maintaining the day-to-day operations of the EZ, the Economic Development Council (EDC) serves as the Enterprise Zone Administrator and is responsible for coordination of the EZDA Board, as outlined in the EDC's contract with the County. The EZDA meets quarterly and its structure and responsibilities are outlined in the Leon County Code of Laws Chapter 2, Art. III, Div. 4.. The current EZDA Board consists of 11 Board appointees representing EZ stakeholders, including two County Commissioners designated by the Commission Chairman and Vice-Chairman, noted as follows:

Table 1: EZDA Board

Stakeholder	Representative
Chamber of Commerce representative	David Vincent, JRA Architects
A local financial or insurance entity	Sherwood Brown, First Commerce Credit Union
A business owner operating within the EZ	Kim Rivers, Inkbridge, LLC
A resident residing within the EZ	Joe Schreiber
Non-profit, community-based organization operating within the EZ	Regina Davis, Frenchtown CDC
Local Workforce Development Board	Jim McShane, CareerSource Capital Region
Local Code Enforcement Board Designee	Emma Smith, Leon County Permit and Code Services
Local Law Enforcement	Major Michael Wood, Leon County Sheriff's Office
Chairperson of the Board of County Commissioners or Commissioner designee	Commissioner Nick Maddox
Vice-chairperson of the Board of County Commissioners or Commissioner designee	Commissioner Mary-Ann Lindley
Mayor of the City of Tallahassee or designee	Keith Bowers, Small Business Development Center

EZ Incentives

The principle tool the EZDA uses to achieve its goals of revitalization is the provision of incentives to businesses and homeowners within the EZ. The Florida Enterprise Zone Program allows the EZDA to offer an assortment of state tax incentives to businesses that create employment opportunities within the EZ. Before state incentives are approved, the Florida Department of Economic Opportunity (DEO) reviews the application to determine if the incentives are appropriate for the company.

State tax incentives are offered to all types of businesses that are located within the EZ that employ zone residents, rehabilitate real property, or purchase business equipment to be used in the zone. Tax incentives include a sales and use tax credit and a sales tax refund for building materials used in the EZ. Sales tax refunds and sales tax exemptions are available if eligible purchases are made. In addition to the state enterprise zone incentives, there are local incentives such as the Targeted Business Program that provides additional incentives for business expansion and relocation opportunities. A description of incentives provided within the EZ can be found in Attachment #3.

EZDA Goals and Accomplishments

The EZDA's Strategic Plan was adopted at the EZDA's inception in 2002 (Attachment #4). Its stated goals include promoting private sector investments in the EZ, providing increased employment opportunities for EZ residents, and promoting stability by increasing home ownership in the EZ. The EZDA annually sets performance goals, as reflected in its annual reports, but the Strategic Plan has not been updated since its creation. EDC staff anticipates an update to the EZDA Strategic Plan directly following the 2015 legislative session (discussed further in the EZDA's Future section).

In Fiscal Year 2013, the EZDA sought to increase new full-time employment opportunities in the EZ. The EZDA reports that it created 72 new jobs in the EZ, 37% of which went to residents within the EZ. The EZDA also sought to expand its outreach. In addition to traditional marketing efforts, the EZDA held a workshop on incentives offered through in the EZ. The EZDA assisted businesses and homeowners to file 50 applications for EZ incentives. The full EZDA Fiscal Year 2013 Annual Report, including goals and performance metrics, can be found in Attachment #5.

EZDA's Future

The Florida Enterprise Zone Act was renewed by the Legislature in 2005 for an additional ten years (to sunset December 31, 2015). Since 2005, there has not been a significant effort at the state level to renew the program. State evaluations suggest that the Florida Enterprise Zone Program yields little return on state investment (Attachment #7). However, the state narrowly defines return on investment as the increase in new state revenues per dollar of state program investment. Thus, state evaluations do not consider the local benefits stemming directly from the program, such as property valuation increases and the revitalization of a community. According to DEO's FY13 annual report on enterprise zones, businesses in the Enterprise Zone received \$57,848 in state sales tax incentives (Attachment #6). Additionally, EZ businesses received support from both federal and state agencies to supplement EZDA revitalization efforts in the form of \$56,438 in training grants. According to the EZDA, the EZ has stimulated an infusion of nearly \$5 million in state incentive awards to nearly 1,400 applications, creating an estimated 540 new jobs during the past decade.

EDC staff note that the EZ incentives are an important tool in their efforts to help businesses locate and expand in Leon County. Through the Enterprise Zone Administrator, the EZDA has been a leader in encouraging other enterprise zones and state economic development agencies to collaborate on efforts to renew the Florida Enterprise Zone Program. Through their role on the EZDA, both Commissioners Lindley and Maddox have advocated in support of the Florida Enterprise Zone Program's extension, including Commissioner Lindley's recent meeting with the Director of the Florida Enterprise Zone Program. At present, the Legislature's Office of Program Policy Analysis and Government Accountability is conducting a review in collaboration with DEO, Enterprise Florida, the Florida Chamber of Commerce, the Florida Economic Development Council, and enterprise zones across the state on how to improve the Florida Enterprise Zone Program for consideration by the Legislature in the 2015 session, as the program is set to sunset December 31, 2015.

Options:

1. Accept the status report on the Leon County Enterprise Zone Development Agency.
2. Direct staff to include the extension of the Florida Enterprise Zone Program in the Board's 2015 Legislative Priorities Workshop scheduled for October 28, 2014.
3. Do not accept the status report on the Leon County Enterprise Zone Development Agency.
4. Board direction.

Recommendation:

Options #1 and #2.

Attachments:

1. Resolution and Ordinance Creating Tallahassee-Leon County Enterprise Zone
2. Map of Tallahassee-Leon County Enterprise Zone
3. EZDA Incentives
4. 2002 EZDA Strategic Plan
5. FY 2013 EZDA Annual Report
6. FY 2013 DEO Florida Enterprise Zone Program Annual Report
7. OPAGA Report on Florida Enterprise Zone Program

ORDINANCE NO. 2002- 10

AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF LEON COUNTY, FLORIDA, AMENDING ARTICLE III OF CHAPTER 2 OF THE CODE OF LAWS OF LEON COUNTY, RELATING TO BOARDS, AUTHORITIES, COMMISSIONS AND SIMILAR AGENCIES; ADDING A NEW DIVISION 4 ENTITLED "ENTERPRISE ZONE DEVELOPMENT AGENCY"; PROVIDING FOR CREATION OF THE ENTERPRISE ZONE DEVELOPMENT AGENCY; PROVIDING FOR POWERS AND DUTIES; PROVIDING FOR THE ADMINISTRATION AND OPERATION OF THE AGENCY; PROVIDING FOR THE BOARD OF COMMISSIONERS OF THE AGENCY; PROVIDING FOR THE TERMS OF DURATION; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, on May 28, 2002, the Board of County Commissioners adopted Resolution No. R02- 15 , therein delineating the Nominated Area for an Enterprise Zone located within the geographic boundaries of Leon County and including significant portions of the City of Tallahassee, which chronically exhibits unacceptable levels of poverty, unemployment, physical deterioration and economic disinvestment; and

WHEREAS, Section 290.0056, Florida Statutes, provides for the establishment of an Enterprise Zone Development Agency, including the appointment of a Board of Commissioners of the Agency.

BE IT ORDAINED BY THE BOARD OF COUNTY COMMISSIONERS OF LEON COUNTY, FLORIDA, that:

1 **Section 1.** The Code of Laws of Leon County, Florida, is hereby amended by adding
2 Division 4 to Article III of Chapter 2, relating to Boards, Authorities, Commissions and Similar
3 Agencies, which Division shall read as follows:

4 **DIVISION 4. ENTERPRISE ZONE DEVELOPMENT AGENCY**

5 **Sec. 2-90. Creation.**

6 There is hereby created pursuant to the provisions of Section 290.0056, Florida Statutes, the
7 Enterprise Zone Development Agency (hereinafter referred to as "EZDA" or "Agency") for the Leon
8 County/City of Tallahassee Enterprise Zone.

9 **Sec. 2-91. Powers and duties.**

10 (a) The Agency shall have the powers and duties as prescribed by § 290.0056(8), Florida
11 Statutes, which shall include as follows:

- 12 (1) To assist in the development and implementation of the strategic plan for the
13 Enterprise Zone.
- 14 (2) To oversee and monitor the implementation of the strategic plan for the
15 Enterprise Zone. The Agency shall make quarterly reports to the Board of
16 County Commissioners of Leon County (hereinafter referred to as the
17 "County Commission") and the City of Tallahassee Commission (hereinafter
18 referred to as the "City Commission"), evaluating the progress in
19 implementing the strategic plan.
- 20 (3) To identify and recommend to the County Commission and the City
21 Commission ways to remove regulatory barriers.

- 1 a. the Agency's operations and accomplishments during the
- 2 fiscal year;
- 3 b. the accomplishments and progress concerning the
- 4 implementation of the strategic plan;
- 5 c. the number and type of businesses assisted by the Agency
- 6 during the fiscal year;
- 7 d. the number of jobs created within the Enterprise Zone during
- 8 the fiscal year;
- 9 e. the usage and revenue impact of state and local incentives
- 10 granted during the calendar year; and
- 11 f. any other information required by the Office of Tourism,
- 12 Trade, and Economic Development.

13 (c) Additional powers and duties for the Agency may be prescribed by subsequent
14 adoption of an interlocal agreement of the County and the City, consistent with the provisions of
15 Section 290.0056, Florida Statutes.

16 **Sec. 2-92. Board of Commissioners; appointment; membership; term; removal.**

17 (a) The members of the Board of Commissioners of the Agency (hereinafter referred to
18 as the "Agency Board") shall be appointed by resolution of the County Commission, and shall
19 consist of eleven (11) members (hereinafter referred to as "Agency Commissioner" or "Agency
20 Commissioners").

21 (b) The Agency Commissioners shall consist of one representative from each of the
22 following groups or offices:

AGENCY BOARD	Initial Term	Subsequent Term
Statutory Representatives		
Chamber of Commerce	4 years	4 years
Local finance or insurance entity	4 years	4 years
Business operating within the Enterprise Zone	4 years	4 years
Resident residing within the Enterprise Zone	4 years	4 years
Non-profit, community-based organization operating within the Enterprise Zone	4 years	4 years
Local Workforce Development Board	4 years	4 years
Local Code Enforcement Agency	1 year	4 years
Local Law Enforcement Agency	3 years	4 years
Additional Representatives		
Chairperson of the Board of County Commissioners, or designee	3 years	4 years
Vice-Chairperson of the Board of County Commissioners, or designee	2 years	4 years
Mayor of the City of Tallahassee, or designee	2 years	4 years

(c) The resolution of the County Commission appointing an Agency Commissioner shall constitute a certificate of the appointment or reappointment of the Agency Commissioner. The resolution shall be filed with the clerk of the County, and shall be conclusive evidence of the due and proper appointment of the Agency Commissioner.

(d) The term of office of each Agency Commissioner shall be four years, except that the initial Agency Commissioners shall serve an initial term as indicated in Sec. 2-92(b). Each Agency Commissioner shall hold office until a successor has been appointed.

1 (e) The County Commission may remove an Agency Commissioner for inefficiency,
2 neglect of duty, or misconduct in office only after a hearing, and only if the Agency Commissioner
3 has been given a copy of the charges at least ten (10) days prior to the hearing and has had an
4 opportunity to be heard in person or by counsel, as provided in Section 290.0056(7), Florida
5 Statutes.

6 **Sec. 2-93. Administration; operation.**

7 (a) The Chair of the Agency Board shall be the Chairman of the Leon County Board of
8 County Commissioners, or his or her designee, and the Vice-Chair of the Agency Board shall be the
9 mayor of the City of Tallahassee, or his or her designee.

10 (b) The Agency Board may employ officers, agents or employees to serve its needs as
11 prescribed by Section 290.0056(5), Florida Statutes, upon authorization delineated in a subsequently
12 adopted interlocal agreement of the County and the City.

13 (c) The Agency Board may adopt bylaws and procedures as are needed to conduct the
14 business and affairs of the Agency, not inconsistent with this ordinance or a subsequently adopted
15 interlocal agreement of the County and the City.

16 (d) The Agency Board shall meet at such times and places as the Chair, or his or her
17 designee, deems appropriate in order to fulfill the responsibilities and duties of the Agency and the
18 Agency Board as established by this ordinance.

19 (e) The Agency Board shall hold all meetings open to the public, upon due notice
20 published in a newspaper of general circulation, and shall have minutes of meetings prepared and
21 filed with the County Clerk and the City Clerk.

1 (f) The Agency Board shall comply with all applicable requirements of Florida's
2 Sunshine Law, Public Records laws, and the Code of Ethics for public representatives.

3 (g) A simply majority of the Agency Board shall constitute a quorum. Vacancies shall
4 not be counted in the determination of a quorum.

5 (h) In the event the Agency Board finds it necessary to appoint sub-committees, said
6 sub-committees shall act as fact finding bodies only, with their sole purpose to report research issues
7 and/or to report factual findings to the Agency Board. The operations of such sub-committees and
8 their meetings are subject to the same requirements as are applicable to the Agency Board.

9 (i) An Agency Commissioner shall receive no compensation for his or her services, but
10 shall be entitled to payment of reasonable and necessary expenses incurred in the discharge of his
11 or her duties.

12 **Sec. 2-94. Duration; authority to amend or modify.**

13 The Agency shall continue in existence for the designation period of the Enterprise Zone;
14 however, nothing herein shall restrict the authority of the County Commission to amend or modify
15 this ordinance.

16 **Section 2. Conflicts.** All ordinances or parts of ordinances in conflict with the
17 provisions of this ordinance are hereby repealed to the extent of such conflict, except to the extent
18 of any conflicts with the Tallahassee-Leon County 2010 Comprehensive Plan as amended, which
19 provisions shall prevail over any parts of this ordinance which are inconsistent, either in whole or
20 in part, with the said Comprehensive Plan.

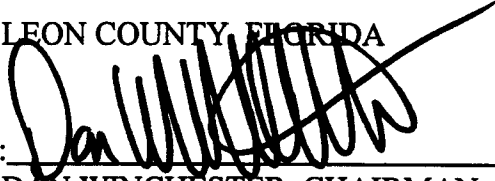
21 **Section 3. Severability.** If any word, phrase, clause, section or portion of this ordinance
22 shall be held invalid or unconstitutional by a court of competent jurisdiction, such portion or words

1 shall be deemed a separate and independent provision and such holding shall not affect the validity
2 of the remaining portions thereof.

3 **Section 4. Effective Date.** This ordinance shall have effect upon becoming law.

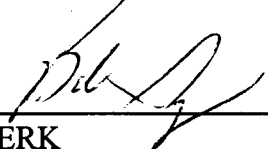
4 DULY PASSED AND ADOPTED BY the Board of County Commissioners of Leon County,
5 Florida, this 11th day of June, 2002.

7 LEON COUNTY, FLORIDA

8
9
10 BY: 
11 DAN WINCHESTER, CHAIRMAN
12 BOARD OF COUNTY COMMISSIONERS



14 ATTESTED BY:
15 BOB INZER, CLERK OF THE COURT

16
17 BY: 
18 CLERK

21 APPROVED AS TO FORM:
22 COUNTY ATTORNEY'S OFFICE
23 LEON COUNTY, FLORIDA

24
25 BY: 
26 HERBERT W.A. THIELE, ESQ.
27 COUNTY ATTORNEY

28
29
30 G:\PLP\ORDINANCEZDA.ord.wpd

RESOLUTION NO. R02- 15

A RESOLUTION OF THE LEON COUNTY BOARD OF COUNTY COMMISSIONERS; PROVIDING FOR THE ESTABLISHMENT OF AN ENTERPRISE ZONE; PROVIDING FOR THE ESTABLISHMENT OF ONE CONTIGUOUS AREA FOR CONSIDERATION AS AN ENTERPRISE ZONE; FINDING THAT THE AREA EXHIBITS EXTREME AND UNACCEPTABLE LEVELS OF POVERTY, UNEMPLOYMENT, PHYSICAL DETERIORATION, AND ECONOMIC DISINVESTMENT; FINDING THAT THE REHABILITATION, CONSERVATION, OR REDEVELOPMENT, OR A COMBINATION THEREOF, OF SUCH AREA IS NECESSARY IN THE INTEREST OF PUBLIC HEALTH, SAFETY AND WELFARE OF THE RESIDENTS OF LEON COUNTY AND THE CITY OF TALLAHASSEE; FINDING THAT THE REVITALIZATION OF SUCH AN AREA CAN OCCUR ONLY IF THE PRIVATE SECTOR CAN BE INDUCED TO INVEST ITS OWN RESOURCES IN PRODUCTIVE ENTERPRISES THAT BUILD OR REBUILD THE ECONOMIC VITALITY OF THE AREA; APPROVING THE JOINT APPLICATION FOR AN ENTERPRISE ZONE WITH THE CITY OF TALLAHASSEE; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Board of County Commissioners of Leon County, Florida, finds that a contiguous area exists within the County and the City of Tallahassee which chronically exhibits extreme and unacceptable levels of poverty, unemployment, physical deterioration, and economic disinvestment; and

WHEREAS, the Board of County Commissioners has determined that the rehabilitation, conservation, or redevelopment, or a combination thereof, of such contiguous area is necessary and in the interest of public health, safety and welfare of the residences of Leon County and the City of Tallahassee; and

WHEREAS, the Board of County Commissioners has determined that the revitalization of such an area can occur only if the private sector can be induced to invest its own resources in productive enterprises that build or rebuild the economic vitality of the area; and

WHEREAS, the Board of County Commissioners hereby finds that the nominated area for the enterprise zone shall encompass a contiguous area within the following Census tracts for Leon County pursuant to the 1990 Census: census tract 1, block group 1; census tract 2, block group 1; census tract 2, block group 3; census tract 2, block group 4; census tract 3, block group 1; census tract 4, block group 1; census tract 4, block group 2; census tract 5, block group 1; census tract 5, block group 2; census tract 6, block group 1; census tract 6, block group 2; census tract 6, block group 3; census tract 6, block group 4; census tract 7, block group 1; census tract 7, block group 2; census tract 7, block group 3; census tract 10.01, block group 1; census tract 10.01, block group 2; census tract 10.01, block group 3; census tract 11.01, block group 1; census tract 11.01, block group 2; census tract 11.01, block group 3; census tract 11.02 , block group 1; census tract 11.02 , block

group 3; census tract 12, block group 1; census tract 13, block group 1; census tract 13, block group 2; census tract 14, block group 1; census tract 14, block group 2; census tract 14, block group 3; census tract 14, block group 4; census tract 14, block group 5; census tract 15, block group 1; census tract 16.01, block group 1; census tract 18, block group 3; census tract 18, block group 4; census tract 19, block group 1; census tract 19, block group 3; census tract 19, block group 4; census tract 20.01, block group 1; census tract 20.01, block group 2; census tract 20.01, block group 3; census tract 20.01, block group 4; census tract 20.01, block group 5; census tract 20.02, block group 1; census tract 20.02, block group 2; census tract 20.02, block group 3; census tract 20.02, block group 5; census tract 21, block group 1; census tract 21, block group 3; census tract 21, block group 4; census tract 21, block group 5; census tract 21, block group 7; census tract 22.01, block group 1; census tract 23.01, block group 3; census tract 23.01, block group 5; census tract 26.02, block group 4; and

WHEREAS, the Board of County Commissioners has attached a map, hereinafter referred to as exhibit #1, to this Resolution which delineates the exact contiguous area, hereinafter collectively referred to as the Nominated Area for the Enterprise Zone, located throughout the geographic boundaries of Leon County and including significant portions of the City of Tallahassee, that chronically exhibit unacceptable levels of poverty, unemployment, physical deterioration and economic disinvestment; and

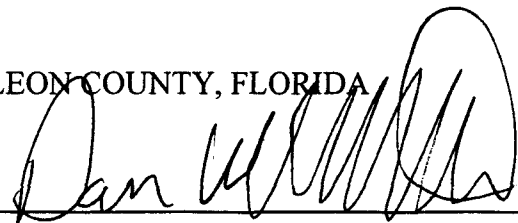
WHEREAS, the Board of County Commissioners has approved the filing of a joint application to the State Office of Tourism, Trade and Economic Development with the City of Tallahassee for designation of an Enterprise Zone in Leon County.

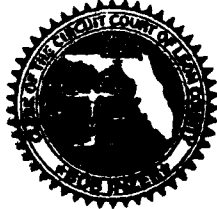
NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF LEON COUNTY, FLORIDA, as follows:

- Section 1. The County Commission hereby adopts each of the findings of fact as set forth above.
- Section 2. The County Commission hereby finds that the Nominated Area, as depicted in Exhibit #1, attached hereto and incorporated herein, meets the criteria set forth in Section 290.0055, Florida Statutes and hereby directs that an application for an Enterprise Zone be prepared and submitted jointly with the City of Tallahassee to the State of Florida, Office of Tourism, Trade and Economic Development or its appropriate designee.
- Section 3. If any provision of this Resolution is for any reason finally held invalid or unconstitutional by any court of competent jurisdiction, such provision shall be deemed as a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining provisions of this Resolution.
- Section 4. This Resolution shall take effect immediately upon its adoption.

DONE, ADOPTED, AND PASSED by the Board of County Commissioners of Leon County, Florida, this 28th day of May, 2002.

LEON COUNTY, FLORIDA

BY: 
DAN WINCHESTER, CHAIRMAN
BOARD OF COUNTY COMMISSIONERS



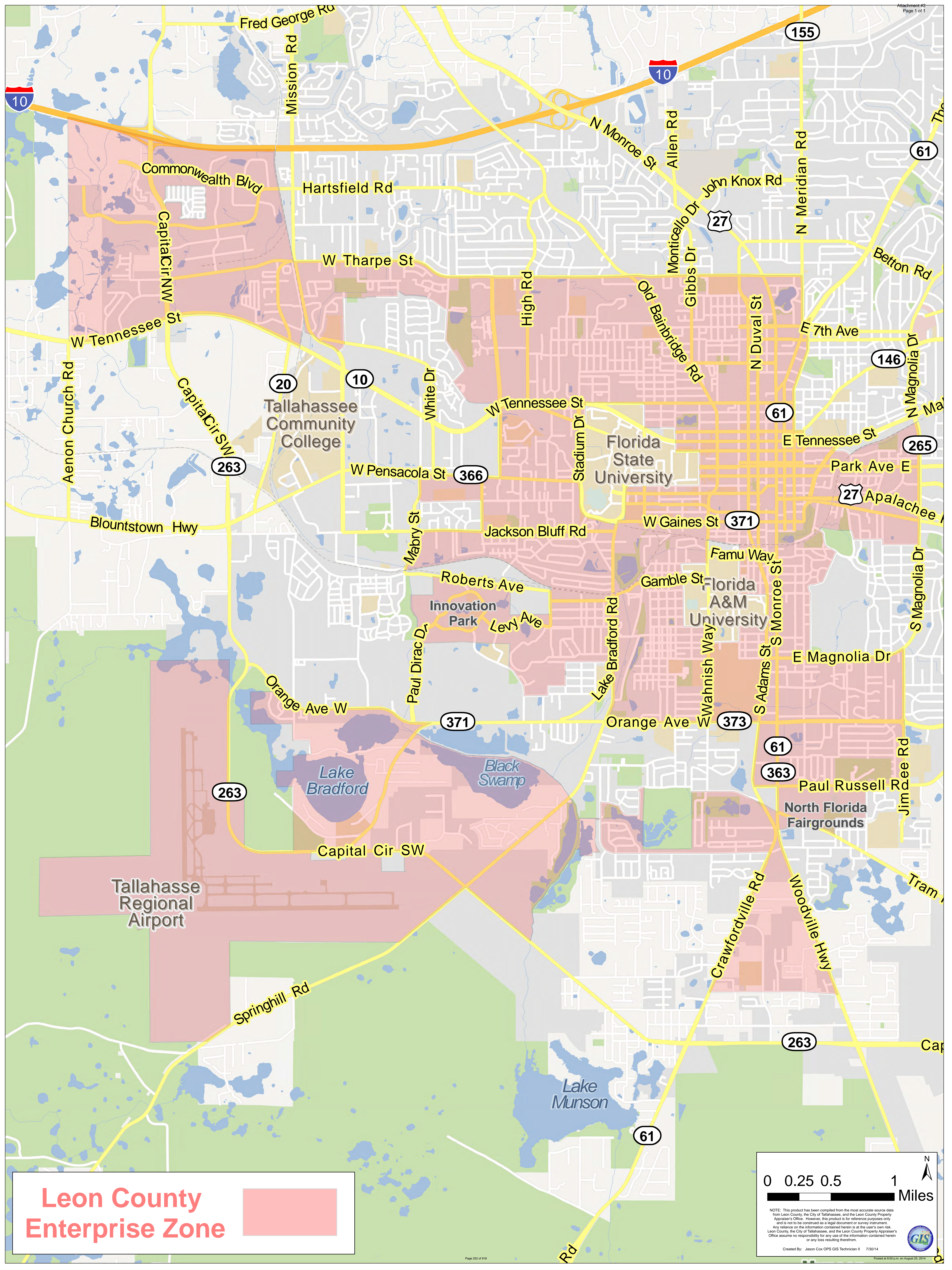
ATTESTED BY:
BOB INZER, CLERK OF THE COURT

BY: 
CLERK

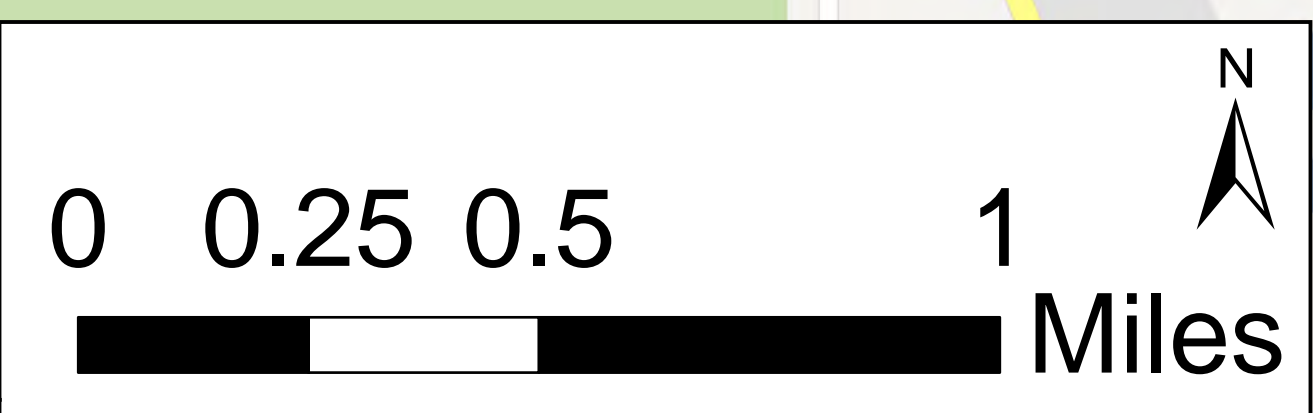
APPROVED AS TO FORM:

COUNTY ATTORNEY'S OFFICE
LEON COUNTY, FLORIDA

BY: 
HERBERT W.A. THIELE, ESQ.
COUNTY ATTORNEY



**Leon County
Enterprise Zone**



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.



Tallahassee-Leon County Enterprise Zone Incentives

- **Enterprise Zone Stimulus Tax Credit (Sales and Use Tax)**
This program allows businesses located in an Enterprise Zone that collect and pay Florida Sales & Use Tax and create a new full-time job, a credit against its tax based on wages paid to new employees (in a full-time job) who have been employed by the business for at least three months and live within the boundaries of the Enterprise Zone.
- **Enterprise Zone Stimulus Tax Credit (Corporate Income Tax)**
This program allows businesses located in an Enterprise Zone that pay state corporate tax and create a new full-time job, a credit against its tax based on wages paid to new employees (in a full-time job) who have been employed by the business for at least three months and live within the boundaries of the Enterprise Zone.
- **Sales tax refund for business machinery and equipment used in an Enterprise Zone**
A refund is available for sales taxes paid on the purchase of certain business property, (e.g. tangible personal property such as office equipment, warehouse equipment, and some industrial machinery and equipment), which is used exclusively in an Enterprise Zone for at least three years.
- **Sales tax refund for building materials used in an Enterprise Zone**
A refund is available for sales taxes paid on the purchase of building materials used to rehabilitate real property located in an Enterprise Zone. This incentive is limited to owners, lessors and lessees of the real property that is rehabilitated within an Enterprise Zone.
- **Enterprise Zone Property Tax Credit (Corporate Income Tax)**
New or expanded businesses located in an Enterprise Zone are allowed a credit on Florida corporate income tax equal to 96 percent of ad valorem taxes paid on the new or improved property. (The assessment rate varies by county.)
- **Community Contribution Tax Credit Program**
This program allows a business anywhere in Florida a 50 percent credit on Florida corporate income tax, insurance premium tax or sales tax refund for donations to local community development projects. Donations must be made to an eligible sponsor conducting an approved community development project. The annual amount of credit granted is limited to \$200,000 per firm and \$10,000,000 for the state.

RESOLUTION NO. R02- 59

RESOLUTION OF THE LEON COUNTY BOARD OF COUNTY COMMISSIONERS, ADOPTING THE TALLAHASSEE/LEON COUNTY ENTERPRISE ZONE STRATEGIC PLAN

WHEREAS, the Legislature of the State of Florida, in the 2002 session, adopted Chapter 2002-296, Laws of Florida, which authorizes Leon County and the City of Tallahassee to jointly apply to the Office of Tourism, Trade and Economic Development for the designation of one Enterprise Zone within Leon County; and

WHEREAS, the Leon County Board of Commissioners, by adoption of Resolution R02-15 on May 28, 2002, has delineated a contiguous area for nomination as the Tallahassee/Leon County Enterprise Zone and that this contiguous area meets the criteria set forth in Section 290.0055, Florida Statutes; and

WHEREAS, Leon County, by adoption of Ordinance No. 2002-10 on June 11, 2002, has created the Tallahassee/Leon County Enterprise Zone Development Agency pursuant to the procedures set forth in Section 290.0056, Florida Statutes; and

WHEREAS, the City of Tallahassee Commission, by adoption of Resolution No. 02-R-08 on February 13, 2002, has agreed with the designation of an enterprise zone wholly or partly within the corporate limits of the City of Tallahassee; and

WHEREAS, the Tallahassee-Leon County Planning Commission, sitting as the Local Planning Agency, has reviewed the Tallahassee/Leon County Enterprise Zone Strategic Plan and has found that it is not inconsistent with the Tallahassee-Leon County Comprehensive Plan;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF LEON COUNTY, FLORIDA, as follows:

1. The Leon County Board of County Commissioners hereby adopts the Tallahassee/Leon County Enterprise Zone Strategic Plan, which is attached hereto and made a part hereof as Attachment 1.

2. The Leon County Board of County Commissioners concurs that the Tallahassee/Leon County Enterprise Zone Strategic Plan shall be included in the joint application of Leon County and the City of Tallahassee to the Office of Tourism, Trade, and Economic Development, therein seeking the designation of the Tallahassee/Leon County Enterprise Zone Development Agency.

3. This resolution shall become effective immediately upon its adoption.

DONE, ADOPTED, AND PASSED by the Board of County Commissioners of Leon County, Florida, this 26th day of November, 2002.

LEON COUNTY, FLORIDA



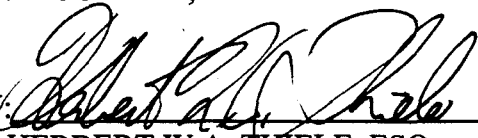
BY: Tony Grippa
TONY GRIPPA, CHAIRMAN
BOARD OF COUNTY COMMISSIONERS

ATTESTED BY:
BOB INZER, CLERK OF THE COURT

BY: John Stott
CLERK

APPROVED AS TO FORM:

COUNTY ATTORNEY'S OFFICE
LEON COUNTY, FLORIDA

BY: 
HERBERT W.A. THIELE, ESQ.
COUNTY ATTORNEY

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STRATEGIC PLAN

FOR THE PROPOSED
TALLAHASSEE-LEON COUNTY ENTERPRISE ZONE

DESCRIPTION OF THE COMMUNITY'S GOALS

- ❖ Increase economic incentives for new and existing businesses in the Enterprise Zone area.
- ❖ Promote private sector investments in the Enterprise Zone area.
- ❖ Stimulate redevelopment and enhancement of businesses and homes in the Enterprise Zone area.
- ❖ Provide increased employment opportunities for Enterprise Zone residents.
- ❖ In concert with the Leon County Community Contribution Tax Credit Task Force, assist in the creation and availability of housing for low and very-low income residents of the Enterprise Zone area.
- ❖ Promote stability by increasing the amount of home ownership in the Enterprise Zone area.
- ❖ Create, through the Enterprise Zone Development Agency, a partnership with other boards, agencies, and committees that are working to enhance areas within the Enterprise Zone boundaries. Some of these entities include the Gaines Street Revitalization Committee, the Community Redevelopment Agency, the Frenchtown Front Porch Committee, and the Blueprint 2000 Citizen Advisory Committee.
- ❖ Create a strong communications network within the community to keep citizens involved in the Enterprise Zone/redevelopment process.

**DESCRIPTION OF THE COORDINATED EFFORTS
FOR REVITALIZATION**

The proposed Tallahassee/Leon County Enterprise Zone area contains several ongoing revitalization projects within its borders. In addition, the Tallahassee – Leon County Comprehensive Plan has a number of goals, policies, and objectives that address the special needs of several geographic areas that are contained, either in whole or in part, within the boundaries of the proposed Enterprise Zone area.

The Comprehensive Plan contains the following statements about the geographical areas listed below, each of which are included wholly or partially within the proposed Enterprise Zone area:

Southern Strategy Area

The Tallahassee-Leon County Comprehensive Plan identifies a geographic region called the Southern Strategy Area (SSA), much of which is contained within the boundaries of the proposed Enterprise Zone area (see map attachment A). When the Comprehensive Plan was adopted in 1990 the City and County recognized a problematic pattern of development that had been occurring over the past several decades, in that the northern and eastern parts of the community were growing while the southern part of the community was losing population and experiencing increased unemployment and general stagnation. Both the City and County Commissions realized that a “Southern Strategy” was needed to reverse these trends and adopted Southern Strategy policies into the Comprehensive Plan.

The following policies can be found in the Land Use section of the Comprehensive Plan:

Policy 11.1.1

By the year 2004 housing efforts shall focus on:

- *Maintaining the supply of affordable housing and raising the overall assessed value of housing in the SSA by attracting additional quality residential development to the area.*
- *Improving the quality of the existing housing stock.*
- *Improving the safety, appearance, and overall quality of life in the SSA.*
- *Increasing home ownership opportunities.*

Strategies shall include, but need not be limited to maintaining existing housing stock and residential neighborhoods through increased commitment to code enforcement measures. Such strategies should:

- a) *Consider and develop funding sources for the acquisition of appropriate land or homes in the target area for rehabilitation and development.*
- b) *Involve non-profit organizations to the maximum extent possible as a source for providing the funds, assistance, and labor for the*

rehabilitation of existing structures. Self-help and volunteer labor programs should be emphasized to offset the cost of rehabilitation and redevelopment projects.

- c) Encourage home ownership through local lending institutions such as the Tallahassee Lenders Consortium to make new and rehabilitated homes available to potential residents with reduced or market rate loans, with more flexible underwriting criteria, or at reduced cost.*

Policy 11.2.2

By 2004, a sector plan, or plans, shall be prepared and adopted by local government for the Southern Strategy Area. The sector plan(s) will:

- a) Be coordinated with the preparation of redevelopment plans for the Community Redevelopment Area.*
- b) Include an inventory and assessment of public facilities; an inventory of housing structural conditions; and an assessment of key socioeconomic indicators.*
- c) Prioritize and focus infrastructure improvements on those facilities that serve this area. This should include but not be limited to roadway, utilities, schools and parks.*
- d) Encourage and provide forums for the involvement of neighborhood residents, community leaders, neighborhood business leaders, and others – in the redevelopment and rehabilitation of this area.*
- e) Identify land use and land development regulation changes to achieve plan objectives, and shall address other issues as identified by sector plan participants.*
- f) Provide for follow-through in the form of a work plan, including capital improvement programming, with the intent that government projects and programs will proactively serve as stimulants to private sector investment and reinvestment in the Southern Strategy Area.*
- g) Assess options to increase home ownership in the Southern Strategy Area.*

Policy 11.2.4

By 2002, develop and implement a program which is intended to establish incentives for construction, reconstruction, and rehabilitation of housing in the SSA. This program may include, but need not be limited to incentives such as the allocation of funding for and implementation of water and sewer rebates for construction costs (on site and off site), payment of utility connection fees, and systems charges.

Policy 11.5.1

Work with private sector and education entities to accomplish the following:

- a) Develop a proactive marketing strategy for the SSA properties to encourage appropriate new business and reuse of existing vacant land for development.*
- b) Focus small business assistance programs on businesses in the SSA.*
- c) Research and apply for grants to support economic development in the SSA.*
- d) Focus job-training opportunities to lower income residents in the SSA.*
- e) Provide adequate urban infrastructure to support private investment and reinvestment in the SSA.*

To help achieve these policies, the Southern Strategy Area has been divided into five sector plan areas: South Monroe, South Central, Oak Ridge, Lake Bradford and West Pensacola. Work is nearly complete on the first sector plan area, South Monroe, and has begun in the second sector plan area, Oak Ridge. As each sector plan is completed it will contain recommendations to expedite building permits, improve business conditions, and implement capital improvements in the area, thereby improving the quality of life for the residents and business owners in the southern portion of our community.

The Central Core Area (City of Tallahassee only)

The Central Core consists of the inner-most, older urban portions of the City of Tallahassee. The majority of the Central Core Area lies within the boundaries of the proposed Enterprise Zone area (see map attachment B). In the past twenty years the population of Leon County has nearly doubled while the Central Core Area has suffered a net population loss. Some portions of the Central Core have already exhibited signs of distress as evidenced by a loss of population, higher rates of poverty, increased vacancy rates, and lower levels of education when compared to the newer more affluent periphery areas. The Comprehensive Plan policies for the Central Core are based on three major strategies:

Stabilization – of the residential population base. Protection of existing housing stock, ensuring public safety, and providing code enforcement are the major components of this strategy.

Revitalization - so that the area can become competitive as a preferred location for both current and new businesses and residents. Major components of this strategy are infrastructure upgrades, provision of public amenities, the promotion of residential infill development and homeownership, and the revitalization of commercial districts.

Redevelopment – to enhance the development potential of deteriorated areas within the Central Core; particularly as potential business locations, locations for mixed use developments, and developments of higher residential density. Areas which feature deteriorated and abandoned uses will be the focal points for redevelopment policies. The provision of incentives will be a key component of this strategy.

The Central Core Area includes a number of goals, policies, and objectives that are designed to assist the future of this area. Among the more salient of these are:

Objective 12.1

By 2004, increase investment, infill development, and redevelopment within the Central Core Area, as signified by a net gain in population, and increase in value in both residential and non-residential building permits, and increased home ownership.

Policy 12.1.2

The Tallahassee-Leon County Planning Department shall conduct a Comprehensive Assessment of the Central Core Area which includes the following:

- 1) An inventory and analysis of infrastructure and facilities;*
- 2) A survey of housing structural conditions;*
- 3) An evaluation of socioeconomic neighborhood indicators;*
- 4) An inventory of existing land use, and;*
- 5) An analysis of assets and strengths.*

Policy 12.1.3

Based on the Comprehensive Assessment of the Central Core Area, the City of Tallahassee and Leon County shall adopt a Strategic Implementation Plan for the Central Core Area. The Strategic Implementation Plan shall include input and involvement by property owners, businesses, and residents in the Central Core Area, be coordinated with the redevelopment plan for Community Redevelopment Area and the Downtown Plan and shall include the following provisions:

- 1) Establish clear goals and objectives for the revitalization of areas within the Central Core Area;*
- 2) Promote funding for infrastructure, public amenities, and programs for neighborhood improvement;*
- 3) Provide financial incentives which promote reinvestment, infill, and redevelopment in deteriorating developed area;*
- 4) Expand opportunities for home ownership within the Central Core Area, through greater regulatory flexibility, financial assistance, and other innovative approaches;*
- 5) Increase infill and redevelopment through the reduction of regulatory obstacles, including streamlining the development review process; and*
- 6) Address impediments to infill and redevelopment, such as brownfields, lack of stormwater capacity, fragmented ownership patterns, and need for public parking.*

The Strategic Implementation Plan shall reflect the different opportunities and needs of the various neighborhoods and areas within the Central Core Area.

Southside Sector Plan

The Southside Sector Area, displayed in the Comprehensive Plan Future Land Use Map, is wholly contained within the boundaries of the proposed Enterprise Zone area (see map attachment C). The following goal and objective, from the Comprehensive Plan, show the intent to revitalize the area.

Land Use Goal 7:

The Southside should provide for a safe environment which provides better education, employment, and housing opportunities, which transforms the area into a thriving, productive community that is committed to its youth. The Southside shall provide for safe and attractive commercial, office, and residential opportunities which are oriented to pedestrian, transit, and car access. The evolution of the area should capitalize on such

attributes as its present core of existing business, its close proximity to the Capitol Complex and FAMU, and its existing residential areas.

Objective LU 7.1:

To provide and implement strategies and policies which will foster both short term and long term revitalization of the Southside Sector Plan area. Strategies shall combine both private and governmental resources and shall address not only land use issues but also economic, educational, and other social issues such as crime, community character, and the provision of affordable housing.

Urban Central Business District

The Comprehensive Plan established the Urban Central Business District to increase the density of development in this area, which is entirely contained within the boundaries of the proposed Enterprise Zone area (see map attachment D). The following Comprehensive Plan Objective describes the intent of the District:

Objective LU 9.1:

As part of the Urban Infill Strategy, higher densities and intensities will be encouraged in the Urban Core. Pursuant to Rule 28-24.014 (10) F.A.C., the Urban Central Business District is hereby established to increase the development of regional impact guidelines and standards by 50% for residential, hotel, motel, office, or retail developments in this area.

In addition to the goals, policies, and objectives in the Comprehensive Plan, the following local government projects are located either wholly, or in part, within the boundaries of the proposed Enterprise Zone area.

Community Redevelopment Area

The Community Redevelopment Area was created by the City of Tallahassee in 1998 to provide a mechanism of raising funds for and providing guidance to the redevelopment of this area, which is entirely within the boundaries of the proposed Enterprise Zone area (see map attachment E).

Under Florida law local governments are empowered to designate areas of their community as a Community Redevelopment Area (CRA) when certain conditions related to blight exist. Examples of blight that can support the creation of a CRA include the presence of substandard or dilapidated structures, a shortage of affordable housing,

inadequate infrastructure, insufficient roadways and inadequate parking. When such conditions are present, a CRA may be created to provide tools to foster redevelopment within the targeted area. One financing tool available to the CRA is tax increment financing, which allows a jurisdiction to capture the growth in property tax revenue generated in a redevelopment area and invest it back into that same redevelopment area.

The boundaries of the City's CRA, which includes the Frenchtown area and the Southside area, were adopted in August 1998, while the redevelopment plan was adopted in June 2000. The boundaries of the CRA were established to encompass a number of City initiatives, such as the Frenchtown Revitalization, the Southern Strategy and the Urban Core objectives as identified in the City's comprehensive plan. Through active implementation of the redevelopment plan and the use of tax increment financing, the redevelopment agency will provide valuable resources to support improvements in the CRA. It is estimated the redevelopment agency will collect over \$106 million in tax increment financing revenue during the 30-year life of the CRA (through FY 2030). During that period, 95 percent of the incremental growth in property tax revenue within the redevelopment area will go to the redevelopment agency for the funding of public improvements and infrastructure to support increased reinvestment, redevelopment and new construction within the CRA.

The City is currently working with the Downtown Improvement Authority to determine whether an addition to the CRA, located in the downtown area, should be established.

Greater Frenchtown Area Front Porch Community

Located entirely within the boundaries of the proposed Enterprise Zone (see map attachment F), the Greater Frenchtown area has been designated by Governor Jeb Bush as a Front Porch Florida Community. The Florida Front Porch Community program is designed to facilitate the cooperation of residents, government, and service providers in the development of a Community Action Plan that will serve as a blueprint on the identification of community needs and the implementation of changes in the community.

The Greater Frenchtown Area Front Porch Action Plan addresses shortcomings of Frenchtown by identifying specific goals and strategies in twelve areas: Neighborhood Image, Education, Economic/Community Development, Employment, Youth/Senior Services, Crime, Public Safety, Health, Housing, Land Use, and Transportation. There are 39 specific goals identified in these twelve areas, as well as 61 specific short-term strategies and 37 specific long-term strategies that are, together, to be used as a guide for development and implementation of the Action Plan. The mission statement of the Greater Frenchtown Area Front Porch Community is as follows: *"To revitalize our community, and build human capital and infrastructure within the community by promoting, improving and enhancing the Greater Frenchtown community through partnerships."*

Gaines Street Area Revitalization Plan

In November, 2000 the City of Tallahassee adopted the Gaines Street Revitalization Plan which is a broad-based plan to revitalize this urban core area that is located entirely within the boundary of the proposed Enterprise Zone area (see map attachment G).

Gaines Street is the main corridor connecting three of Tallahassee's most significant institutions: the state capital complex, Florida State University, and Florida A & M University. The surrounding area is of key importance to downtown Tallahassee as the City emerges as a major university, government, and employment center. Present land uses range from older industrial and warehouse uses to a concentration of government operations; from residential uses of varying densities with eroded neighborhood fabrics to scattered office uses. The Revitalization Plan is the culmination of more than five years of work with residents, business owners, City, County, and State governments, the Chamber of Commerce, consultants, and the public at large. The main component of the Plan centers around the reconstruction of Gaines Street with wide sidewalks, on-street parking, landscaping, and a wide median. This reconstructed roadway will serve as the focal point for other changes to the area including greenways and open space, new and compatible urban land use patterns, residential infill, and economic development. The tools and techniques created by this plan fall into five categories, as follows:

1. A Gaines Street Revitalization Plan that articulates a pattern of land uses, providing development of appropriate intensity in urban areas. This new framework of regulations and incentives will also shape and preserve a greenway network of parks, trails, waterways, and other natural features.
2. Development Standards and Design Guidelines that seek to raise the bar for the quality of commercial and residential development and of the character of streets and roadway corridors. The guidelines are intended to produce neighborhoods and activity centers of aesthetic variety and character and a sense of place.
3. A Historic Resources Master Plan intended to encourage new development that considers ongoing preservation of existing historical resources and new infill compatible with the existing character and urban fabric of the place.
4. Greenway and Open Space Design Concepts throughout the Gaines Street area that are based on the "Blueprint 2000 and Beyond" Report prepared by the Economic and Environmental Consensus Committee and endorsed by the two local governments. The proposed greenway is an opportunity for economic development and natural resource management.
5. A City of Tallahassee Implementation Program including new urban zoning districts, incentives for development, and coordination with the Community Redevelopment Agency and Plan.

Blueprint 2000

On November 7, 2000 voters in Leon County approved a one cent sales tax extension (from 2004 to 2019) to fund a series of critically needed community initiatives focusing on stormwater and flood control, greenspace acquisition and parks/recreation improvements, and transportation projects. Eighty percent of the projected sales tax revenues were committed to projects proposed by the Economic and Environmental Consensus Committee (EECC), a diverse group of citizens who represented business and environmental interests in the community and who were the authors of the Blueprint 2000 and Beyond report; the balance of the revenues were committed to fund projects identified as City and County priorities.

Many of the Blueprint 2000 projects are located in the proposed Enterprise Zone area. A conservative estimate places \$214.5 Million of the total \$540.4 Million in projects, or 40% of the total funding, either within or directly adjacent to the proposed Enterprise Zone area. A listing of the Blueprint 2000 projects that will impact the proposed Enterprise Zone are shown below:

- Widening of Capital Circle NW from I-10 to Blountstown Highway (estimated cost of \$97.8 Million) – widening to six lanes from I-10 to Tennessee Street, four lanes from Tennessee Street to Blountstown Highway; two interchanges; water resource protection through greenway linkages and flood plain acquisition; protection of Gum Swamp system.
- Franklin Boulevard, Cascades Park, Old St. Augustine Branch reconstruction (estimated cost of \$61.5 Million) – greenways and trail head development
- Water Quality Program Funding, Phase One – includes \$10 Million for Frenchtown watershed drainage improvements
- Gaines Street Reconstruction (estimated cost of \$27.7 Million)
- Urban Corridor Project – Lake Bradford Road Gateway Enhancement (estimated cost of \$3.2 Million)
- Urban Corridor Project – South Adams Street Gateway Enhancement (estimated cost of \$2.1 Million)
- Lafayette Street Reconstruction (estimated cost of \$5.7 Million)
- Gadsden Street Reconstruction (estimated cost of \$1.0 Million)
- Meridian and Franklin Streets Reconstruction (estimated cost of \$4.5 Million)

A map highlighting these projects and their relationship to the Enterprise Zone area can be found in map attachment H.

In addition to these projects which are either wholly or substantially within the Enterprise Zone area, there are a number of additional Blueprint projects that will include portions of the Enterprise Zone area, plus additional funding targeted for a number of projects with as-yet-unidentified locations (such as intersection improvements, sidewalks, bike lanes and paths, greenway connector trails, and water quality improvements) some of which will take place within the Enterprise Zone.

DESCRIPTION OF THE POVERTY AND GENERAL DISTRESS

The boundaries of the proposed Enterprise Zone area were drawn to include the most impoverished portions of Leon County. According to 1990 Census data, 41 of Leon County's 161 block groups had a poverty rate of at least 30%. One hundred percent, or all 41 of these most impoverished block groups have been included in the nominated area. An additional 17 block groups in Leon County had a poverty rate between 20% and 30% in 1990, of which 13 are included in the nominated area. For the entire proposed Enterprise Zone area, 43% of the persons lived below the poverty rate in 1990, more than two and a half times the 17% rate of poverty for Leon County overall. In addition, the unemployment rate in the proposed enterprise zone area was 9.0% according to the 1990 Census, a rate double the 4.5% unemployment rate of Leon County.

Signs of general distress in the proposed Enterprise Zone area can also be found in several studies recently performed for other projects in this area.

Community Redevelopment Area

The City of Tallahassee contracted with the Florida State University's Department of Urban and Regional Planning to conduct a field survey of the proposed Community Redevelopment Area (CRA) to determine the extent of physical blight in the area. The proposed CRA consisted of 581 blocks, all contained within the boundary of the proposed Enterprise Zone area (see map attachment E). Conditions surveyed included deterioration of buildings and sites, unsanitary conditions, vacancies, and obsolescence, as defined in Florida Statutes, Chapter 163.340. To be considered as blight a block had to exhibit substantial building deterioration or at least three other conditions such as vacancy, obsolescence, deterioration of the site, or unsanitary conditions. Building deterioration was considered to be substantial when 20% or more of the buildings in a block were deteriorating.

The survey showed that 213 of a total of 581 blocks, or 37% of the blocks, were considered to be blighted. In 187 blocks building deterioration exceeded 20%. Site deterioration and deficiencies (in the form of broken paving and sidewalks, missing curbs, and crumbling appurtenances such as fences and walls) were found in 99 blocks. Unsanitary conditions (including accumulations of trash and debris) were found in 243 blocks. Vacant buildings were found in 74 blocks in the study area. Abandoned foundations, indicating obsolescence, were found in 103 blocks. Detailed findings from this survey are available upon request.

Southern Strategy

The State of the Southern Strategy Report, issued in December, 2001, contained numerous citations of poverty and general distress in this area. Much of the Southern Strategy Area (SSA) is contained within the boundaries of the proposed Enterprise Zone area (see map attachment A).

Some of the general findings of the report are as follows:

- 64% of the families with children in the SSA are headed by a single parent, compared to only 35% in Leon County.
- 24% of the families in the SSA live below the poverty level, compared to only 9% in Leon County.
- The median family income in the SSA is only 59% of Leon County's median.
- The unemployment rate in the SSA is 9%, compared to 5% in Leon County.

The report also showed that these indicators are growing worse with time. Data from the 1970, 1980, 1990, and the 2000 Censuses showed most indicators worsening with each Census report.

Greater Frenchtown Area Front Porch Florida Action Plan

The above referenced plan, issued in October, 2000 showed a number of indications of poverty and general distress in the Greater Frenchtown Area, all of which is contained within the boundaries of the proposed Enterprise Zone area (see map attachment F). Some of those findings are as follows:

- The per capita income in the Greater Frenchtown Area is only 34% of the per capita for Leon County.
- The unemployment rate in the Greater Frenchtown Area is almost three times the level for Leon County.
- The number of individuals below the poverty line is over 49% in the Greater Frenchtown Area, compared to only 17% for Leon County.
- The percentage of families below the poverty limit is almost 42% in the Greater Frenchtown Area, compared to only 9% for Leon County.
- The median price of a single family dwelling unit in the Greater Frenchtown Area is only 46% that of the Leon County median.
- Incidence of violent crime in the Greater Frenchtown Area is double the rate for the City of Tallahassee.

In addition, the action plan states that of the three public schools located in the Greater Frenchtown Area, two received a grade of "D" from the State of Florida.

**VERIFICATION THAT THE
 CONTRIBUTING ORGANIZATIONS PARTICIPATED
 IN THE PLANNING PROCESS**

The following individuals and groups have participated in the creation and review of the Strategic Plan for the Tallahassee/Leon County Enterprise Zone Development Plan:

Commissioner Tony Grippa Vice-Chair Leon County Board of County Commissioners	Sue Dick President Greater Tallahassee Chamber of Commerce
Vince Long Assistant County Administrator Leon County	Stu Bevis Vice President Finance and Operations Economic Development Council
Michael Wright Assistant City Manager City of Tallahassee	Wayne Harris Vice President Technology and Development Economic Development Council
Marilyn Larson Executive Director Downtown Improvement Authority	Wendy Grey Director Tallahassee-Leon County Planning Dept.
Greg Patterson President Council of Neighborhood Associations	Rick Fausone Supervisor, Research and Graphics Tallahassee-Leon County Planning Dept.
Cheryl Gonzalez President Capital City Chamber of Commerce	Lora Chapman Senior Planner Tallahassee-Leon County Planning Dept.
Tallahassee – Leon County Local Planning Agency	Michael Parker Director, Economic Development Department City of Tallahassee
South Monroe Street Steering Committee	Ben Pingree Special Projects Coordinator Leon County Government

Gaines Street Vitalization Committee	Mike Donovan Economic Development Specialist City of Tallahassee
Community Contribution Tax Credit Program Task Force	Shelly Murphy Coordinator, Housing Projects Leon County Government

**COMMITMENTS FROM THE GOVERNING BODIES
TO ENACT LOCAL FISCAL AND
REGULATORY INCENTIVES**

The Leon County Board of County Commissioners and the City of Tallahassee Commission are jointly responsible for funding the activities of the Enterprise Zone Strategic Plan. Working with the Enterprise Zone Development Agency, both Leon County and the City of Tallahassee commit to enact local fiscal and regulatory incentives for the Enterprise Zone and to cooperate with the Enterprise Zone Development Agency in all ways within their powers and funding resources to assist in the implementation of the Enterprise Zone Strategic Plan.

Upon the approval and acceptance of this application, the City of Tallahassee and Leon County warrant and represent to all parties acting in reliance upon both local governments and the Enterprise Zone Development Agency that the City of Tallahassee and Leon County shall aid and cooperate with the Enterprise Zone Development Agency and any other parties in carrying out this plan.

Leon County and the City of Tallahassee shall employ the human resources necessary to assist the Enterprise Zone Development Agency with the daily activities and work with local businesses and residents within the Enterprise Zone. Additionally, local government staff will be responsible for the fiscal elements that will be requested by the Enterprise Zone Development Agency.

The City of Tallahassee and Leon County shall provide for administrative enforcement of the Strategic Plan following the designation of the Enterprise Zone by the Office of Tourism, Trade and Economic Development.

Leon County and the City of Tallahassee shall perform all of the preceding, and all other functions and services related to public health, safety, and physical development normally rendered in accordance with a schedule that will permit the development of the Enterprise Zone Area to be commenced and carried to completion without delay.

IDENTIFICATION OF THE LOCAL AND PRIVATE RESOURCES AVAILABLE IN THE NOMINATED AREA

This section identifies some of the local resources that are available to assist businesses and individuals in the Enterprise Zone area in the fields of business development, job training, and educational services.

Florida A&M University Small Business Development Center

The Small Business Development Center, which is located adjacent to the boundary of the proposed Enterprise Zone, provides low or no-cost management and technical assistance to assist small business owners. Some of the services provided by the Center include a business resource library, a learning center where clients have access to computers for business application and the internet, more than 40 educational programs that are offered annually, and business counseling services in the following areas:

- Starting a Business
- Business Plan Development
- Market Research and Planning
- Accounting Systems
- Tax and Licensing Compliance
- Loan Resources

Workforce Plus

Workforce Plus, whose One Stop Service Center is located within the Enterprise Zone, provides education and training in accordance with local business needs. Workforce Plus works to match employer needs with jobseekers' skills. Working as an advocate for the business community and economically disadvantaged workers, Workforce Plus facilitates recruiting training and retaining a qualified workforce for our community. Participating employers, in addition to building a skilled workforce, may qualify for a series of credits, including tax credits, refunds, and exemptions. Among the services that Workforce Plus provides are:

- Mentoring
- Occupational Skills Training
- On-the-Job Training
- Career Assessment and Training
- Child Care Assistance
- Transportation Assistance
- Pre-Employment/Work Maturity Skills Training

Lively Technical Center

Located within the Enterprise Zone area, the Lively Technical Center employs 165 faculty and staff members to serve approximately 4,500 adult students annually, providing hands-on training and job placement. The Center offers both long-term training programs as well as short courses designed in cooperation with business to satisfy quick response needs of the business community. The long-term training includes areas such as agriculture and environment, business technology, health science, and industrial skills. Ongoing short courses include business technology, transportation safety, health science, industrial skills, public service, and real estate.

The Lively Technical Center has accreditation from both the Council on Occupational Education and by the Southern Association of Colleges and Schools. The Center has been approved as a training site by the following organizations:

- Florida Department of Veteran Affairs
- Florida Board of Cosmetology
- Florida State Board of Nursing
- Federal Aviation Administration
- Florida Real Estate Commission
- Florida Department of Insurance
- Florida Department of Business and Professional Regulation
- American Heart Association
- Educational Standards Corporation
- Florida Department of Transportation

The Lively Technical Center has several corporate partners with whom they have developed specific training programs. Some of these partners and the associated training programs are listed below:

- Ford Motor Company – Maintenance and Light Repair
- The National Automotive Technicians Education Foundation – Automotive Service Technology
- 3Com Corporation – Network Support Services
- Oracle Corporation – Web Design Services
- HVAC Excellence – Air Conditioning, Refrigeration, and Heating Technology

The Jim Moran Institute (JMI) for Global Entrepreneurship

Located at Florida State University, which is located within the Enterprise Zone boundary, the Jim Moran Institute's sole function is to help entrepreneurs with currently existing businesses succeed. JMI does this by offering several avenues of assistance – from educational conferences to direct access to staff via the internet or a toll-free phone number. Since its founding in 1995 the Jim Moran Institute has directly assisted over 2,500 businesses in Florida.

Some of the services of JMI include:

- Ace-Net – a listing service that provides information to investors on businesses seeking equity financing.
- Toll-free Information Line – provides entrepreneurs with access to business training and assistance provided by the JMI staff.
- Web Site – containing information to help businesses succeed and to find out about changes in the business technology world.
- Minority Business Assistance – helps to establish cooperative relationships with organizations such as the Urban League, black economic development councils, and black business investment.
- Research – on topics that have practical relevance for entrepreneurs.

Economic Development Council (EDC)

The Economic and Development Council was formed in 1992 to assist in the retention and expansion of existing businesses as well as in the recruitment of new companies to Leon County. The EDC, which receives both private and public funding, is housed within the Tallahassee Area Chamber of Commerce and works with both the City of Tallahassee and Leon County governments to assist in the growth of business in our community. The EDC has been a participant in several programs that will benefit the Enterprise Zone area, including helping to form the Southern Strategy policies, and was a key participant in the creation of the Blueprint 2000 program, which resulted in many capital and infrastructure projects that will assist the Enterprise Zone area.

**INDICATIONS OF HOW THE TAX INCENTIVES AND
LOCAL, STATE, AND FEDERAL RESOURCES
WILL BE UTILIZED IN THE NOMINATED AREA**

Revitalization of the Nominated Area will be funded through a combination of Local, State, and Federal resources. Several local programs have existing funding sources to provide for the enhancement and revitalization of areas within the Nominated Area or are currently seeking funding for their projects. A listing of some of these programs is provided below:

Community Redevelopment Area - Tax Increment Financing will raise an estimated \$130 million by the year 2030. These funds will be spent on public improvements and infrastructure within the Community Redevelopment Area, the boundaries of which lie entirely within the proposed Enterprise Zone area (see map attachment E).

Blueprint 2000 – an additional penny of sales tax between the years 2004 and 2019 will provide an estimated \$540 million for a variety of community enhancement projects. A conservative estimate is that \$215 million of these funds will be spent within or directly adjacent to the proposed Enterprise Zone area. A depiction of the location of these projects can be found on map attachment H.

Gaines Street Revitalization Area – The \$60 to \$70 million cost for the widening and enhancement of Gaines Street has already been committed by a combination of Florida Department of Transportation and Blueprint 2000 sales tax funds. Funding for other activities within the Revitalization Area, including the Cascades Greenway and brownfield clean-up is being sought through a variety of State and Federal grants, as well as Blueprint 2000 funds and other sources. The Gaines Street Revitalization area is completely contained within the boundaries of the proposed Enterprise Zone (see map attachment G).

In addition to ongoing local activities, designation of the Enterprise Zone will provide added impetus to obtaining funding from more traditional sources such as:

- Community Contribution Tax Credit Program
- Community Development Block Grants
- Housing and Urban Development Grants
- Urban Infill Grants
- Grants through the Department of Commerce, the Department of Education, the Department of Health and Human Services, and the Justice Department

**IDENTIFICATION OF FUNDING REQUESTED
UNDER ANY STATE OR FEDERAL PROGRAM
FOR THE PROPOSED REVITALIZATION EFFORTS**

The City of Tallahassee and Leon County governments administer a number of grants that assist projects within the proposed Enterprise Zone area. While these grants were requested prior to the creation of the Enterprise Zone, they support the goals, either directly or indirectly, of the Enterprise Zone Strategic Plan. The successful creation of the Enterprise Zone will allow both local governments to more aggressively pursue future grants for this area.

Leon County and the City of Tallahassee administer a large number of grants, most of which have an impact that is spread throughout the community. Some of the grants that are either specifically targeted within the proposed Enterprise Zone area, or are targeted to a segment of the population that is particularly evident in the Enterprise Zone include:

Family Learning Center (\$59,636 – Federal grant)

This grant will be used to develop Library Family Learning Centers at three sites, all of which are contained in the proposed Enterprise Zone area. Children and their care givers will be involved in pre-literacy and early literacy education through learning activities based on award-winning children’s literature.

Care Net Challenge Grant (\$79,394 – State grant, with matching funds from the County, the City of Tallahassee, and the Capital Medical Society Foundation)

This is a state grant program to expand health services to low income, uninsured residents of Leon County. Many of the recipients of this program will come from the proposed Enterprise Zone area, which contains those block groups with the highest levels of poverty in the county.

Community Access Program (\$614,797 – Federal grant)

This federal grant assists our community to develop the infrastructure necessary to strengthen our integrated health care system for uninsured residents. As with the previous grant, a great many of the beneficiaries of this program come from the Enterprise Zone area.

Bond Community Health Center (\$43,755 – Federal CDBG funds)

This program provides a variety of comprehensive medical care treatments to persons with limited medical resources. The Center is located within the proposed Enterprise Zone area.

Smith-Williams After School and Summer Enrichment Program (\$29,299 – Federal CDBG funds)

Provides structured after school and summer enrichments programs for latchkey children. The Smith Williams Center is located within the proposed Enterprise Zone area.

Lincoln Center After School and Summer Enrichment Program (\$16,961 – Federal CDBG funds)

Same service provisions as above program. The Lincoln Neighborhood Center is located within the proposed Enterprise Zone area.

Frenchtown Public Improvements (\$500,0000 – Federal CDBG funds)

Public improvements include land acquisition, infrastructure modifications, and enhancements to support the activities of the Frenchtown Revitalization Project, which is located in the proposed Enterprise Zone area.

Neighborhood and Community Services Public Facilities (\$100,000 – Federal CDBG funds)

Funds are used for repairs and improvements at Lincoln, Smith-Williams, and the Senior Centers, all of which are located in the proposed Enterprise Zone area.

Orange Avenue Apartment Improvements (\$75,915 – Federal CDBG funds)

Provides funds for the rehabilitation of a community facility in the apartment complex and the construction of a Laundromat for use by residents. The Orange Avenue Apartment complex is located within the proposed Enterprise Zone area.

Gaines Street Corridor Redevelopment (\$203,169 – State Urban Infill and Redevelopment grant)

Grant funds are used for the landscaping, lighting, trails and park amenities for the Elberta Crate regional stormwater facility and for the design and initial construction of enhancements to the Boulevard-Burnett-Civic Center chain of parks. These projects are located within the proposed Enterprise Zone area.

**IDENTIFICATION OF THE BASELINE DATA AND
 BENCHMARKS FOR MEASURING
 THE SUCCESS OF THE STRATEGIC PLAN**

The proposed Enterprise Zone area is clearly an area in decline and in need of assistance. This area contains 100% of the most impoverished Census block groups (at least 30% of the population below the poverty level) in Leon County. In addition, historical Census data shows that the situation is worsening for this area over time. The following table shows the negative direction of several indicators for the Enterprise Zone (all data is from the U.S. Census Bureau):

	<u>1970</u>	<u>1980</u>	<u>1990</u>	<u>2000</u>
Population	47,313	50,974	51,075	61,862
As a percentage of Leon County	46%	34%	27%	26%
EZ Unemployment Rate	4.2%	7.9%	9.0%	18.8%
Leon County Unemployment Rate	2.5%	4.4%	3.8%	5.7%
EZ Median Family Income	\$7,225	\$11,159	\$17,814	\$24,578
Leon County Median Family Income	\$8,961	\$18,916	\$37,000	\$52,962
EZ % of Persons below Poverty	29.3%	35.1%	43.0%	46.4%
Leon County % of Persons below Poverty	19.5%	17.8%	17.0%	18.2%
EZ % of Single-Parent Families	24.1%	47.5%	57.3%	66.9%
Leon County % of Single-Parent Families	15.1%	25.6%	29.1%	35.0%
EZ Housing Vacancy Rate	4.9%	10.8%	12.3%	10.4%
Leon County Housing Vacancy Rate	5.0%	8.6%	8.0%	7.2%
EZ Percent Homeowners	37.5%	29.5%	27.5%	22.5%
Leon County Percent Homeowners	57.2%	56.0%	56.9%	57.0%

A major difficulty with using Census data for indicators, is that the data is updated only once every ten years, making it difficult to measure progress in a timely manner.

This Strategic Plan proposes to use data that more directly addresses the economic conditions of the Enterprise Zone area, as well as data that can be obtained on an annual basis, so that progress can be measured annually. In this way goals, policies, objectives, and local incentives can be adjusted according to the progress being made (or not) on each of the indicators.

The following will serve as benchmark data and goals for improvement for the Enterprise Zone area:

Indicator:	Number of dwelling units that are occupied by homeowners
Baseline Data:	In 2000 there were 4,972 dwelling units in the EZ that were occupied by homeowners
Goal:	Increase the number of dwelling units occupied by homeowners

Indicator:	Value per square foot of commercial structures
Baseline Data:	In 2000, the average dollar value per square foot was \$X in the EZ; \$Y in Leon County
Goals:	1. Increase the value per square foot of commercial property in the EZ 2. Hold steady the value per square foot of commercial, compared to Leon County

Indicator:	Percentage of commercial buildings that are vacant
Baseline Data:	In 2000, X of Y commercial buildings in the EZ area were vacant
Goal:	Decrease the percentage of commercial buildings that are vacant

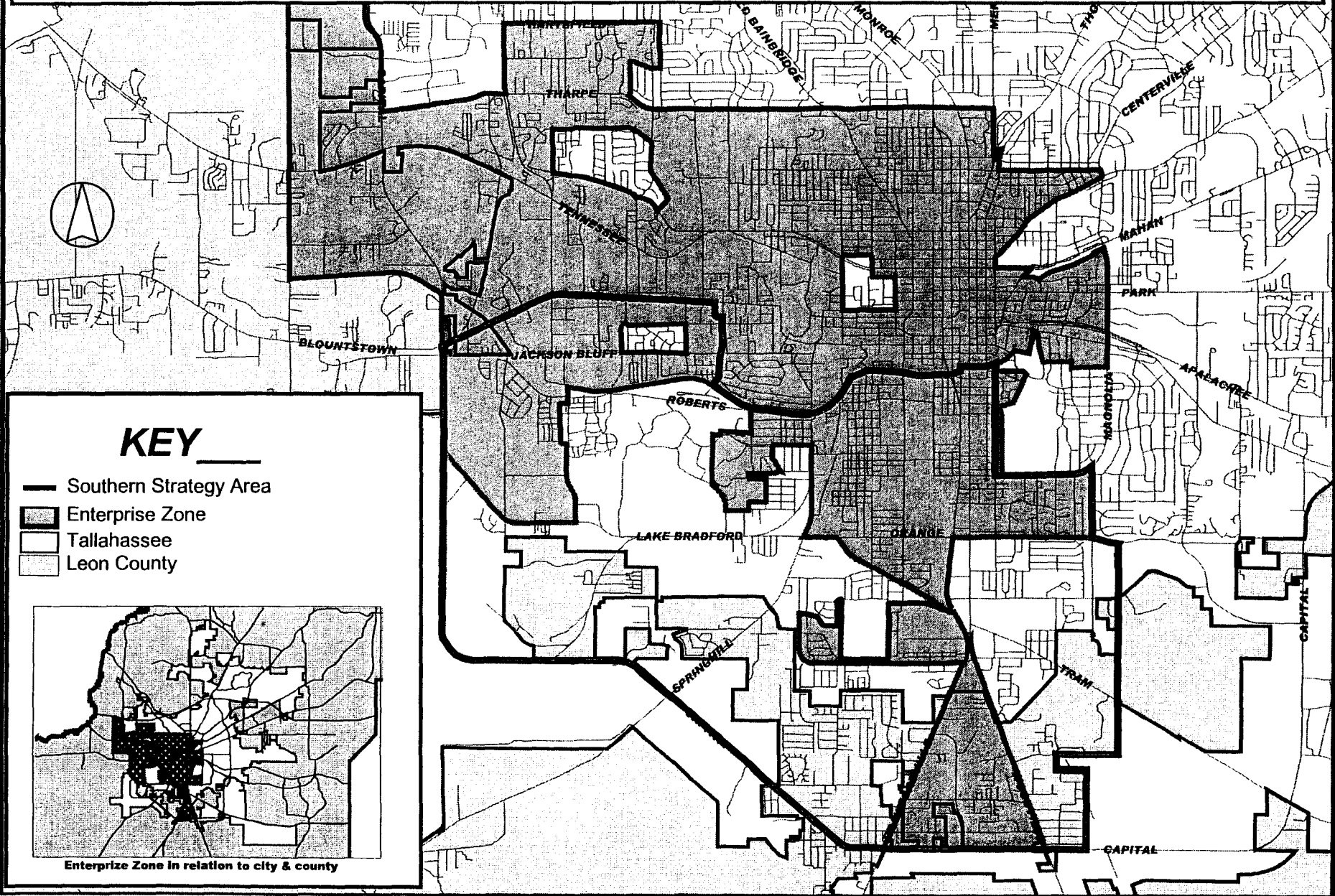
Indicator:	Value of commercial permits
Baseline Data:	In 2000, commercial permits in the EZ area totaled X, which represents Y percentage of the value of all commercial permits in Leon County
Goal:	1. Increase the annual value of commercial permits issued in the EZ area 2. Maintain the percentage value of Leon County commercial permits that take place in the Enterprise Zone

Indicator:	Number of Employees
Baseline Data:	In 2000, there were X employees in the Enterprise Zone area
Goal:	Increase the number of employees in the Enterprise Zone area

IMPLEMENTATION STRATEGY

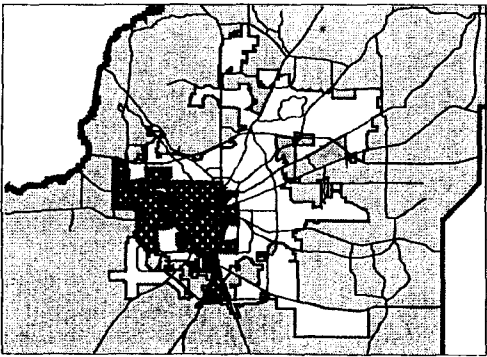
- ❖ **The Enterprise Zone Development Agency (EZDA) and staff will be responsible for implementing the Strategic Plan.**
- ❖ **The EZDA and staff will seek continued input from businesses and residents within the Enterprise Zone area to help refine goals and objectives of the Strategic Plan, and to help develop new incentives and strategies.**
- ❖ **The EZDA and staff will research and develop suggestions for local government incentives and will work with the City and County Commissions to implement such incentives.**
- ❖ **Benchmarks and goals will be measured as a part of each annual report and will be updated, modified, and expanded as needed.**
- ❖ **EZDA and staff will work with the local governments, other agencies and boards, as well as the local Chambers of Commerce, business groups, and non-profit agencies to ensure that the businesses and residents of the Enterprise Zone area aware of the benefits and credits available through this program.**
- ❖ **The EZDA and staff will work with other agencies and boards that have programs that are located in the Enterprise Zone area in order to share information and to help provide a synergistic system to bring assistance to this area.**

Southern Strategy Area in Relation to Enterprize Zone



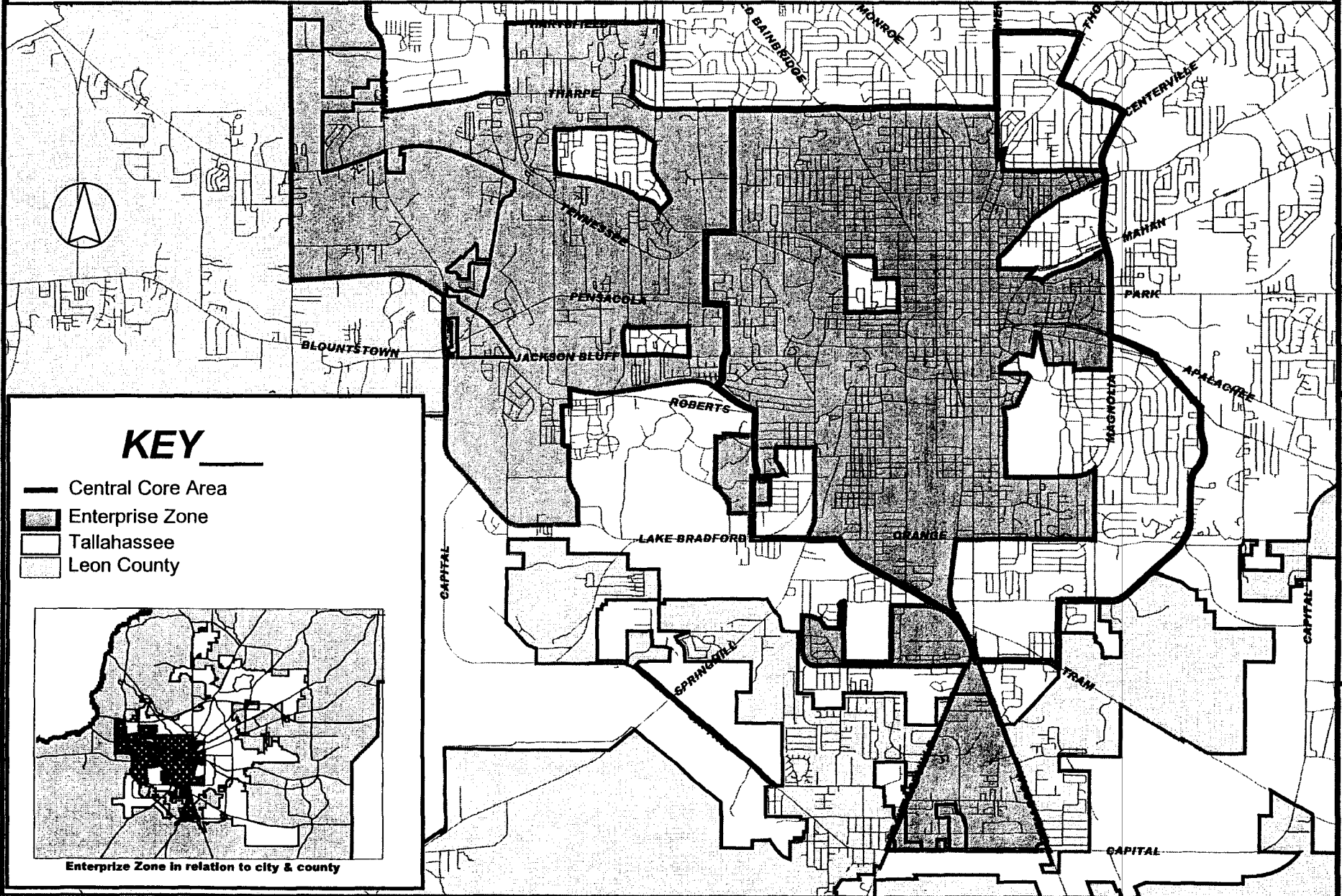
KEY

- Southern Strategy Area
- ▨ Enterprize Zone
- Tallahassee
- ▤ Leon County



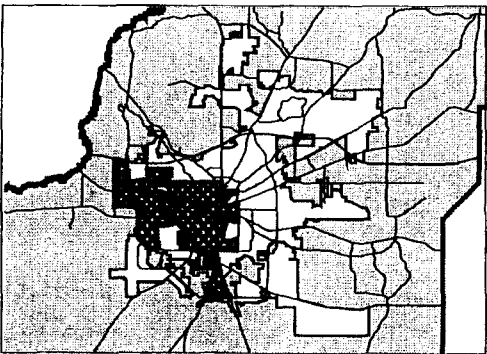
Enterprize Zone in relation to city & county

Central Core Area in Relation to Enterprize Zone



KEY

- Central Core Area
- Enterprize Zone
- Tallahassee
- Leon County

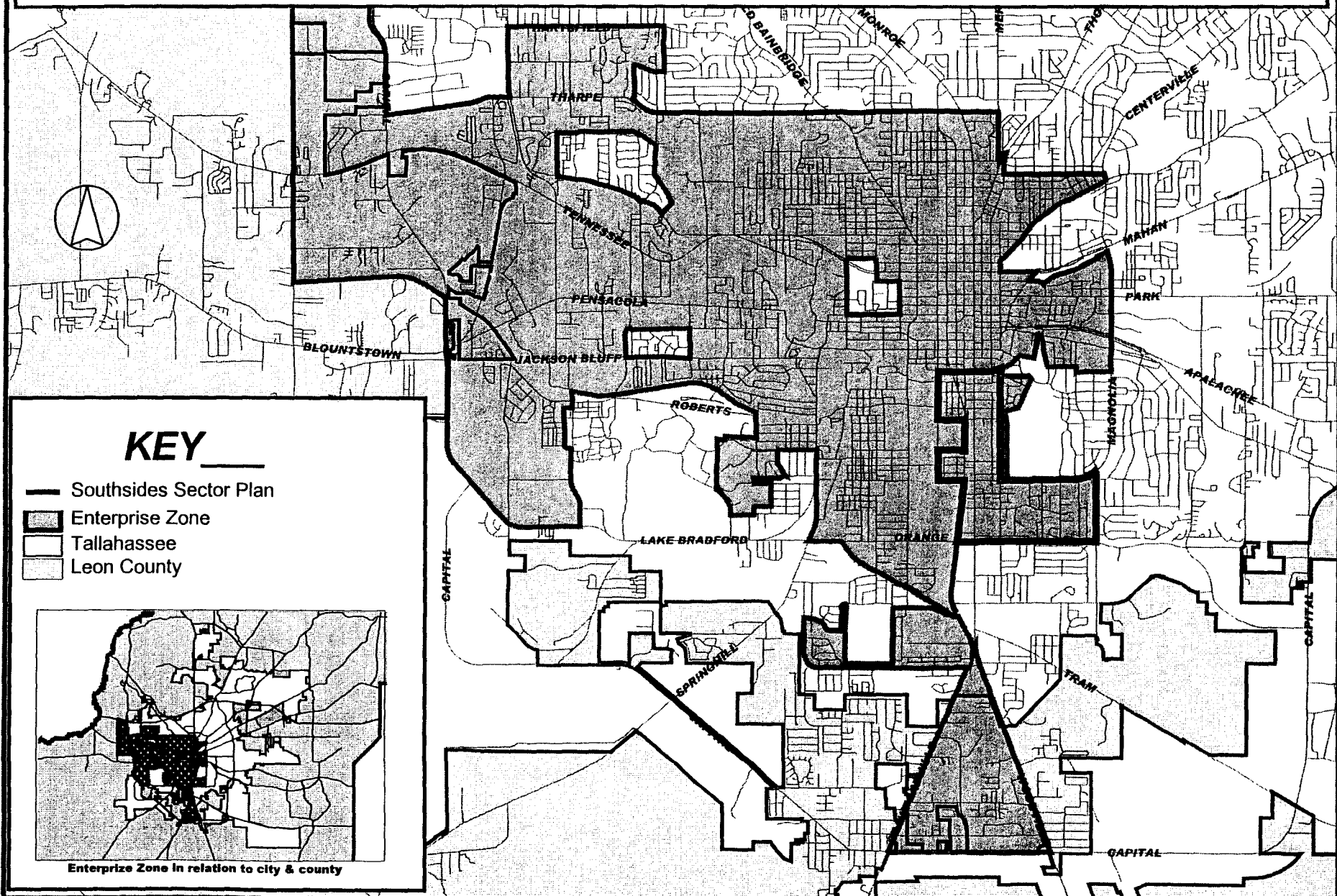


Enterprize Zone in relation to city & county

Southside Sector Plan Area in Relation to Enterprise Zone

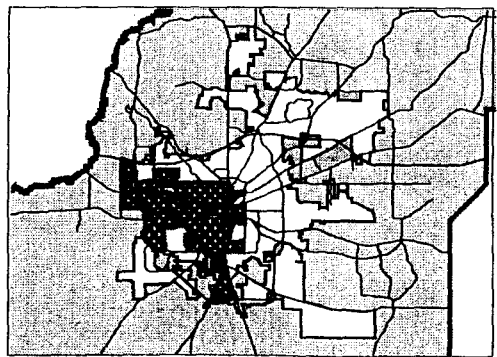
Tallahassee/Leon County EZ Strategic Plan

Map Attachment C



KEY

- Southsides Sector Plan
- Enterprise Zone
- Tallahassee
- Leon County

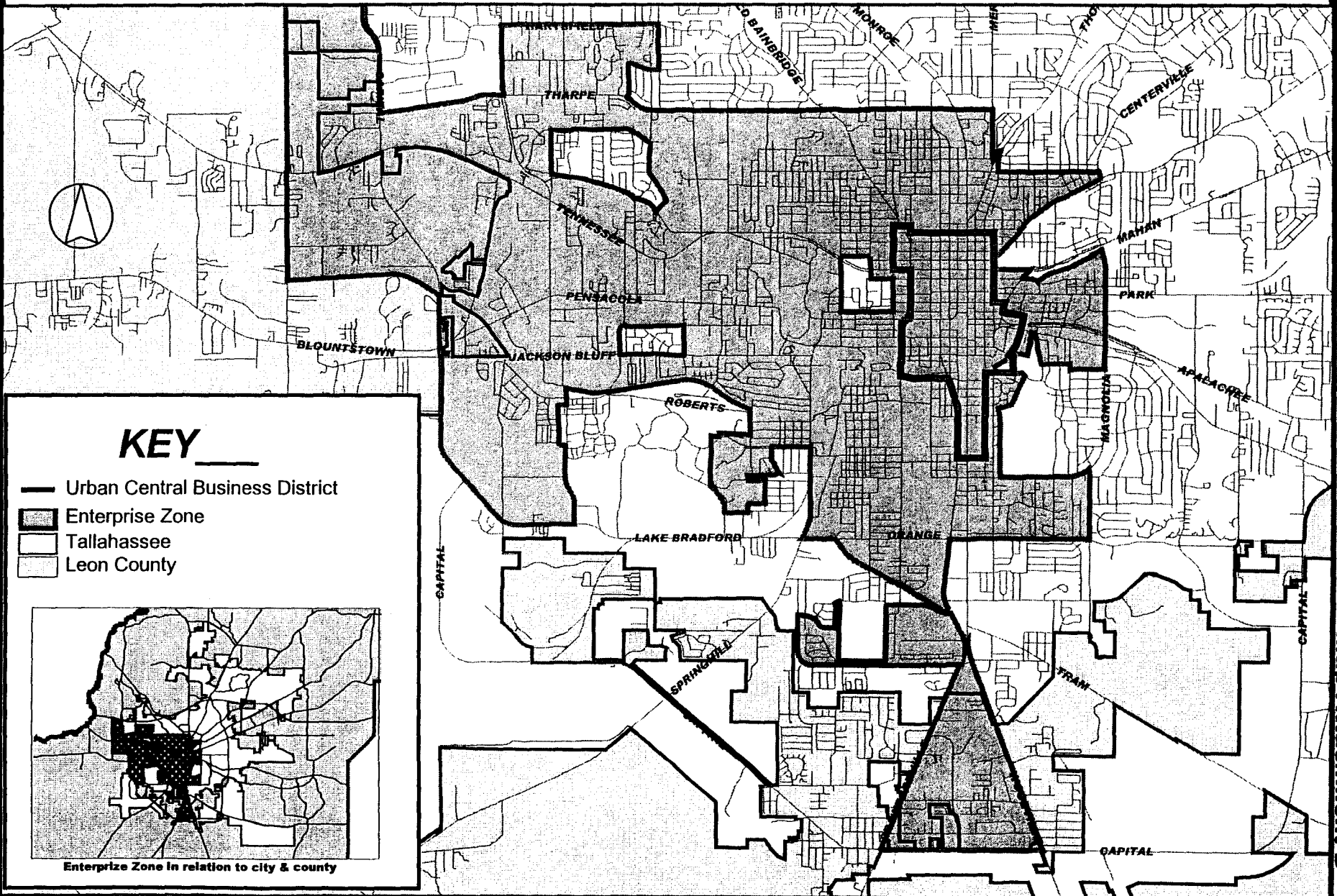


Enterprise Zone in relation to city & county

Urban Central Business District in Relation to Enterprize Zone

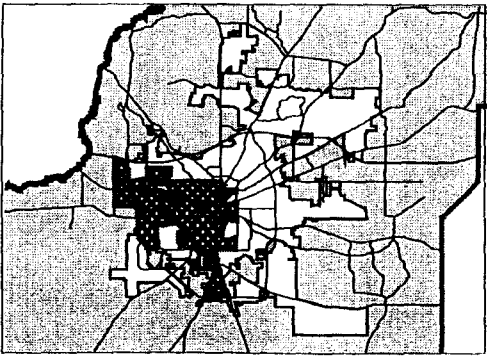
Tallahassee/Leon County EZ Strategic Plan

Map Attachment D



KEY

- Urban Central Business District
- Enterprize Zone
- Tallahassee
- Leon County

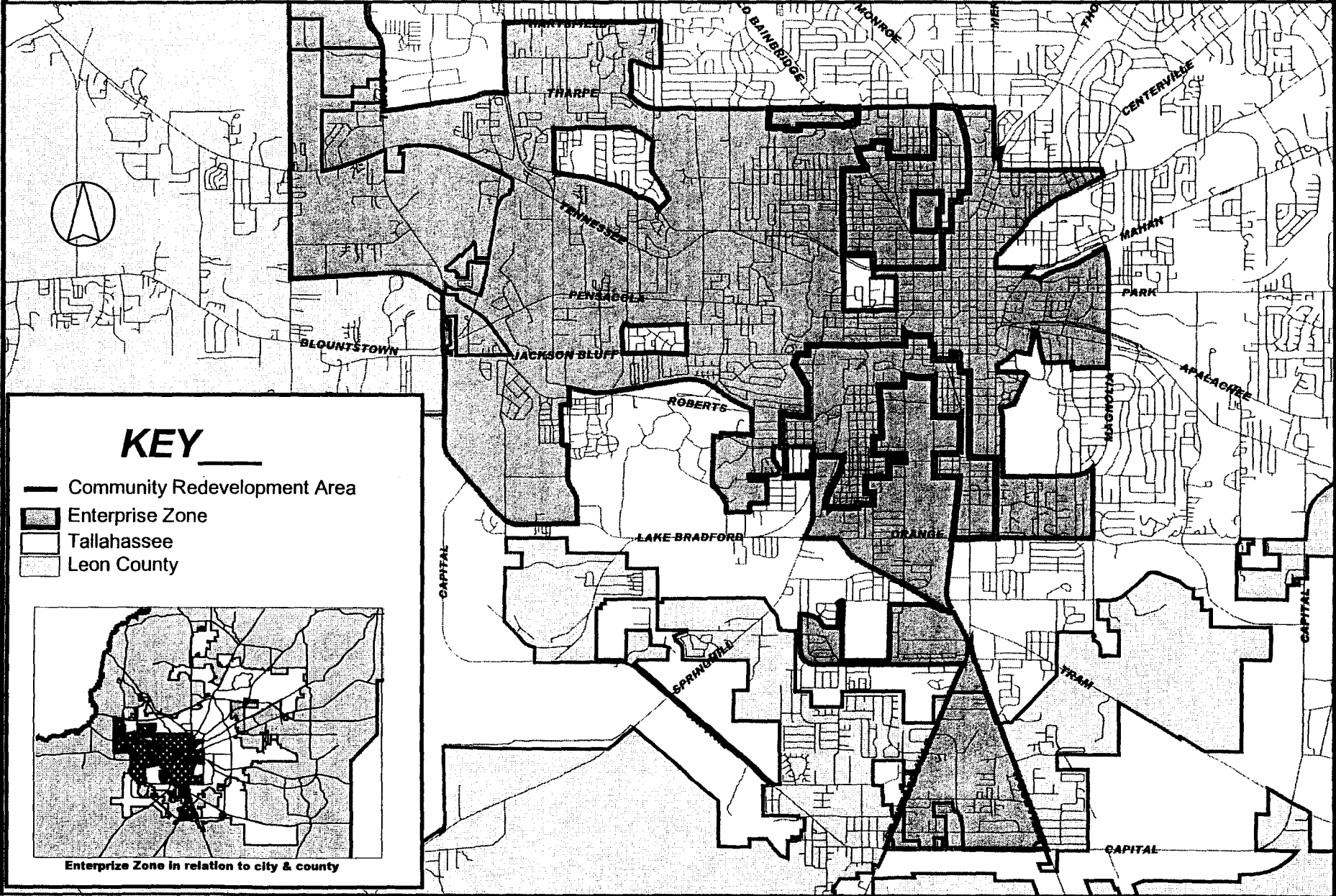


Enterprize Zone in relation to city & county

Community Redevelopment Area in Relation to Enterprise Zone

Tallahassee/Leon County EZ Strategic Plan

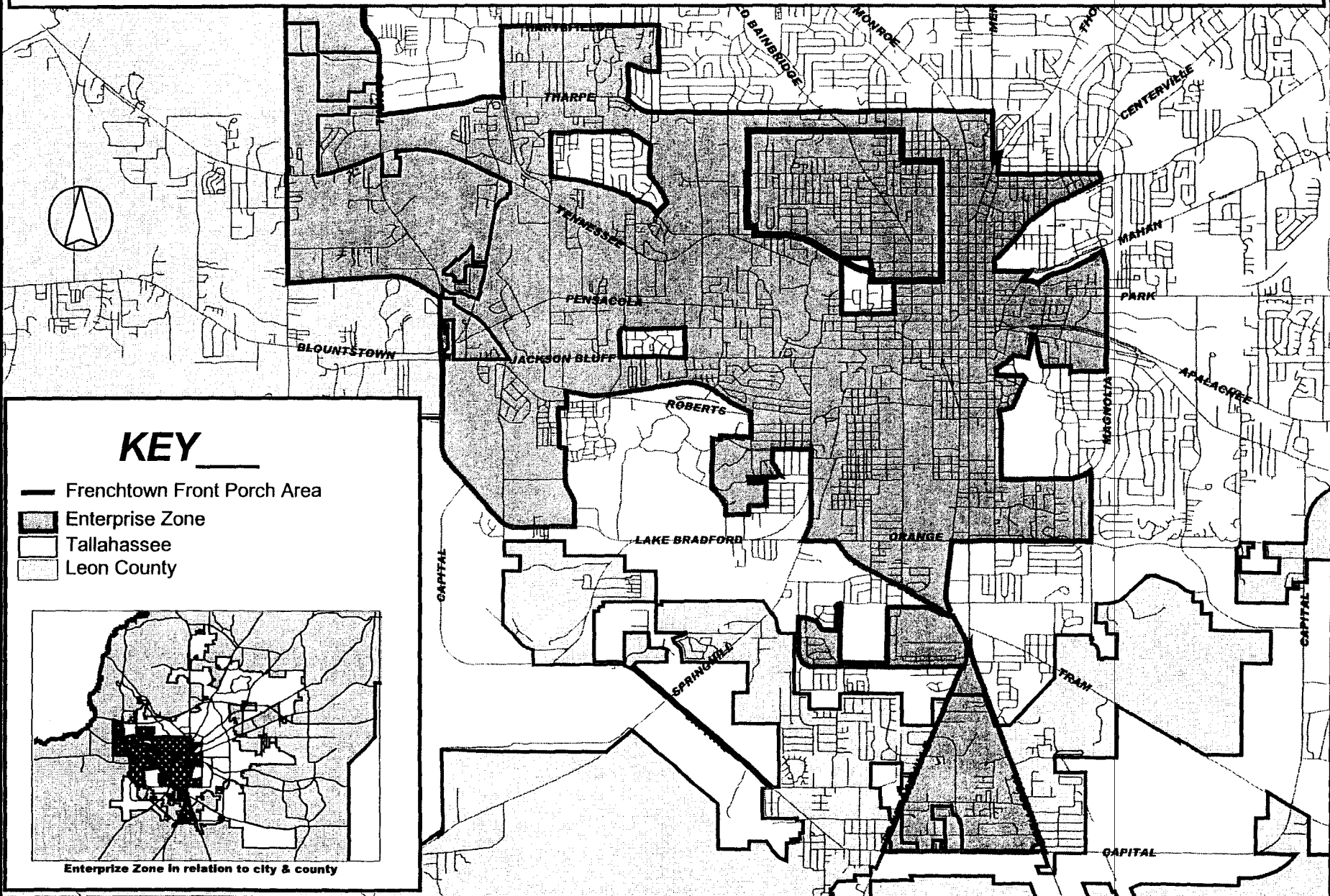
Map Attachment E







Frenchtown Front Porch Area in Relation to Enterprize Zone

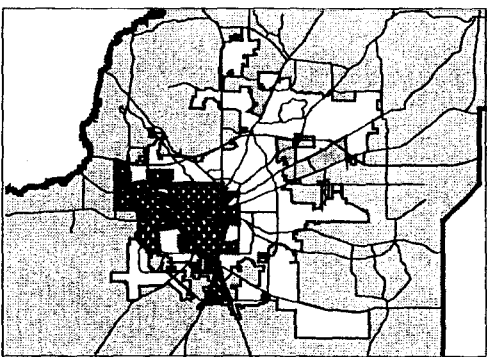
Tallahassee/Leon County EZ Strategic Plan

Map Attachment F



KEY

-  Frenchtown Front Porch Area
-  Enterprize Zone
-  Tallahassee
-  Leon County

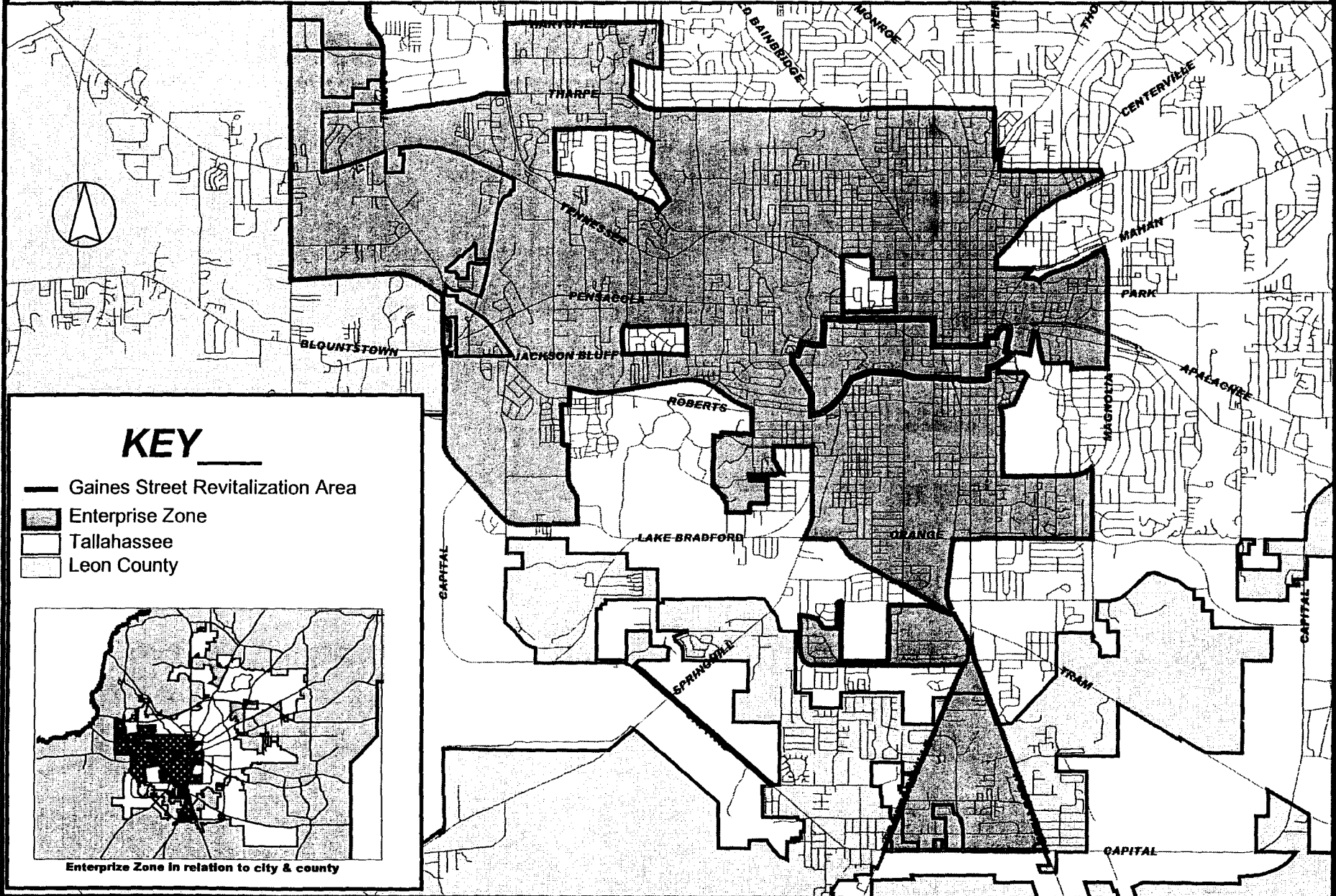


Enterprize Zone in relation to city & county

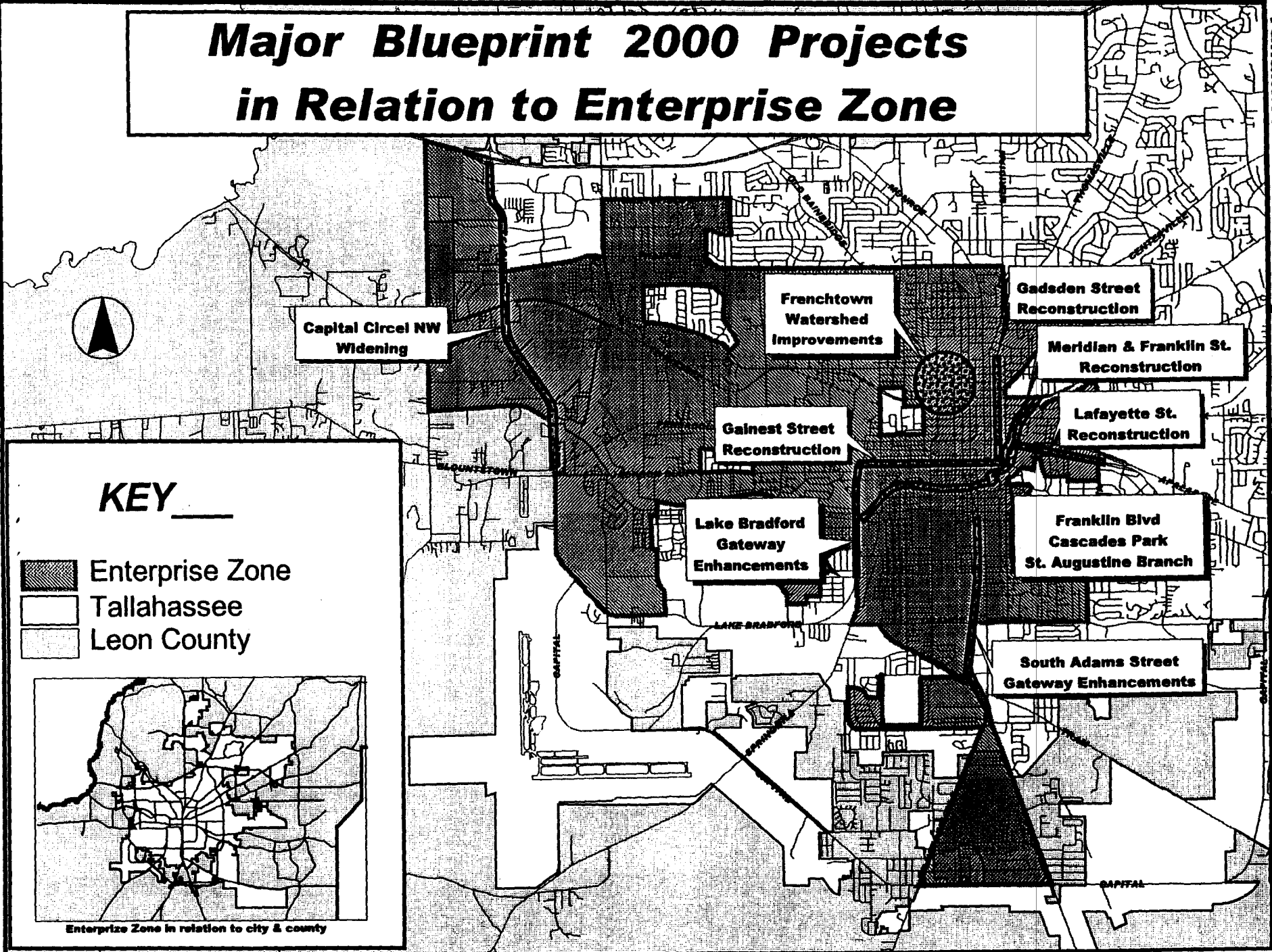
Gaines Street Revitalization Area in Relation to Enterprize Zone

Tallahassee/Leon County EZ Strategic Plan

Map Attachment G

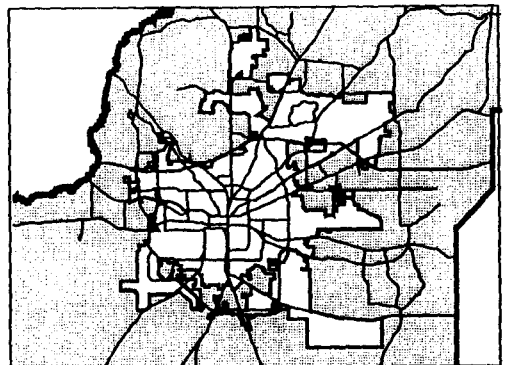


Major Blueprint 2000 Projects in Relation to Enterprise Zone



KEY

-  Enterprise Zone
-  Tallahassee
-  Leon County



Enterprise Zone in relation to city & county

EZDA ANNUAL INCENTIVE WORKSHEET

ENTERPRISE ZONE: TALLAHASSEE/LEON COUNTY (EZ) EZ# 3701

CONTACT PERSON: SUE DICK, INTERIM PROGRAM ADMINISTRATOR

PHONE: (850) 521-3106 FAX: (850) 425-1056

E-MAIL ADDRESS: EDCADMIN@TALEDC.COM

REPORTING PERIOD: JULY 1, 2012 THROUGH JUNE 30, 2013

A. EZDA ACCOMPLISHMENTS DURING THIS TIME PERIOD:

MEETINGS	DATE
Board of Commissioners Meeting	12/5/12
Board of Commissioners Meeting	2/6/13
Board of Commissioners Meeting	5/1/13

WORKSHOPS	ATTENDEES
DOR – 11/28/12	25

EZDA ACCOMPLISHMENTS:

EZDA New Members/Outgoing Members

Enterprise Zone Development Agency (EZDA) Board of Commissioners has 11 members, serving four-year terms, with the full Board having eight appointments. The Board Chairperson or designee, the Board Vice-chairperson or designee, and the Mayor of the City of Tallahassee or designee, fill the three remaining appointments. One of the vacant positions of the EZDA filled this FY12-13 consisted of a representative from a local financial representative, which was filled by Sherwood Brown of First Commerce Credit, appointed by resolution on April 9, 2013 at the Leon County Board of County Commissioners meeting. In addition, Michael Wood was reappointed by the Board of County Commissioners on June 18, 2013.

Marketing Efforts

Direct Mailing

Utilizing an ongoing partnership with the Tallahassee-Leon County Planning Department and City of Tallahassee to receive contact information for parties requesting building permits and new business licenses, letters were sent to inform the business owners or residents of the incentives available through the Enterprise Zone.

For FY2012-2013 Year-to-Date:

- EZ address checks via phone or e-mail: 175
- EZ mail-out information on incentives: 552

EDC Investor Insider E-Newsletter

A monthly newsletter is sent exclusively to EDC Partners, as a complement to the EDC E-News, which goes to a larger audience of economic development supporters. The newsletter provides an up-to-date look at the impact the organization is having across all facets of our program of work, and provides information in several categories one of which is the Enterprise Zone, highlighting any recent business development with the geographic zone.

Web Presence

On the EDC’s main domain www.taledc.com EZ-3701’s access was enhanced improving our web site activity and EZ address info inquiries along with address verification searches.

B. PROGRESS MADE TOWARD MEASURABLE GOALS:

GOAL NUMBER: <u> 1 </u> <u>INCENTIVES APPLICATIONS APPROVED (BY DOR)</u>		
OBJECTIVE: <u>INCREASE NUMBER OF BY 10%</u>		
BASELINE DATA	PROJECTED GOAL	ANNUAL RESULT
28	30	4 (50 APPS SUBMITTED)

*A TOTAL OF #50 APPLICATIONS WERE SUBMITTED – CONFIRMED THAT 4 HAVE BEEN APPROVED *

GOAL NUMBER: <u> 2 </u> <u>FULL TIME EMPLOYEES LISTED ON EZ APPLICATIONS THAT LIVE IN THE EZ</u>		
OBJECTIVE: <u>INCREASE NUMBER BY 10%</u>		
BASELINE DATA	PROJECTED GOAL	ANNUAL RESULT
338	26	27

A TOTAL OF #6 APPLICATIONS WERE FOR THE JOBS CREDIT (CORP/SALES)

GOAL NUMBER: <u> 3 </u> <u>FULL TIME JOBS CREATED IN EZ</u>		
OBJECTIVE: <u>INCREASE NUMBER BY 10%</u>		
BASELINE DATA	PROJECTED GOAL	ANNUAL RESULT
175	93	72

GOAL NUMBER: <u> 4 </u> <u>ADVERTISED OUTREACH</u>		
OBJECTIVE: <u>HOST TWO OR MORE A YEAR</u>		
BASELINE DATA	PROJECTED GOAL	ANNUAL RESULT
1	2	1

GOAL NUMBER: <u> 5 </u> <u>WEB HITS REGISTERED TO EDC WEB VERIFY PARCEL ID'S/ADDRESSES IN EZ</u>		
OBJECTIVE: <u>INCREASE NUMBER BY 15%</u>		
BASELINE DATA	PROJECTED GOAL	ANNUAL RESULT
945	560	253

C. NUMBERS AND TYPES OF BUSINESSES ASSISTED BY THE EZDA:

<u>TYPE OF ASSISTANCE:</u>	<u>TECHNICAL ASSISTANCE</u>
<u>56</u> PHONE CALLS	<u>7</u> CONSULTANTS
<u>352</u> MAIL-OUTS	<u> </u> MANUFACTURING
<u>70</u> E-MAILS SENT OUT	<u>3</u> RETAIL
<u>25</u> WORKSHOP ATTENDEES	<u>1</u> CONTRACTORS
	TOTAL ASSISTED: <u>11</u>

D. NUMBER OF JOBS CREATED WITHIN THE ENTERPRISE ZONE:

BUSINESS NAME	NEW/STARTUP	EXISTING	Jobs Created
Circle K Stores	4	1	3
Wal-Mart	225	214	11
Union Management Company	34	4	30
AutoZone			3
Walgreens			17
Wal-Mart			8
TOTALS			

E. NUMBER OF NEW BUSINESSES LOCATING WITHIN THE ZONE: 0

F. STATE INCENTIVES PROCESSED BY THE EZDA:

	Jobs Tax Credit (Sales tax) #DR-15ZC	Jobs Tax Credit (Corporate Tax) #F-1156Z	Business Equipment Sales Tax Refund #EZ-E	Building Materials Sales Tax Refund #EZ-M	Sales Tax Exemption for Electrical Energy #DR-15JEZ	Property Tax Credit #F-1158Z
Forms Received	3	3	1	43	n/a	0
Forms Approved	3	3	1	40	n/a	0
Forms Denied	0	0	0	3	n/a	0
New Employees	49	3				
Estimated Amount of Monthly Wages	23,129					
Total \$ Amount of Business Equipment Purchased			67,000			
Total \$ Amount of Buildings Materials Purchased				3,061,983		
Estimated Total Amount of Tax Incentives			3889	82,321	n/a	\$0.00

COMMUNITY CONTRIBUTION TAX CREDIT PROGRAM

SPONSORS APPROVED	DONATIONS APPROVED

OTHER STATE GRANTS/INCENTIVES RECEIVED

Tallahassee Orthopedic Clinic III, P.I. received a grant for \$43,875.00 to train 150 full-time employees.

Palmetto Security Services, LLC received a grant for \$12,563.00 to train 35 full-time employees.

G. LOCAL INCENTIVES GRANTED:

	NUMBER OF BUSINESSES UTILIZING INCENTIVE	TOTAL \$ AMOUNT IN INCENTIVES
Local Option E.D. Property Tax Exemption Targeted Business Program		\$ 248,311.
Occupational License Fee Abatement County Eliminated this Fee		N/A
Utility Tax Abatement		N/A
Local Funds for Capital Projects		\$22,626,879.00
Additional Local Government Services Committed to the Area		\$
Reduction of Specific Local Government Regulations to the Area		\$
Total		\$22,787,035.00

OTHER LOCAL INCENTIVES

(PLEASE LIST INCENTIVE NAME AND TOTALS)

Unemployed Job Seeker Training Assistance - \$16,173
Unemployed Job Seeker Re-tooling - \$366,706
Employer OJT awards - \$23,077.79
Florida State Hospital Contract - \$36,350.
Veterans Performance Incentive Award - \$37,334

H. RESOURCES ACCESSED WITHIN AN ENTERPRISE ZONE:

	Number	Total \$ Amount
Community Development Block Grant		\$0.00
Quick Response Training Program		\$0.00
Economic Development Transportation Fund		\$0.00
Quality Target Industry Program		\$0.00
Total		\$0.00

**EXECUTIVE OFFICE OF THE GOVERNOR
OFFICE OF TOURISM, TRADE & ECONOMIC DEVELOPMENT
THE CAPITOL; SUITE 2001
TALLAHASSEE, FLORIDA 32399-0001
PH: 850/487-2568
FAX: 850/487-3014**

**E-MAIL: burt.vonhoff@myflorida.com
www.floridaenterprisezone.com**

FLORIDA ENTERPRISE ZONE PROGRAM ANNUAL REPORT

**Bureau of Business and Economic Incentives
Division of Strategic Business Development
Florida Department of Economic Opportunity
*November 1, 2013***

107 East Madison Street
Caldwell Building
Tallahassee, Florida 32399
www.floridajobs.org



FLORIDA DEPARTMENT *of*
ECONOMIC OPPORTUNITY

TABLE OF CONTENTS

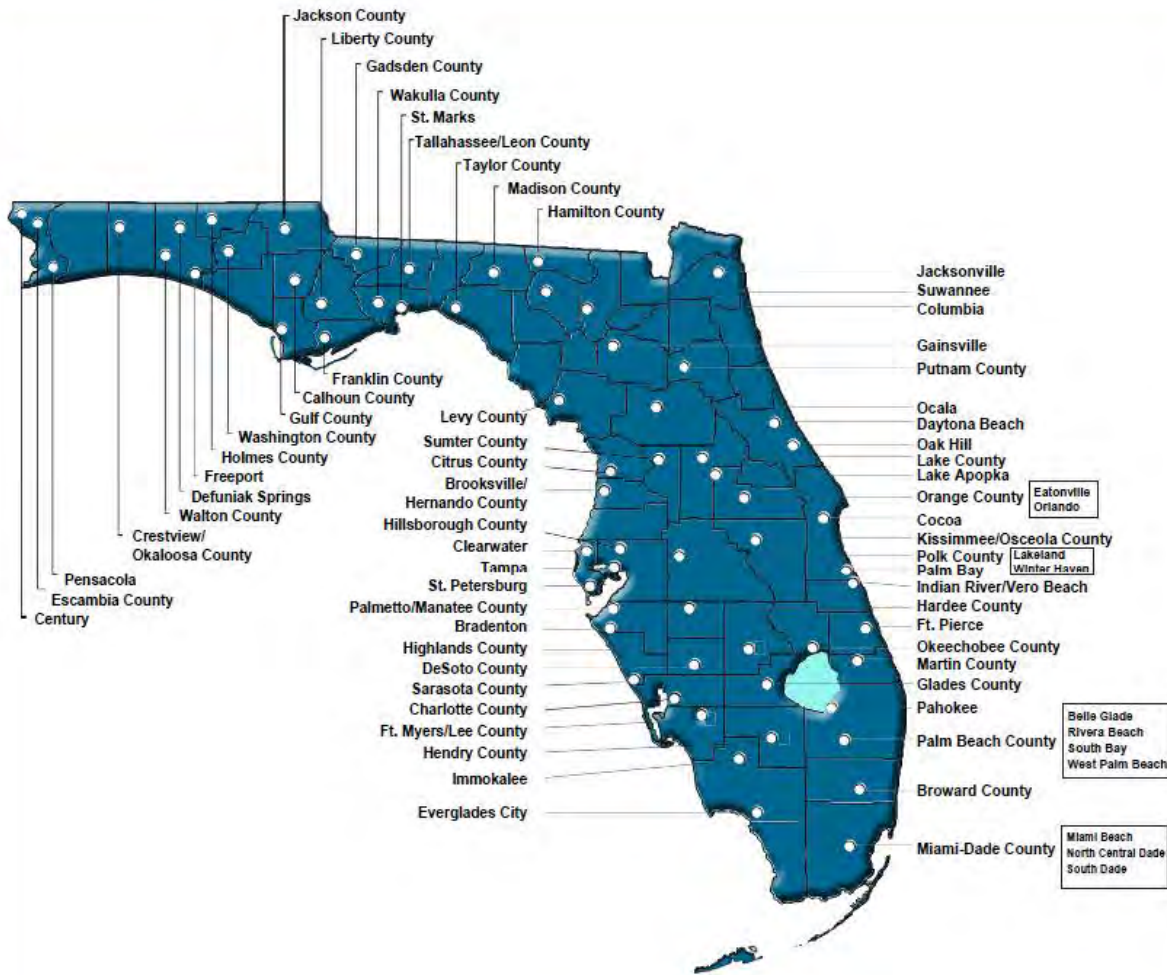
FLORIDA ENTERPRISE ZONES MAP	3
EXECUTIVE SUMMARY	4
BACKGROUND	5
ENTERPRISE ZONE INCENTIVES	7
ENTERPRISE ZONE INCENTIVES APPROVALS	8
LOCAL INCENTIVES	9
ENTERPRISE ZONE STRATEGIC PLANS	10
APPENDICES	
• Appendix A: State Incentives Approved By The Department Of Revenue	11
• Appendix B: Local Accomplishments	14
• Appendix C: Funding Resources Accessed	18
• Appendix D: Florida Enterprise Zone Contacts	21

ADDITIONAL INFORMATION

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FLORIDA ENTERPRISE ZONES

EFFECTIVE JANUARY 1, 2013



Florida Department of Economic Opportunity
Division of Strategic Business Development
107 East Madison Street; MSC 80
Tallahassee, Florida 32399
www.floridaenterprisezone.com

EXECUTIVE SUMMARY

INTRODUCTION

This annual report of the Florida Enterprise Zone Program is submitted to the Florida Department of Economic Opportunity (DEO) in accordance with section 290.014(2), Florida Statutes. This report summarizes the results of the Florida Enterprise Zone Program during the timeframe of July 1, 2012, through June 30, 2013.

This report is based on information provided by the 65 Enterprise Zone Development Agencies (EZDA) and the Florida Department of Revenue (DOR). The purpose of this document is to examine the impact of the program and monitor the use of state and local incentives.

RESULTS FOR 2012/2013

During the timeframe of July 1, 2012, through June 30, 2013, the following activity levels were reported by the 65 EZDAs using their internal monitoring systems and not reflecting use of incentives:

5,306 businesses moved into or were created in enterprise zones
6,989 businesses received technical assistance from EZDAs
16,640 new jobs were created by businesses located in enterprise zones

During the timeframe of July 1, 2012, through June 30, 2013, the following activity levels were reported by DOR:

\$16,299,681 state tax incentives were approved by DOR
845 state tax incentive applications approved by DOR

State approved enterprise zone incentives **decreased** by more than \$1.6 million as compared to the prior period when \$17,955,954 (revised total) state tax incentives approved by DOR

Local incentives provided by city and county governments totaled nearly \$53 million. The vast majority of these incentives provided local funds for capital projects. City and county governments received a substantial amount of federal and state support to supplement their revitalization efforts totaling more than \$52 million during the 2012/2013 time period.

LEGISLATIVE CHANGES

During the 2013 Legislative Session, the Florida Legislature made the following revisions to the Florida Enterprise Zone Program:

- Revised the Enterprise Zone Property Tax Credit limits of \$25,000.00 or \$50,000.00 for five years per eligible business to \$25,000.00 or \$50,000.00 for five years per eligible location.
- Provided certain Rural Enterprise Zones that contain a portion of a Rural Area of Critical Economic Concern an opportunity to request a boundary amendment revision to add up to three (3) or five (5) square miles to their existing Enterprise Zones.

BACKGROUND

Florida established one of the first enterprise zone programs in the country in 1982 to encourage economic growth and investment in distressed areas by offering tax advantages to businesses willing to make such an investment. An enterprise zone is a specific geographic area targeted for economic revitalization. Currently, the state has designated 65 enterprise zones in Florida.

The Florida Enterprise Zone Program offers businesses located in enterprise zones corporate and sales tax credits for hiring residents of the zones. Sales tax refunds are offered to businesses located in the zone that purchase building materials and business equipment for use in the zone. Corporate tax credits are available to new and expanding businesses that locate or expand their facilities in a zone. In some zones, a sales tax exemption on electrical energy is available to new businesses locating there. In addition to the state enterprise zone incentives, local governments also provide a number of incentives to attract new businesses, as well as to help existing businesses expand.

In 1994, the Florida Legislature passed the Florida Enterprise Zone Act of 1994, which significantly revised the existing program. As a result, the existing zones were repealed on December 31, 1994, and parameters were established for designation of new zones. Administrative responsibilities of the program were transferred from the Department of Community Affairs to the Department of Commerce. The jobs tax credit eligibility criteria were revised to require both the business and employee to reside within an enterprise zone.

During the summer of 1995, local governments completed and submitted competitive applications for new enterprise zone designations. The application process was patterned after the Empowerment Zone/Enterprise Community programs offered by the federal government. On July 1, 1995, 19 new enterprise zones were designated in urban and rural communities throughout the state. On July 1, 1996, the administrative responsibilities for the program were transferred to the Governor's Office of Tourism, Trade and Economic Development (OTTED).

In 2005, the Florida Legislature extended the program for 10 years and provided existing enterprise zones an opportunity to have their zones be re-designated (with boundary amendments).

Effective January 1, 2006, the OTTED approved 53 Enterprise Zone Re-designation Application Packages. The 53 enterprise zones will be in effect until December 31, 2015.

Subsequently, the Florida Legislature authorized and OTTED approved an enterprise zone in the following jurisdictions:

- Columbia County
- City of Lakeland
- Lake County
- Levy County
- Martin County
- City of Ocala
- City of Palm Bay
- Sumter County
- Suwannee County

In 2010, the Florida Legislature amended the definition of real property by excluding “condominiums” within the Building Materials Sales Tax Refund incentive. The Legislature also directed the Office of Program Policy Analysis and Government Accountability (OPPAGA) to review and evaluate the Enterprise Zone Program.

In October 2011, OTTED became part of the newly created Department of Economic Opportunity (DEO). As a result, the Florida Enterprise Zone Program is now managed by the Bureau of Business and Economic Incentives, within DEO’s Division of Strategic Business Development.

In 2012, DEO approved three application packages and designated an enterprise zone in the following jurisdictions:

- Charlotte County;
- Citrus County; and
- City of Winter Haven.

In 2012, DEO approved four Enterprise Zone Boundary Amendment Requests from the following jurisdictions:

- City of Ocala;
- Glades County
- Palm Beach County; and
- Suwannee County.

ENTERPRISE ZONE INCENTIVES

The Florida Enterprise Zone Program includes financial incentives which are offered to businesses to encourage private investment and increase employment opportunities for enterprise zone residents. These incentives are available to businesses that are located within a designated zone. A statutory reference is provided for each incentive.

- **Enterprise Zone Jobs Tax Credit (Sales & Use Tax) (s. 212.096, F.S.)**
Businesses located in a zone, that collect and pay Florida sales and use tax, are allowed a monthly credit against their sales tax due on wages paid to new employees who have been employed for at least three months and are residents of a Florida enterprise zone or a rural county.
- **Enterprise Zone Jobs Tax Credit (Corporate Income Tax) (s. 220.181, F.S.)**
Businesses located in a zone that pay Florida Corporate Income Tax are allowed a corporate income tax credit for wages paid to new employees who have been employed for at least three months and are residents of a Florida enterprise zone or a rural county.
- **Enterprise Zone Property Tax Credit (Corporate Income Tax) (s. 220.182, F.S.)**
New or expanded businesses located in a zone are allowed a credit on their Florida Corporate Income Tax equal to 96 percent of ad valorem taxes paid on the new or improved property (the assessment rate varies by county).
- **Sales Tax Refund for Building Materials (s. 212.08(5)(g), F.S.)**
A refund is available for sales taxes paid on the purchase of building materials used to rehabilitate real property located in a zone. Effective July 1, 2010, condominium projects are no longer eligible for a sales tax refund.
- **Sales Tax Refund for Business Machinery and Equipment (s. 212.08(5)(h), F.S.)**
A refund is available for sales taxes paid on the purchase of certain business property, (e.g. tangible personal property such as office equipment, warehouse equipment, and some industrial machinery and equipment), which is used exclusively in a zone for at least three years. The minimum purchase price of equipment is \$5,000 per unit.
- **Sales Tax Exemption for Electrical Energy (s. 212.08(15), F.S.)**
A 50 percent sales tax exemption is available to qualified businesses located in a zone on the purchase of electrical energy. The exemption is only available if the municipality in which the business is located has passed an ordinance to exempt qualified enterprise zone businesses from 50 percent of the municipal utility tax.
- **Community Contribution Tax Credit Program (s. 212.08 (5) (p), s. 220.183 & s. 624.5105, F.S.)**
Businesses located anywhere in Florida are eligible for a tax credit of up to 50 percent on Florida Corporate Income Tax or Insurance Premium Tax as well as a sales tax refund for eligible donations made to approved community development projects
- **Exemption for a Licensed Child Care Facility operating in an Enterprise Zone (s. 196.095, F.S.)**
An exemption of ad valorem property tax for childcare facilities operating in an enterprise zone. The child care facility must be owned and operated by the property owner as well as meet the requirements of s. 402.302, F.S.

ENTERPRISE ZONE INCENTIVES APPROVALS

The Florida Department of Revenue (DOR) approved the following state incentives during the period between July 1, 2012, and June 30, 2013.

STATE INCENTIVE	TAX INCENTIVE TYPE	APPROVED AMOUNT	NUMBER OF APPROVALS
Building Materials Sales Tax Refund	Sales Tax	\$632,604	120
Sales Tax Exemption for Electrical Energy	Sales Tax	\$842,710	74
Business Equipment Sales Tax Refund	Sales Tax	\$850,027	367
Property Tax Credit	Corporate Income Tax	\$2,275,522	30
Jobs Tax Credit	Corporate Income Tax	\$4,663,263	48
Jobs Tax Credit	Sales Tax	\$7,035,555	206
TOTALS		\$16,299,681	845

The amount of state incentives of **\$16,299,681** for this reporting period represents a **nine percent decrease** from the **\$17,955,954 (revised amount)** of state tax incentives approved in the 2011/2012 time period. DOR revised the amount of state tax incentives for the 2011/12 reporting period by increasing the Jobs Tax Credit Against Sales Tax by \$7,021,480. As a result, the total amount of state tax incentives approved for the 2011/12 reporting period has been revised to \$17,955,954 replacing the previously reported total of \$10,934,474.

In addition, DOR revised the amount of state tax incentives for the 2010/11 reporting period by increasing the Jobs Tax Credit Against Sales Tax by \$6,626,895. As a result, the total amount of state tax incentives approved for the 2010/11 reporting period has been revised to \$29,577,795 replacing the previously reported total of \$22,950,900.

Please refer to **Appendix A** of this report for a summary of the state incentives approved in each enterprise zone for sales tax credits or refunds. Corporate income tax credits are reported as a total for all of the 65 enterprise zones and are not broken out per enterprise zone. Corporate income tax credits are generally claimed in consolidated corporate income tax returns and figures are not identified by specific enterprise zones by DOR.

LOCAL INCENTIVES

In addition to the incentives provided by the state, some city and county governments offer local incentives as part of their Enterprise Zone Strategic Plan.

A total of **\$52,900,706** in local incentives were provided during this reporting period that represents a **six percent decrease** from the **\$56,586,962** worth of incentives provided by city and county governments in the previous reporting period.

Please refer to **Appendix B** of this report for a listing of the local incentives that were provided in each zone during the reporting period. Appendix B also provides a listing of the number of businesses that located within each zone as well as the number of jobs created.

LOCAL INCENTIVE	2012/2013
Municipal Utility Tax Abatement	\$62,733
Occupational License or Business Receipt Fee Reduction	\$185,218
Loans, Grants and Miscellaneous	\$1,375,658
Facade Renovation and or Commercial Revitalization	\$2,017,157
Reduction of Local Government Regulations	\$2,800,000
Impact Fee Waiver and/or Discount	\$2,952,226
Local Economic Development Property Tax Exemption	\$7,512,455
Additional Local Government Services	\$8,746,579
Local Funds for Capital Projects	\$27,248,680
TOTAL	\$52,900,706

In addition to the local incentives, city and county governments received a significant amount of support from both federal and state agencies to supplement their revitalization efforts. Collectively, the 65 city and county governments received more than **\$52 million** in funding from federal and state agencies during the reporting period.

Refer to **Appendix C** for a summary of the amount and type of state and federal funding resources accessed in each enterprise zone during the reporting period.

ENTERPRISE ZONE STRATEGIC PLANS

In addition to this annual report each of the Enterprise Zone Development Agency's (EZDA) are required to submit an annual report to DEO. The EZDA reports contain information regarding specific accomplishments, progress of the implementation of their strategic plan and their measurable goals. DEO staff reviews each EZDA Annual Report and assists the EZDA as needed.

Enterprise Zone Strategic Plans typically include the following common goals:

- Increase the awareness of the incentives available with the Enterprise Zone Program;
- Attract new businesses to the Enterprise Zone;
- Encourage the creation of new businesses within the Enterprise Zone;
- Increase employment opportunities for the residents of the Enterprise Zone;
- Increase capital investment within the Enterprise Zone;
- Develop adequate infrastructure for economic development projects; and
- Improve the quality of life for the residents of the Enterprise Zone

Please contact the DEO Enterprise Zone Program Administrator at (850) 717-8974 to request a copy of any of the local EZDA Annual Reports that have been submitted to DEO. A copy can also be obtained by directly contacting the EZDA representative included in Appendix D.

ADDITIONAL INFORMATION

Additional information regarding the Florida Enterprise Zone Program is available from:

- Local Enterprise Zone Coordinators (see Appendix D);
- Florida Enterprise Zone website: floridaenterprisezone.com; or
- Florida Department of Economic Opportunity:

Burt C. Von Hoff
Florida Department of Economic Opportunity
Division of Strategic Business Development
107 East Madison Street; MSC 80
Tallahassee, Florida 32399
Phone: 850/717-8974 Fax: 850/410-4770
Email: burt.vonhoff@deo.myflorida.com
Website: www.floridajobs.org

APPENDIX A

STATE INCENTIVES APPROVED BY THE DEPARTMENT OF REVENUE <i>July 1, 2012 - June30, 2013</i>						
ENTERPRISE ZONE	JOBS TAX CREDIT (Sales Tax)	JOBS TAX CREDIT* (Corporate)	PROPERTY TAX CREDIT* (Corporate)	BUILDING MATERIALS REFUND (Sales Tax)	BUSINESS EQUIPMENT REFUND (Sales Tax)	ELECTRICAL ENERGY EXEMPTION (Sales Tax)
Bradenton	\$0			\$5,000	\$6,424	\$0
Brooksville/Hernando County	\$0			\$0	\$0	\$0
Broward County	\$27,296			\$2,787	\$10,331	\$0
Calhoun County	\$20,762			\$0	\$0	\$0
Century	\$0			\$0	\$0	\$0
Charlotte County(01-01-2013)	\$0			\$0	\$0	\$0
Citrus County (01-01-2013)	\$0			\$0	\$0	\$0
Clearwater	\$0			\$0	\$0	\$0
Cocoa	\$0			\$0	\$0	\$0
Crestview/Okaloosa County	\$13,002			\$0	\$0	\$0
Columbia County	\$0			\$0	\$0	\$0
Daytona Beach	\$0			\$0	\$4,074	\$0
DeFuniak Springs	\$7,388			\$5,000	\$0	\$0
DeSoto County	\$1,030			\$5,000	\$0	\$0
Escambia County	\$0			\$1,015	\$867	\$0
Everglades City	\$17,697			\$0	\$0	\$0
Fort Myers/Lee County	\$3,312			\$537	\$56,117	\$2,049
Fort Pierce	\$44,772			\$5,000	\$43,386	\$0
Franklin County	\$48,728			\$0	\$0	\$0
Freeport	\$67,656			\$2,985	\$0	\$0
Gadsden County	\$24,442			\$00	\$2,392	\$0
Gainesville	\$0			\$18,519	\$0	\$0
Glades County	\$36,465			\$0	\$0	\$0

APPENDIX A

STATE INCENTIVES APPROVED BY THE DEPARTMENT OF REVENUE						
<i>July 1, 2012 - June30, 2013</i>						
ENTERPRISE ZONE	JOBS TAX CREDIT (Sales Tax)	JOBS TAX CREDIT* (Corporate)	PROPERTY TAX CREDIT* (Corporate)	BUILDING MATERIALS REFUND (Sales Tax)	BUSINESS EQUIPMENT REFUND (Sales Tax)	ELECTRICAL ENERGY EXEMPTION (Sales Tax)
Gulf County	\$218,956			\$21,765	\$0	\$0
Hamilton County	\$0			\$0	\$0	\$0
Hardee County	\$108,142			\$0	\$861	\$0
Hendry County	\$208,879			\$15,544	\$786	\$0
Highlands County	\$194,884			\$5,000	\$1,650	\$0
Hillsborough County	\$480			\$0	\$570	\$0
Holmes County	\$67,901			\$4,077	\$0	\$884
Immokalee (Collier County)	\$0			\$7,901	\$357	\$0
Indian River Co./Vero Beach	\$3,840			\$0	\$4,705	\$0
Jackson County	\$71,510			\$31,944	\$7,320	\$0
Jacksonville	\$286,496			\$25,427	\$231,540	\$732,689
Kissimmee/Osceola	\$0			\$724	\$48,856	\$0
Lake Apopka	\$0			\$194,435	\$0	\$0
Lake County	\$0			\$0	\$0	\$0
Lakeland	\$0			\$0	\$2,222	\$0
Levy County	\$3,675			\$10,000	\$3,434	\$0
Liberty County	\$9,351			\$4,195	\$0	\$0
Madison County	\$49,882			\$0	\$0	\$0
Martin County	\$0			\$0	\$0	\$0
Miami – Dade County	\$4,186,770			\$191,266	\$382,224	\$82,194
Oak Hill	\$0			\$15,000	\$610	\$0
Ocala	\$0			\$0	\$4,335	\$0
Okeechobee County	\$830,409			\$5,000	\$504	\$0
Orange County	\$790			\$3,459	\$4,264	\$0

APPENDIX A

STATE INCENTIVES APPROVED BY THE DEPARTMENT OF REVENUE						
<i>July 1, 2012 - June30, 2013</i>						
ENTERPRISE ZONE	JOBS TAX CREDIT (Sales Tax)	JOBS TAX CREDIT* (Corporate)	PROPERTY TAX CREDIT* (Corporate)	BUILDING MATERIALS REFUND (Sales Tax)	BUSINESS EQUIPMENT REFUND (Sales Tax)	ELECTRICAL ENERGY EXEMPTION (Sales Tax)
Pahokee	\$0			\$0	\$0	\$0
Palm Bay	\$0			\$0	\$0	\$0
Palm Beach County	\$6,093			\$1,373	\$4,475	\$21,295
Palmetto/Manatee County	\$0			\$	\$623	\$0
Pensacola	\$5,423			\$5,000	\$4,442	\$0
Putnam County	\$42,815			\$5,000	\$0	\$0
St. Marks	\$30,030			\$0	\$0	\$0
St. Petersburg	\$85,689			\$15,504	\$9,119	\$0
Sarasota County	\$1,122			\$4,997	\$454	\$3,039
Sumter County	\$9,706			\$0	\$0	\$0
Suwannee County	\$0			\$0	\$0	\$0
Tallahassee/Leon County	\$52,344			\$16,605	\$3,899	\$0
Tampa	\$78,756			\$542	\$7,299	\$0
Taylor County	\$62,925			\$0	\$1,531	\$0
Wakulla County	\$18,436			\$0	\$356	\$489
Walton County	\$0			\$0	\$0	\$0
Washington County	\$87,701			\$2,003	\$0	\$71
Winter Haven	\$0			\$0	\$0	\$0
TOTAL	\$16,299,681	\$4,663,263	\$2,275,522	\$632,604	\$850,027	\$842,710
<p>* The Florida Department of Revenue (DOR) does not identify the specific enterprise zone where corporate income tax credits are approved. Corporate income tax credits are generally claimed in consolidated corporate income tax returns. DOR has limited resources and other programming requirements that prevent them from reporting the tax credits for specific enterprise zones at this time.</p>						

APPENDIX B

LOCAL ACCOMPLISHMENTS <i>July 1, 2012 - June 30, 2013</i>					
ENTERPRISE ZONE	BUSINESSES ASSISTED	NEW BUSINESSES	JOBS CREATED	LOCAL INCENTIVES AMOUNT	LOCAL INCENTIVE PROVIDED
Bradenton	51	28	3	\$57,588	Fence Replacement Grants; Façade Grants
Brooksville/Hernando Co.	16	30	85	\$427,388	Community Redevelopment Agency; Local Match for CDBD
Broward County	19	5	7	\$1,075,132	Community Redevelopment Agency
Calhoun County	18	4	7	\$0	N/A
Century	6	6	10	\$96,400	Local Funds for Capital Projects: Road
Charlotte County(01-01-2013)	14	26	64	\$0	N/A
Citrus County (01-01-2013)	0	0	0	\$0	N/A
Clearwater	9	4	100	\$506,579	Additional Local Government Services; CRA/DDB Incentives
Cocoa	50	24	58	\$84,207	Business Receipt Fee Waivers
Columbia County	0	0	0	\$0	N/A
Crestview/Okaloosa County	167	1	411	\$76,370	Local Option E. D. Property Tax Exemption Workforce Development Board
Daytona Beach	0	0	0	\$0	N/A
DeFuniak Springs	4	10	40	\$0	N/A
DeSoto County	15	8	49	\$0	N/A
Escambia County	50	2	6	\$111,648	Façade Grants
Everglades City	0	0	0	\$0	N/A
Fort Myers/Lee County	806	212	1,053	\$631,955	Business Tax Receipt Exemption; Impact Fee Waivers
Fort Pierce	5	288	7	\$0	N/A
Franklin County	9	4	3	\$0	N/A
Freeport	7	1	25	\$0	N/A
Gadsden County	29	6	34	\$0	N/A
Gainesville	0	0	0	\$0	N/A
Glades County	223	2	14	\$0	N/A

APPENDIX B

LOCAL ACCOMPLISHMENTS <i>July 1, 2012 - June 30, 2013</i>					
ENTERPRISE ZONE	BUSINESSES ASSISTED	NEW BUSINESSES	JOB CREATED	LOCAL INCENTIVES AMOUNT	LOCAL INCENTIVE PROVIDED
Gulf County	48	11	48	\$296,762	Local Option E. D. Property Tax Exemption
Hamilton County	0	0	0	\$0	N/A
Hardee County	0	0	0	\$0	N/A
Hendry County	23	3	39	\$0	N/A
Highlands County	20	1	126	\$0	N/A
Hillsborough County	250	147	460	\$0	N/A
Holmes County	0	0	0	\$0	N/A
Immokalee (Collier County)	101	0	1	\$0	N/A
Indian River Co./Vero Beach	27	2	18	\$0	Unavailable
Jackson County	92	9	91	\$332,253	Local Agency Program (LAP) Local Option E. D. Property Tax Exemption
Jacksonville	653	55	1,402	\$15,906,600	Local Funds for Projects QTI match Local Option E. D. Property Tax Exemption Additional Government Services
Kissimmee/Osceola County	61	2	14	\$0	N/A
Lake Apopka	16	0	0	\$0	N/A
Lake County	34	2	18	\$0	N/A
Lakeland	132	5	660	\$267,091	Impact Fee Waivers Neighborhood Stabilization Program City of Lakeland Small Business Grants
Levy County	31	3	21	\$0	N/A
Liberty County	1	0	0	\$0	N/A
Madison County	29	8	23	\$0	N/A
Martin County	12	1	122	\$0	N/A
Miami – Dade County	1,982	2,670	6,689	\$0	N/A

APPENDIX B

LOCAL ACCOMPLISHMENTS <i>July 1, 2012 - June 30, 2013</i>					
ENTERPRISE ZONE	BUSINESSES ASSISTED	NEW BUSINESSES	JOBS CREATED	LOCAL INCENTIVES AMOUNT	LOCAL INCENTIVE PROVIDED
Oak Hill	2	0	0	\$0	N/A
Ocala	398	72	415	\$3,444,613	Ocala's Economic Investment Program Utility Tax Abatement Local Funds for Projects
Okeechobee County	0	0	63	\$0	N/A
Orange County	5	2	0	\$19,698	Business Assistance for Neighborhood Corridors (BANC) Program
Pahokee	0	0	0	\$0	N/A
Palm Bay	67	9	221	\$0	N/A
Palm Beach County	288	121	46	\$837,144	Local Match for QTI Tax Refund CRA Funds for Façade Improvements Local Funds for Capital Projects
Palmetto/Manatee County	17	15	51	\$710	Occupational License Fee Abatement
Pensacola	0	0	0	\$0	N/A
Putnam County	9	2	27	\$0	N/A
St. Marks	1	0	2	\$0	N/A
St. Petersburg	168	412	829	\$0	N/A
Sarasota County	45	54	283	\$150,850	Impact Fee Waivers
Sumter County	21	1	48	\$0	N/A
Suwannee County	15	0	0	\$0	N/A
Tallahassee/Leon County	11	0	70	\$22,875,190	Targeted Business Program Local Funds for Capital Projects
Tampa	879	998	2,592	\$5,590,830	Additional Local Government Services Local Funds for Capital Projects (TIF) Reduction of Local Regulations Impact Fee Waivers

APPENDIX B

LOCAL ACCOMPLISHMENTS <i>July 1, 2012 - June 30, 2013</i>					
ENTERPRISE ZONE	BUSINESSES ASSISTED	NEW BUSINESSES	JOB CREATED	LOCAL INCENTIVES AMOUNT	LOCAL INCENTIVE PROVIDED
Taylor County	30	0	110	\$0	N/A
Wakulla County	23	32	59	\$0	N/A
Walton County	0	0	0	\$0	N/A
Washington County	0	0	0	\$0	N/A
Winter Haven	0	8	116	\$111,698	Business Tax Receipt Waivers Impact Fee Waivers
TOTALS	6,989	5,306	16,640	\$52,900,706	

APPENDIX C

FUNDING RESOURCES ACCESSED <i>July 1, 2012 - June 30, 2013</i>		
ENTERPRISE ZONE	AMOUNT	RESOURCE
Bradenton	\$478,694	Community Development Block Grant Program (CDBG); Community Redevelopment Agency
Brooksville/Hernando County	\$2,301,059	Community Development Block Grant Program (CDBG); EPA Grant
Broward County	\$0	N/A
Calhoun County	\$0	N/A
Century	\$1,673,001	Community Development Block Grant Program (CDBG); USDA Housing and Housing Mitigation Programs
Charlotte County (01-01-2013)	\$0	N/A
Citrus County (01-01-2013)	\$0	N/A
Clearwater	\$31,270	Clearwater Community Redevelopment Agency
Cocoa	\$355,459	Community Development Block Grant Program (CDBG); HOME
Columbia County	\$0	N/A
Crestview/Okaloosa County	\$0	N/A
Daytona Beach	\$0	N/A
DeFuniak Springs	\$515,000	Florida Department of Transportation Aviation; FAA
DeSoto County	\$0	N/A
Escambia County	\$2,846,730	Community Development Block Grant Program (CDBG); Tax Increment Finance Fund; Brownfield; CRA; Capital Improvement
Everglades City	\$0	N/A
Fort Myers/Lee County	\$0	N/A
Fort Pierce	\$485,698	Community Development Block Grant Program (CDBG)
Franklin County	\$0	N/A
Freeport	\$0	N/A
Gadsden County	\$1,259,828	County Incentive Grant Program; Disaster Recovery Grant; CDBG

APPENDIX C

FUNDING RESOURCES ACCESSED <i>July 1, 2012 - June 30, 2013</i>		
ENTERPRISE ZONE	AMOUNT	RESOURCE
Gainesville	\$0	N/A
Glades County	\$0	N/A
Gulf County	\$0	N/A
Hamilton County	\$0	N/A
Hardee County	\$0	N/A
Hendry County	\$0	N/A
Highlands County	\$0	N/A
Hillsborough County	\$32,500	Community Development Block Grant Program (CDBG)
Holmes County	\$0	N/A
Immokalee (Collier County)	\$3,374,255	CDBG; HUD; Rural Business Enterprise Grant
Indian River County/Vero Beach	\$8,148	State Housing Initiative Partnership Program (SHIP)
Jackson County	\$7,348,108	Community Development Block Grant Program (CDBG); USDA Rural Business Enterprise Grant Program; Quick Action Closing Fund
Jacksonville	\$2,137,200	Qualified Targeted Industry Tax Refund Program; Quick Action Closing Fund; Qualified Targeted Industry Tax Refund Program
Kissimmee/Osceola County	\$0	N/A
Lake Apopka	\$0	N/A
Lake County	\$825,000	Community Development Block Grant Program (CDBG)
Lakeland	\$1,260,892	Qualified Targeted Industry Tax Refund Program; Quick Response Training Program; SHIP
Levy County	\$0	N/A
Liberty County	\$0	N/A
Madison County	\$0	N/A
Martin County	\$6,847,675	Community Service Block Grant; LIHEAP; Neighborhood Stabilization
Miami – Dade County	\$3,540,001	Community Development Block Grant Program (CDBG)
Oak Hill	\$0	N/A

APPENDIX C

FUNDING RESOURCES ACCESSED <i>July 1, 2012 - June 30, 2013</i>		
ENTERPRISE ZONE	AMOUNT	RESOURCE
Ocala	\$0	N/A
Okeechobee County	\$0	N/A
Orange County	\$0	N/A
Pahokee	\$316,280	munity Development Block Grant Program (CDBG); Economic Development Transportation Fund
Palm Bay	\$0	N/A
Palm Beach County	\$2,937,834	CDBG; EPA Brownfields Revolving Loan Fund; QTI; USDA Rural Development Intermediary Re-lending Program
Palmetto/Manatee County	\$0	N/A
Pensacola	\$0	N/A
Putnam County	\$0	N/A
St. Marks	\$600,000	Community Development Block Grant Program (CDBG)
St. Petersburg	\$285,832	Community Development Block Grant Program (CDBG)
Sarasota County	\$2,627,159	CDBG; Business Training Program
Sumter County	\$0	N/A
Suwannee County	\$0	N/A
Tallahassee/Leon County	\$56,438	Training Grants
Tampa	\$7,169,000	State Housing Initiative Partnership Program (SHIP); HOME; Neighborhood Stabilization Program; ESG; HOPWA
Taylor County	\$2,537,000	Federal Aviation Authority; Florida Department of Transportation; Florida Fish & Wildlife Conservative Commission; DEP
Wakulla County	\$750,000	Community Development Block Grant Program (Housing Rehabilitation)
Walton County	\$0	N/A
Washington County	\$0	N/A
Winter Haven	\$0	N/A
TOTAL	\$52,600,061	

APPENDIX D

FLORIDA ENTERPRISE ZONE CONTACTS <i>Updated September 1, 2013</i>					
ENTERPRISE ZONE	EZ ID	AGENCY	CONTACT NAME	ADDRESS	PHONE/FAX/EMAIL
Bradenton	EZ-4101	City of Bradenton	Volker Reiss	101 Old Main Street Bradenton, FL 34205	(941) 932-9402 (941) 932-9534 (FAX) Volker.Reiss@cityofbradenton.com
Brooksville/Hernando County	EZ-2701	City of Brooksville	Bill Geiger	201 Howell Avenue Brooksville, FL 34601-2041	(352) 540-3810 (352) 554-5424 (FAX) bgeiger@cityofbrooksville.us
Broward County	EZ-0601	City of Fort Lauderdale	Thomasina Turner	914 NW 6 th Street Suite 200 Ft. Lauderdale, FL 33311	(954) 828-4514 (954) 828-4500 (FAX) ThomasinaT@fortlauderdale.gov
Calhoun County	EZ-0701	Calhoun Chamber of Commerce	Kristy Halley Speers	20816 Central Avenue East Suite 2 Blountstown, FL 32424	(850) 674-4519 (850) 674-4962 (FAX) kristy@calhounco.org
Century	EZ-1701	Town of Century	Kristina Wood	P.O. Drawer 790 Century, FL 32535	(850) 256-3208 (850) 256-0318 (FAX) kwood@centuryflorida.us
Charlotte County	EZ-0801	Charlotte County	Debrah Forester	18501 Murdock Circle, # 601 Port Charlotte, FL 33948	(941) 764-4943 (941) 764-4947 Debrah.Forester@charlottefl.com
Citrus County	EZ-0901	Citrus County	Jim Faulkner	3600 West Sovereign Path; 140 Lecanto, FL 34461	(352) 527-5332 (352) 527-5252 Jim.Faulkner@bocc.citrus.fl.us
Clearwater	EZ-5202	City of Clearwater	Diane Hufford	P.O. Box 4748 Clearwater, FL 33758-4748	(727) 562-4054 (727) 562-4075 (FAX) diane.hufford@myclearwater.com
Cocoa	EZ-0501	City of Cocoa	Susan D. McGrady	65 Stone Street Cocoa, FL 32922	(321) 433-8510 (321) 433-8513 (FAX) smcgrady@cocoafl.org

APPENDIX D

FLORIDA ENTERPRISE ZONE CONTACTS <i>Updated September 1, 2013</i>					
ENTERPRISE ZONE	EZ ID	AGENCY	CONTACT NAME	ADDRESS	PHONE/FAX/EMAIL
Columbia County	EZ-1202	Columbia County Industrial Development Authority	Jesse Quillen	259 NE Franklin Street; 101 Suite 103 Lake City, FL 32055	(386) 758-1033 (386) 758-1167 (FAX) Jesse_quillen@columbiacountyfla.com
Crestview/Okaloosa County	EZ-4601	Economic Development Council of Okaloosa County, Inc.	Kay Rasmussen	P.O. Box 4097 Fort Walton Beach, FL 32549	(850) 651-7374 (850) 651-7378 (FAX) kayr@florida-edc.org
Daytona Beach	EZ-6401	City of Daytona Beach	Don Gooding	P.O. Box 2451 Daytona Beach, FL 32115	(386) 671-8055 (386) 671-8059 (FAX) goodingd@codb.us
DeFuniak Springs	EZ-6601	City of DeFuniak Springs	Loretta Laird	P.O. Box 685 DeFuniak Springs, FL 32433	(850) 892-8571 (850) 892-8570 (FAX) planning@defuniaksprings.net
DeSoto County	EZ-1401	DeSoto County	Mandy Hines	208 East Oak Street Arcadia, FL 34266	(863) 993-4800 (ext 208) (863) 993-4809 (FAX) m.hines@desotobocc.com
Escambia County	EZ-1703	Escambia County Community Redevelopment Agency	Clara Long	221 Palafox Place Suite 305 Pensacola, FL 32502	(850) 595-3596 (850) 595-3218 (FAX) cflong@co.escambia.fl.us
Everglades City	EZ-1102	Everglades City	David Harraden	107 Camelia Street Everglades City, FL 34139	(239) 695-3299 (239) 695-4155 (FAX) evergladesdave@aol.com
Fort Myers/Lee County	EZ-3601	Lee County Office of Economic Development	Sue Noe	2201 Second Street Suite 500 Fort Myers, FL 33901	(239) 338-3161 (239) 338-3227 (FAX) snoe@leegov.com
Fort Pierce	EZ-5601	City of Fort Pierce	Linda Whalen	P.O. Box 1480 Fort Pierce, FL 34954	(772) 460-2200 (extension: 228) (772) 461-2954 (FAX) lindawhalen@city-ftpierce.com

APPENDIX D**FLORIDA ENTERPRISE ZONE CONTACTS***Updated September 1, 2013*

ENTERPRISE ZONE	EZ ID	AGENCY	CONTACT NAME	ADDRESS	PHONE/FAX/EMAIL
Franklin County	EZ-1901	Franklin County Planning & Building	Alan C. Pierce	34 Forbes Street Suite 1 Apalachicola, FL 32320	(850) 653-9783 (ext: 161) (850) 653-9799 (FAX) alanp@fairpoint.net
Freeport	EZ-6602	City of Freeport	Robin Haynes	P.O. Box 339 Freeport, FL 32439	(850) 835-2822 (850) 835-3137 (FAX) cityclerk@freeportflorida.gov
Gadsden County	EZ-2001	Gadsden County Extension	Henry G. Grant	2140 West Jefferson Street Quincy, FL 32351	(850) 875-7255 (850) 875-7257 (FAX) hgg@ufl.edu
Gainesville	EZ-0101	Gainesville Community Redevelopment Agency	Lynn Janoski	802 NW 5 th Avenue Suite 200 Gainesville, FL 32601	(352) 334-8206 (352) 334-2132 (FAX) janoskil@gainesvillecra.com www.gainesvillecra.com
Glades County	EZ-2201	Glades County Economic Development Council	Tracy Whirls	P.O. Box 1003 Moore Haven, FL 33471	(863) 946-0300 (863) 946-0777 (FAX) info@gladescountyedc.com twhirls@gladescountyedc.com
Gulf County	EZ-2301	Gulf County	Donald Butler	1000 Cecil G. Costin, Sr. Blvd. Port St. Joe, FL 32456	(850) 229-6106 (850) 229-9252 (FAX) gulfcoadm@gtcom.net bocc@gulfcounty-fl.gov
Hamilton County	EZ-2401	Hamilton County	Cindi Foreman	1153 US Highway 41 NW Suite 4 Jasper, FL 32052	(386) 792-6828 (386) 792-6808 (FAX) hamiltonecodev@windstream.net
Hardee County	EZ-2501	Hardee County Economic Development	Sarah Pelham	107 East Main Street Wauchula, FL 33873	(863) 773-3030 (863) 773-4915 (FAX) Sarah.pelham@hardeemail.com
Hendry County	EZ-2601	Hendry County	Jennifer Price	P.O. Box 2518 LaBelle, FL 33975-2340	(863) 675-5264 (863) 675-5317 (FAX) jennifer@hendryedc.com

APPENDIX D

FLORIDA ENTERPRISE ZONE CONTACTS

Updated September 1, 2013

ENTERPRISE ZONE	EZ ID	AGENCY	CONTACT NAME	ADDRESS	PHONE/FAX/EMAIL
Highlands County	EZ-2801	Highlands County Industrial Development Authority	Eva Cooper	One East Main Street Avon Park, FL 33825	(863) 453-2818 (863) 453-2822 (FAX) cooper@highlandsedc.com
Hillsborough County	EZ-2902	Hillsborough County Economic Development Department	Lynn I. Schultz	7402 North 56 th Street Suite 425 Tampa, FL 33617	(813) 914-4028 (Ext 62010) (813) 914-4027 (FAX) schultzl@hillsboroughcounty.org
Holmes County	EZ-3001	Holmes County Development Commission and Chamber	Elaine Mayfield	106 East Byrd Street Bonifay, FL 32425	(850) 547-4682 (850) 547-4206 chamber@wfeca.net
Immokalee area of Collier County	EZ-1101	Immokalee Community Redevelopment Agency	Penny S. Phillippi	1320 North 15 th Street Immokalee, FL 34142	(239) 867-4121 (239) 252-6455 (FAX) pennyphillippi@colliergov.net
Indian River County/City of Vero Beach	EZ-3101	Indian River County Chamber of Commerce	Helene Caseltine	1216 – 21 st Street Vero Beach, FL 32960	(772) 567-3491 (ext: 121) (772) 778-3181 (FAX) directored@indianriverchamber.com
Jackson County	EZ-3201	Jackson County Development Council	Bill Stanton	P.O. Box 920 Marianna, FL 32447	(850) 526-4005 (850) 526-4008 (FAX) stantonjcdc@earthlink.net
Jacksonville	EZ-1601	City of Jacksonville	Joe Whitaker	117 West Duval Street; # 275 City Hall at St. James Jacksonville, FL 32202	(904) 630-1624 (904) 630-2919 (FAX) josephw@coj.net
Kissimmee/Osceola County	EZ-4901	Osceola County Economic Development Department	Christina Morris	1 Courthouse Square Suite 4500 Kissimmee, FL 34741	(407) 742-4207 (407) 742-4202 (FAX) cdaw@osceola.org

APPENDIX D

FLORIDA ENTERPRISE ZONE CONTACTS

Updated September 1, 2013

ENTERPRISE ZONE	EZ ID	AGENCY	CONTACT NAME	ADDRESS	PHONE/FAX/EMAIL
Lake Apopka	EZ-4802	Orange County Neighborhood Preservation	Jason Reynolds	P.O. Box 1393 Orlando, FL 32802	407) 836-5547 (407) 836-0920 (FAX) Jason.Reynolds@ocfl.net
Lake County	EZ-3501	Lake County Department of Growth Management	Amye King, AICP	P.O. Box 7800 Tavares, FL 32778	(352) 343-9647 (352) 343-9558 (FAX) aking@lakecountyfl.gov
Lakeland	EZ-5301	City of Lakeland	Jason Willey	228 S. Massachusetts Avenue Lakeland, FL 33801	(863) 834-6011 (863) 834-8432 (FAX) jason.willey@lakelandgov.net
Levy County	EZ-3801	Levy County	Dave Pieklik	P.O. Box 1112 Bronson, FL 32621	(352) 493-6797 (352) 493-6798 (FAX) Director@naturecoast.org
Liberty County	EZ-3901	Liberty County Chamber of Commerce	Johnny Eubanks	P.O. Box 523 Bristol, FL 32321	(850) 643-2359 (850) 643-3334 (FAX) jbe@gtcom.net
Madison County	EZ-4001	Madison County Board of County Commissioners	Sherilyn Pickels	P.O. Box 539 Madison, FL 32341	(850) 973-3179 (ext 11) (850) 973-6880 (FAX) admin@madisoncountyfl.com
Martin County	EZ-4301	Business Development Board of Martin County	Jill Marasa	1002 SE Monterey Commons Boulevard Stuart, FL 34996	(772) 221-1380 jill@bdbmc.org
Miami - Dade County Miami Beach North Central Dade South Dade County	EZ-1301	Miami - Dade County Regulatory and Economic Resources	Lori Weldon	111 NW 1 st Street 19 th Floor Miami, FL 33136	(305) 375-3623 (305) 375-5262 (FAX) loriw@miamidade.gov
Oak Hill	EZ-6402	City of Oak Hill	Mike Arman	234 US Highway 1 Oak Hill, FL 32759	(386) 345-3522 (386) 345-1834 (FAX) armanm@OakHillFL.com

APPENDIX D

FLORIDA ENTERPRISE ZONE CONTACTS

Updated September 1, 2013

ENTERPRISE ZONE	EZ ID	AGENCY	CONTACT NAME	ADDRESS	PHONE/FAX/EMAIL
Ocala	EZ-4201	City of Ocala	Melanie Gaboardi	201 SE 3 rd Street 2 nd Floor Ocala, FL 34471-2174	(352) 629-8312 (386) 629-8242 (FAX) mgaboardi@ocalafl.org
Okeechobee County	EZ-4701	Okeechobee County	Robbie Chartier	304 NW 2 nd Street Room 109 Okeechobee, FL 34972	(863) 763-9312 (863) 763-0118 (FAX) rchartier@okeechobeeco.com
Orange County	EZ-4801	Orange County Neighborhood Preservation	Jason Reynolds	P.O. Box 1393 Orlando, FL 32802	407) 836-5547 (407) 836-0920 (FAX) Jason.Reynolds@ocfl.net
Pahokee	EZ-5001	City of Pahokee	Erica Redmon	171 N. Lake Avenue Pahokee, FL 33476	(561) 924-5534 (561) 924-8104 (FAX) erica.redmon@cityofpahokee.com
City of Palm Bay	EZ-0502	City of Palm Bay	Edyie McCall	120 Malabar Road Southeast Palm Bay, FL 32907	(321) 952-3413 (321) 952-3412 (FAX) mccale@pbfl.org
Palm Beach County Belle Glade Riviera Beach South Bay West Palm Beach	EZ-5002	Palm Beach County Department of Economic Sustainability	Pam Nolan	100 Australian Avenue # 500 West Palm Beach, FL 33406	(561) 233-3678 (561) 656-7546 (FAX) pnolan@pbcgov.org www.co.palm-beach.fl.us
Palmetto/Manatee County	EZ-4102	Manatee County Community Services	Cheri Coryea	P.O. Box 1000 Bradenton, FL 34206-1000	(941) 749-3030 (941) 749-3040 (FAX) cheri.coryea@co.manatee.fl.us
Pensacola	EZ-1702	City of Pensacola	Ed Spears	P.O. Box 12910 Pensacola, FL 32521	(850) 436-5652 (850) 595-1143 (FAX) espears@ci.pensacola.fl.us
Putnam County	EZ-5401	Putnam County Chamber of Commerce	Dana C. Jones	1100 Reid Street Palatka, FL 32177	(386) 328-1503 (386) 328-7076 (FAX) dana@pcccf.org

APPENDIX D

FLORIDA ENTERPRISE ZONE CONTACTS <i>Updated September 1, 2013</i>					
ENTERPRISE ZONE	EZ ID	AGENCY	CONTACT NAME	ADDRESS	PHONE/FAX/EMAIL
St. Marks	EZ-6501	City of St. Marks	Zoe Mansfield	P.O. Box 143 St. Marks, FL 32355	(850) 925-6224 (850) 925-5657 (FAX) cityofst.marks@comcast.net
St. Petersburg	EZ-5201	City of St. Petersburg	Gary Jones	P.O. Box 2842 St. Petersburg, FL 33731	(727) 893-7877 (727) 892-5465 (FAX) gary.jones@stpete.org
Sarasota	EZ-5801	City of Sarasota Planning and Redevelopment Department	Dru Jones	1782 Dr. Martin Luther King Jr. Way Sarasota, FL 34234	(941) 365-2200 (ext: 3222) (941) 373-7766 (FAX) Dru_Jones@sarasotagov.com
Sumter County	EZ-6001	Sumter County	Bradley Arnold	7375 Powell Road Wildwood, FL 34785	(352) 689-4400 (352) 689-4401 (FAX) Bradley.Arnold@sumtercounty.gov
Suwannee County	EZ-6101	Suwannee County Economic Alliance	Dennis W. Cason	P.O. Drawer C Live Oak, FL 32064	(386) 362-3071 (386) 362-4758 (FAX) rick@e5Solutions.biz
Tallahassee/Leon County	EZ-3701	Economic Development Council of Tallahassee/Leon County	Julie Lovelace	P.O. Box 1639 Tallahassee, FL 32302	(850) 521-3106 (850) 425-1056 (FAX) edcadmin@taledc.com
Tampa	EZ-2901	City of Tampa	Ed Johnson	3808 North 22 nd Street Tampa, FL 33610	(813) 242-3806 (813) 242-3830 (FAX) Ed.johnson@tampagov.net
Taylor County	EZ-6201	Taylor County	Clay Olson	203 Forest Park Drive Perry, FL 32347	(850) 838-3508 (850) 838-3546 (FAX) cbolson@ufl.edu
Wakulla County	EZ-6502	Wakulla County	Mellisa Corbett	3093 Crawfordville Highway Crawfordville, FL 32327	(850) 926-3695 (850) 926-1528 (FAX) mcorbett@mywakulla.com

APPENDIX D

FLORIDA ENTERPRISE ZONE CONTACTS <i>Updated September 1, 2013</i>					
ENTERPRISE ZONE	EZ ID	AGENCY	CONTACT NAME	ADDRESS	PHONE/FAX/EMAIL
Walton County	EZ-6603	Walton County	Dede Hinote	P.O. Box 1355 DeFuniak Springs, FL 32435	(850) 892-8155 (850) 892-8454 (FAX) hindedede@co.walton.fl.us
Washington County	EZ-6701	Washington County Chamber of Commerce	Chris MacBlain	P.O. Box 457 Chipley, FL 32428-0457	(850) 638-4157 (850) 638-8770 (FAX) wccchamber@wfeca.net
Winter Haven	EZ-5302	City of Winter Haven	Sean Byers	451 Third Street NW Winter Haven, FL 33881	(863) 291-5600 (ext: 241) (863) 291-3090 (FAX) sbyers@mywinterhaven.com

F l o r i d a L e g i s l a t u r e

Florida Economic Development Program Evaluations – Year 1

REPORT NO. 14-01

1/1/2014



OFFICES OF THE FLORIDA LEGISLATURE:

Office of Program Policy Analysis and Government Accountability &

Office of Economic and Demographic Research

OPPAGA supports the Florida Legislature by providing evaluative research and objective analyses to promote government accountability and the efficient and effective use of public resources. EDR is a research arm of the Florida Legislature principally concerned with forecasting economic and social trends that affect policymaking, revenues, and appropriations. Cover photo by Mark Foley.

R. Philip Twogood, OPPAGA Coordinator
Amy Baker, EDR Coordinator

TABLE OF CONTENTS

Chapter 1: Florida Economic Development Program Evaluations	1
Scope.....	1
Background	2
Findings.....	9
Recommendations	18
Chapter 2: Capital Investment Tax Credit Program	19
Background	19
Program Performance	22
Chapter 3: Qualified Target Industry Tax Refund Program.....	23
Background	23
Program Performance	26
Chapter 4: Brownfield Redevelopment Bonus Refund Program	28
Background	28
Program Performance	31
Chapter 5: High Impact Performance Incentive Grant Program.....	32
Background	32
Program Performance	34
Chapter 6: Quick Action Closing Fund Program	35
Background	35
Program Performance	37
Chapter 7: Innovation Incentive Program	38
Background	38
Program Performance	41
Chapter 8: Enterprise Zone Program	44
Background	44
Program Performance	48
Agency Response from Enterprise Florida Inc.....	52
Agency Reponse from the Department of Economic Opportunity	54

Chapter 1: Florida Economic Development Program Evaluations

Scope

Chapters 2013-39 and 2013-42, *Laws of Florida*, require the Office of Economic and Demographic Research (EDR) and the Office of Program Policy Analysis and Government Accountability (OPPAGA) to provide a detailed analysis of state economic development programs according to a recurring schedule established in law. The analysis is due to the Legislature by January 1 of each year.

EDR will evaluate and determine the economic benefits, as defined in s. 288.005(1), *Florida Statutes*, of each program over the previous three years. For the purposes of EDR's analysis, the calculation of economic benefits is the same as the state's return on investment. The analysis will also identify the number of jobs created, the increase or decrease in personal income, and the impact on state gross domestic product from the direct, indirect, and induced effects of the state's investment in each program over the previous three years.

OPPAGA will evaluate each program over the previous three years for effectiveness and value to the state's taxpayers and include recommendations for consideration by the Legislature. The analysis may include relevant economic development reports or analyses prepared by the Department of Economic Opportunity, Enterprise Florida, Inc., or local or regional economic development organizations; interviews with parties involved; or any other relevant data.

Seven programs are scheduled for review by January 1, 2014.

1. Capital Investment Tax Credit Program (CITC)
2. Qualified Target Industry Tax Refund Program (QTI)
3. Brownfield Redevelopment Bonus Refund Program
4. High Impact Performance Incentive Grant Program (HIPI)
5. Quick Action Closing Fund Program (QAC)
6. Innovation Incentive Program
7. Enterprise Zone Program

As part of its review, OPPAGA gathered information on projects that received incentives during at least one year of the evaluation period—Fiscal Years 2009-10, 2010-11, and 2011-12. Information included

- job, capital investment, incentive payment, and administrative cost data provided by the Department of Economic Opportunity (DEO);
- tax credit, tax refund, and administrative cost data supplied by the Department of Revenue (DOR);
- incentive claims processing information and administrative cost data provided by the Department of Financial Services (DFS);
- incentive program information and administrative cost data from Enterprise Florida, Inc. (EFI); and
- survey and interview responses submitted by incentive recipients, economic development organizations, and site selection consultants.

In addition, OPPAGA conducted a file review to assess the completeness of Department of Economic Opportunity incentive recipient project files and to make observations about the department's incentive monitoring activities.

Background

Incentive Program Descriptions

The seven economic incentive programs under review include tax credits, tax refunds, and cash grants. The primary purpose of each program is to attract and grow businesses in Florida, which includes promoting job creation and capital investment. In addition, several programs have other goals, such as revitalizing economically distressed areas and encouraging emerging technology cluster development. (See Exhibit 1-1.)

Businesses that receive incentives from these programs enter into multi-year agreements with the state. These agreements include a schedule for meeting performance requirements such as job creation and capital investment; for some programs, businesses have as many as 20 years to meet these requirements.

Exhibit 1-1

The Seven Programs Under Review Include Tax Credit, Tax Refund, and Cash Grant Incentives¹

Program	Incentive Type	Statutory Reference
Capital Investment Tax Credit Program – Attracts and grows capital-intensive industries by providing an annual credit against the corporate income tax that is available for up to 20 years in an amount equal to 5% of the eligible capital costs generated by a qualifying project. Eligible capital costs include all expenses incurred in the acquisition, construction, installation, and equipping of a project from the beginning of construction to the commencement of operations. Businesses must make an investment of at least \$100 million to receive the full credit.	Tax Credit	s. 220.191, <i>F.S.</i>
Qualified Target Industry Tax Refund Program – Encourages the creation of high-skill jobs and the growth of corporate headquarters and other target industries. Provides a tax refund of \$3,000 per new job created in Florida through the expansion of existing Florida businesses or the location of new ones (\$6,000 per job within an enterprise zone or rural county). A business is eligible for a \$1,000 per job bonus if it pays over 150% of average wages in the area and a \$2,000 per job bonus if over 200%. Projects must be supported by the local community, which provides funding for 20% of the incentive.	Tax Refund ²	s. 288.106, <i>F.S.</i>
Brownfield Redevelopment Bonus Refund Program – Encourages development of abandoned, idled, or underused industrial and commercial sites where expansion or development is complicated by actual or perceived environmental contamination. Designed to work with Qualified Target Industry projects, paying a bonus of \$2,500 per job over and above the QTI refund; provides a \$2,500 per job refund for non-QTI projects that meet job creation and capital investment requirements.	Tax Refund ²	s. 288.107, <i>F.S.</i>
High Impact Performance Incentive Grant Program – Provides grants to pre-approved applicants in certain high-impact sectors. Once approved, the high-impact business receives 50% of the eligible grant upon commencement of operations and the other half once full employment and capital investment goals are met.	Grant	s. 288.108, <i>F.S.</i>
Quick Action Closing Fund Program – Provides a discretionary grant to respond to unique requirements of wealth creating projects. When Florida is vying for intensely competitive projects, the funds may be utilized to overcome a distinct quantifiable disadvantage after other available resources have been exhausted. Funds are paid out based on specific project criteria outlined in a performance-based contract between the company and the state.	Grant	s. 288.1088, <i>F.S.</i>
Innovation Incentive Program – Targets funds to businesses that expand or locate in Florida, are likely to serve as catalysts for the growth of existing or emerging technology clusters, or significantly affect the regional economy in which they expand or locate.	Grant	s. 288.1089, <i>F.S.</i>
Enterprise Zone Program – Encourages the revitalization of economically distressed areas in Florida by providing credits against Florida's sales tax or corporate income tax to businesses located in an enterprise zone for hiring zone residents. Corporate income tax credits are available for businesses that construct or expand their facilities within a zone. Sales tax refunds are available when businesses purchase business equipment or building materials for use within a zone.	Tax credits and refunds	ss. 212.08(5)(g) and (h), 212.08(15), 212.096, 220.181, and 220.182, <i>F.S.</i>

¹ We classified the seven programs in the same manner that Enterprise Florida, Inc., categorizes them in its statutorily required annual incentives report.

² This incentive is not a traditional tax refund program. Rather, the incentive is administered similarly to a cash grant program, with the Legislature annually appropriating funds to be "refunded" to businesses after they meet job creation requirements.

Source: *Florida Statutes*.

Incentive Program Administration

Several entities help administer the state's economic incentive programs. Four entities are primarily responsible for administering the seven incentive programs currently under review: Enterprise Florida, Inc., the Department of Economic Opportunity, the Department of Revenue, and the Department of Financial Services. (See Exhibit 1-2.) In addition, the Department of Environmental Protection provides information to DEO to ensure that a project receiving a Brownfield Redevelopment Bonus Refund is within a designated brownfield area.

Exhibit 1-2

Several Entities Are Involved in Administering the State's Economic Incentive Programs

Enterprise Florida, Inc.	Department of Economic Opportunity	Department of Revenue	Department of Financial Services
<ul style="list-style-type: none"> ▪ Advertises and markets the state's incentive programs ▪ Assists businesses that apply for incentives ▪ Works with community partners to gather information that would be useful to applicants (e.g., potential sites, area demographics, and local incentives) ▪ Reviews applications for completeness ▪ Recommends projects to DEO for receipt of incentives 	<ul style="list-style-type: none"> ▪ Oversees the application/certification approval process¹ ▪ Administers, reviews, and approves incentive claims ▪ Monitors businesses' compliance with program agreements, which specify the required number of jobs, average wage, capital investment, and other performance goals ▪ Decertifies/terminates businesses that do not meet performance requirements¹ 	<ul style="list-style-type: none"> ▪ Upon request, may verify information in any claim submitted for tax credits with regard to employment, wage levels, or payment of sales, corporate, or property taxes ▪ Reviews and approves enterprise zone tax credit and refund applications ▪ Provides enterprise zone data to DEO for annual reporting 	<ul style="list-style-type: none"> ▪ Reviews, approves, and issues incentive payments ▪ Examines information provided by DEO, including the request for payment and supporting documentation (e.g., incentive agreement and evidence of meeting performance requirements) ▪ Requests additional information as necessary ▪ Authorizes payment and issues a warrant

¹ The department certifies applicants as Qualified Target Industry businesses and decertifies business that fail to comply with incentive agreement terms.

Source: OPPAGA analysis of information from agency documents, interviews, and the *Florida Statutes*.

It should be noted that the 2011 Legislature created the Department of Economic Opportunity by repealing the Department of Community Affairs, the Agency for Workforce Innovation, and the Office of Tourism, Trade and Economic Development (OTTED) and transferring some or all of their functions to the new department; this included economic incentive-related functions previously performed by OTTED.¹ A primary purpose of the legislation was to streamline the state's economic development and workforce functions. The new department began operations on October 1, 2011.

In general, economic incentive programs are subject to the same application and approval process.² Businesses interested in expanding or relocating in Florida learn about the state's economic incentive programs through several channels, including Enterprise Florida, Inc. (EFI), state and local economic development organizations, and private site selection consultants. EFI provides businesses a variety of services prior to application filing, including evaluating businesses' needs, identifying potential site locations, and providing information on state and local incentives that might aid businesses with expansion or relocation projects. EFI also helps businesses complete the incentive application, which may require coordination with local economic development organizations and/or consultants. Businesses can apply for more than one incentive to support their expansion or relocation projects.

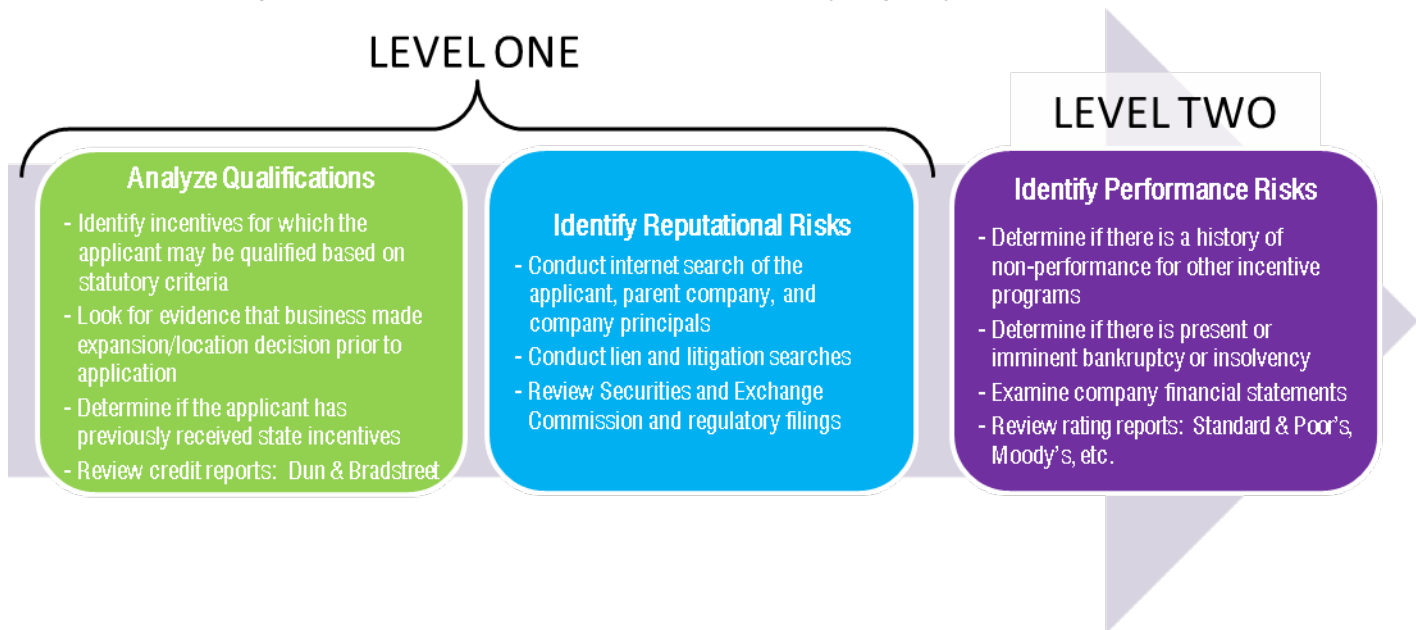
¹ Chapter 2011-142, *Laws of Florida*.

² The exception is the Enterprise Zone Program, which is not subject to the same application process as other incentive programs. See Chapter 8 for a discussion of the administration of the Enterprise Zone Program.

Once a company begins the application process, EFI notifies the Department of Economic Opportunity so that the department may begin its formal due diligence process to determine the business's statutory eligibility and financial standing. DEO's due diligence process has two levels. Level one due diligence is conducted for all incentive applications and includes determining whether the company satisfies statutory criteria for program participation and if the business is in good financial and legal standing. Level two due diligence is used for grant incentive programs (e.g., Quick Action Closing Fund) and considers the business's credit risk and other factors that could affect its ability to repay the state should it be unable to meet incentive performance requirements. (See Exhibit 1-3.)

Exhibit 1-3

DEO Uses a Due Diligence Process to Assess a Business's Statutory Eligibility and Financial Soundness



Source: Department of Economic Opportunity.

Once due diligence is complete, DEO staff review the application for completeness; if the application is not complete, the applicant is notified, and additional information is requested. Once the application is deemed complete, the department determines what state incentives and associated amounts may be available to the applicant, and a recommendation is made to DEO's executive director to approve or disapprove the application. The executive director will approve or disapprove the application within 10 business days after receipt and issue a letter of certification to the applicant. DEO will develop a contract or agreement with the applicant that specifies the total incentive amount, the performance conditions that must be met to receive payment, the schedule for payment, the sanctions for failure to meet performance conditions; the contracts may also include representations, warranties and other covenants.

All of the economic incentive programs currently under review are subject to performance monitoring. Each incentive recipient is required to provide documentation to the Department of Economic Opportunity demonstrating that it met contractual requirements.³ DEO is required to validate the

³ The exception is Enterprise Zone Program incentive recipients. DEO does not oversee the processing of these incentive claims; this function is handled by the Department of Revenue.

performance of all businesses that receive incentives and report this validation in its annual incentives report.^{4,5} Businesses that are found to be out of compliance with performance requirements may be terminated from the incentive program. Incentive grant contracts also contain penalties for non-performance, including clawback provisions that the state uses to recapture funds.⁶

The compliance monitoring process entails reviewing information obtained directly from businesses, state and federal agencies, local governments, and other independent information sources to document contractual performance for every claim submitted to DEO. Monitoring can also involve identifying circumstances that may justify exemptions, waivers, or reduced prorated refunds based on the actual performance of the business. Compliance monitoring is conducted annually and is based on the calendar year, although some programs are required to provide quarterly updates (e.g., the Innovation Incentive Program). For most incentive programs, by January 31st of each year, businesses must submit claims along with documentation demonstrating performance during the previous calendar year; businesses can request that the department grant a 30-day extension to this due date.⁷ DEO staff or the department’s contractor must review claims to assess the appropriateness and completeness of the documentation for three performance areas: 1) employment, wages, and benefits; 2) capital expenditures; and 3) tax payments. For each area, documentation requirements vary among incentive programs. (See Exhibit 1-4.)

Exhibit 1-4

Incentive Programs Have Varying Documentation Requirements for Demonstrating Performance

	Performance Requirement				
	Employment	Wages	Benefits	Capital Expenditures	Tax Payments
Capital Investment Tax Credit Program	✓			✓	
Qualified Target Industry Tax Refund Program	✓	✓			✓
Brownfield Redevelopment Bonus Refund Program	✓	✓	✓	✓	✓
High Impact Sector Performance Grant Program	✓			✓	
Quick Action Closing Fund Program	✓	✓		✓	
Innovation Incentive Program	✓	✓		✓	
Enterprise Zone Program	✓				✓

Source: Department of Economic Opportunity and the *Florida Statutes*.

⁴ Section 288.907, *F.S.*

⁵ Until 2012, performance was monitored and verified by a third-party vendor under a contract with DEO. This function was transferred to DEO staff in September 2012, at which point the department’s Division of Strategic Business Development became responsible for conducting compliance monitoring. In 2013, the Legislature directed DEO to again contract with a third-party auditor for compliance services, and the department released a Request for Proposals (RFP) in August 2013 to solicit a contractor to perform these functions. The department reissued the RFP in November 2013; bids were due in December 2013.

⁶ Clawbacks stipulate that a firm not achieving agreed-upon employment performance requirements must pay back all or a portion of the incentive it received.

⁷ The exception is the Innovation Incentive Program, in which participants receive payments according to a schedule established in their contracts. These schedules vary for each participant, because contract effective dates vary.

Documents used to confirm **employment, wages, and benefits** include information that businesses report to the Department of Revenue for unemployment compensation purposes; company-generated lists of employees, wages, and benefit payments; and federal W-2 and 1099 forms. Evidence of **capital expenditures** includes invoices; cancelled checks; bank statements; and credit card statements. For **tax payments**, documentation may include corporate income tax data from the Department of Revenue; invoices and cancelled checks; bank statements; and data from county tax collectors.

Once the supporting documentation provided by the business has been reviewed and other evidence from state, federal, or local agencies has been identified, department or third-party vendor staff determine whether the company has met contract requirements. If the company has not met contract requirements, the agreement will be terminated unless there is a legislatively authorized mechanism for renegotiation.⁸ If the company has met contract requirements, the claims packet is submitted to DEO management for approval and for most incentives is then forwarded to the Department of Financial Services for its review, approval, and issuance of a payment.⁹ The packet that DEO submits to DFS includes information regarding a business's incentive package, a voucher schedule, a request for payment, and supporting documentation (e.g., incentive agreement and contract summary form that reflects deliverables). If information is not sufficient for DFS to authorize payment, the department requests additional data from DEO prior to issuing a warrant.

DEO uses a classification system to reflect the status of incentive projects. Status categories include active, inactive, terminated, and complete.

- **Active:** Currently in progress and in good standing with regard to meeting contract performance goals
- **Inactive:** Has received one or more incentive payments after meeting a portion of contract commitments, but is ineligible for future payments
- **Terminated:** Incentive contract was executed but business has not received any payments and is ineligible for future payments
- **Complete:** Business has met the terms of its contract and received all eligible incentive payments

To examine program costs and performance, OPPAGA asked DEO to provide data for projects that received incentives (i.e., grant payments, tax refunds, and tax credits) during the three-year review period (Fiscal Years 2009-10 through 2011-12). Of the 192 projects that met our criteria, 124 (65.6%) were active, 42 (21.9%) were complete, and 26 (13.5%) were inactive. Several projects in our sample received incentives from multiple programs.¹⁰ Specifically, the 192 projects received 234 program incentives. The vast majority (79.7%) of projects received one incentive, 18.8% received two, and 1.6% received three.

Incentive Program Costs

Incentive costs. The 192 projects that received state incentives during Fiscal Years 2009-10 through 2011-12 have received a total of \$668.9 million; this amount comprises all incentives received, including those received prior to the three-year period. Most projects (166) received incentives from the Qualified Target Industry Tax Refund Program, while only 2 projects received High Impact Performance

⁸ An example of such a mechanism is an "economic recovery extension," which DEO can grant to businesses participating in the Qualified Target Industry Program if certain conditions are met. See s. 288.106(5)(b), *F.S.* In addition, the department has the authority to negotiate contractual amendments, which may also extend the schedule for meeting performance requirements.

⁹ The exception is the Innovation Incentive Program, in which participants have tri-party trust agreements with DEO and the State Board of Administration (SBA). Under these agreements, the SBA invests undisbursed funds and makes payments to participants according to a disbursement schedule, upon DEO's approval.

¹⁰ Two projects in our sample had incentives that were terminated; they received incentives for other programs under review.

Incentives. The Innovation Incentive Program accounted for the highest percentage of incentives received, at 55.1%. (See Exhibit 1-5.)

Exhibit 1-5

Projects Receiving State Incentives in Fiscal Years 2009-10 Through 2011-12 Have Collected \$668.9 Million

Program	Number of Projects	Contracted	Received
Brownfield Redevelopment Bonus Refund Program	9	\$3,472,500	\$1,945,102
Capital Investment Tax Credit Program	8	NA ¹	60,643,426
High Impact Performance Incentive Program	2	2,000,000	1,000,000
Innovation Incentive Program	8	449,690,000	368,043,853
Qualified Target Industry Tax Refund Program	166	120,570,800	54,053,350
Quick Action Closing Fund Program	41	78,180,330	72,257,596
Enterprise Zone Program	NA	NA ¹	110,931,262
Total²	192	\$653,913,630	\$668,874,589

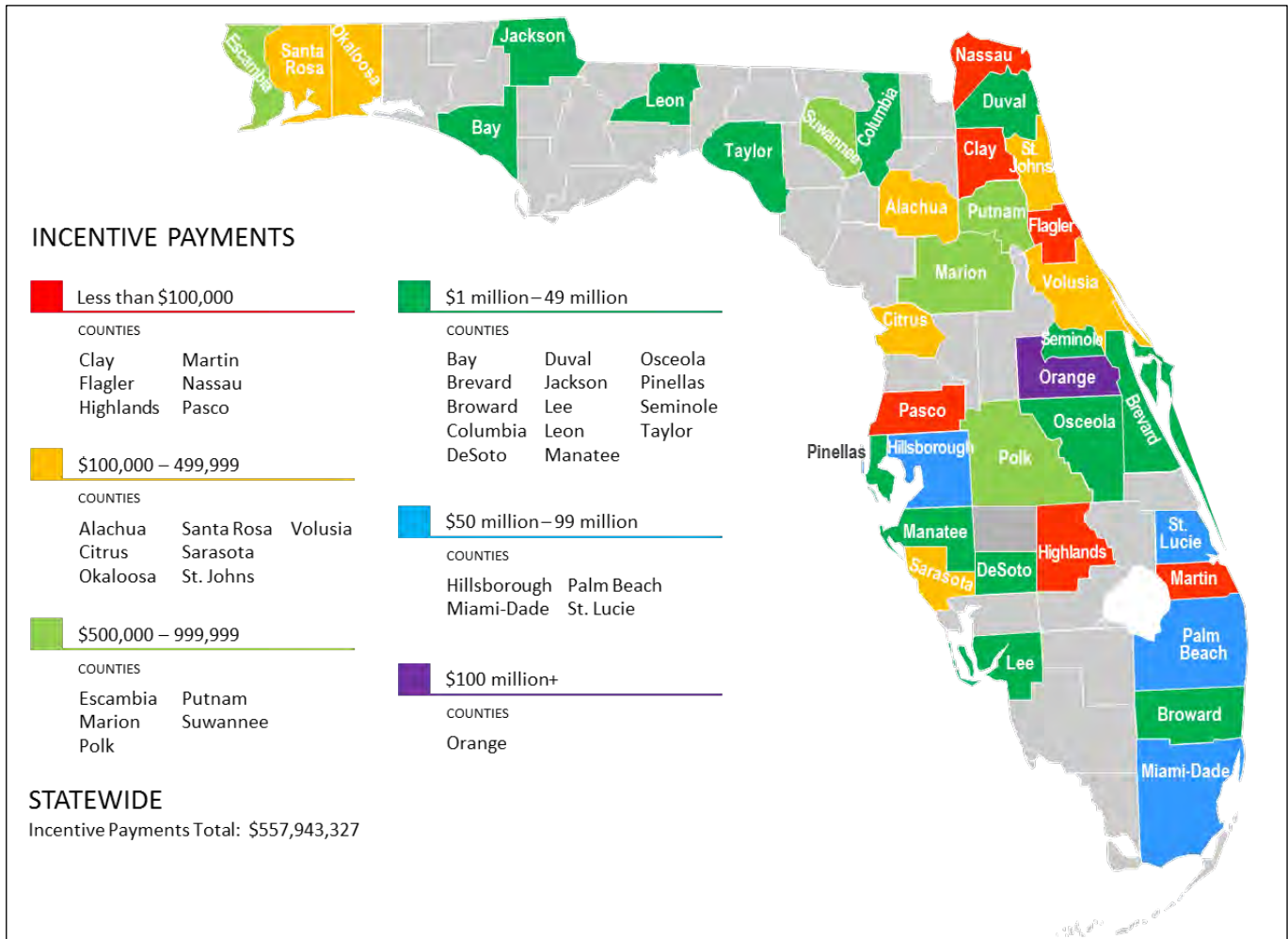
¹ Companies can take a credit against taxes paid.

² This total reflects the number of unique incentive projects, but does not include Enterprise Zone incentive recipients.

Source: OPPAGA analysis of Department of Economic Opportunity and Department of Revenue data.

As shown in Exhibit 1-6, incentives were distributed across 37 counties, with totals varying widely by county. For example, during the review period, 6 counties received total incentives of less than \$100,000, while 14 received between \$1 million and \$49 million. Only one county, Orange, received total incentives exceeding \$100 million.

Exhibit 1-6
In Fiscal Years 2009-10 Through 2011-12, Projects in 37 Counties Received Incentives^{1,2}



¹ One project could not be allocated to a single county; the incentive amounted to \$21.5 million.

² Enterprise Zone Program incentives are not included in the exhibit.

Source: OPPAGA analysis of Department of Economic Opportunity data.

Administrative costs. For Fiscal Years 2009-10 through 2011-12, the four state-level entities with incentive program responsibilities reported \$6.2 million in administrative costs. The Department of Economic Opportunity had the highest estimated costs, at \$4.4 million, while the Department of Financial Services had the lowest, at less than \$6,000. (See Exhibit 1-7.)

Exhibit 1-7
Agency Administrative Costs for Economic Incentives Totaled \$6.2 Million in Fiscal Years 2009-10 Through 2011-12

Agency	Administrative Costs
Department of Economic Opportunity	\$4,382,598
Department of Revenue	1,549,416
Enterprise Florida, Inc.	310,500
Department of Financial Services	5,658
Total Administrative Costs	\$6,248,172

Source: OPPAGA analysis of data from Enterprise Florida, Inc., and the Departments of Economic Opportunity, Financial Services, and Revenue.

Findings

Incentives Are Important, But Not the Only Factor in Businesses' Decisions to Expand or Locate in Florida; the Majority of Recipients Are Existing In-State Businesses

To better understand businesses experiences with the state's economic incentive programs and the role incentives play in expansion and location decisions, OPPAGA surveyed businesses that received incentives for a single project during Fiscal Years 2009-10 to 2011-12 as well as local economic development organization representatives.¹¹ In addition, OPPAGA interviewed businesses that pursued multiple projects during this timeframe as well as site selection consultants that assist businesses with location decisions and incentive applications.¹²

Incentives are important, but businesses consider many other factors when making project decisions. Businesses consider a range of issues when evaluating locations for new projects. Site selection consultants noted that companies' initial criteria include infrastructure, permitting, workforce, utilities, land, taxes, quality of life, and economic incentives. As many as 25 states or locations may be considered at first, and as information and discussions with client companies occur, the number of sites is typically reduced to two or three finalist locations.

Our interviews and surveys found that incentives are one of several considerations for business that are developing a preliminary pool of states for potential project sites. Businesses that OPPAGA surveyed and interviewed evaluated a range of business climate considerations that affected their initial considerations and were asked to select the most important factors. When asked to identify the three most important factors that affected their company's decision to remain, locate, or expand in Florida, businesses that received incentives for a single project and responded to the question cited state economic development incentives (55%), local economic development incentives (41%), and the company's existing presence in Florida (45%) as the most important factors. Site consultants and businesses that obtained incentives for multiple projects reported that they considered incentives secondarily and that the state's labor force, regulatory climate, and tax environment were primary considerations.

When asked how important incentives were to the final location decision, 74% of the businesses that received incentives for a single project and responded to the question said incentives were one among many factors, as opposed to being the key decision factor. Businesses that received incentives for multiple projects responded similarly. According to site selection consultants, when site characteristics are equal, incentives become very important.

When asked what role incentives play, 73% of the businesses that received incentives for a single project and responded to the question reported that incentives helped increase the financial feasibility of a project. This is generally consistent with our interviews with businesses that obtained state incentives for multiple projects, as well as site selection consultant interviews. In particular, consultants reported that location significantly influences the cost of doing business. As such, incentives are often used to offset other costs, such as training needs or infrastructure improvement.

¹¹ We surveyed 144 of the businesses that received incentives for a single project during the evaluation period; 74 (51%) provided partial responses and 54 (38%) provided complete responses. Most respondent businesses were small or medium-sized firms, with a median national firm size of 300 FTE and median Florida firm size of 170 FTE. We also surveyed 122 local economic development organization representatives; 78 (64%) provided partial responses and 71 (58%) provided complete responses. Respondents were from organizations across the state and included local enterprise zone coordinators.

¹² We interviewed representatives from 7 of the 16 (44%) companies that received state incentives for multiple projects during our timeframe. These were large national or multi-national companies, representing a range of industries (e.g., shipping, manufacturing, financial operations, and retail). In addition, Enterprise Florida, Inc., provided us a list of eight site selection consultants known to frequently conduct business in Florida; we interviewed five (62.5%). The consultants reported that they typically work with large national or multi-national companies.

To the extent that incentives balance location-driven costs, it would seem likely that without incentives, many businesses would not select Florida. However, when asked what would have been the effect on their company’s plans to conduct their project in Florida had incentives not been awarded, 64% of businesses responding to the question would have proceeded with their project even without the state incentives. Specifically, 42% of respondents said that without incentives, their company would have proceeded with their project in Florida on a smaller scale, and 22% said that they would have proceeded in Florida with no changes to the project. These findings are consistent with businesses’ assertion that incentives are but one of many considerations for project location decisions.

Despite the availability of incentives in Florida, many businesses considered conducting their projects in other states. When asked if they considered pursuing their project in another state, many (56%) of the businesses responding to the question said they considered locating their project in another state; of these, 59% reported receiving an incentive offer from another state. Several of these respondents noted Texas (9, or 28%) and North Carolina (5, or 16%) as states that made incentive offers; other states cited were Alabama, Georgia, and New York. Similarly, businesses that pursued multiple projects in Florida reported considering other states for these projects, with Alabama, Georgia, and Texas being the most frequently mentioned locations.

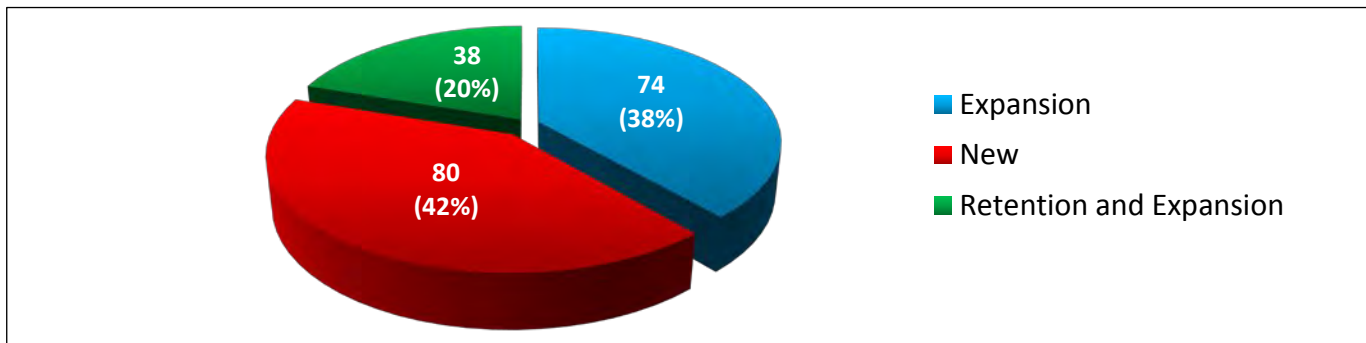
Site selection consultants that we interviewed noted that although Florida presents a range of advantages, the state has several prominent disadvantages as a project location, which contributes to businesses often considering locations in other states. Disadvantages included high property taxes and energy and land costs. In addition, consultants reported that Florida has limited ready infrastructure across the state and a need for more skilled workforce in manufacturing and information technology industries. Other disadvantages to a Florida site were geographical, with the state’s peninsular shape leading to high transportation costs to ship products to other parts of the country. According to site consultants, states that compete with Florida are mostly in the southeast: Alabama, Georgia, Mississippi, North Carolina, South Carolina, Tennessee, Texas, and Virginia.

Businesses generally sought incentives to expand their existing Florida operations. We asked businesses that received incentives for a single project to describe the type of project – start-up, expansion, or relocation. Businesses responding to this question most frequently (49%) reported that they sought incentives to expand an existing Florida business. Businesses that obtained incentives for multiple projects also generally noted that they sought incentives for in-state expansion, such as new distribution centers or company headquarters.

This is consistent with the project data provided by DEO. The majority of projects in our sample were expansions of existing Florida businesses rather than introduction of new companies to the state. Specifically, 58% of the projects involved either expansion of existing businesses or retention of existing businesses with the longer-term goal of expansion. (See Exhibit 1-8.)

Exhibit 1-8

The Majority of Projects that Received Incentives in Fiscal Years 2009-10 Through 2011-12 Were Expansions of Existing Florida Businesses



Source: OPPAGA analysis of Department of Economic Opportunity data.

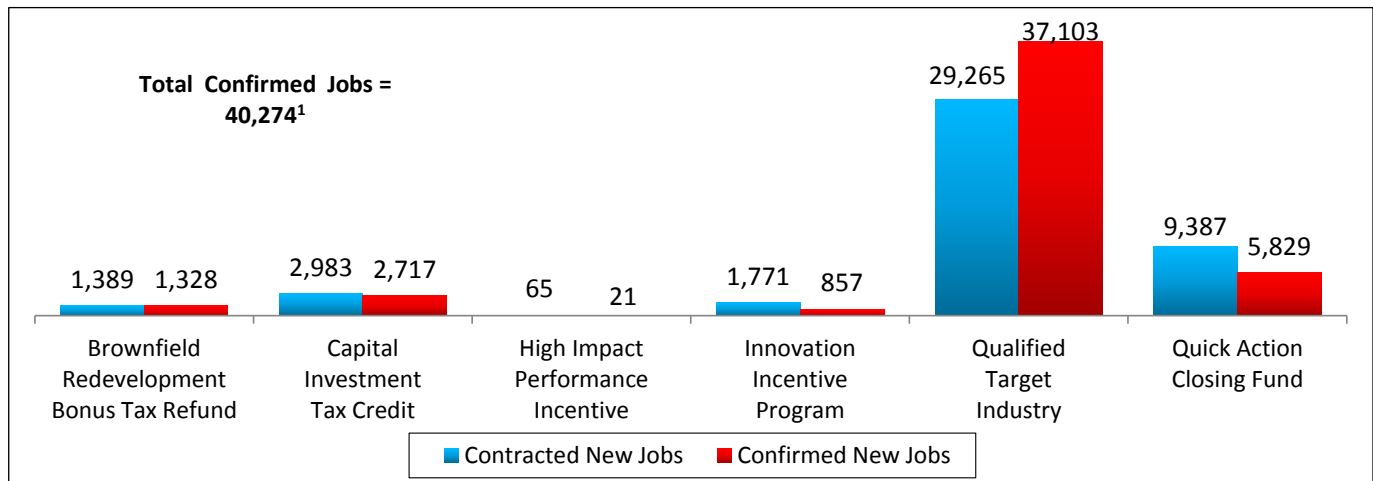
Overall, Incentive Recipients Have Exceeded Job Creation and Capital Investment Requirements; However, Achievement of Performance Goals Varies Significantly by Program

Projects that received incentives between Fiscal Years 2009-10 and 2011-12 created 40,274 new jobs; this amount comprises all jobs, including those created prior to the three-year period. This exceeds the contracted new job requirement (34,429) by 17%.

Of the six incentive programs that have contractual job creation goals, only the Qualified Target Industry Tax Refund Program exceeded requirements. QTI recipients were contracted to create 29,265 jobs and the Department of Economic Opportunity confirmed 37,103 new jobs; this represents 26.8% greater employment than anticipated. Conversely, the High Impact Performance Incentive Program, which is contracted to create 65 jobs, has created 21 (32.3% of the contracted new jobs) to date. However, the HIPI projects included in the analysis are still active. As noted earlier, DEO defines active projects as those that are currently in progress and in good standing with regard to meeting performance goals according to their multi-year contract terms and performance schedules. (See Exhibit 1-9.)

Exhibit 1-9

Projects that Received Incentives in Fiscal Years 2009-10 Through 2011-12 Have Created Over 40,000 Jobs¹



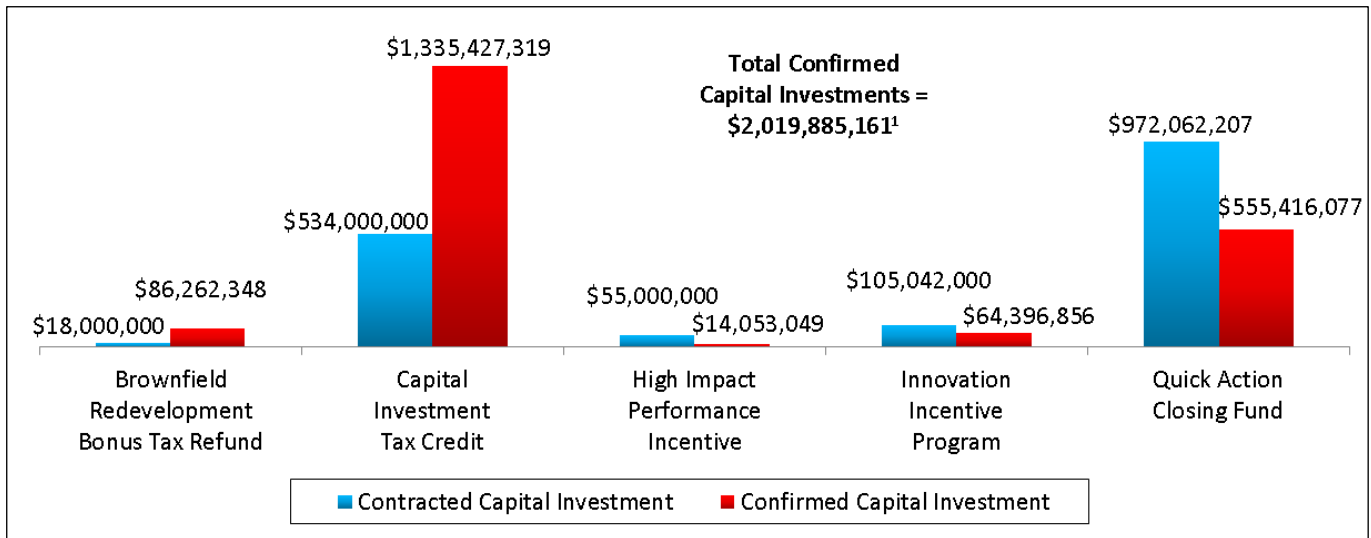
¹ Projects include those with an active status. DEO defines active projects as those that are currently in progress and in good standing with regard to meeting performance goals according to their multi-year contract terms and performance schedules. Projects receiving funds for multiple incentive programs can count the same jobs across programs. This figure represents an unduplicated count of confirmed new jobs. Source: OPPAGA analysis of Department of Economic Opportunity data.

A similar trend emerged for capital investment requirements. Projects that received incentives between Fiscal Years 2009-10 and 2011-12 made \$2 billion in capital investments; this amount comprises all investments, including those made prior to the three-year period. This exceeds the contracted capital investment requirement (\$1.5 billion) by 32.4%.

Of the five incentive programs that have contractual capital investment goals, only the Brownfield Redevelopment Bonus Refund and Capital Investment Tax Credit programs exceeded requirements. Brownfield bonus recipients were contracted to invest \$18 million, and DEO confirmed \$86.3 million in expenditures; this represents 379.2% greater investment than anticipated. Similarly, CITC recipients were contracted to invest \$534 million and confirmed expenditures were \$1.3 billion, a difference of 150.1%. As with job creation goals, the High Impact Performance Incentive Program’s confirmed capital investments are less than the contracted amounts, \$14.1 million compared to \$55 million. As noted above, the HIPI projects are currently active and in good standing with regard to adhering to contract performance schedules. (See Exhibit 1-10.)

Exhibit 1-10

Projects that Received Incentives in Fiscal Years 2009-10 Through 2011-12 Have Made More than \$2 Billion in Capital Investments¹



¹ Projects include those with an active status. DEO defines active projects as those that are currently in progress and in good standing with regard to meeting performance goals according to their multi-year contract terms and performance schedules.

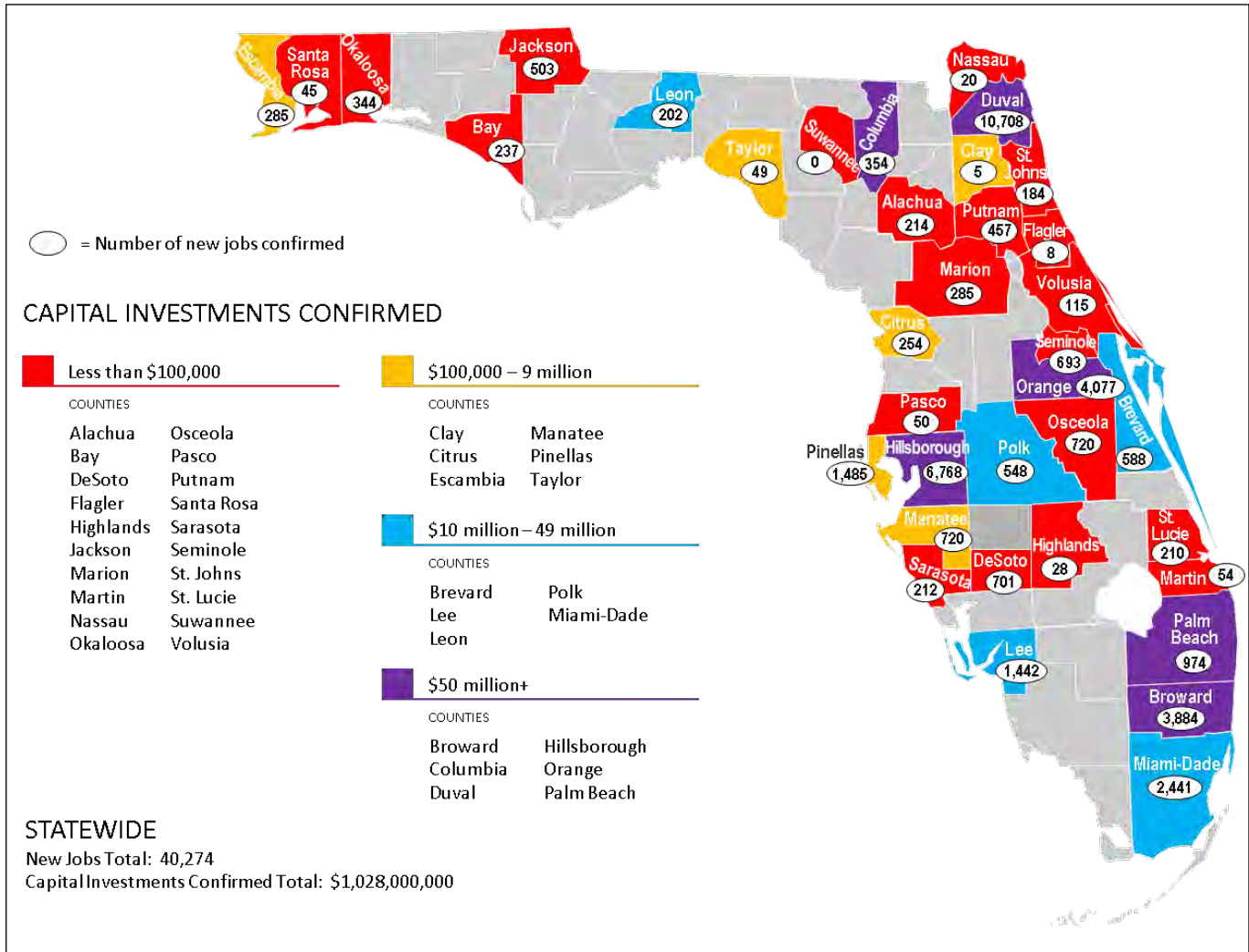
² Projects receiving incentives from multiple programs can count the same amount of capital investment across programs. This figure represents an unduplicated count of confirmed capital investment.

Source: OPPAGA analysis of Department of Economic Opportunity data.

The statewide distribution of confirmed jobs and capital investments includes 37 counties, with amounts in both performance categories varying widely by county.¹³ For example, with regard to job creation, the number of confirmed new jobs ranged from 0 in Suwanee County to 10,708 in Duval County. In addition, capital investment totals differed greatly, with most counties (20) hosting projects that made capital investments of less than \$100,000. Six counties had projects that made capital investments exceeding \$50 million. (See Exhibit 1-11.)

¹³ Not all of the 192 projects within our sample were required to make capital investments as part of incentive agreements.

Exhibit 1-11
Confirmed New Jobs and Capital Investments Varied Across Counties for Projects that Received Incentives in Fiscal Years 2009-10 through 2011-12^{1, 2, 3}



¹ One project could not be allocated to a single county; confirmed capital investments amounted to \$1 billion, with 411 new jobs.

² Not all of the 192 projects within our sample were required to make capital investments as part of incentive agreements.

³ Projects include those with an active status. DEO defines active projects as those that are currently in progress and in good standing with regard to meeting performance goals according to their multi-year contract terms and performance schedules.

Source: OPPAGA analysis of Department of Economic Opportunity data.

Some Incentive Programs Have Not Yet Achieved Other Legislative Goals

In addition to supporting job creation and capital expenditures, some of the state’s economic incentive programs have other legislative goals. For example, along with its economic development goals, the Enterprise Zone Program is intended to revitalize and rehabilitate distressed areas and enhance social well-being in the zones. The Innovation Incentive Program is intended to support projects that serve as catalysts for emerging or evolving technology clusters, including creating spin-off companies. Neither incentive program has fully achieved these goals.

Selected enterprise zones generally underperform when compared to similar non-zone areas. The purpose of the Enterprise Zone Program is to establish a process that identifies severely distressed areas and to provide state and local economic incentives to both businesses and homeowners in those areas, with the goal of inducing private investment and enabling revitalization. In analyzing the degree to which such improvements have occurred, we reviewed Department of Economic Opportunity and U.S. Census data to compare changes in business, employment, and wage growth within five selected enterprise zones (Gulf County, Jacksonville, Miami-Dade County, Okeechobee County, and Tallahassee/Leon County); in Fiscal Years 2009-10 through 2011-12, these zones received sales and use tax credits and refunds totaling \$73.8 million, which represents 66.5% of the incentives received statewide during the period. We also reviewed median home values, median household income, unemployment rates, and poverty rates in the same five zones and compared this information to the data for similar non-enterprise zone census tracts.

Our analysis found low to mixed results, with the selected enterprise zones meeting some legislative goals but falling short for others. In one of our analyses, two out of five enterprise zones outperformed similar non-zone comparison areas. In our other three analyses, only one of five enterprise zones outperformed similar comparison areas. These results indicate that while there were some successes, in general, the Enterprise Zone Program has not met legislative goals.

According to DEO employment data, between 2005 and 2012, the number of businesses and jobs decreased within the five enterprise zones, but average wages increased. In addition, these growth rates varied significantly among the five zones. For example, wage growth ranged from 3.6% (Gulf County) to 18.8% (Miami-Dade County).

When assessing median home values, we determined that all five zones experienced increases between the 2000 and 2010 Census. However, in 2010 only two of the five enterprise zones (Miami-Dade County and Okeechobee County) had smaller percentages of personal residences valued at \$100,000 or less when compared to similar non-zone areas. This shows that there was not an across-the-board increase in property values in enterprise zones that was greater than the increases that occurred in the comparison groups.

Another measure of enterprise zone economic impact is median household income. Our comparison of 2000 and 2010 Census data for the five selected zones and similar non-enterprise zone areas shows that in all selected enterprise zones, median household incomes have increased. However, only one enterprise zone, Miami-Dade County, showed an increase that exceeded that of its comparison non-enterprise zone area.

Unemployment rates increased in four of the five enterprise zones. When comparing enterprise zones to non-enterprise zone areas, Gulf County was the only zone that had a lower unemployment rate than its comparison non-zone area. For poverty rates, enterprise zones also generally fared worse than comparison non-enterprise zone areas. Four of the selected enterprise zones had higher poverty rates in 2010 than in 2000. Moreover, four enterprise zones had poverty rates that exceeded similar non-enterprise zone areas; rate differences ranged from 1% to 12%.

The state's biotechnology clusters are growing slowly; no spinoffs have been created. An industry cluster is generally defined as a geographic concentration of "interconnected companies and institutions in a particular field."¹⁴ Industry clusters are important for economic development, as businesses and research institutes often prefer to locate in areas that already have similar enterprises in order to collaborate and draw upon existing labor markets.

¹⁴ Michael E. Porter, "Clusters and the New Economics of Competition," *Harvard Business Review*, November-December 1998, p. 78. Although institutions in a cluster may be physically close, technology can also allow distant institutions to engage in collaboration.

A 2010 OPPAGA report found that biotechnology clusters had not grown substantially in the six counties where Innovation Incentive Program recipients had established facilities.¹⁵ The report measured biotechnology growth in each county between the time the research institutes were established and December 2008. Our 2013 follow-up review measured biotechnology business and employment growth between December 2008 and December 2011 and found mixed results.¹⁶ The six counties experienced varying rates of business and employment growth within the research and development in the biotechnology sector. Hillsborough, Palm Beach, and St. Lucie counties had the largest increases in business growth, while Orange, Palm Beach, and St. Lucie counties had the largest increases in employment growth. However, some counties experienced small increases or declines during the same period, especially with regard to business growth.

In addition, current Innovation Incentive Program recipients have not created spin-off companies. As part of many incentive agreements, recipients are required to report the number of spin-off business created in Florida as a result of the commercialization of their research. For agreements signed after July 1, 2009, an additional performance condition requires innovation incentive recipients to reinvest up to 15% of net royalty revenues, including revenues from spin-off companies and from the sale of stock received from licensing or transferring inventions, methods, processes, and other patentable discoveries made at recipients' Florida facilities or using Florida-based employees. To date, recipients have created no spin-off companies.

As noted in both OPPAGA reports, biotechnology cluster development can take many years, and while Florida has the potential for additional growth, it faces challenges. The major challenge to furthering cluster development is fostering an environment that translates discoveries into marketable products. Florida and national experts reported that this could be accomplished by supporting spin-off and start-up companies, establishing more incubators and laboratories, linking research ideas with entrepreneurial talent, and conducting additional marketing of the state's biotechnology industry and the Innovation Incentive Program.

DEO's Process for Administering and Monitoring Incentive Programs Could Be Improved

Our review of the Department of Economic Opportunity's administration of economic incentive programs yielded findings similar to those highlighted by recent internal and external reviews. Specifically, DEO's documentation and monitoring processes could be improved. In addition, surveys of incentive recipients and economic development organizations, as well as interviews of site selection consultants, found concerns about the program reporting requirements.

In 2012, DEO's inspector general conducted an internal review to evaluate the processes used to monitor the performance of incentive recipients; the review was two-phased, reviewing the processes of both the department's contractor (phase one) and the department (phase two).¹⁷ The first phase of the audit noted several issues, with particular concern regarding the contractor's lack of internal quality assurance reviews and DEO's failure to formally evaluate the contractor's performance. The second phase of the audit cited changes that could enhance the effectiveness of the department's incentive-related activities, including improved operating policies and procedures and implementation of internal quality assurance procedures. Similarly, a recent external review completed in September 2013 identified various concerns about DEO's process for monitoring the performance of incentive recipients and noted that lack of proper evidential documentation of performance can result in payment of noncompliant incentive claims.¹⁸ (See Exhibit 1-12.)

¹⁵ *Biotechnology Clusters Developing Slowly; Startup Assistance May Encourage Growth*, OPPAGA [Report No. 10-05](#), January 2010.

¹⁶ *Florida's Biotechnology Industry Is Expanding; Cluster Growth Continues to Slowly Progress*, OPPAGA [Report No. 13-06](#), March 2013.

¹⁷ The reviews also included a survey of businesses that had received incentives. In general, survey respondents positively rated the contractor's performance. However, some respondents expressed concerns about the timeliness of the claims process and responsiveness of the contractor.

¹⁸ This review was conducted by a private firm, Thomas Howell Ferguson, under a contract with DEO. The review period included performance claims submitted and processed between October 1, 2012 and June 30, 2013.

Exhibit 1-12 Several Reviews Have Identified Areas for Improving DEO's Administration and Monitoring of Incentive Programs

Internal and External Review Findings		
Internal Review – Phase One	Internal Review – Phase Two	External Review
The contractor lacks written operating policies and procedures and a training manual for the administration of contractual requirements.	Comprehensive written operating policies and procedures would ensure that staff is aware of processes necessary to accomplish the department's mission and goals.	There are inconsistencies in the nature of supporting documentation provided by companies related to jobs and wage information.
There is no evidence of the contractor performing internal quality assurance reviews.	An internal quality assurance procedure would enhance contract accountability and increase the chances that errors are detected.	DEO does not require businesses to provide source documentation to support their job and wage data.
There is no evidence of staff training by either DEO or the contractor.	Formalized training provided for all staff assigned to the incentive programs would help ensure that the incentives are being processed according to statutes and in a timely and efficient manner.	Documentation requirements for capital expenditures vary by program, with contract provisions differing between the Quick Action Closing Fund Program and the Brownfield Redevelopment Bonus Refund Program.
There has been no evaluation of the contractor's performance by DEO; the department should implement more oversight and tracking of the contractor's work.	In future contracts DEO should require corrective action plans when the contractor fails to meet performance standards.	Supporting documentation for employee benefits is not sufficient and should include a detailed description of benefits, eligibility requirements, and a listing of employees including amounts contributed for the benefits of each.
Site visits scheduled every two years do not appear to be frequent enough and could delay corrective action when required; this could also result in client businesses being overpaid or impact future incentive program approvals.	Site visits scheduled every two years do not appear to be frequent enough and could delay corrective action when required; this could also result in client businesses being overpaid or impact future incentive program approvals. DEO should consider ways to reduce the time it takes to finalize incentive claim packages before they are submitted for payment.	There are no formal, documented policies and procedures for review of incentive claim applications, which could lead to inconsistencies in review procedures related to headcount, wage calculations, proper supporting documents, etc.

Source: *Final Report: Management Review of Processes Associated With Tracking and Reporting Economic Development Incentive Programs' Performance Phase One—Contracted Services*, DEO, January 2012; *Final Report: Management Review of Processes Associated With Tracking and Reporting Economic Development Incentive Programs' Performance Phase Two—Division of Strategic Business Development*, DEO, March 2012; *Department of Economic Opportunity Strategic Business Development – Incentive Program Compliance and Assessment Review*, Thomas Howell Ferguson, September 2013.

Our examination of DEO incentive administration and monitoring processes identified similar issues. To evaluate the department's incentive monitoring activities and assess the completeness of incentive recipient project files, we reviewed 73 project files. The files included projects that received incentives from six of the seven programs currently under review; DEO does not maintain files for projects that receive Enterprise Zone Program incentives.

Our review found that several (11%) project files were deficient, missing either documentation or sufficient evidence related to performance requirements (e.g., jobs, wages, and capital expenditures). In one case, the entire project file was missing. File deficiencies included missing general project overview forms, contracts, local resolution documents, and decertification letters. Moreover, some of the files we reviewed lacked evidence of incentive recipient site visits, which are used to confirm job creation and capital investment.

In addition, the types of documents used as evidence of meeting performance requirements varied widely among the files reviewed. For example, evidence for jobs created and wages varied from incentive recipient generated spreadsheets in some files, to Department of Revenue unemployment compensation forms in others. Evidence of capital expenditures and tax payments was similarly inconsistent.

Various stakeholders also expressed concerns about DEO's program administration and incentive reporting requirements. For example, on our survey of incentive recipients, when asked to suggest improvements to the state's economic incentive programs, 32% of those that responded to the question cited the reporting process. Specific responses included the following.

- "Simplify/streamline reporting process."
- "Paperwork and proof of information required is arduous and borderline not worth the grants."
- "The process is overly bureaucratic, requiring extensive hours of preparation, amending, and follow-up."
- "Better examples of precise information needed. Standardized PDF form would be perfect with specific instructions."

Similarly, some site selection consultants that we interviewed reported that the incentive application and reporting process can be burdensome. One consultant said that the process for getting a final answer on an incentive package takes too long and is laborious, while another criticized the quality of DEO's incentive contracts, citing numerous errors (e.g., typographical and grammatical errors and incorrect dates) that the consultant's legal staff had to correct. Moreover, several consultants noted that Florida is at a competitive disadvantage with states that have a more streamlined approval process.

We also identified concerns about DEO's administration of a particular incentive program—the Brownfield Redevelopment Bonus Refund Program. The department is statutorily required to verify that the project site is in a designated brownfield area. However, our initial review of data provided by DEO did not allow us to make this determination for one-third of the brownfield projects in our sample. Specifically, information from the Department of Environmental Protection's brownfields database showed that of the 24 projects that received an incentive payment during Fiscal Years 2009-10 through 2011-12, 8 projects did not have sufficient location information to make a determination. To facilitate our confirmation of the location of these eight sites, we requested that DEO provide us additional information; the supplemental information was not sufficient for us to verify the projects' locations. Thus, we gathered information from other sources, including company websites and county property appraiser databases, and were able to confirm that all of the eight sites were in designated brownfield areas.

Recommendations

Based on our review of Department of Economic Opportunity administration and monitoring activities and the findings of three recent reviews, we recommend that DEO take the following steps to improve its management of state incentive programs.

Improve the quality and consistency of information used to document incentive program performance.

The documentation that the department accepts as proof of contract performance is not standardized and varies significantly from project to project. To improve the consistency of the information submitted by incentive recipients and better facilitate businesses' compliance with reporting requirements, incentive contracts should clearly stipulate the documents that will be accepted as evidence of performance for employment, wages, capital investments, and taxes paid. These documents should be consistent across incentive programs and, to the extent possible, should include official data certified by other government agencies. For example, when applicable, proof of employment and wages could be limited to data from the Department of Revenue's Form RT-6, used by businesses to report employee wages.

Enhance written policies and procedures for review of incentive claims. Internal and external reviews have noted that neither DEO nor its former contractor had written policies and procedures for administering the state incentive program contract requirements. The absence of such policies and procedures can lead to inconsistencies in review procedures related to employment verification, wage calculations, and proper supporting documents; this could account for the inconsistencies that we noted during our file review. To address these concerns, DEO should develop comprehensive written policies and procedures to guide the incentives claims process for both DEO employees and third-party vendors. The procedures should also include internal quality assurance processes, which would likely increase documentation consistency, reduce errors, and help ensure that incentives are being administered in accordance with state law. Such policies and procedures could be used to train new DEO or contractor staff, which would also help to ensure that incentives are being paid and monitored appropriately.

Establish monitoring and evaluation procedures for overseeing the work of the new third-party monitor. According to audit reports, DEO did not conduct a formal evaluation of its former contractor's performance, which significantly limited the department's oversight and tracking of the contractor's activities and deliverables. Given that the department is in the process of selecting a new vendor in accordance with proviso in the 2013 General Appropriations Act, it is an appropriate time to develop a contract monitoring process and to incorporate the process into the contract. The monitoring could include annual performance evaluations, frequent status reports, and contract terms that provide for corrective action when the contractor fails to meet performance standards.

Ensure that documentation of incentive recipient eligibility is properly maintained in project files. We determined that for the Brownfield Redevelopment Bonus Refund Program, the department was unable to provide sufficient information to confirm that incentive recipients were located within designated brownfield areas. DEO's current due diligence process requires that if the applicant is applying for a brownfield incentive, the department should "identify any evidence provided that the site of the project is a brownfield pursuant to applicable law." In addition to reviewing such evidence, the department should contact the Department of Environmental Protection's Brownfield Redevelopment Program and request written confirmation that incentive applicants are in a designated brownfield area and have a site rehabilitation agreement. This written confirmation should be maintained in project files and reflected in DEO's incentive database.

Chapter 2:

Capital Investment Tax Credit Program

Background

Program Creation and Development

Purpose. The 1998 Legislature created the Capital Investment Tax Credit Program (CITC) to encourage high-impact sector businesses to make a significant capital investment to build, expand, or locate physical facilities within Florida.¹⁹ Qualifying businesses can reduce corporate income taxes or insurance premiums over a 20-year period through a tax credit based on the amount of capital investment or costs related to the acquisition or construction of a facility. Eligible expenses include the costs of acquiring, constructing, installing, equipping, and financing a qualifying project; this includes all obligations incurred for labor, contractors, subcontractors, and builders. The costs for architectural and engineering services, environmental studies, surveys, and site work can also be included.

CITC qualifying requirements vary based on investment amount and industry sector. There are three tiers for high-impact industries, with investment requirements ranging from \$25 million to \$100 million. The tier determines what percentage of a business's tax liability that project costs can offset. In addition, businesses in each of the three tiers must create at least 100 new jobs in Florida and continue to maintain employment goals each year from the commencement of operations. For target industries and headquarters, investment requirements range from \$100 million to \$250 million. These projects also have different annual credit amounts and credit limits as well as higher job requirements. (See Exhibit 2-1.)

Exhibit 2-1

Capital Investment Tax Incentive Qualifying Requirements and Benefits Vary

	Qualifying Project Types				
	High Impact Tier 1	High Impact Tier 2	High Impact Tier 3	Target Industry	Headquarters
Investment Required	\$25 Million	\$50 Million	\$100 Million	\$100 Million	\$250 Million
Taxes that the Credit can be Applied Against	Corporate Income Tax or Insurance Premium Tax	Corporate Income Tax or Insurance Premium Tax	Corporate Income Tax or Insurance Premium Tax	Corporate Income Tax or Insurance Premium Tax	Corporate Income Tax
Jobs Requirement	100 New	100 New	100 New	100 New, 900 New or Retained	1,500 New
Annual Credit Amount	5% of Eligible Costs	5% of Eligible Costs	5% of Eligible Costs	50% of increased tax liability arising out of the project	Lesser of \$15 million or 5% of eligible costs
Annual Credit Limit	50% of tax arising from project	75% of tax arising from project	100% of tax arising from project	50% of increased tax liability arising from project	\$15 million per year
Credit Period	20 Years	20 Years	20 Years	5 Years	20 Years
Credit Carryover	None	None	Amounts not used within the 20-year period can be taken between years 21 and 30	None	Annual unused amounts can be carried forward within the 20-year period

Source: *Review of the Capital Investment Tax Credit*, Florida Senate Issue Brief 2012-204, September 2011.

¹⁹ Section 220.191, F.S.

After the commencement of operations, businesses can seek corporate tax credits annually on the income generated by or resulting from the qualifying project. The credit is limited to 5% of the total amount of capital investment at the new or expanded facility, over 20 years.²⁰ The annual credit limit varies depending on tier level, ranging from 50% to 100% of the tax liability. For most projects, tax credits cannot be carried forward if not fully used in any one year; this provision is waived for tier 3 projects with \$100 million in investments or headquarter projects with costs of \$250 million.²¹ In addition, tax credits are generally not transferable, with the exception of new solar panel manufacturing facilities meeting certain requirements.²² However, state law allows credits to be used by companies or entities affiliated with the qualifying business as long as the credit amount does not increase or extend the period within which the credit can be used.²³

History. The Legislature has enacted numerous changes to the Capital Investment Tax Credit Program since its inception. Specifically, the definitions of qualifying businesses and criteria for transferability have been amended several times.

Qualified Businesses. Every three years, Enterprise Florida, Inc., researches and recommends the business sectors that should be designated as high impact; the Department of Economic Opportunity makes the final decision regarding these designations.²⁴ High-impact sectors have evolved over time and currently include the following business sectors (designation dates).

- Transportation Equipment (Aviation/Aerospace) (1997)
- Information Technology (1999)
- Life Sciences (2002)
- Financial Services (2004)
- Corporate Headquarters (2006)
- Clean Energy (2008)

In addition, several significant amendments to the program allow businesses outside of the high-impact sectors to qualify for the tax credit. These significant amendments are described below.

Target Industry Business Sector. In 2005, CITC was expanded to allow target industry businesses to qualify. Like high-impact sectors, target industries are determined by DEO in consultation with EFI.²⁵ Target industry business sectors are determined through consideration of specified criteria, such as industry growth potential, industry stability, and average industry wages.²⁶ Target industries include all high-impact sectors and businesses working in homeland security and defense; target industry designations are reviewed every three years.²⁷

²⁰ The income for the new or expanded facility must be segregated from that attributed to the business as a whole in order to calculate the tax credit.

²¹ For tier 3 projects, if the credit is not fully used in any one year due to insufficient tax liability, the unused amounts may be used later in any one year or years beginning with the 21st year of operation and ending with the 30th year. Headquarter projects may carry forward unused credits during the 20-year period.

²² To be eligible to transfer credits, the solar manufacturing facility must generate a minimum of 400 jobs within six months after commencement of operations with an average salary of \$50,000. The transferring company must secure a certificate reflecting the tax credit amount transferred to the receiving company and must use the credit within one year.

²³ Section 220.191 (3) (c), *F.S.*

²⁴ At the time when CITC was created, there was not a set three-year schedule for reviewing high-impact designations. The three-year schedule was established by s. 20, Ch. 2010-147, *Laws of Florida*.

²⁵ Section 5, Ch. 2005-282, *Laws of Florida*.

²⁶ Section 288.106(2)(q), *F.S.*

²⁷ Section 288.106(2)(q), *F.S.*

Corporate Headquarters Facilities. In 2006, CITC was expanded to allow any business that located its corporate headquarters in Florida (in an enterprise zone or brownfield) to qualify for the credit, regardless of whether the business was in a high-impact or target industry business sector.²⁸ Tax credits for a corporate headquarters facility may only be taken against corporate income tax liability.

Transferability. Generally, CITC may not be transferred or sold to other businesses. However, the 2008 Legislature amended the program to allow certain qualifying projects to transfer unused tax credits.²⁹ To qualify to transfer a tax credit, the project must be a new solar panel manufacturing facility that generated at least 400 jobs within six months after commencing operations and paid an average annual salary of at least \$50,000. In addition, the 2011 Legislature amended the program to allow certain tax credits to be used outside of the 20-year period following commencement of project operations.³⁰ The amendment only applies to high-impact sector projects that qualify for tier 3 (\$100 million in capital investments). Companies can claim any unused credit amounts beginning in the 21st year after commencing operations, but not later than the 30th year after commencement.

Incentives Received

It is the responsibility of the business seeking a Capital Investment Tax Credit to demonstrate to the Department of Revenue that it meets the job creation and capital investment requirements required by law. State law requires that the business and DOR agree on the calculation of income for the credit each year. These agreements are in the form of a Technical Assistance Advisement, which is a binding opinion from DOR.

Once project construction is complete, the Department of Economic Opportunity must audit the business's eligible capital costs before it can take a Capital Investment Tax Credit. At that time, DEO may make changes to the original certified costs. Each year, the department reviews the status of qualifying projects to ensure job requirements are being met and to issue an annual credit letter detailing how much potential tax credit the business can take for that year.

Eight companies were Corporate Income Tax Credit participants during our project's timeframe, but only six of them claimed these credits during Fiscal Years 2009-10 through 2011-12. These projects have received a total of \$60.6 million in credits; this amount comprises all claims made, including those made prior to the three-year period.

²⁸ Chapter 2006-55, *Laws of Florida*.

²⁹ Chapter 2008-227, *Laws of Florida*.

³⁰ Chapter 2011-223, *Laws of Florida*.

Program Performance

Contractual Performance Indicators

Corporate Income Tax Credit recipients are typically required to create specific numbers of new jobs as one condition for receiving annual credits. CITC projects do not have to seek a credit every year in the 20-year timeframe. Exhibit 2-2 shows that CITC recipients had created a total of 2,717 new jobs at the end of the three-year review period compared to 2,983 contracted new jobs (91.1% of contracted jobs). The difference between contracted jobs and confirmed jobs is due to companies having additional years of the project remaining. These companies have 20 years to achieve the total contracted jobs, and none of them has been receiving the credit for that length of time.

Exhibit 2-2

Projects that Received CITC Incentives in Fiscal Years 2009-10 Through 2011-12 Have Created Over 2,700 Jobs

Project Status	Number of Projects	Contracted New Jobs	Confirmed New Jobs
Completed	0	0	0
Active	8	2,983	2,717
Inactive	0	0	0
Total	8	2,983	2,717

Source: OPPAGA analysis of Department of Economic Opportunity data.

In addition to job creation, CITC agreements require that companies make minimum capital investments. Projects included in Exhibit 2-3 made \$1.3 billion in confirmed capital investment compared to \$534 million in contracted investments, a difference of 150.1%.

Exhibit 2-3

Projects that Received CITC Incentives in Fiscal Years 2009-10 Through 2011-12 Have Made Over \$1.3 Billion in Capital Investments

Project Status	Number of Projects	Contracted Capital Investment	Confirmed Capital Investment
Completed	0	\$0	\$0
Active	8	534,000,000	1,335,427,319
Inactive	0	0	0
Total	8	\$534,000,000	\$1,335,427,319

Source: OPPAGA analysis of Department of Economic Opportunity data.

Chapter 3: Qualified Target Industry Tax Refund Program

Background

Program Creation and Development

Purpose. The 1994 Legislature created the Qualified Target Industry Tax Refund Program (QTI) to encourage the recruitment or creation of high-paying, high-skilled jobs within specific industries.³¹ In exchange for meeting job creation goals, eligible businesses receive refunds for certain state and local taxes, including: corporate income taxes; insurance premium taxes; taxes on sales, use, and other transactions under Ch. 212, *Florida Statutes*; intangible personal property taxes; ad valorem taxes; excise taxes; and communications services taxes.

Currently, the list of Qualified Target Industries includes clean technology, life sciences, information technology, aviation/aerospace, homeland security/defense, financial/professional services, emerging technologies, other manufacturing, and corporate headquarters. Call centers and shared service centers also may qualify if certain economic criteria are met, and special consideration is given to industries that facilitate the development of the state as a hub for domestic and global trade and logistics.

In addition to being within a qualified target industry, businesses must meet other criteria to be eligible for QTI incentives. These conditions include

- creating at least 10 jobs if the business is relocating to the state, or increasing employment by 10% if the business is expanding in the state;
- paying an annual wage of 115% of the average private sector wage in the area for which the business located or the statewide private sector average wage; and
- receiving a local government resolution of commitment to the business relocation or expansion and financial support amounting to 20% of the incentive amount.^{32, 33}

Qualified Target Industry tax refund amounts are based on the number of jobs created, the percentage of annual average area wages paid, the expansion or location site, and whether the business is a designated high-impact sector business. Businesses that meet QTI Program eligibility requirements, produce the number of required jobs, and pay at least 115% of the average area annual wage receive a base tax refund of \$3,000 per job (\$6,000 per job in an enterprise zone or a rural community). As shown in Exhibit 3-1, there are also additional per job incentives when businesses meet other statutorily defined criteria. For example, projects located in a brownfield are eligible for an additional \$2,500 per job through the Brownfield Redevelopment Bonus Refund Program. (See Chapter 4 for a discussion of the brownfield program.)

³¹ Section 288.106, *F.S.*

³² At the request of the local government and EFI, DEO may waive the wage requirement if the business is in a rural community, enterprise zone, brownfield, or is a manufacturing project located anywhere in the state and paying 100% of the average private sector wage in the area the business will locate.

³³ A business applying for the program can request exemption from the local financial support requirement if the project is located in a brownfield or a rural community. However, such an exemption would reduce the tax refund to 80% of the total tax refund allowed.

Exhibit 3-1 Qualified Target Industry Refund Amounts Increase When Specific Conditions Are Met

Criteria	Additional Per Job Refund Amount
Business pays 150% of the state average private sector annual wage	\$1,000
Business pays 200% of the state average private sector annual wage	\$2,000
Local government financial support is equal to the state's QTI incentive amount ¹	\$1,000
Business is in a high-impact sector	\$2,000
Business increases product exports through Florida seaports or airports by at least 10% in value or tonnage	\$2,000
Business is located in a brownfield	\$2,500

¹ The local financial support may be in the form of ad valorem tax abatement or the appraised market value of publicly owned land or structures deeded or leased to the QTI business.

Source: Section 288.106, *Florida Statutes*.

Several restrictions apply to tax refund amounts and distributions. For example, the single year refund amount cannot exceed \$1.5 million (\$2.5 million in an enterprise zone). Moreover, in any fiscal year, a business may not receive more than 25% of the tax refund amount specified in its agreement with the state.

History. The Legislature has enacted numerous changes to the Qualified Target Industry Tax Refund Program since its inception. In 2010, the Legislature expanded the definition of jobs to allow temporary employees to qualify as full-time equivalent positions; changed the definition of a new business by removing the requirement that the business must not have existed before beginning operations in Florida; and modified the criteria and considerations that Enterprise Florida, Inc., must use when identifying target industries.

In response to the Deepwater Horizon oil spill, the 2011 Legislature authorized DEO to waive wage or local financial support eligibility requirements between July 1, 2011 and June 30, 2014 for eight counties that were disproportionately affected by the disaster.³⁴ In addition, the Legislature modified the definition of economic benefit and required that special consideration be given to industries that facilitate the development of the state as a hub for domestic and global trade and logistics. Most recently, the 2013 Legislature removed the statutory restriction on the total refund amount; modified the application process; and eliminated the application evaluation criteria that the department must consider businesses' long-term commitment when reviewing applications.³⁵ Prior to the legislation, the total refund amount that a business received could not exceed \$7 million (\$7.5 million in an enterprise zone).

Incentives Received

By January 31st of each year, businesses must submit Qualified Target Industry tax refund claims along with documentation demonstrating performance during the previous calendar year. The Department of Economic Opportunity or its contractor verifies employment and wages, as well as payment of taxes eligible for refund. Once verification is complete, DEO submits a claims packet to the Department of Financial Services for its review, approval, and issuance of a refund.

Based on the verified information supplied in applications for Qualified Target Industry Tax Refunds, DEO submits its annual Legislative Budget Request for funds to satisfy future claims, the Legislature appropriates funds, and the funds become available after the beginning of the new fiscal year. The total

³⁴ The eight counties are Bay, Escambia, Franklin, Gulf, Okaloosa, Santa Rosa, Walton, and Wakulla.

³⁵ Chapter 2013-96, *Laws of Florida*.

Report No. 14-01

amount of the tax refunds approved by the department in any fiscal year may not exceed the total amount appropriated. For Fiscal Year 2013-14, the Legislature appropriated a lump sum of \$45.5 million to a group of economic development programs that includes the Qualified Target Industry Tax Refund Program. Of this amount, DEO proposes distributing \$12.1 million to QTI incentives; this includes \$11.9 million in obligated funds and \$180,000 in contingency funds. The department also proposes distributing \$1.1 million to QTI incentives with Brownfield Redevelopment Bonus Refunds; this includes \$936,250 in obligated funds and \$120,000 in contingency funds.

The 166 projects that received QTI tax refunds during Fiscal Years 2009-10 through 2011-12 have received a total of \$54.1 million; this amount comprises all funds received, including payments made prior to the three-year period. Total contracted funds for the 166 projects amounts to \$120.6 million. Fifteen of the 166 projects also received Brownfield Redevelopment Bonus Refunds. (See Chapter 4 for a discussion of the brownfield program.)

Program Performance

Contractual Performance Indicators

Qualified Target Industry Tax Refund recipients are contractually required to create a certain number of jobs that pay an annual average wage of at least 115% of the average private sector wage. At the conclusion of our three-year review period, recipients had created 37,103 new jobs, 26.8% more than the 29,265 new jobs that they were contracted to create. (See Exhibit 3-2.)

Exhibit 3-2

Projects with QTI Incentive Payments in Fiscal Years 2009-10 Through 2011-12 Have Created Over 37,000 Jobs

Project Status	Number of Projects	Contracted New Jobs	Confirmed New Jobs
Completed	40	8,133	13,619
Active	97	16,851	19,811
Inactive	28	3,531	3,173
Terminated	1	750	500
Total	166	29,265	37,103

Source: OPPAGA analysis of Department of Economic Opportunity data.

Other Analyses

Given the state's significant investment in Qualified Target Industries, we conducted location quotient and shift share analyses of some of these industries to gain a better understanding of how they are performing in Florida relative to regional, state, and national economic and employment trends.³⁶ We analyzed the six QTI industries that fall within the top 20 industries with the highest average annual wages in Florida: manufacturing; wholesale trade; information; finance and insurance; professional, scientific, and technical services; and management of companies and enterprises. These analyses found growth in two sectors—finance and insurance and professional, scientific, and technical services. Our analysis also showed that Florida's finance and insurance and management of companies and enterprises sectors outpaced national and industry employment trends.

For each of the six targeted industries we calculated location quotients to compare Florida's employment in each industry to national employment in each industry. Location quotients exceeding 1.0 indicate that Florida's level of employment in an industry exceeds the national level of employment in that industry. A positive change in location quotient from 2004 to 2012 indicates that the industry increased as a portion of Florida's economy relative to the national economy. Our analysis found that Florida's employment in four of the six industry sectors (manufacturing, wholesale trade, information, and management of companies and enterprises) was less than the national level in those sectors in 2012. However, three of these four industry sectors increased their location quotient between 2004 and 2012. (See Exhibit 3-3.)

³⁶ We calculated location quotients and shift-share analyses using Florida and national employment data.

Report No. 14-01

Exhibit 3-3

Location Quotients for Six Florida Qualified Target Industries Show Growth for Several Sectors

Florida Industry (NAICS)	Location Quotient (2004)	Location Quotient (2012)
Manufacturing (31-33)	0.46	0.47
Wholesale Trade (42)	0.97	0.98
Information (51)	0.91	0.88
Finance and Insurance (52)	0.99	1.05
Professional, Scientific, and Technical Services (54)	1.00	1.00
Management of Companies and Enterprises (55)	0.69	0.73

Source: OPPAGA analysis of U.S. Bureau of Labor Statistics data.

We also conducted a shift-share analysis for each of the six selected QTI industry sectors. Shift-share represents how much of the employment growth or decline in the state industry was due to the national or state economy, the national or state level trend within the particular industry, and the state's characteristics. Shift-share is composed of the three components listed below. The change in employment between 2004 and 2012 equals the sum of the three components.

- **National (or State) Growth Share** is the change in employment due to the growth of the overall national or state economy. If the national or state economy is growing, then you expect to see a positive change in each industry in the state.
- **Industry Mix Share** is the change in employment due to the growth (or decline) of the overall industry in the nation or state relative to the growth (or decline) of the overall national or state economy.
- **Regional Shift** is the change in employment due to the state's characteristics (also referred to as "competitive share"). It is the most important component. A positive regional shift indicates the state industry is outperforming the national or state trend. A negative effect indicates that the state industry is underperforming compared to the national or state trend.

Our shift share analysis showed that Florida's finance and insurance sector and management of companies and enterprises sector outpaced national and industry employment trends, while manufacturing, wholesale trade, information, and professional, scientific, and technical services sectors all underperformed. (See Exhibit 3-4.)

Exhibit 3-4

Shift-Share Analysis for Six Florida Qualified Target Industries Shows the State Outpacing the Nation in Two Sectors

Florida Industry (NAICS)	Florida Employment Change (2004-2012)	National Growth Share	Industry Mix Share	Florida Shift
Manufacturing (31-33)	-72,184	7,729	-71,904	-8,009
Wholesale Trade (42)	-6,197	6,429	-5,616	-7,010
Information (51)	-33,653	3,327	-26,141	-10,839
Finance and Insurance (52)	-7,404	6,759	-21,366	7,203
Professional, Scientific, and Technical Services (54)	48,045	7,990	59,049	-18,994
Management of Companies and Enterprises (55)	14,297	1,380	11,171	1,745

Source: OPPAGA analysis of U.S. Bureau of Labor Statistics data.

Chapter 4:

Brownfield Redevelopment Bonus Refund Program

Background

Program Creation and Development

Purpose. The 1997 Legislature created the Brownfield Redevelopment Bonus Refund Program to encourage redevelopment and job creation within designated brownfield areas.³⁷ Brownfield sites are abandoned, idled, or underused properties where expansion or redevelopment is complicated by actual or perceived environmental contamination. The program is voluntary and intended to achieve several environmental and economic development goals, including

- rehabilitating contaminated sites;
- preventing premature development of green space;
- reducing blight;
- reusing existing infrastructure;
- creating jobs; and
- increasing capital investment.

To be eligible for the Brownfield Redevelopment Bonus Refund, applicants must either be a qualified target industry business or demonstrate a fixed capital investment of at least \$2 million in mixed-use business activities and provide benefits to its employees.³⁸ In addition, the proposed project must create at least 10 new full-time permanent jobs, not including any construction or site rehabilitation jobs.

The program provides a tax refund for each new job created in a designated brownfield. Eligible businesses receive tax refunds for certain state and local taxes paid, including corporate income taxes; insurance premium taxes; taxes on sales, use, and other transactions under Ch. 212, *Florida Statutes*; intangible personal property taxes; ad valorem taxes; excise taxes; and communications services taxes. Businesses may receive a tax refund up to 20% of the average annual wage for each new job created in a designated brownfield area up to a maximum of \$2,500 per new job. Businesses certified by the Qualified Target Industry Program also may receive Brownfields Redevelopment Bonus Refunds of \$2,500 per new job created. (See Chapter 3 for a discussion of the QTI Program.)

History. The Legislature has enacted numerous changes to the Brownfield Redevelopment Bonus Refund Program since its inception. For example, in 2009, the Legislature adopted language requiring the governing board of the county or city where the project will be located to adopt a resolution recommending that certain types of businesses be approved for program participation and added criteria requiring fixed capital investments of at least \$500,000 in brownfield areas that do not require site cleanup.

³⁷ Section 288.107, *F.S.*

³⁸ According to state law, a “mixed-use project” is the conversion of an existing manufacturing or industrial building to mixed-use units that include artists’ studios, art and entertainment services, or other compatible uses.

Report No. 14-01

In response to the Deepwater Horizon oil spill, the 2011 Legislature authorized DEO to waive wage or local financial support eligibility requirements between July 1, 2011 and June 30, 2014 for eight counties that were disproportionately affected by the BP Gulf Oil Spill.³⁹

Most recently, the 2013 Legislature made significant changes to the program, including amending the term “brownfield area eligible for bonus refunds” to specify that an eligible area is a brownfield site for which a rehabilitation agreement with the Department of Environmental Protection or a local government delegated by DEP has been executed under the Brownfields Redevelopment Act. The legislation also

- removed the requirement for capital investments of at least \$500,000 in brownfield areas that do not require site cleanup;
- removed language that allowed for contiguous brownfield areas that may not be contaminated to be eligible for the program;
- added brownfield sites to the list of eligible redevelopment sites where building materials used to convert manufacturing or industrial buildings to housing units or mixed-use units are exempt from sales taxes; and
- removed the requirement of submitting a local resolution that recommends that a business be approved.

Incentives Received

By January 31st of each year, businesses must submit Brownfield Redevelopment Bonus Refund claims for refunds scheduled to be paid the following July 1st. The Department of Economic Opportunity or its contractor verifies required job information. Claims confirmation includes verifying employment and wage levels as well as the payment of taxes with the appropriate agency or authority, including the Department of Revenue or a local government. DEO approves claims for bonus refund payments and authorizes the refund amount for the fiscal year within 30 days of claim receipt.

Based on the verified claims information, DEO submits its annual Legislative Budget Request for funds to satisfy future claims and the Legislature appropriates funds that become available after the beginning of the new fiscal year. Appropriated funds to pay brownfield redevelopment bonuses are deposited into the Economic Development Incentives Account. The total amount of the bonus refunds approved by the department in any fiscal year may not exceed the total amount appropriated. The department monitors the amount of approved refunds compared to the amount appropriated. When approved refunds exceed the appropriation amount, DEO must determine the amount of each refund claim by dividing the amount appropriated for tax refunds by the projected total claims for the fiscal year; this calculation must be completed by July 15th of each year. For Fiscal Year 2013-14, the Legislature appropriated a lump sum of \$45.5 million to a group of economic development programs that includes the Brownfield Redevelopment Bonus Refund Program. Of this amount, DEO proposed distributing \$1 million to bonus refunds; this includes \$893,125 in obligated funds and \$120,000 in contingency funds.

The nine projects that received standalone Brownfield Redevelopment Bonus Refunds during Fiscal Years 2009-10 through 2011-12 have been paid a total of \$1.9 million; this amount comprises all funds received, including payments made prior to the three-year period. Total contracted funds for the nine projects amount to \$3.5 million.⁴⁰ (See Exhibit 4-1.)

³⁹ The eight counties are Bay, Escambia, Franklin, Gulf, Okaloosa, Santa Rosa, Walton, and Wakulla.

⁴⁰ In addition, 15 Qualified Target Industry Tax Credit projects received a brownfield bonus. See Chapter 3 for a discussion of the Qualified Target Industry Tax Refund Program.

Exhibit 4-1

In Fiscal Years 2009-10 Through 2011-12, Nine Businesses Received \$1.9 Million in Brownfield Redevelopment Bonus Refunds

Company	County	Contract Date	Industry	Contracted	Received
Global Stevedoring, LLC	Duval	9/9/2005	Transportation/Warehousing	\$112,500	\$85,374
IKEA US East, LLC	Hillsborough	5/6/2008	Retail Trade	562,500	89,207
McKibbon Hotel Management, Inc.	Hillsborough	4/10/2007	Management of Companies	247,500	113,135
Publix Super Markets, Inc.	Miami-Dade	3/18/2005	Retail Trade	250,000	200,000
Samsonite Corporation	Duval	5/1/2007	Wholesale Trade	132,500	53,000
Target Corporation	Miami-Dade	1/31/2007	Wholesale Trade	362,500	250,157
Wal-Mart Stores East, LP – Auburndale	Polk	9/30/2005	Retail Trade	592,500	450,537
Wal-Mart Stores East, LP – Escambia	Escambia	5/14/2007	Retail Trade	500,000	239,500
Wal-Mart Stores East, LP – Inverness	Citrus	9/30/2005	Retail Trade	712,500	464,190
Total				\$3,472,500	\$1,945,102

Source: OPPAGA analysis of Department of Economic Opportunity data.

Program Performance

Contractual Performance Indicators

Brownfield Redevelopment Bonus Refund recipients are contractually required to create at least 10 new full-time permanent jobs, not including any construction or site rehabilitation jobs. At the conclusion of our three-year review period, refund recipients had created 1,328 new jobs, or 95.6% of the 1,389 new jobs that they were contracted to create. More than half of the projects are active. DEO defines active projects as those that are currently in progress and in good standing with regard to meeting performance goals according to their multi-year contract terms and performance schedules. (See Exhibit 4-2.)

Exhibit 4-2

Projects with Brownfields Incentive Payments in Fiscal Years 2009-10 Through 2011-12 Have Created Over 1,300 Jobs

Project Status	Number of Projects	Contracted New Jobs	Confirmed New Jobs
Completed	4	667	656
Active	5	722	672
Inactive	0	0	0
Total	9	1,389	1,328

Source: OPPAGA analysis of Department of Economic Opportunity data.

In addition to job creation, Brownfield Redevelopment Bonus Refund recipients are required to demonstrate a fixed capital investment in mixed-use business activities.⁴¹ The nine projects that received payments during our timeframe have made over \$86.2 million in confirmed capital investment (379.2% more than of their contract amount). (See Exhibit 4-3.)

Exhibit 4-3

Projects with Brownfields Incentive Payments in Fiscal Years 2009-10 Through 2011-12 Have Made Over \$86 Million in Capital Investments

Project Status	Number of Projects	Contracted Capital Investment	Confirmed Investment
Completed	4	\$8,000,000	\$53,455,837
Active	5	10,000,000	32,806,511
Inactive	0	0	0
Total	9	\$18,000,000	\$86,262,348

Source: OPPAGA analysis of Department of Economic Opportunity data.

Of the 24 brownfield projects (9 brownfield bonus standalone, 15 brownfield bonus and QTI) that received at least one incentive payment during Fiscal Years 2009-10 through 2011-12, 15 had confirmed contamination.⁴² Information from the Department of Environmental Protection's brownfield database showed that of the 15, cleanup had been completed for 5 and was ongoing for 7 of the sites. The remaining three contaminated sites have restrictive covenants that provide site-specific controls for eliminating or managing potential exposure to contamination, including prohibitions on certain land uses (e.g., recreation and hotels or lodging).

⁴¹ Recent legislation removed the requirement for capital investments of at least \$500,000 in brownfield areas that do not require site cleanup. Thus, the current requirement is \$2 million.

⁴² Three of the 15 funded projects were at the same site location.

Chapter 5: High Impact Performance Incentive Grant Program

Background

Program Creation and Development

Purpose. The 1997 Legislature created the High Impact Performance Incentive (HIPI) Grant Program to increase Florida's competitive position by attracting, retaining, and growing high-impact businesses.⁴³ The economic benefits of the grant program include high quality employment opportunities and major capital investment in industries such as clean energy, biomedical technology, information technology, silicon technology, and transportation equipment manufacturing.

To be eligible for the grant program, a business must be certified as high impact. This process has two components. First, Enterprise Florida, Inc. selects and designates which sectors are high impact. Second, the Department of Economic Opportunity certifies businesses; DEO reviews applications, determines if companies are eligible (including assessing whether businesses fit into the high-impact sector designation), and enters into agreements.

HIPI Program qualifying guidelines vary based on amount invested and the industry sector. There are three tiers for non-research and development industries and three tiers for research and development industries. (See Exhibit 5-1.) Using these guidelines, the department may negotiate qualified HIPI grant awards for any single qualified high-impact business. The conditions that specify the commencement of operations and the grant amount that the business is eligible to receive are detailed in an agreement between the business and the Department of Economic Opportunity. Fifty percent of the grant funds are available upon certification of the commencement of operations; this commencement must occur within two years and six months of being certified as a high-impact business. To obtain the remaining 50% of funds, total employment goals and investment requirements must be achieved by the date specified in the company's agreement.

⁴³ Section 288.108, *F.S.*

Exhibit 5-1

High Impact Performance Incentive Guidelines Vary by Project Type

	Qualifying Project Types					
	Non-Research and Development Tier 1	Non-Research and Development Tier 2	Non-Research and Development Tier 3	Research and Development Tier 1	Research and Development Tier 2	Research and Development Tier 3
Investment	\$50 Million	\$100 Million	\$800 Million	\$25 Million	\$75 Million	\$150 Million
Jobs Creation	50 New	100 New	800 New	25 New	75 New	150 New
Total Performance Grant	\$500,000 to \$1 Million	\$1 Million to \$2 Million	\$10 Million to \$12 Million	\$700,000 to \$1 Million	\$2 Million to \$3 Million	\$3.5 Million to \$4.5 Million
Disproportionately Affected County Waiver	Between 7/1/11 and 6/30/14, the job requirement is waived for any business within Bay, Escambia, Franklin, Gulf, Okaloosa, Santa Rosa, Walton, or Wakulla counties for individual projects receiving \$5 million with the approval of the Governor. Individual projects receiving between \$5 million and less than \$10 million require legislative approval.					
Payout Schedule	50% of grant upon certification by business that operations have commenced; remaining 50% of grant upon certification by business that operations have commenced and the full investment and employment goals have been met and verified.					

Source: Section 288.108, *Florida Statutes*, and *2012 Annual Incentives Report*, Department of Economic Opportunity.

History. The Legislature has made relatively minor changes to the High Impact Performance Incentive Grant Program since its inception. In 2009, the Legislature amended the statute to provide 10 days (formerly 5) for DEO to review the application and issue a letter of certification after receiving an application. The 2010 Legislature amended the statute to lower the capital investment and job creation requirement to encourage more business participation. A business with a lower cumulative investment of \$50 million and 50 jobs and a research and development category making a cumulative investment of \$25 million and 25 jobs is now eligible for grants.

Incentives Received

The total amount of active performance grants scheduled for payment in any single fiscal year cannot exceed \$30 million or the specific amount appropriated by Legislature. Should the amount of the appropriation fall short of the payments obligated for the fiscal year, the Department of Economic Opportunity must determine the amount of payments that can be made and notify businesses by August 1st. For Fiscal Year 2013-14, the Legislature appropriated a lump sum of \$45.5 million to a group of economic development programs that includes the High Impact Performance Incentive Grant Program.

The two projects that received initial HIPI grant payments during Fiscal Years 2009-10 through 2011-12 have received a total of \$1.0 million. Total contracted funds for the projects amounts to \$2.0 million. (See Exhibit 5-2.)

Exhibit 5-2

In Fiscal Years 2009-10 Through 2011-12, the State Paid \$1 Million to Two HIPI Grants Recipients

Company	County	Contract Date	Industry	Contracted	Received
SunnyLand Solar, LLC	Leon	11/10/2010	Research and Development in the Physical, Engineering, and Life Sciences	\$1,000,000	\$500,000
SolarSink, LLC	Leon	11/22/2010	Research and Development in the Physical, Engineering, and Life Sciences	\$1,000,000	\$500,000
Total				\$2,000,000	\$1,000,000

Source: OPPAGA analysis of Department of Economic Opportunity data.

Program Performance

Contractual Performance Indicators

High Impact Performance Incentive Grant agreements require that companies create specific numbers of new jobs as one condition for receiving grants. Exhibit 5-3 shows that the two recipients had created a total of 21 new jobs at the end of the three-year review period compared to 65 contracted new jobs (32.3%). However, the HIPI projects included in the analysis are still active. As noted earlier, DEO defines active projects as those that are currently in progress and in good standing with regard to meeting performance goals according to their multi-year contract terms and performance schedules.

Exhibit 5-3

Projects with HIPI Incentive Payments in Fiscal Years 2009-10 Through 2011-12 Have Created 21 Jobs

Project Status	Number of Projects	Contracted New Jobs	Confirmed New Jobs
Completed	0	0	0
Active	2	65	21
Inactive	0	0	0
Total	2	65	21

Source: OPPAGA analysis of Department of Economic Opportunity data.

In addition to job creation, HIPI contracts require that companies make minimum capital investments. The two projects that received payments during our timeframe have made over \$14 million in confirmed capital investment (25.6% of their target). To receive the balance of the performance grant by the negotiated due dates, these companies will have to document a total of \$55.0 million in capital investment, along with the jobs specified above. (See Exhibit 5-4.)

Exhibit 5-4

Projects with HIPI Incentive Payments in Fiscal Years 2009-10 Through 2011-12 Have Made \$14 Million in Capital Investments

Project Status	Number of Projects	Contracted Capital Investment	Confirmed Investment
Completed	0	\$0	\$0
Active	2	55,000,000	14,053,049
Inactive	0	0	0
Total	2	\$55,000,000	\$14,053,049

Source: OPPAGA analysis of Department of Economic Opportunity data.

Chapter 6: Quick Action Closing Fund Program

Background

Program Creation and Development

Purpose. The 1999 Legislature created the Quick Action Closing Fund Program (QAC) to enable the state to compete effectively for high-impact business facilities, critical private infrastructure in rural areas, and key businesses in economically distressed urban and rural communities.⁴⁴ The program also is intended to maximize the state's ability to mitigate the negative impacts of the conclusion of the space shuttle program and the gap in civil human space flight. Program funding is used as a tool to finalize negotiations for highly competitive projects where Florida is at a competitive disadvantage.

QAC is a discretionary grant incentive that the Governor can access to respond to projects with unique requirements. The incentive may be utilized to compensate for "distinct quantifiable disadvantages" after other available resources have been exhausted. To be eligible for funding from the Quick Action Closing Fund, each project must be in a qualified target industry; have a positive economic benefit ratio of at least five to one; be an inducement to locate or expand in the state; pay an average annual wage of at least 125% of the area-wide or statewide private sector average wage; and be supported by the local community where the project is to be located. These criteria may be waived under extraordinary or special circumstances. For example, a project not meeting all criteria could nevertheless be found to benefit the local or regional economy in a rural area of critical economic concern.

Enterprise Florida, Inc., and the Department of Economic Opportunity jointly review QAC program applications to determine project eligibility. The department evaluates proposals for high-impact business facilities. The evaluation must include the following information.

- Description of the facility
- Number of jobs to be created
- Estimated average annual employee wages
- Statement of any special impacts the facility is expected to stimulate in a particular business sector in the state or regional economy or in the state's universities and community colleges
- Financial analysis of the company
- Historical market performance of the company
- Any independent evaluations and audits of the company
- Statement of the role the incentive is expected to play in the applicant's decision to locate or expand in Florida

Within seven business days of evaluating a project, the department makes a recommendation to the Governor for approval or disapproval. When recommending approval, the department must include proposed performance conditions the project must meet to receive incentive funds.

⁴⁴ Section 288.1088, *F.S.*

A business that receives funding must enter into a contract with DEO. The contract must include the total incentive amount and performance conditions the company must meet to receive the funds, such as net new employment, average salary, and capital investment. The contract must also include sanctions for failure to meet these conditions and a statement that payment of funds is contingent on legislative appropriations. Contracts typically require a company to meet certain conditions, such as leasing or purchasing property, before the funds are transferred to an escrow account. Incentive funds are paid out of the escrow account after the business has performed additional actions, such as making a public announcement about the project, making a minimum capital investment, and creating a minimum number of jobs.

History. The Legislature has enacted several statutory changes to the Quick Action Closing Fund Program since its inception. For example, in 2002, QAC was one of numerous economic development programs that the Legislature included in a public records exemption that covered program recipients' identifying information, trade secrets, financial information, and proprietary business information.⁴⁵ In 2003, the Legislature gave the Governor the authority to transfer unencumbered program funds to other economic development programs in emergencies or special circumstances and in consultation with the President of the Senate and the Speaker of the House of Representatives.⁴⁶ However, in 2006, the Legislature repealed this provision, specified eligibility requirements noted earlier, and directed EFI to evaluate the quality and value of each applicant.⁴⁷

Finally, in 2011, the Legislature specified the roles of the Department of Economic Opportunity and Enterprise Florida, Inc., in the application review and evaluation process, requiring DEO to recommend approval or disapproval to the Governor within seven business days after evaluating a project and authorizing the Governor to approve projects that require less than \$2 million in funding without consulting the Legislature.

Incentives Received

The Governor may approve Quick Action Closing Fund projects requiring less than \$2 million without consulting the Legislature. For projects requiring at least \$2 million but no more than \$5 million, the Governor must provide a written description and evaluation to the chair and vice chair of the Legislative Budget Commission at least 10 days prior to final approval. The recommendation must include the proposed performance conditions the project must meet to receive funds.⁴⁸ The Legislative Budget Commission must approve funding for any project requiring more than \$5 million. For Fiscal Year 2013-14, the Legislature appropriated a lump sum of \$45.5 million to a group of economic development programs that includes the Quick Action Closing Fund. Of this amount, DEO proposes distributing \$28.9 million to QAC incentives.

The 41 projects that received QAC payments during Fiscal Years 2009-10 through 2011-12 have received a total of \$72.3 million; this amount comprises all funds received, including payments made prior to the three-year period. Total contracted funds for the 41 projects amount to \$78.2 million. In addition, 33 of the 41 projects were also approved to receive funding from the Qualified Target Industry Tax Refund Program. (See Chapter 3 for a discussion of the QTI program.)

⁴⁵ Chapter 2002-68, *Laws of Florida*.

⁴⁶ Chapter 2003-270, *Laws of Florida*.

⁴⁷ Chapter 2006-55, *Laws of Florida*.

⁴⁸ If the chair, the vice chair, the President of the Senate, or the Speaker of the House of Representatives timely advises the Governor that such action exceeds the Governor's delegated authority or is contrary to legislative policy or intent, the Executive Office of the Governor is to void the release of funds and instruct the department to immediately change such action or proposed action until the commission or the legislature addresses the issue.

Program Performance

Contractual Performance Indicators

Quick Action Closing Fund contracts typically require that companies create specific numbers of new jobs as conditions for receiving funds or avoiding sanctions after receiving funds. Exhibit 6-1 shows that the 41 fund recipients had created a total of 5,829 new jobs at the end of the three-year review period.

For the two completed projects, there were 1,051 confirmed new jobs compared to 1,160 contracted new jobs. Among the 37 active projects, there were 4,778 confirmed new jobs compared to 7,367 contracted new jobs. As noted earlier, DEO defines active projects as those that are currently in progress and in good standing with regard to meeting performance goals according to their multi-year contract terms and performance schedules.

Exhibit 6-1

Projects with QAC Incentive Payments in Fiscal Years 2009-10 Through 2011-12 Have Created Over 5,800 Jobs

Project Status	Number of Projects	Contracted New Jobs	Confirmed New Jobs
Completed	2	1,160	1,051
Active	37	7,367	4,778
Inactive	1	410	0
Terminated	1	450	0
Total	41	9,387	5,829

Source: OPPAGA analysis of Department of Economic Opportunity data.

In addition to job creation, Quick Action Closing Fund contracts often require that companies make minimum capital investments. The two completed projects made \$74,714,495 in confirmed capital investment compared to \$75,700,000 in contracted investment. (See Exhibit 6-2.)

Exhibit 6-2

Projects with QAC Incentive Payments in Fiscal Years 2009-10 Through 2011-12 Have Made over \$555 Million in Capital Investments

Project Status	Number of Projects	Contracted Capital Investment	Confirmed Investment
Completed	2	\$75,700,000	\$74,714,495
Active	37	874,212,207	480,701,583
Inactive	1	2,150,000	0
Terminated	1	20,000,000	0
Total	41	\$972,062,207	\$555,416,078

Source: OPPAGA analysis of Department of Economic Opportunity data.

Chapter 7: Innovation Incentive Program

Background

Program Creation and Development

Purpose. The 2006 Legislature created the Innovation Incentive Program to respond expeditiously to economic opportunities and compete for high-value research and development, innovation business, and alternative and renewable energy projects.^{49, 50} The program provides funds to research and development projects that conduct basic and applied research in the sciences or engineering, as well as design, develop, and test prototypes or processes. These projects must serve as catalysts for the growth of existing or emerging technology clusters. To date, the program has targeted primarily biotechnology businesses, although it signed a funding agreement with an aircraft-manufacturing firm in 2013 for a research and development center. Florida has aggressively pursued developing a biotechnology industry to diversify the state's economy and create high skill, high wage jobs.⁵¹

The Innovation Incentive Program provides grants to qualified companies that the Governor approved after consultation with the Legislature. All innovation incentive projects must have a performance-based contract with the state that includes specific milestones that a company must achieve in order for it to receive grant payments. These contracts also include a reinvestment requirement, by which recipients must remit a portion of their royalty revenues back to the state for reinvestment in certain state trust funds.

To qualify for the program, an applicant must at a minimum establish that the jobs created by the project pay an estimated annual average wage of at least 130% of the average private sector wage.⁵² In addition, a research and development project must

- serve as a catalyst for an emerging or evolving technology cluster;
- demonstrate a plan for significant higher education collaboration;
- provide a minimum cumulative break-even economic benefit within a 20-year period; and
- receive a one-to-one match from the local community.

History. The Legislature has enacted several statutory changes to the Innovation Incentive Program since its inception. For example, in 2009, the legislature imposed a minimum employment level of at least 35 direct new jobs for each alternative and renewable energy project.⁵³ It further required Enterprise Florida, Inc., to evaluate proposals for all categories of awards and included additional evaluative criteria for alternative and renewable energy projects. Finally, the 2009 legislation added several provisions that

⁴⁹ Section 288.1089, *F.S.*

⁵⁰ An innovation business is a business that is expanding or locating in Florida that is likely to serve as a catalyst for the growth of an existing or emerging technology cluster or will significantly impact the regional economy in which it is to expand or locate.

⁵¹ Biotechnology refers to the use of cellular and molecular processes in solving problems and developing products. Advances in biotechnology processes and products have many applications, such as better diagnosing and treating human diseases and improving agricultural crops.

⁵² EFI may request a waiver of this requirement for a project located in a rural area, a brownfield area, or an enterprise zone when the merits of the project warrant such action.

⁵³ Chapter 2009-51, *Laws of Florida*.

Report No. 14-01

must be included in contracts between the state and program recipients, such as payment of above-average wage levels, reinvestment of royalties and other revenues into certain state trust funds, and submittal of quarterly and annual reports to the state agency administering the program.⁵⁴

In 2010, the Legislature amended the statutory definition of jobs to include positions obtained from a temporary employment agency or employee leasing company or through a union agreement or co-employment under a professional employer organization agreement.⁵⁵ In 2011, the Legislature transferred Enterprise Florida, Inc.'s, authority to review program proposals to the Department of Economic Opportunity, which was created through the same legislation.⁵⁶ In 2013, the Legislature changed the requirement that an applicant provide the state with, at minimum, a break-even return on investment within 20 years to a cumulative break-even economic benefit within 20 years.⁵⁷

In addition, to these legislative changes, there have been Innovation Incentive Program shifts at the agency level. Although the law that created the program does not specifically direct that grants be awarded to biotechnology companies, it was enacted when Florida was actively trying to develop its biotechnology industry. Consequently, the first seven grant recipients were non-profit biotechnology research institutes that were new to the state. However, the most recent recipients include a for-profit biotechnology company and an aerospace manufacturing company, which appears to indicate a shift in program emphasis.

Incentives Received

The Department of Economic Opportunity assesses the performance of companies that receive incentive funds on an annual basis. The assessment varies for each program recipient depending on the requirements specified in its contract. Companies also submit wage information and lists of equipment purchases to the department if required to do by their contracts. Further, each participating company hires an independent auditor to review its financial information, and all participating companies provide the department with quarterly and annual reports. For Fiscal Year 2013-14, the Legislature appropriated a lump sum of \$45.5 million to a group of economic development programs that includes the Innovation Incentive Program. DEO did not propose to distribute any of these funds to the program.

The eight projects that received Innovation Incentive Program grant payments during Fiscal Years 2009-10 through 2011-12 have received a total of \$368 million; this amount comprises all funds received, including payments made prior to the three-year period. Total contracted funds for the eight projects amount to \$449.7 million.⁵⁸ Recipients receive incentive payments according to a schedule established in their contract. (See Exhibit 7-1.)

⁵⁴ The wage requirement states that for agreements signed on or after July 1, 2009, jobs created by the recipient of the incentive funds must pay an annual average wage at least equal to the relevant industry's annual average wage or at least 130% of the average private-sector wage, whichever is greater.

⁵⁵ Chapter 2010-147, *Laws of Florida*.

⁵⁶ Chapter 2011-142, *Laws of Florida*. The 2009 law required Enterprise Florida, Inc. to "evaluate" proposals, while the 2011 law required the department to "review" proposals.

⁵⁷ Chapter 2013-42, *Laws of Florida*.

⁵⁸ Participants have tri-party trust agreements with DEO and the State Board of Administration (SBA). Under these agreements, the SBA invests undisbursed funds and makes payments to participants according to a disbursement schedule, upon DEO's approval.

Exhibit 7-1

In Fiscal Years 2009-10 Through 2011-12, the State Paid \$368 Million to Eight Biotechnology Research Entities

Incentive Recipient	County	Contract Date	Major Activities	Contracted	Received
Sanford Burnham Institute for Medical	Orange	10/30/2006	Studies the fundamental molecular mechanisms of diseases	\$155,272,000	\$101,505,000
Torrey Pines Institute for Molecular Studies ¹	St. Lucie	11/16/2006	Conducts basic biomedical research related to disease treatment	24,728,000	19,000,000
SRI International	Pinellas	11/22/2006	Studies surface and subsurface marine environments	20,000,000	19,648,853
Hussman Institute for Human Genomics	Miami-Dade	1/9/2008	Explores genetic influences on human health	80,000,000	59,200,000
Max Planck Florida Corporation	Palm Beach	3/12/2008	Uses bio-imaging to study microscopic molecular processes	94,090,000	94,090,000
Vaccine Gene Therapy Institute	St. Lucie	4/17/2008	Develops vaccines and therapeutics for diseases afflicting the elderly	60,000,000	60,000,000
Charles Stark Draper Laboratory, Inc.	Hillsborough	6/30/2008	Develops miniature medical technologies and military guidance systems	15,000,000	14,000,000
IRX Therapeutics, Inc.	Pinellas	10/28/2011	Develops therapies designed to activate patients' immune systems to fight cancer and related diseases	600,000	600,000
Total				\$449,690,000	\$368,043,853

¹ The Torrey Pines Institute for Molecular Studies also received \$7,272,000 from the Quick Action Closing Fund.

Source: OPPAGA analysis of Department of Economic Opportunity data.

Program Performance

Contractual Performance Indicators

Innovation Incentive Program recipients are contractually required to create a certain number of jobs that pay an annual average wage of at least 130% of the average private sector wage. At the conclusion of our three-year review period, active program recipients had created 857, or 48.4%, of the 1,771 new jobs they were contracted to create by the end of their contract periods. As noted earlier, DEO defines active projects as those that are currently in progress and in good standing with regard to meeting performance goals according to their multi-year contract terms and performance schedules. (See Exhibit 7-2.)

Exhibit 7-2

Projects with Innovation Incentive Payments in Fiscal Years 2009-10 Through 2011-12 Have Created 857 Jobs

Project Status	Number of Projects	Contracted New Jobs	Confirmed New Jobs
Completed	0	0	0
Active	8	1,771	857
Inactive	0	0	0
Total	8	1,771	857

Source: OPPAGA analysis of Department of Economic Opportunity data.

Some incentive agreements for this program also require recipients to make a certain level of equipment investment. Exhibit 7-3 shows the companies' cumulative equipment investment was \$64.4 million at the end of the three-year review period.

Exhibit 7-3

Projects with Innovation Incentive Payments in Fiscal Years 2009-10 Through 2011-12 Have Made Over \$63 Million in Equipment Investments

Project Status	Number of Projects	Contracted Equipment Investment	Confirmed Equipment Investment
Completed	0	\$0	\$0
Active	8	105,042,000	64,396,856
Inactive	0	\$0	\$0
Total	8	\$105,042,000	\$64,396,856

Source: OPPAGA analysis of Department of Economic Opportunity data.

Other Analyses

In addition to reviewing Innovation Incentive Program recipient's performance, we examined growth in Florida's biotechnology industry and in three sectors within the industry—research and development in biotechnology, pharmaceutical and medicine manufacturing, and medical devices. Our 2013 report analyzed business, employment, and wage data from 2008 through 2011 and made several observations regarding cluster development and biotechnology industry growth.⁵⁹

- The state's biotechnology clusters continue to slowly grow, with the industry's research and development sector demonstrating the most growth.

⁵⁹ *Florida's Biotechnology Industry Is Expanding; Cluster Growth Continues to Slowly Progress*, OPPAGA [Report No. 13-06](#), March 2013.

- Overall, the number of biotechnology businesses in Florida increased by 20.1% and average wages increased by 15.5%, but the number of employees decreased by 10%.
- Statewide, only one of the three biotechnology sectors – research and development – experienced growth in all three indicators—businesses (37.7%), employees (44.3%), and average wages (9.2%).
- Innovation Incentive Program recipients contributed to biotechnology research and development employment growth in all six counties where their facilities are located.

Given the state’s significant investment in the biotechnology industry, we conducted location quotients and shift-share analyses for industry sectors to gain a better understanding of how they are performing relative to regional, state, and national economic and employment trends.⁶⁰ These analyses determined that employment in one sector, research and development in biotechnology, grew significantly between 2008 and 2011 and also outpaced national and industry growth trends.

Location quotients compare Florida’s employment in each biotechnology industry sector to national employment in each biotechnology industry sector. Location quotients exceeding 1.0 indicate that Florida’s level of employment in an industry exceeds the national level of employment in that industry. A positive change in location quotient from 2008 to 2012 indicates that the industry increased as a portion of Florida’s economy relative to the national economy. Our analysis determined that employment in one sector, research and development in biotechnology, grew significantly between 2008 and 2011. (See Exhibit 7-4.)

Exhibit 7-4

Location Quotients for Florida’s Biotechnology Industry Show Growth in One Sector

Florida Industry (NAICS)	Location Quotient (2008)	Location Quotient (2011)
Research and Development in Biotechnology (541711)	0.15	0.23
Pharmaceutical and Medicine Manufacturing (325411, 325412, 325413, and 325414)	0.25	0.23
Medical Devices (334510, 334516, 334517, 339112, 339113, and 339115)	0.90	0.81
All Biotechnology (includes 11 NAICS codes)	0.52	0.49

Source: OPPAGA analysis of Department of Economic Opportunity data.

We also conducted a shift-share analysis of biotechnology industry sectors in Florida. Shift-share represents how much of the employment growth or decline in the state or county industry was due to the national or state economy, the national or state level trend within the particular industry, and the state or county’s characteristics. Shift-share is composed of the three components listed below. The change in employment between 2008 and 2011 equals the sum of the three components.

- **National (or State) Growth Share** is the change in employment due to the growth of the overall national or state economy. If the national or state economy is growing, then you expect to see a positive change in each industry in the state or county.
- **Industry Mix Share** is the change in employment due to the growth (or decline) of the overall industry in the nation or state relative to the growth (or decline) of the overall national or state economy.
- **Regional Shift** is the change in employment due to the state or county’s characteristics (also referred to as "competitive share"). It is the most important component. A positive regional shift indicates the state or county industry is outperforming the national or state trend. A negative effect indicates that the state or county industry is underperforming compared to the national or state trend.

⁶⁰ We calculated location quotients and shift-share analyses using Florida and national employment data.

Our shift share analysis showed that Florida’s research and development in biotechnology sector outpaced national and industry employment trends. Conversely, the pharmaceutical and medicine manufacturing and medical devices sectors underperformed national and industry trends. (See Exhibit 7-5.)

Exhibit 7-5

Shift-Share Analysis for Florida’s Biotechnology Industry Shows the State’s Research and Development Sector Outpacing the Nation

Industry/Sector	Florida Employment Change (2008-2011)	National Growth Share	Industry Mix Share	Florida Shift
Research and Development in Biotechnology	643	-64	46	662
Pharmaceutical and Medicine Manufacturing	-758	-215	-116	-427
Medical Devices	-2,643	-945	801	-2,499
All Biotechnology	-2,757	-1,224	380	-1,913

Source: OPPAGA analysis of Department of Economic Opportunity data.

Chapter 8: Enterprise Zone Program

Background

Program Creation and Development

Purpose. The 1982 Legislature created the Florida Enterprise Zone Program to provide incentives to induce private investments in economically distressed areas of the state.⁶¹ The program targets areas that chronically display extreme and unacceptable levels of unemployment, physical deterioration, and economic disinvestment. The program has several goals including revitalizing and rehabilitating distressed areas, stimulating employment among area residents, and enhancing economic and social well-being in the areas.

To achieve these goals, the state, county, and municipal governments provide investments, tax incentives, and local government regulatory relief to encourage businesses to invest and locate in designated zones and residents to improve their property. State incentives include job and corporate income tax credits as well as sales tax refunds.⁶² (See Exhibit 8-1.)

Exhibit 8-1

The State Offers Many Incentives Through the Enterprise Zone Program

State Enterprise Zone Incentives

Jobs Tax Credit (Sales and Use Tax)

s. 212.096, *F.S.* Businesses located in a zone that collect and pay Florida sales and use tax are allowed a monthly sales tax credit for wages paid to new employees who have been employed for at least three months and are zone residents or residents of a rural county in rural enterprise zones.

Jobs Tax Credit (Corporate Income Tax)

s. 220.181, *F.S.* Businesses located in a zone that pay Florida corporate income tax are allowed a corporate income tax credit for wages paid to new employees who have been employed for at least three months and are zone residents or residents of a rural county in rural enterprise zones.

Property Tax Credit (Corporate Income Tax)

s. 220.182, *F.S.* New or expanded businesses located in a zone are allowed a credit on their Florida corporate income tax equal to 96% of ad valorem taxes paid on new or improved property.

Sales Tax Refund for Building Materials

s. 212.08(5)(g), *F.S.* A refund is available for sales taxes paid on the purchase of building materials used to rehabilitate real property located in a zone.

Sales Tax Refund for Business Machinery and Equipment Used in an Enterprise Zone

s. 212.08(5)(h), *F.S.* A refund is available for sales taxes paid on the purchase of certain business property that is used exclusively in a zone for at least three years.

Sales Tax Exemption for Electrical Energy in an Enterprise Zone

s. 212.08(15), *F.S.* A 50% sales tax exemption on the purchase of electrical energy is available to businesses located in a zone. The exemption is only available if the municipality in which the business is located passed an ordinance to exempt qualified enterprise zone businesses from 50% of the municipal utility tax.

Source: *The Florida Statutes*.

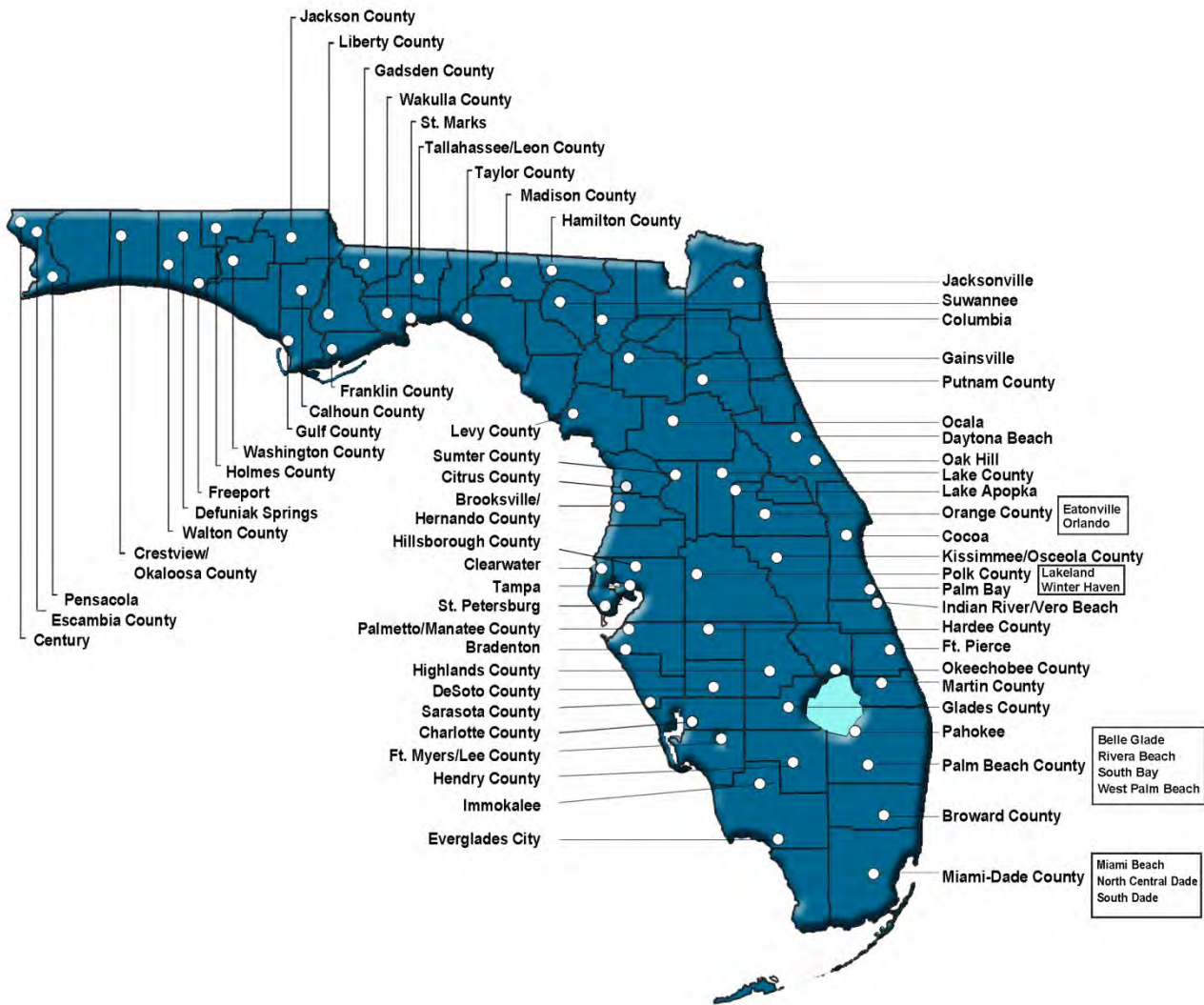
⁶¹ Sections 290.001-290.016, *F.S.*, authorize the creation of enterprise zones in Florida and specify goals and criteria for the program. Chapter 2005-287, *Laws of Florida*, re-designated existing enterprise zones and extended the program until December 31, 2015.

⁶² Local incentives include occupational license fee reduction; municipal utility tax abatement; façade renovation and/or commercial revitalization; loans, grants, and miscellaneous; reduction of local government regulations; impact fee waiver and/or discount; local economic development property tax exemption; additional local government services; and local funds for capital projects.

Report No. 14-01

Counties and municipalities may nominate an area to be designated as an enterprise zone that has high poverty (greater than 20%), high unemployment, and general distress, and meets certain geographic specifications (zones may not exceed 20 square miles).⁶³ Rural enterprise zones are located in counties with populations that generally do not exceed 100,000.⁶⁴ Of the 65 enterprise zones within the state, 29 are rural and 36 are urban. (See Exhibit 8-2.)

**Exhibit 8-2
Florida Has 65 Enterprise Zones**



Source: The Department of Economic Opportunity.

⁶³ Sections 290.0058 and 290.0055, *F.S.*

⁶⁴ Zones may be designated rural if the nominating county has a population of 75,000 or less; a county has a population of 100,000 or less and is contiguous to a county with a population of 75,000 or less; a municipality is located in a county with a population of 75,000 or less; or a municipality is located in a county with a population of 100,000 or less and is contiguous to a county with a population of 75,000 or less.

Local governments are responsible for zone administration and monitoring activities, creating enterprise zone development agencies and employing zone coordinators. Zone coordinators serve as local contacts and assist businesses applying for state tax credits and refunds, certify incentive applications to the Department of Revenue, educate the public about the program, and submit data on zone activities to the DEO for inclusion in the enterprise zone annual report. The Department of Economic Opportunity oversees the program at the state level and approves zone designation applications and changes in zone boundaries. The department also provides technical support to local zone coordinators and submits annual program reports to the Governor and Legislature.

History. The Legislature has enacted several changes to the Enterprise Zone Program since its inception. For example, the 1994 Legislature passed the Florida Enterprise Zone Act of 1994, which repealed the existing enterprise zones on December 31, 1994, created parameters for designation of new zones, and established a program expiration date of June 30, 2005.⁶⁵ In addition, the jobs tax credit criteria were revised to require both businesses and employees to reside within an enterprise zone. In 1995, 19 new rural and urban enterprise zones were designated.

The 2005 Legislature extended the program for 10 years and gave existing enterprise zones an opportunity to have their zones be re-designated.⁶⁶ By January 1, 2006, the former Office of Tourism, Trade and Economic Development (OTTED) had approved 53 re-designation application packages.⁶⁷ Subsequently, the Legislature authorized and OTTED approved the designation of enterprise zones in nine additional jurisdictions.

In 2010, the Legislature amended the definition of real property by excluding condominiums from the building materials sales tax refund incentive.⁶⁸ In October 2011, management of the Enterprise Zone Program was transferred from OTTED to DEO's Division of Community Development, Bureau of Economic Development. DEO approved three additional enterprise zone application packages in 2012, bringing the total number of zones to 65.

Incentives Received

Local zone coordinators must certify all applications for enterprise zone credits and tax refunds.⁶⁹ Applicants must attach required documents to required Department of Revenue forms, including receipts if the business is applying for sales tax refunds and employee information if applying for jobs tax credits. The Department of Revenue audits these applications to ensure they meet several criteria, including evidence that applicants owned the property when the improvements were made; employees are full-time and live in the zone; applicants have paid pertinent taxes; and application deadlines were met.⁷⁰ If DOR denies an application, the applicant is notified and may amend their application, file an informal protest with the department, or file a written, formal protest with the Division of Administrative Hearings or a circuit court.

⁶⁵ Chapter 94-136, *Laws of Florida*.

⁶⁶ Chapter 2005-287, *Laws of Florida*.

⁶⁷ OTTED was a predecessor of the Department of Economic Opportunity. When DEO was created in 2011, OTTED's functions were transferred to the department.

⁶⁸ Chapter 2010-147, *Laws of Florida*.

⁶⁹ Businesses applying for community contribution tax credits must seek approval from the Department of Economic Opportunity.

⁷⁰ A 2011 OPPAGA report (*Few Businesses Take Advantage of Enterprise Zone Benefits; the Legislature Could Consider Several Options to Modify the Program*, OPPAGA [Report No. 11-01](#), January 2011) described several deficiencies in the incentive application process including no written procedures for review and approval of tax credits; differing procedures for refunds, credits, sales and use taxes, and corporate income taxes; inability to submit tax credit applications online; and an inconsistent approval process.

Report No. 14-01

In Fiscal Years 2009-10 through 2011-12, businesses received \$110.9 million in Enterprise Zone Program incentives. During the period, there was a significant decrease (74.5%) in incentives, primarily due to the 2010 Legislature's exclusion of condominiums from the definition of real property, which in turn made condominiums ineligible for sales tax refunds for building materials.⁷¹ The largest decrease in incentives occurred between Fiscal Years 2009-10 and 2011-12, with a 56.3% decline. (See Exhibit 8-3.)

Exhibit 8-3**Enterprise Zone Program Incentives Decreased 74.5% Between Fiscal Years 2009-10 and 2011-12**

Incentives	State Incentive Amounts				Percentage Change FY 2009-10 to 2011-12
	Fiscal Year 2009-10	Fiscal Year 2010-11	Fiscal Year 2011-12	Total	
Sales Tax Refund for Building Materials Used	\$53,030,595	\$13,590,376	\$2,462,136	\$69,083,107	-95.4%
Jobs Tax Credit (Sales and Use Tax)	4,568,257	5,979,438	7,625,993	18,173,688	66.9%
Jobs Tax Credit (Corporate Income Tax)	3,892,991	5,547,786	3,484,013	12,924,790	-10.5%
Sales Tax Refund for Business Machinery and Equipment	1,035,561	679,440	1,228,480	2,943,481	18.6%
Property Tax Credit (Corporate Income Tax)	1,896,648	1,906,552	992,280	4,795,480	-47.7%
Sales Tax Exemption on Electricity Use	1,138,054	972,185	900,476	3,010,715	-20.9%
Total	\$65,562,107	\$28,675,777	\$16,693,378	\$110,931,261	-74.5%

Source: OPPAGA analysis of Department of Revenue data.

⁷¹ Chapter 2010-147, *Laws of Florida*.

Program Performance

To more closely examine Enterprise Zone Program performance, OPPAGA sought to gauge changes in economic outcomes and participation by businesses in five selected enterprise zones.⁷² We considered a range of factors when selecting our sample, including incentive amount, population, and urban/rural geography. The five zones are Gulf County, Jacksonville, Miami-Dade County, Okeechobee County, and Tallahassee/Leon County.

In Fiscal Years 2009-10 through 2011-12, the five zones received sales and use tax credits and refunds totaling \$73.8 million; this represents 66.5% of the incentives received statewide during the period. Miami-Dade County received the most incentives, \$68.2 million, while Gulf County received the least, \$477,633. The most frequently used incentive among the five counties was the sales tax refund for building materials, which totaled \$61.6 million. (See Exhibit 8-4.)

Exhibit 8-4

Businesses in Five Enterprise Zones Received \$73.8 Million in Incentives in Fiscal Years 2009-10 Through 2011-12¹

Enterprise Zone	Jobs Tax Credits		Refunds for Building Materials Used		Refunds for Business Machinery Used		Total
	Businesses	Incentive	Businesses/Individuals	Incentive	Businesses	Incentive	Incentive
Miami-Dade County	102	\$7,378,945	64	\$59,490,547	81	\$1,302,308	\$68,171,800
Jacksonville	20	775,369	33	478,085	28	650,941	1,904,395
Okeechobee County	19	1,584,204	8	34,083	6	34,241	1,652,528
Tallahassee/Leon County	5	17,447	52	1,518,649	11	56,984	1,593,080
Gulf County	17	421,779	19	51,426	5	4,428	477,633
Total	163	\$10,177,744	176	\$61,572,790	131	\$2,048,902	\$73,799,436

¹ The figures presented do not include credits taken against Florida corporate income taxes because the Department of Revenue does not track these incentives for individual enterprise zones.

Source: OPPAGA analysis of Department of Revenue data.

The only Enterprise Zone Program incentive that is directly linked to employment is the Job Tax Credit. The incentive is available to businesses located in a zone that pay Florida sales and use or corporate income taxes; businesses are granted tax credits for new employees who have been employed for at least three months and are zone residents or residents of a rural county in rural enterprise zones. In Fiscal Years 2009-10 through 2011-12, 163 businesses in the five selected zones received job tax credits totaling \$10.2 million. These businesses hired 2,517 new employees. Miami-Dade County claimed the most credits, totaling \$7.4 million for 1,837 jobs. (See Exhibit 8-5.)

⁷² We reviewed the same five zones in 2011. See *Few Businesses Take Advantage of Enterprise Zone Benefits; the Legislature Could Consider Several Options to Modify the Program*, OPPAGA [Report No. 11-01](#), January 2011.

Report No. 14-01

Exhibit 8-5

Businesses in Five Enterprise Zones Received \$10.2 Million in Job Tax Credits for 2,517 Employees in Fiscal Years 2009-10 Through 2011-12

Enterprise Zone	Businesses	Credits	Employees ¹
Miami-Dade County	102	\$7,378,945	1,837
Okeechobee County	19	1,584,204	242
Jacksonville	20	775,369	302
Gulf County	17	421,779	123
Tallahassee/Leon County	5	17,447	13
Total	163	\$10,177,744	2,517

¹ This counts all new employees who were eligible for the credit for at least one month between Fiscal Years 2009-10 and 2011-12. Employees are eligible to be claimed for the credit for the first two years after they are hired. If employment is terminated before eligibility expires, the employee cannot be claimed for the remainder of the two years. The Department of Revenue determines when eligibility expires, but does not receive data indicating whether employment was terminated before expiration. Thus, this count may include some newly hired individuals whose employment was terminated prior to Fiscal Year 2009-10 and who were not claimed for the credit between Fiscal Years 2009-10 and 2011-12.

Source: OPPAGA analysis of Department of Revenue data.

From 2005 through 2012, business, employment, and wage growth varied widely among the five zones. The number of businesses and employment declined for all zones, but the size of the decrease varied by county. For example, the number of businesses in Miami-Dade County decreased by 1.1%, while they decreased by 26.6% in Gulf County. Similarly, decreases in employment ranged from a 9.4% decline in Okeechobee County to a 35.7% drop in Gulf County. However, wages increased in all zones, with growth ranging from 3.6% in Gulf County to 18.8% in Miami-Dade County. (See Exhibit 8-6.)

Exhibit 8-6

Economic Outcomes Varied in Five Enterprise Zones in Calendar Years 2005 Through 2012

Enterprise Zone	Business Growth ¹	Employment Growth ²	Wage Growth ³
Gulf County	-26.6%	-35.7%	3.6%
Jacksonville	-15.5%	-19.0%	13.3%
Miami-Dade County	-1.1%	-12.7%	18.8%
Okeechobee County	-11.5%	-9.4%	17.9%
Tallahassee/Leon County	-13.4%	-13.2%	13.2%
Statewide	8.2%	-5.2%	17.4%

¹ Changes in number of businesses.

² Changes in number of employees.

³ Changes in average wages.

Source: OPPAGA analysis of Department of Economic Opportunity data.

Other Performance Indicators

As previously noted, the purpose of Florida's Enterprise Zone Program is to establish a process that identifies severely distressed areas and to provide state and local economic incentives to both businesses and homeowners, with the goal of inducing private investment and enabling revitalization. As part of our analysis of the degree to which such improvements have occurred, we reviewed U.S. Census data from 2000 and 2010 for the five selected enterprise zones. We compared changes in median home values, median household income, unemployment rates, and poverty rates in the five selected enterprise zones to similar non-enterprise zone census tracts.

Our analysis found low to mixed results, with enterprise zones meeting some legislative goals but falling short for others. In one of our analyses, two out of five enterprise zones outperformed similar non-zone comparison areas. In our other three analyses, only one of five enterprise zones outperformed similar comparison areas. These results indicate that while there were some successes, in general, the Enterprise Zone Program has not met legislative goals.

One measure of enterprise zone effectiveness at economically revitalizing disadvantaged areas is increased residential property values. In 2000, the five zones we examined all had high percentages of residential properties valued at under \$100,000, the lowest census category of property values. The lowest percentage among the five zones was Miami-Dade, where 62% of the personal residences were valued at \$100,000 or less; the highest percentage was Jacksonville, where 92% of the personal residences had property values under \$100,000. By 2010, all five zones saw a significant decrease in the percentage of residential property valued at less than \$100,000, a sign that property values increased in the zones even for the lowest valued residential properties. However, statewide the percentage of residential properties valued at under \$100,000 also decreased from 55% in 2000 to 22% in 2010, so it is possible that the zones simply benefitted from the 10-year statewide rise in property values. (See Exhibit 8-7.)

In order to evaluate the growth in enterprise zone property values against a comparison group, for each zone we selected a group of census tracts from the 2000 census that had the same rural/urban status as the enterprise zones and that had the same percentage of homes valued at less than \$100,000 in 2000. This allowed us to determine, for each zone, if the change in personal residences valued at under \$100,000 or less was different than the change for a comparison group. In 2010, two of the five enterprise zones (Miami-Dade County and Okeechobee County) had smaller percentages than their comparison groups of personal residences valued at \$100,000 or less. This shows that there was not an across-the-board increase in property values in enterprise zones that was greater than the increases that occurred in the comparison groups. We did not find strong evidence that residential property values increased more in enterprise zones than in similar non-enterprise zone areas.

Exhibit 8-7

Home Values in Enterprise Zones and Non-Enterprise Zones Have Risen Since 2000

	2000 Percentage of All Homes Valued at Less Than \$100,000 ¹	2010 Enterprise Zone Percentage of All Homes Valued at Less Than \$100,000	2010 Enterprise Zone Comparison Group Percentage of All Homes Valued at Less Than \$100,000	Difference Between Enterprise Zone and Comparison Group
Gulf County	73%	37%	37%	0%
Jacksonville	92%	60%	44%	16%
Miami-Dade County	62%	15%	22%	-7%
Okeechobee County	79%	36%	38%	-2%
Tallahassee/Leon County	84%	40%	31%	9%

¹ Enterprise zones and comparison group started at the same percentage.

Source: OPPAGA analysis of 2000 and 2010 U.S. Census data.

Another measure of enterprise zone economic impact is median household income, which is a measure of a household's ability to acquire the goods and services that satisfy their needs. Our comparison of 2000 and 2010 U.S. Census data for the five selected zones and similar non-enterprise zone areas shows that in all selected enterprise zones, median household incomes have increased. However, only one enterprise zone, Miami-Dade County, showed an increase that exceeded that of its comparison non-enterprise zone area. (See Exhibit 8-8.)

Exhibit 8-8 Median Household Incomes Have Increased in All Five Enterprise Zones Since 2000

	Percentage Change from 2000 to 2010	
	Enterprise Zone	Non-Enterprise Zone
Gulf County	32%	38%
Jacksonville	29%	32%
Miami-Dade County	43%	23%
Okeechobee County	31%	34%
Tallahassee/Leon County	21%	31%

Source: OPPAGA analysis of 2000 and 2010 U.S. Census data.

Unemployment also is often used as a measure of the health of the economy. Consistent with statewide unemployment trends, for all but one of the five enterprise zones in our review, unemployment rates were higher in 2010 than in 2000; Miami-Dade County's unemployment rate remained at 12%. When comparing enterprise zones to non-enterprise zone areas, Gulf County was the only zone that had a lower unemployment rate than its comparison non-zone area (10% compared to 13%). (See Exhibit 8-9.)

Exhibit 8-9 Consistent with State and National Trends, Unemployment Rates Increased in Most of the Selected Enterprise Zones in 2000 Through 2010

	2000 Unemployment Rates for Enterprise Zones and Non-Enterprise Zones ¹	2010 Enterprise Zone Unemployment Rates	2010 Non-Enterprise Zone Unemployment Rates
Gulf County	6%	10%	13%
Jacksonville	10%	18%	13%
Miami-Dade County	12%	12%	12%
Okeechobee County	5%	12%	12%
Tallahassee-Leon County	15%	15%	11%

¹ Both areas started at same rate.

Source: OPPAGA analysis of 2000 and 2010 U.S. Census data.

Finally, the U.S. Census Bureau uses a set of income thresholds that vary by family size and composition to define poverty. If a family's total income is less than the family's threshold, the family is considered in poverty. Over the 10-year period of our review, poverty rates increased for three of the five selected enterprise zones. In all but one of the five zones, the poverty rate exceeded that of similar non-enterprise zone areas; Miami-Dade County's 2010 rate (26%), while increasing over the 10-year period, was lower than the comparison area (29%). (See Exhibit 8-10.)

Exhibit 8-10 In Fiscal Years 2000 Through 2010, Poverty Rates within Most of the Five Selected Enterprise Zones Increased

	2000 Poverty Rates for Enterprise Zones and Non-Enterprise Zones ¹	2010 Enterprise Zone Poverty Rates	2010 Non-Enterprise Zone Poverty Rates
Gulf County	17%	17%	16%
Jacksonville	30%	33%	29%
Miami-Dade County	27%	26%	29%
Okeechobee County	16%	24%	17%
Tallahassee-Leon County	37%	43%	31%

¹ Both areas started at same rate.

Source: OPPAGA analysis of 2000 and 2010 U.S. Census data.

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December 20, 2013

Mr. R. Philip Twogood
The Florida Legislature's Office of Program
Policy Analysis and Government Accountability
111 West Madison Street, Suite 312
Tallahassee, Florida 32399-1475

Dear Mr. Twogood:

Thank you for the opportunity to read and respond to the Office of Program Policy Analysis and Government Accountability's report regarding Florida's economic development incentive toolkit. We appreciate the detailed overview and analysis of each incentive program.

Recruiting competitive projects to create jobs for Floridians and capital investment in our communities is critical to bolstering our economy. As you know, our economic development efforts must be done with strictest level of fiduciary responsibility and demonstrate a notable return on investment to the taxpayers. It is because of our commitment to the taxpayers that Enterprise Florida, Inc. (EFI), along with its partner at the Department of Economic Opportunity (DEO), conducts a thorough evaluation of every project for the use and benefit of incentives.

As the survey results noted, Florida is competing not only with other states but countries and incentives become very important, when site characteristics are equal or when Florida cannot match the resources available in other states. This reaffirms my belief that incentives cannot make a bad deal good, but can make a good deal better. Building on that belief, EFI always considers the scope of the proposed project along with an understanding of the company's plans, goals and the competitive nature of the project help to shape Florida's incentive package.

The individual review of each of Florida's legislatively outlined economic development incentive programs demonstrates the success of the state's most commonly used program – the Qualified Targeted Industry Tax Refund Program. More than 75 percent of awarded incentives fall within this program. By providing a refund to taxes paid into the state by a company, companies in return create high-paying, high skilled jobs. The state's "cost" for this program is approximately \$1,500 per job created, a clear win for the 37,000 new jobs created under the program – and more jobs than the companies were contracted to create. It is important to note that the many of the projects in the QTI program are still active and on target to meet contractual goals.

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Report No. 14-01

What cannot be overstated is that, as a result of these projects, Florida's communities are not only benefiting from increased new jobs and capital investment, but also strong state and local revenue streams for schools, parks and community amenities, as well as numerous indirect jobs.

EFI remains steadfast in its commitment to Florida's taxpayers. We look forward to continuing to work you and our partners at DEO and members of the Legislature to strengthen Florida's incentive programs and continue creating jobs for Florida's families.

Sincerely,

A handwritten signature in black ink, appearing to read "Gray Swoope". The signature is fluid and cursive, with a large initial "G" and "S".

Gray Swoope
Secretary of Commerce
President & CEO, Enterprise Florida Inc.

cc: Ms. Melinda Miguel, Chief Inspector General, Executive Office of the Governor

Rick Scott
GOVERNOR



Jesse Panuccio
EXECUTIVE DIRECTOR

December 31, 2013

Mr. R. Philip Twogood
The Florida Legislature's Office of Program
Policy Analysis and Government Accountability
111 West Madison Street, Suite 312
Tallahassee, Florida 32399-1475

Dear Mr. Twogood:

Pursuant to section 11.51(2), Florida Statutes, this letter represents Florida Department of Economic Opportunity's (DEO) response to the report titled: *Florida Economic Development Program Evaluations – Year 1*. We thank you and your staff for the review of the state's key economic development incentive programs and appreciate the detailed analysis of each program. DEO seeks to continually improve the efficiency and effectiveness of its functions and welcomes the opportunity to assess observations and recommendations for consistent and enhanced compliance implementation.

The review included projects that had received an incentive payment or claimed a tax credit during the fiscal years 2009-10 through 2011-12, which primarily corresponds to calendar year performance periods 2008-2010. This time period spans two gubernatorial administrations with differing policies, leadership, and priorities. The review is a look back at activities that occurred through several transitions in the administration of the programs including: transition from the Office of Tourism, Trade and Economic Development (OTTED) to DEO; transition from a third-party contract compliance monitoring firm to an in-house compliance unit; improvement in the alignment of the state's economic development public-private partners; and enhancements in policies and procedures for conducting due diligence and compliance functions. These transitions began in 2011 and largely occurred after the period under review – over 90 percent of the incentives were approved prior to 2011.

Recommended Improvements Have Largely Been Made

It is important to note that the report covers a time period in which incentives were evaluated, approved, and contracted very differently than today. Today, we have made significant changes to the incentives application and approval process and the due diligence procedures discussed in the report under the heading "Incentive Program Administration" are largely new. With significant improvements made to our incentive applications, due-diligence process, deal structures and contracts, our procedures and documents provide an enhanced level of protection for the taxpayers' investment.

Before making an investment through incentives, DEO performs due diligence on each company, considers the scope of the proposed project, evaluates what incentives are suitable, and negotiates the terms of an incentive agreement. The process begins with a thorough investigation of the company. This "due diligence" process serves to determine whether incentives are appropriate for the company and the project, identify any problems, and assist with structuring the deal.

DEO's new due diligence process has two levels—we conduct Level One due diligence for tax refund and credit incentive programs (e.g., the Qualified Target Industry Tax Refund Program and the Capital

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Philip Twogood
December 31, 2013
Page 2 of 4

Investment Tax Credit Incentive Program) and we conduct both Level One and Level Two due diligence for discretionary cash incentive programs (e.g., the Quick Acton Closing Fund Program and the High-Impact Performance Incentive Program). Tax refund and credit incentives do not involve credit risk because payments are made only after demonstrated performance. Accordingly, we focus our due diligence on statutory compliance, reputation risk (e.g., known felony criminal histories of principal executives, civil fines and penalties, significant litigation, etc.) and whether there is a substantial probability of non-performance (e.g., imminent insolvency). We consult a variety of resources, including conducting litigation searches on Lexis Nexis and Justia, searching federal and state databases, and reviewing regulatory filings and filings with the Securities and Exchange Commission (for public companies). For incentives in which a company receives all payments prior to fulfilling all of its performance obligations, the State may be required to exercise contractual remedies, including claw backs. Because the effectiveness of a claw back remedy depends on the financial ability of a company to return funds to the State, in addition to the Level One due diligence, our financial analysts review the company's financial statements and review credit rating reports (i.e., Standard & Poor's, Moody's and Fitch) or, when a company does not have rated debt, we conduct an independent analysis of its credit.

Our improved processes and procedures allow us to fulfill our fiduciary duty to protect the taxpayers' investment, while helping to foster an environment that encourages private-sector job creation. In the next year, we will continue to build on our improvements. Additionally, we have had the opportunity to implement an enhanced data system over the past year to assist in electronic filing and retrieval of project files. We look forward to maximizing our ability to document and maintain project files.

DEO Requires Appropriate Supporting Documentation for All Incentive Projects

With respect to your findings related to improving the consistency of documentation, certain programs and agreements require different types of documentation. Accordingly, while we agree that the type of documents evidencing performance requirements varies, such variation is necessary. The report points to files containing business generated lists of employees and wages or unemployment compensation forms. Such differences are necessary to adequately determine performance for different business structures and statutory requirements. A change in the QTI statute in 2009 required the state to measure the average wage of only new employees hired after the incentive was approved. The RT-6 form (which is specifically referenced) used for reemployments purposes does not distinguish the "new" employees from those who were previously hired; therefore, DEO requires businesses to submit a complete listing of employees, including hire and termination dates, and actual wages paid by pay period.

While the statute is silent on the extent of documentation and testing required to support the validity of an incentive performance claim, DEO obtains information directly from businesses and other state departments to document performance for every claim and every incentive payment. For job and wage claims, we review:

- Businesses' jobs and wages claim spreadsheets.
- Department of Revenue's (DOR) SunTax system to confirm awardee business' direct and leased/temporary employment and annual average wages paid.
- W-2 and W-1099 forms, as necessary, to determine the nature of employment relationships and to confirm annual average wages.

For capital investment, we review invoices and cancelled checks, ACH slips, bank statements, etc., to confirm capital investment made, as applicable. For taxes paid, we review:

Philip Twogood
December 31, 2013
Page 3 of 4

- Corporate Income Tax data from DOR for applicable awardee businesses.
- Invoices and canceled checks, ACH slips, bank statements, etc., to confirm taxes paid, as applicable.
- County tax collector websites to confirm proof and amount of payment of real and tangible personal property taxes.

DEO Confirms Brownfield Locations

DEO confirms the project location prior to making any brownfield tax refund payments. When asked to provide evidence of brownfield locations, DEO staff sent OPPAGA the brownfield location maps from DEP's website for each of the requested projects. These are the projects for which OPPAGA also confirmed the eligible project locations for each project.

DEO Will Monitor and Evaluate New Third-Party Contractor

We appreciate the recommendation to establish monitoring and evaluation procedures for overseeing the work of the new third-party vendor. As is recognized in the report, OTTED/DEO did not conduct a formal evaluation of its former contractor's performance. With the most recent Comprehensive Performance Audit, 14-RFP-002-LJ (REISSUE), DEO established more thorough deliverables, measures, and financial consequences to develop DEO's ability to track and oversee the contractor's performance. DEO will hold the contractor accountable for their performance, while maintaining their independence. These deliverables, measures, and financial consequences include weekly and monthly meetings to track the contractor's activity and progress and to discuss any challenges throughout the course of the contract. If for any reason the contractor fails to perform any of the deliverables or meet any of the measures, financial consequences will be applied by DEO. Additionally, of note, DEO will work in coordination with the new contractor to review and implement enhanced policies and procedures for contract monitoring and compliance review.

Concerns Regarding OPPAGA'S Survey Instrument

While gathering data by surveying recipients of incentives may be useful, the survey that OPPAGA conducted for purposes of the report has potentially material and important defects, including question error, coverage error, and non-response error. As a result, the survey may not have produced reliable results.

For example, we have concerns with certain survey questions. Because the various incentive programs that OPPAGA evaluated are intended to induce different outcomes, it is imperative that questions designed to measure the efficacy of each of the programs are tailored to the objectives established by the Legislature in the applicable statutes. In particular, while the Quick Action Closing Fund Program and the High-Impact Performance Incentive Program are designed to induce businesses to choose Florida for a project rather than competitor states, the Brownfield Redevelopment Bonus Refund Program and the Enterprise Zone Program are designed to induce businesses to locate a project on a brownfield site or in an enterprise zone, respectively, rather than another location that may or may not be in Florida. Moreover, while the Qualified Target Industry Tax Refund Program is in practice held to a competitive project standard, it is by statute a job-creation incentive program designed to induce both Florida and out-of-state businesses. However, OPPAGA's survey treats all of the incentive programs as if the statutorily-defined objectives are identical, asking "If the state economic development incentive(s) had not been awarded to your company, what would have been the effect on your company's plans to conduct the project in Florida?" Respondents could choose from one of the following responses: (i) proceed as planned in Florida, (ii) proceed on a smaller scale in Florida, (iii) proceed at an out of state location or (iv) canceled project. While this question is clearly relevant for recipients of incentives from the Quick Action Closing Fund Program and the High-Impact Performance Incentive Program, the

Philip Twogood
December 31, 2013
Page 4 of 4

question is not adequately tailored to the objectives of 220 (81%) of the 271 incentives awarded during the evaluation period. It is important to note that some of the projects received multiple incentives; therefore, the number of incentives awarded is greater than the number of projects.

In addition, the survey respondents may not have had the necessary knowledge to answer the survey questions. Few decisions are more sensitive to businesses than where the business will relocate or expand. For example, if employees of a New York-based business that is considering moving its operations to Florida know that their jobs are at risk even before the company has made a decision, it could result in premature defections of key personnel which could put the business at risk. In any business with more than a handful of employees, the pool of people who are privy to a company's expansion or relocation decision-making process is limited to key executives. Once a company receives incentives, compliance is generally tasked to low-level functionaries. In addition, because 248 (92%) of the incentives awarded during the evaluation period were approved prior to 2011—some as early as 2000, in many cases, the persons with knowledge of a company's decision making process may no longer be with the company and/or may not accurately recollect the company's decision making process in connection with an historical decision. Although OPPAGA stated in its survey that the "company's survey respondent should be knowledgeable about incentives your company applied for or received payment for as well as the importance of the incentives to company decision making," the survey respondents (which in many cases were lower-level employees) did not necessarily know what portions of the decision-making process to which they were not privy and could not adequately assess their ability to respond to the survey. Accordingly, the survey should at least have been limited to key executives at the time of the relocation or expansion decision who by virtue of their position would have sufficient knowledge to answer the applicable questions.

Non-response is a problem for survey quality because it almost always introduces systematic bias into the data. This results in poorer data quality and can significantly bias any estimates derived from the data. OPPAGA surveyed 144 of the businesses that received incentives during the evaluation period and just 54 (38%) of these businesses provided complete responses. While nearly every survey suffers from some rate of non-response, the degree of non-response to OPPAGA's may make the results potentially unreliable.

Only Two High Impact Performance Incentives were Reviewed

While there were many businesses that participated in the economic-development programs for this period, achieved performance, and received incentive payments, there were only two High Impact Performance Incentives (HIPI) projects represented in the review pool. This means that the program data from which to draw conclusions is limited for the HIPI program.

Again, we thank you and your staff for the review and will take under advisement the actions recommended to promote more efficiency, transparency, and accountability in the state's economic-development incentive programs.

Sincerely,

Jesse Panuccio

JP/cp

**Leon County
Board of County Commissioners**


Notes for Agenda Item #18

Leon County Board of County Commissioners

Cover Sheet for Agenda #18

September 2, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Acceptance of Status Report Regarding the Apalachee Regional Planning Council

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, PLACE
Lead Staff/ Project Team:	Cherie Bryant, Manager, Planning Department

Fiscal Impact:

This item has a fiscal impact of approximately \$18,000 to the County and has been contemplated in the FY 2015 budget.

Staff Recommendation:

Option #1: Accept the status report regarding the Apalachee Regional Planning Council.

Report and Discussion

Background:

During the June 10, 2014 Budget Workshop, the Board approved a request from the Apalachee Regional Planning Council (Council) to increase the County membership fee by \$18,000. Additionally, the Board requested additional information on the functions of the Council, and specifically how it benefits Leon County.

The Executive Committee of the Council recently reviewed the membership fee structure and concluded that the dues structure did not align with those of the other Regional Planning Councils (RPCs) across the State. The Council's membership dues structure has remained at the same rate (\$5,000 per year) since 1977 when the Interlocal Agreement that formed the nine-county Council was executed. Furthermore, statewide Regional Planning County funding has been vetoed for three consecutive years.

The Council notes that these factors have severely diminished its ability to provide the economic development, emergency management, regional transportation, and technical assistance to local government members.

The revised membership fee structure approved by the Council Board of Directors has a \$4,000 base rate plus \$0.07 per capita rate, resulting in a total membership fee of \$23,388 for Leon County, an increase of \$18,388 from previous years.

Analysis:

On July 2, Planning staff met with the Chris Rietow, the new Executive Director. Mr. Rietow explained many ongoing services provided by the Council, of which several of which Planning staff was unaware. To ensure communications continues to be maintained, Planning Department staff will meet at minimum semi-annually with Mr. Rietow. This will be in addition to any ongoing activities related to specific projects. An annual report will be provided to the Board summarizing the activities of the planning council.

Subsequent to the meeting, Mr. Rietow provided a written overview of the Council programs for the entire region, and highlighted those programs that benefit Leon County and the City of Tallahassee. For example, the Council operates a revolving loan fund for small businesses that are just under the threshold of eligibility for obtaining financing through a conventional lending institution. The average loan amount is \$25,000 with an average interest rate of 6%. Since the inception of the fund, more than 400 private sector jobs have been created as a direct result of the program. Another example is the annual hazardous materials planning and training provided to Leon County staff. The full program list is included as Attachment #1.

With a review of the Council's goals (Attachment #2) and a better understanding of the ongoing and special services provided by the Council, as well as a renewed spirit of cooperation and outreach, ushered in with the hiring of Mr. Rietow, staff believes that higher fees are warranted.

Options:

1. Accept the status report regarding the Apalachee Regional Planning Council.
2. Do not accept the status report regarding the Apalachee Regional Planning Council.
3. Board direction.

Recommendation:

Option #1.

Attachments:

1. ARPC Program Overview
2. 2014 ARPC Goals

VSL/TP/WT/CYB/cyb

**APALACHEE REGIONAL PLANNING COUNCIL (ARPC)
2013-14 Programmatic Assistance Overview**

Highlighted Yellow: Denotes a program that *directly* benefits both Leon County and the City of Tallahassee.

Highlighted Green: Denotes a program that *indirectly* benefits both Leon County and the City of Tallahassee.

Economic Development

ARPC Local County Dues: The ARPC covers the Region 2 Planning District of the State of Florida, which includes Calhoun, Franklin, Gadsden, Gulf, Jackson, Jefferson, Leon, Liberty and Wakulla Counties. All of the above listed counties are party to an Interlocal Agreement executed in 1977 which initially established the ARPC. Each County has historically paid \$5,000 in annual membership to the ARPC. A portion of the \$45,000 in dues is used to fund the \$17,000 match requirement for the annual planning grant received from the U.S. Economic Development Administration. The balance is used to fund the dues to the Florida Regional Councils Association and the cost of holding the regular Board Meetings of the Apalachee Regional Planning Council. On May 29, 2014, the ARPC Board of Directors approved an increase that will go into effect on October 1, 2014 pending approval by each of the County Commissions.

U.S. Economic Development Administration (EDA): The ARPC along with the other 10 Regional Planning Councils of the State are federally designated Economic Development Districts. The EDA provides an annual appropriation to the ARPC of \$63,000 which must be matched with ARPC funds of \$17,000. The majority of staff time on this project is spent on the update, maintenance and implementation of the ARPC's Comprehensive Economic Development Strategy (CEDS). A major initiative during the last year was the alignment of the ARPC CEDS with the State's Six-Pillar Economic Development Strategy. ARPC staff regularly participates in the meetings of the region's local economic development organizations and offers continuing assistance in researching the availability of funding for potential economic development projects. The majority of these projects are for much needed infrastructure to ensure that the rural communities in the Apalachee region will be ready for job-creating companies locating or expanding in Florida. Additionally, it is critically important for the region's local governments to have potential economic development projects included in the Vital Projects section of the ARPC CEDS. Inclusion in this report is necessary for funding eligibility through the Public Works Programs of the US Economic Development Administration. The funding from the EDA Planning Grant also funds the continued operation and license of the ARPC's Regional Economic Modeling software (REMI).

EDA – Revolving Loan Fund: The ARPC operates a revolving loan fund for small businesses. The loan fund provides loans to businesses that are just under the threshold of eligibility for obtaining financing through a conventional lending institution. The original funding for this loan fund was provided by the Economic Development Administration. The loan fund process operates very similar to a bank loan and loans must be fully collateralized. Loans are reviewed and approved by a Loan Committee of volunteer banking and finance professionals before final determination is

made by the ARPC. The average loan amount is \$25,000 with an average interest rate of 6%. Since the inception of the ARPC revolving loan fund, over 400 private sector jobs have been created as a direct result of the program. The ARPC uses approximately 50% of the interest received on loan payments to administer the program and the remainder of interest earned is rolled back into the loan fund for re-lending to future borrowers.

CDBG – City of Apalachicola Administration: ARPC staff is coordinating a multi-agency funding project for major renovations and improvements to the Scipio Creek Marina in Franklin County. ARPC Administration fees are provided through the Community Development Block Grant (CDBG) portion of the project funded through the FL Dept. of Economic Opportunity. The majority of the construction funding is being provided by the US Economic Development Administration.

Emergency Management

FDEM – Local Emergency Planning Committee (LEPC): The ARPC staffs the District 2 LEPC which is responsible for implementing the federal Emergency Planning and the Community Right-To-Know Act (EPCRA) for the ARPC’s nine-county region. The four primary activities of the LEPC are hazardous materials planning, training, emergency exercises and public outreach. The LEPC meets quarterly to discuss hazardous materials issues throughout the region. The LEPC Chairman is Leon County Emergency Management Director Kevin Peters and the Vice Chair is Tom Quillin of the Leon County Emergency Medical Services.

FDEM – Hazard Analyses: Each year, ARPC staff visits 50% of the Apalachee Region’s (excluding Jackson and Wakulla) Section 302 facilities to verify Extremely Hazardous Substances (EHS) inventories and emergency contact information. The site visits aid in creating a hazards analysis summary that includes worst-case release data. The information is used by first responders and local emergency management directors and planners. ARPC staff annually installs the data collected on the field laptops of the Tallahassee Fire Department’s HazMat Team.

FDEM – Hazardous Materials Emergency Planning (HMEP-Planning): The ARPC annually completes a hazardous materials planning project with a U.S. Department of Transportation grant. ARPC staff conducted a full-scale exercise with the Tallahassee Fire Department’s Hazardous Materials Team as its 2013 HMEP planning project. The multi-jurisdictional exercise was held on June 21, 2013 at Canopy Oaks Elementary School in Tallahassee. The mass decontamination exercise called “Chemical Chaos” was a huge success and involved over 70 participants including Leon County Schools, the Leon County Emergency Medical Services and the Big Bend Regional Bomb Squad.

FDEM – Hazardous Materials Emergency Planning (HMEP-Training): ARPC staff administers an HMEP Training grant that provides unmet needs for transportation-related hazardous materials training to first responders in the ARPC region. This is a U.S. Department of Transportation grant that is passed through FDEM to the Regional Planning Councils. The majority of the funding is used to coordinate the hiring of private vendors to conduct needed training throughout the region. The majority of the funding is used to provide training to responders in the City of Tallahassee and Leon County.

FDEM – Region 2 Domestic Security Task Force (RDSTF): The main responsibilities of the seven Task Forces statewide are to improve Florida’s ability to detect and prevent terrorist threats, collect and disseminate intelligence and investigative information, protect critical infrastructure, coordinate the delivery of training and support the purchase of proper equipment for first responders and Task Force response teams. ARPC staff serves as the Emergency Management Planner for the Region 2/North Florida RDSTF and works on special projects related to whole community disaster preparedness and community resiliency and recovery. One project has been to serve as Coordinator for the Big Bend Community Organizations Active in Disaster (COAD). The Big Bend COAD serves as an umbrella organization for non-profit and faith-based regional organizations with disaster roles related to human services such as mass feeding and long-term housing. This organization is essential for economically challenged rural counties who greatly benefit from a coordinated response and heavily rely on volunteer agencies during times of disaster. For more information go to www.bigbendcoad.org.

FDEM – Regional Evacuation Study Update: The ARPC worked with county emergency managers, county administrative staff, state and federal agencies to develop the Apalachee Regional Evacuation Study (RES). The RES provides emergency managers and local elected officials with the data necessary to determine when emergency evacuations should be issued, the cost of community preparedness and protective actions and the economic impact of disaster incidents. Chapters of the RES are updated annually as data and information is updated at the state and federal level. Staff will resume the update process in the late summer of 2014 which will include improved data for Leon County.

FDEM RDSTF Exercise: ARPC staff has been responsible for many successful tabletop, functional and full-scale training exercises over the years. Staff was selected this year to plan, conduct and evaluate the North Florida Regional Domestic Security Task Force Exercise (Operation Deep Freeze) that was held on April 28, 2014. This multijurisdictional, multidisciplinary full-scale exercise will be the largest exercise since staff conducted Operation School Safety in 2008. The exercise will involve the FSU Mag Lab, and Urban Search and Rescue component as well as a SWAT portion in Lake City. In addition, the exercise will be preceded with a Command-level tabletop exercise. Staff will be responsible for all aspects of the Homeland Security Exercise and Evaluation (HSEEP) compliant exercise, including writing the After Action Report/Improvement Plan.

FDOH – Medical Reserve Corps (MRC): ARPC staff serves as the Coordinator for the North Florida Medical Reserve Corps which serves an eight county region in the Big Bend area. The North Florida MRC membership includes more than 40 licensed medical volunteers from around the region. The volunteers participate in public health preparedness events and exercises and are fully trained to deploy to a disaster impacted area in support of community response and recovery efforts.

COM-T – Training Course: The ARPC routinely assists the Florida Division of Emergency Management (DEM) with training initiatives through implementation, logistics and course management. This year, the Regional Councils assisted in developing course toolkits for a highly specialized 40-hr Communications Technician Training course. The course is being held in seven

strategic locations across the State and the RPCs are handling all logistics (e.g. – course scheduling, facilities, instructor procurement, course paperwork and transport of the toolkits/materials to each location). This effort resulted in a major cost savings to the State compared to the previous private sector COM-T course that was being offered.

Small Quantity Generator Inspections: All Florida counties are required to establish a Small Quantity Generator Assessment, Notification and Verification Program. The ARPC currently provides this service for Calhoun, Franklin, Gulf, Jackson, Jefferson, Liberty and Wakulla Counties. The three step process includes: the identification of all known and potential Small Quantity Generators of Hazardous Waste; the notification of Small Quantity Generators on the Assessment Roll of their legal responsibilities regarding proper waste management practices including pollution prevention options and opportunities; and the verification of the waste management practices for each Small Quantity Generator by conducting on-site inspections of 20% of the Small Quantity Generators each year.

Transportation

Commission for the Transportation Disadvantaged Coordinator: The Commission for the Transportation Disadvantaged designates an agency to fulfill the function of transportation disadvantaged planning in areas not covered by a Metropolitan Planning Organization. The ARPC is the designated official planning agency (DOPA) for Calhoun, Franklin, Gulf, Jackson and Liberty Counties. As the DOPA, the ARPC staffs quarterly meetings of the local coordinating boards, provides program support and administration, monitors and evaluates the Community Transportation Coordinators, prepares an update to the county coordinated transportation development plans and trains new local coordinating board members.

FDOT Liaison: As noted above, Calhoun, Franklin, Gulf, Jackson, and Liberty Counties are not covered by a MPO and ARPC staff is contracted with the FDOT to gather input from those counties for annual updates to the FDOT Work Program. ARPC staff provides technical support to the above counties about the FDOT Work Program processes, assists with the identification of transportation projects and priorities, and promotes consistency between the FDOT Work Program and local government transportation plans.

Technical Assistance

CDBG – City of Port St. Joe Administration: ARPC staff successfully applied for and is coordinating a CDBG neighborhood revitalization project in Port St. Joe. The project will provide much needed public water facility improvements to the economically depressed neighborhood of North Port St. Joe.

FL Energy Resiliency Study: ARPC staff has been coordinating with the other 10 RPCs on a statewide project examining Florida's exposure to energy demands, costs, and its capability to become more resistant to spikes in market forces. The ARPC modeled the use of sugar cane as a supplement to ongoing coal use in Florida and provided additional support for evaluating

strategies to decrease Florida's energy dependence on external sources and its vulnerability to energy supply interruptions.

FDACS – Ag Safety Planner: The ARPC houses an animal safety planner funded through Department of Homeland Security funds and who reports directly to the Florida Department of Agriculture and Consumer Services.

Riparian County Stakeholders Coalition (RCSC): The RCSC consisting of the six riparian counties of the Apalachicola River have contracted with ARPC staff to provide administrative support to the RCSC in the form of coordination of meetings, official recordkeeping and financial management of the organization.



Apalachee Regional Planning Council

Serving Calhoun, Franklin, Gadsden, Gulf, Jackson, Jefferson, Liberty,
Leon and Wakulla Counties and their municipalities

2014 Apalachee Regional Planning Council Goals

- I. Return financial stability to the Council
 - a. Provide a new level of financial transparency
 - b. Issue timely payments on the Accounts Payable balance
 - c. Restore the Operating Budget to the historical level of \$60,000
 - d. Continue efforts to establish increased base funding for the Council to improve the ability to provide services to member local governments

- II. Educate and market the Council's services and capabilities to member counties and municipalities
 - a. Regularly attend Commission and Council meetings to better understand local/regional needs and to offer assistance when possible
 - b. Attend all meetings that pertain to regional initiatives in order to stay informed on current issues
 - c. Upgrade the Council's website to become a regional clearinghouse of updated economic development, emergency management, transportation and technical assistance information

- III. Grow and expand the capabilities of the Council
 - a. Return staffing levels to 40 hours/week as funding permits
 - b. Add staff as necessary to meet the assistance needs of the region
 - c. Become the recognized convener of the Apalachee region to discuss, collaborate and resolve regional issues
 - d. Foster ownership of the Council by the Board of Directors and encourage the Board to provide guidance and direction to staff

Mission Statement: The ARPC serves its citizens and local governments by providing technical assistance and a forum for communication and collaboration to preserve and enhance the economic, natural and social environments of the Apalachee region.

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**Leon County
Board of County Commissioners**


Notes for Agenda Item #19

Leon County Board of County Commissioners

Cover Sheet for Agenda #19

September 2, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Acceptance of Status Report on the Club of Honest Citizens and the Citizen Engagement Series

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 has a fiscal impact. The County has partnered with the Village Square to engage the community through programs such as the Club of Honest Citizens that create social attachment between citizens and their County government. To continue the partnership with Village Square, funding was allocated in the FY15 budget in the amount of \$26,500.

Staff Recommendations:

Option #1: Accept the status report on the Club of Honest Citizens and the Citizen Engagement Series.

Option #2: Approve the continued partnership with The Village Square for the Club of Honest Citizens program.

Option #3: Approve the scheduled sessions of the Citizen Engagement Series.

Report and Discussion

Background:

Leon County has a long history of promoting citizen involvement to guide policy and shape our community. On February 25, 2014, the Board formally partnered with the Village Square in its continuous effort and commitment to engage citizens through unique and meaningful programs. The formal partnership builds upon the mutual goals of the County's nationally recognized Citizen Engagement Series and the Village Square for greater and sustained citizen involvement and engagement. The partnership led to the creation of the Club of Honest Citizens, which blends the best elements of the Citizen Engagement Series and Village Square by providing transparency of County government, while building relationship between citizens, County Commissioners, and staff through social settings. The program is inspired by the Club of Honest Whigs, created by Benjamin Franklin prior to the American Revolution, that held social events that encouraged participants to discuss and debate, leading to ideas regarding police, volunteer firefighters, and the first public libraries.

As part of its formal partnership with Village Square, the Board directed staff to continue to hold Citizen Engagement Series sessions following the Club of Honest Citizens events to ensure the County's continued efforts to engage citizens. The Board's action reinforced that the Club of Honest Citizens was created to compliment the success of the Citizen Engagement Series. The following analysis provides a summary of the Club of Honest Citizens events, proposed future Club of Honest Citizens events, and proposed future Citizen Engagement Series sessions.

Analysis:

Club of Honest Citizens

For the inaugural year, the theme of the Club of Honest Citizens was "*if government is the problem, what is the solution?*" Citizens were invited to participate in dialogues on the roles of County government and citizens in shaping the community. This created a forum for fierce community collaboration as citizens, County Commissioners, and County staff exchanged information and ideas, while building long-term and engaging relationships. The three Club of Honest Citizens events were held in intimate social settings in order to encourage lively debate and exchange of ideas. Following each event, staff provided the Board with a report on the issues and ideas that were discussed. The following provides additional updates on the three events.

Pub Night at Madison Social

The first Club of Honest Citizens event was held on March 27, 2014 at Madison Social. More than 50 citizens participated in four round table discussions on the proper role of County government in the areas of economic development, growth, library services, and health care. As directed by the Board during its April 22nd meeting, many of the thoughts and ideas shared during the first event are being reviewed and/or implemented. One of the general points of view expressed by the participants was the importance of the County's continued efforts to promote and raise public awareness of the programs and services that are available to citizens. The feedback received from the participants included suggestions on ways to improve and enhance the Citizen Engagement Series..

Coffee at RedEye

The second Club of Honest Citizens event was held on May 4, 2014 at Red Eye Coffee. More than 50 citizens participated in developing ideas in which the County could further engage citizens in new and meaningful ways. The County Administrator provided a brief overview on the numerous programs and events that the County utilizes to engage citizens, followed by the opportunity for participants to share their ideas to enhance the County's efforts in engaging citizens. There were 20 ideas presented and participants voted for the top three which were: 1) Creation of a Leon County Historical Tree Inventory, 2) Dinner event under a Canopy Road; and 3) Campground on the County Greenways.

The Leon County Historical Tree Inventory was awarded a \$500 mini-grant by the participants to be implemented by the groups of citizens that developed the idea. Since the event, the group has met with County staff, citizen committees (such as the Canopy Road Committee), neighborhood associations, and environmental groups to create a campaign to recognize patriarchal and historically significant trees in the community. The goal would be to promote the trees that are unique to Leon County, and engage citizens in an effort to identify and document those trees on an electronic database hosted on the County website. The group of citizens intends to announce the effort in November 2014.

In regards to the dinner under a canopy road and camp on the greenway, which garnered the second and third highest votes, respectively, among the participants, staff has met with the group of citizens that presented the ideas to further explore the development of a future event that would incorporate the opportunities and limitations of the two ideas. The event would take place in spring 2015 and is discussed further in the "Future Club of Honest Citizens Events" section.

Pot Luck at St. John Episcopal

The third Club of Honest Citizens event was held on June 12, 2014 at St. John's Episcopal Church. Approximately 40 citizens attended the potluck-style dinner event, which invited participation in broad discussion on the role of County government, as well as the County's efforts to engage citizens. The dinner conversations took place at round tables, where each table included a County Commissioner. The meals for the event were prepared and provided by citizens, County Commissioners, and County staff. Additionally, recipes books were distributed to participants featuring the recipes for the meals that were provided during the event.

Discussions, which were facilitated by County staff at each table, addressed issues such as economic development, library services, the one-cent infrastructure sales tax, the Affordable Care Act, and community engagement. There was general agreement that the County is responsive to the needs of the community and should continue to seek an appropriate balance for development and the environment. In regards to community engagement, there was overwhelming consensus for the County to focus on increasing diverse participation at upcoming events, which is addressed in the "Future Club of Honest Citizens Events" section.

Future Club of Honest Citizens Events

Staff received considerable positive feedback from citizens and Commissioners on the three Club of Honest Citizens events and the opportunities they provided for greater engagement and social interaction between participants and their County government. As previously mentioned, there was extensive discussion about the importance of increasing diverse participation, as well as an opportunity to build upon the topics and ideas generated during the first season of the Club of Honest Citizens.

Based on careful review of the responses and reactions to the events, staff and Village Square recommend that, for the second season, two Club of Honest Citizen events be held in the spring 2015. The first season featured three events during a period in which Citizen Engagement Series sessions were not scheduled. Two rather than three events would provide an appropriate balance of Club of Honest Citizens and Citizen Engagement Series programming. These events would be designed to attract a diverse audience that represents the minority and college communities as well as young professionals. In order to meet that goal, the County and Village Square would partner with local organizations to promote and host the events. The first event would be held in April 2015 and provide a mixture of interactive presentations and lively discussion between citizens, County Commissioners, and County staff on issues and ideas that shape the community. The second event would take place in May 2015 and implement the dinner under the canopy road proposal that was presented during the inaugural year of the Club of Honest Citizens.

The Village Square would continue to partner with the County in sponsoring, organizing, and promoting the Club of Honest Citizens. Additionally, the partnership encompasses the Village Square forums such as *Our Town* and *Speed Date Your Local Officials*.

Citizen Engagement Series

As previously mentioned, there was consensus among Club of Honest Citizens participants that the County continue to promote and raise public awareness of the programs and services that are available to citizens. The highly immersive and hands-on sessions of the Citizen Engagement Series has provided citizens the opportunity to gain greater knowledge of the County's programs and services and insight into how citizens affect the decision-making process.

Based on the Board's direction to continue to host the Citizen Engagement Series, staff recommends that the County hold three sessions of the Citizen Engagement Series that would occur prior to the start of the second season of the Club of Honest Citizens. The sessions would utilize exercises and activities that fully immerse participants into the day-to-day decision-making process of County government. The first session would take place on Tuesday, October 21, 2014 and focus on County's efforts to support tourism and cultural arts. The second session would be held on Thursday, November 20, 2014 on public safety featuring Emergency Medical Services and the Joint Dispatch Center; it would also include a tour of the Public Safety Complex. The third session would be scheduled for March 2015 and would invite citizens to participate in the County's trademarked *Let's Balance!* budget game.

Local organizations, such as the NAACP, League of Women Voters, KCCI, Leadership Tallahassee, and Opportunity Tallahassee would be invited to participate in the sessions. As a partner in the County's effort in community engagement, the Village Square would assist in promoting and hosting the Citizen Engagement Series.

Conclusion

Social attachment or the sense of the attachment and belonging that people have to their community is considered to be one of the best predictors of the performance of public institutions, the economic success of communities, and individuals' health and well-being. The Club of Honest Citizens, Village Square forums, and Citizen Engagement Series creates the conditions for social attachment with various opportunities and approaches that foster relationships between citizens and their County government. They demonstrate the County's commitment to promote trust, strengthen partnerships and create meaningful opportunities for citizen engagement.

Funding is available in the FY15 budget to continue the partnership with Village Square. Board approval of the partnership would authorize funding in the amount of \$26,500. The schedule for the proposed Citizen Engagement Series sessions and Club of Honest Citizens events are chronologically reflected in Table 1:

Table 1: 2014-15 Citizen Engagement Series and Club of Honest Citizens

<i>Citizen Engagement Series Sessions</i>	
Citizen Engagement Series on Tourism and Cultural Arts	Tuesday, October 21, 2014
Citizen Engagement Series on Public Safety	Thursday, November 20, 2014
Citizen Engagement Series on Budget	Thursday, March 12, 2015
<i>Club of Honest Citizens Events</i>	
Interactive Presentation and Discussion Event	April 2015
Dinner Event on a Canopy Road	May 2015

Options:

1. Accept the status report on the Club of Honest Citizens and the Citizen Engagement Series.
2. Approve the continued partnership with The Village Square for the Club of Honest Citizens program.
3. Approve the scheduled sessions of the Citizen Engagement Series.
4. Do not approve the continued partnership with The Village Square and Club of Honest Citizens program.
5. Do not approve the scheduled sessions of the Citizen Engagement Series.
6. Board direction

Recommendation:

Options #1 and #2.

**Leon County
Board of County Commissioners**


Notes for Agenda Item #20

Leon County Board of County Commissioners

Cover Sheet for Agenda #20

September 2, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Acceptance of the Canopy Roads Citizen Committee's 2014 Report

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 (PLACE) Cherie Bryant, Planning Manager
Lead Staff/ Project Team:	Brian Wiebler, Principal Planner

Fiscal Impact:

This item has no current fiscal impact.

Staff Recommendations:

- Option #1: Accept the Canopy Roads Citizen Committee's 2014 Report (Attachment #1).
- Option #2: Direct staff to coordinate with the Canopy Roads Citizen Committee and the City to bring back a scope of work to update the Canopy Roads Management Plan.
- Option #3: Direct staff to coordinate with the Canopy Roads Citizen Committee and the City to bring back a scope of work to create a Canopy Road Design Manual.
- Option #4: Direct staff to coordinate with the Canopy Roads Citizen Committee and the City to conduct and bring back an evaluation of the Committee development review process.

Report and Discussion

Background:

On May 19, 2014 the joint City-County Canopy Roads Citizens Committee approved their 2014 report to the City and County Commissions and requested the report be placed on the agenda in September 2014 for consideration by the Commissions and that the Committee Chair be provided an opportunity to present the key recommendations to the Commissions.

The purpose of the Canopy Roads Citizen Committee is to function as a standing committee to make recommendations to the City and County Commissions on matters related to Canopy Road preservation. The 2014 report "Canopy Roads: Rivers of Green" (Attachment #1) provides key recommendations from the Committee to further the preservation of Canopy Roads.

The recommendations in the report follow the FY2012- FY2016 Strategic Plan Ongoing Support Initiative that the Board approved at the January 21, 2014 meeting:

- Provide canopy road protections (2012)

This particular Ongoing Support Initiative aligns with the Board's Strategic Priority - Environment:

- Promote orderly growth which protects our environment, preserves our charm, maximizes public investment, and stimulates better and more sustainable economic returns. (EN2) - (2012)

Analysis:

The Canopy Road Citizen Committee 2014 report "Canopy Roads: Rivers of Green" includes four key recommendations:

1. Update the Canopy Roads Management Plan.
2. Develop a Canopy Roads Design Manual.
3. Conduct an evaluation of the Committee development review process.
4. Designate a City Commissioner to act as a liaison to the Committee.

This item reviews each of the Committee recommendations and provides staff recommendations to work with the Committee to develop more detailed scopes of work for the two larger recommended projects (Update Management Plan and Develop Design Manual). These scopes of work would come back to the Board for potential approval and allocation of staff resources. Staff does recommend moving forward with an evaluation of the Committee development review process to provide clarity for the Committee members, City and County staff, and the development community. Lastly, on July 1, 2014, the Mayor appointed City Commissioner Nancy Miller as the liaison to the Canopy Road Citizen Committee. This action addresses the fourth key recommendation by the Committee.

1. Update the Canopy Roads Management Plan

The Canopy Roads Management Plan was developed and approved by the City and County Commissions in 1992 and was amended and approved by the Metropolitan Planning Organization (now Capital Region Transportation Planning Agency) on August 23, 1993. The Plan has not been updated.

The Canopy Road Citizen Committee is recommending that staff support be provided to update the Plan to reflect current conditions and opportunities. Staff recommends that coordination with the Committee and the City occur first to develop a scope of work for the Management Plan update. The scope of work would come back to the Board for potential approval and allocation of staff resources to update the Management Plan.

Developing a scope of work for Board approval, prior to allocation of additional staff resources, would help focus the update effort and provide elected officials with a better understanding of the topics the Committee wishes to address in the Plan and the process for developing the plan.

The 1992 Management Plan is a substantial document that addresses numerous topics, including;

- Review of existing regulations with recommended amendments, including an inventory of Comprehensive Plan Policies and analysis of consistency with existing regulations
- Canopy Road Management Plan Interlocal Agreement between Leon County and the City of Tallahassee
- Legal impacts of designation as a Canopy Road
- Evaluation criteria and instruments for designation of new Canopy Roads
- Management Techniques to be applied to Canopy Roads
- Cost estimates for management activities
- Concurrency data on designated Canopy Roads

The current Committee report indicates a desire to utilize data on existing trees and vegetation to move forward with development of a management plan update that incorporates measurable goals and steps to achieve them. Additionally, the report indicates that implementation concepts could include a voluntary private partnership tree-planting program to help direct City and County tree bank funds to key areas with identified weak canopy coverage.

Developing a scope of work for the project would help focus the effort and provide more clarity prior to potentially requesting additional staff resources to develop the Plan update.

2. Develop a Canopy Roads Design Manual

The by-laws (established in 1992) of the Canopy Roads Citizen Committee indicates the responsibility to help develop a "Canopy Road Design Manual." The Canopy Road Citizen Committee is recommending that staff support be provided to help complete a design manual for Canopy Roads that provides design guidelines and best practices for the most common types of projects along Canopy Roads.

The Committee report includes nearly 100 projects they have reviewed over the past several years and notes that nearly all private sector requests for impacts in the Canopy Road Protection Zone fall within six categories;

- New driveways
- New subdivisions
- New structures on restricted lots
- Vegetation Management Plans (exotic plant control)
- Fences
- Addressing violations (tree removal without a permit)

Developing a manual that clearly explains and depicts the design and code expectations for each of these project archetypes could help provide greater certainty for the development community seeking recommendations from the Committee and provide greater continuity of recommendations from the Committee, as members change over time.

The Committee report also identifies four project categories for the public sector requests they have reviewed;

- Intersection improvements (turn lanes, roundabouts, signals)
- Sidewalks
- Signs
- Utilities (electric and stormwater improvements)

Staff is recommending that a scope of work be developed to help specify the level of detail to include for each project archetype and the review and update process for the manual. The preliminary recommendation from staff is to not include the public sector project archetypes in the design manual. The first priority should be to develop design guidelines and best practices that provide more certainty and clarity for private projects. After the private project design manual sections are developed and implemented, staff will evaluate if there would be a benefit to developing guidelines for the public projects.

3. Conduct an evaluation of the Committee development review process

The Canopy Road Citizen Committee reviews all projects that propose an impact in the Canopy Road Protection Zone based on authority provided in the City and County land development regulations. The Committee is recommending that staff support be provided to evaluate the review process and help document a clear pathway for review and consideration of Committee recommendations. Staff recommends moving forward with the evaluation of the review process with the Committee, and staff from Planning, Development Support and Environmental Management, the County Attorney's Office, and relevant City departments. The goal of this evaluation would be to provide process clarity for the Committee members, City and County staff, and the development community.

4. Designate a City Commissioner to act as a liaison to the Committee

The by-laws of the Committee indicates that the City and County Commissions shall each designate a Commissioner to act as a liaison to the committee. The Board of County Commissioners currently designates a liaison to the Committee on a re-occurring cycle. City records indicate that Commissioner Debbie Lightsey filled the role of liaison to the Committee for a number of years. However, it appears that a new liaison was not designated when Commissioner Lightsey retired in 2010. Staff has coordinated with the Mayor's Office and on July 1, 2014, the Mayor appointed City Commissioner Nancy Miller as the liaison to the Canopy Road Citizen Committee. No further action is required.

Options:

1. Accept the Canopy Roads Citizen Committee's 2014 Report
2. Direct staff to coordinate with the Canopy Roads Citizen Committee and the City to bring back a scope of work to update the Canopy Roads Management Plan.
3. Direct staff to coordinate with the Canopy Roads Citizen Committee and the City to bring back a scope of work to create a Canopy Road Design Manual.
4. Direct staff to coordinate with the Canopy Roads Citizen Committee and the City to conduct and bring back an evaluation of the Committee development review process.
5. Board direction.

Recommendation:

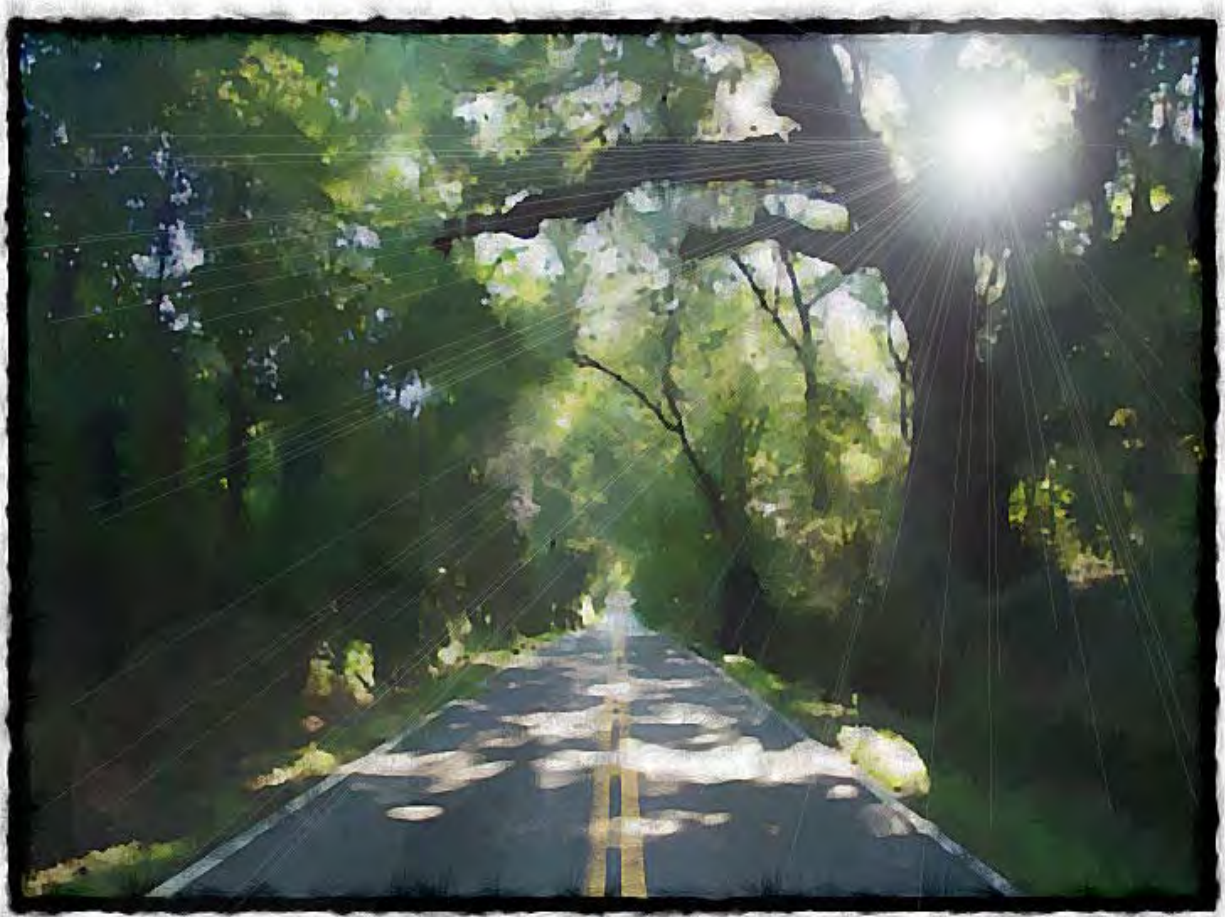
Options #1, #2, #3, and #4.

Attachment:

1. 2014 Canopy Road Citizen Committee Report "Canopy Roads: Rivers of Green"

VSL/WT/CB/BW

Tallahassee and Leon County Canopy Roads



Canopy Roads: Rivers of Green.

By
Eduardo Robles, Chair
Tallahassee and Leon County Canopy Roads Citizens Committee

Executive Summary:

The Canopy Roads Citizens Committee (CRCC) is entrusted with coordinating the protection, maintenance, and enhancement of the designated Canopy Roads in the City of Tallahassee and Leon County. The CRCC is a joint committee with four members appointed by the City and four members appointed by the County. The Canopy Roads are recognized locally and by many throughout the country as a wonderful cultural and natural resource and the signature of our community.

The CRCC's responsibility is to make recommendations to the City and County Commissions on matters related to Canopy Road preservation. The following items are the CRCC's key recommendations to further the preservation of the Canopy Road's experience for generations to come. The recommendations are explained on the following page. The Committee thanks the Commissions for the opportunity to provide these recommendations and looks forward to your response.

Key Recommendations:

- 1. Update the Canopy Roads Management Plan.**
- 2. Develop a Canopy Roads Design Manual.**
- 3. Conduct an evaluation of the Committee development review process.**
- 4. Designate a City Commissioner to act as a liaison to the Committee.**

Tallahassee and Leon County are known for our beautiful Canopy Roads and they are a big part of our unique and beautiful charm. Huge moss-draped live oaks, sweet gums, hickory trees and stately pines cast their protective shade over Tallahassee roads, with limbs that meet in a towering canopy to provide cooling shade for the roads and very scenic drives for travelers. Valued by citizens, the roads offer a peaceful alternative to the typical city view of asphalt, cement, signs and visual clutter. Officially designated roads include: Miccosukee Road, Old Bainbridge Road, Meridian Road, Centerville Road, Old Centerville Road, Moccasin Gap Road, Sunny Hill Road, Pisgah Church Road, and Old St. Augustine Road.

Tallahassee has a long history of protecting trees, going back to the 1843 fire that destroyed the downtown area. When the fire was put out, the citizens made two decisions: to rebuild the buildings using brick and to plant more trees. We hope these recommendations are accepted as part of our community's long standing commitment to trees and Canopy Roads.

Key Recommendations from the Canopy Road Citizen Committee:

1. Update the Canopy Roads Management Plan.

The existing Canopy Roads Management Plan was developed and approved by the City and County Commissions in 1992; it has not been updated and it has not been fully implemented. The Committee recommends that staff support be provided to update the plan to reflect current conditions and opportunities. City and County Public Works are currently working on a joint project to update the inventory of trees along the canopy roads. City Growth Management has developed a detailed methodology and inventory of land cover types along canopy roads to help identify areas lacking in canopy coverage. These projects provide a strong data based foundation to move forward with development of a management plan that incorporates measurable goals and steps to achieve them. Implementation concepts could include a voluntary private partnership tree planting program to help direct City and County tree bank funds to key areas with identified weak canopy coverage.

2. Develop a Canopy Roads Design Manual.

The 1992 by-laws of the Committee indicate the duty to help develop a Canopy Road Design Manual. The Committee recommends that staff support be provided to help complete a design manual for canopy roads that provides design guidelines and best practices for the most common types of projects along Canopy Roads. A design manual would help clearly communicate canopy roads specific design expectations for public and private projects and provide a greater certainty in the development of projects.

3. Conduct an evaluation of the Committee development review process.

The Committee reviews all projects that propose an impact in the Canopy Road Protection Zone based on authority provided in the City and County land development regulations. However, the process for completing the review is not defined. The Committee recommends that staff support be provided to evaluate the review process and help document a clear pathway for review and consideration of Committee recommendations. The goal of the evaluation should be to provide process clarity for the Committee members, City and County staff, and the development community.

4. Designate a City Commissioner to act as a liaison to the Committee.

The by-laws of the Committee indicate that the City and County Commissions shall each designate a Commissioner to act as a liaison to the committee and attend meetings. The County currently designates a liaison to the Committee on a reoccurring cycle (currently Commissioner Lindley) and this has been helpful in maintaining communication. In anticipation of moving forward with an update to the management plan and creation of a design manual, the Committee recommends the City Commission designate a City Commissioner to act as a liaison to the Committee.

Canopy Road Issues

Growth of a city brings development that tends to consume land creating a constant tension between conservation and accessibility. To address this growth and preserve our Canopy Roads there has to be a clear set of rules for what can be done on the land adjacent to these roads. Otherwise the Canopy Roads effect will be eroded and the value of the roads diminished, serving only as car corridors.

Enabling expanded use of the car, which has been regular policy for over half a century, seriously compromises the historic, aesthetic and natural quality of the Canopy Roads. However, recognizing that addressing vehicular safety and movement may be necessary at times; context sensitive planning and design with a clear vision can allow the Canopy Roads experience to continue. Unfortunately, it is always easier and simpler to destroy the character of the city and to replace it with parking lots, drive-through services, gas stations, and other development not designed for the existing context.

For example, Thomasville Road no longer has the character of a canopy road. At one point in time it was lined with antebellum houses and landscape appropriate to the times and place. The road dates to the 1830's but early in the 20th century the road was realigned to become part of the Dixie Highway that connected Chicago to Miami. Though the 1950's, there were small wooden houses that belonged to the descendants of the tenant farmers that worked the farms. The historical and natural character of Thomasville Road has been lost to the desire for faster roads. Our goal is to protect the historical and natural character of the designated Canopy Roads while the community grows. Once this character is lost, we cannot get it back.

It is important to understand that although these roads are part of the larger transportation system of the area, Canopy Roads were not designed to function as high volume arteries. Because alternate traffic arteries were never planned and built, which would have reduced the traffic impact on the Canopy Roads, they have suffered modifications that erode their character. This has contributed to the decline of the quality of some roads, and to the total destruction of large segments of other roads. New roadway projects, like the planned Welaunee Boulevard extension in Northeast Tallahassee, that provide alternate routes or help increase grid-like connections to offer alternatives are a good start to relieving the traffic pressure.

Overhead utilities placed inside the right-of-way tend to demand heavy pruning and removal of trees in the affected area, contributing to the destruction of segments of the canopy. Fortunately, the City Utilities Department has developed a sensitive and respectful policy for the Canopy Roads, all within practical limits.

The sensitive and respectful attitude towards Canopy Roads is unfortunately not shared by everyone in our community. A good example of this is the recently installed Maclay School fence. The development review of the Maclay School Fence Replacement Project on August 7, 2013 was almost a repeat of the previous meeting on May 20, 2013. In both meetings the CRCC provided Maclay School with some recommendations about the fence and its location that unfortunately were not followed by the School or by the permitting agency. As a result the fence that was built goes against all CRCC recommendations.

The ordinance states that a replacement fence has to be of equal or lesser visual impact. The fence that Maclay School built is highly visible and of a suburban not rural nature. The CRCC first recommendation was for Maclay School to place the new fence at the 100' mark, at which point they do not have to deal with Canopy Roads, and can install a true security fence. Other options were to replace the existing fence by the same type of fence or an updated variation of the fence at the current location. Unfortunately it did not happen.

Additionally, there are several violations by individuals that do not believe in protecting a small and fragile asset that defines the character of the city. Violations are listed in the "Projects Reviewed by the Canopy Road Citizen Committee" section of this report.

One of the key recommendations in this report is to conduct an evaluation of the Committee development review process. While the Committee has had much success with a flexible, less formal approach to reviewing projects and providing recommendations. We feel that a review of the process is important to help ensure clarity on how the recommendations of the Committee are implemented. The goal of the evaluation should not be to create an overly rigid process, but to focus on clarity.

Canopy Road Successes

The Canopy Roads Citizen Committee (CRCC) has had some very successful projects where the property owner and the CRCC were able to accommodate all needs from both sides. In some instances, like in the case of the property located on Meridian Road across from Miller Landing Rd, all parties were able to improve both the quality of the Canopy Road and the private property.

Another great example is the new mother-in-law suite at 1730 Highland Place off Centerville Rd, where the owners met and sought advice from the CRCC before developing a final plan for their project.

A wonderful example of a positive contribution is the recently built sidewalk on Centerville Road. The Committee members worked very hard to make sure the sidewalk provided a safe path for pedestrians in an area known for no walkways or ADA accessibility whatsoever. The result was a functional surface with very little impact to the canopy.

Another very positive project by the City of Tallahassee is the underground installation of a new electric distribution line along Centerville Road to help provide reliable electric service to the northeast portion of town. Utilities staff worked closely with the CRCC on a detailed review of the project, including a weekend site visit to walk the 1.5 mile long project site. Recommendations from the CRCC and cooperation from Utilities staff resulted in the total number of trees planned for removal going down from 138 trees to just 40 trees.

The CRCC has met several times with property owners before they request a permit in order to understand the possible implications of their projects. These are citizens that understand the importance of the roads and are eager to maintain or improve them. The CRCC is responsible for the protection of Canopy Roads but it is also responsible and willing to help property owners by providing advice on how to protect and improve the canopy while meeting their needs.

Canopy Roads Citizens Committee

The Canopy Road system as we know it was established in 1991.

The responsibility of watching over the Canopy Roads falls on the City of Tallahassee – Leon County Canopy Roads Citizens Committee (CRCC), a citizens group appointed by the city and the county in order to oversee the developments around the Canopy Roads, to review all applications that affect the roads and to provide recommendations based on the growing experience of the community.

The CRCC is an eight-member public advisory group charged with providing recommendations to the City and County Commissions and local regulatory bodies about protecting and enhancing our designated Canopy Roads.

Review by the CRCC is required for all projects that propose impacts in the 100-foot canopy road protection zone. Review is required prior to applying for an environmental permit. However, applicants are encouraged to present information to the CRCC early in the development process to help avoid major design modifications. No application is necessary to informally present early design options to the CRCC and receive feedback. Anybody seeking a formal recommendation from the CRCC has only to complete a request for review, there is no fee.

The CRCC is working to ensure protection is in place to guide development adjacent to Canopy Roads. Even though many of them have become major thoroughfares for commuters living in suburban areas of the city, the local residents recognize the importance of maintaining the Canopy Roads. Maintenance of the Canopy Roads in Tallahassee and Leon County require ongoing pruning to ensure that minimum federal and state road standards are met to allow traffic to flow without obstruction. Despite these standards and given the heavy traffic on some roads during peak travel times, negotiating these thoroughfares requires careful driving. One must always be alert because the roads are somewhat unforgiving and a careless driver could either run into one of the trees, a ditch, or oncoming traffic.

Projects Reviewed by the Canopy Road Citizen Committee (2006 through March 2014)

The Canopy Roads Citizen Committee (CRCC) has reviewed nearly 100 projects in the past eight years with a fairly even split between privately initiated projects and those proposed by local government. The vast majority of projects have been positively implemented with recommendations from the CRCC that help to protect the trees and the character of the Canopy Roads.

One of the key recommendations of this report is to develop a Canopy Roads Design Manual that provides design guidelines and best practices for the most common types of projects along Canopy Roads. We believe this would help provide clarity and greater certainty for those developing projects along Canopy Roads. Additionally, this process would help document the design recommendations of the many highly skilled and knowledgeable CRCC members who pass through the Committee over time due to term limitations.

As you review the following list of projects, it is clear that many of the same types of projects are reviewed by the CRCC over and over. While the individual project review is important to consider the specific context of a project, many of the common design recommendations could be documented and made available to project developers.

Common Private Project Reviews:

- New driveways
- New subdivisions
- New structures on restricted lots
- Vegetation Management Plans (exotic plant control)
- Fences
- Addressing violations (tree removal without a permit)

Common Public Project Reviews:

- Intersection improvements (turn lanes, roundabouts, signals)
- Sidewalks
- Signs
- Utilities (electric and stormwater improvements)

Private Projects Reviewed by the CRCC:

1. White Oak Farm, LLC driveway relocation on Miccosukee Road and new driveway on Moccasin Gap Road
2. Chabad House Planned Unit Development use of existing driveway on Meridian Road
3. Mariana Oaks new driveway cut onto Old St. Augustine Road
4. Evangel Assembly of God new electronic sign in the canopy road protection zone of Old Bainbridge Road
5. Maxwell Custom Homes construction of a single family home partially in canopy road protection zone and new driveway cut on Old Bainbridge Road
6. Bethelonia AME Church paving of an existing gravel parking lot and reconstruction of a stormwater management facility both in the canopy road protection zone of Meridian Road
7. Larsen Ridge Townhomes seven new townhomes with appurtenant parking, utilities, and stormwater facilities on the south side of Miccosukee Road and Capital Circle NE
8. Frank Willis House Addition variance to allow addition of bathroom, screen porch and walkways to an existing 100-year old house that sits within the canopy road protection zone of Centerville Road
9. Summer Lakes Subdivision two new subdivision entrance signs within the canopy road protection zone of Old Bainbridge Road
10. Shady Grove Primitive Baptist Church addition inside the canopy road protection zone of Centerville Road
11. Centerville Heights widening of an existing driveway to service a new 30 lot subdivision on Centerville Road
12. Bradley Limited Partition new driveway to access a single new lot
13. Rollins Property Subdivision new driveway to service three new lots
14. 9709 Centerville Road new driveway to access a single lot
15. Diane Roorda driveway request on Meridian Road
16. ALLTEL Communications tower new driveway on Moccasin Gap Road
17. Carlos Gaskin new driveway connection to Centerville Road
18. Killearn Homes Association new brick column subdivision signs at intersection of McLaughlin Drive and Centerville Road
19. Jim and Anneli Magee fence project on North Meridian Road
20. Killearn Animal Hospital expansion in canopy road protection zone of Centerville Road
21. Kingdom First Realty, Inc. new driveway in canopy road protection zone of Old Bainbridge Road
22. New driveway for a new subdivision on Moccasin Gap Road
23. Jeff Phipps goat fence kudzu control proposal
24. Quail Oaks Farm vegetation management activities along Miccosukee Road
25. Goodwill drop-off center on Meridian Road North of I-10
26. Preliminary plans for a retail pharmacy on the Southeast corner of Miccosukee Road and Capital Circle
27. Driveway widening to service a proposed church at 2802 Old St. Augustine Rd
28. New Accessory Dwelling Unit in the canopy road protection zone at 1730 Highland Place (Centerville Rd.)
29. Reconstruction of a wire fence on Horseshoe Plantation (Centerville Rd. and Old Centerville Rd.)

30. Addition to single family home in the canopy road protection zone of Centerville Road
31. Construction of a new screen porch in the canopy road protection zone at 1811 Marston Place (Centerville Road inside of Blair Stone Road)
32. New driveway access for construction of a single family home on Miccosukee Road, south of the Rural Community of Miccosukee
33. Additional parking at the Center Pointe Health and Rehab Center located at the intersection of Centerville Road and Center Point Boulevard
34. New driveway on Sunny Hill Road (10600 Sunny Hill Road)
35. Camellia Gardens Condominium Association installation of new entrance sign within the canopy road protection zone of Old Bainbridge Road
36. New business sign at Old St. Augustine and Winchester Lane
37. Fence Replacement at the Maclay School on Meridian Road
38. Entry improvements at Tallahassee Memorial Hospital on Centerville Road

City and County Government Projects Reviewed by the CRCC:

1. Eastern Transmission Line Phase I crossing of Miccosukee Road
2. Proposed changes at the intersection of Bradfordville Road and Centerville Road
3. Discontinuing the Canopy Roads Interlocal Agreement between the City and County
4. Proposed turn lane from Blair Stone Road on to Old St. Augustine Road
5. Clearing of vegetation under a transmission line along Old Bainbridge Road
6. Construction of a temporary driveway on Centerville Road to access electric substation 14
7. Intersection improvements at Meridian Road and Ox-Bottom Road
8. Intersection improvements at Meridian Road and Bannerman Road
9. New driveway on Centerville Road to Service Roberts Elementary
10. Review of proposed County ordinance for regulation of fences in the canopy road protection zone
11. Miccosukee Greenway park comfort station
12. Modifications to Medical Drive electrical substation (Centerville Road)
13. Review of proposed changes to the General Environmental Permit for Talquin Electric Cooperative, Inc.
14. Rerouting of sidewalk on Pimlico Drive from Centerville Road to Roberts Elementary School
15. Water main installation along Old St. Augustine Road east of Capital Circle SE
16. Gas line extension to 1609 Centerville Road
17. New sidewalk construction on Centerville Road to connect existing sidewalks on Woodgate and Blair Stone Roads
18. Gas line extension to 1730 Highland Place (Centerville Rd)
19. Expansion of previously approved temporary driveway on Centerville Road for construction of electric substation 14
20. Directional boring along Centerville Road to provide electrical connection to previously approved electric substation 14

21. Joint meeting with the Friends of the Miccosukee Canopy Road Greenway regarding the proposed extension of Thornton Road across the Miccosukee Road and the Miccosukee Greenway to access future development on Welaunee Plantation
22. Installation of a new air release/vacuum release valve on Centerville Road east of Hickory Ridge Road
23. Construction of a turn lane from Miller Land Road to access Meridian Road
24. Proposed amendment of Chapter 5 of the City of Tallahassee Land Development Code to create an exemption to allow the removal of trees within existing utility easements
25. Discussion of Nova 2010 sidewalk projects and tree protection process
26. Countywide Minimum Environmental Regulations Project
27. Bus stop at entrance to Miccosukee Hills
28. Installation of underground electric distribution facilities along Centerville Road from Shamrock to Pimlico
29. Drainage improvements for Edinburgh Estates along Old Bainbridge Road, Northwest of Perkins Road
30. Roundabout construction at the intersection of Miccosukee and Fleischmann Roads
31. Centerville Road sidewalk construction from Hodges Drive to Blair Stone Road
32. Intersection safety improvements at Meridian Road and Rhoden Cove Road (adding north bound turn lane)
33. Centerville Road aerial electric utility crossing within Interstate 10 Right-of-Way
34. Pump Station 47 rehabilitation- Centerville Road
35. Intersection Improvements for Old Bainbridge Road at Pullen Road
36. Turn lane project from Old St. Augustine Road onto Blair Stone Road
37. Canopy Roads study by City Growth Management Department
38. Meridian Road and Miller Landing Road intersection improvement project (new concept for a roundabout)

State Projects Reviewed by the CRCC:

1. Florida Department of Transportation installation of a new mast arm signal at the intersection of Meridian Road and Live Oak Plantation Road
2. Miccosukee Road safety improvements between Long and Winding Way and Moccasin Gap Road

Violations Reviewed by the CRCC:

1. Violation at the intersection of Meridian Road and Bermuda Road
2. Violation at 2029, 2035, and 2037 North Meridian Road
3. Violation at 1481 Spruce Ave, backing up to Centerville Road
4. Violation on Centerville Road near Tallahassee Memorial Hospital
5. Violation at Wildwood Presbyterian Church on Meridian Road
6. Violation at Carmel in the Woods on Centerville Road

CRCC Projects:

1. Supported Pisgah Church Road designation as a new Canopy Road
2. Hosted special training event for Committee members and the public on tree protection and development
3. Developed a new pamphlet with information on owning land in the canopy road protection zone that was sent to everyone in the City and County that owns land in the protection zone
4. Participation in the annual Arbor Day celebration
5. Aiding in City and County in achieving status as a Tree City USA from the National Arbor Day Foundation
6. Participation on the Welaunee Community Advisory Council
7. Hosted a special trolley tour of Canopy Roads to help raise awareness
8. Hosted the Canopy Roads Visioning Workshop
9. Reviewed the Canopy Roads System Expansion Procedure
10. Supported nomination of Meridian Road for the National Register of Historic Places-project leader Jennifer Koslow, Assistant Professor of History at FSU
11. Supported the Diane Roorda Tree Bank tree planning project on Meriden Road across from Miller Landing Road
12. Reviewed the Florida Right to Farm Act impact on implementation of Canopy Road regulations (analysis provided by County Attorney's Office)
13. Hosted a second Tree Protection Training event
14. Reviewed the by-laws of the Committee

Historic Background of Canopy Roads

The original settlers of this land, the Native Americans crossed back and forth through the wooded hills of what we know today as Leon County. Need and convenience created a vast network of trails connecting all important places in the region. Later on, first the arrival of the Spanish explorers followed by the American settlers, the trail became used as conquest, settlement, and trade routes, and later the trails were embellished by the planting done by plantation owners, and many vistas were created as the plantations developed. The history of the area was written following these trails and we can follow their history and the history of Tallahassee by looking at and understanding them.

Our Canopy Roads are a community treasure with a history that reaches to a time before the 1600's. These paths became the first roads in the area and today provide our community with 78 miles of protected Canopy Roads (20 miles in the city and 58 in the county). The shape of the city is intrinsically bound to the radial nature of these clay trails, as if spokes of a cart wheel. Because of the lack of major rivers, a better mode of transportation in the 19th Century, the moving of goods was restricted in Leon County. Planters with their slaves had to haul wagon loads of cotton, corn, sugar cane, sweet potatoes and other crops on the winding, rutted when dried, slippery, sticky and many times impassable when wet, system of rural roads.

Canopy Roads are typically narrow, now-a-days mostly paved tree-lined roads where the tops of the trees form a canopy over the roadway. Originally they were narrow, dirt roads that were cut through the forest and that evolved into an efficient network of transportation and communications. Some of them have been widened to the point that have lost their meaning as canopy roads although they still retain their historic significance buried under the asphalt.

This description applies to just about any canopy road across the state and the country. In the South East one finds canopy roads, streets, avenues, boulevards, and others in many cities such as Mobile, New Orleans, Pensacola, Charleston, Savannah and Gainesville, not to mention smaller towns such as Quincy and Monticello.

For us it is important that the local government in Tallahassee and Leon County, Florida have established guidelines and created a citizens group that works with the government agencies in order to protect these canopy roads, and for that purpose several roads have been designated as official Canopy Roads.

This is not a recent concern for the area residents who have been interested in preserving the routes and the history that flows through them. Some roads have a well-defined historic significance and connection to the development (history) of the area. It is not until quite recently that the increasing pressure from development has endangered the existence of these roads as a link to the past.

In 1974 the Leon County Commission and the Tallahassee Area Chamber of Commerce organized a group of individuals who were interested in the preservation of these special roads. The purpose was to study and draw a set of recommendations for the County Commission to use as a basis for policies

designed to preserve these roads. A preliminary survey of five roads was made to determine the extent of the canopy system. They were: Old St. Augustine, Miccosukee, Centerville, Old Bainbridge, and Meridian.

The result of this survey showed the significant features, historic and aesthetic importance of the canopy roads and called for their preservation through zoning, land use management, and a well designed transportation plan. The results were analyzed and recommendations were drawn by The Canopy Roads Study group under the direct request of the Historic Tallahassee Preservation Board. Many individuals from different organizations and agencies worked on the process and contributed to the creation of what we know now as Canopy Roads.

The “Goals and Policies for the Development of the Tallahassee Metropolitan Area” document included two goals that formed a solid basis for the Canopy Roads:

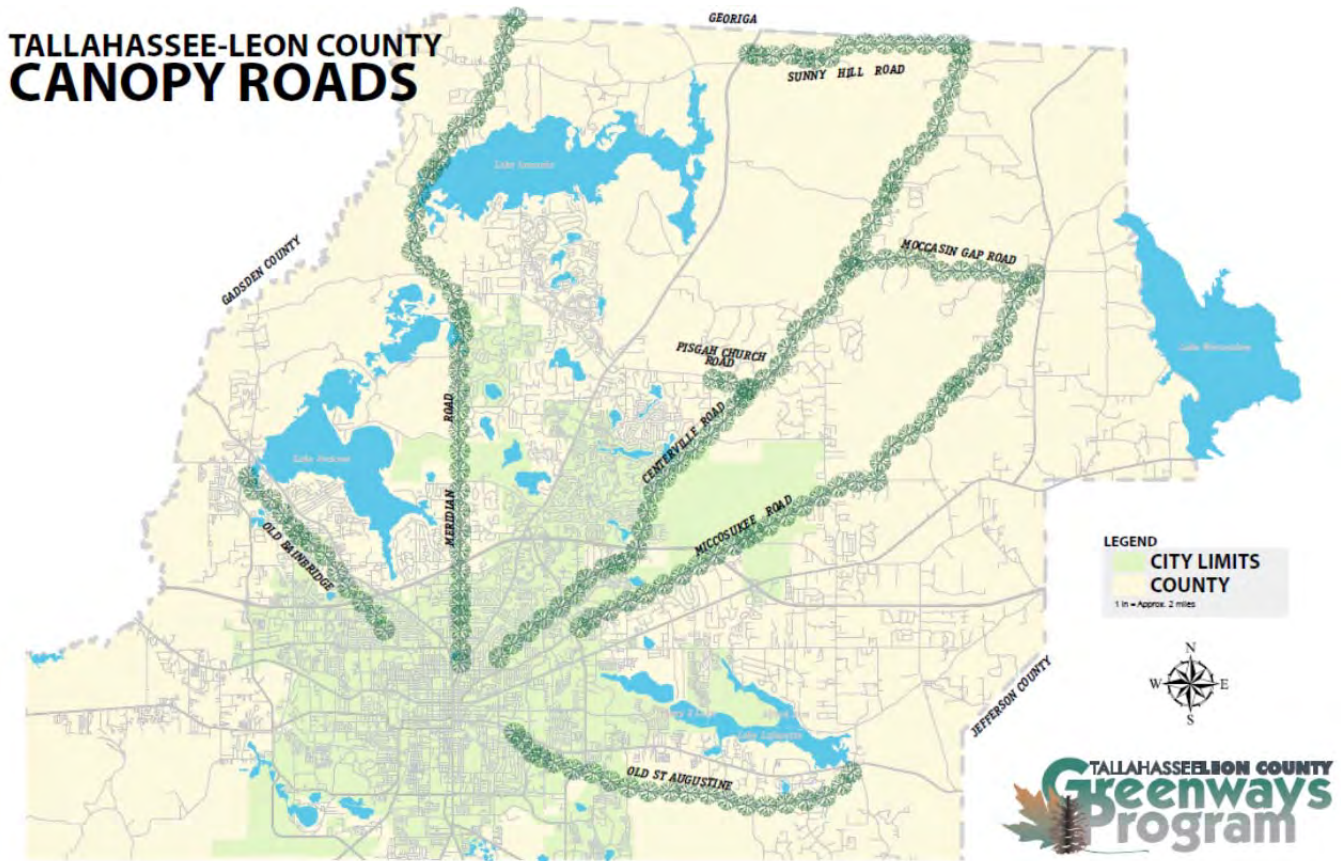
1. Maximize the basic role of the Tallahassee –Leon County area – to provide a pleasant, healthful, viable environment for the people to live and function.
2. Conserve the natural resources which give the area its character and attractiveness.

To this we have to add from the document’s Open Space and Natural Resource Goals:

1. Assuring the proper balance between man’s use of the land and the protection of the natural environment.
2. Conservation of valuable natural resources and the policy statements which accompany this goal, which are:
 - a. Preserve or develop scenic views from roadways whenever possible
 - b. To increase the aesthetic qualities of the Tallahassee-Leon County area and thereby increase its livability
 - c. To provide a public visual access to the vistas which are unique, in Florida, to the Tallahassee area

The current Tallahassee-Leon County Comprehensive Plan seeks to balance the management of growth with environmental protection but gives precedence to environmental protection. Our canopy roads system falls under this umbrella of environmental protection and needs continuous management for its preservation. Currently, both the City and the County have canopy roads programs, which include review of tree removal requests; the pruning and removal of potentially hazardous trees; and the planting of trees and shrubs for canopy restoration and enhancement when possible in the right-of-way. In order to protect these roads and the trees that make them so special, the City and the County established a canopy road overlay district that includes all lands within 100 feet of the centerline of each canopy road.

The following map provides the locations for the nine officially designated Canopy Roads. Following the map is a short description of each Canopy Road.



Miccosukee Road

Miccosukee Road is located in northeast Leon County, stretching from Capital Circle to Moccasin Gap Road. This road began as an Indian footpath that led to the village of Mikosuki (Mikasuki). Native Americans farmed this area until they were forced out by the increasing number of white settlers. British surveyors made note of the path in 1767. By the 1850's the road was used by thirty Leon County plantation owners to haul cotton to the market. At this time planters were hauling every year about 5,000 bales of cotton to market in Tallahassee. Old live oaks and many other species create a nearly nine mile long stretch of continuous canopy.



This particular Canopy Road shares a long stretch with the Miccosukee Greenway, another wonderful treasure of the city and county.

Old Bainbridge Road

In the north west of the city, the road extends from Raa Avenue to Capital Circle and is almost parallel to US 27. By the road archeologists have found the remains of Native American villages, as well as a 1600's Spanish mission called *Escambe* and *rancheros* settlements. This road is a scenic alternative for a trip to Havana, Florida.



Meridian Road

The road extends from Seventh Avenue to the State Line, north of downtown. The road began back in 1824 when a federal surveyor named Benjamin Clemens laid lengths of chain through the forests of Leon County to establish the Prime Meridian for surveying all of State. As a result of this, the road was cut straight without curves to account for the terrain ending up with banks that reach eight feet at places. The Prime Meridian marker for the State of Florida is located downtown in Cascades Park. Meridian Road is now in the National Register of Historic Places, a great honor for a local historic road.



Off Meridian Road is Miller Landing, a very nice complement to the canopy road system. Miller Landing connects Meridian Road to Lake Jackson, named for the Florida territorial Governor and later US President.

Centerville Road and Old Centerville Road

Together the roads extend from Seventh Avenue to the state line. There are two major interruptions: at the encounter with Blair Stone Road, and at the crossing with Capital Circle and Welaunee Blvd. One of the best known historic landmarks on the north section of the road is the old Bradley's Country Store.



Directly south of Centerville Road one can find one of the oldest roads in Leon County. Magnolia Road led to the antebellum port of Magnolia on the St. Marks River. From this port, cotton was shipped to New Orleans and New York. When the railroad that connected St. Marks with Tallahassee was built in the 1830's Magnolia swiftly fell into decline and eventually vanished.

Moccasin Gap Road

This road bridges Centerville Road and Miccosukee Road, and it acts as an extension to Centerville Road. The road provides beautiful vistas on the countryside.



Sunny Hill Road

Sunny Hill Road is still a dirt road with high embankments. The road bridges Thomasville Road and Old Centerville Road.



Pisgah Church Road

The history of the road begins in 1822 with the settlement of the Methodist circuit riders who first held services near Centerville, Florida. Centerville was just west of the current intersection of Pisgah Church Road and Bradfordville Road. By 1839 during the Seminole Wars, Centerville was an active patrol station entrusted with the protection of white settlers. By 1848 Centerville had a post office, dry goods store, and a livery stable. The road was probably built when the Pisgah Church was established (the current building dates from 1858) but there is no clear documentation until the publication of a map in 1883.



Old St. Augustine Road

The road extends from East Lafayette Street to W. W. Kelly Road next to the intersection of US 27 in Chaires, Florida in the south east sector of the city. This road has a rich history: when surveyor John Lee Williams explored this area in 1823 to select the site for the new capital of Florida, he noted he had seen “abundant evidences of an ancient and dense population with great roads”. This road dates back to the 1600’s when it linked the Spanish missions of Leon County with the city of St. Augustine and was known as the *Camino Real* or Royal Road.

Later on it served as the foundation for Florida’s first American road, the Pensacola-St. Augustine Highway. In the 1820’s local plantation owner John Bellamy used slaves for the construction of segments of the road. Soon after the construction of the road, plantations developed throughout its length.



**Leon County
Board of County Commissioners**


Notes for Agenda Item #21

Leon County Board of County Commissioners

Cover Sheet for Agenda #21

September 2, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Approval of Tree Removal and Mitigation Plan in the Canopy Road Tree Protection Zone on St. Augustine Road Associated with the National Memorial Cemetery Project

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:	John Kraynak, P.E. Environmental Services Director

Fiscal Impact:

This item has no fiscal impact to the County.

Staff Recommendation:

Option #1: Approve the tree removal in the Canopy Road Tree Protection Zone on St. Augustine Road associated with the National Memorial Cemetery project, together with the mitigation plan to augment the canopy with native trees.

Report and Discussion

Background:

The Federal Government's Department of Veteran's Affairs (VA) has purchased a 250-acre parcel in Leon County and is planning to construct a National Memorial Cemetery. The property is located between Apalachee Parkway and Old St. Augustine Road, east of the Timberlake and Grassroots Neighborhoods (Attachment #1). The master plan for the Cemetery is shown in Attachment #2. The main entrance will be located off Apalachee Parkway; however, a maintenance access is requested off of Old St. Augustine Road (Attachment #3). This access will be gated and limited to maintenance vehicles only. The proposed impacts to the Canopy Road Tree Protection Zone (CRTPZ) were minimized to the greatest extent possible.

Analysis:

Permitting for this project includes tree removal within the St. Augustine Road CRTPZ. The St. Augustine Road CRTPZ includes all trees and vegetation within 100 feet from the centerline of the road. Section 10-4.206(b)(4) of the Leon County Code of Laws requires Board approval for removal of trees within a CRTPZ. Typically, the majority of impacts to the CRTPZ are for driveway accesses to residential lots, which are allowed by Code to be administratively approved; therefore, few requests of this nature require Board action.

The property already has an access through the CRTPZ on the western boundary of the property adjacent to the Grassroots Community as shown in Attachment #3. The existing driveway is located approximately eight (8) feet from the west property line and is at an unsafe location due to extremely poor sight distance and its location at the bottom of a hill. To improve the sight distance at the existing driveway location would require removal of a large, patriarch live oak that provides significant canopy. Relocating the driveway to the proposed location will coincide with a section on the northern portion of the road where the City of Tallahassee routinely conducts tree trimming for power lines, thus preventing the trees from forming a canopy. Therefore, the proposed driveway location will impact the canopy less than if the connection were to remain at its current location.

The driveway relocation would require removal of 61 trees ranging in size from 2 to 18 inches diameter at breast height (DBH), the two largest being slash pines measuring 18 inches and 12 inches DBH (Attachment #4). The applicant is proposing to replant the existing driveway cut and supplement the canopy with 132 native trees. A total of 619 trees will be planted on the entire site, but 132 trees are required to mitigate the tree loss within the CRTPZ. Due to the current density of trees already within the CRTPZ, the majority of the 132 trees to be planted will be added behind the 100-foot tree protection zone to effectively widen it. During the project's permit review, staff will ensure that the 132 trees are included in the landscape plan to augment the CRTPZ; however, to date, the construction and landscape plans have not been submitted for review.

The Canopy Road Citizen Committee (CRCC) reviewed the proposed canopy road impacts at their August 18, 2014 meeting. The CRCC unanimously approved the relocation with two recommendations:

- 1) move the proposed access 20 feet westward to provide a better line of sight, as an electric utility pole obstructs the line of sight for the currently proposed access; and
- 2) line the maintenance access into the site with native canopy trees to give it a rural farm look. This recommendation would maintain the character of the rural area.

Mr. Charles Bolen, Project Manager for Veteran's Affairs, agreed to both conditions. These recommendations will be addressed in the environmental permit review process.

Staff recommends that the Board approve the tree removal in the CRTPZ on St. Augustine Road for the National Memorial Cemetery project, along with the mitigation plan to augment the canopy with native trees.

Options:

1. Approve the tree removal in the Canopy Road Tree Protection Zone on St. Augustine Road Associated with the National Memorial Cemetery project, together with the mitigation plan to augment the canopy with native trees.
2. Do not approve the tree removal in the Canopy Road Tree Protection Zone on St. Augustine Road Associated with the National Memorial Cemetery project.
3. Board direction.

Recommendation:

Option #1.

Attachments:

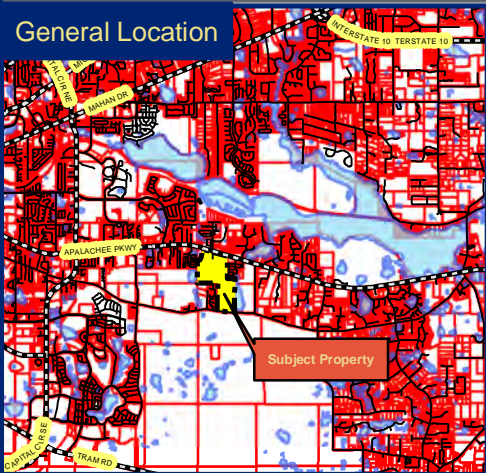
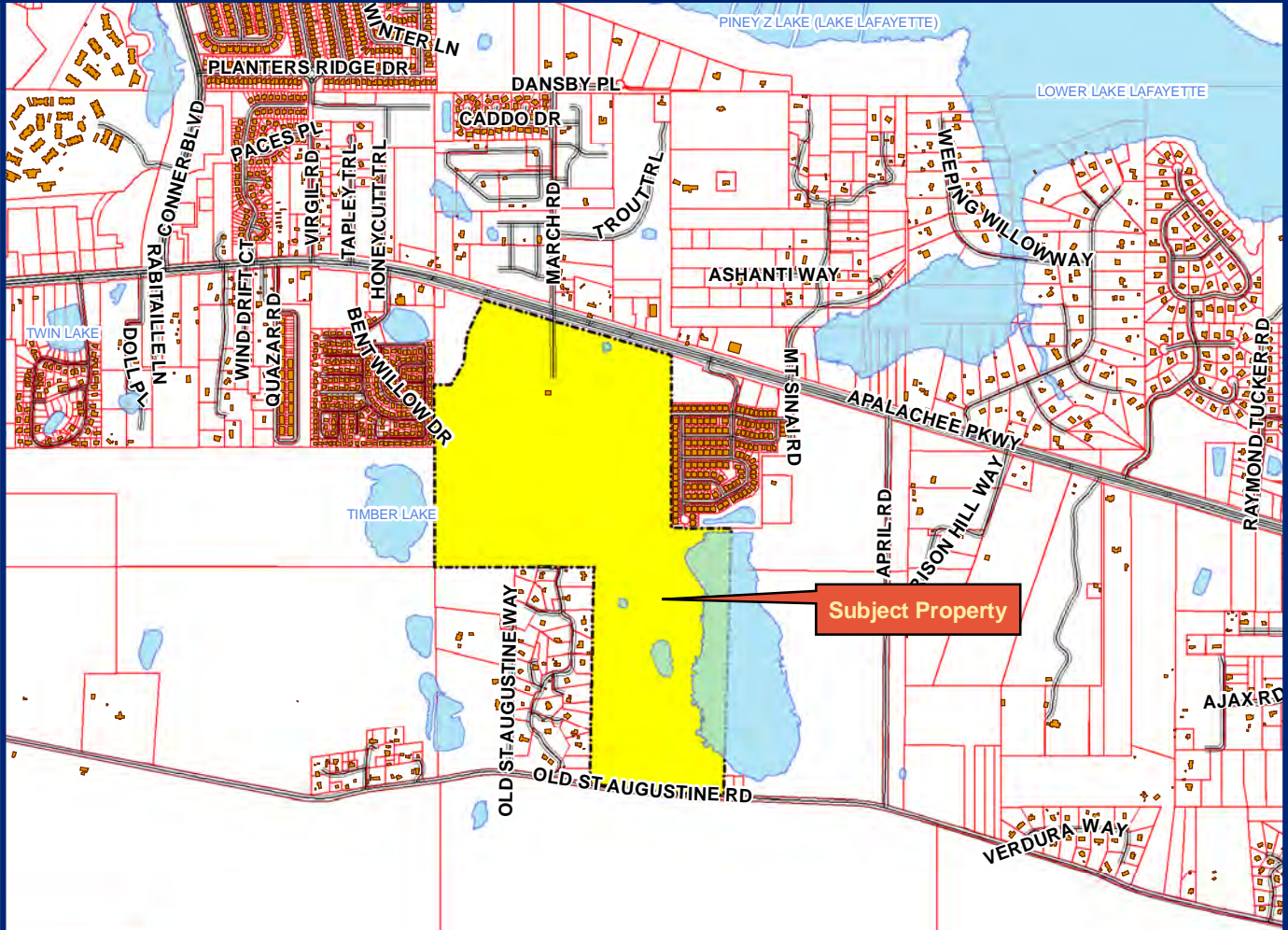
1. Location Map
2. Master Plan
3. Existing and Proposed Driveway Access
4. Tree Log

VSL/TP/DM/JK

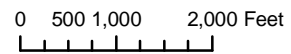
**LEON COUNTY
DEVELOPMENT SUPPORT AND ENVIRONMENTAL MANAGEMENT**
Tallahassee National Cemetery

Attachment: 1





Page: 1 of 1



1 inch = 2,000 Feet



Legend

-  Buildings
-  Subject Property
-  Parcels
-  Waterbodies



**Tallahassee-Leon County
GIS**
www.tlccgis.org

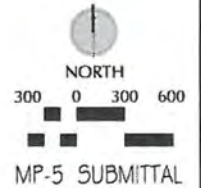
Note: This product has been compiled from the most accurate source data from Leon County, the City of Tallahassee, and the Leon County Property Appraiser's Office. However, this product is for reference purposes only and is not to be construed as a legal document or survey instrument. Any reliance on 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.

- LEGEND**
- M/CY Maintenance Building & Contractors Yard (150'x150')
 - A/PIC Administration Building
 - CSS Committal Service Shelter
 - HG Honor Guard Building
 - TA/MY Temporary Administration & Maintenance Yard (75'x150')
 - FA Flag Assembly Area
 - CP Columbarium Plaza
 - AF Avenue of Flags
 - MW Memorial Walk
 - MWU Memorial Wall Units*
 - O Ossuary
 - CT Carillon Tower
 - PC Preplaced Crypts (3'-0"x7'-8")
 - PCO Preplaced Crypts Oversized (4'-0"x10'-0")
 - PVS Private Vault Sites (4'-0"x10'-0")
 - PV Preplaced Urn Vaults (4'-0"x4'-0")
 - Phase 1-A Interments
 - Phase 1-B Interments
 - Future Phase Interments
 - Phase 1-A Roads
 - Phase 1-B Roads
 - Future Roads
 - Detention Area
 - 10' Burial Access Roads
 - Flower Watering Stations
 - Existing 5' Contours
 - Significant Trees
 - Wetlands
 - 100 Year Floodplain & Karst Areas
 - * Memorial Wall Units - Phase 1-B has 2 walls with 150 markers per wall



INTERMENT SUMMARY

Interment Type	PHASE 1-A & 1-B																		Grand Totals		
	1-A	1-B	1	2	3	4	5	6	7	8	9	10	11	12	13	15	16	17		18+	
Full Casket Interments	Preplaced Crypts (PC) (3x7'-8" grid spaces)	1,200	1,600	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	0	51,000
	Preplaced Crypts Oversized (PCO) (4x10' grid spaces)	200	0	200	200	200	200	200	200	200	200	200	200	200	200	200	200	200	200	0	3,200
	Private Vault Sites (PVS) (4x10' grid spaces)	400	0	400	400	400	400	400	400	400	400	400	400	400	400	400	400	400	400	0	6,400
Cremain Interments	Preplaced Urn Vaults (PV) (4x4' grid spaces)	1,200	0	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	0	20,400
	Columbarium Niches (CN) (plazas)	0	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	18,000	52,000
Total Interments	3,000	3,600	6,800	6,800	6,800	6,800	6,800	6,800	6,800	6,800	6,800	6,800	6,800	6,800	6,800	6,800	6,800	6,200	18,000	18,000	133,000



MP-5 SUBMITTAL

CONSULTANTS

ARCHITECT/ENGINEERS

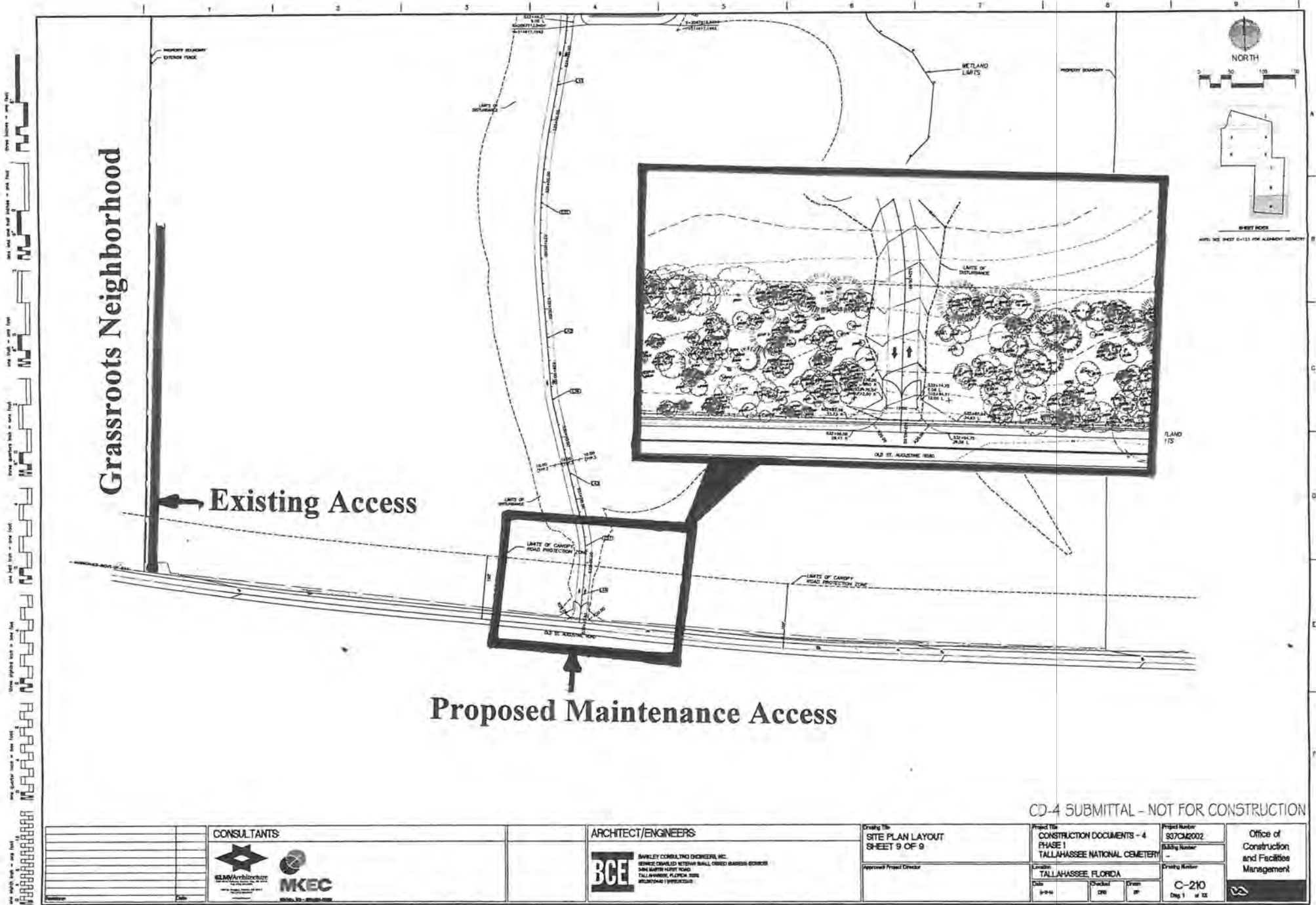
BCE
BARKLEY CONSULTING ENGINEERS, INC.
5416 SOUTH HART ROAD
TALLAHASSEE, FLORIDA 32309
850.297.0400

MKEC
ENGINEERING CONSULTANTS, INC.
411 N. WEBB ROAD
WICHITA, KS 67360
316.261.2400

Drawing Title: **MASTER PLAN**
Approved Project Director: _____

Project File: **TALLAHASSEE, FLORIDA
NEW VA NATIONAL CEMETERY
PHASE I**
Location: **TALLAHASSEE, FLORIDA**
Date: 08-24-2014
Checked: [initials]
Drawn: M.P.
Project Number: **937PC002**
Billing Number: -
Drawing Number: **C-101**
Orig. of 13

Office of Construction and Facilities Management

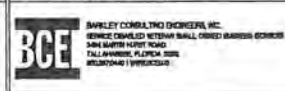


CD-4 SUBMITTAL - NOT FOR CONSTRUCTION

CONSULTANTS:



ARCHITECT/ENGINEERS:



Drawing Title:
SITE PLAN LAYOUT
SHEET 9 OF 9

Approved Project Director

Project Title:
CONSTRUCTION DOCUMENTS - 4
PHASE 1
TALLAHASSEE NATIONAL CEMETERY

Location:
TALLAHASSEE, FLORIDA

Project Number:
S37CM2002

Drawing Number:
-

Drawing Number:
C-210

Page 1 of 13

Office of
Construction
and Facilities
Management

Tree Log (to be removed) From Canopy Road Zone

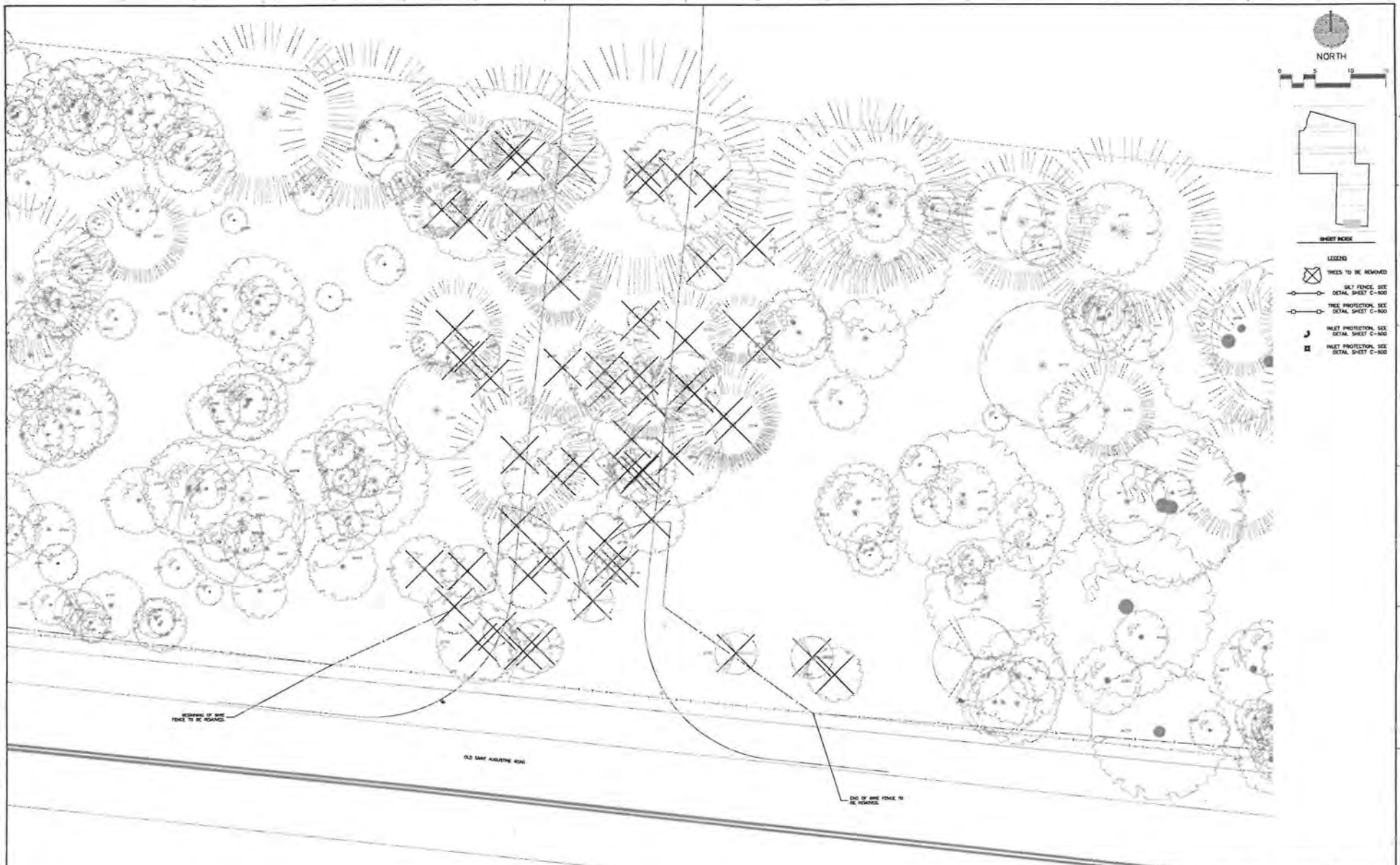
Tree ID #	DBH (in.)	Description	Tree ID #	DBH (in.)	Description
2038	5	Slash Pine	2124	2	Water Oak
2039	6	Water Oak	2125	5	Red Oak
2040	12	Slash Pine	2126	8	Water Oak
2041	6	Slash Pine	2127	5	Water Oak
2042	5	Red Oak	2128	4	Water Oak
2043	18	*Slash Pine	2129	5	Water Oak
2044	3	Cherry	2130	10	Slash Pine
2045	8	Water Oak	2131	4	Live Oak
2046	7	Water Oak	2132	6	Sweetgum
2048	8	Water Oak	2133	2	Cherry
2049	4	Water Oak	2134	4	Pecan
2052	2	Water Oak	2135	4	Water Oak
2053	6	Cherry	2136	3	Water Oak
2096	7	Slash Pine	2137	2	Water Oak
2097	4	Water Oak	2138	2	Cherry
2098	2	Cherry	2139	2	Water Oak
2099	2	Water Oak	2140	4	Cherry
2100	8	Slash Pine	2141	5	Water Oak
2109	4	Slash Pine	2142	7	Cherry
2112	6	Water Oak	2143	5	Water Oak
2113	5	Water Oak	2144	8	Slash Pine
2114	6	Slash Pine	2145	6	Slash Pine
2115	6	Slash Pine	2146	2	Water Oak
2116	2	Water Oak	2147	5	Cherry
2117	6	Water Oak	2148	7	Slash Pine
2118	5	Water Oak	2150	5	Slash Pine
2119	2	Water Oak	2151	2	Water Oak
2120	6	Slash Pine	2188	3	Pecan
2121	6	Cherry	2189	4	Sweetgum
2122	5	Water Oak	2190	3	Pecan
2123	4	Live Oak			
			TOTAL DBH (in.):	310.00	

Trees To Be Removed		
DBH	Quantity	Tree Debits
18"	1	6
12"	1	4
10"	1	4
8"	5	20
7"	4	16
6"	11	22
5"	12	24
4"	10	20
3"	4	4
2"	12	12
Total Debits:		132

Trees To Be Planted		
Tree	Quantity	Tree Credits**
America Holly	7	7
Bald Cypress	32	32
Eastern Redbud	54	54
Eastern Red Cedar	99	99
Flowering Dogwood	47	47
Longleaf Pine	93	93
Live Oak	72	72
Loblolly Pine	82	82
River Birch	53	53
Red Maple	60	60
Sweet-Bay	42	42
Southern Magnolia	48	48
White Fringtree	23	23
Total Credits:		619

**Assumed DBH of 2" for all trees

Tree Credit Values per Leon County Code of Ordinances Sec. 10-4.364



CD-4 SUBMITTAL - NOT FOR CONSTRUCTION

<p>CONSULTANTS:</p>		<p>ARCHITECT/ENGINEERS:</p> <p>BARKLEY CONSULTING ENGINEERS, INC. SERVISE DORALEY KETTER SMALL OWNED BUSINESS BONDS 2404 MARTIN LUTHER KING ROAD TALLAHASSEE, FLORIDA 32302 850.277.0460 WWW.BCEI.COM</p>		<p>Drawing Title: DEMO AND EROSION CONTROL LAYOUT BLOWN UP VIEW</p> <p>Project Number: 937CM2002</p> <p>Building Number: -</p> <p>Location: TALLAHASSEE, FLORIDA</p> <p>Drawing Number: C-110</p>		<p>Office of Construction and Facilities Management</p>	
<p>Author: _____ Date: _____</p>		<p>Checked: _____ Date: _____</p>		<p>Drawn: _____ Date: _____</p>		<p>Dep 1 of XX</p>	

**Leon County
Board of County Commissioners**

Notes for Agenda Item #22

Leon County Board of County Commissioners

Cover Sheet for Agenda #22

September 2, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator



Title: Adoption of a Proposed Draft Resolution to Reauthorize the Development Support and Environmental Management Citizen's User Group

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 David McDevitt, Director, Development Support & Environmental Management
Lead Staff/ Project Team:	Ryan Culpepper, Director of Development Services Division John Kraynak, Director of Environmental Services Division Christine Coble, Agenda Coordinator

Fiscal Impact:

This item has no fiscal impact to the County.

Staff Recommendation:

Option #1: Adopt a proposed draft Resolution to reauthorize the Development Support and Environmental Management Citizen's User Group (Attachment #1).

Report and Discussion

Background:

The Board of County Commissioners established the Development Support and Environmental Management Citizen's User Group (DSEM Citizen's User Group) in the 1990s as a Board-appointed advisory committee to provide input and recommendations regarding proposed ordinances and policy revisions relating to growth management. Board direction to staff, subsequent to the establishment of the DSEM Citizen's User Group, is for issues regarding proposed ordinances or policy changes impacting DSEM be brought to the DSEM Citizen's User Group for review and input prior to the Board's consideration. Since its establishment, the DSEM Citizen's User Group has reviewed and provided the Board input on numerous draft ordinances, procedural changes, including revisions to the County's development review and permitting processes, and other proposed policy changes that impact the various programs administered by the Department.

Unlike the Board's other appointed citizen's advisory committees, the DSEM Citizen's User Group was established prior to adoption of Board Policy No. 03-15, Board-appointed Committees. Therefore, no Enabling Resolution, in accordance with the Board Policy, was created to provide guidelines for its operation and function, establish member eligibility, and designate length of term and number of terms a member could serve.

Analysis:

To have the DSEM Citizen's User Group be consistent with Policy No. 03-15, a proposed Resolution has been drafted to reauthorize the User Group (Attachment #1). The proposed Resolution would:

- create the DSEM Citizen's User Group as a standing focus group
- clarify its goals and responsibilities
- outline the composition and criteria of the User Group's membership to reflect a balance of community interests and to ensure its members have experience and a stake in development and environmental management-related issues
- establish the terms of membership of the group.

The proposed Resolution recommends the reauthorized User Group be comprised of 14 members, specifically to represent a balance of community interests, as follows:

1. a member who is engaged in providing development, planning or environmental-related consulting services;
2. a member who is engaged as a real estate professional or represents a real estate-related organization or association;
3. a member who serves on a neighborhood association board or represents a neighborhood-based organization or association;
4. a member who is employed by the university or local school system;
5. a member who is involved with land development;
6. a member who represents a business association or organization;
7. a member who represents a community-based, environment-related organization; and
- 8 – 14. each County Commissioner selects one at-large member, who shall have demonstrated experience and interest in development and environmental management-related issues within Leon County.

A roster of the current DSEM Citizen's User Group members is provided as Attachment #2. These members will continue to serve on the DSEM Citizen's User Group until agenda items for individual Commissioner and full Board consideration of appointments have been brought to the Board. Staff will seek applications from current members and members of the public, according to Policy No. 03-15.

Options:

1. Adopt a proposed draft Resolution to reauthorize the Development Support and Environmental Management Citizen's User Group (Attachment #1).
2. Do not adopt the proposed draft Resolution to reauthorize the Development Support and Environmental Management Citizen's User Group.
3. Board direction.

Recommendation:

Option #1.

Attachments:

1. Resolution to Reauthorize the DSEM Citizen's User Group
2. Current Members of the DSEM Citizen's User Group

VSL/TP/DM

RESOLUTION NO. 14-

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF LEON COUNTY, FLORIDA, TO REAUTHORIZE THE CREATION OF THE DEVELOPMENT SUPPORT AND ENVIRONMENTAL MANAGEMENT CITIZEN'S USER GROUP AND TO PROVIDE GUIDELINES FOR ITS OPERATION AND FUNCTION AS A STANDING FOCUS GROUP OF THE BOARD OF COUNTY COMMISSIONERS OF LEON COUNTY ESTABLISHED PURSUANT TO POLICY 03-15, BOARD-APPOINTED ADVISORY COMMITTEES.

WHEREAS, the Board of County Commissioners of Leon County, Florida (the Board), recognizes and acknowledges the importance of public involvement and input in County government; and

WHEREAS, in order for the Board to consider the input of the public to provide to the Board recommendations regarding issues relating to current planning, development review, and environmental compliance, it wishes to reauthorize and appoint an advisory committee to function and operate in accordance with Board Policy No. 03-15, Board-Appointed Advisory Committees.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF LEON COUNTY, that:

1. The Board hereby reauthorizes the advisory committee named Development Support and Environmental Management Citizen's User Group, for the purpose of collecting stakeholder input and providing technical resources on proposed ordinances that impact growth management and other issues relating to current planning, development review, and environmental compliance as requested by the Board and staff.

2. The Development Support and Environmental Management Citizen's User Group shall function and operate as a standing focus group in accordance with Board Policy No. 03-15, Board-Appointed Advisory Committees.

3. The Development Support and Environmental Management Citizen's User Group shall have as its goal to serve as a source of input regarding issues relating to current planning, development review, and environmental compliance to protect the interests of the community to which it is dedicated.

4. The Development Support and Environmental Management Citizen's User Group shall be charged with the responsibility, in response to Board direction, to develop and provide to the Board, through the Leon County Development Support and Environmental Management Department staff, input and technical guidance on growth and environmental issues considered to be of priority interest.

5. The Development Support and Environmental Management Citizen's User Group shall review and provide input and technical guidance, through the Leon County Development Support and Environmental Management Department staff, on new ordinances or amendments as they relate to the Comprehensive Plan and implementing Land Development Regulations.

6. The Development Support and Environmental Management Citizen's User Group shall have fourteen (14) members, specifically to represent a balance of community interests. The members shall be selected as follows: each County Commissioner shall select one at-large member, who shall have demonstrated experience and interest in development and environmental management-related issues within Leon County. The following seven (7) members, appointed by the full Board, are to be appointed based on the following criteria:

- a) a member who is engaged in providing development, planning or environmental-related consulting services;
- b) a member who is engaged as a real estate professional or represents a real estate-related organization or association;

- c) a member who serves on a neighborhood association board or represents a neighborhood-based organization or association;
- d) a member who is employed by the university or local school system;
- e) a member who is involved with land development;
- f) a member who represents a business association or organization; and
- g) a member who represents a community-based, environment-related organization.

7. The terms of the members of the Development Support and Environmental Management Citizen's User Group shall be for three years. At-large committee appointments will be made initially for staggered one-, two-, and three-year terms. After the initial appointments, all terms will be for three years, with no member serving more than three consecutive three-year terms.

8. The members of the Development Support and Environmental Management Citizen's User Group shall not be subject to full and public disclosure of financial interests.

9. The Development Support and Environmental Management Citizen's User Group shall be assisted by staff from the Department of Development Support and Environmental Management.

10. The Development Support and Environmental Management Citizen's User Group shall be dissolved only as directed by the Board.

11. This Resolution shall become effective immediately upon its adoption.

DONE, ADOPTED, AND PASSED by the Board of County Commissioners of Leon County,
Florida, this 2nd day of September 2014.

LEON COUNTY, FLORIDA

ATTESTED BY:

BY: _____
Bob Inzer
Clerk of the Circuit Court

BY: _____
Kristin Dozier, Chairman
Board of County Commissioners

APPROVED AS TO FORM:
Leon County Attorney's Office
Leon County, Florida

BY: _____
Herbert W. A. Thiele
County Attorney

**DEVELOPMENT SUPPORT AND ENVIRONMENTAL
MANAGEMENT CITIZENS USER GROUP**

<p>Mr. Ronald Burger 6692 Crooked Creek Road Tallahassee, FL 32311-9324 Work Phone: 245-4040 Ext. 2040 Home Phone: 893-1443 ron_burger@doh.state.fl.us</p>	<p>Appointed by: John Dailey, Commissioner, District III Begin Term: 06/10/2008 Type: Unlimited Original Date: 06/10/2008</p>
<p>Mr. Wade Pitt Inovia Group 1983 Centre Pointe Blvd, Suite 103 Tallahassee, FL 32308-7822 Work Phone: 298-4213 ext 1021 Cell 631-1434 wlp@inoviagroup.com</p>	<p>Appointed by: John Dailey, Commissioner, District III Begin Term: 01/09/2007 Type: Unlimited Original Date: 01/09/2007</p>
<p>Mr. Rick Zelznak 8794 Megans Lane Tallahassee FL 32309 894-0182 (h) 321-9205 (w) rezelznak@gmail.com</p>	<p>Appointed by: MaryAnn Lindley, Commissioner At-Large Begin Term: 07/07/2014 Type: Unlimited Original Date: 07/07/2014</p>
<p>Ms. April Asker North Florida Board of Realtors, Inc. 5595 Pedrick Plantation Circle Tallahassee, FL 32317-8204 Work Phone: 980-7653 Cell Phone: 980-7653 Fax: 878-0370 diamondgroup@comcast.net</p>	<p>Appointed by: Bill Proctor, Commissioner, District I Begin Term: 02/10/2004 Type: Unlimited Original Date: 02/10/2004 Notes: Realtor</p>
<p>Dr. David Jackson History & Political Science Dept. Florida A & M University 515 Orr Dr. 462 Tucker Hall 599-3447(w) 322-2856 (h) Tallahassee FL 32307-0001 David.jackson@famuedu</p>	<p>Appointed by: Bill Proctor, Commissioner, District I Begin Term: 05/11/2004 Type: Unlimited Original Date: 05/11/2004</p>
<p>Mr. Clifford M. Lamb Clifford Lamb and Associates 201 Pinewood Dr. Tallahassee, FL 32303-4837 Work Phone: 385-2800 lambc@cla-civil.com</p>	<p>Appointed by: Kristin Dozier, Commissioner, District V Begin Term: 03/21/2000 Type: No Expiration Original Date: 03/21/2000 Notes: Engineer/Developer</p>
<p>Mr. John Dew 6527 Chevy Way Tallahassee, FL 32317-7412 Home Phone: 656-1393 Work Phone: 386-2223 Cell Phone: 508-6115 johndew@flccoc.org</p>	<p>Appointed by: Kristin Dozier, Commissioner, District V Begin Term: 04/13/2004 Type: Unlimited Original Date: 04/13/2004</p>

<p>Rick Kearney Mainline Information Systems 1700 Summit Lake Drive Tallahassee, FL 32317-7942 Work Phone: 219-8216 rick.kearney@mainline.com claude.walker@summitgroup.biz Mr. Walker is the proxy</p>	<p>Appointed by: Bryan Desloge, Commissioner, District IV Begin Term: 05/24/2005 Type: Unlimited Original Date: 05/24/2005</p>
<p>Mr. Stephen Fredrickson 1280 Redfield Road Tallahassee, FL 32317-7203 Work Phone: 413-4144 Home Phone: 878-3665 nolescf@hotmail.com</p>	<p>Appointed by: Nick Maddox, Commissioner At-Large II Begin Term: 02/15/1999 Type: Unlimited Original Date: 07/15/1997 Notes: Neighborhood Representative</p>
<p>Mr. Brian Hayden 5953 Ox Bottom Manor Drive Tallahassee FL 32312 Work Phone 222-6550X Cell Phone – (850) 766-7960 bhayden@rumberger.com</p>	<p>Appointed by: Jane G. Sauls, Commissioner, District II Begin Term: 03/05/2013 Type: Unlimited Original Date: 03/05/2013</p>
<p>Mr. John Gorham Environmental Support Services 1003 Piedmont Dr. Tallahassee, FL 32312-2432 Work Phone: 386-8085 not a valid phone number 10/03/2012</p>	<p>Appointed by: Jane G. Sauls, Commissioner, District II Begin Term: 05/23/2000 Type: Unlimited Original Date: 05/23/2000 Notes: Environmental Representative</p>
<p>Mr. Bob Campbell 7403 Ox Bow Circle Tallahassee, FL 32312-7549 Home Phone: 893-2707 Bob1402wsl@aol.com</p>	<p>Appointed by: Mary Ann Lindley, Commissioner At-Large I Begin Term: 02/16/1999 Type: Unlimited Original Date: 07/15/1999 Notes: Developer</p>
<p>Mr. Jack Buford 7355 Heartland Circle Tallahassee, FL 32312-7502 Phone: 385-6363 jbuford@tlhland.com</p>	<p>Appointed by: Bryan Desloge, Commissioner District IV Begin Term: 07/27/2004 Type: Unlimited Original Date: 07/27/2004 Notes: Developer/Chamber Representative</p>
<p>Mr. Rick Wolfarth 7500 Skipper Lane Tallahassee, FL 32317-9534 Cell Phone: 509-4909 rwolfarth@comcast.net</p>	<p>Appointed by: Nick Maddox, Commissioner At-Large II Begin Term: 02/16/1999 Type: Unlimited Original date: 07/15/1997 Notes: Commercial Realtor</p>

**Leon County
Board of County Commissioners**


Notes for Agenda Item #23

Leon County Board of County Commissioners

Cover Sheet for Agenda #23

September 2, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Consideration of Appointments to the Leon County Research and Development Authority Board of Governors

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Lead Staff/ Project Team:	<u>Nominating Committee:</u> Vincent S. Long, County Administrator, Chairman Sue Dick, President, Tallahassee-Leon County Economic Development Council Dr. Yaw Yeboah, Dean of the FAMU-FSU College of Engineering Terence Hinson, President, Capital City Chamber of Commerce

Fiscal Impact:

This item does not have a fiscal impact.

Staff Recommendation:

- Option #1: Appoint Susanne Cappendijk van Engelen, Anne Longman, and Jason Robotham to the Leon County Research and Development Authority Board of Governors and approve the associated Resolution (Attachment #1).
- Option #2: Reappoint David Ramsay to the Leon County Research and Development Authority Board of Governors and approve the associated Resolution (Attachment #2).

Report and Discussion

Background:

The Leon County Research and Development Authority Board of Governors (LCRDA) governs and oversees Innovation Park. The Authority membership consists of a County Commissioner, the Mayor of the City of Tallahassee, or designee; the Presidents of Florida A&M University (FAMU), Florida State University (FSU), and Tallahassee Community College (TCC), or their designees; and citizens appointed by the Board.

On April 8, 2014, the Board expanded membership of the LCRDA from nine (9) to eleven (11). The membership expansion included an increase of the Board's citizen appointments from four to six with expertise in the areas of banking/finance, real estate/development, energy, high performance materials, biotechnology/biomedical, and aerospace/aviation (Attachment #4).

The members appointed directly by full Board serve four-year terms and are eligible for reappointment as required by law; however, County policy limits the reappointment of members to no more than three consecutive terms. There are currently three vacancies on the LCRDA including the two additional seats that were created as part of the expansion. On March 21, 2014, Barney Bishop resigned from the Authority and his seat has remained vacant. Mr. Bishop's term was set to expire on September 30, 2014. Additionally, the term of David Ramsay on the LCRDA is set to expire on September 30, 2014, which would result in four vacancies. Mr. Ramsay is eligible for reappointment.

County Ordinance #00-29 establishes the Leon County Research and Development Authority Nominating Committee (Committee) to provide recommendations to the Board for appointment of members on the Authority. The Committee is comprised of the following members:

- County Administrator or designee (serves as Chairman of the Nominating Committee)
- President of the Tallahassee/Leon County Economic Development Council (EDC)
- Director of the National High Magnetic Field Laboratory at Innovation Park
- President of the Capital City Chamber of Commerce
- Dean of the Florida A & M University/Florida State University College of Engineering

In order to promote public awareness of the vacancies and the opportunity to serve on the LCRDA, ads were placed in the *Tallahassee Democrat*, Leon County website, and Comcast Channel 16. Additionally, local economic partners including the EDC informed their memberships of the opportunity of appointment to the LCRDA. Since the current Board appointees have experience in the areas of banking/finance and real estate/development, the ads sought individuals with expertise in energy; high performance materials; biotechnology/biomedical; and aerospace/aviation. As a result, the County received 14 applications.

Analysis:

As previously mentioned, Barney Bishop resigned from the Authority and his seat has remained vacant. With the recent expansion of the Authority, there are currently three vacancies. The term of David Ramsay will expire on September 30, 2014, which would result in four vacancies. Mr. Ramsay is eligible and has expressed interest in reappointment.

On July 29, 2014, the County Administrator convened a meeting of the Committee to consider the names of applicants for appointments to the Authority by the Board. The Committee members that attended were:

- Vincent S. Long, County Administrator
- Sue Dick, President of the EDC
- Dr. Yaw Yeboah, Dean of the FAMU-FSU College of Engineering
- Terence Hinson, President, Capital City Chamber of Commerce

Greg Boebinger, Director of the National High Magnetic Field Laboratory, did not attend the meeting due to a scheduling conflict.

Utilizing the areas of expertise as a guide, the Committee thoroughly reviewed each of the 14 applications to determine the candidates that possessed unique and distinct skill sets and experience that would add value to the LCRDA. Following considerable discussion, the Committee unanimously nominated Susanne Cappendijk van Engelen, Anne Longman, and Jason Robotham for Board appointment to the LCRDA. It was the Committee's belief that the knowledge and experience of the three candidates would be significantly beneficial to the LCRDA. The following provides a brief summary on each candidate:

Susanne Cappendijk van Engelen (Attachment #4)

Ms. Cappendijk van Engelen is a senior scientist with Medical Device Development Group and an owner of Genivia, Inc. that provides business consultation on financial information systems. Her areas of expertise are finance/banking and biotechnology/biomedical. She previously served as a faculty member of the Florida State University College of Medicine's Biomedical Sciences Department. Ms. Cappendijk van Engelen has considerable knowledge and experience in science-driven commercialization.

Anne Longman (Attachment #5)

Ms. Longman is a practicing attorney and shareholder at Lewis, Longman, and Walker, PA. Her area of expertise is energy. Ms. Longman has extensive legal expertise in environmental and natural resources law that would be an added value to the LCRDA. She currently serves on the Leon County Pipeline Steering Committee.

Jason Robotham (Attachment #6)

Mr. Robotham is president and chief executive officer of Biofront Technologies, which produces diagnostic kits, and reagents that detect viral and allergenic proteins for food safety and infectious disease markets. His area of expertise is biotechnology/biomedical. In 2012, Biofront became the first small business in Leon County to pass through the State's Institute for Commercialization of Public Research and received approximately \$500,000 in seed-funding. Such recent accomplishments demonstrate Mr. Robotham's knowledge and capability to access and secure capital through accelerator programs for technology commercialization that would be a benefit to the LCRDA.

Re-appointment of David Ramsay

In regards to the fourth appointment, the Committee strongly recommended the reappointment of David Ramsay. Although the LCRDA currently has several members with banking/finance expertise, the Committee recognized that Mr. Ramsay, who currently serves as the vice-chairman of the LCRDA, has played a vital role during the transition period at Innovation Park. Mr. Ramsay is a retired banker who served as chairperson, president, and CEO of SunTrust Bank. He has been on the LCRDA for four years (one-term).

Future Consideration

The Committee recognized that Collins Proctor would be a good addition for a future appointment to the LCRDA. Mr. Proctor is an energy manager with KW Control. He is a small business owner with a broad range of expertise in the areas of finance/banking, real estate/property development, and energy. Additionally, he has worked with the State of Florida, Florida A&M University, and Florida State University on energy management technologies (Attachment #7).

Additional applications from persons expressing an interest in appointment to the LCRDA are included as Attachments #8 - #17.

Options:

1. Appoint Susanne Cappendijk van Engelen, Anne Longman, and Jason Robotham to the Leon County Research and Development Authority Board of Governors and approve the associated Resolution (Attachment #1).
2. Reappoint David Ramsay to the Leon County Research and Development Authority Board of Governors and approve the associated Resolution (Attachment #2).
3. Board direction.

Recommendation:

Options #1 and #2.

Attachments:

1. Resolution appointing Susanne Cappendijk van Engelen, Anne Longman, and Jason Robotham to the Leon County Research and Development Authority Board of Governors
2. Resolution reappointing David Ramsay to the Leon County Research and Development Authority Board of Governors
3. Resolution 14-04 Appointments of Membership to the Leon County Research and Development Authority Board of Governors
4. Application of Susanne Cappendijk van Engelen
5. Application of Anne Longman
6. Application of Jason Robotham
7. Application of Collins Proctor
8. Application of Michael Blaber
9. Application of Yogendra Buch
10. Application of Steinar Dale
11. Application of Domenick Eanniello
12. Application of Marc Freeman
13. Application of Eric Graban
14. Application of Russell Minardi
15. Application of Robert Newburgh
16. Application of David Teek
17. Application of Hugh Wilson

RESOLUTION: 14- ____

**RESOLUTION OF BOARD OF COUNTY COMMISSIONERS OF LEON COUNTY, FLORIDA,
SETTING FORTH APPOINTMENT OF NEW MEMBERS SUSAN CAPPENDIJK VAN
ENGELEN, ANNE LONGMAN, AND JASON ROBOTHAM 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, Resolution 14-04, adopted by the Leon County Board of County Commissioners on April 8, 2014 sets forth a Leon County Research and Development Authority membership that includes six (6) members to be 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, and each representing a particular business/industry private 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; and Resolution 14-04 further sets forth that 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 six members to the Leon County Research and Development Authority.

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 appoints the following persons as new members of the Leon County Research and Development Authority for the terms set forth hereinbelow:

Name	Type	Begin Term	End Term
Cappendijk van Engelen, Susan	Four Years	October 1, 2014	September 30, 2018
Longman, Anne	Four Years	October 1, 2014	September 30, 2018
Robotham, Jason	Four Years	October 1, 2014	September 30, 2018

Proposed, presented, and passed this 2th day of September, 2014.

LEON COUNTY, FLORIDA

By: _____
Kristin Dozier, Chairman
Board of County Commissioners

ATTEST:

Bob Inzer, Clerk of the Circuit Court
and Comptroller, Leon County, Florida

By: _____

APPROVED AS TO FORM:

Office of the County Attorney
Leon County, Florida

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

RESOLUTION: 14- ____

RESOLUTION OF BOARD OF COUNTY COMMISSIONERS OF LEON COUNTY, FLORIDA, SETTING FORTH REAPPOINTMENT OF MEMBER DAVID RAMSAY 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, Resolution 14-04, adopted by the Leon County Board of County Commissioners on April 8, 2014 sets forth a Leon County Research and Development Authority membership that includes six (6) members to be 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, and each representing a particular business/industry private 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; and Resolution 14-04 further sets forth that 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 six members to the Leon County Research and Development Authority.

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 past appointments of the following persons as current members of the Leon County Research and Development Authority for the terms set forth hereinbelow:

Name	Type	Begin Term	End Term
Allen, Thomas	Four years	August 28, 2012	September 30, 2016
Edmund, Timothy	Four years	August 28, 2012	September 30, 2016

Section 2. That the Leon County Board of County Commissioners hereby reappoints the following person as a member of the Leon County Research and Development Authority for the term set forth hereinbelow:

Name	Type	Begin Term	End Term
Ramsay, David	Four Years	October 1, 2014	September 30, 2018

Proposed, presented, and passed this 2th day of September, 2014.

LEON COUNTY, FLORIDA

By: _____
Kristin Dozier, Chairman
Board of County Commissioners

ATTEST:

Bob Inzer, Clerk of the Circuit Court
and Comptroller, Leon County, Florida

By: _____

APPROVED AS TO FORM:

Office of the County Attorney
Leon County, Florida

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

RESOLUTION: 14-04

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) 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 members, each representing a particular business/industry private 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 six 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. 11-07 and these changes shall take effect on April 8, 2014, and shall apply thereafter.

Proposed, presented, and passed this 8th day of April, 2014



LEON COUNTY, FLORIDA

By: _____

Kristin Dozier
Kristin Dozier, Chairman
Board of County Commissioners

ATTEST:

BOB INZER, CLERK OF THE CIRCUIT COURT

By: *John Stott, Deputy Clerk*
Bob Inzer, Clerk of the Court

APPROVED AS TO FORM:

OFFICE OF THE COUNTY ATTORNEY
LEON COUNTY, FLORIDA

By: *Herbert W. A. Thiele*
Herbert W. A. Thiele, Esq.

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: Susanne Cappendijk van Engelen Date: 16-Jul-2014
Home Phone: (850) 893-1426 Work Phone: (850)264-2596X Email: susanne.cappendijk@gmail.com
Occupation: SENIOR SCIENTIST (50%) / CHIE Employer: SELF-EMPLOYED / GENIVIA INC.

Preferred mailing location: Home Address
Work Address: 3178 SHAMROCK EAST
City/State/Zip: TALLAHASSEE FL 32309

Home Address 3178 SHAMROCK EAST
City/State/Zip: TALLAHASSEE FL 32309

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? 15.00 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?

Please indicate your of expertise. If you have experience in more than one field, please check all that apply.

Finance/Banking Real Estate/Property Development
 Energy High Performance Materials
 Biotechnology/Biomedical Aerospace/Aviation

If you are appointed to a Committee, you are expected to attend regular meetings.
How many days permonth would you be willing to commit for Committee work? 2 to 3
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: Sex: Female Age:
Disabled? No District:

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.

THE BRIEF STATEMENT (BELOW) IS USED BY THE MEDICAL DEVICE DEVELOPMENT GROUP (MD2G). I AM THE SENIOR SCIENTIST AT MD2G. I WORK APPROXIMATELY 50% OF MY TIME ON SELECTED PROJECTS. THE OTHER 50% OF MY TIME I WORK AS THE CHIEF FINANCIAL OFFICER FOR THE PRIVATELY OWNED SOFTWARE COMPANY GENIVIA, INC., WHICH IS LOCATED IN TALLAHASSEE, FLORIDA.

I HAVE NO PREVIOUS EXPERIENCE IN LEON COUNTY COMMITTEES. A SUCCINCT LIST OF MY PRIMARY SKILLS, BUSINESS AND ACADEMIC EXPERIENCES, EDUCATION AND TRAINING, AND COMMUNITY SUPPORT AND VOLUNTARISM CAN BE FOUND IN THE ATTACHED RESUME. A FULL CURRICULUM VITAE CAN BE SUBMITTED IF NEEDED.

WEBSITE STATEMENT: "DR. SUSANNE CAPPENDIJK HAS 20+ YEARS OF EXPERIENCE IN NEUROSCIENCE RESEARCH. SUSANNE HAS A STRONG FOUNDATION IN RESEARCH METHODS, DATA ANALYSIS AND INTERPRETATION SKILLS, AND HAS SUBSTANTIVE KNOWLEDGE OF IN VIVO

AND IN VITRO PHARMACOLOGY. DUE TO HER EXTENSIVE EXPERIENCE WITH RESEARCH ENVIRONMENTS AS WELL AS STRONG UNDERSTANDING OF INDUSTRY NEEDS, SHE IS ABLE TO LINK SCIENCE-DRIVEN INNOVATION TO COMMERCIALIZATION. Attachment #4
Page 2 of 4

SUSANNE IS THE SENIOR SCIENTIST IN THE MEDICAL DEVICE DEVELOPMENT GROUP (MD2G) AND PERFORMS PRIMARY AND SECONDARY DATA ANALYSIS TO SUPPORT THE DEVELOPMENT AND COMMERCIALIZATION OF CLIENT-DRIVEN PROJECTS. IN ADDITION, SUSANNE ASSISTS IN WRITING, REVIEWING AND THE ASSEMBLY OF HIGH QUALITY REGULATORY FILINGS.

SUSANNE RECEIVED HER MSC DEGREE IN BIOLOGY FROM UTRECHT UNIVERSITY IN UTRECHT, THE NETHERLANDS, AND HER PHD DEGREE IN PHARMACOLOGY FROM THE ERASMUS UNIVERSITY MEDICAL CENTER (ERASMUS MC) IN ROTTERDAM, THE NETHERLANDS. SHE HELD A POST-DOCTORAL POSITION AT THE DEPARTMENT OF CLINICAL NEUROSCIENCE, KAROLINSKA INSTITUTET, STOCKHOLM, SWEDEN AND AT FLORIDA STATE UNIVERSITY, TALLAHASSEE, US. SUSANNE WILL RECEIVE HER MBA IN DECEMBER 2014 FROM THE FLORIDA STATE UNIVERSITY."

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

Name: DON WHITE Telephone: 678.316.0920
Address: MD2G, 15039 BLUE MARTIN TERRACE, BONITA SPRINGS, FL 34135

Name: RON FRAZIER Telephone: 850.556.1897
Address: 5375 CARISBROOKE LANE, TALLAHASSEE, FL 32309

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?
If yes, please explain. No
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: Susanne Cappendijk van Engelen

This application was electronically sent: 7/16/2014 8:26:01PM

Susanne Cappendijk – van Engelen, PhD
3178 Shamrock East
Tallahassee, FL 32309, USA
Cell Phone: 850.264.2596
Email: susanne.cappendijk@gmail.com

Primary Skills

- Strong foundation in research methods, study design, data analysis and interpretation skills
- Substantive knowledge of *in vivo* and *in vitro* pharmacology
- Solid understanding of primary and secondary data analysis, planning documents, and report writing
- Strong problem-solving skills, pro-active attitude, and forward thinking
- Extensive experience with research environments as well as strong understanding of industry needs
- Intense work ethics with attention to quality details
- Usability-focused development and commercialization of client-driven (bio) medical/technical device projects

Business Experience

Medical Device Development Group (Md2G)

8/2013 - present

Senior Scientist

Strong ability as an integrated (inter)national project team member to link science-driven innovation to commercialization.

- Responsible for writing Commercial White Papers
- Responsible for writing short essay-style product analysis reports

Semper Clarus Consulting, LLC

President, Independent Consultant

1/2014 - present

Expertise in non-clinical and clinical pharmacology/toxicology review of biologics and drugs, development and review of preclinical product, program strategic/technical design, quantitative outcome analysis and benefit-risk balance assessment.

GENIVIA, Inc., Tallahassee, Florida

Chief Financial Officer (CFO)

1/2003 - present

Designed the Customer Relationship Management (CRM) protocols, including standard operating procedures (SOPs) to streamline and check the integrity of financial information and systems for this private consulting and software support company.

- Manage the business metrics, reporting, tax, treasure and general accounting functions

Academic Experience

Florida State University, College of Medicine, Biomedical Sciences

Assistant Professor

8/2008 - 7/2013

Assistant in Medicine

8/2004 - 7/2008

Performed independent research as a principal investigator, managed day-to-day “wet” research laboratory, prepared detailed financial reports to funding federal and state agencies, performed a variety of academic, educational and community services.

- Evaluated student qualifications and provided recommendations towards Medical school and Graduate school program admissions, estimated 180+

- Designed workshops for the Summer Institute and High School Teachers
- Mentored Leon County High School students enrolled in the program Partners in Excellence
- Performed workshops and hands-on laboratory experience for the WFSU/MagLab SciGirls

7/2011 - 7/2013

Director Student Research & Academic Enrichment Program (SRAEP)

Developed this program to facilitate Career & Professional Development of undergraduate, post-baccalaureate, and medical students, by offering coordinated workshops, one-on-one feedback on personal statements, application for academic and professional careers, interview preparations. Members 210+.

Education and Training

- **Florida State University, Tallahassee, US** **8/2012 - 12/2014**
College of Business, Masters of Business Administration (MBA)
- **Florida State University, Tallahassee, US** **11/1999 - 7/2004**
Departments of Psychology and Biology, Post-doctoral training
- **Erasmus University Medical Center, Rotterdam, The Netherlands** **1/1998 -10/2002**
Department of Psychiatry, Post-doctoral training
- **Karolinska Institute, Stockholm, Sweden** **4/1995 - 6/1997**
Department of Clinical Neuroscience, Post-doctoral training
- **Erasmus University Medical Center, Rotterdam, The Netherlands** **1995**
Ph.D. in Pharmacology
- **Utrecht University, Utrecht, The Netherlands** **1990**
Masters of Biology

Community Support and Voluntarism


Personal Title

- Leon County R&D Authority, Technology Commercialization Grant Program, Elevator Pitch Night Judge **May 2014**
- Finalist for Volunteer of the Year in the Category Education, Tallahassee Democrat **May 2014**
- Volunteer Scientist at Montford Middle School – SciGirls Club **8/2013 - present**
- Sponsor Lincoln High School, Mu Alpha Theta Chapter **8/2011 - present**
- Sponsor Math Competitions, Montford Middle School **8/2012 - present**
- Sponsor Science Club, Montford Middle School **8/2012 - present**
- Science Fair Judge for Leon County Elementary, Middle and High Schools **2008 - present**

Genivia Inc.

- Genivia Fund for Entrepreneurship for undergraduate and graduate students at Florida State University **2012 - present**
- Sponsor for Domi Ventures **2013 - present**
- Partners in Excellence, Montford Middle School **2012 - present**
- Sponsor for the Lincoln Mu Alpha Theta Chapter, National Competition **2012, 2013**

ADVISORY COMMITTEE APPLICATION FOR APPOINTMENT TO THE LEON COUNTY RESEARCH & DEVELOPMENT AUTHORITY

<p style="text-align: center;">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.</p>		
Name: <u>Anne Longman</u>		Date: <u>7/18/14</u>
Home Phone: <u>443-0094</u>	Work Phone: <u>222-5702</u>	Email: <u>alongman@llw-law.com</u>
Occupation: <u>attorney</u>	Employer: <u>Lewis, Longman & Walker</u>	
Please check box for preferred mailing address.		
<input type="checkbox"/> Work Address: <u>315 S. Calhoun St, Suite 830</u>		
City/State/Zip: <u>Tallahassee, FL 32301</u>		
<input checked="" type="checkbox"/> Home Address: <u>1510 Argonne Rd</u>		
City/State/Zip: <u>Tallahassee, FL 32308</u>		
Do you live in Leon County? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, do you live within the City limits? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Do you own property in Leon County? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, is it located within the City limits? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
For how many years have you lived in and/or owned property in Leon County? <u>38</u> years		
Are you currently serving on a County Advisory Committee? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
If Yes, on what Committee(s) are you a member? _____		
Have you served on any previous Leon County committees? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
If Yes, on what Committee(s) have you served? <u>Leon Co. Pipeline Siting Committee</u>		
Please indicate your area of expertise. If you have experience in more than one field, please check all that apply.		
<input type="checkbox"/> Finance/Banking <input type="checkbox"/> Real Estate/Property Development <input checked="" type="checkbox"/> Energy <input type="checkbox"/> High Performance Materials		
<input type="checkbox"/> Biotechnology/Biomedical <input type="checkbox"/> Aerospace/Aviation		
<i>If you are appointed to a Committee, you are expected to attend regular meetings.</i>		
How many days per month would you be willing to commit for Committee work? <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 to 3 <input type="checkbox"/> 4 or more		
And for how many months would you be willing to commit that amount of time? <input type="checkbox"/> 2 <input type="checkbox"/> 3 to 5 <input checked="" type="checkbox"/> 6 or more		
What time of day would be best for you to attend Committee meetings? <input checked="" type="checkbox"/> Day <input checked="" type="checkbox"/> Night <u>either</u>		
(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: <input type="checkbox"/> Caucasian <input type="checkbox"/> African American <input type="checkbox"/> Hispanic <input type="checkbox"/> Asian <input type="checkbox"/> Other		
Sex: <input type="checkbox"/> Male <input type="checkbox"/> Female Age: _____ Disabled? <input type="checkbox"/> Yes <input type="checkbox"/> No		
District 1 <input type="checkbox"/> District 2 <input type="checkbox"/> District 3 <input type="checkbox"/> District 4 <input type="checkbox"/> District 5 <input type="checkbox"/>		

"People Focused, Performance Driven."

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. Please attach your resume, if one is available.

and statement of experience. Now that energy supply is potentially highly diversified, projects need to be both encouraged and rigorously evaluated from a practical perspective to ensure our community is positioned to be as secure and environmentally responsible as possible.

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

Name: John DC Newton Telephone: 339-6916
Address: 629 Ingleside Ave Tallahassee FL 32303

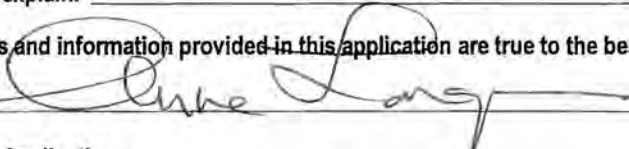
Name: Susan Schueren Telephone: 385-0441
Address: 909 Lasswade Dr. Tallahassee FL 32312

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 AT www.leoncountyfl.gov/bcc/committees/training.asp BEFORE YOUR APPLICATION IS DEEMED COMPLETE.

- Have you completed the Orientation? Yes No
- Are you willing to complete a financial disclosure form and/or a background check, if applicable? Yes No
- Will you be receiving any compensation that is expected to influence your vote, action, or participation on a Committee? Yes No If yes, from whom? _____
- Do you anticipate that you would be a stakeholder with regard to your participation on a Committee? Yes No
- Do you know of any circumstances that would result in you having to abstain from voting on a Committee due to voting conflicts? Yes No If yes, please explain. _____
- Do you or your employer, or your spouse or child or their employers, do business with Leon County? Yes No
If yes, please explain. my firm represents Leon Co on environmental issues
- 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? Yes No
- If yes, please explain. _____

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

Signature: 

Please return Application
by mail: Christine Coble, Agenda Coordinator
301 South Monroe Street
Tallahassee, FL 32301
by email: coblec@leoncountyfl.gov
by fax: 850-606-5301
Online: <http://cms.leoncountyfl.gov/servicerequest/committeeapplication.aspx>

"People Focused, Performance Driven."



See Things Differently®



Anne Longman

Shareholder
Tallahassee
(850) 222-5702
alongman@llw-law.com

Areas of Practice

Administrative, Environmental, Natural Resources, Mining and Ports, Airports & Infrastructure

- Represents individual and association clients before federal, state, and local agencies, courts and the Division of Administrative Hearings in matters concerning administrative and environmental law.
- Represents and advises a variety of state agencies on administrative law matters, including litigation and rule making issues.
- Linear facilities projects, pipeline transportation, petroleum products and solvents regulation, site clean-up, aboveground and underground storage tanks, mining and regulatory and permitting issues related to bulk products, LNG and natural gas facilities, pipelines and terminals, with special experience in the planning, siting and permitting of infrastructure facilities, including fiber optic cables and roads.
- Numerous natural gas pipeline projects.
- Permitting of transatlantic subsea fiber optic cable.
- Cleanup of drycleaning and laundry facilities, closure of alleged RCRA treatment, storage and disposal facility, regulation of mining operations.
- National Pollutant Discharge Elimination System (NPDES) permitting.
- Successfully litigated challenge to status of Florida Commission on Hurricane Loss Projection Methodology.
- Presiding Officer for the Florida State Board of Administration, Public Employee Optional Retirement Plan disputes.

Civil Litigation & Appeals

- Administrative and circuit court litigation. Reported decisions include: *White Construction Co. v. DuPont*, 430 So.2d 915 (Fla. 1st DCA 1983); quashed in part, 455 So.2d 1026 (Fla. 1984); appeal after remand, 478 So.2d 485 (Fla. 1st DCA 1985); *David v. Sun Federal Savings & Loan Ass'n.*, 429 So.2d 1277 (Fla. 1st DCA 1983); 461 So.2d 93 (Fla. 1984); *DeCarion v. Martinez*, 537 So.2d 1083 (Fla. 1st DCA 1989); *Northern Palm Beach County Water Control District v. State of Florida*, 604 So.2d 440 (Fla. 1992).

Professional, Civic and Community Involvement

- Holds a Martindale Hubbell AV[®] Preeminent[™] Peer Review Rating.
- The Florida Bar: Environmental and Land Use Law Section, Member.
- Florida Super Lawyer, 2008-present.
- Listed in *Best Lawyers in America*, Environmental Law and Environmental Litigation, 2006-present, Lawyer of the Year, 2014.
- Task Force on Placement of Linear Facilities on State Lands.
- Leon County Pipeline Siting Committee, Chair.
- Tallahassee Women Lawyers, Charter Member.
- Board of Directors, 211 Big Bend, Inc., Chair 2009-2011.
- Law Clerk, U.S. District Court N.D. Fl., 1979-1981.

Education

- J.D., *with honors*, Florida State University College of Law, 1979.
- M.A., University of North Carolina at Chapel Hill, 1973.
- B.S., *magna cum laude*, Mercer University, 1971.

Memorandum
July 18, 2014
Page 2

Linear Facilities Task Force

This committee devised and gained approval from the Governor and Cabinet sitting as the Trustees of the Internal Improvement Trust Fund of a new policy for crossings of state lands by linear facilities such as pipelines and transmission lines.

Subsea Fiberoptic Cable

Legal counsel for environmental and land-use permitting of first independent, private subsea fiberoptic cable network linking North and South America. This involved international, national, state, regional and local permitting for the laying of the cable, around, through and under sensitive coral reefs, the horizontal directional drill, and the landing in Boca Raton, Florida.

Natural Gas Transmission Pipeline from LNG

Legal counsel for permitting of proposed liquefied natural gas (LNG) deepwater port to be located in U.S. federal waters offshore of Broward County, northeast of Port Everglades. This required federal, state and local permitting of the anchor and buoy system to moor the LNG tankers off-shore, the sub-sea pipeline traversing J.U. Lloyd State Park, under reef tunneling and a closed-loop warming system to avoid impacts to surrounding sea water. Project halted by use of state "veto" under FERC Office of Energy Projects, U.S. Minerals Management permitting process and ultimately, by market forces.

Liquid Petroleum Products Pipeline

Legal counsel for permitting of proposed liquid petroleum products pipeline from Port of Tampa to Southwest Florida and Ft. Myers airport. Coordinated with consultants on all required federal, state and local permits and helped coordinate consulting and public relations efforts on highly controversial right of way placement through Charlotte Harbor area with opposition funded by market competitors. Project discontinued due to rising construction costs and market demand shifts.

Chair, Leon County Pipeline Siting Committee

This committee attempted to resolve siting disputes regarding a liquid petroleum products pipeline. The project was discontinued by the proposing entity.

Regulatory Compliance and Cleanup

Legal counsel for local government and private entities regarding hazardous waste and petroleum products cleanup, aboveground and underground storage tanks, and stormwater systems.

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: Jason Robotham Date: 14-Jul-2014

Home Phone: (646) 708-2099 Work Phone: (850)727-8107X Email: robotham@biofronttech.com

Occupation: PRESIDENT Employer: BIOFRONT TECHNOLOGIES

Preferred mailing location: Work Address
Work Address: 3000 COMMONWEALTH BLVD.

City/State/Zip: TALLAHASSEE FL 32303

Home Address 4020 COLLETON CT.

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? 15.00 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?

Please indicate your of expertise. If you have experience in more than one field, please check all that apply.

- Finance/Banking
- Energy
- Biotechnology/Biomedical
- Real Estate/Property Development
- High Performance Materials
- Aerospace/Aviation

If you are appointed to a Committee, you are expected to attend regular meetings.

How many days permonth would you be willing to commit for Committee work? 2 to 3

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: Caucasian Sex: Male Age: 38

Disabled? No District:

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.

I OBTAINED MY PH.D. IN BIOLOGY FROM FLORIDA STATE UNIVERSITY IN 2006 WHILE WORKING IN THE FIELD OF IMMUNOLOGY UNDER THE DIRECTION OF DOCTOR KENNETH H. ROUX. DURING THIS TIME THE FOCUS OF MY WORK WAS ON FOOD ALLERGIES, RESEARCH WHICH RESULTED IN 11 PUBLICATIONS, TWO PATENTS, AND SEVERAL COMMERCIALIZED PRODUCTS. UPON COMPLETING MY PH.D. WORK I OBTAINED A POST-DOCTORAL POSITION IN THE LABORATORY OF HENGLI TANG, UNDER WHOSE GUIDANCE I STUDIED THE HEPATITIS C VIRUS AND LIVER DISEASE.

IN 2010 I CO-FOUNDED BIOFRONT TECHNOLOGIES, A TALLAHASSEE-BASED BIOTECH COMPANY FOCUSED ON DEVELOPING AND DISTRIBUTING KITS AIMED AT HELPING FOOD MANUFACTURERS ACCURATELY DETECT AND QUANTIFY TRACE AMOUNTS OF ALLERGENS IN VARIOUS FOOD MATRICES.

IN 2012 BIOFRONT TECHNOLOGIES BECAME THE FIRST SMALL BUSINESS IN TALLAHASSEE TO SUCCESSFULLY PASS THROUGH THE SEED ACCELERATOR PROGRAM OF THE FLORIDA INSTITUTE

FOR THE COMMERCIALIZATION OF PUBLIC RESEARCH, AN ORGANIZATION THAT HELPS SMALL BUSINESSES THROUGH THEIR INITIAL ROUNDS OF FINANCING. IN 2013 THE COMPANY COMPLETED IT'S SERIES A FUND RAISING, AN EFFORT THAT BROUGHT IN NEARLY \$500,000 OF CAPITAL.

AS PRESIDENT OF BIOFRONT TECHNOLOGIES I HAVE HELPED OVERSEE FUNDRAISING EFFORTS, NEGOTIATED SEVERAL LICENSING AND LEASING AGREEMENTS WITH THE FLORIDA STATE UNIVERSITY RESEARCH FOUNDATION, AND COMMERCIALIZED INTELLECTUAL PROPERTY BORN OUT OF YEARS OF ACADEMIC RESEARCH. IN AN ATTEMPT TO ENHANCE ENTREPRENEURIAL ACTIVITY WITHIN THE COMMUNITY, I HAVE ALSO VOLUNTEERED MY TIME AND SPOKEN AT VARIOUS EVENTS TO ASPIRING ENTREPRENEURS AND PUBLIC AUDIENCES THAT INCLUDED MAYOR JOHN MARKS, CONGRESSMAN STEVE SOUTHERLAND, AND GOVERNOR RICK SCOTT.

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

Name: JOHN FRASER Telephone: 850-644-8637
Address: 95 CHIEFTAN WAY, DITTMER BUILDING SUITE 312

Name: LARRY LYNCH Telephone: (850) 521-3111
Address:

IMPORTANT LEGAL REQUIREMENTS FOR ADVISORY COMMITTEE MEMBERSHIP

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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? No

Do you know of any circumstances that would result in you having to abstain from voting on a Committee due to voting conflicts?

If yes, please explain. No

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: Jason Robotham

This application was electronically sent: 7/14/2014 6:51:30PM

Jason M. Robotham, Ph.D

BioFront Technologies
3000 Commonwealth Blvd.
Tallahassee, Florida 32303

Phone: (646) 708-2099
Fax: (866) 583-7413
E-Mail: Robotham@biofronttech.com

Professional Experience

2010-present **President and Chief Executive Officer**
BioFront Technologies Inc., Tallahassee, FL;

Post- Degree Education and Training

2006-2011 **Post-doctoral Research Associate**
Florida State University, Department of Biological Sciences, Tallahassee, FL;
Advisor: Dr. Hengli Tang

Professional Preparation

1999-2005 **Graduate Student (Research Assistant)**
Florida State University, Department of Biological Sciences, Tallahassee, FL;
Dissertation Advisor: Dr. Kenneth H. Roux

1994-1998 **B.S. Biology, Cum Laude**
University of Scranton, Scranton, PA;
Major: Biology

Personal Statement

I obtained my Ph.D. in Biology from Florida State University in 2006 while working in the field of Immunology under the direction of Doctor Kenneth H. Roux. During this time I helped design experiments aimed at identifying the presence and stability of major tree nut allergens in various foods, research which resulted in 11 publications, two patents, and several commercialized products. Upon completing my Ph.D. work I obtained a post-doctoral position in the laboratory of Hengli Tang, under whose guidance I studied the hepatitis C virus (HCV) and liver disease.

In 2010 I co-founded BioFront Technologies, a Tallahassee-based biotech company focused on developing and distributing enzyme-linked immuno-sorbent assay (ELISA) kits and related products. Our MonoTrace® ELISA kits represent the first comprehensive line of monoclonal antibody-based assays aimed at helping food manufacturers and food safety labs accurately detect and quantify trace amounts of allergens in various matrices.

In 2012 BioFront Technologies became the first small business in Tallahassee to successfully pass through the Seed Accelerator Program of the Florida Institute for the Commercialization of Public Research, an organization that helps small businesses through their initial rounds of financing. In 2013 the company completed it's Series A fund raising, an effort that brought in nearly \$500,000 of capital. As President of BioFront Technologies I have helped oversee such fundraising efforts, negotiated several licensing and leasing agreements with the Florida State University Research Foundation, and commercialized intellectual property born out of years of academic research. In an attempt to enhance entrepreneurial activity within the community, I have also volunteered my time and spoken at various

events to aspiring entrepreneurs, the Tallahassee Chamber of Commerce, Mayor John Marks, Congressman Steve Southerland, and Governor Rick Scott.

Honors and Awards

2014	William Floyd High School Distinguished Alumni Award
2012	Leon County Research and Development Authority Technology Commercialization Award
2011	Leon County Entrepreneurial Excellence and Leadership Award
2007, 2010, 2011	Florida State University Research Foundation GAP Award
2005	Dissertation Research Grant Award
2004	Margaret Menzel Endowed Award for Outstanding Performance as a Graduate Student
2003	Florida State University Graduate Student Publication Award
2000-2002	NSF Fellowship in Macromolecular Assemblies

Academic Positions

2004	Teaching assistant for Freshmen Biology at Florida State University
2002	Teaching assistant for Experimental Biology at Florida State University
1999	Teaching assistant for Immunology at Florida State University

HCV Publications (chronological order)

- Wu X, Lee EM, Hammack C, **Robotham JM**, Basu M, Lang J, Brinton MA, Tang H. Cell Death-Inducing DFFA-Like Effector b Is Required for Hepatitis C Virus Entry into Hepatocytes. *J Virol*. 2014 Aug 1;88(15):8433-8444.
- Nag A, **Robotham JM**, Tang H. (2012) Suppression of Viral RNA Binding and the Assembly of Infectious Hepatitis C Virus Particles in vitro by Cyclophilin Inhibitors. *J. Virol*. 2012 Sep 12.
- Wu, X, **Robotham, JM**, Lee, M, Dalton, S, Gilbert, DM, and Tang H. Productive Hepatitis C Virus Infection of Stem Cell-Derived Human Hepatocytes Reveals Host Determinants of Viral Permissiveness. *PLoS Pathog*. 2012;8(4):e1002617.
- Yang F, **Robotham JM**, Grise H, Frausto S, Madan V, Zayas M, Bartenschlager R, Robinson M, Greenstein AE, Nag A, Logan TM, Bienkiewicz E, Tang H. A major determinant of cyclophilin dependence and cyclosporine susceptibility of hepatitis C virus identified by a genetic approach. *PLoS Pathog*. 2010;6(9).
- Robotham JM**, Nelson HB, Tang H. Selection and characterization of drug-resistant HCV replicons in vitro with a flow cytometry-based assay. *Met Mol Bio (Clifton, N.J.)* 2009;510(18):227-42.
- Liu Z, Robida JM, Chinnaswamy S, Yi G, **Robotham JM**, Nelson HB, Irsigler A, Kao CC, and Tang H. Mutations in the hepatitis C virus polymerase that increase RNA binding can confer resistance to cyclosporine A. *Hepatology*. 2009 Jul;50(1):25-33.
- Liu Z, Yang F, **Robotham JM**, Tang H. A Critical Role of Cyclophilin A and its Prolyl-Peptidyl Isomerase Activity in the Structure and Function of the HCV Replication Complex. *J. Virol*. 2009 Apr 22.
- Yang F, **Robotham JM**, Nelson HB, Irsigler A, Kenworthy R, Tang H. Cyclophilin A is an essential cofactor for hepatitis C virus infection and the principal mediator of cyclosporine resistance in vitro. *J Virol*. 2008;82(11):5269-78.

Food Allergy Publications (chronological order)


- Mandalari, G, Rigby, NM, Bisignano, C, Lo Curto RB, Mulholland, F, Su, M, Venkatachalam, M, **Robotham, JM**, Willison, LN, Lapsley, K, Roux, KH, Sathe, SK. Effect of food matrix and processing on release of almond protein during simulated digestion. *Food Research International* (in press).
- Robotham JM**, Xia L, Willison LN, Teuber SS, Sathe SK, Roux KH. Characterization of a cashew allergen, 11S globulin (Ana o 2), conformational epitope. *Mol Immunol*. 2010 Mar 31.
- Xia L, Willison LN, Porter L, **Robotham JM**, Teuber SS, Sathe SK, Roux KH. Mapping of a conformational epitope on the cashew allergen Ana o 2: A discontinuous large subunit epitope dependent upon homologous or heterologous small subunit association. *Mol Immunol*. 2010 Mar 31.

- Robotham JM**, Hoffman G, Teuber SS, Beyer K, Sampson H, Sathe SK, Roux KH. Linear IgE-epitope mapping and comparative structural homology modeling of hazelnut and English walnut 11S globulins. *Mol Immunol*. 2009 Sep;46(15):2975-84. Epub 2009 Jul 23.
- Venkatachalam M, Monaghan EK, Kshirsagar H, **Robotham JM**, O'Donnell SE, Gerber MS, Roux KH, Sathe SK. Effects of processing on immunoreactivity of cashew nut (*Anacardium occidentale* L.) seed flour proteins. *J Agric Food Chem*. 2008;56(19):8998-9005.
- Comstock SS, **Robotham JM**, Tawde P, Kshirsagar H, Sathe SK, Roux KH, Teuber SS. Immunoglobulin E-reactive proteins in cashew (*Anacardium occidentale*) apple juice concentrate. *J Agric Food Chem*. 2008. 56(14):5977-82.
- Willison LN, Tawde P, **Robotham JM**, Penney RM, Teuber SS, Sathe SK, Roux KH. Pistachio vicilin, Pis v 3, is immunoglobulin E-reactive and cross-reacts with the homologous cashew allergen, Ana o 1. *Clin Exp Allergy*. 2008 Jul;38(7):1229-38.
- Robotham JM**, Wang F, Seamon V, Teuber SS, Sathe SK, Sampson H, Beyer K, Seavy M, Roux KH. Ana o 3, an important cashew nut (*Anacardium occidentale* L.) allergen of the 2S albumin family. *J Allergy Clin Immunol*. 2005 Jun;115(6):1284-90.
- Robotham JM**, Wang F, Teuber SS, Sathe SK, Roux KH. Ana o 2, a major cashew nut (*Anacardium occidentale* L.) allergen of the legumin family. *Int Arch Allergy Immunol*. 132: 27-39, 2003
- Wang F, **Robotham JM**, Teuber SS, Tawde P, Sathe SK, Roux KH. Ana o 1, a cashew (*Anacardium occidentale*) allergen of the vicilin seed storage protein family. *J Allergy Clin Immunol*. 110: 160-6, 2002
- Robotham JM**, Teuber SS, Sathe SK, Roux KH. Linear IgE epitope mapping of the English walnut (*Juglans regia*) major food allergen, Jug r 1. *J Allergy Clin Immunol*. 109:143-9, 2002
- Roux KH, Teuber SS, Robotham JM, Sathe SK. Detection and stability of the major almond allergen in foods. *J Agric Food Chem*. 2001. 49:2131-6

Scientific Meetings Attended

AOAC INTERNATIONAL Annual Meeting & Exposition
APEC and Food Allergens Methodologies Workshop
International Association for Food Protection
Institute of Food Technologists
Food Safety Summit
International Symposium on Hepatitis C Virus and Related Viruses
American Society of Virology
Southeastern Regional Virology Conference
American Academy of Allergy, Asthma and Immunology
Experimental Biology
International Congress of Immunology and Annual Conference of FOCIS

ADVISORY COMMITTEE APPLICATION FOR BOARD APPOINTMENT

<p style="text-align: center;">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</p> <p style="text-align: center;">Applications will be discarded if no appointment is made after two years.</p>	
--	---

Name: Collins Proctor Date: 16-Jul-2014

Home Phone: (850) 222-5962 | Work Phone: (850)322-9763X | Email: cproctor@kwcontrol.com

Occupation: ENERGY MANAGEMENT | Employer: KW CONTROL

Preferred mailing location: Work Address

Work Address: 1705 METROPOLITAN BOULEVARD
SUITE 102

City/State/Zip: TALLAHASSEE FL 32308

Home Address 139 MEADOW WOOD COURT

City/State/Zip: TALLAHASSEE FL 32312

Do you live in Leon County? Yes If yes, do you live within the City limits? No

Do you own property in Leon County? Yes If yes, is it located within the City limits? No

For how many years have you lived in and/or owned property in Leon County? 45.00 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?

Please indicate your of expertise. If you have experience in more than one field, please check all that apply.

<input checked="" type="checkbox"/> Finance/Banking	<input checked="" type="checkbox"/> Real Estate/Property Development
<input checked="" type="checkbox"/> Energy	<input type="checkbox"/> High Performance Materials
<input type="checkbox"/> Biotechnology/Biomedical	<input type="checkbox"/> Aerospace/Aviation

If you are appointed to a Committee, you are expected to attend regular meetings.

How many days permonth would you be willing to commit for Committee work? 2 to 3

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: Caucasian Sex: Male Age: 45

Disabled? No District: District 4

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.

PREVIOUS LEON COUNTY COMMITTEES: I HAVE NOT SERVED ON OTHER LEON COUNTY COMMITTEES.

EDUCATION: BACHELOR OF ARTS (VANDERBILT UNIVERSITY), MASTERS IN BUSINESS ADMINISTRATION (MBA, EMORY UNIVERSITY).

REASON FOR COMMITTEE CHOICE: AS THE LCRDA IS SEEKING A BOARD MEMBER THAT REPRESENTS AND CAN PROVIDE INSIGHT TO THE "ENERGY" INDUSTRY, I WOULD WELCOME THE OPPORTUNITY TO SERVE. AS MY BUSINESS PROVIDES ENERGY MANAGEMENT SERVICES PRIMARILY IN THE SOUTHEAST, THE ABILITY TO ALSO APPLY MY SKILLSET ON A VOLUNTEER BASIS TO BENEFIT THE COMMUNITY IN WHICH I LIVE GIVES ME A GREATER SENSE OF BALANCE AND PURPOSE. IT'S SIMPLY THE RIGHT THING TO DO, AND I ENJOY IT.

SKILLSET AND EXPERIENCE: WITH THE SUPPORT OF OTHER LOCAL INVESTORS, "KW CONTROL"

Attachment #7
Page 2 of 8
WAS FORMED WITH A CORE FOCUS OF PROVIDING "FINANCIALLY SMART" ENERGY MANAGEMENT SOLUTIONS TO OUR CLIENTS. WITH THE UNIQUE COMBINATION OF PERSONNEL SKILL-SETS (ENERGY, ENGINEERING, FINANCE, REAL ESTATE) WE HAVE HAD GREAT SUCCESS IN THIS EFFORT WHILE EARNING CLIENTS SUCH AS: COX ENTERPRISES, THE STATE OF FLORIDA, LEON COUNTY SCHOOLS, FLORIDA STATE, HOLIDAY INN WORLDWIDE, TMH, AND OTHERS.

"ENERGY EFFICIENCY" ALONE IS NOT EFFECTIVE; INSTEAD, IT MUST HAVE SUFFICIENT FINANCIAL AND OPERATIONAL BENEFITS TO BE SUSTAINABLE IN THE LONG TERM. OUR FIRM IDENTIFIES AND IMPLEMENTS SUCH SUSTAINABLE SOLUTIONS. AS AN OWNER AND COO OF KW CONTROL, I WOULD BE PLEASED TO CONTRIBUTE ENERGY AND ENGINEERING INSIGHTS TO THE LCRDA. I BELIEVE THE LCRDA COULD ALSO BENEFIT FROM THE EXPERIENCE AND BEST-OF-CLASS PRACTICES THAT WE SHARE WITH OUR LARGER CLIENT PARTNERS. FOR EXAMPLE, COX ENTERPRISE IS THE NATION'S CORPORATE LEADER IN ENERGY INVESTMENTS AND SUSTAINABLE PRACTICES; THEY HAVE BEEN A WONDERFUL COLLABORATIVE PARTNER AND RESOURCE FOR OUR FIRM. I AND COX WOULD BE HAPPY TO SHARE BEST-OF-CLASS ENERGY PRACTICES THAT CAN BENEFIT LEON COUNTY COMMUNITY EFFORTS FOR ENERGY-EFFICIENCY.

OTHER DETAILS/BACKGROUND INFO: SEE ATTACHED RESUME

THANK YOU.

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

Name: STEVE EVANS Telephone: 850-445-3513
Address: 3920 BOBBIN BROOK CIRCLE, TALLAHASSEE, FL 32312

Name: JIM STEPHENS (FSU FACILITIES/ENE Telephone: 850-644-3884
Address: FSU, CENTRAL UTILITIES PLANT, 32304

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?

If yes, please explain. No

Do you or your employer, or your spouse or child or their employers, do business with Leon County? Yes

If yes, please explain. MY FIRM PROVIDES ENERGY MEASUREMENT SERVICES TO LEON COUNTY SCHOOLS

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: L. Collins Proctor

This application was electronically sent: 7/16/2014 3:43:54PM



Collins is a founding partner of Tallahassee-based **kW Control**, an innovative, regional energy management firm serving government, non-profit, education, and commercial clients. kW Control's energy management team applies and develops advanced technologies and engineering to reduce energy consumption and costs while improving the useful life of capital equipment. kW Control's services typically reduce energy expenses by over 20% while providing an average annual investment return of over 30%. kW Control is also able to provide its services in exchange for a share of the measured and verified savings created.

Collins has extensive experience in energy-efficiency, building controls, finance, and real estate, including: design and construction, acquisitions, development, real estate and equipment financing, investment analysis, facilities management, and project management.

Early in Collins' career and following five years with NationsBank's Leveraged Leasing division in Atlanta, Collins spent six years as Vice President of an Atlanta-based national commercial real estate consulting firm specializing in services such as strategic planning, financial analysis, headquarter build-to-suit acquisitions, data center acquisitions/dispositions, land acquisition, and extensive site selection and lease negotiations.

After returning to Tallahassee to own and manage his own corporate & institutional real estate consulting company (with concentrated services in acquisition, development, finance, and construction management), with the help of a solid team of resources, Collins' firm grew to over \$12,000,000 in annual revenue over a four year period.

Following the sale of his business in 2003, Collins co-founded Red Brick Partners, a small, regional, real estate investment and private equity firm focused on maximizing the efficiency and value of its investments. In late 2010, and with the integration of critical engineering talent and utility expertise, this led to the evolution of **kW Control – Holdings, LLC** ("**kW Control**") for which Collins' serves full time full-time as Principal and COO...ensuring financially smart energy management and facility investments.

Collins is currently a board director with The **Tallahassee Downtown Improvement Authority** and **Prime Meridian Bank**, and is a member of the **Exchange Club of Tallahassee**.

EDUCATION

Emory University -- Masters of Business Administration

Vanderbilt University -- Bachelor of Arts

PROFESSIONAL EXPERIENCE

kW Control - Holdings, LLC (Tallahassee) Partner / COO [Energy Management / Facility Efficiency]

Red Brick Partners, LLC (Tallahassee) Investor/Partner [Real Estate Investment / Private Equity]

The Staubach Company-North Florida, LLC (Tallahassee) Owner/President [Corp. & Gov't Real Estate Consulting]

The Staubach Company – Southeast, Inc., LLC (Atlanta) Vice President

NationsBank (Atlanta) Vice President, Leveraged Leasing Division

PROFESSIONAL OVERVIEW

- Approximately 4 years as co-founder/COO of kW Control, with clients such as The State of Florida, Department of Transportation, FSU, Cox Enterprises, Leon County Schools, and Tallahassee Memorial Hospital.
- Over 23 years in real estate investment, construction management, facilities management, finance, and development
- Managed 20-person team in the renegotiation of a \$150 million annual budget and 17 million square feet for the State of Florida, resulting in savings of over \$85 million for Florida taxpayers.
- Managed and closed over \$4 billion in real estate securities and equipment investments with BankAmerica (NationsBank) in its Leveraged Leasing division
- Lead strategic planning and financial analysis for **Coca Cola** for the construction and consolidation of new 1 million square foot downtown Atlanta corporate headquarters. Provided similar consulting services to **MCI Telecommunications** (900,000 square feet), **Bass Hotels and Resorts** (Holiday Inn, Crowne Plaza, Staybridge Suites, etc.) (400,000 square feet), and the **Presbyterian Church of America** (100,000 square feet).
- Other acquisition projects under Proctor's management have included:

E*Trade	90,000 sf	Data Center	Atlanta, GA
Domtar Industries	35,000 sf	US Headquarters	Atlanta, GA
Interland	130,000 sf	US Headquarters	Atlanta, GA
Tree of Life	70,000 sf	HQ Build-to-Suit/Lease	St. Augustine, FL
CSC	32,000 sf	Lease Acquisition	Sarasota, FL
Cisco Systems	25,000 sf	Lease Acquisition	Jacksonville, FL
Corinthian College	70,000 sf	Leases Acquisition (2)	Jacksonville, FL

Building Commissioning/Improvement



State of Florida Capital Circle Office Complex



Over 75% ROI: Lowered average operating expenses to enable 100% payback within 18 months and an infinite return on investment thereafter.

Principal-In-Charge services in support of commissioning the HVAC and Electrical systems on all of the buildings that make up this 2 million square foot complex.

Measurement/Management



State of Florida Capital Circle Office Complex



Responsible for designing, installing, and integrating a visual, real-time energy measurement platform for all facilities and their occupants. This measure is designed to promote a disciplined program of financial and environmental accountability for all agencies and employees of the State.

Lighting



Over 50% Savings: Reduced average lighting expense by over 50%.

Our team members are 1 of 5 approved engineering resources selected to facilitate building commissioning and engineering improvements. kW Control is also responsible for supporting certain energy saving and lighting improvement programs throughout campus. Typical savings have exceeded 50%.



NASA Space Life Sciences Laboratory



100,000 sq. ft. laboratory to house research labs, processing labs and payload support spaces for experiments launched into space. Capabilities include biological systems; animal sciences; and flight hardware development/processing.

Wayne Dunn provided principal-in-charge services in support of commissioning the HVAC and Electrical systems on all of the building that make up this complex.



TMH & Doctor's Memorial Hospital



Over 30% Savings: Reduced total energy consumption (electric/gas/water) via facility commissioning, utility plant upgrade, and building controls.

A perfect example of kW Control and its client committing to and achieving a comprehensive energy management solution to optimize the existing facility operations and ensure financially smart capital equipment upgrades: Real-time measurement and verification, retro-commissioning, chiller plant and controls upgrade, turnkey 100% financing.



Headquarters, Tallahassee, FL



Over 75% Savings: Reduced average lighting expense by over 75%.

This one was easy. A simple retrofit of current lighting, Prime Meridian was able to save over 75% in utility costs for the retrofitted fixtures. With an annualized return of over 40% over a 15 year period, this simple project provides an unusually sound investment for its shareholders.



Holiday Inn Express



Projected 20% Savings: Guest Room Consumption Reduction: Reduced HVAC costs through occupancy sensors and automated controls.

Integrated occupancy controls with internet enabled master controls eliminate wasted HVAC cost when guests have vacated the room for a minimum period of time. Real-time monitoring of common area consumption has also enabled hotel staff to realize and control unnecessary waste precisely when it occurs.



Holy Comforter School



In conjunction with the completion of its new STEM facility, kW Control is responsible for designing, installing, and integrating a real-time energy measurement "Dashboard". This technology will provide student awareness and education of energy resources and consumption. One of the fastest growing industries, "energy" awareness will be a key component of STEM and campus wide culture.



Historic Gallie Alley, Tallahassee, FL



Over 75% Savings: Reduced average lighting expense by over 75%.

Again, a simple retrofit of its inefficient lighting, the City of Tallahassee was able to provide much more attractive and effective lighting in this historic downtown alley. Not only is the City able to tout its green mindedness, it created an investment return for its shareholders far greater than any other possibility.



Atlas V Launch VSL Complex 41



Wayne Dunn provided principal-in-charge services in support of commissioning the HVAC and Electrical systems for this entire complex. Wayne Dunn also led a team that managed on-site documentation and conducted all the HVAC & ECS testing.



Main Campus



The Department of Revenue was the first Florida agency to embrace the fact that, with effective, real-time energy measurement, it's new campus could be better commissioned and managed for years to come. This "dashboard" is being used to validate improvement effectiveness and to promote a culture of competitive accountability by the occupants to manage the environmental resources and tax payer dollars appropriately.



Market Square Retail Development



Over 65% Savings: Reduced average lighting expense by over 65%.

CMC Management is responsible for the office and retail assets of its clients. CMC understands the premium appeal to prospective tenants of an environmentally conscious landlord. It also understands its competitive advantage in the marketplace by being able to tout lower utility costs than its competitors. kW Control retrofitted CMC's outdoor lighting to provide better security and more attractive lighting at approximately 35-40% of the original utility cost.

Get back in Control.

*Reduce facility expenses and improve profits
with a customized plan from*



"Thanks to kWControl, we had larger savings than expected.

The solution was not "risky" ... we just did the math.

They guided the process and put us back in Control!"

Risk-Free Savings Solutions for

Government/Education/Commercial/Non-Profit

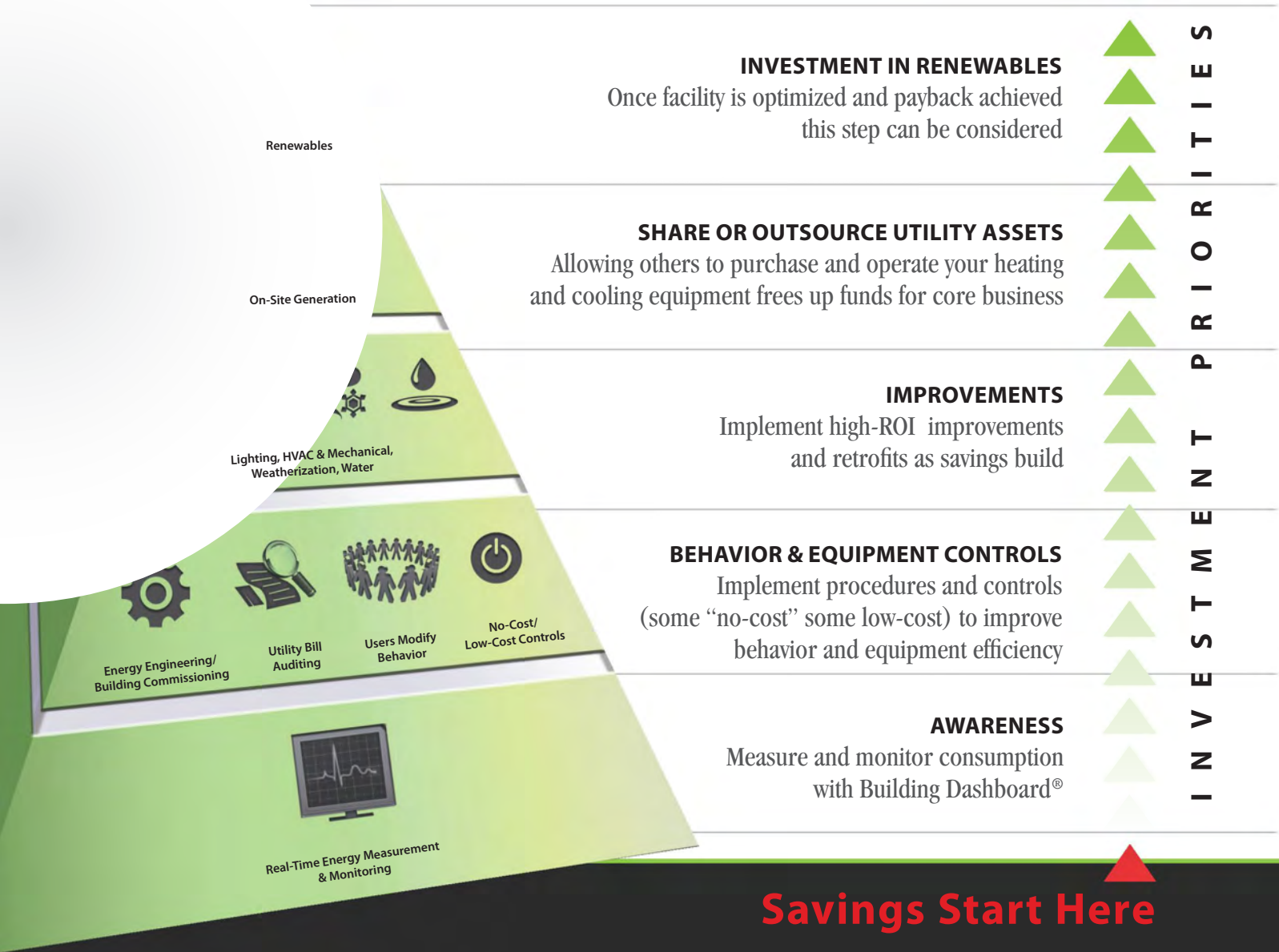


Reduce facility expenses. Increase profits. Risk free.

Our Services & Philosophy

Prioritize your efforts to save energy costs

based on items that derive the highest return.



Our Role: Ensuring Solid Investments

- We help you avoid making well-intended, but often wasteful investments in an effort to be green. Whether you want to build a new facility or improve an existing one, we make certain your investments yield a 20-50% return on investment (ROI).
- Pay only for the improvements you approve.
- Our expertise means you enjoy the added benefit of measurable, third-party verification of the results. kWControl engineers and lighting specialists identify, design, and execute your strongest investment opportunities in key areas: Human Behavior, HVAC, Lighting, and Building Envelope (insulation).







Building Dashboard® is a key component in monitoring and managing your facility expenses and improving profits.

lucid.

Sample Investments with High Returns

Smart investment opportunities within your facility are limited, but they do exist. We identify and prioritize this “low hanging fruit” so that you can capitalize on these opportunities. kW Control can even “walk the talk” by making this investment on your behalf in exchange for a share of the savings created. Just ask us about our “Shared Savings” Agreements.

	Solution	Payback	Annualized Return
	Behavior Modification and Controls	6 Months	30%–200%
	Exterior and Garage Lighting	12-18 Months	40%–50%
	Interior Lighting	2-5 Years	20%–40%
	HVAC/Electric	3-6 Years	15%–40%

It's Simple to Start

We first ask you to commit to measuring (the Building Dashboard®) and a reasonable no-obligation “look” at the possibilities available to you (ie: a preview of your plan). Here is the process...

1. You tell us your required investment return (whether it's 10% or 100%).
2. We identify solutions to meet and exceed your required return.
3. Pay only for the improvements you approve.
4. We implement the solution.
5. You make your return and build your reputation for sustainability.
6. You have third-party measurement and verification of the results.

Our engineers and lighting specialist identify, and execute your strongest savings opportunities in 6 key areas: Human Behavior, HVAC, Lighting, Plug Loads, Automation/Controls, and Building Envelope (insulation).

Benefits

- Real-Time energy measurement and awareness.
- “Select” investments with 20%-50% annualized ROI.
- Guaranteed 20% reduction of energy costs, annually!
- Financing if you want it . . . Net savings immediately!
- Outsourced process management.
- Sustainability.
- Shared-savings agreements available.

Asset Value & Shareholder Value

- As you begin to realize substantial, risk-free savings, your Asset Value and Shareholder Values can immediately increase.

*Get back in Control. Start today by calling
850-322-9763 for a no-obligation consultation.*




We offer our customers many products and services, including Lucid's Building Dashboard™



www.kWControl.net

ADVISORY COMMITTEE APPLICATION FOR BOARD APPOINTMENT

<p style="text-align: center;">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</p> <p style="text-align: center;">Applications will be discarded if no appointment is made after two years.</p>	
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Name: Michael Blaber Date: 15-Jul-2014

Home Phone: (850) 322-5292 | Work Phone: (850)644-3361X | Email: michael.blaber@med.fsu.edu

Occupation: PROFESSOR OF BIOMEDICAL S | Employer: FSU

Preferred mailing location: Work Address

Work Address: 1115 WEST CALL ST
3350G BMS

City/State/Zip: TALLAHASSEE FL 32306-4300

Home Address 121 N. MONROE ST. UNIT 7001

City/State/Zip: TALLAHASSEE FL 32301

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? 20.00 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?

Please indicate your of expertise. If you have experience in more than one field, please check all that apply.

- | | |
|--|---|
| <input type="checkbox"/> Finance/Banking | <input type="checkbox"/> Real Estate/Property Development |
| <input type="checkbox"/> Energy | <input type="checkbox"/> High Performance Materials |
| <input checked="" type="checkbox"/> Biotechnology/Biomedical | <input type="checkbox"/> Aerospace/Aviation |

If you are appointed to a Committee, you are expected to attend regular meetings.

How many days permonth would you be willing to commit for Committee work? 2 to 3

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: Sex: Age:

Disabled? District:

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.

FSU HUMAN SUBJECTS COMMITTEE (8 YRS)
CORPORATE SCIENTIFIC ADVISORY BOARD EXPERIENCE (TREFOIL BIOTHERAPEUTICS
11/13-PRESENT; CARDIOVASCULAR BIOTHERAPEUTICS INC., 08; ZIGN THERAPEUTICS INC., 08-09)
PH.D. BIOLOGICAL CHEMISTRY
WOULD LIKE TO SERVE IN THE BIOMEDICAL TECHNOLOGY AREA

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

Name: JOHN FRASER Telephone: 644-8637
Address: 95 CHIEFTAN WAY, DITTMER BUILDING SUITE 312

Name: BRENT EDDINGTON Telephone: 645-5753
Address: 95 CHIEFTAN WAY, DITTMER BUILDING SUITE 312

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?

If yes, please explain. No

Do you or your employer, or your spouse or child or their employers, do business with Leon County? Yes

If yes, please explain. EMPLOYER IS FSU

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: Michael Blaber

This application was electronically sent: 7/15/2014 2:34:32PM

Michael Blaber, Ph.D., Biological Chemistry

121 N. Monroe St. Unit 7001, Tallahassee FL 32301 850 322-5292 michael.blaber@med.fsu.edu

Summary of Qualifications

- Experienced group leader in protein biotechnology; over 18 years experience in leadership positions with diverse research teams
- 5 years industrial research experience in protein therapeutics (Genentech, Inc.)
- Awarded and managed extramural research grants from NIH, NSF, NMSS, AHA, ACS, Florida Space Grant Consortium, and Florida Dept. Health; responsible for budgeting and meeting of time-critical research milestones; publication of research results
- 11 patents awarded in protein therapeutics
- Over 110 manuscripts published in the area of protein structural biology, biophysics, enzymology, engineering and design
- Editorial Board member for *Prot. Sci.*, *Arch. Biochem. Biophys.*, *Molec. Cell. Proteomics*
- Corporate Scientific Advisory Board experience (Trefoil Biotherapeutics 11/13-present; CardioVascular BioTherapeutics Inc., 08; Zign Therapeutics Inc., 08-09)

Experience

Professor of Biomedical Sciences

2005-present, College of Medicine Florida State University, Tallahassee FL

- Research programs in protein therapeutics
- Management of PhD level researchers in goal- and deadline-oriented research objectives
- 11 U.S. patents issued in the area of design of protein therapeutics design

Assistant/Associate Professor of Chemistry

1994-2005 Florida State University, Tallahassee FL

- Research programs in protein engineering of diketo-D-gluconic acid reductase A for commercial production of Vitamin C, and "second-generation" forms of fibroblast growth factor-1 for therapeutic application
- Development of award-winning web-based tutorials in general chemistry; University Teaching award

Postdoctoral Fellow

1990-1994 Howard Hughes Medical Institute, University of Oregon, Eugene OR

- Structural biology (X-ray crystallography), biophysics, protein folding & stability
- NIH Postdoctoral Fellowship

Research Associate

1980-1985 Genentech Inc., South San Francisco CA


- Recombinant protein purification and characterization; demonstration of "human-equivalent" activity of plasminogen activators
- 1 Patent issued on design of "second-generation" urokinase plasminogen activator

Education

College of Medicine, University of California, Irvine CA

1985-1990

- Ph.D. Biological Chemistry
- NIH Pre-doctoral Fellowship

<p>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.</p>			
Name: YOGENDRA(yogi) P. BUCH		Date: 07/09/2014	
Home Phone: 8508939045	Work Phone: n/a	Email: y_buch@comcast.net	
Occupation: Retired Engineer	Employer: N/A		
Please check box for preferred mailing address.			
<input type="checkbox"/> Work Address:			
City/State/Zip:			
<input checked="" type="checkbox"/> Home Address (Required to determine County residency) 3747 Longchamp Cir.			
City/State/Zip: Tallahassee, FL. 32309			
Do you live in Leon County? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, do you live within the City limits? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
Do you own property in Leon County? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, is it located within the City limits? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
For how many years have you lived in and/or owned property in Leon County? <u>29</u> years			
Are you currently serving on a County Advisory Committee? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
If Yes, on what Committee(s) are you a member? _____			
Have you served on any previous Leon County committees? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
If Yes, on what Committee(s) have you served? _____			
Please indicate your area of expertise. If you have experience in more than one field, please check all that apply.			
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<input type="checkbox"/> Biotechnology/Biomedical <input type="checkbox"/> Aerospace/Aviation			
<u>If you are appointed to a Committee, you are expected to attend regular meetings.</u>			
How many days per month would you be willing to commit for Committee work? <input type="checkbox"/> 1 <input type="checkbox"/> 2 to 3 <input checked="" type="checkbox"/> 4 or more			
And for how many months would you be willing to commit that amount of time? <input type="checkbox"/> 2 <input type="checkbox"/> 3 to 5 <input checked="" type="checkbox"/> 6 or more			
What time of day would be best for you to attend Committee meetings? <input checked="" type="checkbox"/> Day <input type="checkbox"/> Night			
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Race: <input type="checkbox"/> Caucasian <input type="checkbox"/> African American <input type="checkbox"/> Hispanic <input checked="" type="checkbox"/> Asian <input type="checkbox"/> Other			
Sex: <input checked="" type="checkbox"/> Male <input type="checkbox"/> Female Age: <u>68</u> Disabled? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
District 1 <input type="checkbox"/> District 2 <input type="checkbox"/> District 3 <input type="checkbox"/> District 4 <input type="checkbox"/> District 5 <input type="checkbox"/>			

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. Please attach your resume, if one is available.

Registered Mech. Engineer, P.E. in State of Florida. Worked for 27 years at AHCA & 2.5 Yrs. at DOC of Fl. State Govt. in Tallahassee. Retired in June 2013 after DROP. Worked with several conslt. engineers in Office several US states for 15 years after graduation with MS degree for Univ. of Missouri in 1971.

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

Name: _____ Employers _____ Telephone: _____

Address: _____

Name: _____ Telephone: _____

Address: _____

IMPORTANT LEGAL REQUIREMENTS FOR ADVISORY COMMITTEE MEMBERSHIP

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Will you be receiving any compensation that is expected to influence your vote, action, or participation on a Committee? Yes No If yes, from whom? _____

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

Do you know of any circumstances that would result in you having to abstain from voting on a Committee due to voting conflicts? Yes No If yes, please explain. _____

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

If yes, please explain. _____

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

Signature: _____ Yogendra P. Buch

Please return Application

by mail: Christine Coble, Agenda Coordinator
301 South Monroe Street
Tallahassee, FL 32301

by email: coblec@leoncountyfl.gov

by fax: 850-606-5301

Online: <http://cms.leoncountyfl.gov/servicerequest/committeeapplication.aspx>

YOGENDRA (YOGI) P. BUCH, M.S., P.E.

3747 Long champ Circle, Tallahassee, FL. 32309 850-893-9045 (H)

EXPERIENCE:

-P.E. at AHCA , OPC, State of Florida. 1986 to 2013. Retired in 05/2013, 5 yrs. Of DROP participation.

Reviews & evaluations of design engg. plans & specs for compliances with NFPA codes, UL standards, FBC, ASHRAE, SMACNA etc. standards for several health care facilities. Physical site surveys for code construction checks & L.S. standards. (26-1/2 yrs.)

-P.E. at D.O.C., State of Florida. 1984-1986. Relocated to HRS (Later AHCA)

Facility design & management for several correction institutes. Design included Solar design at Riverview C.I., wood fired boiler plant at Lake Butler C.I. & site investigation at Clay C.I. Attended a Solar tech. course at Cocoa Beach solar center. (2-1/2 yrs.)

-Engineering partner at Environmental Engg. Co., Sarasota, FL. (1 yr.)

-(3) Consulting engineers in Miami & Ft. Myers, Fl.) Incl. S.W. Fl. Airport design. (2-1/2 yrs.)

-1972-1975,Skidmore, Owings & Merrill A/E Co. in Chicago, ILL. Incl. Sears tower design& Hancock tower design. (2-1/2 yrs.). (2) other engrs. In Chicago. (1 yr.)

- 1976-1978 at Austin Co., Cleveland, Ohio & a C.E. co. in Buffalo, N.Y. (3-1/2 yrs.)

- 1972 – 1976 at Hankins & Anderson & two other engrs. at Richmond, VA. (1-1/2 yrs.)

EDUCATION:

- Prof. eng. certification in Florida, N.Y., Ohio & Illinois. Current FL. Lic. 0031779.**
- 1971 MASTER OF SCIENCE, Univ. of Missouri, Rolla, MO.**
- 1967 BACHELOR OF ENGG., GUJARAT UNIV., INDIA**
- Continuing educations with Fire College, Ocala, Sprinkler alarm courses, FBC on line, Energy evaluation studies etc.**

ADVISORY COMMITTEE APPLICATION FOR BOARD APPOINTMENT LEON COUNTY RESEARCH & DEVELOPMENT AUTHORITY

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: Steinar Dale		Date: 19-Jul-2014
Home Phone: (850) 656-3826	Work Phone:	Email: steinardale@msn.com
Occupation: RETIRED		Employer: FLORIDA STATE UNIVERSITY
Preferred mailing location: Home Address		
Work Address:		
City/State/Zip: FL		
Home Address 841 EAGLE VIEW 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?		11.00 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?		
Please indicate your of expertise. If you have experience in more than one field, please check all that apply.		
<input type="checkbox"/> Finance/Banking	<input type="checkbox"/> Real Estate/Property Development	
<input checked="" type="checkbox"/> Energy	<input type="checkbox"/> High Performance Materials	
<input type="checkbox"/> Biotechnology/Biomedical	<input type="checkbox"/> Aerospace/Aviation	
<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: Caucasian	Sex: Male	Age: 69
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.

MY COMMITTEE EXPERIENCE IS WITH PROFESSIONAL SOCIETIES, SUCH AS THE INSTITUTE FOR ELECTRICAL AND ELECTRONIC ENGINEER WHERE I HAVE SERVED ON THE ENERGY COMMITTEE AND THE FELLOWS COMMITTEE. I HAVE BEEN GENERAL CHAIRMAN OF FOUR INTERNATIONAL IEEE CONFERENCE, AND I AM MEMBER OF THE IEEE MARINE SYSTEMS COORDINATING COMMITTEE. I HAVE TESTIFIED IN THE US CONGRESS ON BEHALF OF THE IEEE, AND PROVIDED INPUT TO NATIONAL ACADEMY OF SCIENCE COMMITTEES AND TASKFORCES. I HAVE CHAIRED TASKFORCES ON THE NATIONAL ELECTRIC MANUFACTURING ASSOCIATION (NEMA) ON CLIMATE CHANGE AND HEALTH EFFECTS FROM ELECTRIC AND MAGNETIC FIELDS. I AM THE PAST CHAIRMAN OF THE COALITION FOR THE COMMERCIAL APPLICATION OF SUPERCONDUCTORS (CCAS).

I HAVE A PH.D. IN ELECTRICAL ENGINEERING (HIGH VOLTAGE AND GAS PHYSICS) FROM THE UNIVERSITY OF STRATHCLYDE, SCOTLAND. I HAVE BEEN MANAGER OF RESEARCH GROUPS ON

CENTERS FOR THE LAST 30 YEARS AT OAK RIDGE NATIONAL LAB, ABB AND FSU. I SPENT A YEAR AS A STAFF MEMBER ON THE SCIENCE SPACE AND TECHNOLOGY COMMITTEE IN THE U.S. HOUSE OF REPRESENTATIVES. WITH THESE BROAD EXPERIENCES IN TECHNOLOGY MANAGEMENT AND MY EXPERTIZE ON ELECTRIC POWER AND ENERGY SYSTEMS, KNOWLEDGE OF IMPACT FROM CLIMATE CHANGE AND RENEWABLE ENERGY SYSTEMS I FEEL I CAN BE A POSITIVE CONTRIBUTOR TO THE ISSUE THE LCRDA IS PURSUING.
I HAVE NO PROFESSIONAL LICENSES.
I CHOOSE ENERGY AS A COMMITTEE TOPIC BASED ON MY BACKGROUND AND INTEREST.

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

Name: DR. RAY BUY Telephone: 850668-9194
Address: 3956 BOBBIN BROOKS CIRCLE, TALLAHASSEE FL 32312

Name: RICHARD MEEKER Telephone: 850-645-1711
Address: 1875 OX BOW TRACE, 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? 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?
If yes, please explain. No
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: Steinar J. Dale

This application was electronically sent: 7/19/2014 12:51:44PM

Steinar J. Dale Ph.D. FIEEE
841 Eagle View Drive, Tallahassee, FL 32311
Telephone (cell) 850-273-1877
Email: steinardale@msn.com

Dr. Steinar J. Dale,

Dr. Dale retired from Florida State University in March 2014 a position he held from March 2003 when he joined FSU as Director of the Center for Advanced Power System. He was responsible for providing the technical and managerial leadership for the Center, including development of the power test facilities, research programs, program funding, and strategic directions. Prior to joining FSU in March of 2003, Dr. Dale was Manager of Strategic Technologies and Government Relations for ABB Power Technologies Division in Raleigh, North Carolina. He joined ABB in 1992, where he held several management positions in ABB's Electric Systems Technology Institute. From 1984 to 1992 he was with the Oak Ridge National Laboratory (ORNL) in Oak Ridge, Tennessee. He was responsible for research and development in the area of electric utility systems for the U.S. Department of Energy (DOE), including assessments of high temperature superconductivity applications. Earlier Dr. Dale worked for the Westinghouse R&D Center in Pittsburgh, PA.

In 1986-87, Dr. Dale served as a Congressional Science Fellow (IEEE) on the staff of the Committee of Science Space and Technology in the U.S. House of Representatives in Washington DC.


Dr. Dale has authored or co-authored over 50 technical papers, including two book chapters, and was the editor of a book on the industrial application of high temperature superconductivity (EPRI 1990). He holds 6 U.S. Patents.

He is a Fellow of the IEEE (1990). He serves on the editorial board of the Proceedings of the IEEE and is a member of the IEEE Energy Policy Committee.

Dr. Dale is immediate past Chairman of the Coalition for the Commercial Applications of Superconductors, (CCAS).

Dr. Dale received his B.S. (1971) and Ph.D. (1976) in Electrical Engineering and High Voltage Physics from the University of Strathclyde in Glasgow, Scotland.

ADVISORY COMMITTEE APPLICATION FOR APPOINTMENT TO THE LEON COUNTY RESEARCH & DEVELOPMENT AUTHORITY

<p>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.</p>		
Name: <u>Domenick Canniello</u>		Date: <u>15 JUL 14</u>
Home Phone: <u>850-567-6124</u>	Work Phone:	Email: <u>dcanniello@millonair.com</u>
Occupation: <u>FBO GENERAL MANAGER</u>	Employer: <u>MILLION AIR LLC</u>	
<p>Please check box for preferred mailing address.</p> <p><input checked="" type="checkbox"/> Work Address: <u>3254 CAPITAL CIRCLE SW</u> City/State/Zip: <u>TALLAHASSEE, FL 32310</u></p> <p><input type="checkbox"/> Home Address (Required to determine County residency) <u>630 HICKORY LANE</u> City/State/Zip: <u>HAVANA, FL 32333</u></p>		
<p>Do you live in Leon County? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, do you live within the City limits? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Do you own property in Leon County? <input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, is it located within the City limits? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>For how many years have you lived in and/or owned property in Leon County? <u>1</u> years</p>		
<p>Are you currently serving on a County Advisory Committee? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>If Yes, on what Committee(s) are you a member? _____</p>		
<p>Have you served on any previous Leon County committees? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>If Yes, on what Committee(s) have you served? _____</p>		
<p>Please indicate your area of expertise. If you have experience in more than one field, please check all that apply.</p> <p><input type="checkbox"/> Finance/Banking <input type="checkbox"/> Real Estate/Property Development <input type="checkbox"/> Energy <input type="checkbox"/> High Performance Materials</p> <p><input type="checkbox"/> Biotechnology/Biomedical <input checked="" type="checkbox"/> Aerospace/Aviation</p>		
<p><i>If you are appointed to a Committee, you are expected to attend regular meetings.</i></p> <p>How many days per month would you be willing to commit for Committee work? <input type="checkbox"/> 1 <input type="checkbox"/> 2 to 3 <input checked="" type="checkbox"/> 4 or more</p> <p>And for how many months would you be willing to commit that amount of time? <input type="checkbox"/> 2 <input type="checkbox"/> 3 to 5 <input checked="" type="checkbox"/> 6 or more</p> <p>What time of day would be best for you to attend Committee meetings? <input checked="" type="checkbox"/> Day <input type="checkbox"/> Night</p>		
<p>(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.</p> <p>Race: <input checked="" type="checkbox"/> Caucasian <input type="checkbox"/> African American <input type="checkbox"/> Hispanic <input type="checkbox"/> Asian <input type="checkbox"/> Other</p> <p>Sex: <input checked="" type="checkbox"/> Male <input type="checkbox"/> Female Age: <u>55</u> Disabled? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>District 1 <input type="checkbox"/> District 2 <input type="checkbox"/> District 3 <input type="checkbox"/> District 4 <input type="checkbox"/> District 5 <input type="checkbox"/></p>		

"People Focused, Performance Driven."

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. Please attach your resume, if one is available.

SERVE AS CURRENT CHAIR OF EDC AVIATION ROUND TABLE COMMERCIAL
AVIATION PILOT. RESERVED USAF COLONEL WITH 29 YEAR EXPERIENCE
IN AVIATION AND COMMAND. CURRENT C.O. OF SOME AVIATION
FOR SERVICE BUSINESS AT TALLAHASSEE REGIONAL AIRPORT

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

Name: JEFF STOUT Telephone: (713) 640-4056

Address: 755 Ipswich Rd, Houston, TX 77061

Name: SUE DICK Telephone: (850) 224-8166

Address: 300 E PARK AVE, TALLAHASSEE FL 32301

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 AT www.leoncountyfl.gov/bcc/committees/training.asp BEFORE YOUR APPLICATION IS DEEMED COMPLETE.

Have you completed the Orientation? Yes No

Are you willing to complete a financial disclosure form and/or a background check, if applicable? Yes No

Will you be receiving any compensation that is expected to influence your vote, action, or participation on a Committee? Yes No If yes, from whom? _____

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

Do you know of any circumstances that would result in you having to abstain from voting on a Committee due to voting conflicts? Yes No If yes, please explain. _____

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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? Yes No

If yes, please explain. _____

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

Signature: [Handwritten Signature]

Please return Application

by mail: Christine Coble, Agenda Coordinator
301 South Monroe Street
Tallahassee, FL 32301

by email: coblec@leoncountyfl.gov

by fax: 850-606-5301

Online: <http://cms.leoncountyfl.gov/servicerequest/committeeapplication.aspx>

"People Focused, Performance Driven."

DOMENICK M. EANNIELLO

630 Hickory Lane ♦ Havana, FL 32333 ♦ Res: 850.509.2304 ♦ Cell: 850.567.6124 ♦ domandpatti@gmail.com

PROGRAM OR PROJECT MANAGER

More than 15 years of comprehensive experience in leading complex, highly visible programs and projects to successful conclusion throughout career with Million Air Aviation and the U.S. Air Force. Managed 50 million dollar annual aviation support business, and flown charter services. Have directed programs and projects related to mobilizing forces to provide appropriate support in times of natural disasters or security threats. Coordinate and expedite all project activities, from design and development to full team leadership and team building. Determine and meet specific program or project requirements, define the work scope, identify risks, and initiate a course of action. Proficient in developing plans, establishing meaningful metrics, and implementing strong quality management to ensure robust achievement of program and project requirements. Recognized for ability to leverage strong project management skills, consistently exceed expectations, and meet all project deadlines, budgets, and specifications.

CORE COMPETENCIES

Strategic Program Planning & Leadership ♦ Policy Development ♦ Operations Management
Process Improvement ♦ Risk Management ♦ Needs Assessment ♦ Budgeting
Public Relations ♦ Human Resources ♦ Team Leadership & Motivation
Best Practices & Continuous Improvement

EXPERIENCE & ACHIEVEMENTS

Advanced through positions of increased accountability for program and project management based on consistently exceeding goals and expectations with Million Air and the US Air Force.

MILLION AIR FIXED BASE OPERATION, TALLAHASSEE, FL • 2010 – PRESENT

One of 31 FBOs belonging to Million Air Corporation throughout the United States, Canada, and the Caribbean providing full aircraft fueling and support services.

General Manager and Charter Learjet Pilot

In charge of all business operations to include Sales, Accounting, Customer Service, Line Service, and Maintenance. Supervised 27 employees conducting 24/7 operations comprising airline, general aviation, and military aircraft servicing. Responsible for \$12 million dollar facility and the execution of \$1 million dollars in sales per month. Responsible for the operation of the sole fuel farm facility serving the Tallahassee Regional Airport. Oversees the secure storage and handling of numerous business jets to include the Governor of Florida's personal aircraft.

- ♦ Provided oversight of \$1 million dollar total remodel of Tallahassee facility to include main building complex and two stand-alone aircraft hangars. Project was six months in duration, completed on time and within budget with no impact on daily business operations.
- ♦ Initiated at City of Tallahassee's request a project to design, build, and install a Self Service fueling facility to allow small general aviation customers to service their own aircraft reducing their fuel costs. Worked with the Mayor's staff to secure appropriate permits, and coordinated to hold a press conference and grand opening with the Mayor and the City Commissioners.
- ♦ Completed Airline Transport Pilot certification and Type rating as Captain in Learjet 55. Fly as crewmember approximately 10 days monthly in both Part 135 and Part 91 operations.

1ST AIR FORCE, PANAMA CITY, FL • 2009 - 2010

One of 3 Numbered Air Forces in the US; trains and supervises personnel in response to natural and manmade disasters in the U.S., and oversees all U.S. search and rescue efforts.

Vice Commander and Special Assistant to the Commander - Colonel

In charge as 2nd in command of all operations in the U.S., including 20 aircraft alert sites, 2 air defense sector headquarters, and a 600-person command staff. Only colonel in the Air Force qualified to serve as a Deputy Combined Force Air Component Commander, making recommendations to Secretary of Defense on hostile aircraft engagement criteria. Direct the responses to disasters and national security threats, such as the BP oil spill, the Haitian earthquake, and the Christmas Day bomb event on Northwest Airlines. Chair and direct 5 Boards: the Facility Construction, Financial,

Readiness, System Acquisition, and Personnel Development boards. Review and approve all personnel annual evaluations and promotion recommendation forms, as well as the civilian annual award process.

- ◆ Spearheaded and orchestrated the Air Force response to the BP oil spill by identifying and sending 15 people to imbed with the Coast Guard's operations centers at Houma, LA and Mobile, AL to ensure agile and sufficient system support; safely doubled the number of flights in the region as a result of being directed by the Chief of Staff to man 24x7 the Air Coordination Center at Tyndall AFB with 114 Air Force, Coast Guard, Customs and Border Patrol, and BP experts publishing and executing daily air operations in Gulf of Mexico.
- ◆ Instituted scheduling process that increased relief flights into Haiti from 30 per day to nearly 200 in response to the earthquake; created the Haitian Flight Operations Center manned with Air Force and World Food bank staff.
- ◆ While on duty as Chief of Combat Operations on Christmas Day 2009, within 48 hours orchestrated the response plan enabling air defense execution to bombing threat on Northwest Airlines.
- ◆ Directed full recovery process from computer room fire that destroyed \$1M+ in classified critical computer equipment and returned to operational status within 2 months; led team of IT, Engineering, and Finance experts in developing rapid mitigation plan that allowed continued operations from alternate location.

116TH AIR CONTROL WING, WARNER ROBINS, GA • 2007 - 2009

The only blended Air National Guard and Active Duty Flying Wing operating the E-8C Joint Stars reconnaissance aircraft valued at \$6B, and comprised of 2.6K Air Force, ANG, U.S. Army, and DoD civilians executing a \$50M budget.

Vice Commander and Active Duty Element Commander - Colonel

Developed and approved aircraft and personnel deployment schedules to support combat operations in Iraq and Afghanistan. Charged with directing daily operations meetings, budget process, discipline, and promotion boards. Commanded 1.6K Air Force personnel.

- ◆ Developed the operational readiness inspection plan that enabled unit to deploy anywhere in the world with 72 hour notice.
- ◆ Orchestrated effort that split the Wing into 2 separate units, Active Duty and Air National Guard, without any cost increases while doubling leadership development opportunities.
- ◆ Directed team that developed continuous deployment plan for wartime missions at required level after combat loss of 2 aircraft (12% of fleet) while increasing utilization of remaining aircraft through flex scheduling resulting in also maintaining required training operations.

9TH RECONNAISSANCE WING, YUBA CITY, CA • 2005 – 2007

Responsible for execution of all U-2 and RQ-4 reconnaissance missions supporting U.N., NATO, and worldwide DoD requirements. 4.3K military, 1,260 civilian employees, budget of \$60M, and operation of a 23K acre military reservation.

Vice Commander - Colonel

Directed 4 operations groups of 23 operating units. Accountable for flight operations, airfield management, aircraft maintenance, civil engineering, military housing, and medical facility, as well as explosive storage site. Chaired numerous councils, including Safety, Facility Construction and Improvement.

- ◆ Achieved 98% compliance rating for 1st unit Compliance inspection in 8 years, and raised Wing Environmental and Safety inspection from last place to Top 10 in Air Combat Command.

THE JOINT STAFF, PENTAGON, WASHINGTON, D.C. • 2004 -2005

Reconnaissance Operations Directorate Division Chief - Colonel

In charge of 12 officers in planning and execution of all DoD worldwide airborne reconnaissance missions, U.S. Navy Attack Sub deployments, and naval survey ship deployments.

Career Note: Prior experience includes:

Student at INTER-AMERICAN DEFENSE COLLEGE, WASHINGTON, D.C. • 2003- 2004

Student at DEFENSE LANGUAGE INSTITUTE, MONTEREY, CA • 2002 –2003

Commander of 1ST RECONNAISSANCE SQUADRON, YUBA CITY, CA • 2001 – 2002

Special Assistant to the Commander -UNITED STATES SOUTHERN COMMAND, MIAMI, FL • 1999 – 2001

Operations Officer - 99TH RECONNAISSANCE SQUADRON, YUBA CITY, CA


Student UNITED STATES ARMY COMMAND AND STAFF COLLEGE, LEAVENWORTH, KS

Reconnaissance Concepts Manager - AIR COMBAT COMMAND, NEWPORT NEWS, VA

EDUCATION

Master of Arts in International Relations, Troy State, United Kingdom

Bachelor of Arts in Economics, Sate University of New York, Stony Brook

<p>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.</p>			
Name: Marc Freeman		Date: 7/10/2014	
Home Phone: 562-1335	Work Phone:	Email: prolactin@comcast.net	
Occupation: Professor Emeritus (retired)	Employer: Florida State University		
Please check box for preferred mailing address.			
Work Address:			
City/State/Zip:			
Home Address 5143 Icicle Hill			
City/State/Zip:Tallahassee, FL 32303-7347			
Do you live in Leon County? <input checked="" type="checkbox"/> Yes No If yes, do you live within the City limits? <input checked="" type="checkbox"/> Yes No			
Do you own property in Leon County? <input checked="" type="checkbox"/> Yes No If yes, is it located within the City limits? <input checked="" type="checkbox"/> Yes No			
For how many years have you lived in and/or owned property in Leon County? ___42_ years			
Are you currently serving on a County Advisory Committee? Yes <input checked="" type="checkbox"/> No			
If Yes, on what Committee(s) are you a member?			
Have you served on any previous Leon County committees? Yes <input checked="" type="checkbox"/> No			
If Yes, on what Committee(s) have you served? _____			
Are you interested in serving on any specific Committee(s)? If yes, please indicate your preference			
1st Choice: LCRDA_____ 2nd Choice: _____			
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: _____			
<i><u>If you are appointed to a Committee, you are expected to attend regular meetings.</u></i>			
How many days per month would you be willing to commit for Committee work? 1 2 to 3 <input checked="" type="checkbox"/> 4 or more			
And for how many months would you be willing to commit that amount of time? 2 3 to 5 <input checked="" type="checkbox"/> 6 or more			
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(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: <input checked="" type="checkbox"/> Caucasian African American Hispanic Asian Other			
Sex: <input checked="" type="checkbox"/> Male Female Age: _70_____ Disabled? <input checked="" type="checkbox"/> Yes No			
District 1 District 2 <input checked="" type="checkbox"/> District 3 District 4 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. Please attach your resume, if one is available.

I have a PhD in a biomedical discipline. My titles at Florida State University are Distinguished Research Professor Emeritus and Lloyd Beidler Professor Emeritus. I have served on several national government panels charged with evaluating the quality of scientific research for purposes of federal funding. I have also directed my own well funded research program for 38 years. Within the community I have volunteered with The Tallahassee Developmental Center, The Saint Marks Wildlife Refuge and The Adult Community Education Center of Leon County Schools. I am interested in serving on The Board of Governors of The LCRDA so that I may contribute my extensive skills in the performance, financing and evaluation of biomedical research to the activities of the Board. I do not have a resume but I am submitting an abbreviated Curriculum Vitae to support my credentials.

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

Name: Dr. William Herrnkind _____ Telephone: 850 443-2011 _____

Address: 1915 Wahalaw Court 32301 _____

Name: Dr. Raymond Bellamy _____ Telephone: 850 668-7967 _____

Address: 509 Vinnedge Ride 32303 _____

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 No

Are you willing to complete a financial disclosure form and/or a background check, if applicable? Yes No

Will you be receiving any compensation that is expected to influence your vote, action, or participation on a Committee? Yes No If yes, from whom? _____

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

Do you know of any circumstances that would result in you having to abstain from voting on a Committee due to voting conflicts? Yes No If yes, please explain. _____

Do you or your employer, or your spouse or child or their employers, do business with Leon County? Yes 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? Yes No If yes, please explain.

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

Signature: _____

Please return Application

by mail: Christine Coble, Agenda Coordinator
301 South Monroe Street
Tallahassee, FL 32301

CURRICULUM VITAE

July, 2014

Marc Edward Freeman

I. EDUCATION AND DEGREES

B.S. (1965) Moravian College, Bethlehem, Pa.

M.S. (1967) West Virginia University, Morgantown (E.K. Inskeep, Advisor)

Ph.D. (1970) West Virginia University, Morgantown (Roy L. Butcher, Advisor)

Postdoctoral Fellow (1970-1972) Emory University, Atlanta, Ga. (J.D. Neill, Supervisor)

II. RESEARCH INTERESTS

Endocrinology

Hypothalamic control of pituitary hormone secretion

III. ACADEMIC AND RESEARCH POSITIONS

Graduate Teaching Assistant, Department of Biology, West Virginia University (1965-1967)

Graduate Research Assistant, Department of Obstetrics and Gynecology, West Virginia University (1967-1970)

Postdoctoral Fellow, Department of Physiology, Emory University (1970-1972)

Assistant Professor (1972-1977), Associate Professor (1977-1982), Professor (1982-present), Associate Chairman for Graduate Studies (1983-1986), named Distinguished Research Professor (1995), named The Lloyd Beidler Professor of Biological Science (2000), Named Emeritus Professor (2008) Department of Biological Science, Florida State University

IV. HONORS AND AWARDS

Research Career Development Award-NIH, NICHD, HD-00231 (1978-1983)

Developing Scholar Award, Florida State University, 1980

Distinguished Research Professor, Florida State University, 1995

Fellow of the American Association for the Advancement of Science, elected 1997

Professorial Excellence Award, Florida State University, 1999

Named Lloyd Beidler Professor of Biological Science, 2000

V. EDITORSHIPS AND EDITORIAL BOARDS

Editorships:

Endocrinology (1988-1992), Journal

Encyclopedia of Reproduction (1999), 4-Volume Text, Academic Press
Neuroendocrinology in Medicine (2000), Text, Humana Press

Editorial Boards:

Endocrinology (1982-1986; 1993-1996, 2003-2007)
Life Sciences Advances:Experimental and Clinical Endocrinology
Biology of Reproduction (1990-1995)
Neuroendocrinology (2006-2010)

VI. GRANTING AGENCY ACTIVITIES

Regular membership:

National Science Foundation-Regulatory Biology Panel (1987-1988).
National Institutes of Health-Biochemical Endocrinology Study Section (1988-1992).
National Institutes of Health-Reviewers Reserve (1992-1996)
United States Department of Agriculture, National Research Initiative Competitive Grants Program, Enhancing Reproductive Efficiency Panel (1996)
NIH Cooperative Reprod. Sci. Research Center At Morehouse School of Medicine Advisory Committee (2002-2007)
NIH Special Emphasis Panel (2004)
NIH Integrative Clinical Endocrinology & Reproduction Study Section (2005-2012)

VII. SOURCES OF FUNDS FOR RESEARCH (Direct costs, P.I. on each)

- 1.USPHS, NIH, HD-07711 (May 1, 1974-August 30, 1977)
Extragonadal control of gonadotropin secretion \$96,426
- 2.USPHS, NIH, HD-12233 (September 1, 1978-August 31, 1981)
Control of LH secretion \$87,719
- 3.USPHS, NIH, HD-00231 (March 1, 1978-February 28, 1983)
Hypothalamic control of pituitary function \$182,530
- 4.NSF, PCM 81-20408 (June 1, 1982-November 31, 1985)
The physiological inhibition of LH release \$109,082
- 5.Ford Foundation, 820-1072 (September 1, 1982-February 28,1987)
The physiological inhibition of the ovulation-inducing release of luteinizing hormone \$336,734
- 6.The Andrew Mellon Foundation (January 1, 1987-December 31,1990)
The Physiological Importance of a Luteinizing Hormone Release Inhibiting Factor of Hypothalamic Origin \$340,000
- 7.Ares-Serono (September 1, 1990-August 30, 1992) Isolation, purification and identification of a hypothalamic factor which inhibits pituitary luteinizing hormone secretion. \$215,000
- 8.USPHS, NIH, HD-11669 (April 1, 1978-November 30, 1998)
Control of prolactin secretion \$1,219,905
- 9..USPHS, NIH, HD-38551 (January 1, 2000-December 31, 2005)
Secretion of prolactin: regulation by endothelin \$918,909

10.USPHS, NIH, DA-19356 July 1, 2004-June 30, 2010)
CRCNS:Computational/Experimental Study:Hypothalamic-Pituitary Interaction
\$1,228,196

11.USPHS, NIH, DK-43200 (April 1, 1992-January 31, 2015)
Regulation of prolactin secretion at the lactotroph \$4,672,935

VIII. PATENTS

“Pharmaceutical composition containing bromocryptine and use of same for acquired immunodeficiency states”. U.S. Patent Number 5,721,235, dated 2/24/98.

IX. STUDENTS

A. Graduate Students

1. Past Students

- a.Frederick T. LaRochelle, Jr. Ph.D., 1975. Currently practicing physician.
- b.Julia Ann Banks M.S., 1979. Currently practicing veterinarian.
- c.William C. Gorospe M.S.,1981; Ph.D., 1984. Currently practicing physician
- d. Joseph W. Gunnet Ph.D., 1984. Currently director of assay development., Johnson and Johnson. , New Brunswick, N.J.
- e.Brian J. Arey Ph.D., 1992. Currently Senior Research Investigator, Bristol-Myers- Squibb, Princeton, N.J.
- f.Thomas P. Burris Ph.D., 1993. Currently Professor and Chair, St. Louis University School of Medicine
- h.Michael Herman, M.S., 1995. Currently D.O.
- i. John Livingstone, M.S., 1997, Currently lawyer
- j. Jamie DeMaria, M.S., 1997, Ph.D., 2000. Currently, Vice President Education Marketing and Strategy at Medscape Baltimore, Maryland Area
- k. Lynette Gerhold, M.S. 2001, Field [Applications](#) Scientist at Seahorse Bioscience,
- l. Michael Sellix, Ph.D. 2005, Assistant Professor, University of Rochester School of Medicine.
- m. De’Nise McKee, Ph.D. , 2009, Currently Scientific Associate, Tech Support-Scientific Affairs at Jarrow Formulas Los Angeles, CA
- n. Jessica Kennett, Ph.D. , 2009 , Assistant Professor, Salisbury State University

B. Postdoctoral Fellows/Research Associates/Sabbatical

1. Present Research Associates

- a.Joel Tabak, Ph.D. University of Paris
- b. Cleyde Helena, Ph.D. University of Sao Paulo

c. Arturo Gonzalez-Iglesias, Ph.D. University of Buenos Aires

2. Past Fellows

- a. Jeffrey A. Witcher, Ph.D. Michigan State University, 1982. Fellow in my laboratory 1983-1984. Currently Scientific Partner, AstraZeneca, Wayne, PA.
- b. Robert (Jong-Chin) Hwan, Ph.D. C.U.N.Y., 1978. Fellow in my laboratory 1983-1989. Presently associate professor, Department of Biology, College of Staten Island.
- c. Anna Lerant, M.D. Semmelweiss University Medical School, Budapest. Fellow in my laboratory 1995-1999. Presently associate professor, Department of Anesthesiology, University of Mississippi Medical Center.
- d. Fran Close, Ph.D. Florida A&M University, 1995. Fellow in my laboratory 1995-1998. Presently assistant professor, Department of Pharmacology, Florida A&M University
- e. Bela Kanyicska, Ph.D. Semmelweiss University Medical School, Budapest, 2000. Fellow in my laboratory 1986-2003. Presently associate professor, Department of Anatomy, University of Mississippi Medical Center, Jackson
- f. Marcel Egli, Ph.D. University of Berne 2000. Fellow in my laboratory 2002-2004. Presently Head, Space Biology Group ETH-Technopark Technoparkstrasse 1 CH-8005 Zurich / Switzerland
- g. Maristela Poletini, Ph.D., University of Sao Paulo, Fellow in my laboratory 2005-2007

3. Sabbatical Visiting Scientists

- a. M. Suzuki, Professor, Gunma Institute of Endocrinology, Maebashi, Japan. Spent summer 1975 in my laboratory.
- b. Robert L. W. Averill, Professor and Chairman of Zoology, Victoria University, Wellington, New Zealand. Spent Fall and Winter, 1986 in my laboratory.
- c. Pier Carlo Montecucchi, Senior Research Supervisor, Sclavo, Milan Italy. Spent 1990-1992 in my laboratory
- d. Vittorio Rosso di San Secondo, Professor, Ospedale Maggiore di Milano. Spent parts of 1991-1996 in my laboratory.
- e. Gyorgy Nagy, Professor, Second Department of Anatomy, Semmelweis University Medical School, Budapest, Hungary. Spent 9/96-8/97 in my laboratory

X. COURSES TAUGHT

APB 1150 - Introductory Biology (Undergraduate)
BSC 2010 - General Biology (Undergraduate)
BSC 4933 - Senior Tutorial in Neuroendocrinology
PCB 2010 - Biological Processes (Undergraduate), Honors
PCB 3743 - Vertebrate Physiology (Undergraduate)
PCB 5746, 5747, 5747L- Mammalian Physiology (Medical and Graduate)
PCB 5086 - Endocrinology (Medical and Graduate)
PCB 5886 - Biochemistry III (Graduate)
PCB 5937 - Special Topics in Physiology (Graduate)
PCB 6937 - Seminar in Physiology (Graduate)
PSB 6070 - Current Problems in Neuroscience (Graduate)
BSC 5736 – Survival Skills for an Academic Career (Graduate)
PCB 3743 – Vertebrate Physiology (Undergraduate)
BMS 5510-Neurophysiology (Medical and Graduate)
BMS 5500-Mammalian Physiology (Medical and Graduate)

XI. SERVICE

Departmental

Academic Affairs Committee (1979-1981)
PIMS Academic Status Committee (1973-1983)
Pre-Med Advisor (1972-1974)
Physiology Area Representative (1978-1982, 1994-1996, 2002-2004)
Curriculum Revision Committee (1981)
Faculty Evaluation Committee (1980, 1981, 1995)
Chairman's Executive Committee (1982-1983, 1989-1990, 1992-1993, 1994-1995, 1998-1999, 200-2001, 2002-2003, 2003-2004)
Associate Chairman for Graduate Studies (1983-1986)
Promotion and Tenure Committee (1983; Chairman, 1987; 1994)
Ad hoc Physiology Faculty Search Committee, (Chairman, 1988; 1994, 1997, 2003)
Awards Nominating Committee (Chair, 1998, 1999)
Capital Equipment Acquisition Committee (Chair, 1999)
Faculty Mentoring Committee (Chair, 2000)
Promotion and Tenure Standards Committee (2001)

University

Faculty Senate (1974-1977, 1981-1984, 2000-2003)
Laboratory Animal Resources Executive Committee (Chairman, 1975)
Academic Press and Publications Board (1979-1985)
Dean's Advisory Committee for Scientific and Technical Equipment (1981)
Advisory Board to the Vice-President for Student Affairs (1981-1982)
Council for Research and Creativity (1982-1990; Chairman, 1983-1984)
Committee on Faculty Research Support, Chairman (1987)
University Space Committee (1987-1990)

Search Committee, Structural Biology Director, Chairman (1989-1992, 1997)
Review Committee, Oceanography Graduate Program (1989)
Science Area Promotion and Tenure Committee (1990)
Patent Committee (1990-present)
University Representative to Technology Transfer Conference (1991)
Review Committee, Biological Science Graduate Program (1991)
Dean of Arts and Sciences Search Committee (1995)
Animal Care and Use Committee (1995-1997, 2002-2004), Chair (1995-1997)

Professional

Membership Committees:

American Physiological Society (1981-1984)
Society for the Study of Reproduction (1977-1979)
Endocrine Society (1982-1984)
American Physiological Society Public Affairs Advisory Committee
American Physiology Society Committee on Committees
Society for the Study of Reproduction Nominating Committee (1988-1989)
Society for the Study of Reproduction Awards Committee (1992-1993)
Recent Progress in Hormone Research, Program Committee (1993-1995)
Endocrine News Advisory Board (1994-1995)
Scientific and Educational Programs Committee of the Endocrine Society (1995-1997)
Endocrine Society Meeting Program Organizing Committee (1995-1997), Chair (1997)
Publications Committee of the Endocrine Society (1999-2002)
Publications Committee of the Federation of Societies for Experimental Biology (1999-2002)
Chair of the Advisory Committee, NIH Cooperative Reproductive Science Research Center, Morehouse University School of Medicine, Atlanta (2002-2007)

Community

Tallahassee Developmental Center, Volunteer Reader to Patients (2010-present),
Chair Human Rights Committee (2010-2012) , Guardian ad litem volunteer (2013-present)
Leon County Schools, Adult & Community Education, Volunteer Reading and Writing Skills Mentor (2013-present)
St. Marks Wildlife Refuge, Volunteer Refuge Ambassador (2013-present)

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: Eric Graban

Date: 14-Jul-2014

Home Phone: (850) 320-6444

Work Phone: (812)272-6362X

Email: eric.graban@reclaim-rx.com

Occupation: FOUNDER/CEO

Employer: RECLAIMRX, LLC

Preferred mailing location: Home Address

Work Address: 901 RIGGINS ROAD, APARTMENT 212

City/State/Zip: TALLAHASSEE FL 32308

Home Address 901 RIGGINS ROAD, APARTMENT 212

City/State/Zip: TALLAHASSEE FL 32308

Do you live in Leon County? Yes If yes, do you live within the City limits? Yes

Do you own property in Leon County? No If yes, is it located within the City limits? No

For how many years have you lived in and/or owned property in Leon County? 1.00 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?

Please indicate your of expertise. If you have experience in more than one field, please check all that apply.

 Finance/Banking Real Estate/Property Development Energy High Performance Materials Biotechnology/Biomedical Aerospace/Aviation**If you are appointed to a Committee, you are expected to attend regular meetings.**

How many days permonth would you be willing to commit for Committee work? 2 to 3

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: 42

Disabled? No

District:

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.

I HAVE A BACHELORS DEGREE IN BIOLOGY FROM BROWN UNIVERSITY, AND AN MS IN ORGANIC CHEMISTRY FROM OHIO UNIVERSITY. I HAVE WORKED FOR ~15 YEARS IN THE PHARMA/BIOTECH INDUSTRY (ELI LILLY, BAXTER), HOLDING MANAGEMENT POSITIONS IN RESEARCH AND MANUFACTURING. I AM CURRENTLY FOUNDER OF RECLAIMRX, LLC, A START-UP LIFE SCIENCES COMPANY PARTLY BASED IN TALLAHASSEE, AND HAVE A STRONG INTEREST IN SEEING THE LOCAL INFRASTRUCTURE IMPROVE TO BETTER SUPPORT LIFE SCIENCES COMPANIES.

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

Name: BRENT LIEFFERS Telephone: 8123610902
Address: 9814 TAILWATER DR BLOOMINGTON, IN 47401

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? MY COMPANY COULD BENEFIT FROM HAVING WET LAB SPACE AVAILABLE FOR STAFF-UP COMPANIES IN TALLAHASSEE
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: Eric Graban

This application was electronically sent: 7/14/2014 1:32:39PM

ERIC M. GRABAN

901 Riggins Rd., Apt 212 Tallahassee, FL 32308
Phone: (812) 272-6362

PROFESSIONAL SUMMARY

Highly motivated leader with a proven record in developing and implementing business systems and technical solutions that meet or exceed customer expectations in delivering business results.

ENTREPRENEURSHIP

Founder/CEO, ReclaimRx, LLC

10/2010 – present

ReclaimRx is developing technology to allow protein structure measurement in a way that is currently not available. Our technology will help reduce risk for companies developing biotech drugs, decrease the time required to get biotech drugs to market, and help researchers understand protein interactions that can cause diseases. We are partnering with research groups at UMass and Indiana University to finish development of our technology, and anticipate revenue generation in Q3 of 2014.

- Recipient of LCRDA Technology Grant in 2014
- www.Reclaim-Rx.com

Scientific Advisor, Kailash Biosciences

6/2013 - present

Kailash is developing compound libraries to help researchers identify new uses for existing drugs. Researchers currently use a technique called High Throughput Screening (HTS) that allows researchers to screen up to 100,000+ compounds when trying to identify drug candidates for diseases being studied. A recently trend is to include samples from approved drugs in these studies, as this would significantly simplify regulatory hurdles needed to gain market approval. However, many thousands of approved drugs are not available for HTS studies. Kailash has developed a unique business model that will allow them to be the first provider of these compounds for HTS studies. My responsibilities:

- Provide scientific guidance regarding the chemistry of compounds to be included in the library, and regarding analytical and manufacturing activities needed to support the business
- Initiate and maintain contact with potential clients to identify customers ahead of product release, and to gather market analysis to ensure product offering matches market needs
- <http://www.kailashbio.com/>

PHARMACEUTICAL MANUFACTURING

Director, Aseptic Manufacturing, Baxter Pharmaceutical Solutions

6/2012 – 4/2013

The Baxter Bloomington plant is a contract pharmaceutical manufacturing facility that has over 50 clients and produces over 150 drug products. I was an interim director for all aseptic

manufacturing operations, with responsibility for 3 manufacturing buildings and over 250 employees.

Manager, Aseptic Manufacturing, Baxter Pharmaceutical Solutions 12/2009 – 6/2012

Before this, I led a manufacturing building that generated over \$100 million in product in 2011 (including multiple high profile new products). My responsibilities and accomplishments included:

- Leadership of a multi-disciplinary building management team that included a technical support group and a quality assurance group. Over 100 employees directly support the building.
 - Successfully led building through multiple PAI and annual audits from US (FDA), EU (EMA), Japan (JPAL), UK (MHRA), Brazil (ANVISA), and others
 - Led multiple site projects that are interdisciplinary in nature, including projects to improve inventory control and equipment effectiveness
- Innovations in and improvement of key building deliverables, including doubling on-time delivery, reducing defect rates by >50%, and implementing multiple cost savings and lean manufacturing initiatives.
- Direct interface with clients to ensure client satisfaction.
 - Restored critical relationships with three primary clients via improved communication and performance in on-time delivery and batch deviation rates. This effort resulted in all three clients extending their contracts with Baxter.

Supervisor, Technical Services, Baxter Pharmaceutical Solutions 8/2007 - 12/2009

In this role, I led a group of 8-13 engineers and scientists who provided day-to-day support for 8 commercial-scale aseptic filling/lyophilization lines:

- The group I inherited had been without a leader for ~9 months. My primary goal was to improve the technical proficiency of the group.
 - Implemented training program to increase technical capability of group
 - Initiated and implemented a recruiting program to identify high-caliber candidates from Notre Dame University and Purdue University; successfully identified and hired our top 2 candidates from each school
 - Successfully improved site perception and expectations for the group
- Drove development and implementation of business systems to allow for improved tracking of performance for key manufacturing investigation activities (OCR, EX).

Manager, Technical Services, Eli Lilly & Co. 10/2004 - 6/2007

In this role, I led a group of 25 employees (BS/MS/PhD chemists & chemical engineers, technicians) that was responsible for providing technical oversight of day-to-day chemical manufacturing operations of Active Pharmaceutical Ingredients and intermediates.

Responsible for delivering a laboratory program targeted to generate over \$5 million in annual savings. Support for various cGMP based inspections (including FDA and internal):

- Co-developed a “core competencies” training course for TS to instill basic data analysis and investigation principles; hands-on approach was received well, with program being expanded to other Lilly sites

- Initiated program that delivered over 90% reduction in group cGMP documentation backlog
- Initiated and led an effort to improve efficiency of preparation of batch records and include this activity in site metrics (OSSCE); increased on-time delivery from less than 25% to greater than 90%
- Drove successful development and implementation of process improvement to increase production yield, resulting in ~\$1.5 million in annual savings
- Provided technical guidance for multiple technical issues and projects in my group

Six Sigma Greenbelt, Technical Services, Eli Lilly & Co.

03/2006 - 6/2007

Concurrent to Team Leader position, I was responsible for leading and executing a six sigma project to optimize production campaign preparation activities:

- Project delivered ~\$150,000 in annual savings, exceeding the targeted goal of \$100,000 in annual savings
- Successfully streamlined campaign preparation activities via identification and removal of redundant activities
- Success included change in site culture to allow removal of redundant business oversight systems

Gemcitabine Molecule Technical Steward, Eli Lilly & Co.

01/2003 - 09/2004

Responsible for strategic oversight of the technical agenda for all 7 chemical process steps for Gemcitabine HCl, and coordinating this agenda with multiple fill/finish customer sites:

- Initiated and maintained monthly technical meeting involving network manufacturing sites in the US and France, allowing rapid and often proactive resolution of technical and supply issues
- In response to a multi-batch contamination event, led multi-functional team to rapidly identify and implement testing plan that resulted in recovery of product worth ~\$20 million
- Initiated and led a multi-site effort to harmonize network acceptance criteria for Gemcitabine HCl, resulting in ~\$1 million in savings as batches deemed acceptable on the sending site are no longer rejected by the receiving site
- Led numerous multi-site technical investigations

Organic Chemist, Technical Services, Eli Lilly & Co.

07/2001 - 12/2002

In this role, I was the primary technical support for production scale manufacture of API & intermediates for Zyprexa, Gemzar (parenteral API), and Seromyacin:

- Led high-visibility site-to-site transfer of 2 API intermediate processes to ensure continued market supply of blockbuster drug; international project involved 3 third party manufacturers and 2 Lilly sites located in the US and Europe

- Developed and implemented solution to address historical 50% reject rate for API intermediate process resulting in ~\$0.5 million in savings per production campaign
- In response to a contamination event, led multi-functional team to identify and implement testing plan that resulted in recovery of product worth ~\$5 million

SPECIALTY CHEMICAL MANUFACTURING

Development Chemist, Process R&D, OSi Specialties, Inc.

01/1998 - 06/2001

As an R&D chemist, I was responsible for the process development of new products from lab to commercial scale, technical troubleshooting for over 30 products in production, process improvements/optimization, developing methods for recovering reject material, and cost analysis for products & production processes:

- Scaled up 19 new products from bench top to commercial scale including three 4000-gallon preps and three 440-gallon preps
- Designed and implemented a new hydrosilation catalyst that:
 - Significantly reduced batch times by increasing catalyst activity and stability while reducing undesired side reactions; saved \$70,000 in 2000
- Invented and developed breakthrough technology allowing for significant color reduction in Silwet® Copolymer products

Advanced Technician, Process R&D, OSi Specialties, Inc.

10/1994 - 12/1997

Worked with Ph.D. Chemists to design and execute experimental programs

ENVIRONMENTAL SERVICES

Analyst, Extractions Lab, Kemron Environmental Services

05/1993 - 09/1994

EDUCATION

M.S. Chemistry 08/2002
Ohio University, Athens, Ohio

Research Program: Stereoselective Diazocoupling of Ethyldiazoacetate Using $(\text{PPh}_3)_3\text{RuCl}_2$
Research Advisor: Dr. Frederick Lemke

B.S. Biology 05/1993
Brown University, Providence, Rhode Island

PUBLICATIONS

E. M. Graban, F. R. Lemke, "Stereoselective Generation of Cis or Trans Olefins from the $\text{RuCl}_2(\text{PPh}_3)_3$ -Catalyzed Diazocoupling of Ethyldiazoacetate." *Organometallics* 2002, 21, 3823 – 3826.

Schilling, C. L.; Burns, P. J.; Ritscher, J. S.; Bowman, M. P.; Childress, T. E.; Powell, M. R.; **Graban, E. M.** "Hydrosilation Reaction Process with Recycle." U.S. Patent No. 6,015,920; January 18, 2000.

Bowman, M. P.; Burns, P. J.; Childress, T. E.; Sheridan, R. E.; Turner, S. M.; Young, W. T.; **Graban, E. M.**; Malson, E. E.; McIntyre, J. L.; Powell, M. P.; Hartman, K. W.; Magri, S.; Trotta, G. "Applications of Direct Synthesis $\text{HSi}(\text{OCH}_3)_3$," in *Silicon Chem. Ind. IV* [Conf.]; Oeye, Harald A., Ed.; Norwegian University of Science and Technology: Trondheim, Norway, 1998, pp. 295-306.

PRESENTATIONS

Graban, E. M., "Factors Affecting the Transition Metal Catalyzed Dehydrocondensation Reaction"; Annual Colloquium on the Hydrosilation Reaction; OSi Specialties, Inc. Internal Symposium, Tarrytown, NY; June 1999.

Graban, E. M., "Stereoselective Generation of *cis* or *trans* Olefins from $\text{RuCl}_2(\text{PPh}_3)_3$ Catalyzed Diazocoupling of Ethyldiazoacetate"; American Chemical Society National Meeting, New Orleans, LA; March, 2003.

AWARDS

Eli Lilly & Company "Changing the World." Received in recognition for leading the successful site-to-site transfer of 2 critical manufacturing process intermediates from 1 third party to 2 others while executing a contingency campaign at a 4th site. 2002.

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: Russell (Dean) Minardi

Date: 15-Jul-2014

Home Phone: (850) 294-1255

Work Phone: (850)597-7431X1006

Email: deanm@bingenergyinc.com

Occupation: CFO

Employer: BING ENERGY INTERNATIONAL

Preferred mailing location: Work Address

Work Address: 2051 EAST PAUL DIRAC DRIVE

City/State/Zip: TALLAHASSEE FL 32310

Home Address 1045 WILLIAMS LANDING ROAD

City/State/Zip: TALLAHASSEE FL 32310

Do you live in Leon County? Yes If yes, do you live within the City limits? No

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? 39.00 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? Yes

If yes, on what Committee(s) are you a member? LEON COUNTY EDUCATIONAL FACILITIES AUTHORITY

Please indicate your of expertise. If you have experience in more than one field, please check all that apply.

 Finance/Banking Real Estate/Property Development Energy High Performance Materials Biotechnology/Biomedical Aerospace/Aviation**If you are appointed to a Committee, you are expected to attend regular meetings.**

How many days permonth would you be willing to commit for Committee work? 2 to 3

And for how many months would you be willing to commit that amount of time? 3 to 5

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: 58

Disabled? No

District: District 2

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.

SEE ATTACHED RESUME

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

Name: KIM WILLIAMS Telephone: 850 224 9353
Address: 215 EAST PERSHING ST, 32301

Name: JOHN T BELL Telephone: 850 222 8193
Address: 1624 VILLAGE SQUARE BLVD, #191, 32309

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?
If yes, please explain. No
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: R Dean Minardi

This application was electronically sent: 7/15/2014 10:16:30AM

R. Dean Minardi MAcc, CPA ret

Chief Financial Officer • Bing Energy International • (850) 597-7431 x 1006
deanm@bingenergyinc.com

QUALIFICATIONS SUMMARY

- 30+ years of leadership in accounting, business, consulting, and real estate development that demonstrates the expertise to cultivate strategic relationships, collaborate with high tech organizations, communicate with engineers, and facilitate cooperation to achieve measurable results attuned to an ambitious vision

KEY SKILLS

- Auditing Methods
- Bids & Proposals
- Budget & Cost Control
- Consensus Building
- Construction Practices
- Contract Administration
- Economic Development
- Engineering Terminology
- Fiscal Accountability
- Internal Controls
- Project Management
- Research & Analysis
- Regulatory Compliance
- Staffing & Supervision
- Startups & Turnarounds
- Tenant Satisfaction

RELEVANT EXPERIENCE

Managing Partner, 603 WEST GAINES PARTNERSHIP, Tallahassee, Florida, 2001 — ongoing

- Conducted market research, identified a prime property, negotiated acquisition of a commercial building, and secured agreement with **Qwest Communications** to completely rehabilitate and lease the structure:
 - Provide **facilities management services** to the tenant, which included overseeing the transformation of a vacant, aging warehouse into a state-of-the-art fiber optic telecommunications hub
 - Direct ongoing facility expansions to keep abreast of the dynamically changing operational and technical requirements of a facility that controls all **Qwest** broadband services across the **Southeastern U. S.**
 - Spearhead special projects, prepare bid/proposal requests, negotiate contracts, supervise vendors, and confer with key staff within **Qwest** utilizing internal talent with specific areas of technical expertise
 - Act as liaison to **Qwest** executives, managers, and engineers on facilities matters, in addition to representing tenant interests with contractors, vendors, local government, and other key parties
 - Administer vendor contracts to ensure compliance in performing renovations, installations, routine maintenance, and emergency repairs to properties, security/surveillance systems, and grounds
 - Sustain a productive tenant relationship to ensure compliance with the lease, monitor budgets, resolve conflicts, and stay ahead of issues to optimize satisfaction, and retain business

Tax & Management Consultant, MINARDI INVESTMENT COMPANY, Tallahassee, Florida, 1991 — ongoing

- Founded, developed, and operated a consulting firm as a sole practitioner providing advice and assistance on advanced tax and business issues to clients throughout the **Southeastern United States**:
 - Leveraged experience as an accountant, developer, and corporate executive to attract clientele requiring a high level of expertise in matters involving real estate, business valuations, and business damages
 - Capitalized on knowledge of eminent domain to build a niche market and establish relationships with a select number of attorneys in **Florida** needing a **subject matter expert** on business valuation
 - Worked collaboratively with various law firms, environmental scientists, and professional engineers to compile technical information, interpret engineering data, and develop business damage models

Partner,

3000 SOUTH ADAMS, LLC, Tallahassee, Florida, 2005 — 2009

ULOFTS LUBBOCK, LLC, Lubbock, Texas, 2005 — 2009

- Researched properties, determined feasibility, negotiated acquisitions, and managed **two condominium conversions**, working closely with engineers, architects, designers, contractors, and local governments:
 - Completed a **186-unit property in Tallahassee**; achieved **67% sell-out** prior to the collapse of the residential market; mitigated losses by retaining ownership and leasing the remaining units
 - Completed a **299-unit property in Lubbock**; spearheaded the rehabilitation and conversion of a shuttered, seven-story, dormitory into individual units marketed to individual buyers and investors
 - Developed a strategy to minimize losses from the **Lubbock** project in the midst of an economic slump by turning the property into a for-rent project which is currently occupied under the control of the lead lender

Dean Minardi

Page Two of Three

Chief Financial Officer, LEONI PROPERTIES, Tallahassee, Florida, 2000 — 2005

- Managed the financial functions of a group of affiliated companies and played a vital role in coordinating all aspects of the organization's commercial real estate development activities:
 - Hired as the first direct employee of a decade-old business, shaped a new executive position, and built a sound infrastructure that helped increase annual revenues by **500% in five years**
 - Oversaw the construction, renovation, and build-out of multiple commercial projects totaling several hundred apartment units and **120,000+ square feet of commercial and retail space**
 - Identified opportunities for improvement, conducted cost-benefit analyses, compared options, and presented recommendations with detailed justifications to guide the tenant in reaching evidence-based decisions
 - Served as liaison to civil engineers, structural engineers, architects, designers, construction professionals, lenders, and tenants on the design, permitting, and execution of projects
 - Monitored status of projects to ensure accuracy in administering the budget, manage change orders, and meet time, quality, and financial goals in build-outs for national tenants

Board Member, LEON COUNTY EDUCATIONAL FACILITIES AUTHORITY, Tallahassee, Florida, 1999 — 2004

- Appointed to a **five-year term** and served on a **seven-member board** whose mission was to assist institutions of higher learning with construction, financing, and refinancing of projects:
 - Played a lead role in a complex development and construction project known as **Heritage Grove**, acting as the board's liaison to engineers, architects, contractors, trade partners, and other parties
 - Helped devise creative tactics to overcome unique obstacles in a project complicated by the fact that underlying land was held by the **State of Florida** and leased to **Florida State University**
 - Assisted in securing funds for the project, which was financed by the sale of bonds
 - Collaborated with fellow board members and staff in compiling, analyzing, and synthesizing data to prepare the **Annual Report** to the **Leon County Board of County Commissioners**

Vice President, COLONEY COMPANY CONSULTING ENGINEERS

(currently d/b/a **COLONEY BELL ENGINEERING**), Tallahassee, Florida, 1991 — 2000

- Took the reins of a new position charged with coordinating marketing, deliverables, and re-branding to resurrect an inactive firm and project a cohesive image throughout all forms of collateral materials:
 - Worked in concert with the company's principal to create the organizational structure, policies, procedures, and systems for an entity that grew revenues from **zero to \$1 million in four years**
 - Managed communications with the firm's civil engineers, contract consultants, and attorneys on issues involving the technical aspects of projects and litigation under eminent domain statutes
 - Handled **HR** functions, including defining staffing needs and crafting job descriptions to recruit, screen, investigate candidates, and hire a team of **eight professional and administrative personnel**
 - Devised an exit strategy that allowed the founding principal engineer to sell his business at optimal value

Vice President, DESIGN GROUP WEST, INC., Palmetto, Florida, 1984 — 1988

- Served on the **Executive Leadership Team** of a land development and construction firm that specialized in working with commercial clients to select sites, acquire properties, and execute large-scale projects:
 - Took control of a project within days of hire with the challenge to research, select, install, and rollout a fully-integrated computerized job cost-general ledger system to track multimillion dollars in sales
 - Provided expertise and energy that contributed to a **90% increase in sales** within only **four years**
 - Functioned as **Project Manager** to coordinate the acquisition, development, and marketing of **Palma Sola Sound**, achieving a rapid sellout of the properties in an upscale **15-lot residential subdivision**
 - Acted as liaison to local governments in submitting applications for permits, handling issues with impact fees, and securing any variances or special considerations required by the project
 - Controlled administrative, planning, and marketing functions, which included collaborating with outside consultants to design and produce branded print media and on-site sales packages
 - Managed communications with engineers and other project stakeholders to coordinate activities, resolve problems, and deter costly delays in order to meet critical time, budget, and quality goals
 - Evaluated workloads, set goals, established priorities, delegated assignments, and supervised a **four-member staff** to assure consistency in implementing policies and procedures

Dean Minardi

Page Three of Three

Program Manager, WAYNE H. COLONEY COMPANY, INC., Tallahassee, Florida, 1981 — 1984

- Oversaw operations of the **Container Division** of a **Department of Defense vendor**, exercising accountability for multiple contracts totaling **\$15+ million** and an annual budget of **\$17.8 million**:
 - Administered existing contracts to assure compliance with specifications and sustain client satisfaction, while developing market research methods and strategies to prospect for new business leads
 - Coordinated marketing campaigns and managed communications relating to new contracts and renewals; briefed corporate leadership and customers with timely **Program Reviews**
 - Played an integral role in assessing customer needs and delivering marketing presentations, preparing estimates, developing proposals, crafting bid responses, and closing contracts
 - Served as **Customer Liaison** as the company's representative to various client organizations engaged in scientific research and development projects, such as **Battelle Memorial Institute**
 - Worked with senior engineers on multiyear projects partnering with industry pioneers such as **Honeywell** and the **Ford Aerospace and Communications Corporation**
 - Supervised the work of a **15-member team** that that included professional engineers

Secretary – Treasurer, HARMONY MARINE, INC., Tallahassee, Florida, 1977 — 1981

- Co-founded, developed, and operated a small business while still a teenager, specializing in manufacturing and marketing a line of sailboats through a nation-wide network of **19 dealers**:
 - Secured funding by establishing and securing lines of credit and private debt offering
 - Developed, implemented, and evaluated the success of **Marketing and Sales Plans** that helped grow the business from a start-up venture into a profitable enterprise
 - Handled all administrative functions, such as forecasting, business development, strategic planning, financial oversight, records management, and reporting
 - Negotiated the sale of the business to the **Wayne H. Coloney Company**, which allowed them to expand into new **fiberglass lines** in their defense portfolio

EDUCATION

FLORIDA STATE UNIVERSITY, Tallahassee, Florida

Master of Accounting in **Tax**, 1991

Bachelor of Science in **Accounting**, 1990

LEADERSHIP TRAINING

- **Leadership Manatee**, *Graduate*, 1986

LICENSES & CERTIFICATIONS

- **Licensed Real Estate Sales Person**, State of Florida
- **Certified Public Accountant** (retired)

PROFESSIONAL AFFILIATIONS

- **The Governors Club**, *Founding Member*
- **Tallahassee International Rowing Association**, *Chair*
 - Founding Member and Chair of a nonprofit organization with an economic development mission to create ecotourism jobs and attract visitors to locations throughout the **Florida Panhandle**
- **Greater Tallahassee Chamber of Commerce**, *Former Member*
- **Manatee Chamber of Commerce**, *Former Member*
 - **Transportation Committee**, *Former Member*
 - **East-West Tollway Subcommittee**, *Past Chair*


INTERESTS & ACTIVITIES

- Sailing (race crew on a 125-foot racing sailboat in regattas around the world)

COMPUTER SKILLS

- Adept at mastering and efficiently applying knowledge of new technologies and software to enhance productivity
- Skilled in communicating with staff and vendors to define needs relating to IT resources and AutoCAD plans
- Proficient in operating Windows-based PCs to conduct Internet research and use programs that include:
 - Peachtree • TurboTax • QuickBooks • Quicken • Word • WordPerfect • Excel • Outlook

ADVISORY COMMITTEE APPLICATION FOR BOARD APPOINTMENT

<p style="text-align: center;">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</p> <p style="text-align: center;">Applications will be discarded if no appointment is made after two years.</p>	
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Name: Robert Newburgh		Date: 16-Jul-2014
Home Phone: (850) 385-4431	Work Phone: (850)385-4431X	Email: bobnewburgh@gmail.com
Occupation: PROF. & DEAN EMERITUS, DIRE		Employer: OREGON STATE UNIV., NSF, OFFICE OF NAVAL RES.,
Preferred mailing location: Home Address		
Work Address: 14354 SADDLE ROPE TRAIL		
City/State/Zip:	TALLAHASSEE FL	32305
Home Address 14354 SADDLE ROPE TRAIL		
City/State/Zip:	TALLAHASSEE FL	32305
Do you live in Leon County?	Yes	If yes, do you live within the City limits? No
Do you own property in Leon County?	Yes	If yes, is it located within the City limits? No
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?		Yes
If yes, on what Committee(s) are you a member?		LEON COUNTY SCIENCE ADVISORY COMMITTEE
Have you served on any previous Leon County committees?		No
If yes, on what Committee(s) are you a member?		
Please indicate your of expertise. If you have experience in more than one field, please check all that apply.		
<input type="checkbox"/> Finance/Banking	<input type="checkbox"/> Real Estate/Property Development	
<input type="checkbox"/> Energy	<input type="checkbox"/> High Performance Materials	
<input checked="" type="checkbox"/> Biotechnology/Biomedical	<input type="checkbox"/> Aerospace/Aviation	
<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?		3 to 5
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: 92
Disabled? No	District: District 2	

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 CHEM., UNIV. OF IOWA, PHD BIOCHEM, UNIV. OF WISCONSIN
 I HAVE BEEN ACTIVE IN RESEARCH FOR 60 YEARS. WHILE AT A UNIVERSITY I ALSO WAS ON TWO NIH STUDY SECTIONS WHOSE PURPOSE IS TO EVALUATE GRANTS FOR FUNDING. AT NSF I WAS COUNTY I WAS A MEMBER OF THE BROGAN MUSEUM. THE EXPERTISE I COULD BRING TO THECOMMITTEE IS IN THE AREA OF EVALUATION OF THE SCIENC OR TECHNOLOGY AND ITS CHANCES FOR SUCCESS. DUE TO A COUNTY LIMIT OF THREE YEARS I WILL BE LEAVING THE LEON COUNTY SCIENCE ADVISORY COMMITTEE. I AM EXCITED AT THE POSSIBILITY OF JOINING YOUR COMMITTEE. IF MY CV D

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

Name: WILLIAM LANDING
Address: FLORIDA STATE UNIV.

Telephone: 850-644-6205

Name:
Address:

Telephone:

IMPORTANT LEGAL REQUIREMENTS FOR ADVISORY COMMITTEE MEMBERSHIP

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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? No

Do you know of any circumstances that would result in you having to abstain from voting on a Committee due to voting conflicts?

If yes, please explain. No

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: Robert W. Newburgh

This application was electronically sent: 7/16/2014 4:15:46PM

CURRICULUM VITAE

Robert W. Newburgh

Home Address

14345 Saddle Rope Trail
Tallahassee Ranch Club
Tallahassee, FL 32305
850-385-4431
bobnewburgh@gmail.com

EDUCATION

B.S. (Chemistry) State University of Iowa	1949
Ph.D. (Biochemistry) University of Wisconsin	1953

ACADEMIC

Professor-Emeritus, Oregon State University	1984-	
Acting Dean, Undergraduate Studies, Oregon State University	1978-1979	
Dean, Graduate School, Oregon State University	1976-1980	
Visiting Professor, Department of Neurology, University of California-San Diego Medical School	1971-1972	
Chair, Department of Biochemistry and Biophysics, Oregon State University	1967-1976	
Assistant Director for the Biological Sciences, Science Research Institute, Oregon State University	1962-1970	
Professor (Chemistry & Biochemistry), Oregon State University	1961-1984	
Visiting Professor, National Taiwan University	1967	
Visiting Professor, University of Connecticut		1960-1961
Associate Professor (Chemistry), Oregon State University	1958-1961	
Assistant Professor (Chemistry), Oregon State University	1954-1958	
Research Associate, Oregon State University	1953-1954	
United States Army (Private to Captain, MSC)	1941-	

PROFESSIONAL EXPERIENCE

Federal Government and other

Executive Director, The Protein Society	1997-2005
Director, Biological and Biomedical Science and Technology Division, Office of Naval Research	1994-1996
Director, Biological Science Division, Office of Naval Research	1982-1994
National Naval Medical Center-Research in Neurobiology	1988-1994
Pacific Grove Marine Science Center-Stanford Univ. Research on Effects Free Electron Lasers in Biol.	1990-1996
Head, Section on Molecular and Genetic Biosciences, National Science Foundation	1979-1982
Program Manager, Instrumentation, National Science Foundation (con-current)	1980-1982
Chemist, USDA, Oregon State University	1954-1958

FELLOWSHIPS AND SIGNIFICANT TRAINING

Ethel Craig Scholar, American Cancer Society	1958-1961
Career Development Award, National Institutes of Health	1962-1967
Special Fellowship, National Institutes of Health	1971-1972

CONSULTANT POSITIONS

National Institutes of Health Study Section (Toxicology)	1966-1971
National Institutes of Health Training Committee (NIEHS)	1972-1975
NSF representative to National Institutes of Health Councils (NIGMS, NIAAID)	1980-1982
National Institutes of Health Research Resources Council	1979-1982

MAJOR BOARDS AND COMMITTEES

Non-academic

Federation of American Society for Experimental Biology Board
National Academy of Sciences Committee on Opportunities in Biology
Office of Technology Assessment Committee on Biotechnology and Human Genome
Technical Advisor for the State Department COCOM (International Committee on
Export Control)
Office of Science and Technology of the USA President Sub-Committee on Biotechnology

Academic

Oregon State University Foundation Board
Chair, Oregon Board of Higher Education Commission on Marine Sciences
Elected chair of the Oregon State University Faculty Senate
Committee on Non-traditional Graduate Education, Oregon State University
Committee for Women's Studies Center, Oregon State University
Chair, Committee on Minority Affairs, Oregon State University

Professional and Community volunteer activities

Chair, Pauling Award Committee, American Chemical Society
Oregon Regional Cancer Committee
Oregon Heart Association
Rotary Club, Corvallis, Oregon
Chair, Montgomery County of Maryland Alcohol and Drug Abuse Committee, Rockville, MD
Marion Koshland Science Museum, NAS, Washington, DC
National Zoo Research Center, Washington, DC
Recycling Program, Montgomery County, Maryland
Montgomery County Road Runners Club, Rockville, MD
Brogan Museum Board, Tallahassee
Florida Leon County Scientific Advisory Committee
Florida Leon County Septic System Loan and Inspection Program Planning Committee
Tallahassee Symphony Society Tour of Homes & other activities

PROFESSIONAL AND SCIENTIFIC SOCIETIES

Council of Graduate Schools
American Chemical Society
American Society of Biochemists and Molecular Biologists
American Society of Cell Biology (charter member)

The Protein Society
AAAS
AAUP (Chapter President)
Life Member of Senior Executive Association

RESEARCH SUPPORT

During my academic career received support from the following agencies at an average annual level of over \$300,000 excluding training grants: National Institutes of Health, National Science Foundation, American Cancer Society, American Heart Association, Life Insurance Medical Research Foundation, U.S. Army, Dreyfus Foundation and the Research Corporation.

BOOKS

Molecules of Life (HS Level)
Toxicology Text (2 Chapters)
Chemistry Text (Chapter on Biochemistry)
Pharmacology Text (Chapter on RNA)

ADVISORY COMMITTEE APPLICATION FOR BOARD APPOINTMENT LEON COUNTY RESEARCH & DEVELOPMENT AUTHORITY

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: David Teek		Date: 18-Jul-2014
Home Phone: (850) 656-6357	Work Phone: (850)321-8689X	Email: daveteek@nettally.com
Occupation: DEVELOPMENT DIRECTOR	Employer: ENERGY FLORIDA	
Preferred mailing location: Home Address		
Work Address: 1003 MARYS DRIVE		
City/State/Zip:	TALLAHASSEE FL	32308
Home Address 1003 MARYS DR		
City/State/Zip:	TALLAHASSEE FL	32308
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?		19.00 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?		
Please indicate your of expertise. If you have experience in more than one field, please check all that apply.		
<input checked="" type="checkbox"/> Finance/Banking	<input type="checkbox"/> Real Estate/Property Development	
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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
(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:	Sex:	Age: 55
Disabled? Yes	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.

I HAVE 25 YEARS EXPERIENCE IN AEROSPACE / TECHNOLOGY BASED ECONOMIC DEVELOPMENT. I HAVE BEEN WORKING WITH FSU, FAMU, TCC AND OTHERS IN THE COMMUNITY ON DEVELOPING FUNDING SUBMISSIONS FOR FEDERAL ECONOMIC DEVELOPMENT GRANTS FOR THE LAST TWO YEARS.

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

Name: JOHN FRASER Telephone: 850 644-8637
Address: 318 DITTMER BLDG, TALLAHASSEE, FL 32306-4391

Name: DEAN MINARDI Telephone: 850 294-8221
Address: 2051 EAST PAUL DIRAC DRIVE, TALLAHASSEE 32301

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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?

If yes, please explain. No

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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: David Teek

This application was electronically sent: 7/18/2014 10:30:14AM

DAVID TEEK

1003 MARY'S DRIVE • TALLAHASSEE, FLORIDA USA 32308-5267 • (850) 321-8689
DAVETEEK@NETTALLY.COM

EDUCATION

- Bachelor of Arts, Political Science, University of Central Florida.
- Associate of Arts, Brevard Community College

EXPERIENCE

- PROGRAM DEVELOPMENT** 2010 – present Energy Florida Cape Canaveral, FL
Director of Development – Space to Energy Regional Innovation Center
- Development plan for establishing national energy commercialization center through federal-industry partnerships.
 - .Industry recruitment and partnership development.
 - Federal and state policy and program development.
- CONSULTING** 2012-present Florida State University Tallahassee, FL
Commercialization Consultant
- Development of technology commercialization partnerships and strategies
 - Project management and funding
- Florida Tech Consulting – Melbourne, FL & Tallahassee, FL**
Technical Consultant
- 2011 Pratt & Whitney Rocketdyne – Canoga Park, CA
- Development of business development and facility financing plans.
- 2008 - 2011 Space Florida – Kennedy Space Center, FL
- Development of aerospace business development and policy plans.
- 2007 - 2008 Rocket Lab. Ltd. - Auckland, New Zealand
- Developing import / export strategies and linkages.
- COMMUNITY PLANNING** 2006 – 2007 Department of Community Affairs - Tallahassee, FL
Special Projects Coordinator
- Management of growth management technical assistance grant program.
 - Preparation of budget documents and communications material.
- 2007 State of Florida - Century Commission - Tallahassee, FL**
Consultant
- Planning and development of new funding contract with the Department of Community Affairs. Statutory analysis and development of strategic plans.
- PROGRAM AND POLICY** 1995 – 2004 Florida Space Authority – Tallahassee & Cape Canaveral, FL
Manager of Government Affairs
- Development and advocacy of federal and state space policies and proposals to secure new NASA, defense and commercial programs and funding for Florida, including national spaceport and commercialization policies.
 - Drafted and secured passage of legislation and special appropriations, including the Space Transportation Planning Act, the Reusable Launch Vehicle Hangar at KSC, and the Space Life Sciences Lab.
 - Manage major projects federal and state agencies, space companies and universities.
 - Created new financing, construction and operating approach for commercial development of a \$35 million rocket storage facility for the U.S. Air Force
 - Established and led the first joint NASA, Air Force, economic development agencies and the spaceport authority launch site development program.

LEGISLATIVE 2009 - Florida Senate Democratic Office – Tallahassee, FL

Legislative Analyst

- Review and analyze bills and amendments; monitor activities and issues in assigned committees.
- Drafting and review of legislative bills, resolutions, and amendments in technically complete language.

1988 – 1993 Florida House of Representatives - Titusville, FL

Legislative Assistant to Representative Charlie Roberts

- Responsible for management of district office and session activities, including legislation, appropriations, constituent services, interest groups and media.
- Drafted and coordinated activities to secure passage of major legislation including the Patient Self-Referral Act and Florida's first sexual predators statute. Significant role in securing passage and implementation of the Spaceport Florida Authority Act, which created the nations first state government space agency.
- Helped secure appropriations for major transportation, community resource and environmental preservation projects within the district.

ORGANIZING 2008 Barack Obama for President - Florida Campaign for Change

Field Organizer

- Developed voter contact and outreach operations in Northeast Leon County that exceeded voter contact and performance goals established by campaign.
- Organization of ten Neighborhood Teams for Change, training 78 team leaders and captains and helping recruit over 250 regular volunteers.
- Assisted Florida policy Director Ian Bassin in analysis of space policy issues and formulation of policy options.


SKILLS

- Communication skills in technical information as well media / persuasion.
- Proficient in all aspects of Microsoft Office program suite.
- Fiscal and numerical analysis, database development.
- Legislative processes and communications.
- Policy and program development and analysis, including legislative bill drafting, memos, appropriations documents.
- Development and implement of multi-organization programs and projects.
- Volunteer recruitment & team building.
- Issue advocacy and political campaign management.

FAMILY

- Married to Patricia Ann Grogan.
- Daughters Mackenzie Grogan Teek (17) and Veronica Xiao Teek (15).

ADVISORY COMMITTEE APPLICATION FOR APPOINTMENT TO THE LEON COUNTY RESEARCH & DEVELOPMENT AUTHORITY

<p style="text-align: center;">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.</p>		
Name: Hugh H. Wilson		Date: 7/8/14
Home Phone: 668-2708	Work Phone: N/A	Email: hampwilson@embarqmail.com
Occupation: Retired Executive		Employer: NASA
<p>Please check box for preferred mailing address.</p> <p><input type="checkbox"/> Work Address: N/A - prefer residence/home address below</p> <p>City/State/Zip: _____</p>		
<p><input checked="" type="checkbox"/> Home Address (Required to determine County residency) 5663 Bradfordville Road</p> <p>City/State/Zip: Tallahassee, FL 32309</p>		
<p>Do you live in Leon County? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, do you live within the City limits? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Do you own property in Leon County? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, is it located within the City limits? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>For how many years have you lived in and/or owned property in Leon County? <u>25</u> years</p>		
<p>Are you currently serving on a County Advisory Committee? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>If Yes, on what Committee(s) are you a member? _____</p>		
<p>Have you served on any previous Leon County committees? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>If Yes, on what Committee(s) have you served? _____</p>		
<p>Please indicate your area of expertise. If you have experience in more than one field, please check all that apply.</p> <p><input type="checkbox"/> Finance/Banking <input type="checkbox"/> Real Estate/Property Development <input type="checkbox"/> Energy <input type="checkbox"/> High Performance Materials</p> <p><input type="checkbox"/> Biotechnology/Biomedical <input checked="" type="checkbox"/> Aerospace/Aviation</p>		
<p><u>If you are appointed to a Committee, you are expected to attend regular meetings.</u></p> <p>How many days per month would you be willing to commit for Committee work? <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 to 3 <input type="checkbox"/> 4 or more</p> <p>And for how many months would you be willing to commit that amount of time? <input type="checkbox"/> 2 <input type="checkbox"/> 3 to 5 <input checked="" type="checkbox"/> 6 or more</p> <p>What time of day would be best for you to attend Committee meetings? <input checked="" type="checkbox"/> Day <input type="checkbox"/> Night</p>		
<p>(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.</p> <p>Race: <input checked="" type="checkbox"/> Caucasian <input type="checkbox"/> African American <input type="checkbox"/> Hispanic <input type="checkbox"/> Asian <input type="checkbox"/> Other</p> <p>Sex: <input checked="" type="checkbox"/> Male <input type="checkbox"/> Female Age: <u>86</u> Disabled? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>District 1 <input type="checkbox"/> District 2 <input type="checkbox"/> District 3 <input type="checkbox"/> District 4 <input checked="" type="checkbox"/> District 5 <input type="checkbox"/></p>		

"People Focused, Performance Driven."

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. Please attach your resume, if one is available.

1. SEE ATTACHED RESUME FOR DETAILS.
2. I REALIZE THAT MY AGE MIGHT BE A DETRIMENT, AND IF SO, SO BE IT, AND I'LL UNDERSTAND.

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

Name: BRYAN DESLOGE Telephone: 850-505-5364

Address: DESLOGE B@LEON.COUNTY.FL.GOV

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/scc/committees/training.asp BEFORE YOUR APPLICATION IS DEEMED COMPLETE.

- Have you completed the Orientation? Yes No
- Are you willing to complete a financial disclosure form and/or a background check, if applicable? Yes No
- Will you be receiving any compensation that is expected to influence your vote, action, or participation on a Committee? Yes No If yes, from whom? _____
- Do you anticipate that you would be a stakeholder with regard to your participation on a Committee? Yes No
- Do you know of any circumstances that would result in you having to abstain from voting on a Committee due to voting conflicts? Yes No If yes, please explain. _____
- Do you or your employer, or your spouse or child or their employers, do business with Leon County? Yes 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? Yes No If yes, please explain. _____

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

Signature: Hugh H. Wilson

Please return Application

by mail: Christine Coble, Agenda Coordinator
301 South Monroe Street
Tallahassee, FL 32301

by email: coblec@leoncountyfl.gov

by fax: 850-606-5301

Online: <http://ems.leoncountyfl.gov/services/request/committeeapplication.aspx>

"People Focused, Performance Driven."

Hugh H. (Hamp) Wilson
5663 Bradfordville Road
Tallahassee, FL 32309

Since March 1988, Mr. Wilson has operated his own consulting business, specializing in the management of government procurement and contracting activities. He is considered an expert in solicitation analyses, proposal development, including proposal themes, key personnel identification and evaluation, organizational structure and responsiveness to solicitation requirements, red-team reviews, SEB simulation, procurement systems reviews, negotiation strategies, contract administration, etc, and provides these services to many of the major aerospace companies throughout the nation.

Mr. Wilson had a long and distinguished career with NASA before retiring as a Senior Executive in 1988. Even though retired, Mr. Wilson continued to serve the agency by regularly conducting seminars for NASA engineers and contracting officials on the proper methods and procedures to employ while conducting major procurements, i.e., those in excess of fifty million dollars that require Source Evaluation Board (SEB) procedures. In addition to his service to NASA, he also provided this training course for aerospace companies and allied professional organizations such as the National Contract Management Association (NCMA).

From May 1985 to March 1988, he was the Director of Procurement at the Marshall Space Flight Center (MSFC) in Huntsville, Alabama, where he managed a staff of over 180 procurement professionals and a procurement budget in excess of \$2.5 billion. While at MSFC, he managed the activities that led to the contractual settlements attendant to the Challenger accident, for which he received the NASA Outstanding Leadership Medal. During that same period, he was a member of the MSFC SEB Advisory Council and served either as a senior review official, or the Source Selection Authority, on over twenty major SEBs.

Mr. Wilson served as the Director of Procurement Policy at NASA HQs from June 1979 to May 1985. During that period he represented NASA in negotiating the final version of the Federal Acquisition Regulation (FAR.). He was frequently called upon to brief other government agencies, congressional staffs and foreign embassies, and civic, business and professional organizations, on NASA procurement policies.

Prior to his Headquarters tour, Mr. Wilson spent ten years at Kennedy Space Center (KSC) where he served as the Chief of Administrative Operations for the Procurement Office, and prior to that, nine years at MSFC as a contract negotiator. While serving at KSC, Mr. Wilson found time to serve as president of the local chapters of the National Contract Management Association (NCMA); the Reserve Officers Association (ROA); and, the University of Alabama Alumni Association.

He has been a frequent lecturer, speaker, teacher and briefer at procurement seminars, training workshops, universities, government agencies and corporations. Mr. Wilson is a Certified Professional Contract Manager (CPCM), a Fellow, a member of the Board of Advisors Emeritus (BOAE), and Honorary Life Member of the National Contract Management Association (NCMA).

He holds a Bachelor's Degree from Rollins College in Winter Park, Florida, and a Master's Degree from the Florida Institute of Technology in Melbourne, Florida, where he has served as an adjunct professor on their main campus in Melbourne, as well as their offsite campus in Alexandria, VA.

A graduate of the Army Command and General Staff College and the Army Associate Executive Logistics Development Course, he retired as a Colonel in the Army Reserve after 32 years of service. He has been the recipient of the Army Commendation Medal, as well as the Army Meritorious Service Medal. In 2003, Mr. Wilson received NASA's highest non-Government honor, the NASA Distinguished Public Service Medal. During his active service with NASA he was awarded the NASA Medal for Outstanding Leadership and the NASA Exceptional Service Medal, as well as numerous other special achievement and service awards. In 2009, he received NCMA's highest honor, the AJvis D. Keen Honorary Life Member Award, and during the same year he was also elected to the Hall of Fame of the Cape Canaveral Chapter of NCMA.

He is active in several civic endeavors in Tallahassee, serving as a member of the National Board of Directors of the Florida Institute of Technology Alumni Association, as a past member of the Board of Directors of the Challenger Learning Center, as past president of the Centerville Rural Community Association (CeRCA), a homeowners' association in Leon County, and as past member of the Board of Directors of Tallahassee FreeNet. His civic endeavors also included serving as a Shriner driver transporting crippled and burned children to Shriner's hospitals throughout the United States for treatment.

**Leon County
Board of County Commissioners**


Notes for Agenda Item #24

Leon County Board of County Commissioners

Cover Sheet for Agenda #24

September 2, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Consideration of Full Board Committee Appointment to the Adjustment and Appeals Board, Affordable Housing Advisory Council, Animal Services Center Advisory Board, Big Bend Health Council, CareerSource Capital Region, Educational Facilities Authority, and Joint City/County/School Coordinating Advisory Committee; Confirmation of Appointments to the Planning Commission and Tourist Development Council

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 an alternate member to the Adjustment and Appeals Board.
- Option #2: Appoint Marva Bonner to the Affordable Housing Advisory Committee.
- Option #3: Appoint three members to the Animal Services Center Advisory Board.
- Option #4: Appoint a member to the Big Bend Health Council.
- Option #5: Appoint Gloria Pugh and George Smith to the CareerSource Capital Region.
- Option #6: Appoint a member to the Educational Facilities Authority.
- Option #7: Appoint a member to the Joint City/County/School Coordinating Committee.
- Option #8: Confirm the appointment of Patrick Madden, as the School Board's representative, to the Planning Commission.
- Option #9: Confirm the appointment of City Commissioner Scott Maddox to the Tourist Development Council.

Title: Consideration of Full Board Committee Appointment to the Adjustment and Appeals Board, Affordable Housing Advisory Council, Animal Shelter Advisory Board, Big Bend Health Council, CareerSource Capital Region, Educational Facilities Authority, and Joint City/County/School Coordinating Advisory Committee; Confirmation of Appointments to the Planning Commission and Tourist Development Council

September 2, 2014

Page 2

Report and Discussion

Background:

At its August 23, 2011 meeting, the Board approved the revised process for Advisory Committee appointments by having a General Business item prepared for full Board appointments.

Analysis:

Adjustment and Appeals Board (BOAA)

Purpose: The responsibility of the Adjustment and Appeals Board is to determine appeals of code-related (Land Development Regulations [LDR]) interpretations and granting variances to the provisions of the LDRs based on documented hardship (Attachment #1).

Composition: The BOAA has nine members: the County and City each appoint three regular members and one alternate member. Additionally, there is one member appointed alternately by the City and County. Members serve three-year terms and are limited to no more than two full consecutive terms on the BOAA, whether appointed by the City Commission or the County Commission.

Vacancies: The term of Seth Swanson, an alternate member, expired June 30, 2014. Mr. Swanson is not interested in reappointment (Attachment #2). Applications have been received from Carlos Rey (Attachment #3) and Michael Renwick – *submitted an application for Educational Facilities Authority* (Attachment #4).

Table 1: Adjustment and Appeals Board

Vacancies	Applicants	Recommended Action
Seth Swanson – Alternate member; <i>(Not interested in reappointment)</i>	Carlos Rey	Full Board to make one appointment.
	Michael Renwick	

Affordable Housing Advisory Committee (AHAC)

Purpose: The goal of AHAC is to identify incentives that are pertinent to affordable housing and serve as an information resource to help improve affordable housing feasibility. The AHAC will review the established policies and procedures, ordinances, land development regulations, and adopted local government comprehensive plan and shall recommend specific actions or initiatives to encourage or facilitate affordable housing (Attachment #5).

Composition: The membership of the AHAC is comprised of 11 members based on certain criteria in connection with affordable housing, who serve four-year terms that end September 30, 2016. All members are appointed by the full Board.

Title: Consideration of Full Board Committee Appointment to the Adjustment and Appeals Board, Affordable Housing Advisory Council, Animal Shelter Advisory Board, Big Bend Health Council, CareerSource Capital Region, Educational Facilities Authority, and Joint City/County/School Coordinating Advisory Committee; Confirmation of Appointments to the Planning Commission and Tourist Development Council

September 2, 2014

Page 3

Vacancies: There are currently three positions vacant:

- A member who represents employers within the jurisdiction
- A Citizen who is actively engaged in the banking or mortgage banking industry
- A Citizen who represents essential services personnel, as defined in the local housing assistance plan

An application from Ms. Marva Bonner has been submitted (Attachment #6); and, according to staff, would be eligible as *a citizen who represents essential services personnel, as defined in the local housing assistance plan* (Attachment #7).

Table 2: Affordable Housing Advisory Committee

Vacancies	Applicant	Recommended Action
Citizen who represents essential services personnel, as defined in the local housing assistance plan	Marva Bonner	Full Board to make an appointment.

Animal Shelter Advisory Board

Purpose: The Board is a citizen's board in support of the Tallahassee-Leon Community Animal Services Center. Responsibilities include assisting in the development of Animal Shelter Services' mission and policies and serving as liaisons to the community, increasing support and awareness of Animal Shelter Services, and assisting in the resolution of citizen concerns, issues, and grievances (Attachment #8).

Composition: The membership is comprised of 15 members: nine members appointed by the City of Tallahassee Mayor; three members appointed by the City Commission; and, three members appointed by the County Commission that reside in Leon County with an interest in animal control and services. Terms will be for three years (Attachment #9).

Vacancies: At this time, the Board would make its three initial appointments. Applications have been received from the following persons residing in unincorporated Leon County: Lillie Anne Brown (Attachment #10), Greg Cowan (Attachment #11), Linda Miles (Attachment #12), and, Ann Seiler (Attachment #13). Additionally, applications from persons who reside within the City limits have been received from Frank Alarcon (Attachment #14), Ashley Istler (Attachment #15), and Carly Souther (Attachment #16).

Table 3: Animal Shelter Advisory Board

Vacancies	Applicant	City/Unincorporated	Recommended Action
Vacant	Lillie Anne Brown – Unincorporated Greg Cowan – Unincorporated Linda Miles - Unincorporated		Full Board to make three appointments.
Vacant	Ann Seiler – Unincorporated		
Vacant	Frank Alarcon – City Ashley Istler – City Carly Souther - City		

Title: Consideration of Full Board Committee Appointment to the Adjustment and Appeals Board, Affordable Housing Advisory Council, Animal Shelter Advisory Board, Big Bend Health Council, CareerSource Capital Region, Educational Facilities Authority, and Joint City/County/School Coordinating Advisory Committee; Confirmation of Appointments to the Planning Commission and Tourist Development Council

September 2, 2014

Page 4

Big Bend Health Council

Purpose: Provide for local representation in planning and evaluating health needs of a regional 14-county service district (Attachment #17).

Composition: Twenty-one members from 14 counties: Bay, Calhoun, Franklin, Gadsden, Gulf, Holmes, Jackson, Jefferson, Leon, Liberty, Madison, Taylor, Wakulla, and Washington. Members serve two-year terms, ending July 31. Leon County has four appointments; three of Leon County's appointees must be involved directly in the health care field and one must be a Non-Governmental Health Care Consumer that could represent the elderly.

Vacancies: Mr. Al Sulkes passed away and an appointment is needed to fill the vacancy of a non-governmental health care consumer that could represent the elderly. Applications have been received from David Jones (Attachment #18), Mark Mahoney (Attachment 19), Robert Smith (Attachment 20), and June Wiaz (Attachment 21).

Table #4 – Big Bend Health Council

Vacancy	Applicants	Recommended Action
Vacant	David Jones Mark Mahoney Robert Smith June Wiaz	Full Board to make one appointment.

CareerSource Capital Region (formerly Workforce *plus*)

Purpose: The CareerSource Capital Region provides for enhanced coordination, cooperation, collaboration, and outcomes, by and between several entities, both public and private, in order to advance economically and socially, and in providing employers with the skilled workforce necessary to be competitive in local, state, national, and/or international markets (Attachment #22).

Composition: The County has eight appointments of private sector representatives. New appointments to CareerSource Capital Region are required to be nominated through recommendation of the Greater Tallahassee Chamber of Commerce (Chamber). Members serve three-year terms.

Vacancies: The terms of Lee Harvey, Tim Meenan, and Fred Seamons expired June 30, 2014. Mr. Harvey, Mr. Meenan, and Mr. Seamons are ineligible for reappointment due to the County's policy regarding term limits. However, Mr. Jim McShane, CEO of CareerSource Capital Region, states that Mr. Seamons is an active and engaged member and consistent participant, and requests that the Board waive the Policy and reappoint Mr. Seamons (Attachment #23). The Chamber has recommended and nominated Gloria Pugh and George Smith to replace Lee Harvey and Tim Meenan, respectively (Attachment #24). Applications from Ms. Pugh and Mr. Smith are attached (Attachments #25 and #26).

Title: Consideration of Full Board Committee Appointment to the Adjustment and Appeals Board, Affordable Housing Advisory Council, Animal Shelter Advisory Board, Big Bend Health Council, CareerSource Capital Region, Educational Facilities Authority, and Joint City/County/School Coordinating Advisory Committee; Confirmation of Appointments to the Planning Commission and Tourist Development Council

September 2, 2014

Page 5

Table 5: CareerSource Capital Region

Vacancies	Applicant	Recommended Action
Lee Harvey (<i>Not eligible</i>)	Gloria Pugh	Full Board to make appointment.
Tim Meenan (<i>Not eligible</i>)	George Smith	Full Board to make appointment.
Fred Seamons (<i>Not eligible</i>)	N/A	No recommendation.

Educational Facilities Authority (EFA)

Purpose: The purpose of the authority is to assist institutions for higher education in the construction, financing, and refinancing of projects (Attachment #27).

Composition: There are seven members appointed by the full Board; all members must be residents of Leon County, and at least one must be a trustee, director, officer, or employee of an institution for higher education. Members terms are for five years. Additionally, there is one County Commissioner appointed by the full Board to serve as a liaison to the EFA for a term of two years (Commissioner Lindley serves as the Board liaison).

Vacancies: The term of Bob Kellam expired July 31, 2014. Mr. Kellam was appointed to the EFA on July 24, 1990, one week after its establishment, and has been a member for five terms (24 years). Board Policy that establishes the number of times a committee member is eligible to be reappointed does not apply to the EFA; therefore, it is at the Board’s discretion on whether to reappoint Mr. Kellam (Attachment #28). Applications have been received from Louis Dilbert (Attachment #29), Michael Renwick – *also submitted application for Adjustment and Appeals* - (Attachment #30), Thomas Proctor (Attachment #31), and Max Schmidt (Attachment #32).

Table 6: Educational Facilities Authority

Vacancy	Applicants	Recommended Action
Bob Kellam	Bob Kellam Louis Dilbert Michael Renwick Thomas Proctor Max Schmidt	Full Board makes one appointment.

Title: Consideration of Full Board Committee Appointment to the Adjustment and Appeals Board, Affordable Housing Advisory Council, Animal Shelter Advisory Board, Big Bend Health Council, CareerSource Capital Region, Educational Facilities Authority, and Joint City/County/School Coordinating Advisory Committee; Confirmation of Appointments to the Planning Commission and Tourist Development Council

September 2, 2014

Page 6

Joint City/County/School Board Coordinating Committee

Purpose: To foster the coordination of comprehensive planning and school facilities planning programs by addressing evaluation and any suggested changes to the process for sharing information on planned school facilities and the City and County participation in the School District's Five-Year Capital Facilities Plan, monitoring of the school concurrency management system, and Effectiveness of School Concurrency Implementation (Attachment #33).

Composition: The Coordinating Committee is composed of six members, who serve terms of four years, one member each from the City Commission, Board of County Commissioners, and the School Board; and, the City, County, and School Board each appoint one citizen member.

Vacancies: The citizen member appointed by the Board had not attended meetings and could not be contacted. At the request of the Planning Department, the Board needs to make a new appointment. Applicants include: Louis Dilbert – *also submitted an application for EFA* – (Attachment #34), Laura Rogers (Attachment #35), Max Schmidt – *also submitted an application for EFA* – (Attachment #36), Ann Seilor – *also submitted an application for Animal Shelter Advisory Board* – (Attachment #37), Patty Ball Thomas (Attachment #38), and Irene Gaines (Attachment #39).

Table 7: Joint City/County School Board Coordinating Committee

Vacancies	Applicants	Recommended Action
Vacant	Louis Dilbert Laura Rogers Max Schmidt Ann Seilor Patty Ball Thomas Irene Gaines	Full Board makes one appointment.

Planning Commission

Purpose: The Planning Commission acts as an advisory committee to the City and County Commissions, other governmental agencies within the metropolitan area, individuals, and private agencies seeking its advice and assistance in comprehensive planning and development of the Tallahassee area (Attachment #40).

Composition: There are seven members; three appointed by the County Commission, three appointed by the City Commission, and one member nominated by the School Board, who is confirmed by the City and the County. Members serve three-year terms.

Vacancies: The term of Patrick Madden expired June 30, 2014. The School Board nominated Mr. Madden to serve another term (Attachment #41) and the City confirmed Mr. Madden at their August 20th meeting. Planning staff stated that Mr. Madden is an active participant.

Table 8: Planning Commission

Vacancy	Applicant	Recommended Action
School Board	Patrick Madden	Full Board to make confirmation.

Title: Consideration of Full Board Committee Appointment to the Adjustment and Appeals Board, Affordable Housing Advisory Council, Animal Shelter Advisory Board, Big Bend Health Council, CareerSource Capital Region, Educational Facilities Authority, and Joint City/County/School Coordinating Advisory Committee; Confirmation of Appointments to the Planning Commission and Tourist Development Council

September 2, 2014

Page 7

Tourism Development Council (TDC)

Purpose: The TDC develops plans for tourist development; makes recommendations for operation of special projects or for uses of tax revenue; and, reviews expenditures of revenue from the Tourist Development trust fund (Attachment #42).

Composition: There are nine members of the TDC appointed by the full Board: two City Commissioners; three owners or operators of hotels, motels, recreational vehicle parks, or other tourist accommodations in the County; three persons involved in the tourist industry and who have demonstrated an interest in tourist development; and, the Board Chairman or Commissioner designee, who serves as the vice-chair of the TDC.

Vacancies: City Commissioner Gil Ziffer requested he be removed from his position on the TDC, as the Mayor/City's designee. Mayor Marks has designated Commissioner Maddox to replace him as the designee (Attachment #43).

Table 9: Tourism Development Council

Vacancy	Applicant	Recommended Action
Gil Ziffer	Scott Maddox	Full Board to make confirmation.

Options:

1. Appoint an alternate member to the Adjustment and Appeals Board.
2. Appoint Marva Bonner to the Affordable Housing Advisory Committee.
3. Appoint three members to the Animal Services Center Advisory Board.
4. Appoint a member to the Big Bend Health Council.
5. Appoint Gloria Pugh and George Smith to the CareerSource Capital Region.
6. Appoint a member to the Educational Facilities Authority.
7. Appoint a member to the Joint City/County/School Coordinating Committee.
8. Confirm the appointment of Patrick Madden, as the School Board's representative, to the Planning Commission.
9. Confirm the appointment of City Commissioner Scott Maddox to the Tourist Development Council.

Recommendation:

Options #1, #2, #3, #4, #5, #6, #7, #8, and #9.

Title: Consideration of Full Board Committee Appointment to the Adjustment and Appeals Board, Affordable Housing Advisory Council, Animal Shelter Advisory Board, Big Bend Health Council, CareerSource Capital Region, Educational Facilities Authority, and Joint City/County/School Coordinating Advisory Committee; Confirmation of Appointments to the Planning Commission and Tourist Development Council

September 2, 2014

Page 8

Attachments:

1. Eligibility and Criteria – Adjustment and Appeals Board (BOAA)
2. Email from Mechelle Cook regarding reappointments to BOAA
3. Application – Carlos Rey (BOAA)
4. Application – Michael Renwick (BOAA)
5. Eligibility and Criteria – Affordable Housing Advisory Committee (AHAC)
6. Application – Marva Bonner (AHAC)
7. Email from Lamarr Kemp regarding eligibility of Marva Bonner (AHAC)
8. Eligibility and Criteria – Animal Shelter Advisory Board (ASAB)
9. Bylaws - Animal Shelter Advisory Board
10. Application – Lillie Ann Brown (ASAB)
11. Application – Greg Cowan (ASAB)
12. Application – Linda Miles (ASAB)
13. Application – Ann Seiler (ASAB)
14. Application – Frank Alarcon (ASAB)
15. Application – Ashley Istler (ASAB)
16. Application – Carly Souther (ASAB)
17. Eligibility and Criteria – Big Bend Health Council (BBHC)
18. Application – David Jones (BBHC)
19. Application – Mark Mahoney (BBHC)
20. Application – Robert Smith (BBHC)
21. Application – June Wiaz (BBHC)
22. Eligibility and Criteria – CareerSource Capital Region (CSCR)
23. Letter from Jim McShane, CareerSource Capital Region (CSCR)
24. Letters-Chamber regarding appointments of Gloria Pugh and George Smith (CSCR)
25. Application – Gloria Pugh (CSCR)
26. Application – George Smith (CSCR)
27. Eligibility and Criteria – Educational Facilities Authority (EFA)
28. Application – Bob Kellam (EFA)
29. Application – Louis Dilbert (EFA)
30. Application – Michael Renwick (EFA)
31. Application – Thomas Proctor (EFA)
32. Application – Max Schmidt (EFA)
33. Eligibility and Criteria – Joint City/County/School Board Coordinating Council (Council)
34. Application – Louis Dilbert (Council)
35. Application – Laura Rogers (Council)
36. Application - Max Schmidt (Council)
37. Application – Ann Seilor (Council)
38. Application – Patty Ball Thomas (Council)
39. Application – Irene Gaines (Council)
40. Eligibility and Criteria – Planning Commission
41. Email from Planning Division regarding Planning Commission reappointment
42. Eligibility and Criteria – Tourist Development Council (TDC)
43. Letter from Mayor Marks (TDC)

Adjustment and Appeals Board (BOAA)

Responsibility:

Responsible for determining appeals of code-related (LDRs) interpretations and granting variances to the provisions of the LDRs based on documented hardship.

County DSEM responsibilities include application intake, preparation of recommendations for Board of County Commissioners review and action, developing and distribution BOAA agendas and notifying the public and interested parties of BOAA meetings.

Created By:

County Ordinance 76-8; Code of Laws Appendix D

Appointments:

9 members:

4 - BCC – three regular plus an alternate

4 - City - three plus an alternate

1 appointed alternately by BCC and City - Alternate appointed by BCC in 2009; City appointment 6/2012

Terms:

3 year terms extending from July 1. Terms expire June 30.

Members shall not serve more than two (2) full consecutive terms on the Board, whether appointed by the City Commission or the County Commission.

Eligibility Criteria:

Eligibility Requirement: Must be a resident of Leon County, an owner of real property, and a taxpayer.

Members file Financial Disclosure Form #1 with Supervisor of Elections.

Schedule:

2nd Thursday of each month @ 1:00 p.m.

Renaissance Center

435 N. Macomb Street

Tallahassee, FL 32301

Contact Person/Staff:

County: Ryan Culpepper

Development Services Director

435 N. Macomb Street

Tallahassee FL 32301

850-606-1300

email: culpepperr@leoncountyfl.gov

Mechelle Cook, Secretary to the Board

850-606-1300

email: cookme@leoncountyfl.gov

City: Greg Harden
Growth Management Dept.
435 N. Macomb Street, Tallahassee, FL 32301
850-891-7100
[email:greg.harden@talgov.com](mailto:greg.harden@talgov.com)

Attorney:
Harold Knowles (Secretary-Angela)
3065 Highland Oaks Terrace
Tallahassee, FL 32301
850-222-3768

Members:

<p>Swanson, Seth D.</p> <p>NOT INTERESTED IN REAPPOINTMENT</p>	<p>Begin Term: 6/14/2011 End Term: 6/30/2014 Type: three years</p>	<p>Original Date: 6/14/2011</p> <hr/> <p>Appointed by: Board of County Commissioners</p>	<p>Alternate member Email: sethswanson77@hotmail.com</p>
<p>Trotman, Bradley C Killearn Homes Association</p>	<p>Begin Term: 6/14/2011 End Term: 6/30/2014 Type: three years</p>	<p>Original Date: 6/14/2011</p> <hr/> <p>Appointed by: Board of County Commissioners</p>	<p>Email: Brad@killearn.org</p>
<p>Joyner, Christie</p>	<p>Begin Term: 1/1/2009 End Term: 6/30/2014 Type: three years</p>	<p>Original Date: 1/1/2009</p> <hr/> <p>Appointed by: Tallahassee City Commission</p>	<p>Email: cjoyner@firstam.com</p>
<p>Yarbrough, J. Cameron</p>	<p>Begin Term: 3/19/2009 End Term: 6/30/2015 Type: three years</p>	<p>Original Date: 3/19/2009</p> <hr/> <p>Appointed by: Board of County Commissioners</p>	<p>Email: Cameron@tsamoutales.com</p>

<p>Bostwick, Bobby (Jay) Sperry & Associates</p>	<p>Begin Term: 6/9/2009 End Term: 6/30/2015 Type: three years</p>	<p>Original Date: 6/9/2009</p> <hr/> <p>Appointed by: Tallahassee City Commission</p>	<p>Email: JBostwick@sperryconstruction.com Alternating City/County member</p>
<p>Wetherell, Ryan Kimley-Horn & Associates, Inc.</p>	<p>Begin Term: 6/18/2013 End Term: 6/30/2016 Type: three years</p>	<p>Original Date: 4/13/2010</p> <hr/> <p>Appointed by: Board of County Commissioners</p>	<p>Email: Ryan.Wetherell@kimley- horn.com Full member a/o July 13, 2010</p>
<p>Lawrence, John</p>	<p>Begin Term: 10/24/2011 End Term: 10/24/2012 Type: one year</p>	<p>Original Date: 10/24/2011</p> <hr/> <p>Appointed by: Tallahassee City Commission</p>	<p>Notes:</p>
<p>Chamizo, Jorge Barreto,Cunningham, May, Dudley & Maloy</p>	<p>Begin Term: 8/1/2010 End Term: 6/30/2013 Type: three years</p>	<p>Original Date: 8/1/2004</p> <hr/> <p>Appointed by: Tallahassee City Commission</p>	<p>Email: jorge@flapartners.com</p>
<p>DeMello, Beverlee</p>	<p>Begin Term: 7/1/2010 End Term: 6/30/2013 Type: three years</p>	<p>Original Date: 1/1/2005</p> <hr/> <p>Appointed by: Tallahassee City Commission</p>	<p>Email: bdemello@psc.state.fl.us</p>

From: Mechelle Cook
To: Coble, Christine
Date: 6/9/14 1:41 PM
Subject: RE: BOAA reappointment

Hi Christine,

Looks like Brad will continue and Seth has declined. We will require a new member to replace Seth and a reappointment for Brad. Thank you for taking care of it!

Mechelle Cook, Administrative Associate V
Support Services Division
Department of Development Support and Environmental Management
<http://cms.leoncountyfl.gov/>
"People Focused. Performance Driven."

>>> "Brad Trotman" <brad@killlearn.org> 06/09/2014 1:38 PM >>>

Mechelle,
I will continue to serve on the board if it is the wish of the commission.
Brad

From: Mechelle Cook [mailto:CookMe@leoncountyfl.gov]
Sent: Monday, June 9, 2014 11:51 AM
To: sethswanson77@hotmail.com; brad@killlearn.org
Subject: BOAA reappointment

Good morning Brad and Seth;

Your appointments to the BOAA expire this month. As active and interested BOAA members in good standing you are eligible for re-appointment for a term of 3 years. If you wish to remain on the Board for another term please let me know by return e-mail. The request for your re-appointment will go to the Board of County Commissioners on June 24th. Thank you and certainly hoping to hear from you soon!

Mechelle Cook, Administrative Associate V
Support Services Division
Department of Development Support and Environmental Management
(850) 606-1325 (850) 606-1301 Fax

<http://cms.leoncountyfl.gov/>

"People Focused. Performance Driven."

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: Carlos Rey		Date: 13-Aug-2014
Home Phone: (305) 905-3028	Work Phone: (850)245-6515X	Email: carlosrey.jd@gmail.com
Occupation: ATTORNEY		Employer: FLORIDA DEPARTMENT OF STATE
Preferred mailing location: Work Address Work Address: 500 S. BRONOUGH STREET		
City/State/Zip: TALLAHASSEE FL 32399		
Home Address 2020 CONTINENTAL AVE APT. 202		
City/State/Zip: TALLAHASSEE FL 32304		
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? 7.00 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: Adjustment and Appeals Board 2nd Choice:		
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? 2 to 3		
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: Hispanic Sex: Male Age: 35		
Disabled? No District: District 2		

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.

I SERVED ON THE CITY OF TALLAHASSEE MUNICIPAL CODE BOARD FOR 6 YEARS (2007-2013) SERVING AS ITS CHAIRMAN FOR 2 TERMS. SINCE STEPPING DOWN FROM BOARD, I HAVE SERVED AS A CODE MAGISTRATE FOR THE CITY OF TALLAHASSEE. I AM INTERESTED IN CONTINUING MY UNDERSTANDING OF LAND USE AND PLAYING AN ACTIVE ROLE IN GROWTH AND DEVELOPMENT OF THIS COMMUNITY.

AMONG MY VARIOUS DUTIES IN THE FLORIDA DEPARTMENT OF STATE, I ADVISE THE DEPARTMENT ON MATTERS REGARDING COMPLIANCE WITH THE SUNSHINE LAW ON ISSUES OF PUBLIC RECORDS AND PUBLIC MEETINGS.

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

Name: JORGE CHAMIZO Telephone: 850-681-0024
Address: 108 S MONROE STREET TALLAHASSEE, FL 32301

Name: HAROLD KNOWLES Telephone: 850-222-3768
Address: 3065 HIGHLAND OAKS TERR. TALLAHASSEE, FL 32301

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: Carlos A. Rey

This application was electronically sent: 8/13/2014 11:03:21AM

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: Michael Renwick

Date: 25-Jul-2014

Home Phone: (850) 893-9558

Work Phone: (850)933-9539X

Email: redbaron522@aol.com

Occupation:FORESTER

Employer: SELF-EMPLOYEED

Preferred mailing location: Home Address

Work Address: 6559 MAN O WAR TRL

City/State/Zip: TALLAHASSEE FL 32309

Home Address 6559 MAN O WAR TRL

City/State/Zip: TALLAHASSEE FL 32309

Do you live in Leon County? Yes If yes, do you live within the City limits? No

Do you own property in Leon County? Yes If yes, is it located within the City limits? No

For how many years have you lived in and/or owned property in Leon County? 29.00years

Are you currently serving on a County Advisory Committee? Yes

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?

Are you interested in serving on any specific Committee(s)? If yes, please indicate your preference

1st Choice: Adjustment and Appeals Board 2nd Choice:Educational Facilities Authority

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:

If you are appointed to a Committee, you are expected to attend regular meetings.

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

(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: 70

Disabled? No

District: District 4

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.

I HAVE WORKED WITH THE LEON COUNTY PROPERTY APPRAISER'S OFFICE THE LAST THREE YEAR ON A AGRICULTURE REVIEW BOARD. I AM A LICENSED REALTOR, I ALSO HAVE DEGREES IN FORESTRY, AND PARKS AND RECREATION ADMIN..

I AM A RETIRED COUNTY FOREST FORMERLY WITH THE FLORIDA FOREST SERVICE AS THE GADSDEN COUNTY FORESTER FOR 11 YEARS FROM 1999 TO 2010.

I HAVE A INTEREST IN LEON COUNTY AS A LONG-TERM RESIDENT AND HAVE HAD AND CONTINUE TO HAVE A INTEREST IN EDUCATION AND THE SCHOOL SYSTEM IN LEON COUNTY.

BECAUSE I AM PARTIALLY RETIRED MY TIME IS MY OWN AND I ENJOY PUBLIC SERVICE I WANT TO BE PART OF THE COMMUNITY IN LEON COUNTY

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

Name: PHIL GORNICKI

Telephone: 850-222-5646

Address: 402 E. JEFFERSON ST.

Name: STAN ROSENTHAL

Telephone: 850-606-5202

Address: LEON COUNTY EXTION OFFICE

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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? 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: Michael R. Renwick

This application was electronically sent: 7/25/2014 12:10:30PM

Affordable Housing Advisory Committee (AHAC)

Responsibility:

The goal of AHAC is to identify incentives that are pertinent to affordable housing and serve as an information resource to help improve affordable housing feasibility. The AHAC will review the established policies and procedures, ordinances, land development regulations, and adopted local government comprehensive plan and shall recommend specific actions or initiatives to encourage or facilitate affordable housing.

Created By:

F. S. 420.9076 (2007)

County Ordinance No. 08-10, adopted May 13, 2008

Resolution No. 08-6, adopted May 13, 2008

Appointments:

11 - Full Board appointments (see eligibility requirements)

Terms:

Each of the five dual-role members (HFA/AHAC) would serve a term that would coincide with the HFA appointment. The remaining six members would serve a four-year term, ending September 30.

Eligibility Criteria:

The membership of the AHAC shall comprise eleven (11) members based on the following criteria:

1. A member who is actively engaged in the residential home building industry in connection with affordable housing.
2. A member who is actively engaged in the banking or mortgage banking industry in connection with affordable housing.
3. A member who is a representative of those areas of labor actively engaged in home building in connection with affordable housing.
4. A member who is actively engaged as an advocate for low-income persons in connection with affordable housing.
5. A member who is actively engaged as a for-profit provider of affordable housing.
6. A member who is actively engaged as a not-for-profit provider of affordable housing.
7. A member who is actively engaged as a real estate professional in connection with affordable housing.
8. A member who actively serves on the local planning agency pursuant to s. 163.3174.
9. A member who resides within the jurisdiction of the local governing body making the appointments.
10. A member who represents employers within the jurisdiction.
11. A member who represents essential services personnel, as defined in the local housing assistance plan.

Type of Report:

The AHAC will submit a written report to the Board.

Contact Person/Staff:

Lamarr Kemp, Housing Director

Office of Human Services & Community Partnerships

918 Railroad Avenue

Tallahassee, 32310

606-1900 Office

606-1901 Fax

Email: kempl@leoncountyfl.gov

Members:

Jones, Darryl Eugene Bethel CDC	Begin Term: 02/26/2013 End Term: 9/30/2016 Type: four years	Original Date: 12/14/2010 Appointed by: Planning Commission	Category: Citizen who actively serves on the local planning agency Email: dajones32301@yahoo.com
Milsted, Charles	Begin Term: 02/26/2013 End Term: 9/30/2016 Type: four years	Original Date: 10/14/2008 Appointed by: Board of County Commissioners	Category: Citizen who resides within the jurisdiction of the local governing body making the appointments. Email: cmilsted@aarp.org
Carter, Wanda	Begin Term: 02/26/2013 End Term: 9/30/2016 Type: four years	Original Date: 4/13/2010 Appointed by: Board of County Commissioners	Category: Citizen who is actively engaged as a real estate professional Email: realestatepro2008@gmail.com
Davis, Regina Frenchtown CDC	Begin Term: 02/26/2013 End Term: 9/30/2016 Type: four years	Original Date: 10/14/2008 Appointed by: Board of County Commissioners	Category: Citizen who is actively engaged as a not-for-profit provider of affordable housing Email: frenchtowncdc@aol.com
Worley, Mark	Begin Term: 02/26/2013 End Term: 9/30/2016 Type: four years	Original Date: 10/14/2008 Appointed by: Board of County Commissioners	Category: Citizen who is actively engaged in the residential home building industry Email: markworley@embarqmail.com
Vacant	Begin Term: End Term: 9/30/2016 Type: four years	Original Date: Appointed by: Board of County Commissioners	Category: Citizen who represents essential services personnel, as defined in the local housing assistance plan Email:
Clark, John Boston	Begin Term: 02/26/2013 End Term: 9/30/2016 Type: four years	Original Date: 3/15/2011 Appointed by: Board of County Commissioners	Category: Citizen Representative of those areas of labor actively engaged in home building Email: jbcclark5@earthlink.net

Corley, Keishann	<p>Begin Term: 4/9/20113 End Term: 9/30/2016 Type: four years</p>	<p>Original Date: 4/9/2013</p> <hr/> <p>Appointed by: Board of County Commissioners</p>	<p>Category: Citizen who is actively engaged as an advocate for low-income persons in connection with affordable housing Email: Corley.keishann@gmail.com</p>
Vacant			<p>Category: Citizen who is actively engaged in the banking or mortgage banking industry</p>
Vacant			<p>Category: Citizen who represents employers within the jurisdiction</p>
Vacant			<p>Category: Citizen who is actively engaged as a for-profit provider of affordable housing</p>

ADVISORY COMMITTEE APPLICATION FOR BOARD APPOINTMENT

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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: Marva Bonner

Date: 29-Apr-2014

Home Phone: (850) 933-1931

Work Phone:

Email: marva.bonner@gmail.com

Occupation: AFFORDABLE HOUSING CONSU

Employer: KINWINS CONTRACTING

Preferred mailing location: Work Address

Work Address: 2888 NORTH SETTLERS BLVD

City/State/Zip: TALLAHASSEE FL 32303

Home Address 2888 NORTH SETTLERS BLVD

City/State/Zip: TALLAHASSEE FL 32303

Do you live in Leon County? Yes If yes, do you live within the City limits? No

Do you own property in Leon County? Yes If yes, is it located within the City limits? No

For how many years have you lived in and/or owned property in Leon County? 22.00years

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? 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: Affordable Housing Advisory Committee 2nd Choice: Commission on the Status of Women and Girls

What cultural arts organization do you represent, if any?

N/A

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

If you are appointed to a Committee, you are expected to attend regular meetings.

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, 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: Female

Age: 44

Disabled? No

District: District 3

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.

I HAVE A MASTER OF SCIENCE IN PUBLIC ADMINISTRATION. I HAVE MORE THAN 15 YEARS OF EXPERIENCE IN THE AFFORDABLE HOUSING ARENA LOCAL/STATE/FEDERAL. THE MAIN AREAS OF FOCUS ARE COMPLIANCE MONITORING, CONTRACT MANAGEMENT AND QUALITY ASSURANCE. I AM IN THE PROCESS OF OBTAINING A NATIONAL CERTIFICATION AS A LOW INCOME HOUSING TAX CREDIT PROFESSIONAL (8/2014). OTHER CERTIFICATES THAT I HOLD ARE CERTIFIED OCCUPANCY SPECIALIST(1998) AND CERTIFIED CREDIT COMPLIANCE TAX CREDIT SPECIALIST(2002). BOTH CERTIFICATIONS ARE EFFECTIVE IN LEON COUNTY. I SERVE AS THE YOUTH DIRECTOR AT MY LOCAL PLACE OF WORSHIP. I ALSO CONTRIBUTE TO HOUSING ADVISORY DASHBOARDS AND VOLUNTEER AT HOUSING CONFERENCES THROUGHOUT THE UNITED STATES. BECOMING A MEMBER OF THE AFFORDABLE HOUSING ADVISORY COMMITTEE PROVIDES ME THE OPPORTUNITY TO SERVE THE CITIZENS OF LEON COUNTY

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

Name: ODESSA PATTERSON Telephone: 8504594627
Address: 3111 PACES MILL ROAD SE ATLANTA GA

Name: STANLEY GOLDSBORO Telephone: 7703788930
Address: 2515 GABLE COURT SW, ATLANTA GA

IMPORTANT LEGAL REQUIREMENTS FOR ADVISORY COMMITTEE MEMBERSHIP

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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: Marva Bonner

This application was electronically sent: 4/29/2014 3:22:11PM

MARVA BONNER

2888 North Settlers Blvd. | Tallahassee, FL 32303 | (850) 933-1931 |
marva.bonner@gmail.com

PROFILE

Compliance administrator in the affordable housing industry with extensive contract management and quality control experience. Successful 15-year track record of implementing and interpreting LIHTC, Section 8, Housing Choice Voucher and Public Housing federal regulations. Proficient in producing accurate, timely reports meeting stringent HUD and agency guidelines. Known for managing high performing teams that successfully achieve goals above and beyond expectations. Skills include:

- Contract Administration
- Conduct HUD/Agency Reviews
- Training
- Quality Control/ Data Analysis
- HUD Compliance Guidelines
- Project Management

PROFESSIONAL EXPERIENCE

ATLANTA HOUSING AUTHORITY- Atlanta, GA
2009- 2013

Compliance Manager/Field Office Asset Manager/Quality Control

Field Office Asset Manager (FOAM) for the Performance Based Contract Administration Section 8 Atlanta Metro portfolio. Primary point of contact for all compliance matters and lead a team of Compliance Specialists engaged in performing management occupancy reviews. Provided analytical and data support for project management. Investigated and resolved owner/ agent and tenant matters with HUD representatives regarding program compliance. Lead quality control team in reviewing admission and recertification files to ensure compliance with Move to Work Housing Choice Voucher Program occupancy policies, procedures and applicable HUD regulatory requirements. Identified and established key controls in data integrity. Created and trained Housing Choice Staff on department business compliance processes and procedures. Analyzed and verified tenant eligibility reports for accuracy and validity with the Catalyst Work Program.

- Increased tenant file worksheet accuracy audit score conducted by Georgia Department of Community Affairs by 15%. The highest score in the history of the department.
- Modified the Management Review Audit Sheet to be more consistent across the all 5 team members, improving communication with the audit reviewer which contributed to significantly higher reviews on the quarterly quality scorecard given by the Georgia HAP Administrators.
- Instrumental in researching and providing accurate compliance data for the pre-compliance LIHTC application cycle. Received commendation from Real Estate Development for assisting the department in submitting the pre-application prior to the Georgia Department of Community Affairs deadline.
- Successfully met all contract administration deadlines and performance standards in accordance with program and contractual requirements.
- Created Quality Control operations procedures to increase Housing Choice Voucher occupancy efficiency and minimize risk.

**FLORIDA HOUSING FINANCE CORPORATION- Tallahassee, FL
1995-2009**

Asset Management/Senior Analyst

Performed and assessed ratings on Management Occupancy Reviews for State-financed Section 8 Project Based Housing communities. Audited and submitted monthly payments for Housing Assistance Payment vouchers. Analyzed compliance reviews for multifamily programs (LIHTC, HOME, Multifamily Revenue Bond, State Apartment Incentive Loan, State Housing Initiative Program). Tracked and reported noncompliance issues to the Internal Revenue Service.

- Created an internal audit form to simplify the Section 8 review process.
- Developed a property checklist for multi-family management agents to more efficiently track waitlists, ensuring fairness, accuracy and timeliness.

**LEON COUNTY SCHOOL DISTRICT- Tallahassee, FL
1993-1995**

Substitute Teacher

Implemented teacher lesson plans by assigning student class work, homework and maintaining control and discipline within the classroom. Completed daily evaluations describing any pertinent information resulting from daily events.

**FLORIDA DIVISION OF FORESTRY- Forest Protection, Tallahassee, FL
1992-1993**

Clerk

Assisted in the implementation of Hurricane Andrew Wildlife Hazard Reduction Mitigation Project. Documented utility projects and analyzed special reports from 18 districts in the state of Florida.

EDUCATION

Masters of Applied Social Science Degree, Public Administration/ Public Policy, 1993
Florida Agricultural and Mechanical University-Tallahassee, FL

Bachelor of Science Degree, Political Science/ Journalism, 1992
Florida Agricultural and Mechanical University-Tallahassee, FL

PROFESSIONAL DEVELOPMENT AND TRAINING

New Market Tax Credits
Accurate Treatment of Household Asset & Correctly Determining Net Asset Income
Engaging Employees for Breakthrough Performance
Civil Treatment for Managers
Elderly Symposium
Field Office Asset Management Training
Fair Housing for Multifamily Housing Programs
Excelling as a First Time Manger
Building Housing For Diversity

CERTIFICATIONS

Certified Credit Compliance Professional

Spectrum, Orlando, FL

Certified Occupancy Specialist Certification

NCHM, Jacksonville, FL

Housing Credit Certified Professional, in process

NAHB, Atlanta, GA

TECHNICAL SKILLS

Strong computer skills including: Microsoft Word, Advanced Excel, Yardi Voyager, Oracle, HUD PIC and EIV System

References are available upon request

From: Lamarr Kemp
To: Coble, Christine
CC: Wilson, Candice
Date: 8/11/14 12:43 PM
Subject: AHAC Appointment Recommendation

Hi Christine,

I thoroughly reviewed the applications of an interested committee participant for AHAC that you provided July 3, via email, and was discussed thereafter.

From that application, I recommend the appointment of Ms. Marva Bonner, **eligible as a citizen who represents essential services personnel, as defined in the local housing assistance plan.**

Thank you. Call me if you have any questions.

Lamarr.

Lamarr D. Kemp, Sr., MBA

Director of Housing Services
Leon County Division of Housing Services
918 Railroad Avenue
Tallahassee, Florida 32310
Ph: 850-606-1916

Animal Shelter Services Advisory Board

Responsibility:

The Board is a citizen's board in support of Tallahassee-Leon Community Animal Services Center (hereafter referred to as Animal Shelter Services). Responsibility includes:

1. Assist in the development of Animal Shelter Services' mission and policies;
2. Review and recommend long range planning and budgeting for Animal Shelter Services;
3. Provide research, guidance, advice, sponsor reports and contribute information relevant to Animal Shelter Services program development, policies and procedures;
4. Serve as liaisons to the community, increasing support and awareness of Animal Shelter Services and assisting in the resolution of citizen concerns, issues, and grievances.

Created By:

Tallahassee/Leon County Animal Service Center Interlocal Agreement

Appointments:

15 Members:

9 members appointed by the Mayor

3 members appointed by the City Commission

3 members appointed by the County Commission that reside in unincorporated Leon County with an interest in animal control and services.

Contact Person/Staff:

County: Andrew Seltz, Director

Leon County Animal Control

850-606-5410

Email: seltza@leoncountyfl.gov

City: Erika Leckington, Director

Tallahassee Animal Services

1125 Easterwood Drive

850.891.2959

Email: Erika.Leckington@talgov.com

Tallahassee Animal Services

www.talgov.com/animals

ANIMAL SHELTER ADVISORY BOARD BY-LAWS

ARTICLE I. NAME AND AUTHORIZATION

1. NAME

This organization shall be the Animal Shelter Advisory Board, hereafter referred to as the Board.

2. AUTHORIZATION

The Board exists by the authority of the Tallahassee City Commission and may be modified or abolished by action of the Tallahassee City Commission.

ARTICLE II. PURPOSE AND FUNCTION

1. PURPOSE

The Board is a citizen's board to the City Commission, appointed by the Mayor and the Leon County Commission ("Commission"), in support of Tallahassee-Leon Community Animal Services Center (hereafter referred to as Animal Services).

2. FUNCTION

For this purpose the Board shall:

1. Assist in the development of Animal Services' mission and policies;
2. Review and recommend long range planning and budgeting for Animal Services;
3. Provide research, guidance, advice, sponsor reports and contribute information relevant to Animal Services program development, policies and procedures;
4. Serve as liaisons to the community, increasing support and awareness of Animal Services and assisting in the resolution of citizen concerns, issues, and grievances.

ARTICLE III. MEMBERSHIP

1. MEMBERS:

The Board shall be comprised of nine (9) members appointed by the Mayor and three (3) members appointed by the Commission. Members will be selected without regard to race, creed, national origin, age, sex or the presence of a disability.

2. ELIGIBILITY

1. The nine (9) members of the Board appointed by the Mayor shall be City residents, City property owners, or City utility customers. The three (3) members appointed by the Commission shall be County residents or County property owners. Members who are not City or County residents may be appointed to provide appropriate expertise or when deemed in the best interest of the Board.
2. At least two (2) members shall be selected based upon their financial and management background and expertise. At least seven (7) of the twelve (12) members shall represent the general public having interest and experience in animal matters.

3. **INITIAL APPOINTMENTS**

1. Term of office shall be three years. For establishment purposes and initial appointments only, three of the nine members will be appointed to three year terms, three members to two year terms, and three members to one year terms. Thereafter, all appointments will be for three-year terms. Members shall not serve more than two full consecutive terms.
2. Appointments to the Board for nine (9) members shall be made by the Mayor, who will receive nominations from the members of the Board, citizens, organizations, City staff, and other City Commissioners.
3. Appointments to the Board for three (3) members shall be made by the Commission, who will receive nominations from the members of the Board, citizens, organizations and other Leon County Commissioners.
4. For the purpose of identifying representation that preserves diversity and balance, the Board shall establish a committee to submit a slate of nominees for the Board to the Mayor or Commission. The Board may utilize an adopted checklist of qualities suitable for membership on the Board.
5. Upon notification from the Board Chair of a vacancy on the Board of the nine (9) members appointed by the Mayor, it is the responsibility of the Mayor to insure an appointment is made within forty-five (45) days of this notification. If an appointment is not made within forty-five (45) days by the Mayor, the Board shall have the authority to request an appointment be placed on the agenda for the next available Commission meeting.
6. Upon notification from the Board Chair of a vacancy on the Board of the three (3) members appointed by the Commission, it is the responsibility of the Commission to insure an appointment is made within forty-five (45) days of this notification. If an appointment is not made within forty-five (45) days by the Commission, the Board shall have the authority to request an appointment be placed on the agenda for the next available Leon County Commission meeting.

4. **VACANCIES: REMOVAL AND APPOINTMENTS**

1. A member's position may become vacant when the Board Chair determines that:
 1. A member is absent from thirty-three (33%) percent of the regularly scheduled meetings in a given calendar year, regardless if such absence is excused or

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: Lillie Anne Brown

Date: 18-Aug-2014

Home Phone: (850) 878-8990

Work Phone: (850)561-2101X

Email: agb@embarqmail.com

Occupation: ASST. PROFESSOR OF ENGLISH

Employer: FLORIDA A & M UNIVERSITY

Preferred mailing location: Work Address

Work Address: 418 TUCKER HALL - 515 ORR DRIVE

City/State/Zip: TALLAHASSEE FL 32307

Home Address 5000 CRESTWOOD COURT

City/State/Zip: TALLAHASSEE FL 32311

Do you live in Leon County? Yes If yes, do you live within the City limits? No

Do you own property in Leon County? Yes If yes, is it located within the City limits? No

For how many years have you lived in and/or owned property in Leon County? 28.00years

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? 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: 2nd Choice: Library Advisory Board

What cultural arts organization do you represent, if any?

N/A

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:

If you are appointed to a Committee, you are expected to attend regular meetings.

How many days permonth would you be willing to commit for Committee work? 2 to 3

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: African American

Sex: Female

Age: 60

Disabled? No

District:

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.

I AM A NATIVE TALLAHASSEEAN ABD REALLY, REALLY WANT TO GIVE BACK TO THE COMMUNITY IN WHICH I GREW UP. I AM ALSO A PROUD ANIMAL OWNER (LOVER); HAVE ADOPTED NUMEROUS CATS FROM THE COUNTY'S ANIMAL SERVICE CENTER OVER THE YEARS; AND, ABSOLUTELY BELIEVE IN THE CRE AND WELL-BEING OF ALL ANIMALS. I AM WILLING TO LEND MY TIME ND EFFORT IN SUPPORT OF THE COUNTY'S COMMITMENT IN ESTABLISHING POLICIES AND PROCEDURS WITH RESPECT TO THE HEALTH AND SAFETY OF THE COMMUNITY'S FOUR-LEGGED FRIENDS!

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

Name: DR. RUTH SAWH Telephone: 850-562-3281
Address: DEPT. OF ENGLISH 448 TUCKER HALL FAMU

Name: ALISON BURNS-WILLIAMS Telephone: 850-575-1669
Address: 145 BURNS ROAD; MIDWAY, FL 32343

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? 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: illie Anne Brown

This application was electronically sent: 8/18/2014 3:54:54PM

ADVISORY COMMITTEE APPLICATION FOR BOARD APPOINTMENT

<p style="text-align: center;">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.</p>	
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Name: Gregory Cowan	Date: 22-Mar-2013	
Home Phone: (850) 509-7036	Work Phone: (850)386-2223X	Email: gcowan@fccoc.org
Occupation: SENIOR BUDGET MANAGER	Employer: STATE OF FLORIDA - CLERKS OF COURT OPERATION:	
Preferred mailing location: Home Address Work Address: 2560-102 BARRINGTON CIRCLE		
City/State/Zip: TALLAHASSEE FL 32308		
Home Address: 1415 ALSHIRE COURT SOUTH		
City/State/Zip: TALLAHASSEE FL 32317		
Do you live in Leon County? Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, do you live within the City limits? No		
Do you own property in Leon County? Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, is it located within the City limits? No		
For how many years have you lived in and/or owned property in Leon County? 17.00years		
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? 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: animal services center 2nd Choice: Affordable Housing Advisory Committee		
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: THE COMMITTEE PREFERENCES I HAVE LISTED ABOVE ARE BASED ON CURRENTLY VACANT POSITIONS. HOW		
<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		
<p>(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.</p>		
Race: Caucasian	Sex: Male	Age: 47
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.

I HAVE ATTACHED MY DETAILED CURRICULUM VITAE. FOR A FULL LIST OF MY EXPERIENCE, BACKGROUND, AND COMMUNITY INVOLVEMENT, PLEASE SEE MY CURRICULUM VITAE.

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

Name: BOB INZER

Telephone: 850-577-4005

Address: 301 S. MONROE STREET, TALLAHASSEE, FL 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? 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? 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: Gregory J. Cowan

This application was electronically sent: 3/22/2013 2:02:50PM

April 2013
Curriculum Vitae

Gregory J. Cowan

Personal

Office Address and Information:

2560-102 Barrington Circle
Tallahassee, Florida 32308
(850) 386-2223 (Office)
gcowan@flccoc.org

Home Address and Information:

1415 Alshire Court South
Tallahassee, Florida 32317
(850) 509-7036 (Mobile)

Education

Master of Arts, University of South Carolina
Sociology, May 1991

Bachelor of Arts, University of West Florida
Social Sciences Interdisciplinary, April 1989

Professional and Academic Interests

Criminal and Civil Justice
Court Administration
Budgetary, Fiscal, and Operational Policy
Emergency Management
Social and Economic Inequality
Social Structures
Race and Ethnicity

Professional Experience

Senior Budget Manager, Florida Clerks of Court Operations Corporation, Tallahassee, Florida, September 1, 2009 to Present. (Temporary assignment from the Leon County Clerk's Office in May, 2009 became permanent in September, 2009.)

Developing statewide budget policy and providing leadership and supervision within a team of budget managers to assist with the coordination, analysis and development of the clerk of court state budgeting processes. Specific duties include: providing independent leadership and supervision within the team of budget managers, developing statewide budget policies, analyzing funding needs, developing/evaluating objectives for budgets, overseeing budget instructions training, conducting technical reviews of clerk budget requests, monitoring the budget status for each clerk's office, providing budget training, conducting research, compiling information/data, preparing/reconciling periodic and special complex financial reports/presentations, serving as lead staff to clerks and staff workgroups.

April 2013
Curriculum Vitae

Gregory J. Cowan

Assistant Courts Director, Leon County Clerk of the Circuit Court, Tallahassee, Florida, June 1, 2007 to September 1, 2009.

Providing departmental planning and management, business process mapping, and initiating improvement projects for the courts department. Specific duties included: assisting the director in coordinating activities of staff to insure continuing operations, maximizing productivity, and improving efficiency in the delivery of services to customers; coordinating technology and process improvement projects within the department, within the clerk's office, and with partner agencies and customers; preparing external reports on performance and budget; assuming second seat in the leadership of the 100 plus employees of the department; assuming management responsibility for the department in the absence of the director; working independently with little supervision within established policies and procedures.

Court Operations Consultant, Florida Supreme Court, Office of the State Courts Administrator (OSCA), Court Services Section, Tallahassee, Florida, September 22, 2001 to May 31, 2007.

Assisting in developing statewide policy for the judicial branch, staffing court committees, performing duties related to branch emergency preparedness efforts, and performing the duties related to development and maintenance of OSCA's website. Specific duties included: serving as the alternate emergency coordinating officer for the branch; serving as the branch representative with the State Emergency Response Team; serving as primary staff on the Florida Supreme Court Work Group on Emergency Preparedness, Work Group on Standards for Jury Panel Sizes, Task Force on the Management of Cases Involving Complex Litigation, and the Commission on District Court of Appeal Performance and Accountability; and creating and maintaining web pages.

Senior Court Analyst II, Florida Supreme Court, Office of the State Courts Administrator, Trial Court Funding Policy Section, Tallahassee, Florida, October 1, 2000 to September 21, 2001.

Assisting in the implementation of changes in court funding, staffing court committees, conducting audits and performing the duties of the OSCA's Deputy Webmaster. Specific duties included: developing survey instruments; gathering data; analyzing data; planning and participating in audits; conducting training sessions; preparing and participating in presentations to committees; and creating and maintaining web pages.

Senior Court Analyst I, Florida Supreme Court, Office of the State Courts Administrator, Trial Court Funding Policy Section, Tallahassee, Florida, January 4, 2000 to October 1, 2000.

Assisting in the implementation of changes in court funding, staffing court committees, conducting audits and performing the duties of the OSCA's Deputy Webmaster. Specific duties included: developing survey instruments; gathering data; analyzing data; planning

April 2013
Curriculum Vitae

Gregory J. Cowan

and participating in audits; conducting training sessions; preparing and participating in presentations to committees; and creating and maintaining web pages.

Senior Court Analyst I, Florida Supreme Court, Office of the State Courts Administrator, Court Services Division, Tallahassee, Florida, May 1, 1998 to January 4, 2000.

Responsible for auditing Florida's Summary Reporting System (SRS), assisting in the staffing of court committees and performing the duties of the OSCA's Deputy Webmaster. Specific duties included: preparing and participating in field audits; compiling and analyzing data from the audits; writing audit reports; preparing and participating in presentations to committees; and creating and maintaining web pages.

Correctional Services Assistant Administrator, Florida Department of Corrections, Bureau of Sentence Structure, Tallahassee, Florida, February 7, 1997 to April 30, 1998.

Supervise the Court Orders section of the Florida Department of Corrections. Specific duties included: supervising the section's other employees; analyzing and processing all high priority court orders (death row, releases, appellate court orders); regularly communicating with court staff, law enforcement, and the general public; and developing statistical tools to track the section's progress.

Correctional Probation Officer, Florida Department of Corrections, Probation and Parole Services, Panama City and Tallahassee, Florida, January 22, 1993 to February 1, 1996 and July 26, 1996 to February 7, 1997.

Monitoring and directing felony probationers. Specific duties included: developing supervision plans; coordinating probationer's activities; regularly interacting with the public; reporting probationer's activities to the court; testifying in court regarding probationers' compliance with court orders; coordinating and supervising a college intern program; and some investigative duties as described below.

Correctional Probation Officer -- Investigator, Florida Department of Corrections, Probation and Parole Services, Panama City and Tallahassee, Florida, February 1, 1996 to July 26, 1996.

Collecting and reporting data regarding defendants' criminal histories and circumstances of current offenses pending before the court. Specific duties included: collecting information by means of NCIC, FCIC, and other automated systems; collecting information by means of personal contacts; analyzing criminal histories and current offenses as they related to Florida laws regarding sentencing guidelines; developing official records and sentencing documents; assisting in the development of a sentencing guidelines data base; developing a manual to be used by other officers in creating sentencing guideline scoresheets; and conducting training sessions with other officers regarding the specifics associated in creating sentencing guideline scoresheets.

April 2013
Curriculum Vitae

Gregory J. Cowan

Probation Counselor, Salvation Army, Corrections Department, Panama City, Florida, August 19, 1991 to January 21, 1993.

Monitoring and directing a misdemeanor case load. Specific duties included: developing and implementing a supervision plan; reporting offender progress to the courts; personally presenting violators to the court for consideration; directing offenders regarding the completion of their requirements; monitoring offender criminal activity; and interacting with others regarding the offenders under supervision.

Academic Experience

Adjunct Sociology Instructor, Bainbridge College, Division of Arts and Sciences, Bainbridge, Georgia, Summer, 1999 to Fall, 2000.

Instructing a college level academic course in sociology. Specific duties included: developing a course syllabus; reviewing current trends in the discipline; analyzing and interpreting statistical data; communicating concepts to the students; dealing with controversial subject matter; evaluating the progress of the students; developing course website; and administrative duties.

Adjunct Sociology Instructor, Gulf Coast Community College, Division of Social Sciences, Panama City, Florida, Fall, 1991 to Summer, 1996.

Instructing a college level academic course in sociology. Specific duties included: developing a course syllabus; reviewing current trends in the discipline; analyzing and interpreting statistical data; communicating concepts to the students; dealing with controversial subject matter; evaluating the progress of the students; and administrative duties.

Graduate Assistant, University of South Carolina, Department of Sociology, Columbia, South Carolina, Fall, 1989 to Spring, 1991.

Assisting assigned professor in teaching, administrative and research responsibilities. Specific duties included: answering student questions; grading student progress; and proctoring exams and library research associated with professor's objectives.

Presentations

Currently Scheduled - "CCOC Presentation to New Court Clerks." Presented jointly with The Honorable Bob Inzer, The Honorable Stacy Butterfield, The Honorable Jeffery Smith, John Dew, Doug Isabelle, and Russ Duncan. Florida Court Clerks and Comptroller New Clerks Training. Key West, Florida. May 16, 2013.

"CCOC Presentation to New Court Clerks." Presented jointly with The Honorable Bob Inzer, John Dew, Joe Boyd, and Doug Isabelle. Florida Court Clerks and Comptroller New Clerks Training. Tallahassee, Florida. December 6, 2012.

April 2013
Curriculum Vitae

Gregory J. Cowan

“Communicating and Implementing Continuity Planning In a Non-EM Organization.” *Florida Division of Emergency Management Continuity of Government - Continuity of Operations Workshop and Training*. Orlando, Florida. December 4, 2012.

“Continuity Planning and Guidance: Communicating Continuity Planning In a Non-EM Organization.” *Federal Emergency Management Agency Continuity of Operations Strategic Planning Conference*. Rochester, New York. July 26, 2012.

“Clerks’ Budget and Allocation.” Presented jointly with The Honorable Bob Inzer and Doug Isabelle. *Florida Association of Court Clerks and Comptrollers Summer Conference*. Tampa, Florida. June 14, 2011.

“Emergency Management Planning.” Luncheon presentation to the Tallahassee Chapter of the Institute of Internal Auditors. Tallahassee, Florida. September 23, 2010.

“Emergency Management: Courts and the Preservation of the Rule of Law.” Presented jointly with Cynthia Easterling. Institute for Court Management. National Center for State Courts. Phoenix, Arizona. August 31-September 3, 2010.

“Clerks’ Budget Process.” Presented jointly with The Honorable Richard Weiss, Stacy Butterfield, John Dew, and Doug Isabelle. *Florida Association of Court Clerks and Comptrollers Summer Conference*. St Augustine, Florida. June 29, 2010.

“COOP and Pandemic Planning: Why and How.” *National Association of Court Managers Mid-Year Conference*. Colorado Springs, Colorado. February 2, 2010.

“Emergency Management: Courts and the Preservation of the Rule of Law.” Presented jointly with Cynthia Easterling. Institute for Court Management. National Center for State Courts. Melbourne, Florida. October 21-23, 2009.

“Emergency Planning in the Courts.” Presented jointly with Justice Ian Cowan and Judge John Cleland. Judges’ Conference on Courts and Emergency Management. Charlottetown, Prince Edward Island, Canada. October 5-6, 2009.

“COOP Planning: Maintaining the Rule of Law. Planning for a Pandemic within an All-Hazards Context.” Video recording. National Center for State Courts. Williamsburg, Virginia. June 2, 2009.

“COOP Planning: Maintaining the Rule of Law. State Courts and the ‘Wars against Terror.’” Video recording. Institute for Court Management. National Center for State Courts. Williamsburg, Virginia. December 22, 2008.

April 2013
Curriculum Vitae

Gregory J. Cowan

“Emergency Management: Courts and the Preservation of the Rule of Law.” Presented jointly with Marie Schlesinger. Institute for Court Management. National Center for State Courts. Houston, Texas. August 6-8, 2008.

“Keep the Courts Open – All-Hazards Court Emergency Preparedness Planning.” *Annual Conference of the Texas Association for Court Administration*. San Antonio, Texas. October 12, 2007.

“Bioterrorism and All-Hazards Preparedness – Implications to the Legal Community: Are You Ready?” Presented jointly with Cecilia Rokusek, Daniel Stier, Patrick Sweeney, and Richard McNelis. Nova Southeastern University, School of Medicine. Fort Lauderdale, Florida. September 9, 2007.

“Emergency Preparedness and Security Workshop.” Presented jointly with J.D. Gingerich, Pete Hollingsworth, and Carolyn Ortwein. Little Rock, Arkansas. September 6, 2007.

“Preparing for the Coming Influenza Pandemic.” Presented jointly with Judge Janet Ferris. *Florida Conference of County Judges Annual Business Program*. Marco Island, Florida. July, 2007.

“Courts and Calamities: Responding to Catastrophes.” Presented jointly with Judge Janet Ferris, Tom Hall, Judge Madeleine M. Landrieu, Shelia Simms, and Robin Wright. *Florida Conference of Circuit Judges Annual Business Program*. Marco Island, Florida. June, 2007.

“Emergency Preparedness.” *Chief Judges and Trial Court Administrators’ Education Program*. Fort Myers, Florida. May 24, 2007.

“The Courts, Public Health, and Legal Preparedness.” Presented jointly with Judge John Cleland, Francis Schmitz, Daniel Stier, and Patrick Sweeney. *Public Health Preparedness Summit*. Washington, DC. February 23, 2007.

“Disaster Planning.” Presented jointly with Adam Kilgore and Marta Schnabel. *National Organization of Bar Counsel Mid-Year Meeting*. Miami Lakes, Florida. February 9, 2007.

“Keep the Courts Open.” Presented jointly with Lisa Goodner. *Committee on the Judiciary, Florida Senate*. Tallahassee, Florida. February 6, 2007.

“Keep the Courts Open.” *Florida Association of Court Clerks Records Seminar*. Destin, Florida. January 26, 2007.

April 2013
Curriculum Vitae

Gregory J. Cowan

“Developing Your Court’s Response to Pandemic Flu.” Presented jointly with Carolyn Ortwein. *Western Conference of State Court Administrators Regional Workshop*. Napa, California. October 27, 2006.

“Surviving Successfully: Disaster and Business Continuity Planning.” Presented jointly with Jannet Lewis. *Court Solutions Conference*. Baltimore, Maryland. September 19- 20, 2006.

“Florida Courts Continuity of Operations Plan.” *Emergency Public Health Legal Preparedness Seminar* (a session at The Florida Bar’s CLE Program). Tampa, Florida. September 15, 2006.

“Keep the Courts Open.” Presented jointly with Chief Judge Kim Skievaski. *2006 Annual Education Program of the Florida Conference of District Court of Appeal Judges*. Ponte Vedra Beach, Florida. September 12, 2006.

“Disaster Preparedness – Continuity of Courtroom Operations in a Crisis.” *American Bar Association Annual Meeting*. Honolulu, Hawaii. August 4, 2006.

“Court Security: Emergency Preparedness.” Presented jointly with Steve Steadman, John Voelker, Timm Fautsko, and Judy Cramer. *National Association of Court Managers Annual Conference*. Fort Lauderdale, Florida. July 9-13, 2006.

“Panel Discussion: Pandemic Planning Issues for the Florida State Courts.” *Florida State Courts Prepare: Planning for Pandemic as Part of an “All-Hazards” Approach*. Orlando, Florida. June 26, 2006.

“Keep the Courts Open.” *Florida Association of Court Clerks Summer Conference*. Lake Buena Vista, Florida. June 20, 2006.

“The Courts: Guardians of Health and Liberty.” Presented jointly with Judge Carolyn King, William Lehman, and Francis Schmitz. *The Public’s Health and the Law in the 21st Century*. Atlanta, Georgia. June 12, 2006.

“Keep the Courts Open.” *Florida Association of Court Clerks New Clerks Training*. Apalachicola, Florida. March 9, 2006.

“The Technology of Disasters: What you can learn about Court Emergency Preparedness from Hurricane Battered Florida.” Presented jointly with Craig Waters and Alan Neubauer. *Court Technology Conference (CTC9)*. Seattle, Washington. September 14, 2005.

April 2013
Curriculum Vitae

Gregory J. Cowan

“Keep the Courts Open.” *Florida State Courts Public Information Officer Conference*. Tallahassee, Florida. June 2, 2005.

“Emergency Preparedness in the Florida State Courts.” *Florida Trial Court Administrators’ Educational Program*. Amelia Island, Florida. December 11, 2004.

“Keeping the Courts Open After 7/1.” Presented jointly with Charlotte Jerrett. *Florida Trial Court Administrators Round Table*. Amelia Island, Florida. December 7, 2003.

“Emergency Preparedness Plans: An Overview of Policy & Practice Issues.” *9-11 Summit: Courts in the Aftermath of September 11th*. New York, New York. September 27, 2002.

“Emergency Preparedness Planning: A Workshop.” *9-11 Summit: Courts in the Aftermath of September 11th*. New York, New York. September 27, 2002.

“Continuity of Operations Plan.” *Florida State Courts Emergency Coordinating Officer Training*. Tampa, Florida. July 31 and August 1, 2002.

“Establishment of the Court Emergency Management Group and the Emergency Preparedness Process.” *Florida State Courts Emergency Coordinating Officer Training*. Tampa, Florida. July 31 and August 1, 2002.

“Emergency Preparedness.” *Florida Association of Court Clerks New Clerks Training*. Palm Coast, Florida. March, 2002.

Assisted Chief Justice Charles T. Wells, Florida Supreme Court and senior staff in presentations in each of the 20 judicial circuits. The presentation was entitled “Toward the Implementation of Revision 7”, Fall, 2000 to Spring, 2001.

“The Effects of Dependency on Growth: An Initial Replication of Bornschieer and Chase-Dunn’s Transnational Corporations and Underdevelopment.” *International Network for Social Network Analysis Annual Meeting*. Tampa, Florida. Fall, 1990.

Publications and Articles

Cowan, Gregory J. "An Interesting Subject." Exam submitted in completion of Level Two of the Certified Public Manager Program at the Florida Center for Public Management with Florida State University. March 18, 2013.

Cowan, Gregory J. "Reward dedication of state workers." *Tallahassee Democrat*, volume 108, issue number 38, page 5A. February 7, 2013.

April 2013
Curriculum Vitae

Gregory J. Cowan

Cowan, Gregory J. "Tax committee has chance to shape our future." *Tallahassee Democrat*, volume 107, issue number 363, page 5A. December 28, 2012.

Cowan, Gregory J., Inzer, Bob, Dew, John, et al. "SFY 2013-14 Clerks' Legislative Budget Request." Florida Clerks of Court Operations Corporation. November 30, 2012.

Cowan, Gregory J. and Fautsko, Timothy F. "Coordination of State Level Emergency Management Operations Between the Executive and Judicial Branches of State Government from the National Center for State Courts." Grant proposal submitted to the State Justice Institute. July, 2012.

Stier, Daniel D., Nicks, Diane, Cowan, Gregory J. "The Courts, Public Health, and Legal Preparedness." *American Journal of Public Health*. volume 97, supplement 1, page S69. April, 2007.

Cowan, Gregory J. "Florida State Courts Strategy for Pandemic Influenza." March, 2006. (Written under the direction of the members of the Unified Supreme Court/Branch Court Emergency Management Group and additional attorneys with the Office of the State Courts Administrator. These efforts were recognized in July 2007 by the White House in the *National Strategy for Pandemic Influenza Implementation Plan One Year Summary*.)

Waters, Craig, Cowan, Gregory J., Neubauer, Alan. "The Technology of Disasters: What You Can Learn about Court Emergency Preparedness from Hurricane-Battered Florida." *Court Technology Conference (CTC9)*. Seattle, Washington. September 14, 2005.

Cowan, Gregory J. and Youchock, Gregory. White Paper: "Standard Jury Panel Sizes and the Effects of Recent Reiteration of Jury Efficiency Measures." May 24, 2004.

Cowan, Gregory J. "Emergency Preparedness in the Florida Judicial Branch." *The Court Manager*, volume 19 issue 1, page 22. Spring, 2004.

Cowan, Gregory J. "OSCA Diversity Work Group Steadfastly Committed to Its Charge." *Full Court Press*, page 14. January-February, 2004.

Cowan, Gregory J. "Court Administration Prepares for July 1, 2004." *Full Court Press*, page 8. November- December, 2003.

Cowan, Gregory J. "Two Years Later – September 11th and the Florida State Courts." *Full Court Press*, page 2. September-October, 2003.

April 2013
Curriculum Vitae

Gregory J. Cowan

Cowan, Gregory J. and Long, Tom. White Paper: "9/11 Plus Two in the Florida State Courts: The Implementation of "Keep the Courts Open" and Future Efforts in Emergency Preparedness." September 11, 2003.

Cowan, Gregory J. and Youchock, Gregory. "Improving Florida's Jury System: Fiscal Necessity and Continued Responsibility." *Full Court Press*, page 3. July-August, 2003.
Cowan, Gregory J. "Lack of social imagination compounds the race issue." *Capital Outlook* volume 28, number 27, page 5A. July 10-16, 2003.

Cowan, Gregory J. "Tangible Accomplishment and Remaining Vulnerabilities: Emergency Preparedness in the Florida State Courts." *Full Court Press*, page 14. May-June, 2003.

Cowan, Gregory J. "Whites sometimes suffer for advocating racial equality." *Capital Outlook* volume 28, number 10, page 5A. March 6-12, 2003.

Cowan, Gregory J. "Racial insensitivity symptom of denial of human dignity." *Capital Outlook* volume 27, number 52, page 5A. December 26-January 1, 2003.

Cowan, Gregory J. "Wallace's words turned out to be more prophetic than King's." *Capital Outlook* volume 27, number 09, page 5A. February 28-March 6, 2002.

Cowan, Gregory J. "With all values comes a need to sacrifice that some shun." *Capital Outlook* volume 27, number 05, page 5A. January 31-February 6, 2002.

Cowan, Gregory J. "Let us not return to a philosophy that has already failed." *Capital Outlook* volume 26, number 49, page 7A. December 20-26, 2001.

Cowan, Gregory J. "Need for stability among moderate whites key to equality." *Capital Outlook* volume 26, number 45, page 5A. November 22-28, 2001.

Cowan, Gregory J. "Courts Prepare for Revision 7 Transition." *Full Court Press* volume 8, number 2, page 1. May-June, 2001.

Cowan, Gregory J. "Florida State Courts' New and Still Improving Web Site." *Full Court Press* volume 7 number 1, page 8. January-February, 2000.

April 2013
Curriculum Vitae

Gregory J. Cowan

Community and Professional Involvement

Volunteer, City of Tallahassee-Animal Services Center, March, 2013 to Present.

Member, Capital Tiger Bay Club, January, 2013 to Present.

Member, The Rotary Club of Tallahassee, Club Number 4255, December, 2012 to Present.

Member, The Economic Club of Florida, November 2012 to Present.

Member, American Sociological Association, May, 2011 to Present.

Staff, Finance and Budget Committee, Florida Clerks of Court Operations Corporation, September, 2009 to Present.

Team Leader and/or Member, Emergency Management Faculty Team, Institute of Court Management, National Center for State Court, December, 2007 to September, 2010.

Member, National Coalition for Emergency Management in the Courts, October, 2006 to September, 2007.

Staff, Task Force on the Management of Cases Involving Complex Litigation, Florida Supreme Court, September, 2006 to May, 2007.

Member, National Association for Court Management, May, 2006 to Present.

Team Member, National Center for State Court's Project for the Kansas State Courts to Develop Statewide Standards for Security, Emergency Preparedness, Disaster Recovery, and Response to Pandemic Flu, February 2006 to May, 2006.

Staff, Work Group on Standards for Jury Panel Sizes, Florida Supreme Court, September, 2004 to March, 2006.

Staff, Commission on District Court of Appeals Performance and Accountability, Florida Supreme Court, October, 2002 to March, 2003.

Member, Diversity Work Group, Office of the State Courts Administrator, August, 2002 to February, 2004.

Member, Unified Court Emergency Management Group, Florida Supreme Court, May, 2002 to June, 2007.

April 2013
Curriculum Vitae

Gregory J. Cowan

Staff, Work Group on Emergency Preparedness, Florida Supreme Court, September, 2001 to March, 2002.

Recognitions

Certificate of Appreciation, Awarded by Chief Judge Joseph P. Farina, Eleventh Judicial Circuit, November 14, 2005.


Chief Justice's Commendation, Awarded by Barbara J. Pariente, Chief Justice, Florida Supreme Court, June 3, 2005.

Chief Justice's Commendation, Awarded by Harry Lee Anstead, Chief Justice, Florida Supreme Court, August 12, 2002.

Interests

Traveling, exercising, reading, writing, wine collecting, basketball, and tennis.

ADVISORY COMMITTEE APPLICATION FOR BOARD APPOINTMENT

<p style="text-align: center;">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.</p>		
Name: Linda Miles		Date: 30-Jul-2014
Home Phone: (850)893-0577	Work Phone:	Email: lindam0818@aol.com
Occupation: REGISTERED DIETITIAN	Employer: RETIRED	
Please check box for preferred mailing address.		
<input type="checkbox"/> Work Address:		
City/State/Zip:		
<input checked="" type="checkbox"/> Home Address (<i>Required to determine County residency</i>) 2268 Tuscavilla Road		
City/State/Zip: Tallahassee, FL 32312		
Do you live in Leon County? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, do you live within the City limits? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Do you own property in Leon County? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, is it located within the City limits? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
For how many years have you lived in and/or owned property in Leon County? 35 years		
Are you currently serving on a County Advisory Committee? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
If Yes, on what Committee(s) are you a member? _____		
Have you served on any previous Leon County committees? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
If Yes, on what Committee(s) have you served? _____		
Are you interested in serving on any specific Committee(s)? If yes, please indicate your preference		
1st Choice: <u>Animal Services Center Advisory</u> 2nd Choice: _____		
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:		

<i>If you are appointed to a Committee, you are expected to attend regular meetings.</i>		
How many days per month would you be willing to commit for Committee work? <input type="checkbox"/> 1 <input type="checkbox"/> 2 to 3 <input checked="" type="checkbox"/> 4 or more		
And for how many months would you be willing to commit that amount of time? <input type="checkbox"/> 2 <input type="checkbox"/> 3 to 5 <input checked="" type="checkbox"/> 6 or more		
What time of day would be best for you to attend Committee meetings? <input checked="" type="checkbox"/> Day <input checked="" type="checkbox"/> 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: <input checked="" type="checkbox"/> Caucasian <input type="checkbox"/> African American <input type="checkbox"/> Hispanic <input type="checkbox"/> Asian <input type="checkbox"/> Other		
Sex: <input type="checkbox"/> Male <input checked="" type="checkbox"/> Female Age: <u>65</u> Disabled? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
District 1 <input type="checkbox"/> District 2 <input type="checkbox"/> District 3 <input type="checkbox"/> District 4 <input type="checkbox"/> District 5 <input type="checkbox"/>		

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. Please attach your resume, if one is available.

I am interested in applying for the Animal Shelter Advisory Committee. I have been involved in animal rescue for over 30 years. Current groups I help are French Bulldog Rescue, Capital ARC, Leon County Humane Society, Brussels Griffon Alliance, Afghan Hound Rescue. I currently am fostering a cat for Capital ARC, and I have been an independent Persian cat rescue for many years. I have extensive experience with cats and dogs and currently live with both.

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

Name: Cam Fentriss Telephone: (850) 508-8030

Address: Tallahassee, FL

Name: Jacque Hunt Telephone: (850) 219-1830

Address: 875 N. Centerville Road, Tallahassee, FL

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 No

Are you willing to complete a financial disclosure form and/or a background check, if applicable? Yes No

Will you be receiving any compensation that is expected to influence your vote, action, or participation on a Committee? Yes No If yes, from whom? _____

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

Do you know of any circumstances that would result in you having to abstain from voting on a Committee due to voting conflicts? Yes No If yes, please explain. _____

Do you or your employer, or your spouse or child or their employers, do business with Leon County? Yes 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? Yes No If yes, please explain. _____

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

Signature: Linda Miles

electronically sent: 7/30/2014 1:53:32PM

Please return Application

by mail: Christine Coble, Agenda Coordinator
301 South Monroe Street
Tallahassee, FL 32301

by email: coblec@leoncountyfl.gov

by fax: 850-606-5301

Online: <http://cms.leoncountyfl.gov/servicerequest/committeeapplication.aspx>

“People Focused, Performance Driven.”

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: Ann Seiler

Date: 25-Jul-2014

Home Phone: (850) 228-6237

Work Phone: (850)717-9113X

Email: ann13seile@gmail.com

Occupation: ENVIRONMENTAL SPECIALIST

Employer: DEPARTMENT OF ENVIRONMENTAL PROTECTION

Preferred mailing location: Home Address

Work Address: 2600 BLAIR STONE RD
MS 5500

City/State/Zip: TALLAHASSEE FL 32399

Home Address 1384 DEVONSHIRE DR

City/State/Zip: TALLAHASSEE FL 32317

Do you live in Leon County? Yes If yes, do you live within the City limits? No

Do you own property in Leon County? Yes If yes, is it located within the City limits? No

For how many years have you lived in and/or owned property in Leon County? 11.00years

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? 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: Joint City/County/School Board Coordinating C2nd Choice:

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:

If you are appointed to a Committee, you are expected to attend regular meetings.

How many days permonth would you be willing to commit for Committee work? 2 to 3

And for how many months would you be willing to commit that amount of time? 3 to 5

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: Caucasian

Sex: Female

Age: 54

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.

SINCE MY SON STARTED KINDERGARTEN I HAVE BEEN A MEMBER OF EITHER THE PTA/PTSO OR THE SAC COMMITTEES. PARTICIPATING IN THESE ORGANIZATIONS HELPED ME TO FEEL INVOLVED WITH MY SON'S EDUCATION SINCE I WORK FULL-TIME AND COULD NOT HELP WITH HAND-ON SCHOOL ACTIVITIES. I HAVE A B.S. IN BIOLOGY AND HAVE BEEN INVOLVED IN VARIOUS SCIENTIFIC GROUPS THROUGH THE YEARS. NOW MY SON WILL BEGIN HIGH SCHOOL AND AS I PREPARE FOR HIS EVENTUAL DEPARTURE FROM OUR HOME, I WOULD LIKE TO CONTINUE MY INVOLVEMENT WITH THE COMMUNITY ON A BROADER LEVEL. I LOOK FORWARD TO ASSISTING IN ANYWAY POSSIBLE. THANK YOU.

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

Name: ROBERT BYERTS Telephone: 850-556-2395
Address: 2309 NOTLEY CT, TALLAHASSEE, FL 32312

Name: HOLLY MERRICK Telephone: 850-980-7105
Address:

IMPORTANT LEGAL REQUIREMENTS FOR ADVISORY COMMITTEE MEMBERSHIP

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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? 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: Ann Seiler

This application was electronically sent: 7/25/2014 12:40:17PM

ANN SWANBECK SEILER

1384 Devonshire Dr.
Tallahassee, FL 32317
(850) 228-6237
ann13seiler@gmail.com

SUMMARY

- Experienced Project Manager inclusive of policy analysis and development
- Strong and effective organizational skills
- Excellent communicator
- Demonstrated public relations skills
- Team participant who is a leader
- Goal oriented and skilled in preparing accurate and timely reports inclusive of budgets

EMPLOYMENT

ENVIRONMENTAL SPECIALIST III 2003-PRESENT
Florida Dept of Environmental Protection *Tallahassee, Florida*

Case Manager for Site Certification Applications

- Coordinate the review and evaluation of Siting projects for certification with all state and local agencies (similar to Environmental Assessment under NEPA). This includes activities such as scoping, consultation, public meetings and analyzing short/long term cumulative effects of transmission line activities.
- Evaluate technical and fiscal information from the affected agencies and bureau/districts, and advise them on adequacy and compliance with the procedural requirements of the implementing rules and laws.
- Conduct completeness and sufficiency reviews in conjunction with other agency staff.
- Prepare reports that analyze and describe the proposed agency action regarding certification award.
- Make recommendation for denial or approval of certification award. Preparing detailed conditions of certification.
- Work closely with Siting Program attorney on case-related legal matters.

Coordinates the review of post-certification amendments, modifications, and post-certification submittals; prepares final orders, authorization letters and other appropriate documentation for modification and post-certification amendment reviews.

Serve as Siting Coordination Web Manager to ensure that the Siting Internet and Intranet web pages meet necessary state and federal requirements as well as posting current information.

Evaluates and recommends electronic data gathering, dissemination, and records management.

GENERAL PROFESSIONAL III 1997-2003
Colorado Division of Wildlife *Denver, Colorado*

Serve as Acting Water Resource Manager. Provide budget development and management; contract administration, and grant management to Water Quality Unit inclusive of meeting necessary requirements of the Clean Water Act.

- Develop and manage budget to meet viable needs
- Coordinate program management to meet Long Range Plan
- Identify staff needs and provide assistance where able
- Supervise diverse staff

Serve as DOW Contract Manager for Water Quality Unit.

- Prepare Request for Proposals and subsequent contracts
- Manage and coordinate contracts

Serve as Computer Coordinator and Web Manager for River Watch Program for the Habitat Section

- Maintain web site for approximately 260 volunteers state-wide to submit data
- Organize and Conduct computer trainings
- Provide training for River Watch staff and participants
- Manage appropriate databases and registrations
- Produce team policy procedures manual
- Electronically publish all necessary forms, reports, newsletters, and documentation necessary for program administration

DIRECTOR, MARKETING AND SALES 1996
Wildlife Pharmaceuticals *Fort Collins, Colorado*

Responsible for marketing and sales for 1.5 million dollar pharmaceutical company

- Establish customer service protocol
- Create and place advertisements in leading veterinary/science journals
- Attend product and sales conventions
- Develop new product promotions

PROGRAM ASSISTANT -SIX MONTH TEMPORARY 1996
Colorado Division of Wildlife *Denver, Colorado*

Scholarship coordinator for diversity scholarship program

- Review applications for compliance
- Organize committees for interviewing finalists
- Develop and coordinate workshop for past scholarship recipients
- Maintain database of applicants
- Establish contacts within Colorado schools and communities for future workshops

Contract Assistant

- Reviewed and processed contracts
- Assisted in drafting contracts and request for proposals
- Prepared appropriate correspondence to contractors

SUPPORT ASSOCIATE 1995
Hagler Bailly Consulting, Inc. *Boulder, Colorado*

Project Administrator for natural resources damage assessment contract with state agency

- Developed contracts for consultants and subcontractors
- Managed project library
- Established electronic correspondence system for trustees council
- Organized weekly conference calls, developed agenda and recorded minutes
- Maintained project files for potential litigation

ADMINISTRATIVE ASSISTANT - SIX MONTH TEMPORARY 1995
Colorado Division of Wildlife *Denver, Colorado*

Provided administrative and program support to Diversity Specialist, A&T Section and Terrestrial Section

- Developed and organized procedures and statistics for Cultural Diversity Scholarship Program
- Created procedure manual, outlining all policies and necessary steps to administer program
- Established database allowing for complete and accurate collection and analysis of statistics for scholarship program
- Utilized advanced computer skills to create graphics for scholarship program; reformat budget reports and operation plans

DIRECTOR 1992-1994
Division of Fish and Wildlife *St. Thomas, U.S. Virgin Islands*

Appointed by Governor to develop and administer research and management objectives for Division. Responsible for budget, personnel, policy development and regulation as well as meeting federal requirements for NOAA/NMFS and USFWS.

- Created and coordinated voluntary Advisory Committees consisting of Commercial and Recreational Marine Users, Government officials and scientists to identify and resolve environmental issues
- Developed strategic plan for Virgin Islands natural resources
- Drafted three conservation management regulations that were approved into Legislation
- Developed environmental education projects to increase awareness of local community
- Prepared grant documentation for continued funding through Federal agencies
- Trained and supervised staff of 24 inclusive of Bureau Chiefs, Fiscal Officers, Accountants, Biologists, Education Coordinators, Administrative Officers and Technicians
- Designated by Commissioner to represent Virgin Islands Government at Caribbean Fishery Management Council, Southeast Regional Fisheries Committee, USFWS Federal Aid Southeast Regional Committee and other related meetings
- Organized workshops for; strategic planning for fisheries management; oiled wildlife workshop in preparation for major oil spills

ASSISTANT DIRECTOR 1987-1992
Division of Fish and Wildlife *St. Thomas, U.S. Virgin Islands*

Responsible for organizing and monitoring administrative structures, including payroll, travel, purchasing and grant documentation. Also in charge of financial procedures; report deadlines; establishing and maintaining contacts within local and federal agencies.

- Arranged two fisheries conferences with over 150 participants at each
- Developed and implemented standard operating procedures manual resulting in timely management
- Assisted in launching a successful education program which increased environmental awareness in local communities and federal organizations. Included diverse visual and personal presentations
- Created concise financial reports that enabled project leaders to determine expenditures
- Assisted in publications of conference proceedings, monthly newsletters, brochures, booklets and various other public information

WILDLIFE BIOLOGIST 1984-1987
Division of Fish and Wildlife *St. Thomas, U.S. Virgin Islands*

Accountable for the collection, analysis and summary of data on research and management projects for Virgin Islands wildlife

- Submitted three grant applications for wildlife research which were approved by U.S. Fish and Wildlife Service
- Developed and executed feasibility study on white-tailed deer
- Assisted in developing management recommendations on Feral Burros for National Park Service
- Published several reprints, on research of feral burros and on first sighting on a Short-eared owl
- Made presentations to professional organizations and schools for environmental education

PROFESSIONAL DEVELOPMENT AND TRAINING

Public Records, Harassment, Ethics and Diversity Training	Annually
Submerged Lands Environmental Resource Training	2004
Compliance and Enforcement Training	2004
Creating Web Pages and HTML computer training	1996
Geographic Information Systems Workshop	1994
Southeast Monitoring and Assessment Program (SEAMAP), Chair	1992-1994
Recreational Fisheries Information Network (RecFIN), Steering Committee	1992-1994
Caribbean Fisheries Management Council, V.I. Representative	1992-1994
National Marine Fisheries Service Statistics Workshop	1992-1994
U.S. Fish and Wildlife Service Federal Aid Coordination Workshop	1988-1994
Financial Management Workshop	1990
Grants Application Workshop	1989
Supervisory Skills Workshop	1988
Forestry/Wildlife Conservation Certification	1988

EDUCATION

B.A. - BIOLOGY	1979-82
<i>Mary Baldwin College</i>	<i>Staunton, Virginia</i>

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: Francisco "Frank" Alarcon		Date: 08-Aug-2014
Home Phone: (850) 766-6854	Work Phone:	Email: alarconfj@yahoo.com
Occupation: RECENTLY RETIRED AS COO	Employer: MOST RECENT: THE HENRY & RILLA WHITE YOUTH F	
Preferred mailing location: Home Address		
Work Address:		
City/State/Zip: TALLAHASSEE FL		
Home Address 3515 OFFALY COURT		
City/State/Zip: TALLAHASSEE FL 32309		
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? 15.00years		
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? 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: Animal Services Center Advisory 2nd Choice: Palmer Munroe Teen Center Board of Trustees		
What cultural arts organization do you represent, if any?		
N/A, BUT I AM MEMBER OF THE TALLAHASSEE WRITERS ASSOCIATION.		
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: Hispanic	Sex: Male	Age: 62
Disabled? No	District:	

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.

I HAVE RECENTLY RETIRED AFTER A 40 YEAR CAREER IN PUBLIC SERVICE, MOSTLY SERVING YOUTH AND FAMILIES. POSITIONS HELD INCLUDE DIRECTOR OF THE CALIFORNIA YOUTH AUTHORITY, DEPUTY COMMISSIONER OF THE DEPARTMENT OF JUVENILE JUSTICE IN GEORGIA, DEPUTY SECRETARY OF THE DEPARTMENT OF JUVENILE JUSTICE IN FLORIDA AND COO OF THE HENRY AND RILLA WHITE YOUTH FOUNDATION, INC. (A FLORIDA-BASED STATEWIDE NON-PROFIT). I HAVE SERVED ON NUMEROUS LOCAL, STATE AND NATIONAL GROUPS, TASK FORCES, COMMITTEES AND ADVISORY GROUPS AND BEEN APPOINTED OR ELECTED CHAIRPERSON ON A NUMBER OF OCCASIONS, IN ADDITION TO HOLDING POSITIONS ON EXECUTIVE BOARDS OF SEVERAL ASSOCIATIONS.

MY INTEREST IN HELPING THE TEEN CENTER (SECOND CHOICE) SHOULD BE SELF-EVIDENT---I SPENT A CAREER WORKING WITH YOUTH AND THEIR FAMILIES, RAISED MY OWN CHILDREN AND NOW HAVE GRANDCHILDREN. AMONG MY RELATED ACCOMPLISHMENTS IN THE PAST ARE:
STARTING A TEEN CENTER, SERVING ON THE BOARD OF A BOYS AND GIRLS CLUB, ESTABLISHING

MY INTEREST IN THE ANIMAL SHELTER (FIRST CHOICE) MAY BE LESS OBVIOUS, BUT NO LESS PASSIONATE. I CURRENTLY HAVE THREE DOGS (OF COURSE, THEY WOULD SAY THAT THEY HAVE ME) AND HAVE BEEN AN ANIMAL LOVER MY ENTIRE LIFE. NOW THAT I HAVE MORE FREE TIME, I WOULD REALLY APPRECIATE THE OPPORTUNITY TO HELP MY FURRY FRIENDS IN ANY WAY THAT I CAN. I HAVE VISITED THE SHELTER AND HAVE FOLLOWED IT'S HISTORY OVER THE PAST FIFTEEN YEARS AND WOULD BE HONORED TO SERVE ON THE ADVISORY COMMITTEE.

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

Name: VIVIAN ALARCON Telephone: 850-443-7472
Address: 428 TERRACE STREET, TALLAHASSEE, FL 32308

Name: LARRY PINTACUDA Telephone: 850-545-5408
Address: 6019 QUAIL RIDGE 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? 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: Francisco J. Alarcon

This application was electronically sent: 8/8/2014 6:12:27PM

ADVISORY COMMITTEE APPLICATION FOR BOARD APPOINTMENT

<p style="text-align: center;">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.</p>		
Name: Ashley Istler		Date: 7-10-14
Home Phone: 511-324 4358	Work Phone: 850 487 5317	Email: ashley.istler@gmail.com
Occupation: Attorney	Employer: FL Senate	
<p>Please check box for preferred mailing address.</p> <p><input type="checkbox"/> Work Address: Suite 310, The Capitol 404 S. Monroe City/State/Zip: Tallahassee FL 32399</p>		
<p><input checked="" type="checkbox"/> Home Address (Required to determine County residency) 1112 S. Magnolia Dr. Apt B108 City/State/Zip: Tallahassee, FL 32301</p>		
<p>Do you live in Leon County? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, do you live within the City limits? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Do you own property in Leon County? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, is it located within the City limits? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>For how many years have you lived in and/or owned property in Leon County? 8 years</p>		
<p>Are you currently serving on a County Advisory Committee? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>If Yes, on what Committee(s) are you a member? _____</p>		
<p>Have you served on any previous Leon County committees? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>If Yes, on what Committee(s) have you served? _____</p>		
<p>Are you interested in serving on any specific Committee(s)? If yes, please indicate your preference</p> <p>1st Choice: Animal Shelter 2nd Choice: _____</p>		
<p>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:</p> <p>_____</p>		
<p><i>If you are appointed to a Committee, you are expected to attend regular meetings.</i></p> <p>How many days per month would you be willing to commit for Committee work? <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 to 3 <input type="checkbox"/> 4 or more</p> <p>And for how many months would you be willing to commit that amount of time? <input type="checkbox"/> 2 <input type="checkbox"/> 3 to 5 <input checked="" type="checkbox"/> 6 or more</p> <p>What time of day would be best for you to attend Committee meetings? <input type="checkbox"/> Day <input type="checkbox"/> Night</p> <p style="text-align: center;">Day May-Dec Night Jan-April</p>		
<p>(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.</p> <p>Race: <input checked="" type="checkbox"/> Caucasian <input type="checkbox"/> African American <input type="checkbox"/> Hispanic <input type="checkbox"/> Asian <input type="checkbox"/> Other</p> <p>Sex: <input type="checkbox"/> Male <input checked="" type="checkbox"/> Female Age: 20 Disabled? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>District 1 <input type="checkbox"/> District 2 <input type="checkbox"/> District 3 <input type="checkbox"/> District 4 <input type="checkbox"/> District 5 <input checked="" type="checkbox"/></p>		

"People Focused, Performance Driven."

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. Please attach your resume, if one is available.

- Juris Doctor, FSU College of Law; B.S. Political Science, FSU History
 - FL Bar member
 - Volunteer at the animal service center; Tallahassee Womens Lawyers
- I have been a consistent volunteer and foster home at Asc for about a year and a half. My experience at the shelter and my educational background would be a great asset on the board.

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

Name: Kate MacFall Telephone: 950-508-1001
Address: 2144 Delta Way, Tallahassee FL 32303

Name: Lauren Periman Telephone: 850-766-3750
Address: 6349 Fitz Lane Tallahassee FL 32311

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 No
- Are you willing to complete a financial disclosure form and/or a background check, if applicable? Yes No
- Will you be receiving any compensation that is expected to influence your vote, action, or participation on a Committee? Yes No If yes, from whom? _____
- Do you anticipate that you would be a stakeholder with regard to your participation on a Committee? Yes No
- Do you know of any circumstances that would result in you having to abstain from voting on a Committee due to voting conflicts? Yes No If yes, please explain. _____
- Do you or your employer, or your spouse or child or their employers, do business with Leon County? Yes 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? Yes No If yes, please explain. _____

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

Signature: 

Please return Application
by mail: Christine Coble, Agenda Coordinator
301 South Monroe Street
Tallahassee, FL 32301
by email: coblec@leoncountyfl.gov
by fax: 850-606-5301
Online: <http://cms.leoncountyfl.gov/servicerequest/committeeapplication.aspx>

"People Focused, Performance Driven."

ASHLEY ISTLER

(561) 324-4358 1112 S. Magnolia Dr. Apt. B108, Tallahassee, FL 32301 ashley.istler@gmail.com

- EDUCATION:**
- Florida State University College of Law, Tallahassee, FL** **May 2013**
Juris Doctor, May 2013
GPA: 82.2
International Law Certificate with Honors
Book Award: International Energy Law
Student Ambassador
- Florida State University Summer Program in Law at Oxford** **Summer 2011**
St. Edmund's Hall, Oxford, England
- Florida State University, Tallahassee, FL** **May 2010**
Bachelor of Science in Political Science & History
Minor: Political Philosophy
GPA: 3.8, *Magna cum Laude*
Honors Program: Medallion Recipient; Honors Legal Scholar; Honors Delegate
National Society of Collegiate Scholars, President

- EXPERIENCE:**
- The Florida Senate** **August 2013-present**
Attorney, Bill Drafting Services
- Draft and review legislation
 - Provide legal advice to Senators and Senate staff
 - Analyze and research current law to determine effect of possible legislation
- The Office of Public Counsel, Tallahassee, FL** **March 2013-July 2013**
Law Clerk
- Research regulations and statutes as they relate to the Office of Public Counsel
 - Draft motions and declaratory statements and edit legal briefs
 - Analyze testimony and depositions in preparation for litigation
- Humane Society of the United States, Washington D.C.** **Summer 2012**
Law Clerk, International Group, Animal Protection Litigation
- Researched avenues for compliance to the World Trade Organization's Appellate Body Report's recommendations regarding the "dolphin-safe" label and drafted a letter outlining options for compliance to United States Trade Representative
 - Developed case for a potential dispute dealing with environmental issues created by dairy farms at the Organization for Economic Development using the Guidelines for Multinational Enterprises

COMMUNITY INVOLVEMENT:

- Tallahassee Animal Service Center**
Volunteer & Foster
- Volunteer on a weekly basis at the shelter and at most of the Animal Shelter Foundation's events and I attended the Animal Care Expo
- Tallahassee Woman Lawyers**
- Participated in the Diversity Pipeline program, meeting with middle school students to discuss what it means to be an attorney
 - Mentor for law students in a partnership with the Women's Law Symposium

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: Carly Souther		Date: 26-Jul-2014
Home Phone: (770) 851-2614	Work Phone: (850)412-3674X	Email: carlysouther@icloud.com
Occupation: ATTORNEY		Employer: AGENCY FOR HEALTH CARE ADMINISTRATION
Preferred mailing location: Home Address		
Work Address: 2727 MAHAN DRIVE MAIL STOP 3		
City/State/Zip:	TALLAHASSEE FL	32308
Home Address 308 VANTAGE POINT LANE TOWNHOUSE 41		
City/State/Zip:	TALLAHASSEE FL	32301
Do you live in Leon County? Yes	If yes, do you live within the City limits? Yes	
Do you own property in Leon County? No	If yes, is it located within the City limits? No	
For how many years have you lived in and/or owned property in Leon County?		3.00 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:		2nd Choice: Commission on the Status of Women and Girls
What cultural arts organization do you represent, if any?		
N/A		
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: Other	Sex: Female	Age: 25
Disabled? No	District:	

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.

I HAVE A B.A., MAGNA CUM LAUDE, IN POLITICAL SCIENCE FROM MERCER UNIVERSITY. I ATTENDED WASHINGTON AND LEE SCHOOL OF LAW BEFORE TRANSFERRING AND COMPLETING MY J.D. AT THE FLORIDA STATE UNIVERSITY COLLEGE OF LAW.

MY STRONGEST SKILLS ARE RESEARCH AND WRITING AND I WOULD CONTRIBUTE TO THE COMMITTEE BY EXTENSIVELY RESEARCHING THE POLICIES THAT HAVE SUCCEEDED AND FAILED IN COUNTIES (THAT ARE SIMILAR TO LEON IN DEMOGRAPHICS AND SIZE) ACROSS THE COUNTRY AND ASSIST IN DRAFTING THE MISSION, POLICY, AND PROCEDURES BEST SUITED TO ACHIEVE LEON'S LONG RANGE PLANNING AND BUDGETING GOALS.

I HAVE BEEN A MEMBER OF THE FLORIDA BAR SINCE 25 SEPTEMBER 2013. I AM LICENSED TO PRACTICE LAW IN LEON COUNTY.

MEMBER OF THE CAPITAL AREA ANIMAL NETWORK. AS PI PRESIDENT, I PARTICIPATE IN A RANGE OF COMMUNITY ACTIVITIES, INCLUDING DELIVERING 1,000 POUNDS OF PET FOOD TO LOCAL ANIMAL ORGANIZATIONS AND AM IN CHARGE OF PI'S PRO BONO PROGRAM WITH FSU LAW. I CREATED A 20-HOUR MODULE ON THIRD-DEGREE FELONY DOGFIGHTING FOR LEON COUNTY SCHOOLS THROUGH THE RESPECT ANIMALS PROJECT (RAP). I CREATED AND PRESENT AN ACCREDITED CONTINUING LEGAL EDUCATION COURSE ON DOGFIGHTING FOR MEMBERS OF THE FLORIDA BAR. I WAS A TEACHING ASSISTANT IN JUVENILE JUSTICE AT THE FSU COLLEGE OF LAW IN SPRING 2014. I AM CURRENTLY IN THE PROCESS OF COORDINATING TWO EVENTS BETWEEN PI & FSU LAW THIS FALL. ONE FEATURES STEVEN WISE, PRESIDENT OF THE NONHUMAN RIGHTS PROJECT, AND THE OTHER IS THE FIRST SOUTH EASTERN ANIMAL LAW SYMPOSIUM (SEALS).

I WOULD LIKE TO JOIN THE ANIMAL SHELTER SERVICES COMMITTEE BECAUSE MY PRIMARY FOCUS IS ON ANIMAL WELFARE AND PROTECTION OF ANIMAL INTERESTS. I WOULD LIKE TO JOIN THE COMMISSION ON THE STATUS OF WOMEN AND GIRLS BECAUSE MY SECONDARY FOCUS IS ON GENDER AND THE LAW. MY FORTHCOMING PAPER IN THE GEORGETOWN JOURNAL ON POVERTY LAW AND POLICY FOCUSES ON SEX TRAFFICKING OF AMERICAN MINORS, AND I WAS A WOMEN'S STUDIES MINOR IN UNDERGRAD.

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

Name: GARRICK PURSLEY Telephone: 469.878.9331
Address: 425 W. JEFFERSON ST., TALLAHASSEE, FLA. 32306

Name: BILL BLOCKER Telephone: 850.322.8744
Address: 2727 MAHAN DRIVE, MS 3, TALLAHASSEE, FLA. 32308

IMPORTANT LEGAL REQUIREMENTS FOR ADVISORY COMMITTEE MEMBERSHIP
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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: Carly Elizabeth Souther

This application was electronically sent: 7/26/2014 12:42:00AM

CARLY ELIZABETH SOUTHER

Post Office Box 1485 | Tallahassee, Florida, USA 32302
Telephone: 1.770.851.2614 | carly@petagonintl.com

EDUCATION THE FLORIDA STATE UNIVERSITY, COLLEGE OF LAW Tallahassee, FL
Juris Doctor, May 2013

Honors: Charles R. Mathews Scholarship for Geriatrics Research
Book Award—Human Trafficking
Certificate of Outstanding Pro Bono Service

Activities: Vice President, Student Animal Legal Defense Fund
Volunteer, Pets Ad Litem
Presenter, The Florida State University, College of Medicine “9th Annual Research Fair”
Cuban American Bar Association

WASHINGTON AND LEE UNIVERSITY, SCHOOL OF LAW Lexington, VA
First-year Juris Doctor coursework, 2010-2011

Honors: Omicron Delta Kappa
Book Award—Professional Responsibility

Activities: Southwest Virginia Innocence Project

MERCER UNIVERSITY, COLLEGE OF LIBERAL ARTS Macon, GA
Bachelor of Arts, magna cum laude, December 2009

Major/Minor: Political Science; Women and Gender Studies

Honors: Top Ten Percent
Atlantic Sun First-Team Academic All-Conference, 2006 – 2009

Activities: Women’s Cross Country
Panelist, Georgia Political Science Association Conference, 2008
Coordinator, Women’s Awareness Projects
Volunteer Docent, Macon’s Children Museum
Students’ Health and Welfare Centres Organisation, South Africa, Summer 2008

Abroad: St. Peter’s College, University of Oxford, United Kingdom, January - August 2009
UCT Medical School, University of Cape Town, South Africa, May - August 2008

ARTICLES *Victims, Not Vixens: Prostituted Children and the Case for Preemption*, 21 GEORGETOWN JOURNAL ON POVERTY LAW & POLICY (forthcoming 2014), available at <http://ssrn.com/abstract=2309558>.

Human v. House: A Combat for Couture Command of Luxury Labels, 24 DEPAUL JOURNAL OF ART, TECHNOLOGY & INTELLECTUAL PROPERTY LAW 49 (2013).

Factors Associated with Implementation of the POLST Paradigm: Results from a Survey of Florida Physicians, 14 CARE MANAGEMENT JOURNALS: JOURNAL OF LONG TERM HOME HEALTHCARE 247 (2013) (with Juliana J. Matthews).

EDITORIAL Ad hoc Reviewer (selected), *Journal of the American Geriatrics Society*

HONORARIA PETS AD LITEM, Respect Animals Program, Spring 2014 Tallahassee, FL
Developed 20-hour module on third-degree felony dogfighting for Leon County Schools

NATIONAL ASSOCIATION OF CITY AND COUNTY HEALTH OFFICIALS, Fall 2013 Washington, DC
Identified laws, policies, and regulations impacting emergency preparedness; updated Training Kit for the *Public Health Law and the Law: Emergency Preparedness Session*” at the FSU College of Medicine

- EXPERIENCE** **PETAGON INTERNATIONAL, INC.**, 2014 – present Tallahassee, FL
President, Board of Directors
Supervise activities of Petagon at state, national, and international levels, including establishment of emergency pet food bank, and advocacy of proposed International Convention for the Protection of Animals (ICPA); present ICPA proposal to councils; oversee FSU Law *pro bono* program
- FLORIDA’S AGENCY FOR HEALTH CARE ADMINISTRATION**, 2013 – present Tallahassee, FL
Assistant General Counsel, August 2013 - present
Practice includes all aspects of Medicaid Managed Care, at both state and federal levels, with particular focus on contracts law and statutory interpretation; experience includes:
- Counsel to largest procurement in United States history (\$36 billion)
 - Provide frontline support to Division of Finance; advise bureau chiefs and administrators on all matters related to contract management and capitation rates
 - Identify problem areas of contract and draft amendments to resolve issues
 - Extensive knowledge of Medicaid Fair Hearing process and child health insurance program
- Intern*, Summer 2013
Reviewed vendors’ responses to Agency’s Invitation to Negotiate in procurement of Statewide Medicaid Managed Care; evaluated submitted bids or proposals; performed redactions for HIPAA compliance
- THE FLORIDA STATE UNIVERSITY, COLLEGE OF LAW**, Spring 2014 Tallahassee, FL
Second chair, Juvenile Justice; assisted Professor Mary L. Pankowski in all aspects of course preparation
- THE FLORIDA STATE UNIVERSITY, COLLEGE OF MEDICINE**, Fall 2013 Tallahassee, FL
Research Fellow, Center for Innovative Collaboration in Medicine and Law
Compared Certificate of Need (CON) programs nationwide to update Lewin Group’s Policy Brief (2006); assessed impact of CON on Florida’s health care safety net
- MYERS AND ASSOCIATES**, Summer 2012 Tallahassee, FL
Summer associate in civil litigation firm; handled new and pending Medicare secondary-payment claims; drafted briefs, complaints, pretrial motions, memoranda, and discovery requests and responses in litigation involving family law, real property, contracts, and constitutional issues
- 10TH JUDICIAL DISTRICT OF THE STATE OF GEORGIA**, Summer 2011 Monroe, GA
Assisted Chief Judge John Ott in all aspects of trial practice, including attending oral arguments, conducting legal research, and drafting orders on fair debt collection and credit reporting practices
- GREG SOUTHER CONSULTING AND TRAINING**, 2006 - present Monroe, GA
Revised two editions of book on lender compliance with federal and state laws, including Fair Debt Collection Practices Act and Fair Credit Reporting Act; edit monthly publications on consumer issues
- STATE FARM INSURANCE & FINANCIAL SERVICES**, Summers 2006 - 2011 Monroe, GA
Conducted over 400 inspections for home and property product line; tailored automobile, life, health, and liability quotes around customer needs; discussed annuity contracts and investment strategies with agent; opened State Farm Bank accounts; assisted agent with auto, home mortgage, and home equity financing
- PROGRAMS** Speaker, “Dogfighting, Ethics, and the Law,” Continuing Legal Education course for the Florida Bar, Summer 2014
- MEMBERSHIP** The Florida Bar, admitted in 2013
American Bar Association
Animal Legal Defense Fund
Capital Area Animal Network
- LANGUAGES** Spanish, intermediate; French, beginner

Big Bend Health Council, Inc.

Responsibility:

Provides for local representation in planning and evaluating health needs of a regional 14-county service district.

Created By:

CH. 381.493-381-499, F.S.

Appointments:

21 members from 14 counties: Bay, Calhoun, Franklin, Gadsden, Gulf, Holmes, Jackson, Jefferson, **Leon**, Liberty, Madison, Taylor, Wakulla and Washington

4 – Full Board appointments

Terms:

2-year terms; Terms expire July 31.

No member shall serve more than three consecutive terms.

Vacancies filled for the remainder of unexpired term.

Eligibility Criteria:

Three of Leon County's appointees must be involved directly in the health care field and one must represent the elderly.

1 - Health Care Provider

2 - Health Care Purchasers

1 - Non-Governmental Health Care Consumer

Schedule:

Currently meets quarterly, usually second Wednesday in September, December, March and June at time and place selected by Health Council Chairman. Special meetings may be called by the Chairman or at least six members of the Council.

Type of Report:

Annual corporate report in October each year. At Sept. meeting each year, Admin Committee files report with corporate office and each member containing nominees for officers and nominations to fill executive committee vacancies.

Contact Person/Staff:

Contact:

Mike Hill, Executive Director

NWF/Big Bend Health Councils

431 Oak Ave., Panama City, FL 32401

(850) 872-4128

SUNCOM: 777-4128

FAX: (850) 872-4131


Administrative Assistant: Susan Huffman

Email: shuffman@bbhcfl.gov

Members:

<p>Adkison, Cathy Big Bend Hospice</p>	<p>Begin Term: 7/10/2012 End Term: 7/31/2014 Type: two years</p>	<p>Original Date: 7/10/2012</p> <hr/> <p>Appointed by: Board of County Commissioners</p>	<p>Category: Healthcare Purchaser Email: cathya@bigbendhospice.org</p>
<p>Moore, April Florida State University</p>	<p>Begin Term: 7/8/2014 End Term: 7/31/2016 Type: two years</p>	<p>Original Date: 7/8/2014</p> <hr/> <p>Appointed by: Board of County Commissioners</p>	<p>Category: Healthcare Provider Email: admoore2@fsu.edu</p>
<p>Wertman, Bill Alzheimer's Project</p>	<p>Begin Term: 7/10/2012 End Term: 7/31/2014 Type: two years</p>	<p>Original Date: 7/10/2012</p> <hr/> <p>Appointed by: Board of County Commissioners</p>	<p>Category: Healthcare Purchaser Email: bill@alzheimersproject.org</p>
<p>VACANT</p>			

ADVISORY COMMITTEE APPLICATION FOR BOARD APPOINTMENT

<p>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.</p>		
Name: <u>David C Jones</u>		Date:
Home Phone: <u>510 7323</u>	Work Phone: <u>510 7323</u>	Email: <u>david.jones@fdoa.org</u>
Occupation: <u>Consulting</u>	Employer: <u>Self</u>	
Please check box for preferred mailing address.		
<input checked="" type="checkbox"/> Work Address: <u>2213 Tallahassee Dr</u> City/State/Zip: <u>Tallahassee FL 32309</u>		
<input checked="" type="checkbox"/> Home Address (Required to determine County residency) <u>2213 Tallahassee Drive</u> City/State/Zip: <u>Tallahassee FL 32309</u>		
Do you live in Leon County? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, do you live within the City limits? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Do you own property in Leon County? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, is it located within the City limits? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Are you currently serving on a County Advisory Committee? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, on what Committee(s) are you a member?		
Have you served on any previous Leon County committees? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, on what Committee(s) have you served?		
Are you interested in serving on any specific Committee(s)? If yes, please indicate your preference 1st Choice: <u>Big Bend Health Center</u> 2nd Choice: _____		
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>Health promotion and wellness</u>		
If you are appointed to a Committee, you are expected to attend regular meetings.		
How many days per month would you be willing to commit for Committee work? <input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 to 3 <input type="checkbox"/> 4 or more And for how many months would you be willing to commit that amount of time? <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 to 5 <input type="checkbox"/> 6 or more		
What time of day would be best for you to attend Committee meetings? <input checked="" type="checkbox"/> Day <input type="checkbox"/> 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: <input checked="" type="checkbox"/> Caucasian <input type="checkbox"/> African American <input type="checkbox"/> Hispanic <input type="checkbox"/> Asian <input type="checkbox"/> Other		
Sex: <input checked="" type="checkbox"/> Male <input type="checkbox"/> Female Age: <u>60</u> Disabled? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
District 1 <input checked="" type="checkbox"/> District 2 <input type="checkbox"/> District 3 <input type="checkbox"/> District 4 <input type="checkbox"/> District 5 <input type="checkbox"/>		

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. Please attach your resume, if one is available.

Blueprint 2008 Citizens Advisory Committee,
BS College of Business Florida State University '94
president and founder Florida Disabled Outdoors Association
since 1990 www.fdoa.org
have interest and 26 years experience in wellness for people
with disabilities & seniors

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

Name: Laurie Gussak Telephone: 201-2944
Address: 2475 Apalachee Parkway Suite 205 32301

Name: Hugh Dorsett Telephone: _____
Address: 3220 Pablo Creek Way 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? 9 Yes 9 No
- Are you willing to complete a financial disclosure form and/or a background check, if applicable? 9 Yes 9 No
- Will you be receiving any compensation that is expected to influence your vote, action, or participation on a Committee? 9 Yes 9 No If yes, from whom? _____
- Do you anticipate that you would be a stakeholder with regard to your participation on a Committee? 9 Yes 9 No
- Do you know of any circumstances that would result in you having to abstain from voting on a Committee due to voting conflicts? 9 Yes 9 No If yes, please explain. _____
- Do you or your employer, or your spouse or child or their employers, do business with Leon County? 9 Yes 9 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? 9 Yes 9 No If yes, please explain. _____

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

Signature: David Jones

Please return Application
by mail: Christine Coble, Agenda Coordinator
301 South Monroe Street
Tallahassee, FL 32301
by email: coblec@leoncountyfl.gov
by fax: 850-606-5301

David C. Jones

President, Florida Disabled Outdoors Association

David Jones has been an advocate for inclusive accessible recreation since 1990 when he founded the Florida Disabled Outdoors Association (FDOA). The mission of the FDOA is to enrich lives through accessible inclusive recreation and active leisure for all. He has made it his personal mission to educate the public and disseminate information pertaining to recreational areas, facilities, programs, events, and opportunities that include persons with disabilities. He has assisted designers, planners, and managers in making recreational programs, areas, and facilities universally accessible. David Jones has a Bachelor of Science in Marketing from Florida State University.

David has taught a variety of subjects relating to inclusive accessible recreation, including:

- Teaching programmatic access for outdoor recreation for employees of the US Fish and Wildlife Service
- Leading seminars on providing recreation programs for people with disabilities to students of the Tallahassee Community College Recreation Management Program
- Teaching seminars on disability sensitivity at the Florida State University School of Social Work
- Teaching seminars on occupational therapy at Florida A&M University
- Consulted on ADA Compliance for the Florida Park Service

David speaks regularly throughout the US promoting inclusive accessible recreation. Naming a few of the programs where he has presented: the Family Café Developmental Disabilities Conference, the Florida Brain Injury Association Annual Jamboree, the Blueprint for Muscular Sclerosis, numerous legislative and governmental committee and agency meetings and many more. He has done training sessions for large and small organizations – from ADA compliance for national companies to disability awareness training for Cub Scout groups.

David has been extremely active in the National Recreation and Parks Association (NRPA) which is the largest recreation and park support organization, advocating for making parks, open space, and recreational opportunities available to all Americans for 40 years. He served for three years on the NRPA National Therapeutic Recreation Society Board of Directors, which is a branch of the National Recreation and Park Association. NTRS specializes in the provision of therapeutic recreation services for persons with disabilities in clinical facilities and in the community. David served as an advocate for community-based therapeutic recreation and active leisure for all.

David C. Jones
President, Florida Disabled Outdoors Association



It is rare that someone can take a “tragedy” as an opportunity to change their life and help others. That is exactly what David Jones did. His injury became a personal commitment to help others. In 1988, David Jones was shot in a hunting accident resulting in a serious head injury that left him with permanent paralyzes of left leg, limiting mobility and no use of left hand. David utilized a wheelchair for one year, then gradually increased mobility to the point where he could walk with a walker and now walks with a slight limp without any device. He remains paralyzed in one arm. In the process of his rehabilitation, he became aware of the importance of recreation for rehabilitation – not only to improve mobility, but to improve mental well-being. David saw this event in his life as a challenge and an opportunity to assist others. This life changing event developed into his personal crusade.

David went back to school and received his Bachelor of Science in Marketing from Florida State University. David Jones overcame the challenge of his disability utilizing sports for himself and others by forming the Florida Disabled Outdoors Association in 1990. This organization came out of the positive experience David had from using sports and recreation for his own rehabilitation.

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: Mark Mahoney		Date: 11-Aug-2014
Home Phone: (850) 656-8777	Work Phone: (850)717-3982X	Email: marq780@gmail.com
Occupation: RESEARCH & TRAINING SPECIA		Employer: FLORIDA DEPARTMENT OF CORRECTIONS
Preferred mailing location: Work Address Work Address: 501 SOUTH CALHOUN STREET		
City/State/Zip: TALLAHASSEE FL 32399-2500		
Home Address 8733 PALENCIA CT		
City/State/Zip: TALLAHASSEE FL 32311-3413		
Do you live in Leon County? Yes If yes, do you live within the City limits? No		
Do you own property in Leon County? Yes If yes, is it located within the City limits? No		
For how many years have you lived in and/or owned property in Leon County? 15.00years		
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? 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: Big Bend Health Council, Inc. 2nd Choice: Community Health Coordinating Committee		
What cultural arts organization do you represent, if any? N/A		
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? 1		
And for how many months would you be willing to commit that amount of time? 2		
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:	Sex: Male	Age:
Disabled? No	District:	

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.

INTEREST IN AREA OF HEALTH PROMOTION/DISEASE PREVENTION IN MANY-VARIED ASPECTS.
HAVE LIVED/WORKED OUTSIDE THE UNITED STATES FOR OVER 13 YEARS & AM A FLUENT SPANISH SPEAKER.

SERVED AS CHAIR OF THE STUDENT ADVISORY COUNCIL AT HARTSFIELD ELEMENTARY SCHOOL,
HEATH & WELLNESS CHAIR OF THE PARENT STUDENT TEACHER ASSOCIATION AT FLORIDA STATE UNIVERSITY SCHOOLS.

B.S. FOODS & NUTRITION (FSU); M.S. NUTRITION & PUBLIC HEALTH (TEACHER COLLEGE/COLUMBIA UNIVERSITY); PH.D., INERNATIONAL/INTERCULTURAL DEVELOPMENT EDUCATION (FSU);
GRADUATE CERTIFICATES IN EDUCATIONAL POLICY ANALYSIS AND PROGRAM EVALUATION (FSU).

R.D.N. (REGISTERED DIETITIAN/NUTRITIONIST), 28 YEARS THROUGH THE COMMISSION ON CREDENTIALING OF THE ACADEMY OF NUTRITION & DIETETICS. Posted at 9:00 p.m. on August 25, 2014

STEERING COMMITTEE MEMBER - RETURNED PEACE CORPS VOLUNTEERS OF NORTH FLORIDA (RPCVNF), COORDINATOR FOR ALTERNATIVE CHRISTMAS MARKET, ADOPT A ROAD PARTICIPANT WHERE RPCVNF PICKS UP LITTER ON HIGH ROAD, SPRINGTIME TALLAHASSEE PARTICIPANT WITH RPCVNF, MANY-VARIED OTHER COMMUNITY ACTIVITIES.

WRITE WEEKLY FOR MOVE.TALLAHASSEE.COM ON HEALTH AND RELATED TOPICS OVER PAST YEAR. BLOGS ARE ALSO OFTEN PUBLISHED IN TUESDAY'S EDITION OF THE TALLAHASSEE DEMOCRAT.

FORMER PEACE CORPS VOLUNTEER IN LATIN AMERICA WORKING IN AREAS OF HEALTH AND APPLIED AGRICULTURE.

MEMBER OF STEERING COMMITTEE FOR ESTABLISHMENT OF SOUTHWOOD COMMUNITY GARDEN THROUGH SUSTAINABLE TALLAHASSEE, ONGOING GARDENER.

SERVE ON PARENT ADVISORY COUNCIL AT THE UNIVERSITY OF NORTH FLORIDA WHERE MY SON ATTENDS COLLEGE

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

Name: TIM MAHLER Telephone: (850) 717-3983
Address: 501 SOUTH CALHOUN ST., TALLAHASSEE, FL 32399-2500

Name: NICOLAS CONTOS Telephone: (850) 245-8914
Address: 3642 OXHILL CT., TALLAHASSEE, FL 32308

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: Mark A. Mahoney

This application was electronically sent: 8/11/2014 12:50:16PM

ADVISORY COMMITTEE APPLICATION FOR BOARD APPOINTMENT

<p style="text-align: center;">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.</p>		
Name: Robert M. Smith		Date: 7/25/2014
Home Phone: 850-906-0152	Work Phone:	Email: smithhouse01@comcast.net
Occupation: Retired	Employer:	
<p>Please check box for preferred mailing address.</p> <p><input checked="" type="checkbox"/> Work Address:</p> <p style="margin-left: 20px;">City/State/Zip:</p>		
<p><input checked="" type="checkbox"/> Home Address <i>(Required to determine County residency)</i> 3023 Golden Eagle Dr. Tallahassee, Florida 32312</p> <p style="margin-left: 20px;">City/State/Zip:</p>		
<p>Do you live in Leon County? <input checked="" type="checkbox"/> Yes If yes, do you live within the City limits? <input checked="" type="checkbox"/> No</p> <p>Do you own property in Leon County? <input checked="" type="checkbox"/> Yes If yes, is it located within the City limits? <input checked="" type="checkbox"/> No</p>		
<p>Are you currently serving on a County Advisory Committee? <input checked="" type="checkbox"/> No</p> <p>If Yes, on what Committee(s) are you a member?</p>		
<p>Have you served on any previous Leon County committees? <input checked="" type="checkbox"/> No</p> <p>If Yes, on what Committee(s) have you served?</p>		
<p>Are you interested in serving on any specific Committee(s)? If yes, please indicate your preference</p> <p>1st Choice: <u>Big Bend Health Council</u> 2nd Choice: <u>Community Health Coordinating Committee</u></p>		
<p>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:</p> <p>_____</p>		
<p><u>If you are appointed to a Committee, you are expected to attend regular meetings.</u></p> <p>How many days per month would you be willing to commit for Committee work? <input checked="" type="checkbox"/> 2 to 3</p> <p>And for how many months would you be willing to commit that amount of time? <input checked="" type="checkbox"/> 6 or more</p> <p>What time of day would be best for you to attend Committee meetings? <input checked="" type="checkbox"/> Day</p>		
<p>(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.</p> <p>Race: <input checked="" type="checkbox"/> Caucasian <input checked="" type="checkbox"/> African American <input checked="" type="checkbox"/> Hispanic <input checked="" type="checkbox"/> Asian <input checked="" type="checkbox"/> Other</p> <p>Sex: <input checked="" type="checkbox"/> Male <input checked="" type="checkbox"/> Female Age: _____ Disabled? <input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>District 1 <input checked="" type="checkbox"/> District 2 <input checked="" type="checkbox"/> District 3 <input checked="" type="checkbox"/> District 4 <input checked="" type="checkbox"/> District 5 <input checked="" type="checkbox"/></p>		

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. Please attach your resume, if one is available.

I believe that the cost and delivery of healthcare is one of the most critical problems we, as individuals and collectively as a nation face. It is imperative that everyone contribute in an effort to find a solution.

Please see resume for answers to other questions.

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

Name: Douglass Bennett Telephone: 850-668-0868

Address: 8711 Spring Shore Trail, Tallahassee, FL 32312

Name: _____ Telephone: _____

Address: _____

IMPORTANT LEGAL REQUIREMENTS FOR ADVISORY COMMITTEE MEMBERSHIP

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Have you completed the Orientation? 9 Yes

Are you willing to complete a financial disclosure form and/or a background check, if applicable? 9 Yes

Will you be receiving any compensation that is expected to influence your vote, action, or participation on a Committee? 9 No If yes, from whom? _____

Do you anticipate that you would be a stakeholder with regard to your participation on a Committee? 9 No

Do you know of any circumstances that would result in you having to abstain from voting on a Committee due to voting conflicts? 9 No If yes, please explain. _____

Do you or your employer, or your spouse or child or their employers, do business with Leon County? 9 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? 9 No If yes, please explain. _____

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

Signature: 

Please return Application

by mail: Christine Coble, Agenda Coordinator
301 South Monroe Street
Tallahassee, FL 32301

by email: coblec@leoncountyfl.gov

Robert M. Smith, CFA

3023 Golden Eagle Drive
Tallahassee, Florida 32312

Home: 850.906.0152
Cell: 850.559.4123
E-mail(home): rob.smith1128@gmail.com

SUMMARY OF EXPERIENCE

Successful professional portfolio manager with experience in developing a solid investment process and managing investment teams to accomplish superior investment results.

PROFESSIONAL WORK EXPERIENCE

State Board of Administration of Florida Tallahassee, Florida USA

Public Pension Fund Manager

Senior Investment Officer – Fixed Income 4/1998 – 5/16/11

Responsible for all fixed income portfolios managed by the State Board of Administration.

- Developed an investment process that produced superior results in a resource constrained environment.
- Managed internal investment grade and high yield portfolios
- Extensive experience in Interest Rate and Credit Derivatives, Structured Notes and Mortgage-backed securities.
- Responsible for oversight, selection, retention and allocation to external managers.
- Member of Senior Investment Committee
- Member of Investment Oversight Group
- Member of Information Technology Oversight Group
- Member of Trading Oversight Group

Morgan Stanley Asset Management New York, New York USA

Investment Management Company

Principal 6/1994 – 4/1998

Responsible for management of investment grade separate account and mutual fund portfolios.

State Board of Administration of Florida Tallahassee, Florida USA

Public Pension Fund Manager

Senior Portfolio Manager 2/1986 – 6/1994

Responsible for managing investment grade portfolios against performance benchmarks.

EDUCATION

MBA-Finance Florida State University 1977

SPECIAL TRAINING

Advanced Option Pricing 1999

Standard and Poors Credit Scoring 2006

TECHNICAL SKILLS

Bloomberg, Microsoft Office Suite, Wilshire Axiom,

AFFILIATIONS

CFA since 1993

KEYWORDS

Credit Derivatives, Structured Products

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: June Wiaz

Date: 04-Aug-2014

Home Phone: (850) 894-4234

Work Phone: (850)350-0048X

Email: jwiaz@comcast.net

Occupation: CLINICAL DIETITIAN

Employer: DAVITA DIALYSIS

Preferred mailing location: Home Address

Work Address: DAVITA DIALYSIS
5857 WEST TENNESSEE STREET

City/State/Zip: TALLAHASSEE FL 32304

Home Address 3436 WELWYN WAY

City/State/Zip: TALLAHASSEE FL 32309

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? 18.00years

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? 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: Community Health Coordinating Committee 2nd Choice: Big Bend Health Council, Inc.

What cultural arts organization do you represent, if any?

CIVIC BUT NOT "CULTURAL" -- MEMBER OF TALLAHASSEE DIETITIANS ASSOCIATION AND BOARD
MEMBER NEW LEAF MARKET.

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:

If you are appointed to a Committee, you are expected to attend regular meetings.

How many days permonth would you be willing to commit for Committee work? 2 to 3

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: Caucasian

Sex: Female

Age: 54

Disabled? No

District:

**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.**

I AM A FLORIDA LICENSED, REGISTERED DIETITIAN WORKING WITH DIALYSIS PATIENTS AT A
CLINIC IN TALLAHASSEE, AS WELL AS DEVELOPMENTALLY DISABLED CITIZENS AT A RESIDENTIAL
COMMUNITY. BOTH GROUPS HAVE VERY SPECIALIZED DIETARY NEEDS. I'M ALSO CERTIFIED IN
CHILDHOOD WEIGHT MANAGEMENT AND HAVE EXPERIENCE COUNSELING INDIVIDUALS ON A
VARIETY OF CHRONIC ILLNESSES (INCLUDING DIABETES, HYPERTENSION, WEIGHT LOSS, FOOD
ALLERGIES, ETC.) I HAVE BEEN LICENSED FOR NEARLY SEVEN YEARS AND HAVE A MS FROM FSU
IN CLINICAL NUTRITION. (THIS WAS A CAREER CHANGE FOR ME AS I WORKED IN THE
ENVIRONMENTAL FIELD FOR MANY YEARS FIRST AND HAVE A MS FROM WASHINGTON
UNIVERSITY IN ST. LOUIS IN ENGINEERING AND POLICY.)

I CURRENTLY AM PRESIDENT OF THE BOARD OF DIRECTORS FOR NEW LEAF MARKET AND HAVE
PREVIOUSLY SERVED AS SECRETARY/TREASURER. I WAS A FOUNDING MEMBER OF THE
TALLAHASSEE FOOD NETWORK AND BIG BEND CLIMATE ACTION TEAM.

THE SKILLS I WOULD BRING ARE CONSENSUS BUILDING (A KEY METHOD OF EFFECTIVE COMMITTEE WORK) AND KNOWLEDGE OF PREVENTION OF DIET-RELATED CHRONIC ILLNESS. IN FACT, THAT IS THE REASON I MADE A MID-LIFE CAREER SHIFT SOME YEARS AGO -- IT SEEMED SO OBVIOUS THAT THERE WAS SO MUCH MORE WE COULD DO TO CURTAIL DIET AND LIFESTYLE RELATED DISEASE. I FEEL PASSIONATELY THAT DIETITIANS HAVE BEEN OVERLOOKED AS A GREAT RESOURCE IN THESE EFFORTS!

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

Name: KATHRYN ZIEWITZ, OFFICE OF RESOURTelephone: 850-606-5383
Address: LEON COUNTY GOVT. 301 S. MONROE ST. TALLAHASSEE, FL 32301

Name: DR. H. AVON DOLL, MEDICAL DIRECT Telephone:
Address: DAVITA DIALYSIS, 878 STRONG RD., QUINCY, FL 32351

IMPORTANT LEGAL REQUIREMENTS FOR ADVISORY COMMITTEE MEMBERSHIP

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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? 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: June Wiaz

This application was electronically sent: 8/4/2014 2:36:31PM

June Wiaz, MS RD/LD

3436 Welwyn Way, Tallahassee, FL 32309 Cell: 850-559-0202 Home: 850-894-4234 JWiaz@comcast.net

Summary

Dietitian with 6+ years experience working with dialysis patients with some consulting with chronic kidney disease patients hoping to adjust diets to avoid kidney failure. Also experience with developmentally disabled patients and their special dietary challenges. Some private weight-loss and food intolerance/allergy consulting as well. Aspiration is to work more in the field of prevention, with specialization in vegetarian diets.

Highlights

- Licensed Dietitian in Florida
- Expertise in renal nutrition
- Nutrition education, including diabetes
- Gluten and dairy free diets
- Organic foods advocate
- Vegetarian health expert
- Other special dietary needs
- Weight-loss counseling

Accomplishments

Presented continuing education talks 1-2 times per year for other DaVita Dialysis dietitians at our twice-yearly meetings on topics such as inflammation, liver function, and the role and importance of albumin as a health marker

Served as adjunct instructor at Florida State University from 2009-2011

Member of the Board of Directors of New Leaf Market (food co-operative) from 2008 to the present; board president since January 2014

Member of the Tallahassee Dietetics Association since 2007; president in 2008-2009

Experience

Clinical Dietitian, DaVita Dialysis -- March 2008 to Present

Currently employed with DaVita Dialysis counseling patients about appropriate diet for dialysis. Counseling frequently also includes wt. loss (a requirement for transplant eligibility) and diabetes management with more than half of the dialysis patients also diabetic. Research and identify nutritional components of foods, diets and menu choices. Coordinate nutrition care with other members of the health care team. Consult regularly with physician on patients' weight and hypertension control measures, especially fluid control. Other co-morbidities also addressed, eg. HIV/AIDS, gall bladder disease, GERD.

Consultant, Tallahassee Developmental Center – January 2013 to Present

Currently consultant who helps determine appropriate diets for developmental disabled adult residents of TDC, as well as analyze their weights and lab values and make recommendations about dietary supplementation or restrictions with respect to calories and texture. Collaborate extensively with interdisciplinary care team to meet the nutritional needs of each patient.

Adjunct Instructor – August 2009 to December 2011

Adjunct Instructor at Florida State University Department of Nutrition who taught upper-level course entitled Nutrition and Health Issues. Previous instruction experience in graduate school included Intro to Nutrition and a food policy course.

Independent Environmental Writer – 2003-2007

Co-author of *Green Empire: The Story of the St. Joe Company in the Florida Panhandle*. Other miscellaneous book chapters and articles as well.

Education

MS Clinical Nutrition Florida State University, Tallahassee, Florida, 2008

BS Alternative Health, Clayton School of Natural Health, Birmingham, Alabama, 1998

MS Engineering & Policy, Washington University, St. Louis, Missouri, 1983

BS Lehigh University, Bethlehem, Pennsylvania, 1981

Interests/Hobbies

Gardening, kayaking, biking, running, hiking, reading, writing

CareerSource Capital Region

Responsibility:

CareerSource Capital Region provides for enhanced coordination, cooperation, collaboration, and outcomes, by and between several entities, both public and private, that are involved at the local level in providing youth and adults with opportunities to develop and continuously upgrade their knowledge and skills in order to advance economically and socially, and in providing employers with the skilled workforce necessary to be competitive in local, state, national, and/or international markets.

Develop the region's strategic workforce development plan; identify occupations for which there is a demand in the area served and selecting training institutions that may provide training, in accordance with procurement guidelines and procedures; solicit the input and participation of the local business community in the provision of services for the residents of the region; provide policy guidance and procedures for programs established by CareerSource Capital Region; and, provide oversight and monitoring activities.

Created By:

Federal Public Law 105-220 (Workforce Investment Act of 1998 - Title I)
Section 117, of the WIA and the State of Florida Workforce Innovation Act of 2000
Interlocal Agreement between Leon, Wakulla, and Gadsden County Commissions (Region)

Appointments:

Eight private sector representatives of Committee are appointed by BCC -
A majority of CareerSource Capital Region shall be representative of the private sector, who shall be owners of business concerns, executives, or chief operating officers of non-governmental employers, or other private sector executives who have substantial management or policy responsibility.

New appointments to CareerSource Capital Region are required to be nominated through recommendation of the Tallahassee-Leon County Chamber of Commerce and Economic Development Council (EDC).

Terms:

Initial terms were two and three years. All terms thereafter are three-year terms. Terms expire June 30. Vacancies are filled for the remainder of an unexpired term.

Schedule:

Meets quarterly. Meeting dates and times posted on the CareerSource Capital Region website:
www.careersourcecapitalregion.com

Contact Person/Staff:

Jim McShane, Executive Director
325 John Knox Road, Atrium Building, Suite 102
Tallahassee, Florida 32303
Phone: 850-617-4601
Fax: 850-410-2595
email: jim.mcshane@careersourcecapitalregion.com

Cheryl Cantley, Administrative Assistant
850-617-4602
cheryl.cantley@careersourcecapitalregion.com

Members:

<p>Seamons, Fred MGT America</p> <p>TERM EXPIRED</p>	<p>Begin Term: 6/14/2011 End Term: 6/30/2014 Type: three years</p>	<p>Original Date: 7/27/1999</p> <hr/> <p>Appointed by: Board of County Commissioners</p>	<p>Notes: MGT America email: fred@mgtamer.com</p>
<p>Meenan, Tim Blank, Meenan and Rigsby, PA</p> <p>TERM EXPIRED</p>	<p>Begin Term: 6/14/2011 End Term: 6/30/2014 Type: three years</p>	<p>Original Date: 7/30/2002</p> <hr/> <p>Appointed by: Board of County Commissioners</p>	<p>Notes: Blank & Meenan tim@blanklaw.com</p>
<p>Harvey, Lee</p> <p>TERM EXPIRED</p>	<p>Begin Term: 6/14/2011 End Term: 6/30/2014 Type: three years</p>	<p>Original Date: 9/20/2005</p> <hr/> <p>Appointed by: Board of County Commissioners</p>	<p>Notes: Lee Harvey Insurance Company Email: lharvey2110c@embarqmail.com</p>
<p>Morales, Marilyn Tallahassee Memorial Healthcare</p>	<p>Begin Term: 4/8/2014 End Term: 6/30/2016 Type: unexpired term</p>	<p>Original Date: 4/8/2014</p> <hr/> <p>Appointed by: Board of County Commissioners</p>	<p>Notes: Email: marilyn.morales@yahoo.com</p>
<p>Edwards, Barbara</p>	<p>Begin Term: 3/12/2013 End Term: 6/30/2016 Type: three years</p>	<p>Original Date: 3/12/2013</p> <hr/> <p>Appointed by: Board of County Commissioners</p>	<p>Notes: Comcast/Xfinity</p>
<p>Shipman, Martin</p>	<p>Begin Term: 6/18/2013 End Term: 6/30/2016 Type: three years</p>	<p>Original Date: 5/22/2007</p> <hr/> <p>Appointed by: Board of County Commissioners</p>	<p>Notes: Email: martin.shipman@tlhoc.com</p>

May 9, 2014

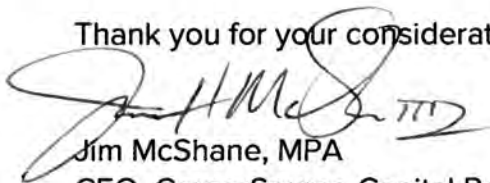
Leon County Commissioners
County Administration – Attn: Christine Coble
301 S. Monroe Street
Tallahassee, FL 32301

RE: Reappointment to the Regional Workforce Board

Dear Commissioners,

CareerSource Capital Region has reviewed and taken the time to update their bylaws to assign terms to board members of three years. This aligns with the County policy 03-15. However, we have one board member that has been very engaged and instrumental in the realignment of policies and chairs the Policy and Governance Committee. Mr. Fred Seamon from MGT of America is a consistent participant and meets the requirements of an active and engaged board member. As such, we would request a waiver for Mr. Seamon from the policy 03-15 for one more three year term.

Thank you for your consideration.



Jim McShane, MPA
CEO, CareerSource Capital Region

Cc: Commissioner Maddox, Mr. George Banks

July 28, 2014

Honorable Kristen Dozier
Chairman, Leon County Board of County Commissioners
Leon County Courthouse
301 S. Monroe Street
Tallahassee, FL 32301

Commissioner Dozier:

Based on the requirement that the Greater Tallahassee Chamber of Commerce must generate nomination and/or reappointment requests for individuals to serve on the CareerSource Board of Directors, we would ask that you consider the following member to serve for a three-year term..

- George Smith, Bryant Miller Olive

We would appreciate your considerations.

Sincerely,



Sue Dick
President/CEO, Greater Tallahassee Chamber of Commerce

CC:
Christine Coble
Jim McShane
George Banks
Cheryl A. Cantley

EXECUTIVE COMMITTEE:

E. Edward Murray, Jr.
Chair

Rick Moore
Chair-Elect

Winston Howell
Immediate Past Chair

Kathy Bell
Treasurer

Sue Dick
President

Terrie Ard

Reggie Boutihillier

Park Broome

David Coburn

Brian Cook

Beth Corum

Thomas Haynes

Masoud Karimipour

John Medina

Bill Moor

Kimberly Moore

Julie Moreno

Jim Murdaugh

Mark O'Bryant

Mike Roberts

Ron Sachs

George Smith

July 3, 2014

Honorable Kristen Dozier
Chairman, Leon County Board of County Commissioners
Leon County Courthouse
301 S. Monroe Street
Tallahassee, FL 32301

Commissioner Dozier:

Based on the requirement that the Greater Tallahassee Chamber of Commerce must generate nomination and/or reappointment requests for individuals to serve on the CareerSource Board of Directors, we would ask that you consider the following member to serve for a three-year term.

- Gloria Pugh, AMWAT Moving, Storage & Warehousing

We would appreciate your considerations.

Sincerely,



Sue Dick
President/CEO, Greater Tallahassee Chamber of Commerce

CC:
Christine Coble
Jim McShane
George Banks
Cheryl A. Cantley

EXECUTIVE COMMITTEE:

E. Edward Murray, Jr.
Chair

Rick Moore
Chair-Elect

Winston Howell
Immediate Past Chair

Kathy Bell
Treasurer

Sue Dick
President

Terrie Ard

Reggie Boutihillier

Park Broome

David Coburn

Brian Cook

Beth Corum

Thomas Haynes

Masoud Karimpour

John Medina

Bill Moor

Kimberly Moore

Julie Moreno

Jim Murdaugh


Mark O'Bryant

Mike Roberts

Ron Sachs

George Smith

ADVISORY COMMITTEE APPLICATION FOR BOARD APPOINTMENT

<p>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.</p>		
Name: Gloria Pugh		Date: 7/7/2014
Home Phone:	Work Phone: 850-877-7131	Email: Gloria@amwاتمovers.com
Occupation: CEO	Employer: AMWAT Moving Warehousing Storage	
<p>Please check box for preferred mailing address.</p> <p><input checked="" type="checkbox"/> <input checked="" type="checkbox"/> Work Address: 319 Ross Road, Tallahassee, FL 32305 City/State/Zip:</p>		
<p><input type="checkbox"/> Home Address (Required to determine County residency) City/State/Zip: 412 Talafllo Street Tallahassee, FL 32308</p>		
<p>Do you live in Leon County? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, do you live within the City limits? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Do you own property in Leon County? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, is it located within the City limits? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No For how many years have you lived in and/or owned property in Leon County? 25 years</p>		
<p>Are you currently serving on a County Advisory Committee? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, on what Committee(s) are you a member? _____</p>		
<p>Have you served on any previous Leon County committees? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, on what Committee(s) have you served? _____</p>		
<p>Are you interested in serving on any specific Committee(s)? If yes, please indicate your preference 1st Choice: CareerSource Capital Region's Board of Directors 2nd Choice: _</p>		
<p>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: _____</p>		
<p><u>If you are appointed to a Committee, you are expected to attend regular meetings.</u> How many days per month would you be willing to commit for Committee work? <input checked="" type="checkbox"/> 1-2 <input type="checkbox"/> 2 to 3 <input type="checkbox"/> 4 or more And for how many months would you be willing to commit that amount of time? <input type="checkbox"/> 2 <input type="checkbox"/> 3 to 5 <input checked="" type="checkbox"/> 6 or more What time of day would be best for you to attend Committee meetings? <input checked="" type="checkbox"/> Day <input type="checkbox"/> Night</p>		
<p>(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.</p> <p>Race: <input checked="" type="checkbox"/> Caucasian <input type="checkbox"/> African American <input checked="" type="checkbox"/> Hispanic <input type="checkbox"/> Asian <input type="checkbox"/> Other Sex: <input type="checkbox"/> Male <input checked="" type="checkbox"/> Female Age: 46 Disabled? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No District 1 <input type="checkbox"/> District 2 <input type="checkbox"/> District 3 <input type="checkbox"/> District 4 <input type="checkbox"/> District 5 <input type="checkbox"/></p>		

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. Please attach your resume, if one is available.

I have attached my resume for review.

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

Name: _____ Telephone: _____

Address: _____
Telephone: _____

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 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?
 Yes No If yes, from whom?

Do you anticipate that you would be a stakeholder with regard to your participation on a Committee? Yes No
Do you know of any circumstances that would result in you having to abstain from voting on a Committee due to voting conflicts? Yes No If yes, please explain.

Do you or your employer, or your spouse or child or their employers, do business with Leon County? Yes No
If yes, please explain. From time to time, we may provide moving services. It is not on a consistent basis.

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? Yes No

If yes, please explain. We have a moving services contract with Leon County School Board however, they have several vendors who provide moving services. The agreement is based on negotiated fees. Again, services are provided from time to time, not on a consistent basis.

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

Signature: /s/ Gloria Pugh

Please return Application

by mail: Christine Coble, Agenda Coordinator
301 South Monroe Street
Tallahassee, FL 32301

by email: coblec@leoncountyfl.gov

by fax: 850-606-5301

Online: <http://cms.leoncountyfl.gov/servicerequest/committeeapplication.aspx>

CONTACT INFORMATION

Name: Gloria Pugh
Address: 319 Ross Road, Tallahassee, FL 32305
Telephone: 850-877-7131
Email: gloria@amwatmovers.com

PERSONAL INFORMATION

Date of Birth: January 30th
Place of Birth: New York, NY
Citizenship: First Generation American
Sex: Female
Marital Status: Married to Roger "Dean" Pugh

EMPLOYMENT HISTORY

2005 through present: President/CEO AMWAT Moving Warehousing & Storage

Develop strategic direction of company. Articulate vision and strategy to management and employees. Monitor the short and long term financial viability of the company. Maintain and secure company infrastructure.

Develop and promote company culture. Oversee operations and ensure company is compliant with legal and regulatory requirements.

Develop and maintain policies and processes for the efficient operation of the company.

Evaluate overall performance of organization and management team consisting of Chief Operating Officer, General Manager and Accounts Manager.

Develop annual budgets and manage company's resources.

Lead spokesperson and representative for the company. Ensure a strong and positive presence within the market. Develop and maintain relationships within the community, regulating agencies, competitors and industry associations.

Supervise the overall performance of the company from delivery and quality of services in all lines of business.

Research and evaluate current trends in the industry and market.

PROFESSIONAL MEMBERSHIPS

American Moving & Storage Association
Greater Tallahassee Chamber of Commerce, Member of Board of Directors
Tallahassee Economic Development Council
Florida Chamber of Commerce, Member of the Caucus Pillars
Florida Consumer Council, appointed by the Florida Department of Agriculture Commissioner
Wheaton World Wide Scholarship Foundation
Foundation for Leon County Schools (former Director)
Jim Moran Institute, CEO Roundtable Member
Tallahassee Film Festival, Founding Member and former Director
Florida Performing Arts Center (former Director)
Florida Small and Minority Business Advocacy Committee
Junior League of Tallahassee Advisory Council Member

Awards & Recognition

2014 Tally Awards – People's Choice for Moving services
2014 Tally Awards – People's Choice for Storage services

2013 Super Achievement Award for Military Services
2013 Angie's List Super Service Award Recipient
2013 National Mover of The Year – Move for Hunger
2012 Tally Award for Best Moving Company in the area
2012 Tally Award for Best Storage Company
2012 Best of Tallahassee – Honorable Mention
2011 Leadership Tallahassee – Distinguished Leadership Pacesetter Finalist
2011 Greater Tallahassee Chamber of Commerce Small Business Excellence Award Recipient
2011 Leadership Tallahassee Pace Setter Finalist
2011 Tallahassee Democrat Volunteer of The Year
2010 Wheaton World Wide Quality Award Recipient
2009 Glass Ceiling Award Finalist
2009 Small Business Excellence Award Finalist
2008 State of Florida Minority Business of The Year
2007 Small Business Development Center Service Award Recipient
2007 Small Business Excellence Award Finalist
2006 Tally Awards – Tallahassee Best Moving Company
2005 Tally Awards – Tallahassee Best Moving Company

INTERESTS

Family
Business
Culture & Arts
Fashion
Politics
Boating
Community

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: George Smith		Date: 25-Jul-2014
Home Phone: (850) 294-2963	Work Phone: (850)222-8611X	Email: george@bmlaw.com
Occupation: ATTORNEY		Employer: BRYANT MILLER OLIVE P.A.
Preferred mailing location: Work Address		
Work Address: 101 NORTH MONROE STREET SUITE 900		
City/State/Zip: TALLAHASSEE	FL	32311
Home Address 4138 FAULKNER LANE		
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?		28.00years
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? 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: Workforce Plus		2nd Choice:
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? 2 to 3		
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:	Age: 44
Disabled?	District:	

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.

PLEASE SEE RESUME

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

Name: RANDY HANNA Telephone: 850-245-0407
Address: 325 WEST GAINES ST., ROOM 1544, TALLAHASSEE, FL 32399

Name: Telephone:
Address:

IMPORTANT LEGAL REQUIREMENTS FOR ADVISORY COMMITTEE MEMBERSHIP

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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? 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? Yes

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: George A. Smith, Jr.

This application was electronically sent: 7/25/2014 2:51:18PM

George A. Smith, Jr.

Education

- Florida State University - J.D., *Cum Laude*, 1998
- Florida State University - B.S. - Finance, 1995

Bar Admissions

- The Florida Bar (1998)

Biography

George Smith has exclusively practiced public finance law since joining Bryant Miller Olive in 1999. He chairs the firm's School Board practice and has participated in bond transaction by over 20 school boards throughout the State of Florida. Mr. Smith has actively participated in Bryant Miller Olive's representation of Citizens Property Insurance Corporation as Disclosure Counsel since 2006 in bond offerings totaling over \$13 billion. He has also represented the Florida Hurricane Catastrophe Fund as disclosure counsel and the Florida Insurance Guaranty Association as bond counsel. He has represented Florida Housing Finance Corporation as bond counsel in connection with the Guarantee Fund and various single family and multi-family debt offerings. He has also represented numerous cities, counties and school boards throughout the State of Florida as Bond and/or Disclosure Counsel. He represents the City of Tallahassee, Leon County and the School Board of Leon County as Bond Counsel. He serves as the financial expert board member to the Blueprint 2000 Citizens Advisory Board. He is on the Board of Directors of the Greater Tallahassee Chamber of Commerce and is the Chair of Leadership Tallahassee. He is also a Board member for Southern Shakespeare, Inc. He is a frequent speaker on tax-exempt and other government issues and post issuance compliance. Prior to becoming a member of The Florida Bar, he clerked with the Florida Department of Banking and Finance and was a Legal Extern to Judge Lewis M. Killian Jr., at the U.S. Bankruptcy Court, Northern District of Florida. Mr. Smith has been active in numerous civic and community activities, including volunteer work for the American Red Cross, for Justice Teaching at Griffin Middle School in Tallahassee and as a mentor in the Take Stock in Children program through Tallahassee Community College. Mr. Smith graduated with honors from the Florida State University College of Law and was admitted to The Florida Bar in 1998. Mr. Smith also received a degree in Finance from Florida State University where he was a member of Omicron Delta Epsilon (The International Economics Honor Society) and the Seminole Torchbearers Council of 100. Mr. Smith is listed in the Municipal Bond Attorneys section of The Bond Buyer's Municipal Marketplace and is a member of The Florida Bar and National Association of Bond Lawyers (NABL).

Educational Facilities Authority

Responsibility:

The purpose of the authority shall be to assist institutions for higher education in the construction, financing, and refinancing of projects, and for this purpose the authority is authorized and empowered as set forth in Chapter 243.22, Florida Statutes.

Created By:

Chapter 243, Section 243.21, Florida Statutes

Resolution No. 90-42 , adopted Resolution (7/17/1990)

Appointments:

Seven members appointed by the full Board

One County Commissioner, appointed by the full Board, serves as a liaison for a two-year term

Terms:

Five Year Terms; Terms expire July 31. Number of terms is limited to no more than three consecutive terms specified. Vacancies filled for remainder of an unexpired term.

Eligibility Criteria:

All members must be residents of Leon County. At least one must be a trustee, director, officer or employee of an institution for higher education.

Schedule:

Quarterly (October, January, April, and July), or as needed.

Type of Report:

Within first 90 days of each calendar year, reports to the BCC its activities for the preceding calendar year

Contact Person/Staff:

STAFF:

Randy Guemple

Executive Director

P. O. Box 11154

Tallahassee, Florida 32302

850-228-3982 (Primary)

850-907-9734

Email: LCEFA9@gmail.com

Members:

Lindley, Mary Ann
Board of County
Commissioners

Begin Term:
12/10/2013
End Term:
12/31/2015
Type: two years

Original Date: 12/10/2013
Appointed by:
Board of County
Commissioners

Notes: Board liaison
Email: lindleym@leoncountyfl.gov

Kellam, Bob
Governor's Council
on Indian Affairs

Begin Term:
8/25/2009
End Term: 7/31/2014
Type: five years

Original Date: 7/24/1990
Appointed by:
Board of County
Commissioners

Email: lcefa1@hotmail.com

Dallet, Patrick H.

Begin Term:
7/13/2010
End Term: 7/31/2015
Type: five years

Original Date: 11/19/2013
Appointed by:
Board of County
Commissioners

Email:

Weil, Joe

Begin Term:
7/13/2010
End Term: 7/31/2015
Type: five years

Original Date: 7/13/2010
Appointed by:
Board of County
Commissioners

Email: jw@nccetraining.com

Maryanski, Liz
Assoc. V.P. FSU
Student Affairs

Begin Term:
7/12/2011
End Term: 7/31/2016
Type: five years

Original Date: 7/22/1997
Appointed by:
Board of County
Commissioners

Email: lizm@admin.fsu.edu

Tipton, Lynn S.

Begin Term:
7/10/2012
End Term: 7/31/2017
Type: five years

Original Date: 3/15/2011
Appointed by:
Board of County
Commissioners

Email: ltipton@flcities.com

Billberry, Lori,

Begin Term:
2/26/2013
End Term: 7/31/2018
Type: five years

Original Date: 2/26/2013
Appointed by:
Board of County
Commissioners

Email: lbillberry@talcor.com


Hilaman, William
Raymond James &
Associates

Begin Term:
6/24/2014
End Term: 7/31/2019
Type: five years

Original Date: 9/21/2004
Appointed by:
Board of County
Commissioners

Email:
William.Hilaman@
RaymondJames.com

ADVISORY COMMITTEE APPLICATION FOR BOARD APPOINTMENT

<p style="text-align: center;">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.</p>		
Name: Robert E. Kellam		Date:
Home Phone: 850-878-2263	Work Phone: 850-487-1472	Email: lcefal@hotmail.com
Occupation: Employment and Training Director	Employer: Florida Governor's Council on Indian Affairs, Inc.	
<p>Please check box for preferred mailing address.</p> <p><input checked="" type="checkbox"/> Work Address:</p> <p style="margin-left: 20px;">City/State/Zip:</p>		
<p><input checked="" type="checkbox"/> Home Address (<i>Required to determine County residency</i>) 1521 Blockford Ct. East, Tallahassee, FL 32317</p> <p style="margin-left: 20px;">City/State/Zip:</p>		
<p>Do you live in Leon County? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, do you live within the City limits? Yes <input type="checkbox"/> No</p> <p>Do you own property in Leon County? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, is it located within the City limits? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>For how many years have you lived in and/or owned property in Leon County? <u>35</u> years</p>		
<p>Are you currently serving on a County Advisory Committee? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If Yes, on what Committee(s) are you a member? <u>Leon County Educational Facilities Authority</u></p>		
<p>Have you served on any previous Leon County committees? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>If Yes, on what Committee(s) have you served? _____</p>		
<p>Are you interested in serving on any specific Committee(s)? If yes, please indicate your preference</p> <p>1st Choice: <u>Leon County Educational Facilities Authority</u> 2nd Choice: _____</p>		
<p>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:</p> <p>_____</p>		
<p><u>If you are appointed to a Committee, you are expected to attend regular meetings.</u></p> <p>How many days per month would you be willing to commit for Committee work? 1 2 to 3 <input checked="" type="checkbox"/> 4 or more</p> <p>And for how many months would you be willing to commit that amount of time? 2 3 to 5 <input checked="" type="checkbox"/> 6 or more</p> <p>What time of day would be best for you to attend Committee meetings? <input checked="" type="checkbox"/> Day <input type="checkbox"/> Night</p>		
<p>(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.</p> <p>Race: <input checked="" type="checkbox"/> Caucasian <input type="checkbox"/> African American <input type="checkbox"/> Hispanic <input type="checkbox"/> Asian <input type="checkbox"/> Other</p> <p>Sex: <input checked="" type="checkbox"/> Male <input type="checkbox"/> Female Age: <u>67</u> Disabled? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p>District 1 <input type="checkbox"/> District 2 <input type="checkbox"/> District 3 <input type="checkbox"/> District 4 <input type="checkbox"/> <input checked="" type="checkbox"/> District 5</p>		

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. Please attach your resume, if one is available.

Leon County Educational Facilities Authority – 1990 to present. Charter member
Chairman 1993 – 2010 (approximately)

Chaired LCEFA from original Southgate debacle when the chair resigned from the Authority through 2010 (or 2011?) and, along with Calvin and the other excellent Authority members, was able to bring Southgate into a position of financial stability which continues until today. Also, was one of three "Founding Fathers" (along with Doug Mannheimer and Andy Miller) of Heritage Grove. Heritage Grove is one of the finest fraternity parks in the nation, contrary to the belief of a large number of critics in the beginning.

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

Name: Joe A. Quetone Telephone: 878-6071

Address: 2010 Indianhead Drive, Tallahassee, FL 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 No

Are you willing to complete a financial disclosure form and/or a background check, if applicable? Yes No

Will you be receiving any compensation that is expected to influence your vote, action, or participation on a Committee? Yes No If yes, from whom? _____

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

Do you know of any circumstances that would result in you having to abstain from voting on a Committee due to voting conflicts? Yes No If yes, please explain. In the past, my wife was employed by Culpepper Construction Company, a bidder on the Heritage Grove Project. I recused myself until Culpepper was eliminated from the bidding. The same thing happened in 1994 or 1995 concerning the Renaissance South Project which was never built.

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

If yes, please explain. _____

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

Signature: Robert E. Kellan

Please return Application
by mail: Christine Coble, Agenda Coordinator

ADVISORY COMMITTEE APPLICATION FOR BOARD APPOINTMENT

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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: Louis Dilbert

Date: 11-Aug-2014

Home Phone: (850) 443-7906

Work Phone: (850)245-0835X

Email: louis.dilbert@yahoo.com

Occupation: ASSISTANT STATE PROJECT M/

Employer: TALLAHASSEE COMMUNITY COLLEGE

Preferred mailing location: Home Address

Work Address:

City/State/Zip:

Home Address 3049 MERCHANTS ROW BLVD

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? No If yes, is it located within the City limits? No

For how many years have you lived in and/or owned property in Leon County? 16.00years

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? 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: Educational Facilities Authority

2nd Choice: Joint City/County/School Board Coordinating Comr

What cultural arts organization do you represent, if any?

I AM NOT A PART OF ANY CULTURAL ARTS ORGANIZATIONS.

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:

If you are appointed to a Committee, you are expected to attend regular meetings.

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

(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, Hispanic

Sex: Male

Age: 34

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.

AS DETAILED IN MY CV, MY COMMITTEE EXPERIENCE BEGAN AS AS STUDENT AT FSU WHERE I SERVED ON NUMEROUS SEARCH COMMITTEES FOR FACULTY AND STAFF AND A FEW POLICY REVISION COMMITTEES. IN MY PROFESSIONAL CAPACITIES I HAVE SERVED ON EVENT PLANNING COMMITTEES AT BOTH FAMU AND TCC. I HAVE HELD SEVERAL BOARD MEMBERSHIPS FOR SOCIAL SERVICE ORGANIZATIONS. I AM CURRENTLY THE BOARD PRESIDENT FOR BIG BEND CARES AND I HAVE BEEN A BOARD MEMBER FOR 5 YEARS.

EDUCATION HAS ALWAYS BEEN MY PASSION AND IT IS PARTIALLY DEMONSTRATED THROUGH THE DEGREES I HAVE EARNED. I EARNED A BS IN HEALTH EDUCATION AND A MASTERS IN EDUCATIONAL LEADERSHIP (BOTH FROM FSU). I AM CURRENTLY A PH.D. CANDIDATE IN EDUCATIONAL LEADERSHIP AT FAMU. MY PROFESSIONAL EXPERIENCE HAS BEEN MOSTLY IN THE AREA OF STUDENT AFFAIRS. IN MY CURRENT ROLE AS ASSISTANT STATE PROJECT MANAGER FOR FLORIDA GEAR UP, I AM ALLOWED TO BRIDGE THE GAP BETWEEN K-12 AND HIGHER EDUCATION.

I CHOOSE THE EDUCATIONAL FACILITIES AUTHORITY COMMITTEE AND THE JOINT

CITY/COUNTY/SCHOOL BOARD COORDINATING COMMITTEES AS MY PRIMARY CHOICES BECAUSE THEY SEEM TO ME MOST ALIGNED WITH MY VALUES AND AREA OF PERSONAL AND PROFESSIONAL INTERESTS. IT WOULD BE AN HONOR FOR ME TO SERVE MY FELLOW CITIZENS IN THIS MANNER. I HAVE ATTACHED MY CV FOR MORE DETAILS REGARDING MY EXPERIENCE.

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

Name: SENOVIA WILLIAMS Telephone: (850)212-7950
Address: 325 WEST GAINES STREET, ROOM 432 TALLAHASSEE, FL 32399

Name: CORY SANDERS Telephone: (850)339-3582
Address: 930 MILESTONE WAY, APT. 1083, COLLEGE PARK, MD. 20750

IMPORTANT LEGAL REQUIREMENTS FOR ADVISORY COMMITTEE MEMBERSHIP

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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? Yes

If yes, please explain. I ASSUME THAT TCC COLLOBORATES WITH THE CITY AND COUNTY ON CERTAIN INITIATIVES AT SOME POINT IN TIME.

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: Louis L. Dilbert

This application was electronically sent: 8/11/2014 5:03:27PM

ADVISORY COMMITTEE APPLICATION FOR BOARD APPOINTMENT

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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: Michael Renwick

Date: 25-Jul-2014

Home Phone: (850) 893-9558

Work Phone: (850)933-9539X

Email: redbaron522@aol.com

Occupation:FORESTER

Employer: SELF-EMPLOYEED

Preferred mailing location: Home Address

Work Address: 6559 MAN O WAR TRL

City/State/Zip: TALLAHASSEE FL 32309

Home Address 6559 MAN O WAR TRL

City/State/Zip: TALLAHASSEE FL 32309

Do you live in Leon County? Yes If yes, do you live within the City limits? No

Do you own property in Leon County? Yes If yes, is it located within the City limits? No

For how many years have you lived in and/or owned property in Leon County? 29.00years

Are you currently serving on a County Advisory Committee? Yes

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?

Are you interested in serving on any specific Committee(s)? If yes, please indicate your preference

1st Choice: Adjustment and Appeals Board 2nd Choice: Educational Facilities Authority

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:

If you are appointed to a Committee, you are expected to attend regular meetings.

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

(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: 70

Disabled? No

District: District 4

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.

I HAVE WORKED WITH THE LEON COUNTY PROPERTY APPRAISER'S OFFICE THE LAST THREE YEAR ON A AGRICULTURE REVIEW BOARD. I AM A LICENSED REALTOR, I ALSO HAVE DEGREES IN FORESTRY, AND PARKS AND RECREATION ADMIN..

I AM A RETIRED COUNTY FOREST FORMERLY WITH THE FLORIDA FOREST SERVICE AS THE GADSDEN COUNTY FORESTER FOR 11 YEARS FROM 1999 TO 2010.

I HAVE A INTEREST IN LEON COUNTY AS A LONG-TERM RESIDENT AND HAVE HAD AND CONTINUE TO HAVE A INTEREST IN EDUCATION AND THE SCHOOL SYSTEM IN LEON COUNTY.

BECAUSE I AM PARTIALLY RETIRED MY TIME IS MY OWN AND I ENJOY PUBLIC SERVICE I WANT TO BE PART OF THE COMMUNITY IN LEON COUNTY

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

Name: PHIL GORNICKI

Telephone: 850-222-5646

Address: 402 E. JEFFERSON ST.

Name: STAN ROSENTHAL

Telephone: 850-606-5202

Address: LEON COUNTY EXTION OFFICE

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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? 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: Michael R. Renwick

This application was electronically sent: 7/25/2014 12:10:30PM

ADVISORY COMMITTEE APPLICATION FOR BOARD APPOINTMENT

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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: Thomas Proctor, Jr.

Date: 18-Aug-2014

Home Phone: (850) 385-9905

Work Phone: (850)413-1149X

Email: tomcproctor@gmail.com

Occupation: REAL ESTATE PORTFOLIO MAN.

Employer: STATE BOARD OF ADMINISTRATION

Preferred mailing location: Home Address

Work Address: 1801 HERMITAGE BLVD.

City/State/Zip: TALLAHASSEE FL 32308

Home Address 3070 HAWKS GLEN

City/State/Zip: TALLAHASSEE FL 32312

Do you live in Leon County? Yes If yes, do you live within the City limits? No

Do you own property in Leon County? Yes If yes, is it located within the City limits? No

For how many years have you lived in and/or owned property in Leon County? 43.00years

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? 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: Educational Facilities Authority

2nd Choice: Housing Finance Authority

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:

If you are appointed to a Committee, you are expected to attend regular meetings.

How many days permonth would you be willing to commit for Committee work? 2 to 3

And for how many months would you be willing to commit that amount of time? 3 to 5

What time of day would be best for you to attend Committee meetings? 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: Caucasian

Sex: Male

Age: 43

Disabled? No

District: District 4

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.

I HAVE EXPERIENCE EVALUATING THE FINANCIAL FEASIBILITY OF REAL ESTATE PROJECTS, AS WELL AS ON THE DEVELOPMENT AND FINANCING SIDE OF MULTIFAMILY (INCLUDING STUDENT) AND OFFICE PROPERTIES. I HAVE DIRECT, FIRST-HAND EXPERIENCE NAVIGATING THE DEVELOPMENT, ENTITLEMENT, AND PERMITTING PROCESS HERE IN LEON COUNTY AND CAN COMPARE THAT TO OTHER COUNTIES AND MUNICIPALITIES BOTH IN AND OUTSIDE FLORIDA. I WOULD ENJOY PUTTING THAT EXPERIENCE TO USE IN ASSISTING LEON COUNTY AND PROVIDING INSIGHT FOR DECISIONS RELATED TO EXISTING FACILITIES AND PROJECTS. SEE ATTACHED RESUME.

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

Name: TOM ALLEN Telephone: 850-528-9494
Address: 1805 SAGEWAY DRIVE, TALLAHASSEE, FL 32303

Name: BRYAN DESLOGE Telephone: 850-606-5364
Address: 3057 HAWKS GLEN, TALLAHASSEE, FL 32312

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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? Yes

If yes, please explain. LEON COUNTY IS A PARTICIPANT IN THE FRS PLAN, WHERE I AM EMPLOYED

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: Thomas Proctor Jr

This application was electronically sent: 8/18/2014 12:43:35PM

Thomas C. Proctor, Jr.
3070 Hawks Glen
Tallahassee, FL 32312
(850) 385-9905 phone, (850) 385-6085 fax
tomcproctor@gmail.com

Professional Experience

State Board of Administration. Tallahassee, FL
(April 2012 – Present) *Portfolio Manager- Real Estate*
Oversight and asset management of assigned direct-owned real estate properties held in the Florida Retirement System Pension plan. Duties include review and analysis of financial and leasing reports, market conditions, and overall performance review of properties. Other responsibilities include oversight of disposition strategies and risk evaluation of proposed acquisitions. The direct-owned real estate portfolio exceeds \$5 billion in market value and consists of all property types (office, multifamily, retail, and industrial) in major U.S. markets.

Red Brick Partners, LLC. Tallahassee, FL
(May 2006 – April 2012) *Principal*
Managed real estate activities, including acquisitions and development projects. Directly managed and performed real estate acquisition duties, including site selection, feasibility analysis, and due diligence. Project manager in the development of The Alliance Center, a 75,000 square-foot mixed-use (office and retail), mid-rise building in downtown Tallahassee. Managed design, site entitlement, and permitting. Contracted and served as Owner's Representative with architect, engineers, and general contractor during design and construction. Also responsible for performance review of real estate assets and reporting to partners and other participants.

University Club Development Corp. Tallahassee, FL
(June 1998 – May 2006) *President / Co-owner*
Managed development activities for student-oriented multifamily apartment organization. Duties included market research, site selection, acquisition, project budgeting and feasibility analysis, and site entitlement. Served as Owner's Representative in dealings with architects, engineers, and the general contractor during permitting and construction. Managed dealings with third-party management company upon stabilization, including reviewing reporting and financial statements and performance of properties. The UCD portfolio housed over 3,500 students in college markets including: Tallahassee (4 properties), Orlando, Gainesville, Charlotte NC, and San Marcos TX prior to the sale of the Florida properties in 2005 to American Campus Communities, Inc., a publicly traded REIT (NYSE:ACC).

Education

The Florida State University. Tallahassee, FL

- Post Baccalaureate coursework in the Real Estate program
May 1995-April 1996
- Bachelor of Arts Degree – May 1993
Major: English Minor: Business

Community Activities

Community Catalyst for Knight Creative Community Institute – (2011-2012). Selected as a member of "catalyst class" that forms initiatives designed to help retain young professionals and devise ways to help Tallahassee's economy grow.

Exchange Club of Tallahassee - Service Club (1999 to present). Acting Secretary and Executive Board Member. Past Chairman of the Annual Meeting Committee.

Leadership Tallahassee Class XX - Greater Tallahassee Chamber of Commerce program to foster leadership development and community trusteeship.

Interests and Activities

- Bass Player in a local bluegrass band
- Avid bicyclist and member of Tallahassee Mountain Bike Association and the Capital City Cyclists, former member of Commissioner Mustian's Bicycle Advisory Committee
- Fishing

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

Name: Max Schmidt

Date: 05-Aug-2014

Home Phone: (850) 668-2249

Work Phone:

Email: mschmidt106@comcast.net

Occupation: EXECUTIVE DIRECTOR RET.

Employer: FLORIDA SCHOOL LABOR RELATIONS SERVICE

Preferred mailing location: Home Address

Work Address: 203 S. MONROE ST.

City/State/Zip: TALLAHASSEE FL 32301

Home Address 2336 GATES DR.

City/State/Zip: TALLAHASSEE FL 32312

Do you live in Leon County? Yes If yes, do you live within the City limits? No

Do you own property in Leon County? Yes If yes, is it located within the City limits? No

For how many years have you lived in and/or owned property in Leon County? 11.00years

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? 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: Joint City/County/School Board Coordinating C2nd Choice: Educational Facilities Authority

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:

If you are appointed to a Committee, you are expected to attend regular meetings.

How many days permonth would you be willing to commit for Committee work? 2 to 3

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

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Race: Caucasian

Sex: Male

Age: 74

Disabled? No

District:

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.

BACHELOR'S AND MASTER'S DEGREES--BALL STATE UNIVERSITY

DOCTOR OF PHILOSOPHY--FLORIDA STATE UNIVERSITY

21 YEARS OF ADMINISTRATIVE EXPERIENCE--COLLIER COUNTY PUBLIC SCHOOLS

SEVEN AND A HALF YEARS--SUPERINTENDENT OF SCHOOLS, CHARLOTTE COUNTY, FLORIDA

NINE YEARS--EXECUTIVE DIRECTOR, FLORIDA SCHOOL LABOR RELATIONS SERVICE

I AM INTERESTED IN THE JOINT COORDINATING COMMITTEE, SINCE I HAVE EXPERIENCE IN PLANNING AND CONCURRENCY.

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

Name: DR. WAYNE BLANTON Telephone: 850-414-2578
Address: 203 S. MONROE ST. TALLAHASSEE, FL 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: Max L. Schmidt

This application was electronically sent: 8/5/2014 5:09:50PM

Joint City/County/School Board Coordinating Committee

Responsibility:

To foster the coordination of comprehensive planning and school facilities planning programs by addressing the following issues:

1. Evaluation and any suggested changes to the process for sharing information on planned school facilities and the City and County participation in the School District's Five-Year Capital Facilities Plan;
2. Changes to the Level of Service standards adopted for each school type in the School District;
3. Changes to the School Concurrency Service areas, as recommended by the School Board;
4. Monitoring of the school concurrency management system;
5. Changes to the Interlocal Agreement;
6. Amendments to the Capital Improvements Element, Public School Facilities Element, or Intergovernmental Coordination Element of the Comprehensive Plan;
7. Effectiveness of School Concurrency Implementation.

Created By:

August 2006

Public School Concurrency and Facility Planning Interlocal Agreement between the City of Tallahassee, Leon County, and Leon County School Board

Appointments:

6 -

- 3 - One member each from the City Commission, Board of County Commissioners, and the School Board
- 3 - City, County, and School Board will each appoint one citizen member

Terms:

The term for each member will be four (4) years.

Schedule:

The Coordinating Committee will meet twice per year, coordinating with the amendment cycles to the Comprehensive Plan, or more often as needed

Type of Report:

The Coordinating Committee will issue a report with recommendations to the City Commission, County Commission, and School Board within sixty (60) days of each meeting.

Contact Person/Staff:

Dan Lucas, Senior Planner
Tallahassee-Leon County Planning Department
300 S. Adams Street, City Hall
Tallahassee, FL 32301

Phone: 891- 6400

Fax: 891- 6404

email: lucasd@talgov.com

Members:

Dozier, Kristin Board of County Commissioners	Begin Term: 4/23/2013 End Term: 12/31/2014 Type: two years	Original Date: 4/23/2013 <hr/> Appointed by: Board of County Commissioners	Notes: Board Representative Email: dozierk@leoncountyfl.gov
VACANT		Appointed by: Board of County Commissioners	Citizen Representative
<hr/>			

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: Louis Dilbert		Date: 11-Aug-2014
Home Phone: (850) 443-7906	Work Phone: (850)245-0835X	Email: louis.dilbert@yahoo.com
Occupation: ASSISTANT STATE PROJECT M/		Employer: TALLAHASSEE COMMUNITY COLLEGE
Preferred mailing location: Home Address		
Work Address:		
City/State/Zip:		
Home Address 3049 MERCHANTS ROW BLVD		
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? No	If yes, is it located within the City limits? No	
For how many years have you lived in and/or owned property in Leon County?		16.00years
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? 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: Educational Facilities Authority		2nd Choice: Joint City/County/School Board Coordinating Comr
What cultural arts organization do you represent, if any?		
I AM NOT A PART OF ANY CULTURAL ARTS ORGANIZATIONS.		
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		
(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, Hispanic	Sex: Male	Age: 34
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.

AS DETAILED IN MY CV, MY COMMITTEE EXPERIENCE BEGAN AS AS STUDENT AT FSU WHERE I SERVED ON NUMEROUS SEARCH COMMITTEES FOR FACULTY AND STAFF AND A FEW POLICY REVISION COMMITTEES. IN MY PROFESSIONAL CAPACITIES I HAVE SERVED ON EVENT PLANNING COMMITTEES AT BOTH FAMU AND TCC. I HAVE HELD SEVERAL BOARD MEMBERSHIPS FOR SOCIAL SERVICE ORGANIZATIONS. I AM CURRENTLY THE BOARD PRESIDENT FOR BIG BEND CARES AND I HAVE BEEN A BOARD MEMBER FOR 5 YEARS.

EDUCATION HAS ALWAYS BEEN MY PASSION AND IT IS PARTIALLY DEMONSTRATED THROUGH THE DEGREES I HAVE EARNED. I EARNED A BS IN HEALTH EDUCATION AND A MASTERS IN EDUCATIONAL LEADERSHIP (BOTH FROM FSU). I AM CURRENTLY A PH.D. CANDIDATE IN EDUCATIONAL LEADERSHIP AT FAMU. MY PROFESSIONAL EXPERIENCE HAS BEEN MOSTLY IN THE AREA OF STUDENT AFFAIRS. IN MY CURRENT ROLE AS ASSISTANT STATE PROJECT MANAGER FOR FLORIDA GEAR UP, I AM ALLOWED TO BRIDGE THE GAP BETWEEN K-12 AND HIGHER EDUCATION.

I CHOOSE THE EDUCATIONAL FACILITIES AUTHORITY COMMITTEE AND THE JOINT

CITY/COUNTY/SCHOOL BOARD COORDINATING COMMITTEES AS MY PRIMARY CHOICES BECAUSE THEY SEEM TO ME MOST ALIGNED WITH MY VALUES AND AREA OF PERSONAL AND PROFESSIONAL INTERESTS. IT WOULD BE AN HONOR FOR ME TO SERVE MY FELLOW CITIZENS IN THIS MANNER. I HAVE ATTACHED MY CV FOR MORE DETAILS REGARDING MY EXPERIENCE.

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

Name: SENOVIA WILLIAMS Telephone: (850)212-7950
Address: 325 WEST GAINES STREET, ROOM 432 TALLAHASSEE, FL 32399

Name: CORY SANDERS Telephone: (850)339-3582
Address: 930 MILESTONE WAY, APT. 1083, COLLEGE PARK, MD. 20750

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? Yes

If yes, please explain. I ASSUME THAT TCC COLLOBORATES WITH THE CITY AND COUNTY ON CERTAIN INITIATIVES AT SOME POINT IN TIME.

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: Louis L. Dilbert

This application was electronically sent: 8/11/2014 5:03:27PM

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: Laura Rogers

Date: 29-Jul-2014

Home Phone: (850) 509-6820

Work Phone: (850)521-3113X

Email: laurakrogers@comcast.net

Occupation: PROGRAM DIRECTOR-WORLD C

Employer: GREATER TALLAHASSEE CHAMBER OF COMMERCE

Preferred mailing location: Home Address

Work Address:

City/State/Zip:

Home Address 1741 MARSTON PLACE

City/State/Zip: TALLAHASSEE FL 32308

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? 29.00years

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? LIBRARY ADVISORY BOARD

Are you interested in serving on any specific Committee(s)? If yes, please indicate your preference

1st Choice: Joint City/County/School Board Coordinating C2nd Choice:

What cultural arts organization do you represent, if any?

THE SHARING TREE

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:

If you are appointed to a Committee, you are expected to attend regular meetings.

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

(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: Female

Age: 53

Disabled? No

District: District 3

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.

I GREW UP IN TEXAS, UPSTATE NEW YORK AND RIO DE JANEIRO, BRAZIL. I RECEIVED MY BACHELOR OF SCIENCE IN BUSINESS MAJORING IN MARKETING AT THE FLORIDA STATE UNIVERSITY. I SPENT 8 PLUS YEARS IN SALES AND HONED MY LEADERSHIP EXPERIENCE THROUGH MY VOLUNTEER ACTIVITIES AND SALES PROGRAMS. MY CAREER PATH SHIFTED TOWARDS TRAINING AS A PROGRAM DIRECTOR AT LEADERSHIP TALLAHASSEE AND NOW HAVE BEEN FOCUSING FOR THE PAST TEN YEARS AS THE PROGRAM DIRECTOR OF WORLD CLASS SCHOOLS. IN ADDITION TO MENTORING THE MEMBERSHIP AND NETWORKING THE GRADUATES OF LEADERSHIP TALLAHASSEE, MY WORK MELTS MY LOVE FOR CHILDREN AND EDUCATION IN WORLD CLASS SCHOOLS AS THE LIAISON BETWEEN THE GREATER TALLAHASSEE CHAMBER OF COMMERCE AND LEON COUNTY SCHOOLS. PROGRAMS THAT I ADMINISTER ARE CHP CHAMPIONS (WELLNESS PROGRAM) TO ELEMENTARY SCHOOLS IN THE 6 SURROUNDING COUNTIES AND THE BEST AND BRIGHTEST AWARDS SCHOLARSHIP PROGRAM.

I HAVE SERVED AS PRESIDENT OF THE JUNIOR LEAGUE OF TALLAHASSEE, PRESIDENT OF THE FRIENDS OF THE LEON COUNTY PUBLIC LIBRARY; PTO PRESIDENT FOR SULLIVAN ELEMENTARY,

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

Name: BARBARA BOONE Telephone: 850-521-3112
Address: P.O. BOX 1639 TALLAHASSEE, FL 32302

Name: RON SACHS Telephone: 850-222-1996
Address: 114 S. DUVAL STREET TALLAHASSEE, FL 32301

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? No

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? Yes

If yes, please explain. INSURANCE

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: Laura K. Rogers

This application was electronically sent: 7/29/2014 5:06:21PM

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: Max Schmidt

Date: 05-Aug-2014

Home Phone: (850) 668-2249

Work Phone:

Email: mschmidt106@comcast.net

Occupation: EXECUTIVE DIRECTOR RET.

Employer: FLORIDA SCHOOL LABOR RELATIONS SERVICE

Preferred mailing location: Home Address

Work Address: 203 S. MONROE ST.

City/State/Zip: TALLAHASSEE FL 32301

Home Address 2336 GATES DR.

City/State/Zip: TALLAHASSEE FL 32312

Do you live in Leon County? Yes If yes, do you live within the City limits? No

Do you own property in Leon County? Yes If yes, is it located within the City limits? No

For how many years have you lived in and/or owned property in Leon County? 11.00years

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? 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: Joint City/County/School Board Coordinating C2nd Choice: Educational Facilities Authority

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:

If you are appointed to a Committee, you are expected to attend regular meetings.

How many days permonth would you be willing to commit for Committee work? 2 to 3

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: 74

Disabled? No

District:

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.

BACHELOR'S AND MASTER'S DEGREES--BALL STATE UNIVERSITY

DOCTOR OF PHILOSOPHY--FLORIDA STATE UNIVERSITY

21 YEARS OF ADMINISTRATIVE EXPERIENCE--COLLIER COUNTY PUBLIC SCHOOLS

SEVEN AND A HALF YEARS--SUPERINTENDENT OF SCHOOLS, CHARLOTTE COUNTY, FLORIDA

NINE YEARS--EXECUTIVE DIRECTOR, FLORIDA SCHOOL LABOR RELATIONS SERVICE

I AM INTERESTED IN THE JOINT COORDINATING COMMITTEE, SINCE I HAVE EXPERIENCE IN PLANNING AND CONCURRENCY.

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

Name: DR. WAYNE BLANTON

Telephone: 850-414-2578

Address: 203 S. MONROE ST. TALLAHASSEE, FL 32301

Name:

Telephone:

Address:

IMPORTANT LEGAL REQUIREMENTS FOR ADVISORY COMMITTEE MEMBERSHIP

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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: Max L. Schmidt

This application was electronically sent: 8/5/2014 5:09:50PM

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: Ann Seiler

Date: 25-Jul-2014

Home Phone: (850) 228-6237

Work Phone: (850)717-9113X

Email: ann13seile@gmail.com

Occupation: ENVIRONMENTAL SPECIALIST

Employer: DEPARTMENT OF ENVIRONMENTAL PROTECTION

Preferred mailing location: Home Address

Work Address: 2600 BLAIR STONE RD
MS 5500

City/State/Zip: TALLAHASSEE FL 32399

Home Address 1384 DEVONSHIRE DR

City/State/Zip: TALLAHASSEE FL 32317

Do you live in Leon County? Yes If yes, do you live within the City limits? No

Do you own property in Leon County? Yes If yes, is it located within the City limits? No

For how many years have you lived in and/or owned property in Leon County? 11.00years

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? 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: Joint City/County/School Board Coordinating C2nd Choice:

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:

If you are appointed to a Committee, you are expected to attend regular meetings.

How many days permonth would you be willing to commit for Committee work? 2 to 3

And for how many months would you be willing to commit that amount of time? 3 to 5

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: Caucasian

Sex: Female

Age: 54

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.

SINCE MY SON STARTED KINDERGARTEN I HAVE BEEN A MEMBER OF EITHER THE PTA/PTSO OR THE SAC COMMITTEES. PARTICIPATING IN THESE ORGANIZATIONS HELPED ME TO FEEL INVOLVED WITH MY SON'S EDUCATION SINCE I WORK FULL-TIME AND COULD NOT HELP WITH HAND-ON SCHOOL ACTIVITIES. I HAVE A B.S. IN BIOLOGY AND HAVE BEEN INVOLVED IN VARIOUS SCIENTIFIC GROUPS THROUGH THE YEARS. NOW MY SON WILL BEGIN HIGH SCHOOL AND AS I PREPARE FOR HIS EVENTUAL DEPARTURE FROM OUR HOME, I WOULD LIKE TO CONTINUE MY INVOLVEMENT WITH THE COMMUNITY ON A BROADER LEVEL. I LOOK FORWARD TO ASSISTING IN ANYWAY POSSIBLE. THANK YOU.

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

Name: ROBERT BYERTS Telephone: 850-556-2395
Address: 2309 NOTLEY CT, TALLAHASSEE, FL 32312

Name: HOLLY MERRICK Telephone: 850-980-7105
Address:

IMPORTANT LEGAL REQUIREMENTS FOR ADVISORY COMMITTEE MEMBERSHIP

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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? 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: Ann Seiler

This application was electronically sent: 7/25/2014 12:40:17PM

ANN SWANBECK SEILER

1384 Devonshire Dr.
Tallahassee, FL 32317
(850) 228-6237
ann13seiler@gmail.com

SUMMARY

- Experienced Project Manager inclusive of policy analysis and development
- Strong and effective organizational skills
- Excellent communicator
- Demonstrated public relations skills
- Team participant who is a leader
- Goal oriented and skilled in preparing accurate and timely reports inclusive of budgets

EMPLOYMENT

ENVIRONMENTAL SPECIALIST III 2003-PRESENT
Florida Dept of Environmental Protection *Tallahassee, Florida*

Case Manager for Site Certification Applications

- Coordinate the review and evaluation of Siting projects for certification with all state and local agencies (similar to Environmental Assessment under NEPA). This includes activities such as scoping, consultation, public meetings and analyzing short/long term cumulative effects of transmission line activities.
- Evaluate technical and fiscal information from the affected agencies and bureau/districts, and advise them on adequacy and compliance with the procedural requirements of the implementing rules and laws.
- Conduct completeness and sufficiency reviews in conjunction with other agency staff.
- Prepare reports that analyze and describe the proposed agency action regarding certification award.
- Make recommendation for denial or approval of certification award. Preparing detailed conditions of certification.
- Work closely with Siting Program attorney on case-related legal matters.

Coordinates the review of post-certification amendments, modifications, and post-certification submittals; prepares final orders, authorization letters and other appropriate documentation for modification and post-certification amendment reviews.

Serve as Siting Coordination Web Manager to ensure that the Siting Internet and Intranet web pages meet necessary state and federal requirements as well as posting current information.

Evaluates and recommends electronic data gathering, dissemination, and records management.

GENERAL PROFESSIONAL III 1997-2003
Colorado Division of Wildlife *Denver, Colorado*

Serve as Acting Water Resource Manager. Provide budget development and management; contract administration, and grant management to Water Quality Unit inclusive of meeting necessary requirements of the Clean Water Act.

- Develop and manage budget to meet viable needs
- Coordinate program management to meet Long Range Plan
- Identify staff needs and provide assistance where able
- Supervise diverse staff

Serve as DOW Contract Manager for Water Quality Unit.

- Prepare Request for Proposals and subsequent contracts
- Manage and coordinate contracts

Serve as Computer Coordinator and Web Manager for River Watch Program for the Habitat Section

- Maintain web site for approximately 260 volunteers state-wide to submit data
- Organize and Conduct computer trainings
- Provide training for River Watch staff and participants
- Manage appropriate databases and registrations
- Produce team policy procedures manual
- Electronically publish all necessary forms, reports, newsletters, and documentation necessary for program administration

DIRECTOR, MARKETING AND SALES 1996
Wildlife Pharmaceuticals *Fort Collins, Colorado*

Responsible for marketing and sales for 1.5 million dollar pharmaceutical company

- Establish customer service protocol
- Create and place advertisements in leading veterinary/science journals
- Attend product and sales conventions
- Develop new product promotions

PROGRAM ASSISTANT -SIX MONTH TEMPORARY 1996
Colorado Division of Wildlife *Denver, Colorado*

Scholarship coordinator for diversity scholarship program

- Review applications for compliance
- Organize committees for interviewing finalists
- Develop and coordinate workshop for past scholarship recipients
- Maintain database of applicants
- Establish contacts within Colorado schools and communities for future workshops

Contract Assistant

- Reviewed and processed contracts
- Assisted in drafting contracts and request for proposals
- Prepared appropriate correspondence to contractors

SUPPORT ASSOCIATE 1995
Hagler Bailly Consulting, Inc. *Boulder, Colorado*

Project Administrator for natural resources damage assessment contract with state agency

- Developed contracts for consultants and subcontractors
- Managed project library
- Established electronic correspondence system for trustees council
- Organized weekly conference calls, developed agenda and recorded minutes
- Maintained project files for potential litigation

ADMINISTRATIVE ASSISTANT - SIX MONTH TEMPORARY 1995
Colorado Division of Wildlife *Denver, Colorado*

Provided administrative and program support to Diversity Specialist, A&T Section and Terrestrial Section

- Developed and organized procedures and statistics for Cultural Diversity Scholarship Program
- Created procedure manual, outlining all policies and necessary steps to administer program
- Established database allowing for complete and accurate collection and analysis of statistics for scholarship program
- Utilized advanced computer skills to create graphics for scholarship program; reformat budget reports and operation plans

DIRECTOR 1992-1994
Division of Fish and Wildlife *St. Thomas, U.S. Virgin Islands*

Appointed by Governor to develop and administer research and management objectives for Division. Responsible for budget, personnel, policy development and regulation as well as meeting federal requirements for NOAA/NMFS and USFWS.

- Created and coordinated voluntary Advisory Committees consisting of Commercial and Recreational Marine Users, Government officials and scientists to identify and resolve environmental issues
- Developed strategic plan for Virgin Islands natural resources
- Drafted three conservation management regulations that were approved into Legislation
- Developed environmental education projects to increase awareness of local community
- Prepared grant documentation for continued funding through Federal agencies
- Trained and supervised staff of 24 inclusive of Bureau Chiefs, Fiscal Officers, Accountants, Biologists, Education Coordinators, Administrative Officers and Technicians
- Designated by Commissioner to represent Virgin Islands Government at Caribbean Fishery Management Council, Southeast Regional Fisheries Committee, USFWS Federal Aid Southeast Regional Committee and other related meetings
- Organized workshops for; strategic planning for fisheries management; oiled wildlife workshop in preparation for major oil spills

ASSISTANT DIRECTOR 1987-1992
Division of Fish and Wildlife *St. Thomas, U.S. Virgin Islands*

Responsible for organizing and monitoring administrative structures, including payroll, travel, purchasing and grant documentation. Also in charge of financial procedures; report deadlines; establishing and maintaining contacts within local and federal agencies.

- Arranged two fisheries conferences with over 150 participants at each
- Developed and implemented standard operating procedures manual resulting in timely management
- Assisted in launching a successful education program which increased environmental awareness in local communities and federal organizations. Included diverse visual and personal presentations
- Created concise financial reports that enabled project leaders to determine expenditures
- Assisted in publications of conference proceedings, monthly newsletters, brochures, booklets and various other public information

WILDLIFE BIOLOGIST 1984-1987
Division of Fish and Wildlife *St. Thomas, U.S. Virgin Islands*

Accountable for the collection, analysis and summary of data on research and management projects for Virgin Islands wildlife

- Submitted three grant applications for wildlife research which were approved by U.S. Fish and Wildlife Service
- Developed and executed feasibility study on white-tailed deer
- Assisted in developing management recommendations on Feral Burros for National Park Service
- Published several reprints, on research of feral burros and on first sighting on a Short-eared owl
- Made presentations to professional organizations and schools for environmental education

PROFESSIONAL DEVELOPMENT AND TRAINING

Public Records, Harassment, Ethics and Diversity Training	Annually
Submerged Lands Environmental Resource Training	2004
Compliance and Enforcement Training	2004
Creating Web Pages and HTML computer training	1996
Geographic Information Systems Workshop	1994
Southeast Monitoring and Assessment Program (SEAMAP), Chair	1992-1994
Recreational Fisheries Information Network (RecFIN), Steering Committee	1992-1994
Caribbean Fisheries Management Council, V.I. Representative	1992-1994
National Marine Fisheries Service Statistics Workshop	1992-1994
U.S. Fish and Wildlife Service Federal Aid Coordination Workshop	1988-1994
Financial Management Workshop	1990
Grants Application Workshop	1989
Supervisory Skills Workshop	1988
Forestry/Wildlife Conservation Certification	1988

EDUCATION

B.A. - BIOLOGY	1979-82
<i>Mary Baldwin College</i>	<i>Staunton, Virginia</i>

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: Patty Ball Thomas

Date: 06-Aug-2014

Home Phone: (850) 893-3734

Work Phone: (850)599-3107X

Email: patty.thomas@famu.edu

Occupation: ASSOCIATE PROFESSOR

Employer: FLORIDA A&M UNIVERSITY

Preferred mailing location: Home Address

Work Address: FLORIDA A&M UNIVERSITY

301 B GORE EDUCATION COMPLEX

City/State/Zip: TALLAHASSEE FL 32307

Home Address 5283 QUAIL VALLEY ROAD

City/State/Zip: TALLAHASSEE FL 32309

Do you live in Leon County? Yes If yes, do you live within the City limits? No

Do you own property in Leon County? Yes If yes, is it located within the City limits? No

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? THE STATUS OF WOMEN & GIRLS COMMISSION

Are you interested in serving on any specific Committee(s)? If yes, please indicate your preference

1st Choice: Joint City/County/School Board Coordinating C2nd Choice: Commission on the Status of Women and Girls

What cultural arts organization do you represent, if any?

FAMU LADIES ARTS & SOCIAL CLUB

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:

If you are appointed to a Committee, you are expected to attend regular meetings.

How many days permonth would you be willing to commit for Committee work? 2 to 3

And for how many months would you be willing to commit that amount of time? 3 to 5

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: African American

Sex: Female

Age: 67

Disabled?

District:

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.

DR. PATTY BALL THOMAS HAS A PH.D. IN EDUCATIONAL LEADERSHIP. SHE HAS SERVED AS AN EDUCATOR FOR MORE THAN 30 YEARS. SHE IS CURRENTLY EMPLOYED AT FLORIDA A&M UNIVERSITY AS AN ASSISTANT PROFESSOR IN THE COLLEGE OF EDUCATION. SHE IS A FLORIDA CERTIFIED EXEMPLARY PROFESSIONAL AND NOTARY.

DR. THOMAS HAS AN ACTIVE MEMBERSHIP IN NUMEROUS ORGANIZATIONS INCLUDING ALPHA KAPPA ALPHA SORORITY, INC; TALLAHASSEE CLUB OF ZONTA INTERNATIONAL; PHI DELTA KAPPA (FAMU) CHAPTER, NATIONAL HOOK-UP OF BLACK WOMEN (TALLAHASSEE CHAPTER) AND TALLAHASSEE CHAPTER OF THE HOLIDAYS (BRIDGE CLUB). FORMER MEMBER OF THE STATUS OF WOMEN & GIRLS AND THE FLORIDA COMMISSION ON HUMAN RELATIONS. I CHOSE THE COMMITTEE DUE TO MANY LEADERSHIP ROLES I HAVE HAD IN MY PROFESSION.

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

Name: DR. ADA PURYEAR BURNETTE Telephone: 850- 445-7260
Address: P.O. BOX 38543; TALLAHASSEE, FLORIDA 32315

Name: REV. JEAN DE BARBIERIS OWEN Telephone: 850- 656-1678
Address: 8551 BUCK LAKE ROAD; TALLAHASSEE, FLORIDA 32317

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? Yes

If yes, please explain. MY EMPLOYER PLACE STUDENTS IN SCHOOLS FOR OBSERVATIONS AND STUDENT TEACHING.


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: Patty Ball Thomas, PhD

This application was electronically sent: 8/6/2014 2:20:07PM

<p>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.</p>			
Name: Irene Y. Gaines		Date: 8/20/2014	
Home Phone: (850) 570-8079	Work Phone: N/A	Email: trigaines@yahoo.com	
Occupation: Retired school principal, LCS	Employer: N/A		
Please check box for preferred mailing address.			
Work Address:			
City/State/Zip:			
<input checked="" type="checkbox"/> Home Address (<i>Required to determine County residency</i>)			
7093 Ed Wilson Lane			
City/State/Zip: Tallahassee, FL 32312			
Do you live in Leon County? <input checked="" type="checkbox"/> Yes No If yes, do you live within the City limits? Yes <input checked="" type="checkbox"/> No			
Do you own property in Leon County? <input checked="" type="checkbox"/> Yes No If yes, is it located within the City limits? Yes <input checked="" type="checkbox"/> No			
For how many years have you lived in and/or owned property in Leon County? <u>32</u> years			
Are you currently serving on a County Advisory Committee? <input checked="" type="checkbox"/> Yes No			
If Yes, on what Committee(s) are you a member? CIAC			
Have you served on any previous Leon County committees? <input checked="" type="checkbox"/> Yes No			
If Yes, on what Committee(s) have you served? Capital Area Community Action Agency			
Are you interested in serving on any specific Committee(s)? YES If yes, please indicate your preference			
1st Choice: <u>Joint City/County/School Board Coordinating Committee</u> 2nd Choice:			
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><i>If you are appointed to a Committee, you are expected to attend regular meetings.</i></u>			
How many days per month would you be willing to commit for Committee work? 1 to 3 <input checked="" type="checkbox"/> 4 or more			
And for how many months would you be willing to commit that amount of time? 2 3 to 5 <input checked="" type="checkbox"/> 6 or more			
What time of day would be best for you to attend Committee meetings? <input checked="" type="checkbox"/> Day <input type="checkbox"/> 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: Caucasian <input checked="" type="checkbox"/> African American Hispanic Asian Other			
Sex: Male <input checked="" type="checkbox"/> Female Age: <u>66</u> Disabled? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>			
District 1 <input type="checkbox"/> District 2 <input type="checkbox"/> District 3 <input type="checkbox"/> District <input checked="" type="checkbox"/> 4 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. Please attach your resume, if one is available.

CIAC – Committee

Capital Area Community Action Agency

American Lung Association

Florida Special Olympics

Children’s Home Society of Florida

Ph.D., Educational Leadership; M.Ed, Elementary Education; Certification, Administration and Supervision; B.S., Early Childhood and Elementary Education;

National, State, and Local Professional Presenter

Reasons for serving on the Committee:

Unique perspective on educational issues; ability to use my direct experience as a classroom teacher and school administrator that have impacted students and families; positive and effective communication skills; proven ability in working well with others

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

Name: _____ Senator Bill Montford _____ Telephone: (850) 487-5003/(850) 577-5784 _____

Address: 214 Senate Office Building, 404 South Monroe Street, Tallahassee, Florida 32399

Name: _____ Dr. Ada P. Burnette _____

_____ Telephone: (850) 445-7260 _____

Address: _____ College of Education, Florida A&M University Tallahassee, FL 32307

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 No
- Are you willing to complete a financial disclosure form and/or a background check, if applicable? Yes No
- Will you be receiving any compensation that is expected to influence your vote, action, or participation on a Committee? Yes No If yes, from whom? _____
- Do you anticipate that you would be a stakeholder with regard to your participation on a Committee? Yes No
- Do you know of any circumstances that would result in you having to abstain from voting on a Committee due to voting conflicts? Yes No If yes, please explain. _____
- Do you or your employer, or your spouse or child or their employers, do business with Leon County? Yes 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? Yes No If yes, please explain. _____

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

Signature: Irene Y. Gaines

Irene Y. Gaines, Ph.D.

7093 Ed Wilson Lane
Tallahassee, Florida 32312
(850) 570-8079
trigaines@yahoo.com

ACADEMIC BACKGROUND:

Florida A & M University
Ph.D., Educational Leadership

Florida State University
Professional Certification in Administration and Supervision

Florida A & M University
M.Ed., Elementary Education

Florida A & M University
B.S., Early Childhood and Elementary Education

PROFESSIONAL ADMINISTRATIVE EXPERIENCES:

Principal, Leon County Schools, Tallahassee, Florida, 1998-2001

Assistant Principal, Leon County Schools, Tallahassee, Florida, 1993-1998

District Reading/Language Arts Curriculum Coordinator, Leon County Schools,
Tallahassee, Florida, 1987-1990

TEACHING EXPERIENCES:

Adjunct Instructor, College of Education, Department of Elementary Education,
Florida A & M University, Tallahassee, Florida, 2007-2009

Visiting Assistant Professor, School of Education – Teacher Education Program
North Carolina Central University, Durham, North Carolina, 2003-2005

Classroom Teacher,
Leon County Schools, Tallahassee, Florida, 1990-1993; 1984-1987

Classroom Teacher,
Gadsden County Schools, Quincy, Florida, 1972-1984

PROFESSIONAL PRESENTATIONS AND MEMBERSHIP (a select few noted):

“Parent Involvement - Breaking Down the Barriers”
“Curriculum and Instruction – What Makes It Authentic, Meaningful, and Relevant”
“Preparing Educators for Partnerships with Families”
“Assessing Student Progress Through Portfolio Development”
“Strategies and Tools for Student and Teacher Success”
“Family Involvement in Teacher Preparation: Perspectives and Practice”
“Parent Involvement - Best Practices”
“The Successful Parent Conference: Knowing What *Not* To Say!”
“Leading and Managing A Differentiated Classroom”
“Who’s Responsible for Student Achievement?”
“Strengthening the Family-School-Community Partnership”
Southern Association of Colleges and Schools: Visiting Team member; Team Chair
Florida Statewide Assessment Committee Member
FDOE Protocol External Review Team Member

PROFESSIONAL AFFILIATIONS:

National Association for Supervision and Curriculum Development
National Association for Gifted Children
American Association for School Administrators
American Association of University Women
Phi Delta Kappa, National Education Honor Society
Southern Association of Colleges and Schools

HONORS AND AWARDS:

National Association of Female Executives, Public Service Award
Outstanding Educator Award, Florida A & M University
Ida S. Baker Distinguished Educator Award, Leon County Schools
Cambridge Who’s Who Among Professional Women
National Association of School Administrators, Leadership Award
Teacher of the Year Award - Gadsden County Schools and Leon County Schools

CIVIC AND COMMUNITY ACTIVITIES:

Leon County Schools Volunteer
Children’s Home Society of Florida Child Advocacy Group
Capital Area Community Action Agency, Inc., Board Member
American Lung Association, Board Member
City of Tallahassee Community Improvement Advisory Council, Member
Girl Scouts of America, Leader
Florida Special Olympics Volunteer

Planning Commission

Responsibility:

Acts as an advisory committee to the City and County Commissions, other governmental agencies within the metropolitan area, individuals, and private agencies seeking its advice and assistance in comprehensive planning and development of the Tallahassee area.

Created By:

Interlocal Agreement:

Cooperative Agreement for Area-wide Planning of the Tallahassee Metropolitan Area - 9/26/1967

Bylaws amended 11/18/1997

Appointments:

7 members:

3 - BCC

3 - City

1 - nominated by School Board

A chairman and vice chairman are elected for a one-year term in September.

Terms:

3 year terms, extending from July 1. Number of terms allowed not specified. County appointees may not serve more than three consecutive terms. Vacancies filled for remainder of unexpired term.

Eligibility Criteria:

Must be residents of Leon County, but shall not be appointed from the membership of any planning/ and or zoning board operating within the exclusive jurisdiction of each government unit.

Schedule:

Planning Commission Meetings:

6 pm, first Tuesday of each month.

8:30 am, Wednesday which is 8 days after the first meeting of each month.

Contact Person/Staff:

Department of PLACE*

*Planning, Land Management & Community Enhancement

Russell Snyder, Land Use Administrator
Tallahassee-Leon County Planning Department
891-6400

email: russell.snyder@talgov.com

Beth Perrine, Administrative Assistant:
Planning Department
891-6400

email: beth.perrine@talgov.com

Attorney: Silvia M. Alderman
106 E. College Avenue, 12th floor
Tallahassee, Florida 32301
850-425-1627 (W)
silvia.alderman@akerman.com

City Contact: Melissa Hinton,
Exec. Secretary to Treasure/Clerk
City Hall; 891-8131

County Contact: Christine Coble
Agenda Coordinator
County Courthouse
606-5300

Members:

<p>Henderson, J. Scott Henderson Planning Group</p>	<p>Begin Term: 7/1/2011 End Term: 6/30/2014 Type: three years</p>	<p>Original Date: 7/1/2011</p> <hr/> <p>Appointed by: Tallahassee City Commission</p>	<p>Email: shenderson@hendersonplanninggroup.com</p>
<p>Madden, Patrick</p>	<p>Begin Term: 6/14/2011 End Term: 6/30/2014 Type: three years</p>	<p>Original Date: 5/25/2011</p> <hr/> <p>Appointed by: Jackie Pons Leon County School School Board</p>	<p>Email: pmadden@jacksonville.nef.com</p>
<p>Edmond, Timothy D. The Edmond Group, LLC TERM EXPIRED</p>	<p>Begin Term: 2/14/2012 End Term: 6/30/2014 Type: unexpired term</p>	<p>Original Date: 2/14/2012</p> <hr/> <p>Appointed by: Board of County Commissioners</p>	<p>Email: edmondgroup.tde@gmail.com</p>

Walker, Barbara	Begin Term: 7/1/2012 End Term: 6/30/2015 Type: three years	Original Date: 7/1/2012 <hr/> Appointed by: Tallahassee City Commission	
Dantin, Keith	Begin Term: 8/1/2012 End Term: 6/30/2015 Type: unexpired term	Original Date: 8/1/2012 <hr/> Appointed by: Tallahassee City Commission	Email: kdantin@comcast.net
Jones, Darryl Eugene Bethel CDC	Begin Term: 6/12/2012 End Term: 6/30/2015 Type: three years	Original Date: 7/14/2009 <hr/> Appointed by: Board of County Commissioners	Email: dajones32301@yahoo.com
Proctor, Stewart Structure Commercial Real Estate	Begin Term: 6/18/2013 End Term: 6/30/2016 Type: three years	Original Date: 4/10/2012 <hr/> Appointed by: Board of County Commissioners	Email: stewart@structureiq.net

From: "Perrine, Beth" <Mary.Perrine@talgov.com>
To: "Coble, Christine" <CobleC@leoncountyfl.gov>
Date: 7/31/14 3:25 PM
Subject: FW: Patrick Madden

Christine,

Please add this appointment to your September 2nd BCC Agenda.

Beth Perrine
Administrative Assistant, Land Use Division, Tallahassee-Leon County Planning Department
Phone: (850) 891-6410 Fax: (850) 891-6404
Beth.perrine@talgov.com<mailto:Beth.perrine@talgov.com>

From: Haynes, Chauncy [mailto:haynesc@leonschools.net]
Sent: Tuesday, July 29, 2014 9:10 AM
To: Perrine, Beth
Subject: Patrick Madden

Hello, Beth. Superintendent Jackie Pons has reappointed Mr. Patrick Madden for a three year term on the Planning Commission. Please contact me if you have any further question or need anything else.

Chauncy E. Haynes
617-1836

Tourist Development Council

Responsibility:

Develops plans for tourist development; makes recommendations for operation of special projects or for uses of tax revenue. Reviews expenditures of revenue from the development trust fund.

Created By:

Chapter 125.0104(4)(e) Florida Statutes.;

Resolution. Nos. R86-01, R02-02; Leon County Code of Laws Chapter 11, Art. III, Sec. 11-48;

County Ordinance 88-01; County Resolution establishing the Council, 10/20/1986

Appointments:

Nine members -

One member - Chairman of the BCC to serve as Vice-Chair of TDC

Eight members - appointed by full Board of County Commissioners

Eligibility Criteria:

ELIGIBILITY CRITERIA: All must be electors of the County.

2 - City Commissioners (Elected Municipal Officials)

3 - Owners or operators of hotels, motels, recreational vehicle parks, or other tourist accommodations in the County and subject to the tax

3 - Persons involved in the tourist industry and who have demonstrated an interest in tourist development, but who are not owners or operators of hotels, motels, recreational vehicle parks, or other tourist accommodations in the County and subject to the tax.

Terms:

Eight members - 4 year terms. Terms expire October 31.

Number of terms allowed not specified in statute or ordinance. Vacancies are filled for remainder of unexpired term.

Chairman of the BCC

2 City Commissioners (Elected Municipal Officials)

3 Owners or operators of hotels, motels, recreational vehicle parks, or other tourist accommodations in the County and subject to the tax

3 Persons involved in the tourist industry and who have demonstrated an interest in tourist development, but who are not owners or operators of hotels, motels, recreational vehicle parks, or other tourist accommodations in the County and subject to the tax.

Schedule:

The TDC meets at 9:00 a.m. on the first Thursday of every other month beginning in January.

Leon County Commission Chambers, 5th floor

301 S. Monroe Street

Contact Person/Staff:

Lee Daniel, Executive Director

Tourism Development

Office of Economic Development & Business Partnerships

606-2300

daniellee@leoncountyfl.gov

Kaye Hogan, Assistant to the Director

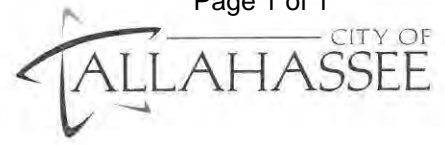
606-2300

Email: hogank@leoncountyfl.gov

Members:

<p>Miller, Nancy Tallahassee City Commission</p>	<p>Begin Term: 6/1/2011 End Term: 10/31/2014 Type: four years</p>	<p>Original Date: 6/1/2011</p> <hr/> <p>Appointed by: Tallahassee City Commission</p>	<p>Notes: E-Mail: nancy.miller@talgov.com</p>
<p>Ziffer, Gil</p> <p>NOT INTERESTED IN REAPPOINTMENT</p>	<p>Begin Term: 11/1/2010 End Term: 10/31/2014 Type: two years</p>	<p>Original Date: 11/1/2010</p> <hr/> <p>Appointed by: Tallahassee City Commission</p>	<p>Notes: category: City of Tallahassee Representative Email: Gil.Ziffer@talgov.com</p>
<p>Master, Paresh Comfort Suites</p>	<p>Begin Term: 10/19/2010 End Term: 10/31/2014 Type: four years</p>	<p>Original Date: 10/19/2010</p> <hr/> <p>Appointed by: Board of County Commissioners</p>	<p>Notes: Email: paresh.master@gmail.com</p>
<p>Schmitz, T. Bo Four Points by Sheraton Downtown</p>	<p>Begin Term: 12/10/2013 End Term: 10/31/2014 Type: unexpired term</p>	<p>Original Date: 12/10/2013</p> <hr/> <p>Appointed by: Board of County Commissioners</p>	<p>Notes: Email: bo.schmitz@ fourpointstallahasseedowntown.com</p>
<p>Daws, Russell Tallahassee Museum of History & Natural Science</p>	<p>Begin Term: 10/19/2010 End Term: 10/31/2014 Type: four years</p>	<p>Original Date: 3/27/2004</p> <hr/> <p>Appointed by: Board of County Commissioners</p>	<p>Notes: Email: rdaws@tallahasseemuseum.org</p>

Barber, Chucha	Begin Term: 10/25/2011 End Term: 10/30/2015 Type: four years	Original Date: 11/27/2007 <hr/> Appointed by: Board of County Commissioners	Notes: Email: chuchabarber@gmail.com
Desloge, Bryan Board of County Commissioners	Begin Term: 1/1/2013 End Term: 12/31/2015 Type: two years	Original Date: 1/1/2011 <hr/> Appointed by: Board of County Commissioners	Notes: Board representative Email:deslogeb@leoncountyfl.gov
McGee, Marion	Begin Term: 10/23/2012 End Term: 9/30/2016 Type: four years	Original Date: 10/23/2012 <hr/> Appointed by: Board of County Commissioners	Notes: Email: mmcgee@rileymuseum.org Appointed by City Commission - At Large
Brashier, Jonathan C.	Begin Term: 11/19/2013 End Term: 10/31/2017 Type: four years	Original Date: 11/19/2013 <hr/> Appointed by: Board of County Commissioners	Notes: Category: Hotel/Motel Email: jonathan.brashier@alofthotels.com
<hr/>			



JOHN R. MARKS, III, MAYOR

July 1, 2014

Ms. Kristin Dozier, Chair
Leon County Board of Commissioners
301 S. Monroe
Tallahassee, Florida 32301

Dear Madam Chair:

Commissioner Ziffer requested that he be removed from his position on the Leon County Tourist Development Council. I am pleased to advise you that Commissioner Scott Maddox will replace him as my designee to serve on the Leon County Tourist Development Council.

If you have any questions or concerns please contact me at (850) 891-2000.

Respectfully,

A handwritten signature in cursive script, appearing to read "John R. Marks, III", is written over the typed name below. The signature is fluid and spans across the width of the name.

John R. Marks, III
Mayor

cc: Scott Maddox, City Commissioner
Lee Daniel, Leon County Tourist Development Council

**Leon County
Board of County Commissioners**


Notes for Agenda Item #25

Leon County Board of County Commissioners

Cover Sheet for Agenda #25

September 2, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: First and Only Public Hearing for Board Consideration of an Extension of the Fallschase Development of Regional Impact (DRI) Development Agreement

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 Division Director/DSEM Ryan Guffey, Concurrency Management Planner

Fiscal Impact:

This item has no fiscal impact to the County.

Staff Recommendation:

Option #1: Conduct the first and only Public Hearing and approve the proposed extension of the Fallschase Development of Regional Impact Development Agreement (Attachment #1).

Report and Discussion

Background:

The Fallschase project is located at Buck Lake Road and Mahan Drive. It currently consists of a McDonald's, Costco, Bass Pro Shops, and Wal-Mart. The Chapter 163, Florida Statutes, Development Agreement (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 Planned Unit Development (PUD). There are future phases of commercial retail, office, and residential yet to be constructed.

Analysis:

According to the applicant's agent, the ability for Fallschase to complete the development plan contemplated by the 2005 DA and approved PUD concept plan was substantially impacted by the subsequent economic downturn that began in 2006. In order to extend the DA to accommodate this delay, an addendum to the existing DA is required for recording in the Official Records of Leon County (Attachment #1). The current DA will expire in December 2015 (Attachment #2). Therefore, the applicant is requesting to amend the DA to allow for a new expiration date of December 2025 (Attachment #3).

In 2013, the Fallschase project was acquired by new owners who anticipate the requested 10-year extension of the DA (from 2015 to 2025) should provide enough time for sufficient development demand to occur to allow for the build out of the project as envisioned by the PUD Concept Plan. Chapter 163.3229, Florida Statutes, allows a DA term of up to 30 years (Attachment #4). However, Section 10-2.504 of the Leon County Land Development Code is more restrictive with a maximum term of 20 years (Attachment #5). Pursuant to the code, this amendment to the DA requires only one Public Hearing. Notice of the Public Hearing was advertised pursuant to Florida Statutes (Attachment #6).

Finally, if approved by the Board, the DA extension request will have no impact on the agreement between the Fallschase property owner and the Buck Lake Alliance (BLA), a separate agreement to which the County is not a party. The BLA Agreement (Attachment #2, Exhibit H) outlines various commitments regarding the build out and design of the Fallschase project, and requires the owner to submit proposed development plans to the BLA for review and comment prior to submittal to the County. Recent developments proposed in Fallschase have followed this process with the BLA, and County staff has worked closely with the BLA to insure their comments and recommendations are incorporated into the final project approval granted by the County's Development Review Committee. This process, which is outlined in the BLA Agreement with the Fallschase property owners, will not be impacted if the County's DA with the current owners is extended.

Options:

1. Conduct the first and only Public Hearing and approve the proposed extension of the Fallschase Development of Regional Impact Development Agreement (Attachment #1).
2. Conduct the first and only Public Hearing and do not approve the proposed extension of the Fallschase Development of Regional Impact Development Agreement.
3. Board direction.

Recommendation:

Option #1.

Attachments:

1. Addendum to the Fallschase Development Agreement
2. Fallschase Development Agreement
3. Letter dated May 30, 2014, from Charles Gardner, Esq.
4. Chapter 163.3229, Florida Statutes
5. Section 10-2.504 of the Leon County Land Development Code
6. Legal Ad

ADDENDUM FOR THE EXTENSION OF THE FALLSCHASE DRI DEVELOPMENT AGREEMENT

This Agreement is entered into this _____ day of _____, 2014, by and between LEON COUNTY, FLORIDA, a political subdivision of the State of Florida, hereinafter "County," and, RBC Fallschase LLC and CPP Fallschase II LLC, a Florida limited liability company and Ohio limited liability company, herein after referred to as "RBC" and "CPP".

RECITALS

WHEREAS, on December 12, 2005, the County and AIG-Baker Tallahassee, L.L.C., a Delaware limited liability contract entered into the Fallschase DRI Development Agreement, recorded at Book 3420, Page 2132 in the Public Records of Leon County, Florida;

WHEREAS, RBC Fallschase LLC and CPP Fallschase II LLC, are the owners of the property that is the subject of the Development Agreement and the successor in interest to AIG-Baker Tallahassee;

WHEREAS, pursuant to Paragraph 26 of the Fallschase DRI Development Agreement, the Agreement's expiration date is December 12, 2015, ten (10) years from its effective date;

WHEREAS, pursuant to Sec. 10-2.504 of the Leon County Code of Laws, and Fla. Stat. 163.3229 (2013), a development agreement may be extended by mutual consent of the parties provided such extension is considered by the Board of County Commissioners at an advertised public hearing.

WHEREAS, this Agreement for the Extension of the Fallshchase DRI Development Agreement was approved by the Board of County Commissioners after a properly noticed public hearing held on September 2, 2014.

NOW, THEREFORE, in consideration of the mutual covenants, promises, and representations set forth herein, the sufficiency of which is hereby acknowledged, County and RBC Fallschase LLC and CPP Fallschase LLC II LLC, do hereby agree that:

The Fallschase DRI Development Agreement is hereby extended for an additional ten (10) year term to expire on December 12, 2025.

IN WITNESS WHEREOF, the parties evidence their agreement through the execution of this AGREEMENT by their duly authorized signatories.

LEON COUNTY, FLORIDA

BY: _____
Kristin Dozier, Chairman
Board of County Commissioners

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

BY: _____

Approved as to Form:
Leon County Attorney's Office

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

WITNESSES:

Signature

Printed Name

Signature

Printed Name

BY: _____
Signature

Printed Name

Title

FALLSCHASE DRI

DEVELOPMENT AGREEMENT

THIS DEVELOPMENT AGREEMENT ("Agreement") is entered into as of the 12th day of December 2005, by and between Leon County, a political subdivision of the State of Florida (hereinafter the "County"), and AIG-Baker Tallahassee, L.L.C., a Delaware limited liability company (hereinafter the "Applicant").

RECITALS

WHEREAS, the Applicant has entered into a contract to purchase that certain real property consisting of approximately 700 acres, as more specifically described in Exhibit "A" attached hereto and by this reference incorporated herein and made a part hereof (the "Property") including more than 200 acres of the Property below 51 feet NGVD (the "Southern Property"), known as Upper Lake Lafayette and now designated as floodplain on the County's floodplain maps; and

WHEREAS, a major portion of the Property was designated as Planned Unit Development ("PUD") District in 1973, by the Board of County Commissioners of Leon County ("BCC") in Ordinance No. 73-64, and the PUD was later approved as a Development of Regional Impact ("DRI") by a BCC Resolution dated February 12, 1974; and

WHEREAS, the PUD and DRI (collectively referred to herein as the original Fallschase DRI/PUD) authorizes development of 2,572 residential units and 425,000 square feet of office use on the Property; and

WHEREAS, the original Fallschase DRI/PUD also authorized 25.4 acres of commercial uses generally located at the convergence of US 90, Buck Lake Road, and Fallschase Boulevard,

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three additional 5,000 square foot areas of commercial centers within the residential areas of the Property, and an unspecified amount of mixed use development. The mixed use category includes commercial, office and residential uses proposed for the Southern Property, including development over water; and

WHEREAS, upon taking title to the Property, the Applicant will acquire the vested rights pursuant to Fla. Stat. 163.3167(8) to complete the development authorized in the original Fallschase DRI/PUD approval ; and

WHEREAS, approximately 78.55 acres was added to the DRI by the First Amendment to the Fallschase DRI Development Order approved by Leon County on July 12, 2005, based on a Notice of Proposed Change filed pursuant to Section 380.06(19), Florida Statutes (the "First DRI Amendment"); and

WHEREAS, the First DRI Amendment provides that the specific location and the size of development would be determined as development proceeded; and

WHEREAS, the Fallschase DRI/PUD is vested pursuant to Section 163.3167(8), Florida Statutes, and the County and the Applicant disagree on the applicability of the County's Comprehensive Plan and the Land Development Regulations (the "LDRs") that were adopted subsequent to the 1973-1974 DRI/PUD approvals, particularly those LDRs which the County asserts would now restrict development in the Southern Property, now designated as floodplain on the County's floodplain maps; and

WHEREAS, the Applicant and the County, without waiving any rights, entitlements, claims or defenses as to any remaining vested rights on the Property, including in particular the Southern Property, wish to resolve all issues relating to development of the Property and to allow

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Applicant to proceed with predictable and orderly development of the Property as described in this Agreement; and

WHEREAS, the Applicant and the County desire to eliminate all uncertainty regarding the approved uses of the Property and the development standards which are applicable to the Property, and to assure that adequate infrastructure and services are available with adequate capacity to facilitate the planned development of the Property; and

WHEREAS, the Applicant has herein agreed to donate the major portion of the Southern Property in fee simple to the County for public uses, along with any right to vested DRI development in excess of the development approved herein, in consideration of the County's willingness to enter into this Agreement; and

WHEREAS, the County has plans to substantially improve the roadway infrastructure in the vicinity of the Fallschase DRI/PUD by widening Buck Lake Road to accommodate multi-lane through-traffic and by providing related turning movements to accommodate existing and future traffic needs, and the parties wish to clarify the Applicant's rights and responsibilities with respect to such improvements; and

WHEREAS, Applicant and the County wish to establish a procedure to guide all future development review by the County with respect to approval of all future development of the Property; and

WHEREAS, development agreements strengthen the public planning process, encourage sound capital improvement planning and financing, assist in assuring that there are adequate capital facilities for the development, encourage private participation and comprehensive planning and reduce the cost of development; and

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3



WHEREAS, the County and Applicant recognize the benefits of public/private cooperation and wish to enter into a development agreement implementing a plan for the development of the Property;

NOW, THEREFORE, in consideration of the foregoing premises, which are made an integral part of this Agreement, and the mutual terms, covenants and conditions contained herein, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, it is mutually agreed between the County and the Applicant as follows:

1. Purpose. The purpose of this Agreement is to:

(a) provide a mechanism to allow the Property to proceed through the PUD and subsequent development approval processes in a manner which avoids duplication of time and effort and which recognizes the vested rights of the Property as described in this Agreement;

(b) establish the development approval process for the Property;

(c) set forth requirements and commitments for development of the Property with regard to compliance with the development standards of the Comprehensive Plan and LDRs; and

(d) provide for the donation of the major portion of the Southern Property in fee simple by the Applicant upon the Applicant taking title to the lake bottom and receiving certain development approvals, as described herein.

This Agreement approves and authorizes commencement of a portion of the development previously approved by the County in the Fallschase DRI. It does not amend, alter, or otherwise affect any vested rights arising from the Fallschase DRI/PUD. In light of the Property's history, location and vested status, this Agreement addresses issues unique to the Property and does not create policy or precedent applicable to other development in the County.

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4



2. Authority for Agreement. The Florida Constitution and Florida Statutes authorize Florida Counties to perform any acts not inconsistent with law and to exercise all powers not specifically prohibited by law to carry on county government. In addition, the Florida Local Government Development Agreement Act, Sections 163.3220-163.3243, Florida Statutes (2005) (the "Act"), authorizes local governments to enter into development agreements with private developers to encourage a stronger commitment to comprehensive and capital facilities planning, to insure the provision of adequate public facilities for development, to encourage the efficient use of resources, to reduce the economic costs of development and to provide certainty in approval of development and assurances that development may proceed in accordance with the conditions of such development agreements.

3. Applicability. This Agreement shall apply to all development activities undertaken by the Applicant and its grantees, assigns and lessees on any part of the Property described in Exhibit "A" hereto owned by the Applicant, or for which the property owner has consented in writing, during the term of this Agreement. This Agreement does not apply to properties located within the Fallschase DRI/PUD that are not included within the legal description attached hereto as Exhibit "A" ("Excluded Properties"). This Agreement will not change or impair any property rights of Excluded Properties, including, but not limited to, zoning, consistency, concurrency, density, or intensity. Excluded Properties subsequently owned by Applicant and its successors shall be subject to this Agreement without the necessity of an amendment thereto. The Applicant shall notify the County of such acquisition and record notice in the public records of Leon County. The development authorized herein shall be distributed to any subsequently owned properties pursuant to the development approval process set out herein.

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5



Residential lots in the excluded properties shall be included in the maximum residential development authorized by this Agreement whether or not owned by the Applicant.

4. Comprehensive Plan. The Fallschase DRI/PUD, is vested from consistency with the Tallahassee-Leon County 2010 Comprehensive Plan and many of the current County LDRs, and is vested from the concurrency requirements of the County's 2010 Comprehensive Plan and LDRs because it was approved as a DRI prior to the adoption of the comprehensive plan and LDRs. (Fla. Stat. 163.3167(8)). Notwithstanding such vesting, the density, intensity, uses, and all other terms and conditions of development as set forth in this Agreement are consistent with the Leon County Comprehensive Plan and LDRs, to the extent that such Plan and LDRs are or may be applicable. All development approved pursuant to this Agreement shall be conclusively deemed to be lawfully conforming development, irrespective of any later amendments to the Leon County Comprehensive Plan or LDRs.

5. Effect of Agreement and Subsequent PUD Approvals. Nothing in this Agreement shall operate or cause the County to determine that the provisions of this Agreement and any subsequent amendment to the PUD pursuant to this Agreement constitute a change to the previously approved Fallschase DRI/PUD. The development approved herein does not require the submission of a Notice of Proposed Change under Section 380.06(19), Florida Statutes. The vested rights status of the Fallschase DRI/PUD is not altered, expanded, reduced or otherwise affected by this Agreement.

6. Southern Property.

(a) The Applicant shall donate in fee simple approximately 200 acres of the Southern Property (hereafter the "donated property"), excluding the lots depicted on Exhibit "B.4", (hereafter referred to as the "lakefront lots"). The acreage will be refined by subsequent

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6



survey delineating the boundaries of the portion of the Southern Property that will be donated in fee simple to the County.

(1) The Applicant shall retain the continuing right to utilize all or part of the donated property to satisfy the requirements of the Leon County Comprehensive Plan and Land Development Regulations ("LDRs") as they may apply to the development authorized herein, including, but not limited to, open space/natural area, minimum lot size, setbacks, lot coverage, etc., so long as such utilization requires no physical alteration of the donated property except as specifically authorized in this Agreement. Future conveyance of the donated property or creation of easements over all or any portion of the donated property shall not prevent the Applicant from using the land donated for mitigation as described above.

(2) The Applicant and the County shall negotiate a maintenance agreement that will provide for removal of invasive species and other measures and will allow reasonable trimming of vegetation adjacent to the lakefront lots depicted on Exhibit "B.4" consistent with the environmental sensitivity of the lake bed. The maintenance agreement shall define the area to be maintained and assign responsibility for the costs of maintenance. The agreement shall be finalized no later than the first site plan approval for any of the lakefront lots.

(3) The donated land may be used by the Applicant, in whole or in part, for mitigation as may be required for State or federal permits. Future conveyance of the donated property or creation of easements over all or any portion of the donated property shall not prevent the Applicant from using the land donated for mitigation as may be required for State or federal permits.

(4) At the closing transaction for the purchase by the Applicant of the Fallschase DRI/PUD, the Applicant shall assign all remaining vested development rights for the

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7



Fallschase DRI/PUD in excess of those approved by Leon County in the Agreement to the portion of the Southern Property that will be conveyed to Leon County following approval of the Phase I site plan. At the time of the assignment, the Applicant will release, waive, extinguish and otherwise relinquish any and all claims that it may have to vested development rights to develop Fallschase DRI/PUD at a density and/or intensity in excess of the development approved in the Agreement. The form the Assignment and Waiver of Rights is attached as Exhibit "G". The Assignment and Waiver of Rights shall be recorded in the public records of Leon County at the same time that the deed for the Southern Property is delivered to the County. A copy of the recorded Agreement shall be delivered to the President of the Buck Lake Alliance and to DCA.

(b) The Applicant shall execute and record the deed for the Southern Property in fee simple, and deliver a copy of the recorded deed to the County, when all of the following conditions are satisfied: (1) this Agreement has been approved by the County, and executed by the Parties and all legal and equitable property owners, and there is no pending administrative or judicial proceeding that could prevent the Applicant from completing the development authorized herein; (2) the PUD Concept Plan described herein has been approved for the development authorized herein, and such PUD Concept Plan approval has become final and there is no pending administrative or judicial proceeding that could prevent the Applicant from completing the development authorized therein; (3) the Applicant takes title to the Property; and (4) the site plan for Phase I of the development authorized herein has become final. No physical development shall take place until all conditions set out above are satisfied.

(c) The Applicant shall include notification to purchasers in all contracts for purchase and sale of lakefront lots of the requirement for property owners of lakefront lots to comply with the Leon County "Revised Flood Indemnification Process Policies and Procedures"

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8



dated May 20, 2005, for all residential development that is below the 51 foot contour, including the completion of the flood certification form by a registered engineer and execution of the flood indemnification covenant to be recorded with the Clerk of the Circuit Court.

7. Conceptual Master Plans.

(a) The Applicant and County agree that, the Applicant is entitled to develop up to 750,000 square feet of commercial uses, 35,000 square feet of office space, and 1,514 residential units (757 single family dwellings and 757 multifamily/condominiums) on the Property pursuant to this Agreement, as depicted on the Conceptual Master Plan attached as Exhibit "B.1" and as more particularly described in Exhibits "B.2" through "B.5", which are incorporated herein by reference.

(b) The Applicant and its successors and assigns shall not seek approval of any development other than that authorized in this Agreement. The mix of residential units may be modified, however, as provided in the First DRI Amendment.

(c) The development areas, including the location of storm water facilities and roadway improvements shown on the Conceptual Master Plan, are intended to serve as a guide to future development. The Conceptual Master Plan shall be superseded by the approved PUD Concept Plan for the Property, and each development area may be relocated or altered as designated by the Applicant as specific requests for approvals of site plans are made, pursuant to the development approval process set out below.

(d) For the lakefront lots shown on Exhibit "B.4", the Applicant will provide compensating volume for any floodplain storage lost due to the placement of fill for development of the lots and roads, unless County staff determines such compensating volume will not be

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9



required. The specific regulations for the placement of fill are found in Exhibit "D", Fallschase Development Standards.

8. Donation for County Facility. In addition to the approximately 200 acres of the Southern Property to be donated to the County, and the donation of the Right of Way for Buck Lake Road and Mahan Drive improvements, the Applicant will donate one (1) acre of property to the County for public use as a library or other County facility in a location suitable for such use to be determined by the Applicant.

9. PUD Approval Process for Property.

(a) In recognition of the vested rights of the Fallschase DRI/PUD, the County accepts and approves the Conceptual Master Plan as the intended development plan for the Property, including the properties added to the Fallschase DRI in the First Amendment. The County shall review the PUD Concept Plan application pursuant to the development standards set out in Exhibit "D" and the Waivers and Exemptions granted herein, set out in Exhibit "E," as applicable. In the event of a conflict with existing County regulations, the Fallschase Development Standards or Waivers and Exemptions, as applicable, shall prevail. The PUD Concept Plan shall include a phasing schedule. The PUD Concept Plan will be reviewed under the process set out below.

(b) The PUD Final Development Plan may vary from the approved PUD Concept Plan as long as development of the Property is consistent with the general location of land uses, the intensity and density approved herein, the access to the surrounding road network, and the Fallschase Development Standards as set forth in Exhibit "D". An administrative or BCC approval of an amendment of the PUD Concept Plan may be required, as described in Leon County Code 10-915(c)(1)g. In the event that any County regulation conflicts with the

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10

development approved in this Agreement, the PUD Concept Plan or the PUD Final Development Plan, and such conflict cannot be resolved by reference to the Fallschase Development Standards set forth in Exhibit "D", the parties will confer and agree on a development standard that will allow completion of the development authorized herein as reflected in the PUD Concept Plan or the PUD Final Development Plan. If the Applicant and the County Administrator fail to agree, the matter shall be presented to the BCC for decision. The development standards may be modified only by a written agreement between the Applicant and the County as evidenced by BCC action.

(c) Approval of an amendment to the PUD Concept Plan for the Fallschase DRI/PUD will be solely by the BCC as set out below:

(1) Applicant shall submit an application for an amendment to the PUD Concept Plan to Leon County in accordance with the requirements of the Development Approval Submittal Checklist, as set forth in Exhibit "C".

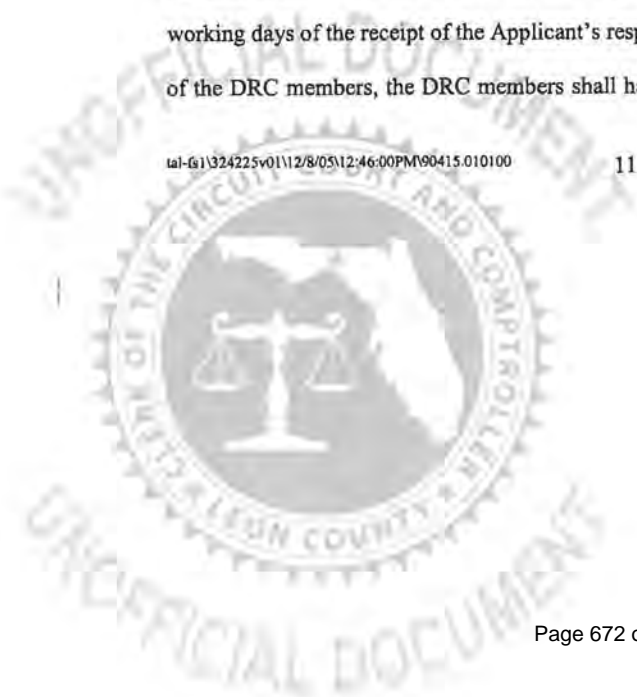
(2) Leon County staff shall review the application and issue a written response/comments within ten (10) working days of the receipt of the application.

(3) The Applicant will submit a response to the County's response/comments within five (5) working days of receipt of the comments. The Applicant shall be granted an extension if requested.

(4) The Development Review Committee ("DRC") will schedule the application for review and vote at the next regularly scheduled meeting, no less than ten (10) working days of the receipt of the Applicant's response. If deemed necessary, in the sole opinion of the DRC members, the DRC members shall have the right during the DRC meeting to delay

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11



the vote due to incomplete information. If the vote is delayed, the DRC must issue written response/comments regarding the incomplete information to the Applicant within five (5) working days. The application will be rescheduled for a DRC vote when the Applicant has submitted its response, in accordance with the terms of this paragraph.

(5) The DRC will forward a recommendation of approval, approval with conditions, or denial to the BCC for their next regularly scheduled meeting, including required public notice, following the DRC meeting.

(6) The BCC shall review the PUD Concept Plan, the recommendation and written findings of the DRC, and conduct a public hearing. The BCC will then approve, approve with conditions, or deny the PUD Concept Plan. The decision of the BCC shall be final and shall be supported by written findings.

(7) Any subsequent amendments to the PUD Concept Plan shall be governed by the terms of this Agreement and reviewed and approved by the process described herein.

10. Approval Process for PUD Final Development Plan: In recognition of the vested rights of the Fallschase DRI/PUD, the County shall review the PUD Final Development Plan pursuant to the Fallschase Development Standards attached hereto as Exhibit "D" and the Waivers and Exemptions of Exhibit "E" as applicable. The following development review Type B process, as modified herein, shall be applicable to Final Development Plan for the Fallschase DRI/PUD:

(a) Applicant shall submit an application to the County for PUD Final Development Plan approval that is consistent with the PUD Concept Plan. PUD Final

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12



Development Plan approval will constitute final PUD approvals and may address phases or sub-phases of development. Leon County staff shall review the application and issue a written response/comments within ten (10) working days of the receipt of the application.

(b) The Applicant will submit a response to the County's response/comments within five (5) working days of receipt of the comments. The Applicant shall be entitled to an extension if requested as required by the nature of the County's comments.

(c) The DRC will schedule the final PUD approval for consideration at the next regularly scheduled meeting of the DRC not less than ten (10) working days after receipt of the Applicant's response. If deemed necessary, in the sole opinion of the DRC members, the DRC members shall have the right during the DRC meeting to delay the vote due to incomplete application information. If the vote is delayed, the DRC must issue written response/comments regarding the incomplete application information to the Applicant within five (5) working days.

(d) The Applicant will submit a response to the DRC's response/comments within five (5) working days of receipt of the DRC's comments. The Applicant shall be granted an extension if requested.

(e) The application for final development approval shall be noticed and heard by the DRC in accordance with the provisions of Section 10-1479 of the County Code. The decision of the DRC shall be supported by written findings, which may be the written findings of each DRC member.

(f) The Applicant shall have the right to appeal the DRC decision to the BCC. The Applicant shall have the option to utilize the hearing officer procedures in accordance with

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13



Section 10-1485 of the County Code to make a record for the appeal, or to proceed on the record of the DRC proceeding.

(g) Submittal Requirements: The Applicant shall provide the following in a submittal package:

- (1) Narrative of Development: Narrative including the number and type of units or square feet of non-residential use within the phase submitted;
- (2) Site Plan (Final Development Plan);
- (3) Check for Submittal Fees;
- (4) Completed Fallschase Final Development Submittal Checklist, attached hereto as Exhibit "C".

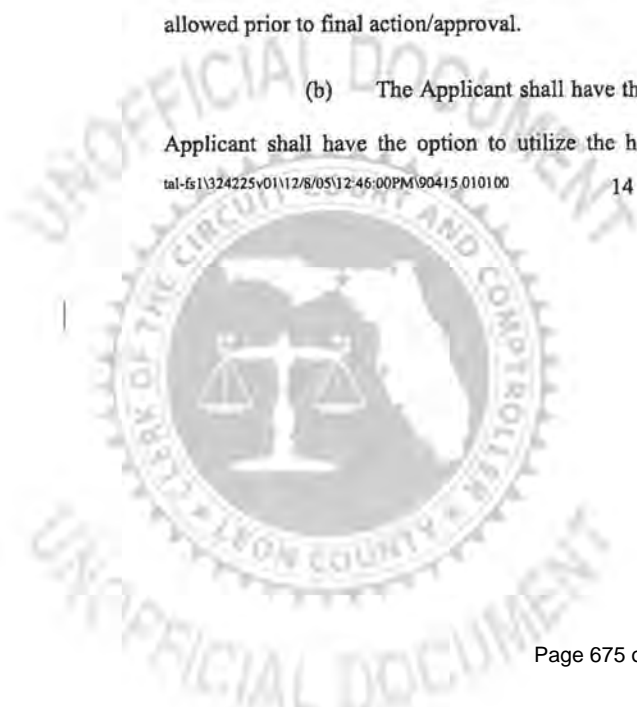
11. Process for Environmental Management Permit. A standard form Environmental Management Permit Application shall be submitted to the Leon County Growth and Environmental Management Department for review and approval concurrent with the application for Final Development Plan for each phase or sub-phase of the development at the Applicant's option.

(a) Timeline: The Director of the Growth and Environmental Management Department ("Director") shall provide written comments/questions regarding the construction plans within fourteen (14) working days of submittal. A maximum of two (2) submittals shall be allowed prior to final action/approval.

(b) The Applicant shall have the right to appeal the decision to the BCC. The Applicant shall have the option to utilize the hearing officer procedures in accordance with

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14



Section 10-1485 of the County Code to make a record for the appeal, or to proceed on the record of the DRC proceeding.

(c) Submittal Requirements:

- (1) A narrative outlining the methods of compliance with the standards incorporated into the PUD Concept Plan and this Agreement.
- (2) A copy of the approved Preliminary Site Plan (if not filed concurrently).
- (3) Construction Plans including maps on a scale of not less than 1 inch equals 200 feet demonstrating compliance with the identified standards in the PUD Concept Plan. Maps shall contain topographic information and source, existing natural features and the proposed methods of compliance.
- (4) Stormwater analysis: Stormwater management design and supporting computations including:
 - a. Narrative description of treatment facility to be permitted.
 - b. General location map which indicates the relative location within the project boundary, the limits and acreage of the drainage basin contributing to the facility.
 - c. Written summary of design report providing discussion on the level of water quality treatment provided.
 - d. An analysis demonstrating the treatment facility provides the required water quality treatment volume and the

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15



filtration system again provides the required capacity within 72 hours following a storm event

- e. Construction plans detailing grading which includes pertinent contours of areas adjacent to the facility, sediment and erosion control plans, existing and proposed drainage structures.
- f. Stormwater treatment facility capacity accounting record.
- g. The Applicant will give preferences to wet detention where possible.
- h. At the appropriate time the Applicant will apply for a Stormwater Treatment Operations Permit, pursuant to County Code.

12. Fallschase Development Standards. The parties agree that Applicant's development approval applications for property that is included in the original DRI/PUD approval made during the term of this Agreement shall comply with the Fallschase Development Standards set forth in Exhibit "D" and/or the Waivers and Exemptions of Exhibit "E," as applicable. The development standards conform to the requirements for the Comprehensive Plan and the existing LDRs to the extent that conformance does not impair the Applicant's ability to complete the development authorized herein. In the event that any County regulation conflicts with the development approved in this Agreement, the PUD Concept Plan, or the Final Development Plan, and such conflict cannot be resolved by reference to the Fallschase Development Standards set forth in Exhibit "D", or the Waivers and Exemptions set forth in Exhibit "E," the parties will confer and agree on a development standard that will allow

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16



completion of the development authorized herein as reflected in the PUD Concept Plan or the Final Development Plan. If the Applicant and the County Administrator fail to reach agreement, the matter shall be submitted to the BCC for decision. The development standards, may be modified only by written agreement between the Applicant and the County as evidenced by BCC action.

13. Waivers and Exemption. As to the properties added to the DRI/PUD by the First DRI Amendment, the County hereby grants waivers and exemptions as set forth specifically in Exhibit "E". The Applicant shall not be required to file any additional request or applications for said waivers. Applications for development approval for the property added to the Fallschase DRI in the First DRI Amendment shall be subject to the current County Comprehensive Plan and Land Development Regulations except that the Waivers and Exemptions of Exhibit "E" shall prevail over any conflicting County regulations.

14. Buck Lake Road Widening, Right-of-Way and Transportation Improvements. The Applicant commits to fund and construct the transportation improvements listed in Exhibit "F." These improvements are conceptual in nature at this time and will be refined in the future based on a traffic operations analysis as per paragraph 15, below. The Applicant has agreed to make additional improvements to the intersection of Mahan Road and Buck Lake Road beyond the improvements specified in Exhibit "F." The details of such improvements will be negotiated between the Applicant and the County and shall be included in the final PUD plan for Phase I submitted by the Applicant, and approved by the BCC. In order to assist the County with the planning and implementation of future improvements to Buck Lake Road and U.S. Highway 90, the Applicant shall:

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17



(a) Donate all right-of-way owned by the Applicant to the County for improvement of Buck Lake Road as shown on plans approved by the County and the Department of Transportation. The donation shall occur upon final resolution by the parties of all other matters with respect to the implementation of transportation improvements, including median openings and ingress and egress to and from Buck Lake Road and U.S. Highway 90 necessary to the development of Fallschase DRI/PUD, or no later than 30 days after approval of the final PUD plan for Phase I of the development, whichever shall occur later;

(b) Provide stormwater treatment for the stormwater runoff from the portion of Buck Lake Road adjacent to Fallschase either by constructing a stormwater treatment pond adequate to accept the runoff or accepting the runoff into the treatment system for the development;

(c) Install traffic signals in connection with the improvements, as reflected in Exhibit "F" subject to FDOT or County permitting requirements as applicable.

(d) In constructing the improvements, the Applicant shall comply with the County's customary practices, for: the design review process, inspection standards, warranties, maintenance, insurance, time of construction, etc.

15. Traffic Study at Site Plan Approval.

The Applicant shall complete a traffic operations study for all authorized development for all points of access to Fallschase prior to approval of the Phase I Final Development Plan. The traffic operations study will model the impact of entering and exiting trips on adjoining roadways. The Applicant and the County will review the proposed

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18



improvements and will, by mutual agreement, confirm, alter, or amend the scope of traffic improvements required for the development.

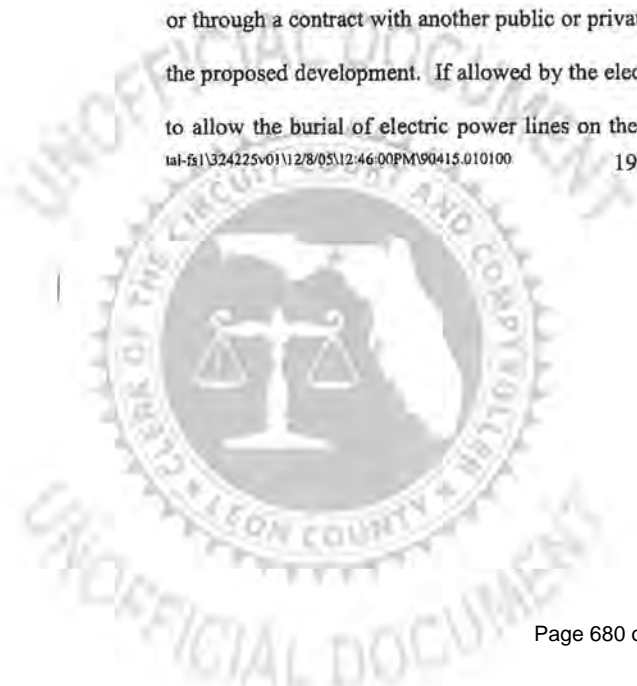
(a) The Applicant provided a trip generation analysis to Leon County Public Works for the County’s consideration of traffic impacts of the applicant’s proposed development plan, and not in any way to amend, alter, expand, reduce, or otherwise affect the vested rights of the Fallschase DRI/PUD. The trip generation analysis demonstrated that the development authorized in this Agreement does not create more than 3,659 p.m. peak hour trips.

(b) The Applicant will update the trip generation analysis in conjunction with the PUD Concept Plan review, and for each subsequent phase of development. The Applicant acknowledges that it may be required to adjust the authorized development to ensure that trip generation does not exceed 3659 trips, with adjustment for pass-by and internal capture.

16. Weems Plantation and Meadow Hills. There shall be no road connections constructed between the Fallschase DRI/PUD and the Weems Plantation and Meadow Hills residential developments. The Applicant shall provide a vegetative buffer, as described in Exhibit “D” to buffer the existing Weems Plantation development from the commercial development.

17. Utilities. The Applicant shall apply to the City of Tallahassee for electric, gas, wastewater facilities, potable water and non-potable water. If the City of Tallahassee refuses to provide service, the Applicant shall have the right to provide electric, gas, wastewater facilities, potable water and non-potable water through the Fallschase Community Development District, or through a contract with another public or private provider with demonstrated capacity to serve the proposed development. If allowed by the electric and gas utility provider, the County agrees to allow the burial of electric power lines on the Property. The County acknowledges that the

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Fallschase Community Development District has the right to serve all the lands included within the Property pursuant to Chapter 190, Florida Statutes. If the City refuses to provide service, the parties agree that the service will comply with all applicable County, State and federal regulations. The Applicant will provide detailed plans for future expansion of the existing, on-site sewage treatment plant at the time of the proposed expansion.

18. Abandonment of Old Buck Lake Road. The County intends to abandon Old Buck Lake Road upon approval of this Agreement. Not later than sixty (60) days following the County's approval of this Agreement, the Applicant shall submit an application to abandon, pursuant to Fla Stat. 336.12. The County's abandonment shall be effective when the Applicant donates the Southern Property as described herein.

19. Stormwater Impact Fees. The parties agree that there are no existing impact fees applicable to Applicant's proposed discharge of stormwater to the Southern Property as described in this Agreement. The parties further agree that neither Applicant nor Fallschase Community Development District shall be required to pay any fees or other charges which may be instituted by the County in the future for discharges to the Southern Property. This provision shall not be construed to prevent the County from applying county-wide fees to the Property.

20. State and Federal Permits. The Agreement shall not be construed to relieve the Applicant of any obligation to apply for and receive permits or approvals required by State or Federal law.

21. Buck Lake - Fallschase Agreement. The agreement between the Buck Lake Alliance and AIG Baker Development, L.L.C., dated November 28, 2005, which includes the letter from AIG Baker Development, L.L.C., to The Weems Communities, is attached hereto and

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20



made a part hereof (Exhibit "H"). The terms and conditions expressed in the agreement and letter shall have the same force and effect as all other terms of this Agreement.

21. Binding Effect. The burdens of this Development Agreement shall be binding upon, and the benefits of this Development Agreement shall inure to, all successors in interest to the parties to this Development Agreement, whether by lease or purchase of a portion of the Property.

22. Applicable Law. This Development Agreement, and the rights and obligations of the County and the Applicant hereunder, shall be governed by, construed under and enforced in accordance with the laws of the State of Florida.

23. Exhibits. All exhibits attached hereto contain additional terms of this Development Agreement and are incorporated herein by reference.

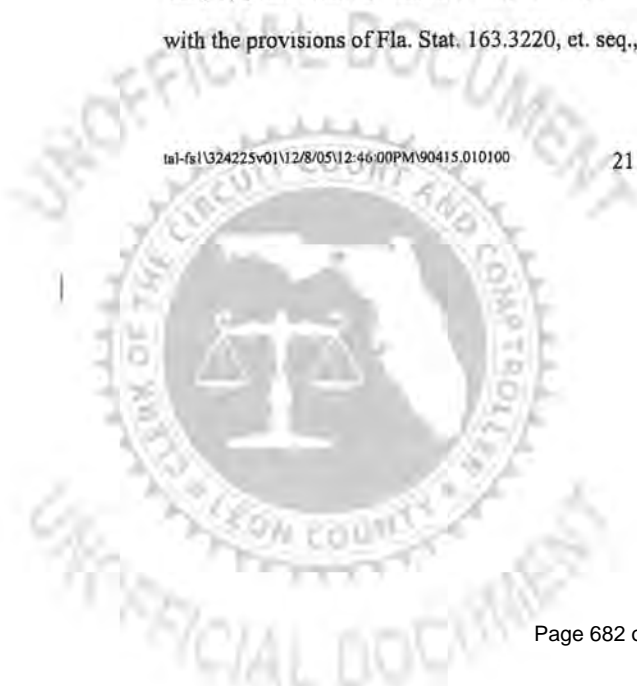
24. Captions or Paragraph Headings. Captions and paragraph headings contained in this Development Agreement are for convenience and reference only, and in no way define, describe, extend or limit the scope or intent of this Development Agreement, nor the intent of any provision hereof.

25. Counterparts. This Development Agreement may be executed in several counterparts, each constituting a duplicate original, but all such counterparts constituting one and same Development Agreement.

26. Term. This Agreement and the provisions hereof shall be in effect for a period of ten (10) years from the effective date hereof, unless terminated sooner or extended in accordance with the provisions of Fla. Stat. 163.3220, et. seq., and this Agreement.

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21



27. Assignability and Conveyance of the Property. The Applicant shall have the right to assign the rights and obligations granted in this Development Agreement to any subsequent owner of all or any part of the Property. The Applicant shall, within 20 days of closing, notify the County of any sale of any lands in the Property and any subsequent owners shall be included in any notices required by this Agreement or otherwise by law or ordinance

28. Termination. This Agreement may be terminated by mutual consent of the parties. This Agreement may also be terminated by the Applicant if an appeal or any other challenge is filed as to this Agreement, and at any time while an appeal or challenge is pending. Upon termination, all parties rights shall revert to those possessed prior to this Agreement and no portion of this Agreement of the negotiations or documents leading to the Agreement may be utilized by either Party or any Property Owner as a statement of legal position or waiver of any right, obligation, or defense.

29. Amendments and Extensions. This Development Agreement may be extended or amended by mutual consent of the parties so long as the extensions and amendments meet the requirements of Section 163.3239, Florida Statutes.

30. Further Assurances. Each of the parties hereto agrees to do, execute, acknowledge and deliver, or cause to be done, executed, acknowledged and delivered, all such further acts and assurances as shall be reasonably requested by the other party in order to carry out the intent of this Development Agreement and give effect thereto. Without in any manner limiting the specific rights and obligations set forth in this Development Agreement, the parties hereby declare their intention to cooperate with each other and to coordinate the performance of their respective obligations in effecting the terms of this Development Agreement

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22



31. Notices. Any notices or reports required by this Development Agreement shall be sent to the following:

To the County:

Parwez Alam
Leon County Administrator
5th Floor, Leon County Courthouse
301 South Monroe Street
Tallahassee, Florida 32301
Telephone: (850) 488-9612

To the Applicant:

Ron Carlson, Executive Vice President
AIG Baker Tallahassee, LLC
AIG Baker Shopping Center Properties, LLC
1701 Lee Branch Lane
Birmingham, AL 35242
Telephone: (205) 969-1000

With a copy to:

Robert C. Apgar, Esquire
Greenberg Traurig, P.A.
101 East College Avenue
P.O. Drawer 1838
Tallahassee, FL 32302
Telephone: (850) 222-6891

32. Public Hearings. This 163 Development Agreement was approved by the Board of County Commissioners after two (2) public hearings, the first on October 25, 2005, and the second on December 6, 2005, at which time the 163 Development Agreement was approved.

33. Agreement Subject to Applicant Taking Title. The parties agree that the Applicant shall not seek, and the County shall not issue, any building permits for development of the Property to the Applicant or any property owner whose property is subject to the Agreement, and the Applicant shall not commence any development on the Property, until the Applicant has

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23

taken title to the Property. Should the Applicant give written notice to the County that the Applicant has elected not to close on the property, this Agreement shall be null and void, and of no further legal effect. Upon receipt of competent written evidence by the County that the Applicant's contract to purchase the property has terminated, this agreement shall be null and void and of no further legal effect.

34. Applicant Waiver. The Applicant waives any and all claims or causes of action that it has or may have against the County, should any court of competent jurisdiction invalidate this 163 Development Agreement or a development order based on this Agreement, in whole or in part. If this Agreement or any development order based on this Agreement is challenged, the Applicant agrees to defend the Agreement at its expense, and indemnify the County for the costs of defending such a challenge, subject to the Applicant's right to terminate the Agreement pursuant to paragraph 28 above.

35. Approval, Recording and Filing; Effective Date. The approval of this Agreement at the conclusion of the second public hearing shall be contingent upon the Applicant subsequently providing to the County copies of recorded deeds demonstrating that the Applicant is the legal and equitable owner of all properties that are subject to the Agreement. Provided, however, that the Applicant may apply for PUD Concept Plan Approval, and such approval may be granted as described in this Agreement, contingent upon the Applicant becoming the legal and equitable owner of all properties that are subject to this Agreement. Upon the Applicant taking title to all properties that are subject to the Agreement, this Agreement shall be deemed approved, and the County shall execute this Agreement without further action by the BCC. Pursuant to Section 10-1971E of the Leon County Code, the approval shall expire unless the Applicant executes the Agreement within thirty (30) days after the approval is complete as

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24



defined above. The County shall be deemed to have entered into the Agreement, within the meaning of Fla. Stat. 162.3239, when the Agreement has been executed by all Parties. Within fourteen (14) days after the Agreement is executed by all Parties, the County Administrator shall record the Agreement in the Official Records of Leon County, Florida. A copy of the recorded Agreement shall be submitted to the State Department of Community Affairs within fourteen (14) days after the Agreement is recorded. A copy of the recorded Agreement shall also be provided to the Applicant. This Agreement shall not be effective until it has been recorded in the Official Records of Leon County, Florida, and until thirty (30) days have elapsed after the Agreement has been received by the State Department of Community Affairs. The Agreement shall be binding upon and shall benefit and inure to the successors in interest of the parties to the Agreement.

36. Drafting: Rules of Construction. The parties acknowledge that they jointly participated in the drafting of this Development Agreement, and that no term or provision of this Agreement shall be construed in favor of or against either party based on drafting.

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25



IN WITNESS WHEREOF, the parties hereto, through their duly authorized representatives, have executed this Agreement as of the dates set forth below.

SIGNED/SEALED AND DELIVERED

In the presence of:

AIG BAKER TALLAHASSEE, L.L.C., a
Delaware Limited Liability Company,

Witness

Printed Name

Witness

Printed Name

By: AIG BAKER SHOPPING CENTER
PROPERTIES, L.L.C., a Delaware Limited
Liability Company

Ronald L. Carlson
Executive Vice President

Date: 12/12/05

LEON COUNTY, a political subdivision
of the State of Florida

By: William Curtis Proctor, Jr.
Chairman Leon County Board of
Commissioners

DATE

12/12/05



ATTEST:

Bob Inzer, Clerk of the Court
Leon County, Florida

BY:

[Signature]



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List of Exhibits

- A. Legal Description of Property
- B. Master Conceptual Plan Package
 - 1. Conceptual Master Plan
 - 2. Conceptual Commercial and Mixed Use Plan
 - 3. Proposed Improvements for Buck Lake Road and Mahan Drive (Roadway and Landscaping)
 - 4. Lakefront Lot Plan
 - 5. Typical Waterfront Residential Lot Section (Finger Area)
- C. Development Approval Submittal Checklist
- D. Fallschase Development Standards
- E. Waivers/Exemptions/Code Interpretations/Clarifications
- F. Transportation Improvements To Be Funded and Completed by Developer
- G. Assignment and Waiver of Rights
- H. Buck Lake - Fallschase Agreement



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EXHIBIT "A"**DESCRIPTION:
FALLSCHASE
OVERALL BOUNDARY**

August 16, 2005

SURVEY DESCRIPTION:

A parcel of land located in Sections 22, 26, and 27, Township 1 North, Range 1 East; Leon County, Florida and described in Official Records Book 2299 page 01776 of the Public Records of Leon County, Florida, more particularly described by recent survey as follows:

BEGIN at a found 8" terra cotta monument marking the Southwest Corner of Section 26, Township 1 North, Range 1 East, Leon County, Florida, and run South 89° 51' 28" West along said South Boundary of said Section 27 a distance of 638.47 feet to a 4 inch by 4 inch concrete monument (#732) marking a point on the Northeasterly right of way boundary of the Seaboard Coast Line Railroad (120' right of way) (O.R. 1076, Pg. 542; P.B. 12, Pg. 83) and a point on a curve concave to the northeasterly; Thence northwesterly along said right of way boundary and said curve with a radius of 1849.86 feet; through a central angle of 10° 05' 54" for an arc distance of 326.04 feet (chord of said arc being North 46° 12' 41" West 325.62 feet) to a 4 inch by 4 inch concrete monument (#732); Thence North 41° 09' 59" West along said right of way boundary 495.05 feet to a 4 inch by 4 inch concrete monument (#732) marking a point of curve to the left; Thence northwesterly along said right of way boundary and said curve with a radius of 1918.24 feet; through a central angle of 09° 29' 19" for an arc distance of 317.68 feet (chord of said arc being North 45° 52' 56" West 317.31 feet) to a 4 inch by 4 inch concrete monument (#732); Thence leaving said Northeasterly right of way boundary run North 00° 29' 59" West along the West boundary of the East half of the East half of said Section 27 a distance of 2957.63 feet to a 4 inch by 4 inch concrete monument (#1254) 149.70 feet South of the Northwest corner of the Southeast Quarter of the Northeast Quarter of said Section 27; Thence leaving said West boundary run South 89° 51' 36" West 678.21 feet to a 4 inch by 4 inch concrete monument (#1254); Thence South 89° 54' 00" West 719.78 feet to a 4 inch by 4 inch concrete monument; Thence run South 89° 51' 29" West 1220.53 feet to a 4 inch by 4 inch concrete monument (#1254) on the easterly right of way boundary of Weems Road (66' right of way) (P.B. 12, Pg. 90); Thence North 00° 16' 34" East along said easterly right of way boundary 149.86 feet to a 4 inch by 4 inch concrete monument (#1254); Thence leaving said East right of way boundary run North 89° 51' 56" East 1217.85 feet to a ½ inch pinched pipe; Thence North 00° 05' 23" West 1231.36 feet to a 4 inch by 4 inch concrete monument (#6988), on the southerly right of way boundary of State Road No. 10 (U.S. 90); thence North 67° 19' 30" East along said southerly right of way boundary 127.13 feet to a 4 inch by 4 inch concrete monument (#6988) on the southerly right of way boundary of Old Buck Lake Road; Thence run South 89° 58' 46" East along said southerly right of way boundary 1055.25 feet to a 4 inch by 4 inch concrete monument (#1254) marking a point of a non tangent curve to the left; Thence northeasterly, easterly and southwesterly along said curve with a radius of 50.00 feet through a central angle of 193° 40' 57" for an arc distance of 169.02 feet (chord of said arc being North 36° 28' 20" West 99.29 feet) to a 4 inch by 4 inch concrete monument (#1254); Thence North 89° 59' 16" West along the northerly right of way boundary of Old Buck Lake Road 805.27 feet to a 4 inch by 4 inch concrete monument (#6988) at

Project #921.001

Page 1 of 5



the intersection with the southerly right of way boundary of said State Road No. 10; Thence North 67° 31' 35" seconds East along said southerly right of way boundary 119.03 feet to a 4 inch by 4 inch concrete monument (#6988); Thence South 20° 01' 36" East along said Southerly Right of Way Boundary 3.27 feet to a 4 inch by 4 inch concrete monument (#6988); Thence North 67° 13' 06" East along said southerly right of way boundary 557.72 feet to a 4 inch by 4 inch concrete monument (#6988); Thence run North 22° 41' 46" West along said southerly right of way boundary 3.28 feet to a 4 inch by 4 inch concrete monument (#6988); Thence North 67° 15' 38" East along said southerly right of way boundary 171.10 feet to a 4 inch by 4 inch concrete monument (#6988); Thence South 67° 41' 02" East along the southerly right of way boundary 29.38 feet to a 4 inch by 4 inch concrete monument (#6988); Thence leaving said southerly right of way boundary run South 25° 10' 12" East along the westerly right of way boundary of County Road C-158, Buck Lake Road (right of way width varies) 111.71 feet to a 4 inch by 4 inch concrete monument (#6988) marking a point of curve to the left; Thence southeasterly along said right of way and said curve with a radius of 550.00 feet through a central angle of 54° 36' 38" for an arc distance of 524.22 feet (chord of said arc being South 53° 49' 42" East 504.60 feet) to a 4 inch by 4 inch concrete monument (#1254) on the westerly right of way boundary of Fallschase Boulevard and a curve concave northerly; Thence continuing southeasterly along said southerly right of way boundary of County Road C-158 and said curve with a radius of 550.00 feet through a central angle of 09° 08' 35" for an arc distance of 87.77 feet, (chord of said arc being South 85° 34' 34" East 87.68 feet) to a nail and cap (#732); Thence run North 89° 59' 52" East along said southerly right of way boundary 51.19 feet to a 4 inch by 4 inch concrete monument (#1254) on the Easterly Right of Way boundary of said Fallschase Boulevard; said point also lying on a curve concave southeasterly; Thence northeasterly along said southerly right of way boundary and said curve with a radius of 50.00 feet through a central angle of 36° 48' 14" for an arc distance of 32.12 feet (chord of said curve being North 71° 32' 50" East 31.57 feet) to a 4 inch by 4 inch concrete monument (damaged); Thence South 89° 57' 11" East along said southerly right of way boundary 961.85 feet to a 6 inch by 6 inch concrete monument (DOT) marking a point of curve to the left; Thence easterly along said right of way and said curve with a radius of 5928.56 feet through a central angle of 01° 26' 45" for an arc distance of 149.60 feet (the chord of said arc being North 89° 14' 45" East 149.59 feet) to a half inch iron pipe; Thence leaving said Right of Way boundary run South 00° 33' 52" West along the West boundary of property described in O.R. Book 1076, Page 542 of the Public Records of Leon County, Florida 719.25 feet to a 1/2 inch iron pin; Thence North 87° 27' 22" East along the South boundary of said property 215.59 feet to a 1/2 inch iron pin; Thence North 00° 01' 55" East along the East boundary of said property 718.24 feet to an iron pin (#5509) on the said south right of way boundary of County Road C-158; Thence North 87° 07' 47" East along said south right of way boundary 268.95 feet to a 6 inch by 6 inch concrete monument (DOT) marking a point of curve to the right; Thence easterly along said right of way boundary and said curve with a radius of 3779.33 feet through a central angle of 08° 25' 31" for an arc distance of 555.74 feet, (chord of said curve being South 88° 28' 10" East 555.24 feet) to a 4 inch by 4 inch concrete monument; Thence leaving said right of way boundary run South 00° 12' 37" East along the westerly boundary of property described in O.R.2280, Pg. 430 of the Public Records of Leon County, Florida 308.33 feet to a 4 inch by 4 inch concrete monument; Thence run North 89° 44' 31" East along the southerly boundary of said property 149.81 feet to a 4 inch by 4 inch concrete monument (#3208); Thence run North 00° 14' 13" West along the easterly boundary of said property 289.83 feet to a 4 inch by 4 inch concrete monument on said south right of way boundary of County Road C-158 marking a curve concave to the southerly; Thence southeasterly along said right of way boundary and said curve with a radius of 3779.33 feet through a central angle of 00° 37' 35" for an arc distance of 41.31 feet, (chord of said arc being South 81° 39' 25" East 41.30 feet) to a nail and cap (#7245); Thence South 81° 28' 03" East along said southerly right of way boundary 626.13 feet to a 4 inch by 4 inch concrete monument; thence leaving said right of way boundary run South 00° 01' 16" West 492.23 feet to a 4 inch by 4 inch concrete monument; Thence run North 89° 28' 38" East 322.86 feet to a 4 inch by 4 inch concrete monument (broken); Thence North 52° 27' 53" East 86.76 feet to a 4 by 4 concrete monument (broken); Thence run North 89° 38' 57" East 225.98 feet to a 4 inch by 4 inch concrete monument on the westerly right of way boundary of Davis Drive (60' right of way) (P.B. 34, Pg. 55); Thence run South 00° 00' 45" West

Project #921.001

Page 2 of 5



along said Westerly right of way boundary 59.85 feet to a 4 inch by 4 inch concrete monument; Thence leaving said right of way boundary run South 89° 43' 34" West 179.71 feet to a 4 inch by 4 inch concrete monument; Thence South 00° 18' 20" East 162.55 feet to a 4 inch by 4 inch concrete monument; Thence run North 89° 31' 14" East 180.49 feet to a iron pin (#4792) on the westerly right of way of Davis Drive; Thence South 00° 03' 34" East along said westerly right of way boundary 163.15 feet to a 4 inch by 4 inch concrete monument (broken); Thence leaving said right of way boundary run South 89° 42' 18" West 180.17 feet to a 4 inch by 4 inch concrete monument (x-top); Thence South 00° 17' 14" East 162.14 feet to a 4 inch by 4 inch concrete monument; Thence South 00° 16' 09" East 162.97 feet to a 4 inch by 4 inch concrete monument; Thence North 89° 30' 15" East 162.26 feet to an iron pin (#4792) on the westerly right of way of Davis Drive (60' right of way) (P.B.34, Pg.55); Thence North 89° 58' 21" East 60.43 feet to an iron pin (#4792) on the easterly right of way boundary of said Davis Drive; Thence South 07° 36' 18" West along said easterly right of way boundary 101.82 feet to a ¾ inch iron pipe; Thence leaving said easterly right of way boundary run North 89° 47' 09" East 420.33 feet to a ½ inch iron pin; Thence North 00° 02' 08" East 100.01 feet to a ½ inch iron pin; Thence North 89° 51' 28" East 249.69 feet to a ½ inch iron pin on the easterly right of way boundary of Thrush Drive (60' right of way) (P.B.34, Pg.55); Thence South 00° 16' 32" East 99.63 feet to a ¾ inch iron pipe; Thence North 89° 53' 15" East 199.78 feet to a ½ inch iron pin; Thence North 89° 49' 16" East 199.66 feet to a 1/2 inch iron pin; Thence North 00° 08' 21" West 100.00 feet to a 1/2 inch iron pin on the westerly right of way boundary of Ibis Drive (60' right of way) (P.B.34, Pg.55); Thence North 89° 54' 38" East 59.94 feet to a 3/4 inch iron pipe on the easterly right of way boundary of said Ibis Drive; Thence South 00° 23' 31" East 20.33 feet to an iron pin (#4016); Thence South 89° 38' 06" East 199.80 feet to a 6 inch terra cotta monument; Thence North 89° 50' 38" East 673.61 feet to an iron axle; Thence South 00° 28' 00" East 3922.81 feet to a 4 inch by 4 inch concrete monument; Thence South 89° 59' 42" West along the South boundary of said Section 26 a distance of 4525.03 feet to the POINT OF BEGINNING containing 681.00 acres more or less.

TOGETHER WITH:

A parcel of land described in Official Records Book 1747, Pg. 375 of the Public Records of Leon County, Florida; more particularly described by recent survey as follows:

Commence at the Southeast corner of Section 22, Township 1 North, Range 1 East, Leon County, Florida and run North 00 degrees 31 minutes 42 seconds West, 6.17 feet to the Northerly Right of Way boundary of County Road No. C-158 (Buck Lake Road) (80 foot Right of Way); Thence North 89° 46' 04" West along said right of way boundary 261.08 feet to a concrete monument (#1254); Thence North 01° 09' 35" East along the right of way boundary of County Road No. C-158 (Buck Lake Road) (100 foot right of way) a distance of 8.79 feet to a concrete monument (#1254) for the POINT OF BEGINNING; From said POINT OF BEGINNING run North 00° 29' 59" West 528.18 feet to a 4 inch by 4 inch concrete monument (#1254); Thence South 89° 52' 36" West 407.77 feet to an axle; Thence South 89° 56' 00" West 425.13 feet to a 4 inch by 4 inch concrete monument (#4792) on the southeasterly right of way of State Road No.10 (U.S. No.90); Thence South 67° 14' 28" West along said right of way boundary 299.55 feet to a 4 inch by 4 inch concrete monument (#6988); Thence North 22° 07' 40" West along said right of way boundary 6.65 feet to a 4 inch by 4 inch concrete monument (#6988); Thence South 67° 15' 47" West along said right of way boundary 115.96 feet to a 4 inch by 4 inch concrete monument (#6988); Thence South 23° 38' 46" West 27.03 feet to a 4 inch by 4 inch concrete monument (#6988), at the intersection of said Southeasterly right of way boundary with the Northeasterly right of way boundary of County Road No. C-158 (Buck Lake Road); Thence South 26° 27' 19" East along said northeasterly right of way boundary 110.74 feet to a 4 inch by 4 inch concrete monument (#1254) marking a point of curve to the left; Thence southeasterly along said right of way boundary and said curve with a radius of 450.00 feet through a central angle of 63° 39' 12" for an arc distance of 499.93 feet (chord of said arc being South 58° 11' 35" East 474.62 feet) to a 4 inch by 4 inch concrete monument (#1254); Thence South 89° 59' 10" East along said right of way boundary 781.37 feet to the POINT OF BEGINNING; Containing 13.21 acres, more or less.

LESS AND EXCEPT:

That certain tract of land as recorded in O.R.B. 13, Page 191, of the Public Records of Leon County, Florida more particularly described by recent survey as follows:

Commence at the Southeast corner of the Northwest Quarter of the Northeast Quarter of Section 27, Township 1 North, Range 1 East and run thence South 89 degrees 47 minutes 15 seconds West 247.36 feet to a C.M. (#1254), Thence North 00° 46' 26" East 706.42 feet to a 5/8" iron pin (#4792) for the POINT OF BEGINNING; From said POINT OF BEGINNING run North 00° 55' 26" East 100.00 feet; Thence North 89° 57' 49" East 100.00 feet, Thence South 00° 55' 26" West 100.00 feet; Thence South 89° 57' 49" West 100.00 feet to the POINT OF BEGINNING.

ALSO LESS AND EXCEPT:

That certain tract of land as recorded in O.R.B. 643, Page 530, of the Public Records of Leon County, Florida, more particularly described by recent survey as follows:

Commence at the Southeast corner of the Northwest Quarter of the Northeast Quarter of Section 27, Township 1 North, Range 1 East and run thence South 89° 47' 15" West 247.36 feet; Thence North 00° 46' 26" East 806.42 feet to the POINT OF BEGINNING; From said POINT OF BEGINNING continue North 00° 46' 26" East 102.00 feet, Thence South 89° 58' 09" East 246.11 feet, Thence South 00° 47' 15" West 201.95 feet, Thence South 89° 57' 49" West 147.51 feet; thence North 00° 55' 26" East 100.00 feet; Thence South 89° 57' 49" West 100.00 feet to the POINT OF BEGINNING.

ALSO LESS AND EXCEPT:

Lots 1, 3 and 5, Block "N"; Lots 1, 7, 8, 9 and 10, Block "M"; Lots 3 and 5, Block "K"; Lots 1 and 4, Block "E"; Lots 3 and 7, Block "G"; Lot 5, Block "H" all in Fallschase West Village, Unit 1A, a subdivision as per map or plat thereof recorded in Plat Book 13, Pages 96-104 of the public records of Leon County, Florida.

ALSO LESS AND EXCEPT:

Lots 5, 23 and 33, Fallschase West Village, Unit 1B, a subdivision as per map or plat thereof recorded in Plat Book 14, Page 1 of the public records of Leon County, Florida.

ALSO LESS AND EXCEPT:

A 2.0 acres parcel of land located in Section 26, Township 1 North, Range 1 East, Leon County, Florida as described in O.R. Book 1911, Page 1622 of the Public Records of Leon County, Florida more particularly described by recent survey as follows.

Commence at the Southwest corner of the Northeast Quarter of the Northeast Quarter of Section 26, Township 1 North, Range 1 East, Leon County, Florida, and run North 89° 38' 06" West 199.80 feet to a point on the easterly right of way boundary of Ibis Drive; Thence North 00° 23' 31" West along said right of way boundary 20.33 feet; Thence leaving said easterly right of way boundary, run South 89° 54' 38" West 59.94 feet to the westerly right of way boundary of Ibis Drive; Thence South 00° 08' 21" East along said right of way boundary 100.00 feet; Thence leaving said westerly right of way boundary, run South 89° 49' 16" West 199.66; Thence South 89° 53' 15" West 199.78 feet to the easterly right of way boundary of Thrush Drive; Thence North 00° 16' 32" West along said easterly right of way boundary 99.63 feet; Thence leaving said easterly right of way boundary, run South 89° 51' 28" West 249.69 feet; Thence South 00° 02' 08" West 100.01 feet; Thence South 89° 47' 09" West 420.33 feet; Thence South 07° 31' 18" West 328.57 feet to a point of curve to the left; Thence southeasterly said curve, concave to the east, with a radius of 696.24 feet through a central angle of 29° 31' 11" for an arc distance of 358.71 feet (the chord of said arc being South 07° 13' 11" East 354.76 feet); Thence South 22° 05' 49" East 207.33 feet to the POINT OF BEGINNING. From said POINT OF BEGINNING run South

Project #921.001

Page 4 of 5



21° 56' 03" East 304.01 feet; Thence run North 74° 00' 33" East 238.50 feet; Thence North 04° 19' 38" West 312.23 feet; Thence South 73° 25' 26" West, 333.12 feet to the POINT OF BEGINNING.

Together with that certain grant of easement as recorded in Official Records Book 895, Page 951 of the Public Records of Leon County, Florida.

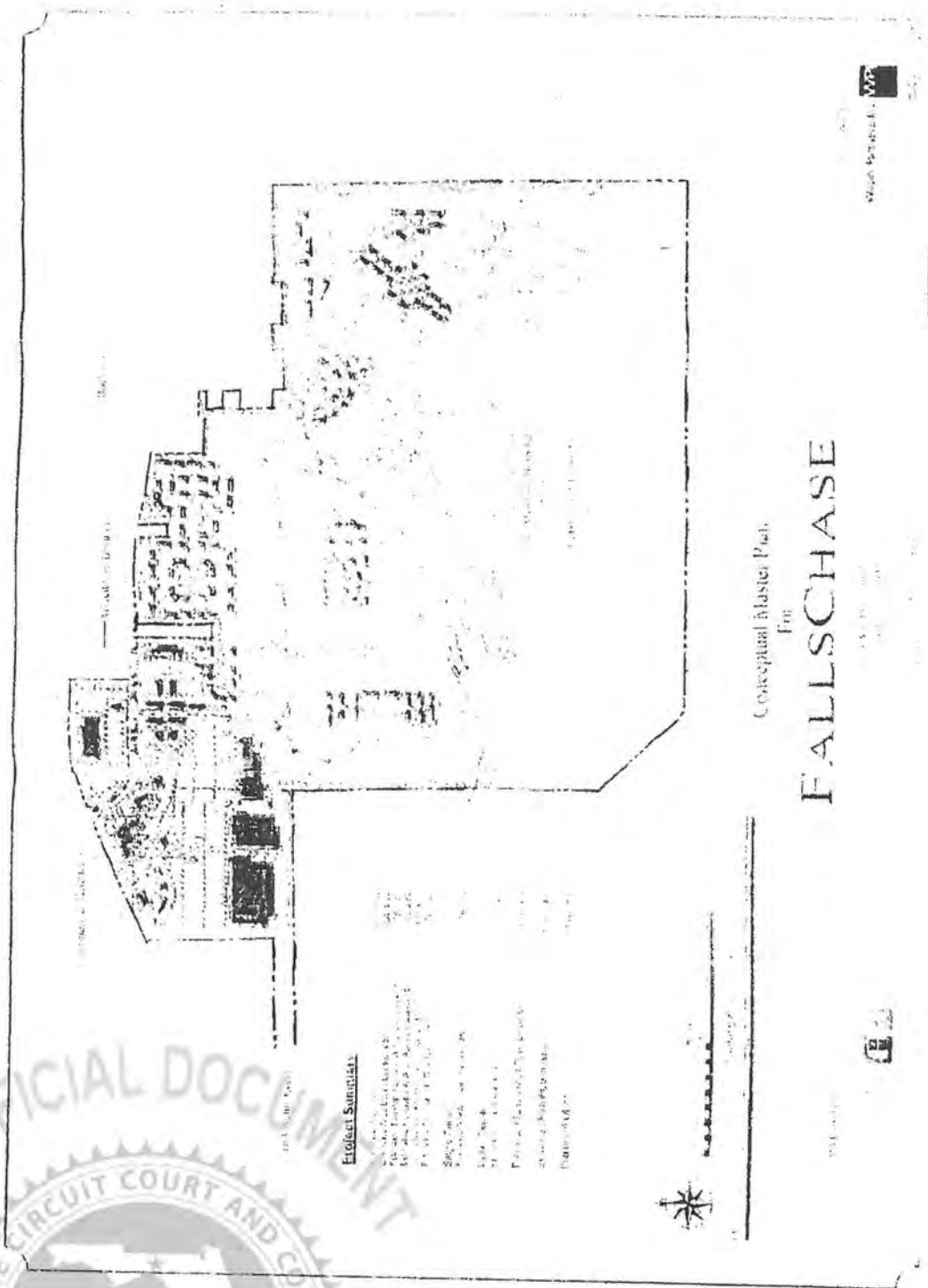
ALSO LESS AND EXCEPT:

A 7.71 acres parcel of land located in Section 27, Township 1 North, Range 1 East, Leon County, Florida as described in O.R. Book 1747, Page 372 of the Public Records of Leon County, Florida, more particularly described by recent Survey as follows:

Commence at the Southeast corner of Section 27, Township 1 North; Range 1 East, (Southwest corner of Section 26), Leon County, Florida and run thence along the South boundary of said Section 27; S89°51' 28"W, 638.47 feet to a point on the Northeasterly boundary of the Seaboard Coastline Railroad Right of Way, said point being on a curve concave to the Northeasterly, thence Northwesterly along said Right of Way curve with a radius of 1849.86 feet, through a central angle of 10°05'54", for an arc distance of 326.04 feet (the chord of said arc being N46°12'41"W, 325.62 feet), thence continue along said railroad Right of Way N41°09'59"W, 495.05 feet to a point of curve to the left, thence along said Right of Way curve with a radius of 1918.24 feet, through a central angle of 09°29'19", for an arc distance of 317.68 feet (the chord of said arc being N45°52'56"W, 317.31 feet), thence leaving said railroad Right of Way run N00°29'59" W, along the West boundary of the East Half of the East Half of said Section 27, a distance of 3107.33 feet to the Northwest corner of the Southeast Quarter of the Northeast Quarter of said Section 27 and the POINT OF BEGINNING. From said POINT OF BEGINNING, thence N00°47'15" E, 753.32 feet to a C.M. (#1254), thence N86°04'54" E, 458.31 feet to a C.M. (#1254) lying on the Westerly 100' Right of Way boundary of Fallschase Boulevard as per Plat Book 10, Page 95 of the Public Records of Leon County, Florida, thence S53°45'55" E along said right of way boundary, 73.42 feet to a C.M. (#1254) and a point of curve to the right, thence along said right of way boundary and said curve with a radius of 284.44 feet, through a central angle of 64°14'38" for an arc distance of 318.93 feet (the chord of said arc being S21°52'47"E, 302.49 feet) to a C.M. (#1254), thence S10°15'55"W along said right of way boundary, 170.01 feet to a C.M. (#1254), thence N79°41'02"W, 139.95 feet to a C.M. (#1254) and a point of curve to the left, thence along said curve with a radius of 212.49 feet, through a central angle of 58°31'49" for an arc distance of 217.07 feet (the chord of said arc being S70°58'27"W, 207.75 feet) to a C.M. (#1254), thence S41°45'44"W, 282.77 feet to a C.M. (#1254) and a point of curve to the right thence along said curve with a radius of 117.33 feet, through a central angle of 47°55'16", for an arc distance of 98.13 feet (the chord of said arc being S65°36'40"W, 95.30 feet) to the POINT OF BEGINNING, containing 7.71 acres, more or less.

Project #921.001

Page 5 of 5



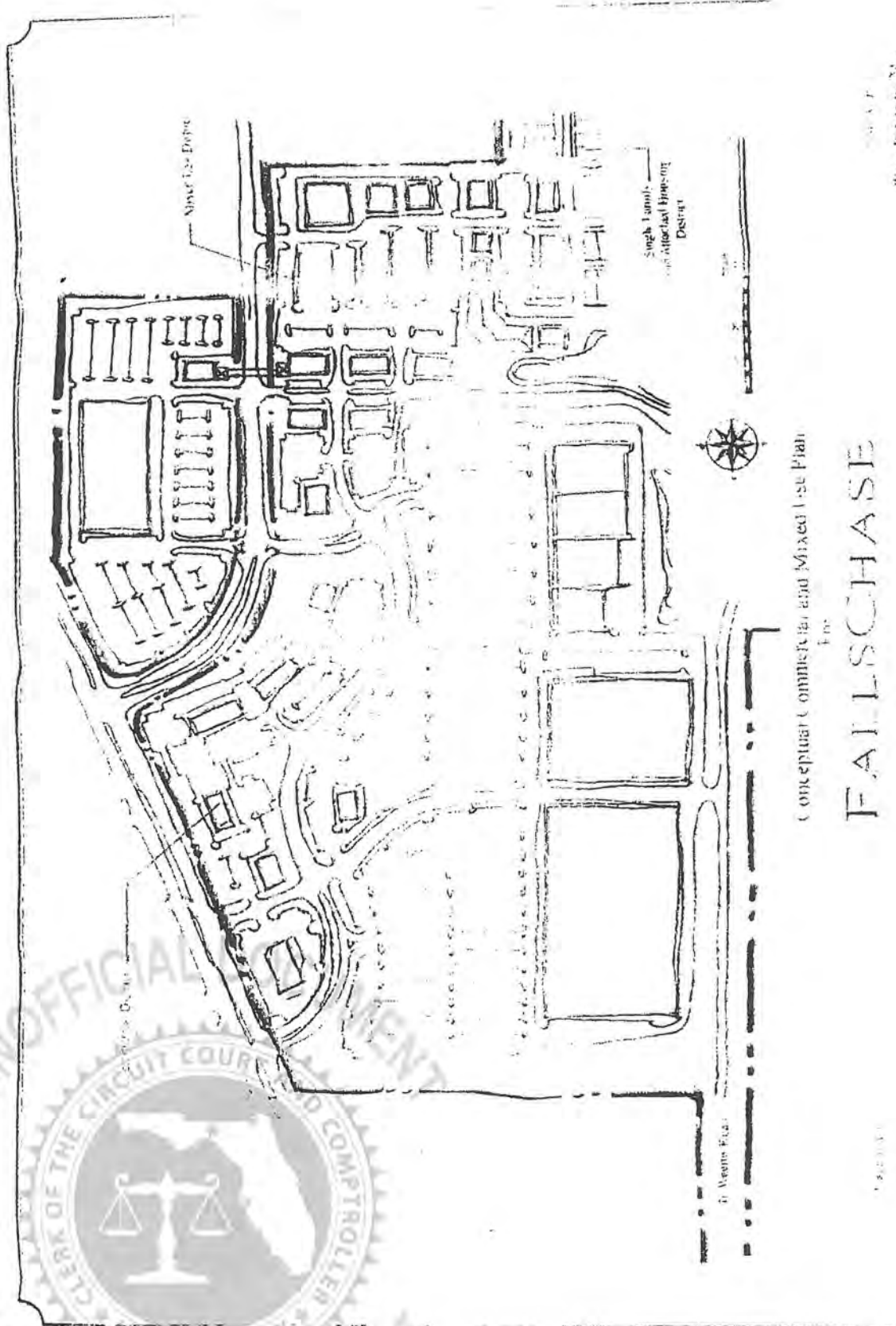
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CLERK OF THE CIRCUIT COURT AND COMPTROLLER
LEON COUNTY

UNOFFICIAL DOCUMENT

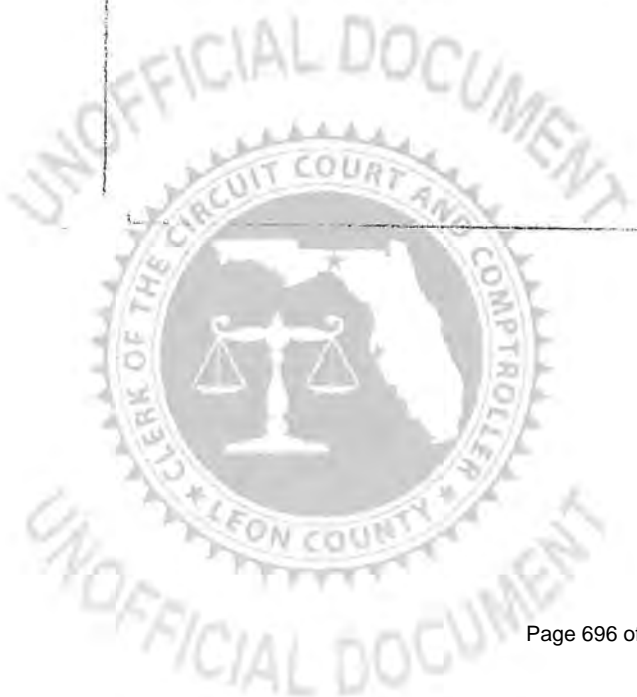
Project Summary

The site is located in Leon County, Florida, and is currently vacant. The site is approximately 100 acres in size and is bounded by [unclear] to the north, [unclear] to the east, and [unclear] to the south. The site is zoned for [unclear] use. The proposed project is a [unclear] development consisting of [unclear] buildings and [unclear] parking spaces. The project is estimated to cost [unclear] and is expected to be completed by [unclear].

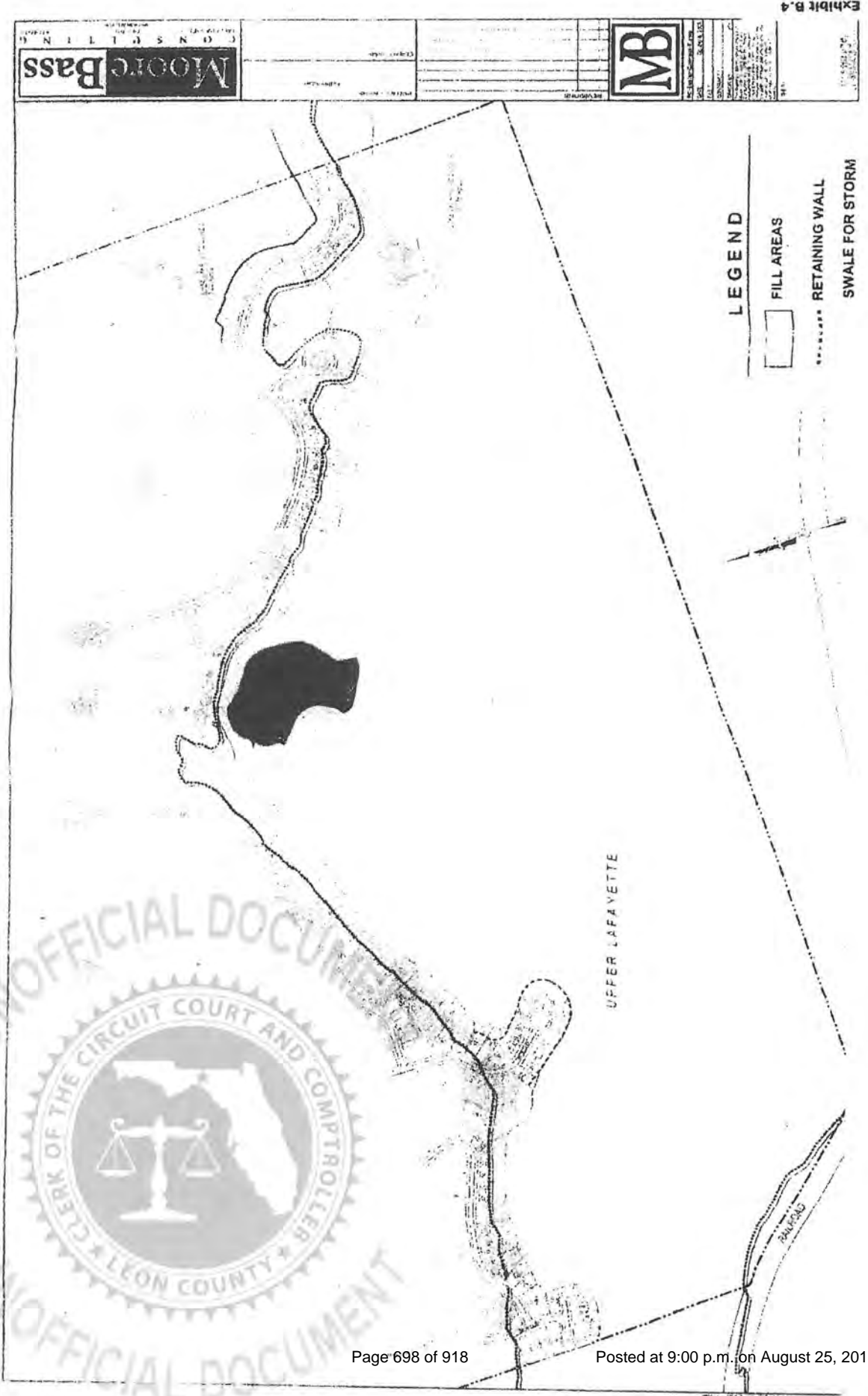


Conceptual Commercial and Mixed Use Plan
 For
FALLSCHASE

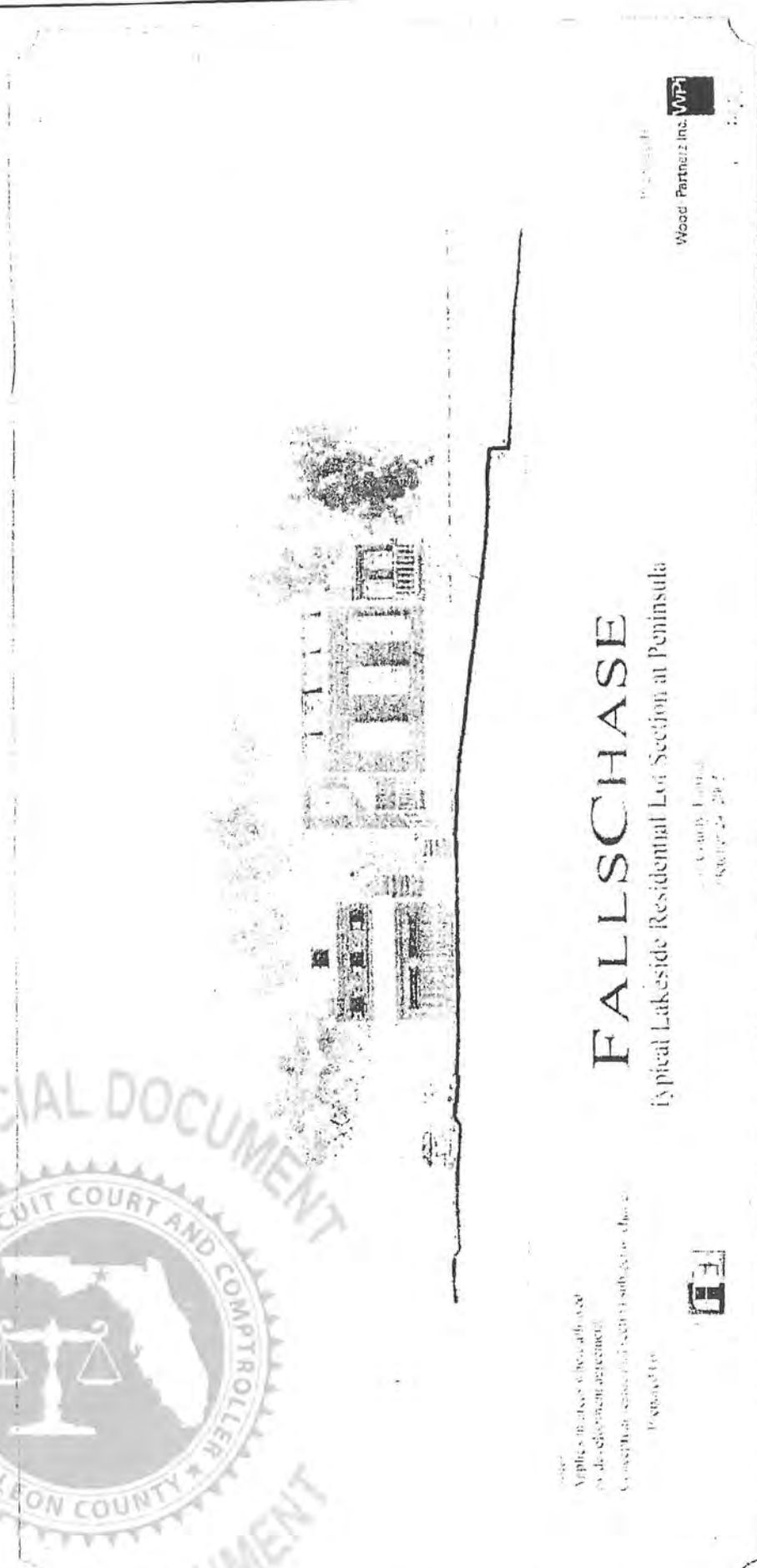
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LEON COUNTY
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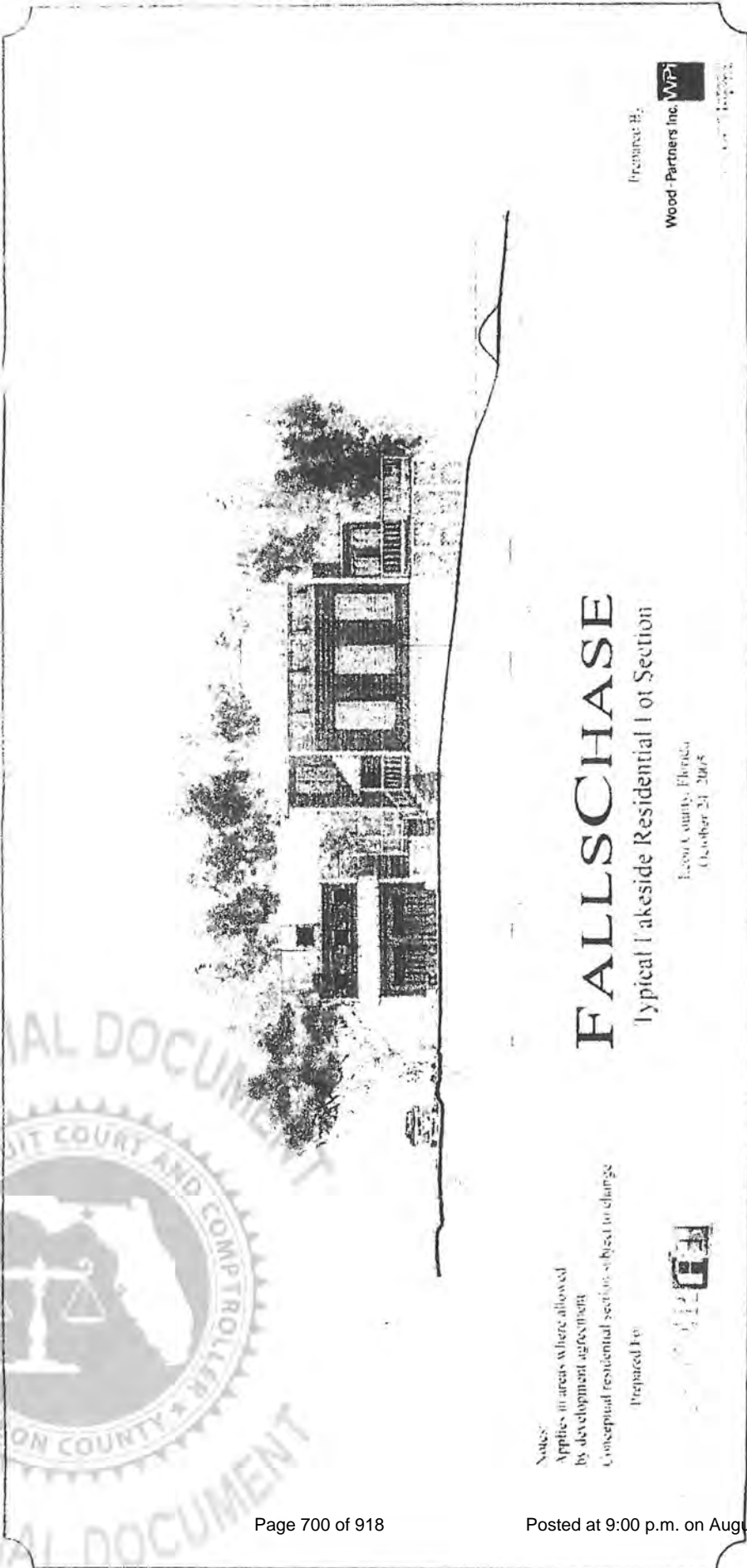
FALLSCHASE

Typical Lakeside Residential Lot Section on Peninsula

Wood Partners Inc. WPI



B.5
page 1



FALLSCHCHASE

Typical Lakeside Residential Lot Section

Lakewood County, Florida
October 21, 2005

Prepared by:
Wood-Partners Inc. WPI
10000 Lakeside Blvd.
Lakewood, Florida 32053

B.5
page 2



Notes:
Applies in areas where allowed
by development agreement
Conceptual residential sections subject to change

Prepared by:



EXHIBIT "C"
DEVELOPMENT APPROVAL SUBMITTAL CHECKLIST

Preliminary Subdivision Plat/Non-Residential Site Plan		
<u>Submittal Verification</u>		
<u>Applicant</u>	<u>Staff</u>	
---	---	1. Location map of the phase within Fallschase;
---	---	2. North arrow, graphic scale, date, and approval block;
---	---	3. Proposed phase number or name;
---	---	4. Name, address and telephone number of the developer, surveyor of record, and engineer of record;
---	---	5. Boundary and area of phase, total number of lots, and density calculations or total square footage and type(s) of non-residential use(s);
---	---	6. Contour lines;
---	---	7. Existing natural and manmade features including, but not limited to, waterbodies, drainage channels, slopes;
---	---	8. Right of way widths and names of existing and proposed streets and all existing and proposed easements;
---	---	9. Lot layout, including lot lines with approximate dimensions, lot numbers, block letters, pedestrian way locations and any common open space areas within the phase;
---	---	10. Conceptual utility and drainage plan;
---	---	11. Landscape Plan; (non-residential and multi-family apartments only)
---	---	12. Stormwater management plan;
---	---	13. Parking, loading, and traffic circulation design with dimensions, pedestrian circulation, and any common open space areas within the phase (non-residential development only);

Note: A Natural Features Inventory and Environmental Impact Analyses are not required.



EXHIBIT "D"
FALLSCHASE DEVELOPMENT STANDARDS

I. Intent.

The Tallahassee-Leon County 2010 Comprehensive Plan and all County Land Development Regulations ("LDR's") adopted after the approval of the Fallschase DRI on February 12, 1974, cannot limit or modify the Applicant's right to complete the development authorized in the Fallschase DRI/PUD. Fla. Stat. 163.3167(8). The standards set out herein allow the applicant to complete the vested development of the Fallschase DRI/PUD while allowing the Applicant to remove a large part of the property located below the 51 foot NGVD elevation, the "Southern Property," from the developable area of the Project in order to donate said land to Leon County for public purposes. The development standards are intended to facilitate relocating previously approved development onto the area north of the Southern Property, and protecting significant existing trees found in and adjacent to the Southern Property.

II. General Applicability.

The standards set out herein shall control the development of the vested portions of the Fallschase DRI/PUD in Leon County, Florida ("Project") as authorized in the Fallschase DRI Development Agreement, and the non-vested portions of the Project to which these standards are made applicable. The vested portions of the Project shall be governed solely by the development standards set out herein or incorporated herein by reference. These standards will be applied during the PUD Concept Plan review, the site plan review, and environmental permitting of the project. In the event of a conflict between these standards and any applicable part of the County's Comprehensive Plan or LDRs, these standards shall prevail.

III. Environmental Protection.

The following Preservation and Conservation features, as outlined by the Tallahassee/Leon County Comprehensive Plan and Leon County Land Development Code, will be protected as follows:

A. Wetlands.

- 1 Applicant will provide setbacks of 150 feet from the 30 foot contour line adjacent to the Upper Lafayette sink hole.
- 2 Correspondence from the Florida Department of Environmental Protection ("FDEP") dated January 9, 1997 indicates that the Fallschase Residential DRI is great-grandfathered under Section 373.421(7), *Florida Statutes*.



3. To the extent that any federal jurisdictional wetlands are proposed to be impacted, Applicant will comply with all regulatory permitting requirements set forth in Section 404 of the Clean Water Act.

4. Applicant will donate a portion of the Southern Property in fee simple to Leon County (excluding lakefront lots, as depicted on Exhibit "B.4.") as provided in the Agreement.

B. Topography/Slopes.

1. The development will preserve the natural, severe slopes that are greater than 1/4 acre in total area.

2. Applicant will comply with Section 10-207(1) of the Leon County Code, entitled "sedimentation and erosion," in its entirety.

C. Open Space.

1. Applicant will preserve a minimum of 25% of the total area of the Property in a natural condition pursuant to Section 10-258 of the Leon County Code. For the purposes of this Agreement, the term "Development Site," as used in Section 10-258, shall include the entire Property as described in Exhibit "A," including the property donated to Leon County pursuant to the Fallschase DRI Development Agreement.

D. Archeological/Historical Resources.

1. Archeological and historical sites will be surveyed and mitigated as required by the Department of State, Division of Historic Resources.

E. Listed Species.

1. A study of threatened and endangered species will be prepared by the Applicant at the time of Phase I site plan approval submittal and mitigation plans proposed where applicable.

F. Stormwater.

Stormwater treatment may be provided in part by underground stormwater treatment chambers. Applicant shall be permitted to utilize the Southern Properties for rate attenuation, notwithstanding any other rate control standards.

1. Applicant shall provide stormwater treatment that meets or exceeds standards contained in Section 10-191(b) of the Leon County Code.

2. Applicant will give preference to wet detention throughout the project.



3. The Applicant will utilize the two ponds located on either side of Fallschase Boulevard at the south end of the commercial area for wet detention stormwater treatment for all stormwater facilities treating commercial and office facilities and associated parking areas south of Buck Lake Road.
4. Applicant will comply with the table set forth in Section 10-191(b) of the Leon County Code entitled "Watershed Conservation Measures." Detailed stormwater design will be provided in connection with the Environmental Management Permit.
5. Applicant will plat easements for the conveyance of stormwater.

G. BMPs for Conservation and Preservation Areas.

1. Applicant will restrict pesticides, herbicides and fertilizers in conservation and preservation areas and in a 25 foot buffer around such areas pursuant to Section 10-213(2) of the Leon County Code. The Applicant will inform all buyers of property adjacent to such areas of county restrictions on the application of pesticides, herbicides and fertilizers.

H. Floodplain Management.

1. Applicant will comply with Article XII of the Leon County Code, entitled "Floodplain Management," except for the two finger areas designated for filling, as set forth on Exhibit "B.4," entitled "Lakefront Lot Plan."
2. Applicant has agreed to require completion of the flood certification form and execution of the flood indemnification covenant, as required by County policy for development in the floodplain.
3. Applicant will limit fill below the 51 foot contour to the minimum necessary for the planned development.
4. Applicant will set the finished floor elevation at three feet above the floodplain to comply with the current Leon County Code.

IV. Landscape Areas, Open Space Requirements, and Tree Protection.

In order to utilize the Property in an efficient manner, to protect the heritage oak trees which are located adjacent to the 51 foot NGVD contour line, and to maintain the unique environmental features of the property, Applicant will meet the following site specific landscaping, open space and tree protection standards for the Property, in lieu of any other landscaping, open space and tree protection standards adopted in the LDRs.

A. Minimum Landscaped Area.

1. A minimum of 15% of the total developed area shall be devoted to landscaping. The area comprising this 15% may be aggregated or distributed at the developers discretion and will include all buffers, interior landscape islands, setbacks and/or non-paved areas within the development parcel. This requirement shall apply only to the non-residential and multi-family components of Fallschase. No landscaping or open space requirement shall apply to single family development.

B. Landscape Standards for Perimeter and Interior Landscape Areas.

1. A minimum 10 foot buffer shall be established along all Property boundaries of the Fallschase development, including individual non-residential and multi-family components, except where provided as described below. This 10 foot area shall retain all existing trees 10 inches dbh or greater that are of good health, except where the existing grade of the land is higher than the adjacent roadway. Additional plantings may be added at the developer's discretion to provide further visual buffer between land use components and adjacent properties and may be planted in areas regraded to meet the roadway elevation.

2. A 30 foot wide, vegetative buffer shall be established along the southeastern property line extending north to westerly to Davis Road.

3. Interior landscape areas within the non-residential and multi-family parking areas will include landscape islands and shade trees. One 3 inch dbh shade tree shall be provided within each landscape island. The number of landscape islands shall be calculated as one island for every 24 parking spaces and shall be located at the terminus of parking bays as determined by final parking lot design. Each island shall be a minimum dimension equivalent of one regular parking space.

C. Weems Plantation Buffer.

A 30 foot wide, heavily landscaped, evergreen vegetative buffer shall be provided along the northern boundary of Weems Plantation and other adjacent lands (excluding internal components of Fallschase) where non-residential or multi-family development is proposed along the Property line of existing single-family residential development. This buffer shall consist of either existing vegetation and/or be augmented to provide a double row of evergreen hedge material (measured at 36 inches in height at the time of planting) and one evergreen shade tree (3 inch dbh) per 25 linear feet measured along the existing Property line. The location of the shade trees may be aggregated rather than planted at even intervals to achieve maximum visual screening.

D. Reforestation Requirements.

1. All non-residential and multi-family components shall replant one 3 inch dbh evergreen shade tree for every tree removed in excess of 24 inches or greater. These replanted trees may be used to satisfy the interior landscape area requirements or buffer area requirements, or stormwater management facility requirements with regard to required trees.
2. The single family residential component shall replant one 3 inch dbh evergreen shade tree for every tree removed in excess of 24 inches or greater, for all roadways, stormwater management facilities, or other common areas, but exclusive of the future construction within each lot. These replanted trees may be used to satisfy the buffer area requirements, or stormwater management facility requirements with regard to required trees.
3. All existing trees 24 inches or greater that are incorporated into the design of the project shall be available as credit against such reforestation requirements on the basis of one 3 inch dbh tree credit for every protected tree 24 inches or greater.

E. Stormwater Management Facility Landscaping.

1. All stormwater management treatment facilities will provide one 3 inch dbh evergreen shade tree for every 25 linear feet of pond perimeter as measured at the top of the pond berm. These shade trees may be aggregated rather than planted at even intervals at the discretion of the developer.
2. Fencing of the stormwater management facility shall be provided when side slopes exceed 3:1 and a double row of evergreen hedge material shall be planted outside the required fence. Where these facilities are designed to integrate with paved areas and structural walls as a component of the pond design, fencing will not be required.
3. The entire area of the stormwater management facility shall be available as credit for meeting the 15% landscape area requirements of any non-residential or multi-family component.
4. Applicant will provide water quality treatment through natural and manmade wetlands that will be part of the Stormwater Management System.

V. Height Requirements and Zero Lot Lines.

In order to accommodate the density and intensity of development originally approved for the Southern Property on the remaining portions of the Property, the height limits shall be four (4) stories for mixed use development, fifty (50) feet for general retail development, and fifty-five (55) feet for the movie theatre. AIG agrees to a 3 story



height limit for residential structures adjacent to Buck Lake Road. All other residential structures will be limited to 5 stories and 70 feet maximum building height. There shall be no setback requirements for commercial, residential or office development on the Property and all development shall be permitted to develop with zero lot lines and setbacks.

VI. Commercial Lighting.

Lighting in the commercial development areas will conform to the following general requirements:

1. Lighting fixtures will be "shoe box" type lights which are fully shielded meaning the light source is concealed within the housing
2. The lights will be directed downward to avoid light spillage. Perimeter lights may be directed inward to further reduce spillage along the perimeter of the property.
3. The fixtures will be Dark-Sky friendly. They will feature a flat glass lens as opposed to a convex lens. The flat lens directs light downward instead of outward. The flat lens and shielding are key elements to reducing light spillage. See International Dark-Sky Association at www.darksky.org.
4. During the final design phase a photometric plan will be prepared. Values for light intensity will be determined in foot candles at the property lines. At the property line, the light intensity will be minimal.

VII. Residential Lighting.

Lighting in the residential development areas will conform to the following general requirements:

1. Lighting fixtures in the multi-family residential parking areas will be "shoe box" type lights which are fully shielded meaning the light source is concealed within the housing
2. Street lighting in all residential areas will be low wattage and low lumen decorative street lighting.



VIII. Commercial Parking Standards.

Off street parking shall be provided on site to accommodate commercial uses as follows:

Minimum Parking Standards:

General Retail	1 space / 250 sf GFA* (inclusive of handicapped parking)
Restaurant	10 spaces / 1,000 GFA
Theater	1 space / 5 seats
Office	1 space / 300 sf GFA

* - GFA = gross floor area

IX. Conflict Resolution.

In the event that any County regulation that lawfully applies to the vested portion of the Fallschase DRI/PUD conflicts with the development standards set out herein, or would prevent the Applicant from completing the development approved in the Agreement, the Conceptual Master Plan, the PUD concept Plan, or the Final Development Plan, and such conflict cannot be resolved by reference to the Fallschase Development Standards set forth above, the parties will confer and agree on a development standard that will allow completion of the development consistent with the development standards set out herein, the Conceptual Master Plan, the PUD Plan, or the Final Development Plan. If the parties fail to agree, the matter shall be presented to the BCC for decision.



EXHIBIT "E"
WAIVERS/EXEMPTIONS/CODE INTERPRETATIONS/CLARIFICATIONS
Applicable to the Fallschase DRI/PUD non-vested property

This exhibit applies to the property added to the Fallschase DRI/PUD in the First DRI Amendment, consisting of a 60 acre parcel on the east side of the original DRI, and a 17 and ½ acre parcel located in the northwest part of the original DRI, as depicted on the Conceptual Master Plan, Exhibit B.1. The waivers, exemptions, code interpretations and clarifications set out herein are granted to enable the Applicant to place a significant portion of the vested development on the northern part of the Fallschase DRI property, recognizing that the Applicant will donate a major portion of the land below the 51 foot NGVD contour, the Southern Property, to the County for public use. The waivers, exemptions, code interpretations and clarifications set out herein are intended to facilitate the well-planned, attractive development of the remaining developable property in the Fallschase DRI as a whole.

I. Sixty (60) Acre Parcel.

A. Waivers & Exemptions.

1) Section 10-192(g)(2)(a)(1) (Lake Lafayette Special Development Zone -- "Zone B"): Applicant is granted a waiver from this subsection. Applicant will be allowed the following: Clearing, soil disturbance and building area will be allowed up to 75 % of the development site located within Zone B.

2) Section 10-192(g)(2)(a)(2) (Lake Lafayette Special Development Zone -- "Zone B"): Applicant shall be exempt from Section 10-192(g)(2)(a)(2). Applicant will provide stormwater treatment in accordance with Section 10-191 and will give a preference to wet detention where possible.

3) Section 10-207(2)(c): Applicant shall be exempt from the significant slope provision of this Section.

4) Section 10-258: Applicant shall be exempt from all requirements in this Section. The natural area requirements for commercial parcels are satisfied by the donation of the lake bottom as provided in the 163 Agreement.

5) Section 10-264: Applicant will be exempt from this Code Section, entitled "Reforestation Requirement." Applicant will comply with the reforestation standards set forth in Section VII of Exhibit "D" in lieu of the requirements set forth in Section 10-264.

6) Section 10-266: Applicant will be exempt from this Code Section, entitled "Planting Standards for all Landscape Areas." Applicant will comply with the standards set forth in Section VII of Exhibit "D" in lieu of the requirements set forth in Section 10-266.



7) Sections 10-311, 10-312, 10-313, 10-314, 10-915, 10-1480, 10-1481 and 10-1482: Applicant will be exempt from these and any other procedural Code Sections. Applicant will follow the same procedures mandated for the vested property as described in the 163 Agreement.

B. Code Interpretation/Clarifications.

1) Applicant shall be allowed to include preservation features (i.e. floodplain and high quality successional forests) within the boundaries of the platted lots.

2) Section 10-210: Applicant shall be allowed to discharge treated stormwater to the natural karst feature (sinkhole) located on the north side of Upper Lake Lafayette so long as the stormwater travels at least 300 feet through a natural drainage way or across the lake bed before reaching the karst feature.

3) Sections 10-292, 10-293 and 10-294: Applicant will mitigate for protected trees within any disturbed areas as identified in the environmental permit. Applicant will meet the standards of these Code Sections as modified by Section VII of Exhibit "D."

4) This development is consistent with Policy 1.3.5 of the Comprehensive Plan. The lakefront lot plat is deemed to meet this Policy because the buildable area of the lots will be above the 51' contour and the remaining land below the 51' contour will be donated for public use.

II. Seventeen and One Half (17 1/2) Acre Parcel.

A. Waivers & Exemptions.

1) Section 10-207(2)(c) and (d): Applicant shall be exempt from the significant and severe slope provisions of this Section.

2) Section 10-258: Applicant shall be exempt from all requirements in this Section. The natural area requirements for commercial parcels are satisfied by the donation of the Southern Property as provided in the 163 Agreement.

3) Section 10-264: Applicant will be exempt from this Code Section, entitled "Reforestation Requirement." Applicant will comply with the reforestation standards set forth in Section VII of Exhibit "D" in lieu of the requirements set forth in Section 10-264.

4) Sections 10-311, 10-312, 10-313, 10-314, 10-915, 10-1480, 10-1481 and 10-1482: Applicant will be exempt from these and any other procedural Code Sections. Applicant will follow the same procedures mandated for the remainder of the property as described in the 163 Agreement.

5) Section 10-266: Applicant will be exempt from this Code Section, entitled "Planting Standards for all Landscape Areas." Applicant will comply with the standards set forth in Section VII of Exhibit "D" in lieu of the requirements set forth in Section 10-266.

B. Code Interpretation/Clarifications.

1) Sections 10-292, 10-293 and 10-294: Applicant will mitigate for protected trees within any disturbed areas as identified in the environmental permit. Applicant will meet the standards of these Code Sections as modified by Section VII of Exhibit "D."

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Exhibit "F"
Transportation Improvements To Be Funded and Completed by Developer

Mahan Road – Construct a full signalized access at the western entrance to the Fallschase property. Construct right-in, right-out access at the approximate location shown on the Conceptual Commercial and Mixed Use Site Plan frontage on Mahan Road. Add required traffic acceleration/deceleration and turn lanes on Mahan Road along the frontage of the Fallschase property as warranted for Fallschase traffic.

Buck Lake Road – Donate the right-of-way required for the widening of Buck Lake Road to the eastern boundary of the northern 13 acre parcel that is a part of Fallschase, and donate one-half of the right-of-way required for the widening of Buck Lake Road from that point, east to the eastern boundary of the parcel that is part of Fallschase. Such donations of property shall exclude properties not owned as a part of Fallschase.

The Applicant will widen Buck Lake Road to add a third west bound left-turn lane, and will extend the four-lane portion of Buck Lake Road in areas depicted on Exhibit E.1.

The Applicant will relocate the existing median cut on Buck Lake Road and add three access points east along Buck Lake Road as shown of Exhibit E.1. Applicant may also improve, signalize and relocate the main entrance to Fallschase.

Weems Road – Applicant will make improvements to Weems Road to accommodate an entrance to the western side of Fallschase, so long as the right-of-way is sufficient to make such improvements. Applicant will not be required to acquire or fund the cost of this additional right-of-way for the installation of these contemplated improvements.

Note: As to all of the improvements described above, the Applicant assumes no responsibility to acquire or bear the cost of land for needed right of way. The Applicant's obligation to provide right of way shall be limited to land that the Applicant owns.



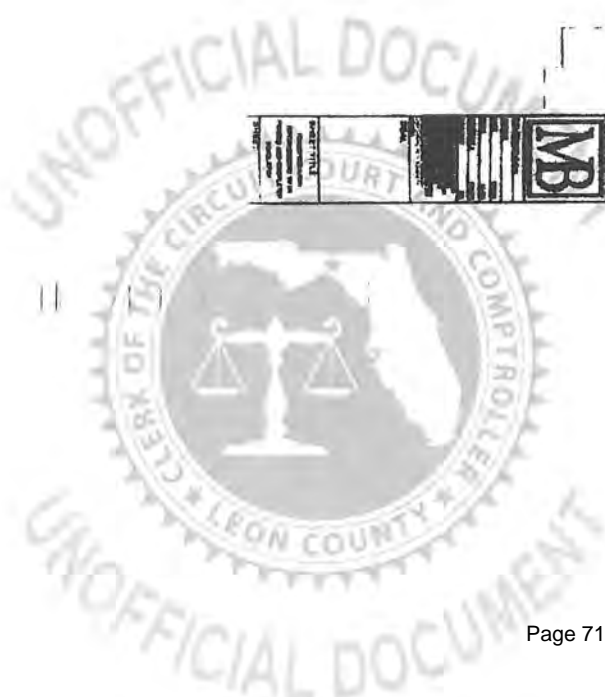
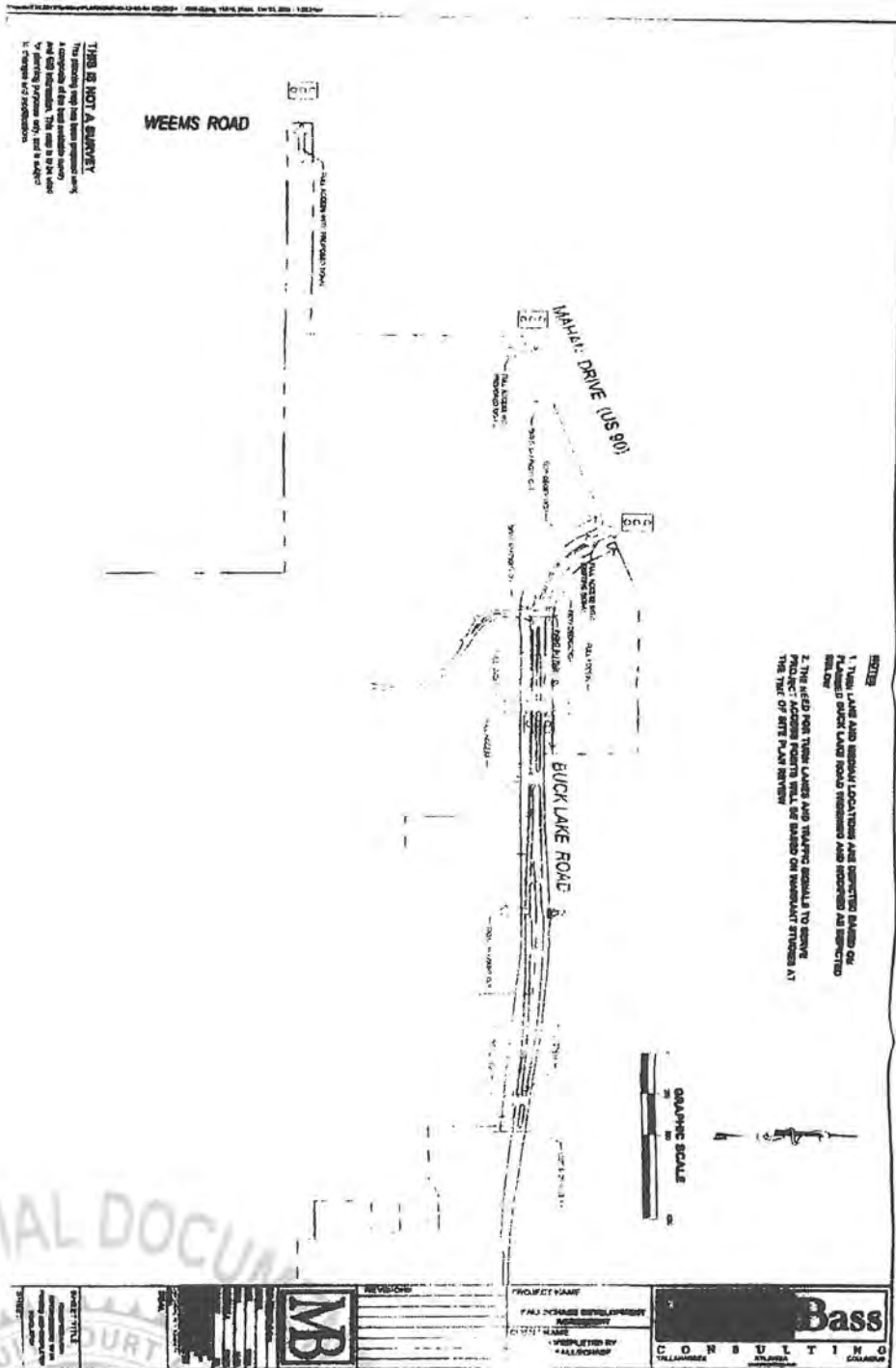


EXHIBIT "G"

ASSIGNMENT AND WAIVER OF RIGHTS

KNOW ALL MEN BY THESE PRESENTS:

That AIG-BAKER DEVELOPMENT, L.L.C. ("AIG-BAKER"), a Delaware limited liability company, for itself and for its successors and assigns, does hereby transfer and assign all vested development rights for the Fallschase DRI/PUD in excess of those approved by Leon County in the Development Agreement with AIG-BAKER to the portion of the Southern Property, as identified in said Development Agreement, that will be conveyed to Leon County following approval of the Phase I site plan for the Fallschase DRI/PUD.

AIG-BAKER hereby waives, releases, extinguishes and otherwise relinquishes any and all claims that it may have to vested development rights to develop Fallschase DRI/PUD at a density and/or intensity in excess of the development authorized in the Development Agreement approved by Leon County.

Signed and sealed this ____ day of _____, 2006.

WITNESSES:

AIG-Baker Development L.L.C., a
Delaware Limited Liability Company

By: _____
Title: _____

STATE OF FLORIDA
COUNTY OF LEON



THE FOREGOING INSTRUMENT was acknowledged by me on _____, 2005, by _____, who is personally known to me or who has produced _____ as identification.

Signature

Printed name of notary

NOTARY PUBLIC

Notary's Serial Number



BUCK LAKE--FALLSCHASE AGREEMENT

THIS AGREEMENT is entered into as of the 28th day of November, 2005, by and between AIG BAKER DEVELOPMENT, L.L.C., a Delaware Limited Liability Company and/or its successors and assigns, (hereafter "AIG") and The Buck Lake Alliance, a Florida corporation, (hereafter "BLA"). AIG and BLA mutually agree that the following terms and conditions shall be incorporated by reference into the Fallschase Development Agreement (hereafter "the Development Agreement") between Leon County and AIG. This Agreement shall be an exhibit to the Development Agreement, and the terms and conditions set out below shall have the same force and effect as if said terms and conditions were set out in the Development Agreement.

A. Commercial Development

1. The total retail commercial development on the site will be 750,000 square feet, and the total office development on the site will be 35,000 square feet. The mixed use development shall be drawn from these totals. AIG will adhere to the Letter of Intent from Ronald L. Carlson, Executive Vice-President -- Development, AIG Baker Shopping Center Properties, L.L.C., to the Buck Lake Alliance dated November 18, 2005, attached hereto as Exhibit "1," expressing AIG's commitment to a quality development. The Buck Lake Alliance acknowledges that this letter is a statement of intent, and is not enforceable by legal action. The Buck Lake Alliance may refer to the Letter of Intent in regard to the PUD Concept Plan or later site plans if it believes that AIG is departing from the intent expressed therein.

2. The area east of Mahan Drive, north of the new commercial entrance road, extending along Buck Lake Road just past the entrance from Buck Lake Road into Fallschase, as shown on Exhibit B.2 of the Fallschase Development Agreement, will be known as the "Village Center." The Village Center architecture will be equal to or better than the architecture of AIG's Patton Creek center. See photos attached as composite Exhibit "2." The Village Center stores shall include one national drug store not to exceed 16,000 square feet, located at the corner of Mahan Drive and the new commercial center access road, and one additional single owner/tenant store not to exceed 25,000 square feet. All other buildings for single owners/tenants shall not exceed 10,000 square feet. Any larger buildings shall be designed for multiple owners or multiple tenants. The theatre will conform to the style and materials of the Village Center, but certain design features and signage required to maintain the owner/tenant's corporate identity shall be determined by the owner/tenant.

3. The main commercial area located generally south of the new east-west access road, east of the Fallschase property boundary, and west of the new north-south entrance road, as shown on Exhibit B.2, may include larger stores, not to exceed a total of 500,000 square feet for all stores in this area. The larger stores will be designed to compliment the village center appearance.

4. The two ponds located on either side of Fallschase Boulevard at the south end of the commercial area will be wet detention stormwater treatment facilities for all commercial and office facilities and associated parking areas south of Buck Lake Road. These ponds will be

Exhibit "H"

J.D.
11/18/05
RC



designed consistent with the best practices of civil engineering design to minimize the unlikely event of a failure.

5. AIG agrees to extend the landscaping proposed to border Buck Lake Road along Mahan Drive adjacent to Fallschase as shown on Exhibit "B.3" of the Development Agreement.

6. AIG agrees to a 4 story height limit throughout the mixed use area, located east of the north-south entrance road and south of Buck Lake Road, as shown on Exhibit B.2 of the Development Agreement.

B. Residential Development

8. The total number of residential units shall be 1,514 (757 single family and 757 multi-family). AIG agrees to a 3 story height limit for residential structures adjacent to Buck Lake Road. All other residential structures will be limited to 5 stories and 70 feet maximum building height.

9. AIG agrees to a minimum 30 foot vegetated buffer along the entire eastern boundary of Fallschase, and along the northern boundary beginning at the northeastern corner of the Property and extending west to Davis Road.

10. AIG agrees that multi-family residential will not be located adjacent to the lakefront, or adjacent to the eastern boundary, or adjacent to the western boundary south of the commercial and mixed use development.

11. If AIG acquires additional property adjacent to Buck Lake Road, it will be limited to residential uses.

12. AIG will adhere to the lighting standards set out in Exhibit "D, VI, and VII" to the Development Agreement to avoid unnecessary spillover of light into the atmosphere (upward) or off the Fallschase property.

C. Lakefront Single-family Lots

13. All lakefront lots, except the lots on the two "fingers," will be platted as depicted on Exhibit B. 4 of the Development Agreement, so that each house will be located above the 51 foot contour. Houses will be elevated 3 feet above the 51 foot contour. The only disturbance below the 51 foot contour will be for swales within the lot to treat stormwater for each individual lot, and for the homeowner's landscaping and maintenance within the lot. Stormwater treatment shall meet or exceed the standards in Exhibit "D" of the Development Agreement.

14. The lakefront lots located on the two fingers, as shown on Exhibit B.4 of the Development Agreement may include a house location below the 51 foot contour. AIG may build retaining walls surrounding the fingers and place additional fill on the fingers as necessary. Otherwise, the only disturbance permitted below the 51 foot contour will be for stormwater treatment and for the homeowner's landscaping and maintenance within the lot. Stormwater



J.D. Maxwell
RCC

treatment shall meet or exceed the standards in Exhibit D of the Fallschase Development Agreement.

D. Weems Neighborhood

15. The letter dated November 18, 2005, from Ronald L. Carlson, Executive Vice-President -- Development, AIG Baker Shopping Center Properties, L.L.C., to The Weems Communities, attached hereto as Exhibit "3" is incorporated herein by reference. The terms and conditions expressed in the letter shall have the same force and effect as all other terms of this Agreement.

E. PUD and Site Plan Review

16. AIG will submit the PUD concept plan and all subsequent site plans (including the commercial area photometric lighting plan) to the BLA Community Committee before it files the plans with County for approval. The Community Committee shall have seven (7) days to review and comment on the plan prior to AIG filing said plans with the County. The Committee's comments shall be advisory only.

17. When AIG closes on the Fallschase DRI property, AIG shall assign all vested development rights for the Fallschase DRI/PUD in excess of those approved in the Development Agreement to the portion of the Southern Property to be donated to Leon County. At the same time, AIG shall release, waive, extinguish and otherwise relinquish any and all claims that it may have to vested development rights to develop the Fallschase DRI/PUD at a density in excess of that approved in the Development Agreement. A copy of the assignment, release and waiver shall be recorded in the public records of Leon County, and a copy thereof shall be filed with the Department of Community Affairs and a copy provided to the BLA President.

AIG BAKER SHOPPING CENTER
PROPERTIES, LLC, a Delaware Limited
Liability Company

BUCK LAKE ALLIANCE, Inc.
a Florida Corporation

By: *Ronald L. Carlson*

By: *J.D. Dew*

Printed Name: RONALD L. CARLSON
Title: EXECUTIVE VICE PRESIDENT

Printed Name: John D. Dew
Title: President, Buck Lake Alliance, Inc.

Date: 11/24/05

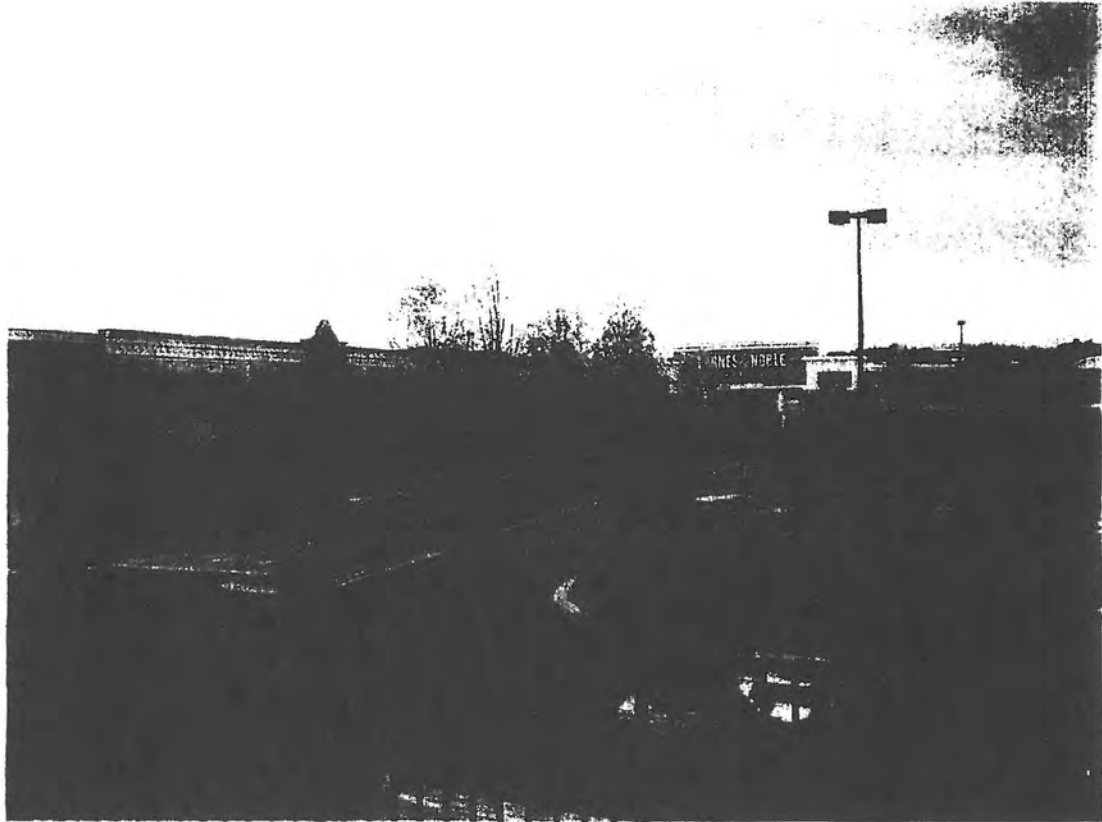
Date: November 28, 2005





**Composite
Exhibit B**









November 22, 2005

Mr. Leroy Peck
Mr. Jim Wells
The Weems Communities

Re: Fallschase Development issues relating to the Weems Communities

Dear Leroy and Jim:

The following is a listing of the issues we discussed and their resolution.

1. Sewer – We have asked the City of Tallahassee to serve the Fallschase Development with all utilities, including sanitary sewer. While we have confidence the City will provide such utilities, until we have a written commitment we must keep the existing on-site sewer plant as an option to serve the commercial development of Fallschase. Upon receipt of said commitment and our closing of the purchase of the said property, we will issue a letter to you confirming that the sewer plant will be dismantled.
2. Storm Water Management – The ditch along the eastern boundary of Fallschase will be relocated into the 30' easement that presently exists along the Fallschase property line.

The design for the handling of stormwater off the commercial development of the Fallschase property will be subject to best civil engineering design practices and the overflow of stormwater runoff will be directed westerly, in the event of a storm system failure. This overflow will enter the Fallschase stormwater system which will direct stormwater away from the Weems Communities.

The stormwater ponds serving the commercial development of Fallschase will be wet ponds if soils conditions allow. These ponds will be designed under best practices of civil engineering design to minimize the unlikely event of a failure.

3. If the road referred to as Fallschase Boulevard Extension is built, we will restrict commercial truck traffic from using this road through signage. Landscaping and dumpster enclosures will be used to minimize noise from these types of operations.

Exhibit 3

AIG Baker Shopping Center Properties, L.L.C.

AIG Baker Shopping Center Properties, L.L.C.

AIG Baker Shopping Center Properties, L.L.C.

1701 Lee Branch Lane • Birmingham, Alabama 35242 • 205/969.1000 Fax 205/969.1051



4. a. Fallschase Boulevard Extension will contain a buffer strip of no less than 30 feet from the southern curb of the roadway. Plantings in the buffer will include two rows of 3' shrubbery that will grow to 6' at maturity. No less than 125 trees will be planted in the buffer strip.
- b. Retaining Walls. No retaining wall shall exceed 15' in height. If a wall is needed that is higher than 15', there will be a bench of 8' (horizontally) insert in the wall profile. Such walls will be constructed from textured material such as split-face block. Any benches will be landscaped with proper screening materials.
- c. Commercial buildings shall be set back from the northern boundary of the Weems Communities by at least 150 feet.

Fallschase Boulevard Extension – If built, the traffic impacts on Weems Road, the intersection of Weems Road and Easterwood and the intersection of Easterwood and Capitol Circle will be mitigated by the governmental entities involved or by a cost-sharing agreement between the governmental entities and the Fallschase Developer.

No attached housing will border any existing residential community contiguous to the Fallschase property.

We will provide technical data from our lighting engineers that will show that light generation shall be shielded to minimize lighting spillover.

All slopes bordering the Weems Communities will be designed by registered civil engineers utilizing best management practices.

Most of the rear walls of the buildings will be screened by appropriate landscaping and the rear walls will be constructed with split-face block painted in two complementary colors.

We prefer to use evergreen trees in most of our landscaping design with complementing deciduous hardwood trees.

We will provide a six foot combination sidewalk and bike path for the length of the Fallschase Boulevard Extension and pedestrian crossings on the Fallschase Boulevard Extension will be striped and signage will be installed to alert motorists of the crossing.

At the appropriate time, we will appoint a project manager for the commercial development and will provide you with the contact information.

We will meet the county standards for siltation and runoff management during construction. Heavy equipment operation will be restricted to the hours of 6:00 AM to 10:00 PM daily.

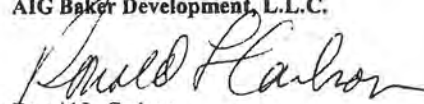


AIG Baker Shopping Center Properties welcomes this opportunity to work with the Weems Communities and we look forward to being your neighbors. Please note that the terms offered herein are only between the Weems Communities and AIG Baker Shopping Center Properties and will become effective upon our closing of the purchase of the Fallschase property.

This document will be binding on AIG Baker Development, L.L.C., its successors and assigns, and the homeowner associations of the Weems Communities.

If you have any questions or comments, please do not hesitate to contact me.

Very truly yours,
AIG Baker Development, L.L.C.


Ronald L. Carlson
Executive Vice President –
Development

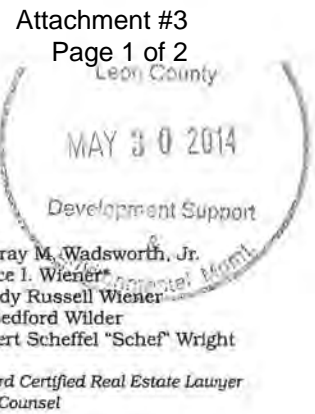
cc: Robert Apgar, Esquire
Andrew Lewis

Acceptance:
The Weems Communities

By: _____

Date: _____





Michael P. Bist
Garvin B. Bowden*
Benjamin B. Bush
David S. Dee
Erin W. Duncan
Charles R. Gardner
John T. LaVia, III
Murray M. Wadsworth**

1300 Thomaswood Drive
Tallahassee, Florida 32308

Telephone
850.385.0070

www.gbwlegal.com

Facsimile
850.385.5416

May 30, 2014

HAND DELIVERY

Mr. David McDevitt
Director, Development Support
and Environmental Management
Leon County
Renaissance Center, 2nd Floor
435 N. Macomb Street
Tallahassee, Florida 32301

Re: Request to Amend *Fallschase DRI Development Agreement*

Dear Mr. McDevitt:

Please consider this letter as a request on behalf of my clients **RBC Fallschase, LLC** ("RBC") and **CPP Fallschase II LLC** ("CPP") to amend the **Fallschase DRI Development Agreement** dated December 12, 2005, recorded in Official Records Book 3420, at Page 2132 of the Public Records of Leon County, Florida (the "*Development Agreement*").

RBC and CPP are the successor entities to the Applicant (i.e., AIG-Baker Tallahassee, L.L.C.) identified in the *Development Agreement* and each entity owns separate and distinct undeveloped portions of the *Fallschase DRI*. RBC owns what is commonly referred to as the residential component which is essentially undeveloped and CPP owns the undeveloped portion of what is commonly referred to as the commercial component.

Currently, paragraph 26 of the *Development Agreement* provides that its term is for a period of 10 years from its effective date. Consequently, unless amended, the *Development Agreement* will expire in December of 2015. This request is to extend the term for an additional 10 years the effect of which will result in an expiration in December of 2025 rather than in December of 2015.

At the time the *Development Agreement* was entered into both the *Florida Growth Management Act* (i.e., Chapter 163, Florida Statutes) and the *Leon County Land Development Code* limited the term of a development agreement to 10 years.

Page 2
Letter to David McDevitt
May 30, 2014

However, as a result of the financial crises that struck our economy in 2006, the Florida legislature amended the *Florida Growth Management Act* to allow the term of a development agreement to be extended to 20 years (see Section 163.3229, Florida Statutes). Likewise, the Leon County Commission amended the *Leon County Land Development Code* (see Section 10-2.504 of Chapter 10, Article II, Division 5 of the Leon County Code of Ordinances) to also allow for development agreement terms not to exceed 20 years.

Leon County, and specifically the Fallschase DRI, was not spared by the economic recession. The Applicant was unable to complete the development contemplated by the *Development Agreement* and in 2010 following the bankruptcy of the Applicant the entire Fallschase DRI was foreclosed by the lenders who held the mortgages on it.

In 2012, CPP acquired the commercial component of the Fallschase DRI. However, until just recently, the demand for new commercial space has been virtually nil. Consequently, from the time the Wal-Mart and Costco stores were completed in 2008 no new development has taken place in the commercial component except for the recent remodel of the vacant Sportsmans Warehouse building by Bass Pro Shops.


In 2013, RBC acquired the residential component of the Fallschase DRI and at this juncture is waiting for sufficient demand for housing to justify moving forward with development.

Both CPP and RBC are committed to the quality development contemplated by the *Development Agreement* and the Fallschase PUD. However, as with many other developers around the country, they must wait until the demand is present and it is time to develop.

For the above reasons, RBC and CPP hereby request Leon County to amend the *Development Agreement* by extending its duration an additional 10 years. The application fee for this requested amendment in the amount of \$3,600.00 is enclosed.

Please let me know if you need anything further.

Sincerely,



Charles R. Gardner

Select Year: 2013 ·

The 2013 Florida Statutes

Title XI
COUNTY ORGANIZATION AND
INTERGOVERNMENTAL RELATIONS

Chapter 163
INTERGOVERNMENTAL
PROGRAMS

[View Entire
Chapter](#)

163.3229 Duration of a development agreement and relationship to local comprehensive plan.

—The duration of a development agreement may not exceed 30 years, unless it is extended by mutual consent of the governing body and the developer, subject to a public hearing in accordance with s. [163.3225](#). No development agreement shall be effective or be implemented by a local government unless the local government's comprehensive plan and plan amendments implementing or related to the agreement are in compliance with s. [163.3184](#).

History.—s. 24, ch. 86-191; s. 32, ch. 91-45; s. 11, ch. 92-129; s. 5, ch. 2007-204; s. 24, ch. 2011-139.

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Sec. 10-2.504. Duration of a development agreement.

The duration of a development agreement shall not exceed 20 years, unless it is extended by mutual consent of the parties, subject to an advertised public hearing before the Board of County Commissioners.

(Ord. No. 07-20, § 2, 7-10-07; Ord. No. 12-18, § 1, 12-11-12)

Editor's note—

Ord. No. 12-18, § 1, adopted Dec. 11, 2012, changed the title of § 10-2.504 from "Duration of a development agreement, and relationship to local Comprehensive Plan" to "Duration of a development agreement."

NOTICE OF PUBLIC HEARING

Notice is hereby given that the Board of County Commissioners of Leon County, Florida (the "County") will conduct a public hearing on Tuesday, September 2, 2014, at 6:00 p.m., or as soon thereafter as such matter may be heard, at the County Commission Chambers, 5th Floor, Leon County Courthouse, 301 South Monroe Street, Tallahassee, Florida, to consider the extension of the Chapter 163 Fallschase Development Agreement for an additional ten (10) year term, to expire on December 12, 2025. The Fallschase development is located on Buck Lake Road, including frontage on Mahan Drive (U.S. Highway 90) and Upper Lake Lafayette. The Development Agreement provides, subject to the Planned Unit Development concept plan, for the following types of uses and building intensities: 850,000 square feet of commercial uses, 50,000 square feet of office space, and 1,514 residential units (including 757 single family dwellings and 757 multifamily/condominiums, but specific population densities are not indicated), as well as open space, property for a public facility (such as a library), conveyance to the County of certain property below the 51-foot elevation, stormwater facilities, roadway improvements, and the expansion of existing sewer and water utilities. The Development Agreement also provides for the following building height limits: five (5) stories for residential/office development, and fifty-five (55) feet for retail development.

All interested parties are invited to present their comments at the public hearing at the time and place set out above.

Anyone wishing to appeal the action of the Board with regard to this matter will need a record of the proceedings and should ensure that a verbatim record is made. Such record should include the testimony and evidence upon which the appeal is to be based, pursuant to Section 286.0105, Florida Statutes.

In accordance with the Americans with Disabilities Act and Section 286.26, Florida Statutes, persons needing a special accommodation to participate in this proceeding should contact Jon Brown or Facilities Management, Leon County Courthouse, 301 South Monroe Street, Tallahassee, Florida 32301, by written request at least 48 hours prior to the proceeding. Telephone: 850-606-5300 or 850-606-5000; 1-800-955-8771 (TTY), 1-800-955-8770 (Voice), or 711 via Florida Relay Service.

Copies of the extension of the Fallschase Development Agreement may be inspected at the following locations during regular business hours:

Leon County Attorney's Office
301 S. Monroe Street, Suite 202
Tallahassee, Florida 32301
(850) 606-2500

Advertise: August 25, 2014

**Leon County
Board of County Commissioners**


Notes for Agenda Item #26

Leon County Board of County Commissioners

Cover Sheet for Agenda #26

September 2, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: First and Only Public Hearing on a Proposed Resolution to Adopt the Non-Ad Valorem Assessment Roll for Fire Rescue Services Assessment

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. The total estimated collection for the unincorporated area for the FY 2015 fire assessment is \$6,737,809, of which \$1,696,104 will be placed on property tax bills as an assessment for FY 2015.

Staff Recommendation:

Option #1: Conduct the first and only public hearing and approve the proposed Resolution adopting the non-ad valorem assessment roll for fire rescue services assessments (Attachment #1), and authorize the Chairman to certify the roll to the Tax Collector (Attachment #2).

Report and Discussion

Background:

On February 26, 2009, Leon County and the City of Tallahassee entered into an Interlocal Agreement for purposes of administering and funding the provision of fire suppression, fire prevention, and emergency medical services on a countywide basis. The Interlocal Agreement provides for the funding of and payment for fire rescue services by the means of a levy and collection of special assessments upon benefited properties and a fire services fee imposed upon governmental properties.

On June 9, 2009, the Board imposed a fire rescue services special assessment on all properties (with limited exceptions) located within the unincorporated areas of the County, commencing October 1, 2009.

On December 8, 2009, the Board held a public hearing to hear public comments on utilizing the uniform method for collection of the above-referenced fire rescue services special assessments pursuant to Section 197.3632, Florida Statutes (2009), and adopted Resolution No. 09-72 declaring its intent to collect said special assessments under Section 197.3632.

Analysis:

Section 197.3632(4), Florida Statutes (2013), requires the Board of County Commissioners adopt a non-ad valorem assessment roll at a public hearing held between January 1 and September 15 of any year in which the County elects to utilize the uniform method of collection for the first time. Under Section 197.3632(9), Florida Statutes (2013), special assessments may be placed on the annual property tax bill as a non-ad valorem assessment irrespective of whether the assessment has previously been collected by another method. The Board has utilized the uniform method for collecting stormwater and solid waste non-ad valorem assessments as well as to collect assessments related to 2/3 paving and sewer projects. The amount of the assessment imposed will be payable to the Tax Collector.

The County collects the assessment in three ways: City Utility invoice, quarterly direct bill by the City, and the property tax bill. Since the Fire Rescue Assessment commenced in October 2009, a total of 9,569 property owners have been removed from the quarterly payment system. These property owners either preferred to pay the assessment on their property tax bill or failed to remain current with the quarterly bills. For FY 2015, an additional 769 property owners (included in the 9,569) will have the assessment removed from the quarterly payment system and added their property tax bill.

The assessment roll contains the name of the owner, the parcel identification number, the parcel address, and the amount of the assessment. Written comments and objections filed by affected property owners have been compiled and are available for public inspection in the Office of the County Administrator, County Courthouse, Fifth Floor Reception area

The total estimated collection for the unincorporated area for the FY 2015 fire assessment is \$6,737,809. (*This includes \$5,041,705 collected by the City through utility bills or quarterly billing, and \$1,696,104 as an assessment on the County tax bill and includes any delinquencies*).

Failure of the Board to adopt the non-ad valorem assessment roll will create a budget impact in the amount of \$1,696,104 for fiscal year 2014/ 2015.

On August 15, 2014, the public hearing was noticed in the Tallahassee Democrat (Attachment #3). Additionally, a first class mail notice was sent to each property owner subject to the non-ad valorem assessment for fire rescue services for the first time or who has failed to pay the assessment under the billing services provided by the City of Tallahassee, in accordance with the requirements of Section 197.3632(4)(b), Florida Statutes (2013).

Options:

1. Conduct the first and only public hearing and approve the proposed Resolution adopting the non-ad valorem assessment roll for fire rescue services assessments, and authorize the Chairman to certify the roll to the Tax Collector.
2. Conduct the first and only public hearing and do not approve the proposed Resolution adopting the non-ad valorem assessment roll for fire rescue services assessments.
(This action would require amendments to the FY 2014/2015 budget.)
3. Board direction.

Recommendation:

Option #1.

Attachments:

1. Proposed Resolution Adopting the Fire Rescue Services Non-Ad valorem Assessment Roll
(Due to its voluminous nature, the proposed assessment roll is available for public review in the Office of the County Administrator, County Courthouse, 301 South Monroe Street, 5th floor reception area)
2. Certificate to the Tax Collector
3. Notice of Public Hearing

RESOLUTION NO. R14-_____

**A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS
OF LEON COUNTY, FLORIDA, ADOPTING THE FIRE RESCUE
SERVICES NON-AD VALOREM ASSESSMENT ROLL; PROVIDING
FOR CERTIFICATION OF THE ROLL TO THE TAX COLLECTOR;
AND PROVIDING FOR AN EFFECTIVE DATE.**

RECITALS

WHEREAS, on February 26, 2009, Leon County and the City of Tallahassee entered into an Interlocal Agreement for the provision of fire suppression, fire prevention and emergency medical services county-wide commencing October 1, 2009; and

WHEREAS, the Interlocal Agreement by and between Leon County and the City of Tallahassee provides for the funding and payment of *Fire Rescue Services* by means of the levy and collection of special assessments upon benefited property; and

WHEREAS, on March 19, 2009, the Board of County Commissioners enacted an ordinance amending Chapter 7, Leon County Code of Laws, relating to the provision and funding of *Fire Rescue Services*; and

WHEREAS, on October 29, 2013, the Board of County Commissioners adopted a *Fire Rescue Assessment Rate Resolution* levying and imposing upon each improved parcel of nongovernmental property located within the unincorporated area of the County an assessment in an amount found to be reasonably related to the cost of providing *Fire Rescue Services* to such property and thereby providing an equitably corresponding special benefit to such property; and

WHEREAS, pursuant to Section 197.3632, Florida Statutes, the Board of County Commissioners has reviewed the fire rescue services non-ad valorem assessment roll for conformity with the *Fire Rescue Assessment Rate Resolution*; and

WHEREAS, the Board wishes to approve and adopt the fire rescue services non-ad valorem assessment roll and to certify the roll for collection to the Tax Collector; and

WHEREAS, Leon County has provided notice of a public hearing at least twenty days prior to same by first class United States mail and by publication in the *Tallahassee Democrat* advising that a public hearing would take place;

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Leon County, Florida, that:

Section 1. Recitals. The Recitals to this Resolution are incorporated herein and made a part hereof as if fully set forth below.

Section 2. Definitions. For purposes of this Resolution, the definitions contained in section 7-39, Leon County Code of Laws, are incorporated herein by reference.

Section 3. Pursuant to Section 197.3632, Florida Statutes, Leon County hereby approves and adopts the fire rescue services non-ad valorem assessment roll, which is attached hereto as Exhibit 2 and incorporated herein as if fully set forth below.

Section 4. The unit of measurement for the fire rescue services non-ad valorem assessment is as set forth in the *Fire Rescue Assessment Rate Resolution*, which is attached hereto as Exhibit 1, and incorporated herein as if fully set forth below. The amount of the fire rescue services assessment for each subject parcel of property is as further set forth in Exhibit 2. The *Fire Rescue Assessment* shall be and is hereby imposed annually commencing October 1, 2009, and continuing each year thereafter until such time as changed or discontinued by the Board.

Section 5. The fire rescue services non-ad valorem assessment roll is hereby certified to the Tax Collector for collection in accordance with Florida law.

Section 6. This Resolution shall be effective upon adoption.

Done and adopted by the Board of County Commissioners of Leon County, Florida, this
2nd day of September, 2014.

LEON COUNTY, FLORIDA

BY: _____
KRISTIN DOZIER, CHAIRMAN
BOARD OF COUNTY COMMISSIONERS

ATTESTED BY:
BOB INZER, CLERK OF THE COURT
& COMPTROLLER
LEON COUNTY, FLORIDA

BY: _____

APPROVED AS TO FORM:
COUNTY ATTORNEY'S OFFICE
LEON COUNTY, FLORIDA

BY: _____
HERBERT W.A. THIELE, ESQ.
COUNTY ATTORNEY

RESOLUTION NO. 13- 58A RESOLUTION OF THE BOARD OF COUNTY
COMMISSIONERS RELATING TO THE
PROVISION AND FUNDING OF FIRE RESCUE
SERVICES.RECITALS

WHEREAS, the County desires to provide fire rescue services, facilities and programs, hereinafter "*fire rescue services*," in the most efficient manner possible in order to promote the health, safety and general welfare of its citizens; and

WHEREAS, the County desires to create a uniform financial mechanism for the funding of such *fire rescue services* to its citizens on an equitable basis; and

WHEREAS, on March 19, 2009, the Board of County Commissioners enacted an ordinance amending Chapter 7, Leon County Code of Laws, relating to the provision and funding of *fire rescue services*; and

WHEREAS, the City of Tallahassee and the County have entered into an Interlocal Agreement to administer the provision of *fire rescue services*; and

WHEREAS, the Interlocal Agreement by and between the City of Tallahassee and the County provides for the funding and payment for *fire rescue services* by means of the levy and collection of special assessments upon benefited *nongovernment property* and the imposition of fire rescue fee charges on *government property*; and

WHEREAS, the Board of County Commissioners desires to adopt a *fire rescue assessment rate resolution* and *fire rescue fee rate resolution* pursuant to Chapter 7, Leon County Code of Laws; and

WHEREAS, a rate study was performed on behalf of the City of Tallahassee and Leon County to determine the appropriate funding basis to support a *fire rescue charge*; and

WHEREAS, the findings, data and assumptions set forth in the rate study have been reviewed and reverified and it has been determined that the current *fire rescue charge* based upon the rate study remains reasonable, accurate and in accord with those requirements imposed under law for assessments and fees.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Leon County, Florida, that:

Section 1. Recitals. The Recitals set forth above are deemed incorporated herein as if fully set forth below.

Section 2. Authority. This Resolution is adopted pursuant to the authority granted the County under Article VIII, Section 1, Florida Constitution, Chapters 125 and 170, Florida Statutes, the Leon County Charter, and other applicable provisions of law.

Section 3. Definitions. For purposes of this Resolution, the definitions contained in Section 7-39, Leon County Code of Laws, are incorporated herein by reference.

Section 4. Resolution. This Resolution shall constitute the *fire rescue assessment rate resolution* and the *fire rescue fee rate resolution* as described in Sections 7-42 and 7-43, Leon County Code of Laws.

Section 5. Provision of Fire Rescue Services. The County provides *fire rescue services* for the benefit of all parcels of improved property located within the unincorporated areas of the County effective October 1, 2009. All or a portion of the cost to provide such *fire rescue services* shall be funded from proceeds of the *fire rescue charge*.

Section 6. Legislative Determinations. It is hereby ascertained, determined, and declared that each parcel of property subject to a *fire rescue charge* located within the unincorporated area of the County shall be specially benefited by the County's provision of *fire*

rescue services, in an amount and to a degree not less than the *fire rescue charge* imposed against such parcel, and that such *fire rescue charge* as computed in a manner as set forth in this Resolution constitutes a fair and reasonable charge for the provision of *fire rescue services*. It is hereby further ascertained, determined, and declared that the *fire rescue cost* used to compute the *fire rescue charge* constitutes a reasonable estimation of the five-year average annual cost of providing *fire rescue services* to all parcels of improved property within the unincorporated areas of the County. Lastly, the *fire rescue charge* is based upon the City of Tallahassee/Leon County, Florida, Fire Assessment Memorandum dated June 2009 (“Rate Study”) which is hereby specifically approved and adopted as Exhibit A, same being attached hereto and incorporated herein as if fully set forth below, and the City of Tallahassee/Leon County Fire Assessment Memorandum dated October 17, 2013, (“Rate Study Update”) which is hereby specifically approved and adopted as Exhibit C, same being attached hereto and incorporated herein as if fully set forth below.

Section 7. Fire Rescue Charge.

A. Fire Rescue Fee. A fire rescue fee is hereby imposed upon each improved parcel of *government property* located within the unincorporated area of the County, and which is hereby ascertained, determined, and declared to be reasonably and fairly related to the cost of providing *fire rescue services* to such *government property* and as such the fire rescue fee constitutes a fair, reasonable, just, and equitable manner for apportioning and allocating the *fire rescue cost for government property*. The fire rescue fee imposed hereby is not a special assessment; it is a fee for services available and rendered to *government property*. The *fire rescue cost for government property* is further determined to be a reasonable estimation of a five-year average annual cost of providing *fire rescue services* to *government property*. The amount of the fire rescue fee

imposed upon *government property* for *fire rescue services* is specifically based upon the Rate Study, Exhibit A, and Rate Study Update, Exhibit C, established pursuant to and in accordance with Section 7-42, Leon County Code of Laws, and shall be as set forth in Exhibit B, Rate Schedule, same being attached hereto and incorporated herein as if fully set forth below, commencing October 1, 2009, annually until otherwise determined by the Board of County Commissioners.

B. Fire Rescue Assessment. A *fire rescue assessment* is hereby levied and imposed upon each improved parcel of *nongovernment property* located within the unincorporated area of the County, and which is hereby ascertained, determined, and declared to be reasonably related to the cost of providing *fire rescue services* and thereby provides an equitably corresponding special benefit to *nongovernment property*. The *fire rescue assessment* is hereby ascertained, determined and declared to be based upon a reasonable estimation of a five-year average annual cost of providing *fire rescue services* to such *nongovernment property*. It is further ascertained, determined and declared that the *fire rescue assessment* imposed hereby provides a special benefit to and is equitably apportioned among the *assessed property* based upon the special benefit assumptions and apportionment methodology set forth in the Rate Study, Exhibit A, and Rate Study Update, Exhibit C, established pursuant to and in accordance with Section 7-43, Leon County Code of Laws. The amount of the *fire rescue assessment* levied and imposed upon *nongovernment property* shall be as set forth in Exhibit B, Rate Schedule, commencing October 1, 2009, annually until otherwise determined by the Board of County Commissioners.

Section 8. Exempt Property. The *fire rescue assessment* heretofore imposed upon *nongovernment property* shall not be levied nor imposed against property owned or occupied by

a "religious institution" as that term is defined in Section 170.201(2), Florida Statutes, to the extent same is used as a place of worship.

Section 9. Collection of Fire Rescue Charge. The collection of the *fire rescue charge* shall be made pursuant to and in accordance with Section 7-44, Leon County Code of Laws, and is authorized hereby, commencing October 1, 2009.

Section 10. Effective Date and Applicability. This Resolution shall have effect upon adoption and shall apply to all *assessed property, government and nongovernment property*, located within the unincorporated area of Leon County.

DONE, ADOPTED AND PASSED by the Board of County Commissioners of Leon County, Florida, this 29th day of October, 2013.

LEON COUNTY, FLORIDA




BY: 
NICHOLAS MADDOX, CHAIRMAN
BOARD OF COUNTY COMMISSIONERS

ATTESTED BY:

BOB INZER, CLERK OF THE COURT
LEON COUNTY, FLORIDA

BY: 
John Stott, Deputy Clerk

APPROVED AS TO FORM:
COUNTY ATTORNEY'S OFFICE
LEON COUNTY, FLORIDA

BY: 
HERBERT W.A. THIELE, ESQ.
COUNTY ATTORNEY

report



GOVERNMENT SERVICES GROUP, INC.

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City of Tallahassee/Leon County, Florida

Fire Assessment Memorandum

JUNE 2009

Presented by:

Government Services Group, Inc.
1500 Mahan Drive, Suite 250
Tallahassee, Florida 32308
(850) 681-3717
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Table of Contents

INTRODUCTION	1
SERVICE DESCRIPTION AND ASSESSABLE COST CALCULATIONS	3
DETERMINATION OF FIRE SERVICES DEMAND	14
COMPUTATION OF FIRE SERVICES ASSESSMENTS	17
FIRE SERVICES FEES IMPOSED ON GOVERNMENTAL PROPERTY	26
COLLECTION METHOD FOR SPECIAL ASSESSMENTS	28
ADDITIONAL INFORMATION	29

List of Tables

Table 1—Fire Rescue Department Buildings/Facility Inventory	3
Table 2—City of Tallahassee/Leon County Fire Rescue Department Organizational Chart	5
Table 3—Fire Rescue Department Apparatus Normal Staffing Requirements.....	6
Table 4—Fire Rescue Department Apparatus Fire Flow.....	6
Table 5—City of Tallahassee/Leon County Fire Rescue Minimum Response Protocol.....	8
Table 6—Fire Services Assessable Cost Calculations (FY 2009-10).....	11
Table 7—Fire Services Assessable Cost Calculations Proforma Five-Year Average (FY 2009-10 thru FY 2013-14)	13
Table 8—Fire Calls by Category (Calendar Year 2007)	15
Table 9—Fire Calls by Zones to Non-Governmental Properties (Calendar Year 2007).....	17
Table 10—Fire Calls by Category to Non-Governmental Properties (Calendar Year 2007)	18
Table 11—Cost Apportionment	19
Table 12—Parcel Apportionment within Property Use Categories.....	19
Table 13—Parcel Apportionment Residential Property Use Category	20
Table 14—Fire Services Assessment Parcel Apportionment (Non-Residential Property Use Category)	22
Table 15—Fire Services Assessment Rates (Funding Generates \$27,813,187 Net Revenues).....	23
Table 16—Fire Services Assessment Rates (Funding Generates \$28,438,547 Net Revenues).....	24
Table 17—Estimated Percentage Impact of Exemptions.....	25
Table 18—Government Call Breakdown.....	27
Table 19—Fire Services Fees by Government Owner.....	27

Appendices

Appendix A—Situation Found Codes and Descriptions

Appendix B—Fixed Property Use Codes and Descriptions

Appendix C—Leon County Property Appraiser Building Improvement Codes and Use Descriptions with
Assignment of Property Use Category

Appendix D—Department of Revenue (DOR) Codes

Appendix E—Service Zone Map

Introduction

The City of Tallahassee (City) and Leon County (County) have entered into a professional services agreement with GSG to provide specialized services in the development and implementation of a non-ad valorem assessment program to fund fire services within the incorporated and unincorporated areas of the County (Fire Assessment Project).

The objective of this Fire Assessment Project is to develop and implement an update to the City's current revenue program capable of efficiently and effectively collecting all assessable and billable costs associated with providing fire services on an annual basis throughout the entire County for Fiscal Year 2009-10. The mechanism for collecting the Fire Fee from governmental properties will remain in effect, however both the City and County will utilize the City's utility bill as the collection method for all non-governmental properties where possible and the City will assist the County in the collection of the fire assessment utilizing both the utility bill and separate bills. This document is the Fire Assessment Memorandum (Assessment Memorandum), which is one of the project deliverables specified in the scope of services.

The work effort, documented by this Assessment Memorandum, focused on the calculation of assessment rates and classifications required to fully fund the identified assessable costs to provide fire services within the City and County for Fiscal Year 2009-10. However, the City and County have the choice of funding all or only a portion of the assessable costs based on policy direction. In addition, the work effort recorded in this Assessment Memorandum required the identification of the full costs of assessable fire services (net of all fire related revenues) and the allocation of those costs to properties that specially benefit from the provision of such fire services.

BACKGROUND

In 1999, the City adopted a Fire Services Funding Program consisting of two components: a Fire Fee and a Fire Assessment. The goal of the Fire Services Funding Project in 1999 was to design an alternative revenue program capable of efficiently and effectively collecting all assessable and billable costs associated with providing fire services on an annual basis. The Fire Fee is the funding mechanism that secures recovery of the cost for providing fire services to governmental property. The Fire Assessment is the funding mechanism for non-government property that could be collected on the City's utility bill. The program was updated to account for changes in call data, property data and service delivery in Fiscal Year 2004-05.

Currently, fire services provided within the City are partially funded by an existing fire assessment program, and partially funded through the City's General Revenue Fund and a Fire Service Agreement with the County. The County currently funds the Fire Services Agreement in the unincorporated area through the use of the General Revenue.

The City and County have entered into an interlocal agreement that outlines a plan for functional consolidation of fire rescue services countywide. Included in this agreement are the additional personnel located in Stations 10-14. These additional resources will provide an improved response and improved safety for those personnel responding from those stations. A joint dispatch center will be constructed and dispatch for both the Tallahassee Fire Department and Leon County EMS will be consolidated into a joint dispatch unit. This enhancement will result in response efficiencies both in terms of response times and units dispatched to each incident.

OBJECTIVES

The City and County retained GSG to develop an annual recurring special assessment program that is capable of funding all of the assessable costs associated with providing fire services. The City will utilize the utility bill for collection of the fire assessment and will assist the County in the collection of the fire assessment utilizing both the utility bill and separate bills. Data available on the ad valorem tax roll was used to develop the Fiscal Year 2009-10 assessment program. GSG has been charged to fully cost the services to be provided by the City and County, develop a fair and reasonable apportionment methodology for such assessable costs, and determine assessment rates and parcel classifications that are accurate, fair and reasonable.

The fire non-ad valorem assessments must meet the Florida case law requirements for a valid special assessment. These requirements include the following:

1. The service provided must confer a special benefit to the property being assessed; and
2. The costs assessed must be fairly and reasonably apportioned among the properties that receive the special benefit.

The work effort of this project required the evaluation of data obtained from the City and County to develop a fire assessment program that focuses upon the proposed Fiscal Year 2009-10 assessable cost calculations. The objectives of this initial effort were to:

- Determine the full costs of providing fire services within the City and County.
- Review such final cost determination with the City and County to determine which elements provide the requisite special benefit to the assessed properties.
- Determine the relative benefit anticipated to be derived by categories of property use within the County from the delivery of fire services.
- Recommend the fair and reasonable apportionment of assessable costs among benefited parcels within each category of property use.
- Calculate assessment rates and parcel classifications for Fiscal Year 2009-10 based on the Fiscal Year 2007-08 adopted budget adjusted for year over year increases.

Service Description and Assessable Cost Calculations

The fire services apportionment methodology allocates assessable costs on the basis of the anticipated demand for fire services by categories of private, real property use as identified on the real property assessment roll prepared for the levy of ad valorem taxes. The assessable fire costs are allocated among private, real property use categories based upon the historical demand for these services. This demand is identified by examining the fire incident data as reported by the City to the State Fire Marshal's office.

The fire services apportionment methodology for governmental parcels allocates billable costs to provide fire services based upon the actual historical demand for these services by each government owner (ie. City, County, State, Federal, etc.), as reflected by the incident data reported by the City.

SERVICE DELIVERY DESCRIPTION

The City Fire Rescue Department facilities inventory is comprised of 15 fire rescue stations and a training facility. The County's facility inventory consists of 5 volunteer fire stations. One of the volunteer stations is co-located at Station 15 and volunteer apparatus are located at stations 10 through 15. County EMS substations are co-located at city stations 12, 13 and 14. Table 1 identifies the City and County fire rescue buildings/facilities inventory, as well as the corresponding physical location address for the facility.

Table 1
Fire Rescue Department Buildings/Facility Inventory

Station	Address
Station #1	327 North Adams Street Tallahassee, FL 32301
Station #2	2805 Sharer Road Tallahassee, FL 32302
Station #3	3005 South Monroe Street Tallahassee, FL 32301
Station #4	2899 West Pensacola Street Tallahassee, FL 32304
Station #5	3238 Capital Circle Southwest Tallahassee, FL 32304
Station #6	2901 Apalachee Parkway Tallahassee, FL 32311
Station #7	2805 Shamrock South Tallahassee, FL 32308

Station	Address
Station #8	2423 Hartsfield Road Tallahassee, FL 32304
Station #9	3209 Thomasville Road Tallahassee, FL 32312
Station #10	5323 Tower Road Tallahassee, FL 32303
Station #11	8752 Centerville Road Tallahassee, FL 32308
Station #12 (EMS Substation)	4701 Chaires Cross Road Tallahassee, FL 32311
Station #13 (EMS Substation)	1555 Oak Ridge Road Tallahassee, FL 32311
Station #14 (EMS Substation)	16614 Blountstown Highway Tallahassee, FL 32310
Station #15	1445 Bannerman Road Tallahassee, FL 32312
VFD Station #11A	15210 Mahan Drive Tallahassee, FL 32308
VFD Station #11B	11071 Bexhill Lane Tallahassee, FL 32317
VFD Station #30 (EMS Substation)	10541 Valentine Road South Tallahassee, FL 32317
VFD Station #31 (EMS Substation)	155 East Oakridge Tallahassee, FL 32305
VFD Station #32	16614 Blountstown Highway Tallahassee, FL 32312

Source: City of Tallahassee/Leon County

The City of Tallahassee Fire Rescue Department provides standard fire suppression, medical services, hazmat response, technical rescue, airport capabilities, state disaster response, emergency response and disaster preparedness, fire prevention and safety education. There are five City stations that provide Advanced Life Support (ALS) services in coordination with Leon County EMS. The remaining ten stations provide Basic Life Support (BLS) services.

The City currently provides dispatch services for fire services and the County currently provides dispatch services for EMS services. However, the City and County have committed to creating a joint dispatch operation that is expected to begin in Fiscal Year 2010-11. Initial joint dispatch functions will be achieved through a temporary, virtual solution. This virtual dispatch solution will remain in place until a new joint dispatch facility is constructed and operations move to the new location. The target date for the completion of the joint dispatch facility is Fiscal Year 2011-12.

Tables 2 through 5 outline the Fire Rescue Department's current service operations and service components. Table 2 outlines the Fire Rescue Department's organizational structure.

Table 2
City of Tallahassee/Leon County Fire Rescue Department Organizational Chart

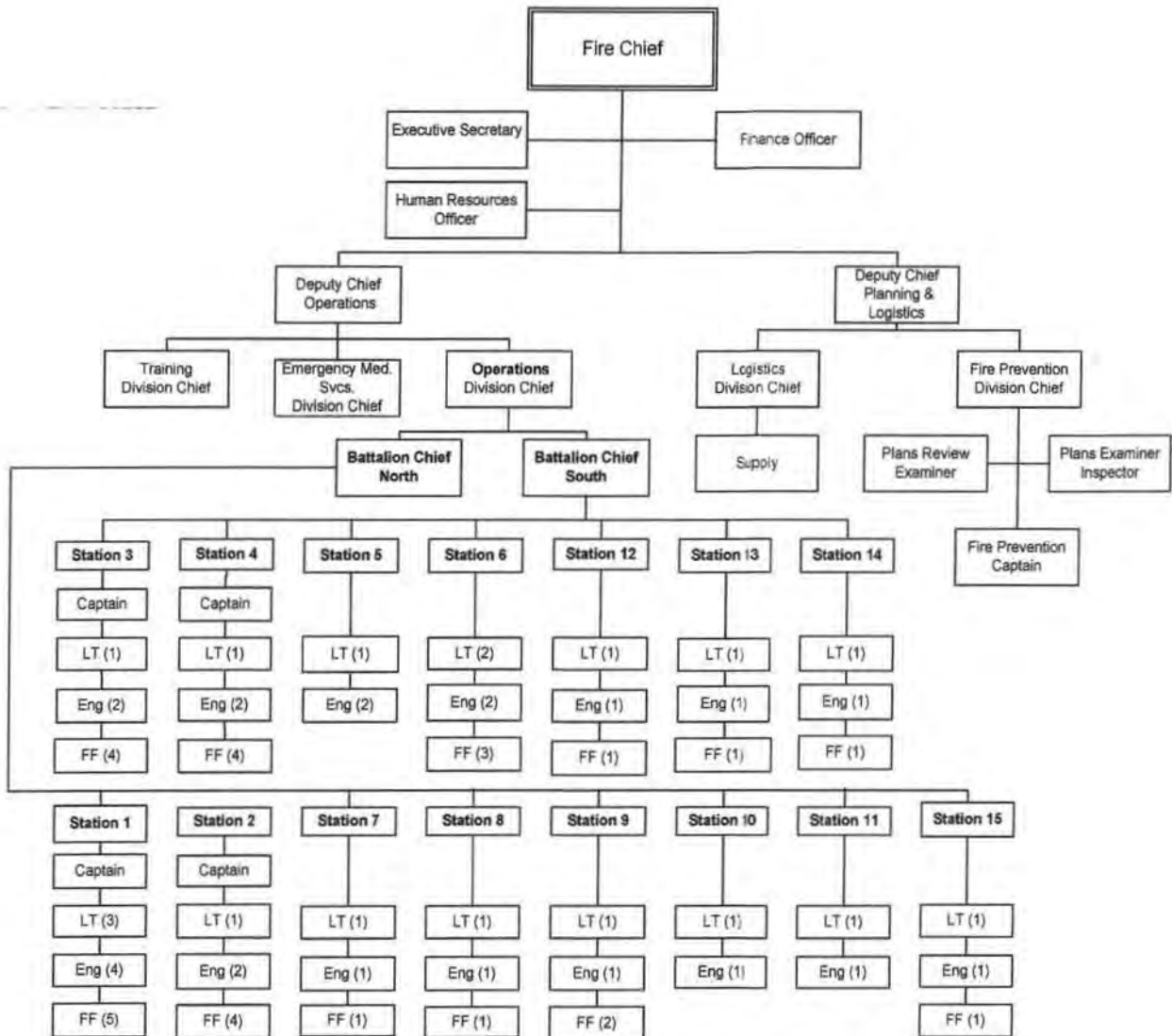


Table 3 describes the normal staffing for each apparatus. This information is used in the development of the Administrative Factor, as further discussed in the "Development of Factors" section of this Assessment Memorandum.

Table 3
Fire Rescue Department Apparatus Normal Staffing Requirements

Tallahassee Fire Department	
Apparatus	Typical Staffing
Aerial	3-4 personnel
Pumper	3-4 personnel
Ford F-250 With Service Body	1 personnel
Ford Expedition	1 Personnel
Rescue	1-2 Personnel
Air Truck	1 Personnel
Haz Mat Mule	2 Personnel
Brush Truck	1 Personnel
Rescue Boat	2 Personnel
Tanker	1 Personnel
Leon County EMS	
Apparatus	Typical Staffing
Ambulance	2 Personnel

Source: City of Tallahassee/Leon County

Table 4 lists the location and the fire flow/pumping capacity of the Fire Rescue Department's apparatus. This information is used to determine the square footage cap for non-residential properties.

Table 4
Fire Rescue Department Apparatus Fire Flow

Location	Apparatus	Fire Flow (GPM)
Station 1	1994 E-One 1500 Tanker	1,500
	1996 E-One Air and Light	N/A
	1996 E-One Teleboom	1,500
	2002 E-One Bronto	1,500
	2003 E-One Rescue Pumper	1,500
Station 2	1996 E-One Haz-Mat	N/A
	1998 Pace 16ft. Trailer	N/A
	2007 Ford Expedition	N/A
	2001 E-One Platform	1,500
	2002 Ford F-550 Brush Truck	350
	2005 E-One Pumper	1,500
Station 3	1994 Rescue One Boat	N/A
	2005 Ford 550	N/A
	1996 E-One Medium Rescue	N/A
	1997 E-One 75ft. Aerial	1,500
	2007 Ford Expedition	N/A
	2005 E-One Pumper	1,500

Location	Apparatus	Fire Flow (GPM)
Station 4	1994 Rescue One Boat	N/A
	2007 95 Foot E-One Tower	1,500
	1997 E-One International Heavy Rescue	350
	1998 16ft. Trailer	N/A
	2002 Ford F-550 Brush Truck	350
	2004 E-One Typhoon Rear Pumper	1,500
	2005 E-One International Air Light Truck	N/A
Station 5*	1994 E-One ARFF	500
	1994 E-One P-23 ARFF	3,300
	1996 E-One P-23 ARFF	3,300
	1997 E-One International Heavy Rescue	350
	1998 Pace 16ft. Trailer	N/A
Station 6	1994 Rescue One Boat	N/A
	1997 95 Foot E-One Tower	1,500
	2002 Ford F-550 Brush Truck	350
	2005 E-One Pumper	1,500
Station 7	2005 E-One Pumper	1,500
Station 8	2005 E-One Pumper	1,500
Station 9	2005 E-One Pumper	1,500
Station 10	1999 E-One International	2,500
	2000 E-One International Interface Pumper	650
Station 11	1996 E-One International Interface	650
	1999 E-One International Tanker	2,500
Station 12	1999 E-One International Tanker	2,500
	2000 E-One International Interface Pumper	650
Station 13	1999 E-One International Tanker	2,500
	2000 E-One International Interface Pumper	650
Station 14	1994 Rescue One Boat	N/A
	2000 E-One International Interface Pumper	650
	2006 E-One International Tanker	1,500
Station 15	1994 Rescue One Boat	N/A
	2000 Ford F-450 Brush Truck	350
	2003 E-One Rescue Pumper	1,500
Total GPM		47,950
Location	Apparatus	Fire Flow (GPM)
	Leon County Ambulance/Vehicles (24)	N/A

Source: City of Tallahassee/Leon County

* Pumping capacity for Station 5 is not included in total because those apparatus are dedicated to the airport.

The current pumping capacity is defined as the combined amount of water that all apparatus in the Fire Rescue Department can pump to a first alarm non-residential fire. As outlined by Table 4 above, the pumping capacity of the City's Fire Rescue Department is 47,950 gallons per minute. Accordingly, based on National Fire Protection Association fire fighting standards for fire-flow, the Fire Department currently

has sufficient fire-flow capacity to provide service coverage in the event of a structure fire involving unlimited square feet.¹ Table 5 details the Fire Rescue Department's response protocol.

Table 5
City of Tallahassee/Leon County Fire Rescue Minimum Response Protocol

Call Type	Typical Zone 1 Response
Medical	Engine (1)
Vehicle Accident	Engine (1)
Vehicle Accident with Extraction	Engine (2), Battalion Chief (1)
Residential Fire	Engines (2), Truck(1), Battalion Chief (1)
Residential/Building Alarm	Engine (1)
Commercial Fire	Engines (2), Truck (1), Battalion Chief (1)
Hazardous Material	Engines (2), Tanker (1), Truck (1), Haz-Mat (1), Battalion Chief (1)
Service Calls	Engine (1)

Call Type	Typical Zone 2 Response
Medical	Rescue (1)
Vehicle Accident	Rescue (1), Tanker (1)
Vehicle Accident with Extraction	Rescue (1), Battalion Chief (1), Engine or Tanker (2)
Residential Fire	Engines (1), Tankers (2), Battalion Chief (1), Rescue (1), Truck (1)
Residential/Building Alarm	Rescue (1), Tanker (1)
Commercial Fire	Engines (2), Truck (1), Battalion Chief (1), Rescue (1), Tanker (1)
Hazardous Material	Engines (2), Tanker (1), Truck (1), Haz-Mat (1), Battalion Chief (1), Rescue (1)
Service Calls	Engine (1), Tanker (1)

Source: City of Tallahassee/Leon County

DEVELOPMENT OF FACTORS

FIRE SERVICES V. EMERGENCY MEDICAL SERVICES

In June 2000, litigation over the City of North Lauderdale fire rescue assessment program resulted in a decision by the Fourth District Court of Appeals in the case of SMM Properties, Inc. v. City of North Lauderdale, (the "North Lauderdale" case). The Fourth District Court of Appeals concluded that Emergency Medical Services (EMS) did not provide a special benefit to property. The Court, however, reaffirmed that fire suppression, fire prevention, fire/building inspections and first response medical services do provide a special benefit to property. In August 2002, the Florida Supreme Court upheld the decision of the Fourth District Court of Appeals.

To address these concerns, GSG has developed a methodology that removes the costs associated with emergency medical services. The apportionment methodology only utilizes fire incident report data related to non-EMS calls.

The proposed Fiscal Year 2009-10 projected departmental costs were allocated between fire rescue and emergency medical services because of the Florida Supreme Court's opinion in City of North Lauderdale v. SMM Properties that emergency medical services (above the level of first response) does not provide a special benefit to property. Accordingly, the fire rescue costs were split from emergency medical service costs based on the following general guidelines.

¹ Source: National Fire Protection Association, "NFPA 1 Uniform Fire Code, 2006, Annex H, Table H, 5.1."

DIRECT ALLOCATIONS

To the extent that certain line items could be allocated directly to fire, direct allocations were made. For example, all costs associated with "RR&I Transfer (Hydrant Replacement)," "Volunteer Fire Department," and "Airport Fire Protection" were allocated entirely to fire. All costs directly related to emergency medical services were removed entirely.

ADMINISTRATIVE FACTOR

Certain line items were allocated between fire and EMS based on an Administrative Factor. This Administrative Factor is derived by creating a ratio between non-EMS or fire personnel and total combat personnel per shift. Because of the addition of six (6) combat positions to the City Fire Rescue Department that will be located at Stations 10 - 14 commencing October 1, 2009, the City's existing staffing pattern will be revised. These changes will allow the City, under optimal staffing, to operate with 69 non-EMS personnel and 11 EMS personnel, for a total of 80 combat personnel within the proposed funding timeframe (by Fiscal Year 2013-14). This optimal staffing yields an 86.3% percent non-EMS Administrative Factor.

This percentage was then applied to all applicable line items to allocate the costs that could not be directly allocated as fire costs or EMS costs, and that could not be operationally allocated (see below). For example, the Administrative Factor was applied to the personnel expenditures for salaries and benefits, and the line item expenditures for "Advertising," "Indirect Costs," "Human Resource Expense" and "Debt Service" to determine the fire service costs of these line items.

OPERATIONAL FACTOR

Other assessable cost line items may also be allocated between fire and EMS based on an Operational Factor. The Operational Factor is derived by creating a ratio between non-EMS (i.e. fire) calls and EMS calls, and this ratio which is based on the City's Fire Rescue Department's operations, was then applied to certain budget line items such as "Gasoline" and "Vehicle Garage Expense".

To develop the Operational Factor, GSG obtained fire rescue incident data identifying the number of fire rescue calls made to property categories within the entire County over a one-year period. The City fire rescue incident data was used to determine the demand for fire rescue services. GSG obtained information from the City in an electronic format, identifying the number and type of fire rescue incident responses for calendar year 2007.

The State Fire Marshal's office uses the Florida Fire Incident Reporting System (FFIRS). This system is a tool for fire rescue departments to report and maintain computerized records of fire rescue incidents and other department activities in a uniform manner. Under this system, a series of basic phrases with code numbers are used to describe fire rescue incidents. Appendix A provides a codes list for the "type of situation found" as recorded on the fire rescue incident reports used to identify EMS and non-EMS calls.

The ratio between non-EMS (i.e. fire) calls and EMS calls is then applied to all applicable line items to allocate the costs that could not be directly allocated as fire costs or EMS costs, and that could not be administratively allocated. For calendar year 2007, the City reported 24,547 total fire rescue incident calls to FFIRS, of which 9,122 were non-EMS (i.e. fire) calls and 15,425 were EMS calls. This information results in a 37.16% non-EMS Operational Factor.

ASSESSABLE COST CALCULATIONS

The fire services assessable cost calculations for Fiscal Years 2009-10 through 2013-14 are based on the following assumptions for the purpose of this Fire Assessment Memorandum.

- Unless more accurate information was available, a three percent annual increase was applied across all "Personnel Services" and all "Operating Expenditures." No increase was applied to revenues.
- Revenues are shown as a reduction of the total projected expenditures for each fiscal year, thereby reducing the total assessable costs for that year. Revenues are comprised of revenues directly received from or for the delivery of fire services, such as "Fire Inspection Fees," "Forfeited Discounts," "Firefighters Supplemental," and contract for service revenues that are allocated to the fire budget.
- All costs associated with providing contract services to the Tallahassee Regional Airport were included in the assessable budget with the corresponding contract revenues removed from the assessable budget calculations.
- The line item "Under Collection Rate for Separate Bill" and "Under Collection Rate for Utility Bill" under "Additional Costs" reflects a 95% collection rate of the Fire Services Assessment is a reserve for under collection.
- The line item "GSG Study/Annual/Update" under "Operating Expenditures" is the costs associated with the development of the initial assessment study as well as the recurring annual costs and update costs in year five. These costs are reimbursable through the assessment program.
- All costs associated with fire hydrant maintenance were provided by City staff. These costs were included as 100% fire costs and are reflected in each year's budget.
- Any payments historically exchanged between the City and County for fire services were not included in the assessable budget.
- The costs associated with providing an additional firefighter to each of the rural fire stations (10-14) were included in the assessable budget.
- The costs associated with supporting the volunteer fire departments were included as 100% fire costs and are included in the assessable budget.

Table 6 provides a calculation of the assessable costs for Fiscal Year 2009-10 based on an application of the above factors to the Fiscal Year 2008-09 Adopted Budget. The calculation yields an assessable cost of \$29,058,003 for Fiscal Year 2009-10.

Table 6
Fire Services Assessable Cost Calculations (FY 2009-10)

	FY 09-10 Proforma Budget	FY 09-10 Assessable Budget
Personnel Services		
Salaries	\$12,978,263	\$11,273,505
Capitalized Wages	(\$34,976)	(\$30,167)
Salary Enhancements	\$542,335	\$470,748
Firefighter Holiday Pay	\$855,272	\$740,543
Temporary Wages	\$7,725	\$7,725
Overtime	\$494,961	\$432,137
Other Salary Items	\$323,218	\$280,399
Pension-Current	\$2,279,993	\$1,979,050
Pension-MAP	\$41,509	\$37,262
Mandatory Medicare	\$135,019	\$117,312
Health Benefits	\$1,550,864	\$1,346,144
Health Benefits-Retirees	\$580,766	\$500,910
Flex Benefits	\$100,759	\$88,383
Total Personnel Services	\$19,855,707	\$17,243,952
Operating Expenditures		
Advertising	\$1,663	\$1,576
Cleaning & Laundry	\$14,302	\$12,915
Reproduction	\$5,780	\$2,684
Unclassified Professional Svcs	\$25,740	\$22,200
Equipment Repairs	\$43,926	\$27,493
Medical Services	\$67,012	\$-
Unclassified Contract Svcs	\$276,471	\$133,464
Computer Software	\$3,281	\$2,829
Telephone	\$27,018	\$22,513
Chem-Med-Lab	\$43,713	\$2,266
Food	\$629	\$543
Gasoline	\$99	\$37
Office Supplies	\$21,542	\$14,508
Uniforms & Clothing	\$126,906	\$109,397
Unclassified Supplies	\$141,938	\$91,347
Travel & Training	\$64,506	\$42,484
Journals & Books	\$15,392	\$13,607
Memberships	\$3,069	\$2,851
Certificates & Licenses	\$206	\$178
Rent Expense-Machines	\$12,756	\$8,166
Unclassified Charges	\$54,075	\$46,640
Bad Debt Expense	\$31,782	\$27,412
Unclassified Equipment	\$113,712	\$88,838
Human Resource Expense	\$409,930	\$355,686
Accounting Expense	\$98,817	\$83,633
Purchasing Expense	\$29,496	\$25,228
Information Systems Expense	\$1,541,214	\$1,334,838
Risk Management Expense	\$239,306	\$206,401
Radio Communications Expense	\$123,962	\$106,917
Revenue Collection Expense	\$62,515	\$53,919
Utility Service Expense	\$1,150,000	\$1,150,000
Vehicle Garage Expense	\$689,491	\$269,289
Vehicle Fuel	\$325,078	\$281,904
Vehicle Replacement	\$600,000	\$517,500
Utilities-Sewer	\$14,873	\$12,828

	FY 09-10 Proforma Budget	FY 09-10 Assessable Budget
Utilities-Sanitation	\$8,210	\$7,081
Utilities-Stormwater	\$15,985	\$13,787
Utilities-Gas	\$40,479	\$34,913
Utilities-Water	\$14,765	\$12,735
Utilities-Electric	\$208,490	\$179,822
Utilities-Fire Services	\$7,597	\$6,553
Indirect Costs	\$552,956	\$476,924
Debt Service Transfer	\$693,181	\$597,868
RR&I Transfer (Hydrant Replacement)	\$100,000	\$100,000
Fire Hydrant Maintenance Expense	\$1,019,626	\$1,019,626
Vol Fire Dept County	\$482,479	\$482,479
Add'l Personnel Stations 10-14	\$916,079	\$790,118
Airport Fire Protection	\$916,061	\$916,061
GSG Study/Annual/Update	\$-	\$195,000
Notice Costs	\$-	\$-
Total Operating Expenditures	\$11,356,107	\$9,905,060
Capital Outlay		
City	\$1,353,400	\$1,325,900
Virtual Dispatch Center	\$500,000	\$431,250
Total Capital Outlay	\$1,853,400	\$1,757,150
Total Expenditures	\$33,065,214	\$28,906,162
Revenues		
City-Fire Inspection Fees	\$320,000	\$320,000
City-Firefighters Supplemental	\$30,000	\$30,000
City-Airport	\$916,061	\$916,061
City-Forfeited Discounts	\$35,000	\$35,000
Total Revenues	\$1,301,061	\$1,301,061
Total Expenditures	\$33,065,214	\$28,906,162
Less Total Revenues	(\$1,301,061)	(\$1,301,061)
Total Net Expenditures before Additional Costs	\$31,764,153	\$27,605,101
Additional Costs		
Separate Monthly Bill		\$-
Under Collection Rate for separate bill (5%)		\$392,284
Under Collection Rate for utility bill (5%)		\$1,060,618
Total Additional Costs		\$1,452,902
Total Assessable Costs		\$29,058,003

Table 7 shows the calculation of the full cost of the Fire Services Assessment Program for Fiscal Year 2009-10 through Fiscal Year 2013-14 as well as the five-year average Fire Services Assessment Program cost.

Table 7
Fire Services Assessable Cost Calculations Proforma Five-Year Average (FY 2009-10 thru FY 2013-14)

	FY 09-10 Assessable Budget	FY 10-11 Assessable Budget	FY 11-12 Assessable Budget	FY 12-13 Assessable Budget	FY 13-14 Assessable Budget	Five-Year Average Assessable Budget
Total Personnel Services	\$17,243,952	\$17,761,270	\$18,294,108	\$18,842,932	\$19,408,220	\$18,310,096
Total Operating Expenditures	\$9,905,060	\$9,966,877	\$10,921,407	\$11,217,971	\$11,625,272	\$10,727,317
Total Capital Outlay	\$1,757,150	\$172,500	\$172,500	\$172,500	\$172,500	\$489,430
Total Expenditures	\$28,906,162	\$27,900,647	\$29,388,015	\$30,233,403	\$31,205,991	\$29,526,844
Total Revenues	\$1,301,061	\$1,301,061	\$1,301,061	\$1,301,061	\$1,301,061	\$1,301,061
Total Net Expenditures before Additional Costs	\$27,605,101	\$26,599,586	\$28,086,954	\$28,932,342	\$29,904,930	\$28,225,783
Total Additional Costs	\$1,452,902	\$1,399,980	\$1,478,262	\$1,522,756	\$1,573,944	\$1,485,569
Total Assessable Costs	\$29,058,003	\$27,999,566	\$29,565,216	\$30,455,098	\$31,478,874	\$29,711,351

Determination of Fire Services Demand

INCIDENT DATA

GSG obtained information from the City in an electronic format, identifying the number and type of fire rescue incident responses for calendar year 2007. The City uses the Florida Fire Incident Reporting System (FFIRS) to record its fire rescue incidents. The FFIRS is a tool for fire rescue departments to report and maintain computerized records of fire rescue incidents and other department activities in a uniform manner.

Under this system, a series of basic phrases with code numbers are used to describe fire rescue incidents. A data field in the FFIRS, "type of situation found," identifies the incident as an EMS or non-EMS type of call for each incident. Appendix A provides a code list for the "type of situation found" as recorded on the fire rescue incident reports used to identify EMS and non-EMS calls.

Another data field in the FFIRS, "fixed property use," identifies the type of property that fire rescue departments respond to for each fire rescue incident. The fixed property uses correlate to property uses determined by the Leon County Property Appraiser on the ad valorem tax roll. Appendix B provides a code list for the "fixed property use" as recorded on the fire rescue incident reports.

GSG analyzed the calendar year 2007-fire rescue incident data from the FFIRS files to evaluate trends and determine if aberrations were present. The fire rescue incident data for calendar year 2007 represents 24,625 fire rescue incidents. All fire rescue incidents were geo-coded to the addresses listed in the FFIRS reports. The geo-coding of calls identified those calls that were made to government owned properties.

Of the 24,625 fire rescue incidents, 78 incidents were duplicates and were removed. Of the remaining 24,547 fire rescue incidents, there were 15,425 incidents classified as EMS type incidents based on the type of situation found indicated on the incident report. The 15,425 EMS type incidents were not included in the analysis.

Of the remaining 9,122 fire type incidents, calls for certain situation found codes were omitted because they were not true incidents, or because they are accounted for under a separate agreement. For example, Station 5, located at the Tallahassee Regional Airport, is funded through a separate budget source. Accordingly, calls reported by Station 5 for runway checks, required by the Federal Aviation Authority, were omitted from the analysis. Additionally, some examples of the situation found codes that did not represent true calls for service were "public service," "alarm system activated/testing/maintenance," "training/academy" and "pre-fire planning." There were a total of 2,120 incidents with these type of situation found codes that were not included in the data set.

There are certain fire incidents that could not be assigned to a specific property or parcel. These calls represent non-specific type incidents, which are incidents that either could not be correlated to a specific parcel or calls that involved auto accidents and other types of incidents along roads and highways.

Of the 7,002 remaining fire type incidents, 5,224 were calls to specific property uses. The remaining 1,778 incidents were considered non-specific type incidents. Because of the inability to correlate these non-specific type incidents to specific property categories, the call analysis does not include these 1,778 incidents. Additionally, the level of services required to meet anticipated demand for fire services and the corresponding annual fire services budget required to fund fire services provided to non-specific property uses would be required notwithstanding the occurrence of any incidents from such non-specific property uses.

The suppression of fires on vacant land and agricultural property primarily benefits adjacent property by containing the spread of fire rather than preserving the integrity of the vacant parcel. Thus, incidents to vacant and agricultural property were not included in the final analysis of the fire call database. The 142 calls to these two property use categories were removed.

Of the remaining 5,082 fire type incidents, there were 662 calls for service to government properties as identified by addresses or fixed property use codes provided in the FFIRS reports. The costs associated with providing service to government properties was segregated and those government properties will fund fire service through a fee that is determined by the historical demand for service.

Table 8 outlines the property use category assignment of fire type incidents based on the analysis conducted by GSG.

Table 8
Fire Calls by Category (Calendar Year 2007)

Property Category	Number of Fire Incidents	Percentage of Total Incidents
Single-Family Residential	2,146	42.23%
Multi-Family Residential	841	16.55%
Commercial	1,058	20.82%
Industrial/Warehouse	48	0.94%
Institutional	327	6.43%
College - FSU	182	3.58%
College - FAMU	152	2.99%
College - TCC	1	0.02%
Government - Federal	5	0.10%
Government - State	79	1.55%
Government - Leon County	24	0.47%
Government - City of Tall	35	0.69%
Government - Fire Stations	8	0.16%
Government - Leon County Industrial Park	10	0.20%
Tallahassee Leon County Civic Center	1	0.02%
Educational - School Board	133	2.62%
Tallahassee Housing Authority	7	0.14%
Leon County Research and Development TIITF Authority	18	0.35%
Educational - Lively Vo-Tech	7	0.14%
Total	5,082	100.00%

Source: City of Tallahassee/Leon County Fire Rescue Department (2007).

PROPERTY DATA

GSG obtained information from the ad valorem tax roll from the Leon County Property Appraiser's office to develop the assessment roll. Each building within the City and the County on the ad valorem tax roll was assigned to one or more of the property use categories based on their assignment of use by the Leon County Property Appraiser or verification of use obtained through field research. A list of building improvement codes used by the Leon County Property Appraiser and their assignment to a property use category is provided as Appendix C.

The Single-Family Residential Property Use Category includes such properties as single-family dwelling units, duplexes and mobile homes. The Multi-Family Residential Property Use Category includes such

properties as triplexes, quadruplexes, apartments, condominiums, townhouses, and cooperatives. In the event the data was indefinite, the DOR codes were used to clarify mobile home categories and help identify condominium and townhouse buildings. For parcels assigned to the Single-Family Residential and Multi-Family Residential Property Use Categories, GSG utilized the total number of dwelling units as determined from the building files on the ad valorem tax roll or through the use of field research.

The Non-Residential Property Use Category includes commercial, industrial/warehouse, and institutional property uses. For parcels within the Non-Residential Property Use Categories (Commercial, Industrial/Warehouse and Institutional), GSG determined the amount of square footage of the structures using the building files on the ad valorem tax roll or through the use of field research.

For RV parks regulated under Chapter 513, Florida Statutes, in accordance with Sections 166.223 and 125.0168, Florida Statutes, which mandate that cities and counties treat RV parks like commercial property for non-ad valorem assessments levied by the City and County, each RV space within the park was treated as a building of commercial property and assigned the square footage of 191 square feet, the average size of a recreational vehicle, according to the Florida Association of RV Parks and Campgrounds.

Computation of Fire Services Assessments

This section of the Memorandum includes the assessment rates as calculated within this Assessment Memorandum. The City and County fire rescue assessment cost calculations provided herein are primarily based on information supplied by the City and County. The assessable cost projections developed by GSG are designed to forecast assessment rates within each property use category for Fiscal Year 2009-10.

SERVICE ZONES

Service zones were created to reflect the level of service differentiation of a property located in a higher density area that receives fire protection coverage from multiple stations compared a property located in an area generally described as rural and typically serviced by a single fire station. For this purpose, "core stations" were identified and defined as those stations within five road miles of at least two other stations. The creation of a core area was necessary to eliminate the appearance of a higher service level of those properties that may be within five road miles of two stations; however, the location of the property lies between two stations that are nearly ten miles apart.

Those properties included in "Zone 1" were generally located within five road miles of two "core stations." Properties located outside of five road miles of two "core stations" were included in "Zone 2." A map of the service zones is provided in Appendix E.

Calls were plotted, or "geocoded," on a map based upon the address provided in the FFIRS database. Those calls correlated to properties included in "Zone 1," and those calls correlated to properties included in "Zone 2," were aggregated and assigned to the respective zone. Table 9 details the assignment of calls to service zones.

Table 9
Fire Calls by Zones to Non-Governmental Properties (Calendar Year 2007)

Zone	Number of Calls to Specific Property Uses
Calls to Zone 1 Properties	3,138
Calls to Zone 2 Properties	1,282

Using the fixed property use codes, the remaining 4,420 fire type incidents corresponding to specific properties were assigned to the following property use categories: single-family residential, multi-family residential, commercial, industrial/warehouse and institutional.

Table 10 outlines the property use category assignment of fire type incidents for non-governmental properties based on the historical demand for service in each zone.

Table 10
Fire Calls by Category to Non-Governmental Properties (Calendar Year 2007)

Category	Zone 1		Zone 2	
	Number of Incidents	Percentage of Calls	Number of Incidents	Percentage of Calls
Single-Family Residential	1,050	33.5%	1,096	85.5%
Multi-Family Residential	806	25.7%	35	2.7%
Commercial	954	30.4%	104	8.1%
Industrial/Warehouse	36	1.1%	12	1.0%
Institutional	292	9.3%	35	2.7%
Total	3,138	100.0%	1,282	100.0%

Source: City of Tallahassee/Leon County Fire Rescue Department (2007).

SPECIAL BENEFIT ASSUMPTIONS

The following assumptions support a finding that the fire services, facilities, and programs provided by the City and County provide a special benefit to the assessed parcels.

- Fire services, facilities, and programs possess a logical relationship to the use and enjoyment of property by: (i) protecting the value and integrity of improvements and structures through the availability and provision of comprehensive fire services; (ii) protecting the life and safety of intended occupants in the use and enjoyment of property; (iii) lowering the cost of fire insurance by the presence of a professional and comprehensive fire services program; and (iv) containing fire incidents occurring on land with the potential to spread and endanger other property and property features.
- The availability and provision of comprehensive fire services enhances and strengthens the relationship of such services to the use and enjoyment of the parcels of property, the market perception of the area and, ultimately, the property values within the assessable area.

APPORTIONMENT METHODOLOGY

The following section describes the assessment apportionment methodology for fire services based on: (i) the fire services assessable cost calculations; (ii) the ad valorem tax roll maintained by the property appraiser and the availability of the data residing on the database; and (iii) the fire rescue incident data.

COST APPORTIONMENT

The Fiscal Year 2009-10 assessable cost calculation was first apportioned among government and non-government property based upon the historical demand for service. The assessable costs attributable to non-government property was then apportioned among property use categories in each service zone based upon the historical demand for fire services reflected by the fire incident data experienced in each service zone for Calendar Year 2007. This apportionment is illustrated in Table 11.

**Table 11
Cost Apportionment**

Category	Zone 1			Zone 2		
	Total Calls	Percentage	Assessable Costs	Total Calls	Percentage	Assessable Costs
Residential	1,050	33.5%	\$6,138,709	1,096	85.5%	\$6,407,643
Multi-Family	806	25.7%	\$4,712,190	35	2.7%	\$204,624
Commercial	954	30.4%	\$5,577,456	104	8.1%	\$608,025
Industrial/Warehouse	36	1.1%	\$210,470	12	1.0%	\$70,157
Institutional	292	9.3%	\$1,707,146	35	2.7%	\$204,624
Total	3,138	100.0%	\$18,345,970	1,282	100.0%	\$7,495,071

PARCEL APPORTIONMENT

The share of the assessable costs apportioned to each property use category was further apportioned among the individual buildings of property within each property use category in the manner described in Table 12.

**Table 12
Parcel Apportionment within Property Use Categories**

Category	Parcel Apportionment
Single - Family Residential	Dwelling Unit
Multi - Family Residential	
Non-Residential	Improvement Area Per Building Within Square Footage Ranges
-Commercial	
-Industrial/Warehouse	
-Institutional	

Applying the foregoing parcel apportionment methodology, fire assessment rates were computed for each property use category. The specific methodology, underlying special benefit and fair apportionment assumptions are included below and generally described.

RESIDENTIAL PARCEL APPORTIONMENT ASSUMPTIONS

The following assumptions support findings that the parcel apportionment applied in the Residential Property Use categories are fair and reasonable. The Residential Property Use Categories includes such properties as single-family dwelling units and multi-family dwelling units.

- The size or the value of the residential parcel does not determine the scope of the required fire services. The potential demand for fire services is driven by the existence of a dwelling unit and the anticipated average occupant population.
- Apportioning the assessable costs for fire services attributable to the residential property use category on a per dwelling unit basis is required to avoid cost inefficiency and unnecessary administration, and is a fair and reasonable method of parcel apportionment based upon historical fire call data.

RESIDENTIAL PARCEL APPORTIONMENT CALCULATION

Based upon the historical demand for fire services, the percentages of assessable costs attributable to residential properties were calculated. The amount of the assessable costs allocable to each residential property was divided by the number of dwelling units in the respective Residential Property Use Category to compute the fire assessment to be imposed against each dwelling unit. For each residential parcel, the actual number of dwelling units located on the parcel will be multiplied by the residential dwelling unit rate to compute the residential fire assessment amount for the parcel.

Table 13 illustrates the assignment of dwelling units under this apportionment methodology to the Residential Property Use Category for each zone.

Table 13
Parcel Apportionment Residential Property Use Category

Residential Property Use Category	Number of Dwelling Units-Zone 1	Number of Dwelling Units-Zone 2
Single-Family Dwelling Units	34,375	39,866
Multi-Family Dwelling Units	37,938	4,837

Source: Leon County Property Appraiser (2007).

NON-RESIDENTIAL PARCEL APPORTIONMENT ASSUMPTIONS

The Non-Residential Property Use category includes commercial, industrial/warehouse, and institutional property uses. The capacity to handle fires and other emergencies in Non-Residential Property Use category is governed by the following:

- The current pumping capacity is defined as the combined amount of water that all apparatus in the Fire Department can pump to a non-residential fire. As outlined by Table 4 above, the pumping capacity of the Fire Department is 47,950 gallons per minute. Accordingly, based on National Fire Protection Association fire fighting standards for fire flow, the Fire Department currently has sufficient fire flow capacity to provide service coverage in the event of a fire involving significant to unlimited square footage.² To avoid inefficiency and unnecessary administration, the City and County have elected to use 14 classifications, with a maximum classification of over 100,000 square feet. This application has no material impact on the non-residential parcel apportionment.

The following assumption supports findings that the parcel apportionment applied in the Non-Residential Property Use category is fair and reasonable.

- The risk of loss and demand for fire services availability is substantially the same for structures below a certain minimum size. Because the value and anticipated occupancy of structures below a certain minimum size is less, it is fair, reasonable, and equitable to provide a lesser assessment burden on such structures by the creation of a specific property parcel classification for those parcels.
- The separation of non-residential buildings into square footage classifications is fair and reasonable for the purposes of parcel apportionment because: (i) the absence of a need for precise square footage data within the ad valorem tax records maintained by the property appraiser undermines the use of actual square footage of structures and improvements within each improved building as a basis for parcel apportionment; (ii) the administrative expense and complexity created by an on-site inspection to determine the actual square footage of structures and improvements within each improved parcel assessed is impractical; and (iii) the demand for fire services availability is not precisely determined or measured by the actual square footage of structures and improvements within benefited parcels; and (iv) the classification of buildings within square footage ranges is a fair

² Source: National Fire Protection Association, "NFPA 1 Uniform Fire Code, 2006, Annex H, Table H, 5.1"

and reasonable method to classify benefited parcels and to apportion costs among benefited buildings that create similar demand for the availability of fire services.

The parcel apportionment for each Non-Residential Property Use Classification shall include both minimum building classifications and an additional classification of all other buildings based upon the assumed square footage of structures and improvements within the improved parcel. The Non-Residential Property Use Classifications include Commercial, Industrial/Warehouse and Institutional. The following describes the Non-Residential Property parcel apportionment calculation and classification for the Commercial, Industrial/Warehouse and Institutional categories.

NON-RESIDENTIAL PARCEL APPORTIONMENT CALCULATION

Based upon the historical demand for fire services, property in the Non-Residential Property Use categories will be responsible for funding a percentage of assessable costs. The amount of the assessable costs allocable to buildings within each of the Non-Residential Property Use Classifications was calculated based upon the following building classifications.

- Non-residential buildings with square footage of non-residential improvements less than 1,999 square feet were assigned an improvement area of 1,000 square feet per building. Buildings with square footage of non-residential improvements between 2,000 square feet and 3,499 square feet were assigned an improvement area of 2,000 square feet per building. Buildings with non-residential improvements between 3,500 square feet and 4,999 square feet were assigned an improvement area of 3,500 square feet per building. Buildings with non-residential improvement areas between 5,000 square feet and 9,999 square feet were assigned an improvement area of 5,000 square feet per building. For buildings containing non-residential improvements between 10,000 square feet and 99,999 square feet, assignments of improvement area were made in 10,000 square foot increments.
- For buildings, containing non-residential improvements over 99,999 square feet, an assignment of improvement area of 100,000 was made.

Sections 125.0168 and 166.223, Florida Statutes, relating to special assessments levied on recreational vehicle parks regulated under Chapter 513, Florida Statutes require the following:

- When a city or county levy a non-ad valorem special assessment on a recreational vehicle park regulated under Chapter 513, the non-ad valorem special assessment shall not be based on the assertion that the recreational vehicle park is comprised of residential units. Instead, recreational vehicle parks regulated under Chapter 513 shall be assessed as a commercial entity in the same manner as a hotel, motel, or other similar facility.

Table 14 illustrates the assignment of improvement area under this apportionment methodology for the Commercial, Industrial/Warehouse and Institutional categories.

Table 14
Fire Services Assessment Parcel Apportionment (Non-Residential Property Use Category)

Square Foot Tiers	Number of Commercial Buildings		Number of Industrial/Warehouse Buildings		Number of Institutional Buildings	
	Zone 1	Zone 2	Zone 1	Zone 2	Zone 1	Zone 2
	≤ 1,999	1325	202	172	62	100
2,000 - 3,499	844	125	175	46	84	40
3,500 - 4,999	488	55	118	43	72	30
5,000 - 9,999	704	69	301	71	90	43
10,000 - 19,999	355	37	197	30	72	22
20,000 - 29,999	116	14	60	5	22	3
30,000 - 39,999	65	5	26	2	13	1
40,000 - 49,999	30	4	11	2	7	1
50,000 - 59,999	29	3	8	0	8	0
60,000 - 69,999	15	1	2	0	2	1
70,000 - 79,999	11	0	2	2	4	1
80,000 - 89,999	9	1	3	1	2	0
90,000 - 99,999	7	2	0	1	2	1
≥ 100,000	37	2	5	0	8	1

Source: City of Tallahassee/Leon County Fire Rescue Department (2007).

Because the suppression of fires on vacant land and agricultural property primarily benefits adjacent property by containing the spread of fire rather than preserving the integrity of the vacant parcel, incidents to vacant and agricultural property were not included in the final analysis of the fire call database. Therefore, only the primary structures on vacant and agricultural parcels will be charged.

FIRE ASSESSMENT RATES

Applying the parcel apportionment methodology, fire services assessment rates were computed for each specified property use category. Based on the assessable costs of providing fire services, the number of fire calls apportioned to specific property categories and the number of billing units within the specified property categories.

Table 15 illustrates the assessment rates after application of the assessment methodology based on 100 percent funding of the total assessable costs for Fiscal Year 2009-10.

Table 15
Fire Services Assessment Rates (Funding Generates \$27,813,187 Net Revenues)

Residential Property Use Categories		Zone 1 - Rate Per Dwelling Unit	Zone 2 - Rate Per Dwelling Unit
Single-Family Dwelling Unit		\$175	\$158
Multi-Family Dwelling Unit		\$122	\$42
Commercial Property Use Category	Building Classification (in square foot ranges)	Zone 1 - Rate Per Building	Zone 2 - Rate Per Building
	≤ 1,999	\$226	\$239
	2,000 - 3,499	\$452	\$478
	3,500 - 4,999	\$791	\$837
	5,000 - 9,999	\$1,129	\$1,195
	10,000 - 19,999	\$2,258	\$2,390
	20,000 - 29,999	\$4,516	\$4,780
	30,000 - 39,999	\$6,774	\$7,169
	40,000 - 49,999	\$9,032	\$9,559
	50,000 - 59,999	\$11,290	\$11,948
	60,000 - 69,999	\$13,548	\$14,338
	70,000 - 79,999	\$15,805	\$16,728
	80,000 - 89,999	\$18,063	\$19,117
	90,000 - 99,999	\$20,321	\$21,507
	≥ 100,000	\$22,579	\$23,896
Industrial/Warehouse Property Use Category	Building Classification (in square foot ranges)	Zone 1 - Rate Per Building	Zone 2 - Rate Per Building
	≤ 1,999	\$27	\$48
	2,000 - 3,499	\$53	\$96
	3,500 - 4,999	\$93	\$168
	5,000 - 9,999	\$132	\$240
	10,000 - 19,999	\$264	\$479
	20,000 - 29,999	\$527	\$957
	30,000 - 39,999	\$790	\$1,436
	40,000 - 49,999	\$1,054	\$1,914
	50,000 - 59,999	\$1,317	\$2,393
	60,000 - 69,999	\$1,580	\$2,871
	70,000 - 79,999	\$1,843	\$3,350
	80,000 - 89,999	\$2,107	\$3,828
	90,000 - 99,999	\$2,370	\$4,307
	≥ 100,000	\$2,633	\$4,785
Non-Government Institutional Property Use Category	Building Classification (in square foot ranges)	Zone 1 - Rate Per Building	Zone 2 - Rate Per Building
	≤ 1,999	\$371	\$190
	2,000 - 3,499	\$742	\$380
	3,500 - 4,999	\$1,298	\$664
	5,000 - 9,999	\$1,854	\$949
	10,000 - 19,999	\$3,708	\$1,897
	20,000 - 29,999	\$7,416	\$3,793
	30,000 - 39,999	\$11,124	\$5,689
	40,000 - 49,999	\$14,832	\$7,585
	50,000 - 59,999	\$18,539	\$9,481
	60,000 - 69,999	\$22,247	\$11,377
	70,000 - 79,999	\$25,955	\$13,273
	80,000 - 89,999	\$29,663	\$15,169
	90,000 - 99,999	\$33,370	\$17,065
	≥ 100,000	\$37,078	\$18,962

*Estimated Gross Revenue: \$29,058,003; Estimated Exempt Buy-down: \$1,244,815; Estimated Net Revenue: \$27,813,187.

Table 16 illustrates the assessment rates after application of the assessment methodology based on 100 percent funding of the total assessable costs for the Five-Year Average Budget (Fiscal Years 2009-10 through 2013-14).

Table 16
Fire Services Assessment Rates (Funding Generates \$28,438,547 Net Revenues)

Residential Property Use Categories		Zone 1 - Rate Per Dwelling Unit	Zone 2 - Rate Per Dwelling Unit
Single-Family Dwelling Unit		\$179	\$161
Multi-Family Dwelling Unit		\$125	\$43
Commercial Property Use Category	Building Classification (in square foot ranges)	Zone 1 - Rate Per Building	Zone 2 - Rate Per Building
	≤ 1,999	\$231	\$245
	2,000 - 3,499	\$462	\$489
	3,500 - 4,999	\$809	\$856
	5,000 - 9,999	\$1,155	\$1,222
	10,000 - 19,999	\$2,309	\$2,444
	20,000 - 29,999	\$4,618	\$4,887
	30,000 - 39,999	\$6,926	\$7,330
	40,000 - 49,999	\$9,235	\$9,774
	50,000 - 59,999	\$11,544	\$12,217
	60,000 - 69,999	\$13,852	\$14,660
	70,000 - 79,999	\$16,161	\$17,104
	80,000 - 89,999	\$18,469	\$19,547
	90,000 - 99,999	\$20,778	\$21,990
	≥ 100,000	\$23,087	\$24,434
Industrial/Warehouse Property Use Category	Building Classification (in square foot ranges)	Zone 1 - Rate Per Building	Zone 2 - Rate Per Building
	≤ 1,999	\$27	\$49
	2,000 - 3,499	\$54	\$98
	3,500 - 4,999	\$95	\$172
	5,000 - 9,999	\$135	\$245
	10,000 - 19,999	\$270	\$490
	20,000 - 29,999	\$539	\$979
	30,000 - 39,999	\$808	\$1,468
	40,000 - 49,999	\$1,077	\$1,957
	50,000 - 59,999	\$1,346	\$2,447
	60,000 - 69,999	\$1,616	\$2,936
	70,000 - 79,999	\$1,885	\$3,425
	80,000 - 89,999	\$2,154	\$3,914
	90,000 - 99,999	\$2,423	\$4,404
	≥ 100,000	\$2,692	\$4,893
Non-Government Institutional Property Use Category	Building Classification (in square foot ranges)	Zone 1 - Rate Per Building	Zone 2 - Rate Per Building
	≤ 1,999	\$380	\$194
	2,000 - 3,499	\$759	\$388
	3,500 - 4,999	\$1,327	\$679
	5,000 - 9,999	\$1,896	\$970
	10,000 - 19,999	\$3,792	\$1,939
	20,000 - 29,999	\$7,583	\$3,878
	30,000 - 39,999	\$11,374	\$5,817
	40,000 - 49,999	\$15,165	\$7,755
	50,000 - 59,999	\$18,956	\$9,694
	60,000 - 69,999	\$22,747	\$11,633
	70,000 - 79,999	\$26,538	\$13,572
	80,000 - 89,999	\$30,330	\$15,510
	90,000 - 99,999	\$34,121	\$17,449
	≥ 100,000	\$37,912	\$19,388

*Estimated Gross Revenue: \$29,711,351; Estimated Exempt Buy-Down: \$1,272,804; Estimated Net Revenue: \$28,438,547.

EXEMPTIONS AND IMPACT OF EXEMPTIONS

Because the fire services assessment is being developed to meet the case law standards for a valid special assessment, any proposed exemptions require special scrutiny. The crafting of an exemption must be founded upon a legitimate public purpose, and not trample on state or federal constitutional concepts of equal protection and constitutional prohibitions against establishment of religion or the use of the public treasury directly or indirectly to aid religious institutions. Furthermore, to ensure public acceptance, any exemption must make common sense and be fundamentally fair. Finally, the impact of any proposed exemption should be evaluated in terms of its magnitude and fiscal consequences on the City and County's general funds respectively.

Whenever crafting an exemption, it is important to understand that the fair apportionment element required by Florida case law prohibits the shifting of the fiscal costs of any special assessment from exempt landowners to other non-exempt landowners. In other words, the funding for an exemption from a special assessment must come from a legally available external revenue source, such as the City and County's general funds. Funding for fire assessment exemptions cannot come from the proceeds derived directly from the imposition of special assessments for fire services and facilities. Because any exemption must be funded by an external funding source, the grant of any exemption will not have any impact upon the fire assessment to be imposed upon any other non-exempt parcels.

The decision of the City and County to fund exemptions for fire services assessments on property owned by non-governmental entities is based upon the determination that such exemptions constituted a valid public purpose.

Table 17 summarizes the estimated percentage annual impact of exempting institutional, wholly tax-exempt property.

Table 17
Estimated Percentage Impact of Exemptions

Financial Classification	Amount
Estimated Assessable Costs	\$29,711,351
Estimated Buy-down for Institutional Tax-Exempt Building Uses	\$1,272,804
Estimated Revenue Generated	\$28,438,547

Fire Services Fees Imposed on Governmental Property

The special benefit and fair and reasonable apportionment requirements for a valid special assessment do not rigidly apply to charges against government property. Florida case law has stated that user fees are paid by choice and are charged in exchange for a particular governmental service, which benefits the property paying the fee in a manner not shared by other members of the public. In the user fee context, choice means that the property paying the fee has the option of not using the governmental service and thereby avoiding the charge. Under such tests and definition of choice, the validity of both impact fees and stormwater fees have been upheld.

Impact fees are imposed to place the economic burden of infrastructure required by growth on new development. Stormwater fees are imposed to control and treat the stormwater burden generated by the use and enjoyment of developed property. Likewise, fire services provided by the City and County are intended to meet the historical demand for fire services from developed property and such fee benefits the owner or user of developed property in a manner not shared by other members of society (e.g., the owner of undeveloped property).

The Florida Attorney General has recognized that state-owned property is not required to pay a special assessment without legislative authorization but that such authorization is not needed for user fees or service charges. Additionally, a valid charge cannot be enforced by a lien against public property absent elector approval. Rather, the enforcement remedy is a mandamus action to compel payment. In addition, certain general laws preempt the home rule power of local governments to impose special assessments on educational institutions.

The methodology used in structuring the Fire Services Fee billed to governmental property has been structured to recognize the different legal requirements for special assessments and for fees and in recognition of the following assumptions:

- Fire services benefit owners of property that choose to improve and develop their property by: (i) protecting the value of the improvements and structures by providing available fire control services; (ii) protecting the life and safety of intended occupants in the use and enjoyment of improvements and structures within improved parcels; (iii) lowering the cost of fire insurance by the presence of a professional and comprehensive fire control program; and (iv) containing the spread of fire incidents occurring on vacant property with the potential to spread and endanger the structures and occupants of improved property.
- The combined fire services of the City and County under its existing consolidated fire services program enhances and strengthens the relationship of such services to the use and enjoyment of the structure and improvements on improved and developed parcels of property within the County.
- Calculating the amount of the Fire Services Fee for each classification of governmental owner based upon its actual, historical demand for fire services is fair and reasonable and is in recognition of the benefit anticipated to be provided to the owner of the governmental property.

As discussed previously and documented in the "Incident Data" section of this document, the fire services incidents were analyzed to determine the fire services demand for all governmental property and for each owner. The proportionate share of the billable costs for each owner of governmental property was then applied to the total billable costs attributed to the government property classification to determine the Fire Services Fee for each owner.

Table 18 details the breakdown of the calls for service to government properties including the number of calls in the City and County and the percentages of those calls respectively.

Table 18
Government Call Breakdown

Property Category	Total Calls	Total City Calls	City Percentage	Total County Calls	County Percentage
College - FSU	182	182	100%	-	0%
College - FAMU	152	151	99%	1	1%
College - TCC	1	1	100%	-	0%
Government - Federal	5	2	40%	3	60%
Government - State	79	75	95%	4	5%
Government - Leon County	24	23	96%	1	4%
Government - City of Tall	35	34	97%	1	3%
Government - Fire Stations	8	6	75%	2	25%
Government - Leon County Industrial Park	10	10	100%	-	0%
Tallahassee Leon County Civic Center	1	1	100%	-	0%
Educational - School Board	133	105	79%	28	21%
Tallahassee Housing Authority	7	7	100%	-	0%
Leon County Research and Development TIITF Authority	18	18	100%	-	0%
Educational - Lively Vo-Tech	7	7	100%	-	0%
Total	662	622	94%	40	6%

Table 19 provides the Fire Services Fees for government property at 100 percent of the revenue requirements based on the total assessable costs for the Five-Year Average Budget (Fiscal Years 2009-10 through 2013-14).

Table 19
Fire Services Fees by Government Owner

Property Category	Allocation	City Portion	County Portion
College - FSU	\$1,064,043	\$1,064,043	\$0
College - FAMU	\$888,651	\$882,805	\$5,846
College - TCC	\$5,846	\$5,846	\$0
Government - Federal	\$29,232	\$11,693	\$17,539
Government - State	\$461,865	\$438,479	\$23,386
Government - Leon County	\$140,313	\$134,467	\$5,846
Government - City of Tall	\$204,624	\$198,778	\$5,846
Government - Fire Stations	\$46,771	\$35,078	\$11,693
Government - Leon County Industrial Park	\$58,464	\$58,464	\$0
Tallahassee Leon County Civic Center	\$5,846	\$5,846	\$0
Educational - School Board	\$777,570	\$613,871	\$163,699
Tallahassee Housing Authority	\$40,925	\$40,925	\$0
Leon County Research and Development TIITF Authority	\$105,235	\$105,235	\$0
Educational - Lively Vo-Tech	\$40,925	\$40,925	\$0
Total	\$3,870,310	\$3,636,454	\$233,856

Collection Method for Special Assessments

UTILITY BILL COLLECTION METHOD FOR SPECIAL ASSESSMENTS

One method of collection available to local governments is to use an existing utility bill. The City of Tallahassee currently collects its Fire Services Assessment via the existing utility bill. In the unincorporated areas of the County, some of the parcels receive some form of City utilities, which can include electricity, water, gas, sewer or some combination thereof.

The greatest challenge with using the utility bill is to correlate the utility account with the parcel number maintained by the Property Appraiser. This process is detailed and time-consuming because utilities are not billed according to parcel identification numbers – they are billed according to account numbers, which may or may not correlate to a single parcel number. In some cases, one parcel may have multiple utility accounts based on the number of businesses or residents. In those cases, bills will be issued to each utility account holder based on their occupied portion of the total parcel.

SEPARATE BILL COLLECTION METHOD FOR SPECIAL ASSESSMENTS

A separate bill is the other mechanism available to the County because the County has no utility billing system at its disposal. The greatest disadvantage to the separate bill collection method is that the collection rate tends to be lower than when the charge appears on the tax bill or a utility bill. Local governments may, however, file a lien against properties with delinquent charges. Minimal adjustments were made to account for the anticipated under collections of using a separate bill to collect assessments.

The County and City have agreed that the City will bill and collect from property owners in the unincorporated area of the County that have City utility accounts using the utility bill. The City will identify the property owners within the County that do not receive a City utility bill and provide a separate quarterly bill for the Fire Services Assessment charges. The administration of this billing methodology will require vigilance to ensure all properties required to pay the assessment are correctly billed, and that those property owners that receive a utility bill are not doubled billed.

Additional Information

EXEMPTION CALCULATIONS

GSG utilized the most current data to identify institutional, tax-exempt parcels within the City and County in order to calculate the aggregate cost ('buy down') of these parcels. In addition, best efforts were made by GSG to reconcile any differences necessary to calculate the estimated buy down for this exemption category. Missing or incorrect property data could affect the estimated aggregate costs.

NON-SPECIFIC CALLS

In the fire call analysis, certain fire related calls were classified as non-property specific, because of the location of occurrence in the incident report. These calls represent non-specific incidents that either could not be correlated to a specific parcel or involved auto accidents or other types of incidents along roads and highways. These calls are excluded from the analysis that determines the percentage of calls for service to respective property types and therefore, are not considered in the determination of the extent of budget required to fund the department. Because the budget is established based on the ability of the department to adequately protect structures, no adjustment has been made to the budget due to non-property specific calls.

MOBILE HOME AND RECREATIONAL VEHICLE PARK VACANCY CREDIT

As a consequence of the transient use and potential extraordinary vacancies within mobile home and recreational vehicle (RV) parks as compared to other residential property and the lack of demand for fire services for unoccupied spaces, it is fair and reasonable to provide for an extraordinary vacancy adjustment procedure for mobile home and RV park properties. Vacant mobile home and RV spaces within a mobile home or RV park will be charged; however, these properties will be eligible for an extraordinary vacancy adjustment for vacant mobile home or RV spaces.

VERIFICATION OF SQUARE FOOTAGE OF STRUCTURES ON TAX-EXEMPT PARCELS

The ad valorem tax roll provides the data required to determine value. So long as properties remain in the name of owners exempt from ad valorem taxation, the property appraiser may not consistently maintain data related to building improvements on such parcels. As a consequence of such data imperfections, the square footage on some of the parcels, particularly for institutional private sector classifications, may not be complete. The City of Tallahassee Fire Department staff has assisted GSG in verifying square footage information for many parcels of property within the City and County.

BILLING PROPERTIES WITH MULTIPLE UTILITY ACCOUNTS

The proposed methodology can determine the assessment rate per building on a tax parcel. However, for some non-residential properties there may be many utility accounts assigned to a building. When utilizing the utility bill to collect the Fire Services Assessment, a considerable amount of data collection will be necessary to assess each utility account assigned to the building.

Appendix A

SITUATION FOUND CODES AND DESCRIPTIONS

CODE	DESCRIPTION	TYPE
0	UNCLASSIFIED	NON-EMS
0	SKIPPED RUN	NON-EMS
10	FIRE, EXPLOSION; INSUFFICIENT INFORMATION TO FURTHER CLASSIFY	NON-EMS
100	FIRE, OTHER	NON-EMS
11	STRUCTURE FIRE	NON-EMS
110	FIRE, STRUCTURE	NON-EMS
111	BUILDING FIRE	NON-EMS
112	FIRES IN STRUCTURES OTHER THAN IN A BUILDING	NON-EMS
113	COOKING FIRE, CONFINED TO A CONTAINER	NON-EMS
114	CHIMNEY OR FLUE FIRE, CONFINED TO CHIMNEY OR FLUE	NON-EMS
115	INCINERATOR OVERLOAD OR MALFUNCTION, FIRE CONFINED	NON-EMS
116	FUEL BURNER/BOILER MALFUNCTION, FIRE CONFINED	NON-EMS
117	COMMERCIAL COMPACTOR FIRE, CONFINED TO RUBBISH	NON-EMS
118	TRASH OR RUBBISH FIRE, CONTAINED	NON-EMS
118B	BONFIRE CONTAINED	NON-EMS
12	OUTSIDE OF STRUCTURE FIRE	NON-EMS
120	FIRE IN MOBILE PROPERTY USED AS A FIXED STRUCTURE, OTHER	NON-EMS
121	FIRE IN MOBILE HOME USED AS A FIXED RESIDENCE	NON-EMS
122	FIRE IN MOBILE HOME, CAMPER, RECREATIONAL VEHICLE	NON-EMS
123	FIRE IN PORTABLE BUILDING, FIXED LOCATION	NON-EMS
13	VEHICLE FIRE	NON-EMS
130	MOBILE PROPERTY (VEHICLE) FIRE, OTHER	NON-EMS
131	PASSENGER VEHICLE FIRE	NON-EMS
132	ROAD FREIGHT OR TRANSPORT VEHICLE FIRE	NON-EMS
133	RAIL VEHICLE FIRE	NON-EMS
134	WATER VEHICLE FIRE	NON-EMS
135	AIRCRAFT FIRE	NON-EMS
136	SELF PROPELLED MOTOR HOME OR RECREATIONAL VEHICLE	NON-EMS
137	CAMPER OR RV FIRE	NON-EMS
138	OFF ROAD VEHICLE OR HEAVY EQUIPMENT FIRE	NON-EMS
14	TREES, BRUSH, GRASS FIRE	NON-EMS
140	NATURAL VEGETATION FIRE	NON-EMS
141	FOREST, WOODS OR WILDLAND FIRE	NON-EMS
142	BRUSH, OR BRUSH AND GRASS MIXTURE FIRE	NON-EMS
143	GRASS FIRE	NON-EMS
15	REFUSE FIRE	NON-EMS
150	OUTSIDE RUBBISH FIRE, OTHER	NON-EMS
151	OUTSIDE RUBBISH, TRASH OR WASTE FIRE	NON-EMS
152	GARBAGE DUMP OR SANITARY LANDFILL FIRE	NON-EMS
153	CONSTRUCTION OR DEMOLITION LANDFILL FIRE	NON-EMS
154	DUMPSTER OR OTHER OUTSIDE TRASH RECEPTACLE FIRE	NON-EMS
155	OUTSIDE STATIONARY COMPACTOR/COMPACTED TRASH FIRE	NON-EMS
16	EXPLOSION, NO AFTER-FIRE	NON-EMS
160	SPECIAL OUTSIDE FIRE, OTHER	NON-EMS
161	OUTSIDE STORAGE FIRE	NON-EMS

CODE	DESCRIPTION	TYPE
162	OUTSIDE EQUIPMENT FIRE	NON-EMS
163	OUTSIDE GAS OR VAPOR COMBUSTION EXPLOSION	NON-EMS
164	OUTSIDE MAILBOX FIRE	NON-EMS
17	OUTSIDE SPILL, LEAK WITH ENSUING FIRE	NON-EMS
170	CULTIVATED VEGETATION, CROP FIRE, OTHER	NON-EMS
171	CULTIVATED GRAIN, OR CROP FIRE	NON-EMS
172	CULTIVATED ORCHARD OR VINEYARD FIRE	NON-EMS
173	CULTIVATED TREES OR NURSERY STOCK FIRE	NON-EMS
19	FIRE, EXPLOSION NOT CLASSIFIED ABOVE	NON-EMS
20	OVERPRESSURE RUPTURE; INSUFFICIENT INFORMATION TO FURTHER CLASSIFY	NON-EMS
200	OVERPRESSURE RUPTURE, EXPLOSION, OVERHEAT, OTHER	NON-EMS
21	STEAM RUPTURE	NON-EMS
210	OVERPRESSURE RUPTURE FROM STEAM, OTHER	NON-EMS
211	OVERPRESSURE RUPTURE OF STEAM PIPE OR PIPELINE	NON-EMS
212	OVERPRESSURE RUPTURE OF STEAM BOILER	NON-EMS
213	STEAM RUPTURE OF PRESSURE OR PROCESS VESSEL	NON-EMS
22	AIR, GAS RUPTURE	NON-EMS
220	OVERPRESSURE RUPTURE FROM AIR OR GAS, OTHER	NON-EMS
221	OVERPRESSURE RUPTURE OF AIR OR GAS PIPE/PIPELINE	NON-EMS
222	OVERPRESSURE RUPTURE OF BOILER FROM AIR OR GAS	NON-EMS
223	AIR OR GAS RUPTURE OF PRESSURE OR PROCESS VESSEL	NON-EMS
23	RUPTURE	NON-EMS
231	CHEMICAL REACTION RUPTURE OF PROCESS VESSEL	NON-EMS
240	EXPLOSION (NO FIRE), OTHER	NON-EMS
241	MUNITIONS OR BOMB EXPLOSION (NO FIRE)	NON-EMS
242	BLASTING AGENT EXPLOSION (NO FIRE)	NON-EMS
243	FIREWORKS EXPLOSION (NO FIRE)	NON-EMS
251	EXCESSIVE HEAT, SCORCH BURNS WITH NO IGNITION	NON-EMS
29	OTHER OVERPRESSURE RUPTURE	NON-EMS
30	RESCUE CALL;INSUFF INFO	EMS
300	RESCUE, EMS CALL, OTHER	EMS
31	INHALATOR CALL	EMS
311	MEDICAL ASSIST, ASSIST EMS CREW	EMS
32	EMERGENCY MEDICAL CALL	EMS
320	ALLERGIC REACTION	EMS
321	EMS CALL, EXCLUDING VEHICLE ACCIDENT WITH INJURY	EMS
321B	BLOOD PRESSURE CHECK	EMS
322	VEHICLE ACCIDENT WITH INJURIES	EMS
323	MOTOR VEHICLE/PEDESTRIAN ACCIDENT (MV PED)	EMS
324	MOTOR VEHICLE ACCIDENT, NO INJURIES	NON-EMS
33	LOCK-IN	NON-EMS
331	LOCK-IN (IF LOCK OUT, USE 511)	NON-EMS
34	SEARCH	NON-EMS
340	SEARCH, OTHER	NON-EMS
341	SEARCH FOR PERSON ON LAND	NON-EMS

CODE	DESCRIPTION	TYPE
342	SEARCH FOR PERSON IN WATER	NON-EMS
343	SEARCH FOR PERSON UNDERGROUND	NON-EMS
35	EXTRICATION	NON-EMS
350	EXTRICATION, RESCUE, OTHER	NON-EMS
351	EXTRICATION OF VICTIM(S) FROM BUILDING/STRUCTURE	NON-EMS
352	EXTRICATION OF VICTIM(S) FROM VEHICLE	NON-EMS
353	REMOVAL OF VICTIM(S) FROM STALLED ELEVATOR	NON-EMS
354	TRENCH/BELOW GRADE RESCUE	NON-EMS
355	CONFINED SPACE RESCUE	NON-EMS
356	HIGH ANGLE RESCUE	NON-EMS
357	EXTRICATION OF VICTIM(S) FROM MACHINERY	NON-EMS
360	WATER & ICE RELATED RESCUE, OTHER	NON-EMS
361	SWIMMING/RECREATIONAL WATER AREAS RESCUE	NON-EMS
362	ICE RESCUE	NON-EMS
363	SWIFT WATER RESCUE	NON-EMS
364	SURF RESCUE	NON-EMS
365	WATERCRAFT RESCUE	NON-EMS
37	WATER RESCUE	NON-EMS
370	ELECTRICAL RESCUE	NON-EMS
371	ELECTROCUTION OR POTENTIAL ELECTROCUTION	NON-EMS
372	TRAPPED BY POWER LINES	NON-EMS
381	RESCUE OR EMS STANDBY	EMS
39	RESCUE CALL - NOT CLASSIFIED ABOVE	EMS
40	HAZARDOUS CONDITION, STANDBY; INSUFFICIENT INFORMATION TO FURTHER CLASSIFY	NON-EMS
400	HAZARDOUS CONDITION, OTHER	NON-EMS
400P	HAZARDOUS CONDITION POWDER	NON-EMS
41	SPILL, LEAK WITH NO IGNITION	NON-EMS
410	FLAMMABLE GAS OR LIQUID CONDITION, OTHER	NON-EMS
411	GASOLINE OR OTHER FLAMMABLE LIQUID SPILL	NON-EMS
412	GAS LEAK	NON-EMS
413	OIL OR OTHER COMBUSTIBLE LIQUID SPILL	NON-EMS
42	EXPLOSIVE, BOMB REMOVAL	NON-EMS
420	TOXIC CONDITION, OTHER	NON-EMS
421	CHEMICAL HAZARD (NO SPILL OR LEAK)	NON-EMS
422	CHEMICAL SPILL OR LEAK	NON-EMS
423	REFRIGERATION LEAK	NON-EMS
424	CARBON MONOXIDE INCIDENT	NON-EMS
43	EXCESSIVE HEAT	NON-EMS
430	RADIOACTIVE CONDITION, OTHER	NON-EMS
431	RADIATION LEAK, RADIOACTIVE MATERIAL	NON-EMS
44	POWER LINE DOWN	NON-EMS
440	ELECTRICAL WIRING/EQUIPMENT PROBLEM, OTHER	NON-EMS
441	HEAT FROM SHORT CIRCUIT (WIRING), DEFECTIVE/WORN	NON-EMS
442	OVERHEATED MOTOR	NON-EMS
443	LIGHT BALLAST BREAKDOWN	NON-EMS

CODE	DESCRIPTION	TYPE
444	POWER LINE DOWN	NON-EMS
445	ARCING, SHORTED ELECTRICAL EQUIPMENT	NON-EMS
45	ARCING, SHORTED ELECTRICAL EQUIPMENT	NON-EMS
451	POLICE ASSIST	NON-EMS
46	AIRCRAFT STANDBY	NON-EMS
460	ACCIDENT, POTENTIAL ACCIDENT, OTHER	NON-EMS
461	BUILDING OR STRUCTURE WEAKENED OR COLLAPSED	NON-EMS
462	AIRCRAFT STANDBY	NON-EMS
462A	AIRCRAFT STANDBY, ELECTRICAL INDICATORS	NON-EMS
462E	AIRCRAFT STANDBY, ENGINE FAILURE	NON-EMS
462H	AIRCRAFT STANDBY, HYDRAULICS	NON-EMS
462L	AIRCRAFT STANDBY, LANDING GEAR FAILURE	NON-EMS
463	VEHICLE ACCIDENT, GENERAL CLEANUP	NON-EMS
47	CHEMICAL EMERGENCY	NON-EMS
471	EXPLOSIVE, BOMB REMOVAL (FOR BOMB SCARE, USE 721)	NON-EMS
480	ATTEMPTED BURNING, ILLEGAL ACTION, OTHER	NON-EMS
481	ATTEMPT TO BURN	NON-EMS
482	THREAT TO BURN	NON-EMS
49	HAZARDOUS CONDITION, STANDBY; NOT CLASS	NON-EMS
50	SERVICE CALL; INSUFFICIENT INFORMATION TO FURTHER CLASSIFY	NON-EMS
500	SERVICE CALL, OTHER	NON-EMS
51	LOCK-OUT	NON-EMS
510	PERSON IN DISTRESS, OTHER	NON-EMS
511	LOCK-OUT	NON-EMS
512	RING OR JEWELRY REMOVAL	NON-EMS
52	WATER EVACUATION	NON-EMS
520	WATER PROBLEM, OTHER	NON-EMS
521	WATER EVACUATION	NON-EMS
522	WATER OR STEAM LEAK	NON-EMS
53	SMOKE, ODOR REMOVAL	NON-EMS
531	SMOKE OR ODOR REMOVAL	NON-EMS
54	ANIMAL RESCUE	NON-EMS
540	ANIMAL PROBLEM, OTHER	NON-EMS
541	ANIMAL PROBLEM	NON-EMS
542	ANIMAL RESCUE	NON-EMS
55	ASSIST POLICE	NON-EMS
550	PUBLIC SERVICE ASSISTANCE, OTHER	NON-EMS
551	ASSIST POLICE OR OTHER GOVERNMENTAL AGENCY	NON-EMS
551A	AIRPORT - ALERT 1	NON-EMS
551B	AIRPORT - ALERT 2	NON-EMS
551C	AIRPORT - ALERT 3	NON-EMS
551D	AIRPORT - ALERT 4	NON-EMS
551E	ASSIST EMS	EMS
551R	AIRPORT RUNWAY CHECK	NON-EMS
552	POLICE MATTER	NON-EMS

CODE	DESCRIPTION	TYPE
553	PUBLIC SERVICE	NON-EMS
553D	PUBLIC SERVICE SMOKE DETECTOR	NON-EMS
554	ASSIST INVALID	EMS
555	DEFECTIVE ELEVATOR	NON-EMS
56	UNAUTHORIZED BURNING	NON-EMS
561	UNAUTHORIZED BURNING	NON-EMS
57	COVER ASSIGNMENT, STANDBY AT FIRE STATION, MOVE-UP	NON-EMS
571	COVER ASSIGNMENT, STANDBY, MOVEUP	NON-EMS
59	SERVICE CALL; NOT CLASS ABOVE	NON-EMS
60	GOOD INTENT CALL	NON-EMS
600	GOOD INTENT CALL, OTHER	NON-EMS
61	SMOKE SCARE	NON-EMS
611	DISPATCHED & CANCELED EN ROUTE	NON-EMS
611D	CANCELED BEFORE DISPATCH/UNASSIGNED UNIT	NON-EMS
611E	DISPATCHED AND CANCELED ON SCENE BY EMS	EMS
62	WRONG LOCATION	NON-EMS
621	WRONG LOCATION	NON-EMS
621L	UNABLE TO LOCATE	NON-EMS
622	NO INCIDENT FOUND UPON ARRIVAL	NON-EMS
63	CONTROLLED BURNING	NON-EMS
631	AUTHORIZED CONTROLLED BURNING	NON-EMS
632	PRESCRIBED FIRE	NON-EMS
64	VICINITY ALARM	NON-EMS
641	VICINITY ALARM (INCIDENT IN OTHER LOCATION)	NON-EMS
65	STEAM, OTHER GAS MISTAKEN FOR SMOKE	NON-EMS
650	STEAM, OTHER GAS MISTAKEN FOR SMOKE, OTHER	NON-EMS
651	SMOKE SCARE, ODOR OF SMOKE	NON-EMS
652	STEAM, VAPOR, FOG OR DUST THOUGHT TO BE SMOKE	NON-EMS
653	BARBECUE, TAR KETTLE	NON-EMS
661	EMS CALL, PARTY TRANSPORTED BY NON-FIRE AGENCY	EMS
671	HAZMAT RELEASE INVESTIGATION W/NO HAZMAT	NON-EMS
672	BIOLOGICAL HAZARD INVESTIGATION, NONE FOUND	NON-EMS
69	GOOD INTENT CALL NOT CLASSIFIED	NON-EMS
70	FALSE CALL; INSUFFICIENT INFORMATION TO FURTHER CLASSIFY	NON-EMS
700	FALSE ALARM OR FALSE CALL, OTHER	NON-EMS
71	MALICIOUS, MISCHIEVOUS FALSE CALL	NON-EMS
710	MALICIOUS, MISCHIEVOUS FALSE CALL, OTHER	NON-EMS
711	MUNICIPAL ALARM SYSTEM, MALICIOUS FALSE ALARM	NON-EMS
712	DIRECT TIE TO FD, MALICIOUS/FALSE ALARM	NON-EMS
713	TELEPHONE, MALICIOUS FALSE ALARM	NON-EMS
714	CENTRAL STATION, MALICIOUS FALSE ALARM	NON-EMS
715	LOCAL ALARM SYSTEM, MALICIOUS FALSE ALARM	NON-EMS
72	BOMB SCARE, NO BOMB	NON-EMS
721	BOMB SCARE - NO BOMB	NON-EMS
73	SYSTEM MALFUNCTION	NON-EMS

CODE	DESCRIPTION	TYPE
730	SYSTEM MALFUNCTION	NON-EMS
731	SPRINKLER ACTIVATION DUE TO MALFUNCTION	NON-EMS
732	EXTINGUISHING SYSTEM ACTIVATION DUE TO MALFUNCTION	NON-EMS
733	SMOKE DETECTOR ACTIVATION DUE TO MALFUNCTION	NON-EMS
734	HEAT DETECTOR ACTIVATION DUE TO MALFUNCTION	NON-EMS
735	ALARM SYSTEM SOUNDED DUE TO MALFUNCTION	NON-EMS
736	CO DETECTOR ACTIVATION DUE TO MALFUNCTION	NON-EMS
74	UNINTENTIONAL	NON-EMS
740	UNINTENTIONAL TRANSMISSION OF ALARM, OTHER	NON-EMS
740R	ALARM RESET	NON-EMS
741	SPRINKLER ACTIVATION, NO FIRE - UNINTENTIONAL	NON-EMS
742	EXTINGUISHING SYSTEM ACTIVATION	NON-EMS
743	SMOKE DETECTOR ACTIVATION, NO FIRE - UNINTENTIONAL	NON-EMS
744	DETECTOR ACTIVATION, NO FIRE - UNINTENTIONAL	NON-EMS
745	ALARM SYSTEM SOUNDED, NO FIRE - UNINTENTIONAL	NON-EMS
745B	ALARM SYSTEM ACTIVATED/BURNT FOOD/NO FIRE	NON-EMS
745T	ALARM SYSTEM ACTIVATED/TESTING/MAINTENANCE	NON-EMS
746	CARBON MONOXIDE DETECTOR ACTIVATION, NO CO	NON-EMS
75	FALSE CALL	NON-EMS
77	FALSE CALL	NON-EMS
79	FALSE CALL NOT CLASSIFIED ABOVE	NON-EMS
800	SEVERE WEATHER OR NATURAL DISASTER, OTHER	NON-EMS
811	EARTHQUAKE ASSESSMENT	NON-EMS
812	FLOOD ASSESSMENT	NON-EMS
813	WIND STORM, TORNADO/HURRICANE ASSESSMENT	NON-EMS
814	LIGHTNING STRIKE (NO FIRE)	NON-EMS
815	SEVERE WEATHER OR NATURAL DISASTER STANDBY	NON-EMS
900	SPECIAL TYPE OF INCIDENT, OTHER, DUMPSTER FIRE	NOT USED
900A	TRAINING/ACADEMY	NOT USED
900B	TRAINING/TERRITORY	NOT USED
900C	COURT/DEPOSITION	NOT USED
900D	COMPANY INSPECTION	NOT USED
900E	INSPECTION	NOT USED
900F	RE-INSPECTION	NOT USED
900G	DRUG TEST	NOT USED
900H	HOSE TESTING	NOT USED
900I	HYDRANT INSPECTION	NOT USED
900P	PREFIRE PLANNING	NOT USED
900R	FIRE/RECHECK	NON-EMS
900T	TEST INCIDENT/CAD/PMDC	NOT USED
911	CITIZEN COMPLAINT	NOT USED
96	UNCLASSIFIED	NON-EMS
98	UNCLASSIFIED	NON-EMS
99	UNCLASSIFIED SITUATION	NON-EMS

Appendix B

FIXED PROPERTY USE CODES AND DESCRIPTIONS

CODE	DESCRIPTION	CATEGORY
000	FIXED PROP USE UNDETERMINED	NON-SPECIFIC
100	UNKNOWN OTHER	NON-SPECIFIC
110	FIXED USE RECREATION, OTHER	COMMERCIAL
111	BOWLING ESTABLISHMENT	COMMERCIAL
113	AMUSEMENT CENTER	COMMERCIAL
115	ROLLER RINK	COMMERCIAL
116	SWIMMING FACILITY	COMMERCIAL
120	VARIABLE USE AMUSEMENT/RECREATION	COMMERCIAL
121	BALLROOM,GYMNASIUM	COMMERCIAL
122	EXHIBITION HALL	COMMERCIAL
123	ARENA/STADIUM	COMMERCIAL
124	PLAYGROUND	COMMERCIAL
129	AMUSEMENT CENTER INDOOR/OUTDOOR	COMMERCIAL
130	PLACES OF WORSHIP,CHURCH,FUNERAL PARLOR	INSTITUTIONAL
131	CHURCH/CHAPEL	INSTITUTIONAL
134	FUNERAL PARLOR/CHAPEL	INSTITUTIONAL
140	CLUBS, OTHER	COMMERCIAL
141	ATHLETIC CLUB/YMCA	COMMERCIAL
142	CLUB HOUSE	COMMERCIAL
150	PUBLIC, GOVT, OTHER	INSTITUTIONAL
151	LIBRARY	INSTITUTIONAL
152	MUSEUM, ART GALLERY	INSTITUTIONAL
155	COURT ROOM	INSTITUTIONAL
160	EATING/DRINKING PLACES	COMMERCIAL
161	RESTAURANT	COMMERCIAL
162	NIGHTCLUB	COMMERCIAL
173	BUS TERMINAL	COMMERCIAL
180	THEATER, STUDIO OTHER	COMMERCIAL
182	AUDITORIUM, CONCERT HALL	COMMERCIAL
200	EDUCATIONAL PROPERTY OTHER	INSTITUTIONAL
210	SCHOOLS NON-ADULT OTHER	INSTITUTIONAL
211	PRE-SCHOOL	COMMERCIAL
213	ELEMENTARY SCHOOL	INSTITUTIONAL
215	HIGH SCHOOL/JR HIGH/MIDDLE SCHOOL	INSTITUTIONAL
241	COLLEGE/UNIVERSITY	INSTITUTIONAL
254	DAY CARE-IN COMMERCIAL PROPERTY	COMMERCIAL
255	DAY CARE-IN RESIDENCE-LICENSED	COMMERCIAL
300	HEALTHCARE/DETENTION OTHER	INSTITUTIONAL
309	OTHER INSTITUTIONAL PROPERTY	INSTITUTIONAL
311	CARE OF THE AGED/NURSING STAFF	INSTITUTIONAL
321	MENTAL RETARDATION/DEVELOPMENT DISABILITY FACILITY	INSTITUTIONAL
322	ALCOHOL/SUBSTANCE ABUSE RECOVERY CENTER	INSTITUTIONAL
323	ASYLUM/MENTAL INSTITUTION	INSTITUTIONAL
331	HOSPITAL-MEDICAL/PSYCHIATRIC	INSTITUTIONAL
332	HOSPICES	INSTITUTIONAL

CODE	DESCRIPTION	CATEGORY
340	CLINICS, OTHER	COMMERCIAL
341	CLINIC, CLINIC-TYPE INFIRMARY	INSTITUTIONAL
342	DOCTOR/DENTIST/SURGEONS OFFICE	COMMERCIAL
361	JAIL/PRISON - NOT JUVENILE	INSTITUTIONAL
363	REFORMATORY, JUVENILE DETENTION CENTER	INSTITUTIONAL
365	POLICE STATION	INSTITUTIONAL
365A	Police Training Center	INSTITUTIONAL
400	RESIDENTIAL OTHER	SINGLE-FAMILY RESIDENTIAL
419	ONE- AND TWO-FAMILY DWELLING	SINGLE-FAMILY RESIDENTIAL
429	MULTI-FAMILY DWELLINGS	MULTI-FAMILY RESIDENTIAL
439	ROOMING, BOARDING, RESIDENTIAL HOTELS	MULTI-FAMILY RESIDENTIAL
449	HOTELS, MOTELS, INNS, LODGES	COMMERCIAL
459	RESIDENTIAL BOARD AND CARE	INSTITUTIONAL
460	DORMITORIES OTHER	INSTITUTIONAL
462	FRATERNITY, SORORITY HOUSE	INSTITUTIONAL
464	MILITARY BARRACKS/DORMITORY	INSTITUTIONAL
500	MERCANTILE PROPERTIES OTHER	COMMERCIAL
511	CONVENIENCE STORE	COMMERCIAL
519	FOOD, BEVERAGE SALES, GROCERY STORE	COMMERCIAL
529	TEXTILE, WEARING APPAREL SALES	COMMERCIAL
539	HOUSEHOLD GOODS SALES, REPAIRS	COMMERCIAL
549	SPECIALTY SHOPS	COMMERCIAL
557	BARBER, BEAUTY SHOP, PERSONAL SERVICES	COMMERCIAL
559	RECREATIONAL, HOBBY, HOME SALES, PET STORE	COMMERCIAL
564	SELF-SERVICE LAUNDRY/DRY CLEANING	COMMERCIAL
569	PROFESSIONAL SUPPLIES	COMMERCIAL
571	SERVICE STATION	COMMERCIAL
579	MOTOR VEHICLE, BOAT SALES/SERVICE/REPAIRS	COMMERCIAL
580	GENERAL ITEM STORES, OTHER	COMMERCIAL
581	DEPARTMENT STORE	COMMERCIAL
592	BANK W/FIRST STORY BANKING FACILITY	COMMERCIAL
593	MEDICAL, RESEARCH, SCIENTIFIC OFFICE	COMMERCIAL
596	POST OFFICE OR MAILING FORMS	INSTITUTIONAL
599	BUSINESS OFFICES	COMMERCIAL
600	BASIC INDUSTRY, UTILITY, DEFENSE OTHER	INDUSTRIAL/WAREHOUSE
615	ELECTRIC GENERATING PLANT	INDUSTRIAL/WAREHOUSE
629	LABORATORIES	INDUSTRIAL/WAREHOUSE
631	NATIONAL DEFENSE SITE/MILITARY SITE	INSTITUTIONAL
635	COMPUTER, DATA PROCESSING CNTR	INDUSTRIAL/WAREHOUSE
639	COMMUNICATIONS CENTER	INDUSTRIAL/WAREHOUSE
644	GAS DISTRIBUTION SYSTEM, PIPELINE	INDUSTRIAL/WAREHOUSE
669	FOREST, TIMBERLAND	NOT USED
700	MANUFACTURING PROPERTY, PROCESSING	INDUSTRIAL/WAREHOUSE
800	STORAGE PROPERTY OTHER	INDUSTRIAL/WAREHOUSE
808	SHED	NON-SPECIFIC

CODE	DESCRIPTION	CATEGORY
819	LIVESTOCK, POULTRY STORAGE	NOT USED
880	VEHICLE STORAGE; OTHER	INDUSTRIAL/WAREHOUSE
882	GENERAL VEHICLE PARKING GARAGE	INDUSTRIAL/WAREHOUSE
888	FIRE STATIONS	INSTITUTIONAL
891	GENERAL WAREHOUSE	INDUSTRIAL/WAREHOUSE
900	OUTSIDE, SPECIAL PROPERTIES; OTHER	NON-SPECIFIC
919	DUMP SANITARY LANDFILL	NON-SPECIFIC
921	BRIDGE, TRESTLE	NON-SPECIFIC
922	TUNNEL	NON-SPECIFIC
926	OUTBUILDING, EXCLUDING GARAGE	NON-SPECIFIC
930	OUTDOOR PROPERTIES; INSUFF INFO	NON-SPECIFIC
931	OPEN LAND, FIELD	NOT USED
935	CAMPSITE WITH UTILITIES	COMMERCIAL
936	VACANT LOT	NOT USED
938	GRADED AND CARED FOR PLOTS OF LAND	NOT USED
940	WATER AREAS, OTHER	NON-SPECIFIC
946	LAKE/RIVER/STREAM	NON-SPECIFIC
951	RAILROAD RIGHT OF WAY	NON-SPECIFIC
952	SWITCH YARD, MARSHALLING YARD	NON-SPECIFIC
960	STREET, OTHER	NON-SPECIFIC
961	DIVIDED HIGHWAY, HIGHWAY	NON-SPECIFIC
962	PAVED PUBLIC STREET, RESIDENTIAL	NON-SPECIFIC
963	PAVED PRIVATE STREET, COMMERCIAL	NON-SPECIFIC
964	UNPAVED STREET, ROAD, PATH	NON-SPECIFIC
965	UNCOVERED PARKING AREA	NON-SPECIFIC
972	AIRCRAFT RUNWAY	COMMERCIAL
972T	Airport Control Tower	COMMERCIAL
981	CONSTRUCTION SITE	NON-SPECIFIC
983	PIPELINE, POWER LINE RIGHT OF WAY	NON-SPECIFIC
989	EQUIPMENT OPERATING AREAS NOT CLASS ABOVE	NON-SPECIFIC
NNN	NONE	NON-SPECIFIC
NUL	None - NULL	NON-SPECIFIC
UUU	UNDETERMINED	NON-SPECIFIC

Appendix C

LEON COUNTY PROPERTY APPRAISER
BUILDING IMPROVEMENT CODES AND USE DESCRIPTIONS
WITH ASSIGNMENT OF PROPERTY USE CATEGORY

CODE	DESCRIPTION	CATEGORY
0000	GSG - VACANT/DEMOLISHED	NOT USED
0100	SINGLE FAMILY RESIDENTIAL	SINGLE-FAMILY RESIDENTIAL
0300	DUPLEX	SINGLE-FAMILY RESIDENTIAL
0350	TRI/QUAD ETC PLEX - GSG CREATE	MULTI-FAMILY RESIDENTIAL
0400	CONDOMINIUM	MULTI-FAMILY RESIDENTIAL
0500	STUDENT APARTMENTS	MULTI-FAMILY RESIDENTIAL
0501	FRAT/SORORITY	INSTITUTIONAL
0510	STUDENT MULTI LEASE	MULTI-FAMILY RESIDENTIAL
0600	STANDARD APARTMENTS	MULTI-FAMILY RESIDENTIAL
0601	APT/ LESS THAN 10 UNITS	MULTI-FAMILY RESIDENTIAL
0602	DORMITORY	MULTI-FAMILY RESIDENTIAL
0700	TOWNHOUSE	MULTI-FAMILY RESIDENTIAL
0800	MOBILE HOME	SINGLE-FAMILY RESIDENTIAL
1000	GARDEN APARTMENT	MULTI-FAMILY RESIDENTIAL
1100	HIGH RISE	MULTI-FAMILY RESIDENTIAL
1200	EXEMPT MULTI FAMILY	MULTI-FAMILY RESIDENTIAL
1400	MOTELS	COMMERCIAL
1500	EXTENDED STAY HOMES	COMMERCIAL
1600	HOTELS	COMMERCIAL
1700	HOSP/NURS HOME	INSTITUTIONAL
1710	NURSING HOME	INSTITUTIONAL
1720	CLINIC	COMMERCIAL
1730	VET CLINIC	COMMERCIAL
1740	REGIONAL MEDICAL CENTER	INSTITUTIONAL
1750	ASSISTED LIVING FACILITY	INSTITUTIONAL
1800	CO-OP	MULTI-FAMILY RESIDENTIAL
2000	STORE	COMMERCIAL
2010	CONDO-STORE	COMMERCIAL
2011	SALON/BARBER SHOP	COMMERCIAL
2012	LAUNDROMAT	COMMERCIAL
2013	CARWASH	COMMERCIAL
2014	PHYS FITNESS CENTER	COMMERCIAL
2015	STORE SFR CONV	COMMERCIAL
2016	IND/RETAIL/STORE	COMMERCIAL
2018	DRY CLEANERS	COMMERCIAL
2020	CONVENIENCE STORE	COMMERCIAL
2030	CONV-STORE/GAS	COMMERCIAL
2040	SUPERMARKET	COMMERCIAL
2050	PHARMACY	COMMERCIAL
2060	JR DISCOUNT	COMMERCIAL
2070	SUPER DISCOUNT	COMMERCIAL
2080	AUTO PARTS	COMMERCIAL
2090	AUTO SERVICE	COMMERCIAL
2100	DEPARTMENT STORE	COMMERCIAL
2110	JR DEPARTMENT STORE	COMMERCIAL

CODE	DESCRIPTION	CATEGORY
2200	SHOP CENTER	COMMERCIAL
2210	NBHD SHOP CENTER	COMMERCIAL
2220	COMM SHOP CENTER	COMMERCIAL
2300	SERVICE STATION	COMMERCIAL
2400	REC/BOWL ALLEY	COMMERCIAL
2410	CLUBHOUSE/REC	COMMERCIAL
2500	REST/LOUNGE	COMMERCIAL
2510	FAMILY RESTAURANT	COMMERCIAL
2520	TAKE-OUT RESTAURANT	COMMERCIAL
2600	FAST FOOD DRIVE IN	COMMERCIAL
2610	FAST FOOD NO SEAT	COMMERCIAL
2620	NITE CLUB	COMMERCIAL
2700	AUDIT/THEATER	COMMERCIAL
2800	MALL	COMMERCIAL
2810	SUPER REG MALL	COMMERCIAL
3000	OFFICE	COMMERCIAL
3010	OFFICE CONDO	COMMERCIAL
3020	OFFICE STRIP CENTER	COMMERCIAL
3030	OFFICE LOW RISE	COMMERCIAL
3040	OFFICE MID RISE	COMMERCIAL
3050	OFFICE HIGH RISE	COMMERCIAL
3060	OFFICE INDUSTRIAL	COMMERCIAL
3070	OFFICE/SFR CONVERSION	COMMERCIAL
3080	CONDO MEDICAL OFFICE	COMMERCIAL
3100	ED/RELIGIOUS	INSTITUTIONAL
3110	CHILD CARE	COMMERCIAL
3200	PUBLIC PARKING	INDUSTRIAL/WAREHOUSE
3300	BANKS	COMMERCIAL
3400	BANKS-BRANCH	COMMERCIAL
3410	BANKS-DRV THRU	COMMERCIAL
3500	FUNERAL HOME	INSTITUTIONAL
3600	TRAINING CENTER	COMMERCIAL
3700	MEDICAL OFFICE	COMMERCIAL
3901	BROADCAST CENTER	COMMERCIAL
3902	WCTV 2	COMMERCIAL
3930	CLASSROOM/TRAINING	EDUCATIONAL
3940	LIBRARY/MULTI-MEDIA	GOVERNMENT
3950	OFFICES	COMMERCIAL
3960	DORMITORY/HOUSING	INSTITUTIONAL
3970	MEDICAL FACILITIES	COMMERCIAL
4000	WAREHOUSE	INDUSTRIAL/WAREHOUSE
4010	CONDO WAREHOUSE	INDUSTRIAL/WAREHOUSE
4020	DISTRIBUTION WAREHOUSE	INDUSTRIAL/WAREHOUSE
4030	TECH MANUFACTURING	INDUSTRIAL/WAREHOUSE
4031	INDUSTRIAL OFFICE	INDUSTRIAL/WAREHOUSE

CODE	DESCRIPTION	CATEGORY
4040	WAREHOUSE/MULTI-BAY	INDUSTRIAL/WAREHOUSE
4100	SERVICE/PARKING GARAGE	INDUSTRIAL/WAREHOUSE
4110	INDEPENDENT AUTO CENTER	COMMERCIAL
4200	MINI WAREHOUSE	INDUSTRIAL/WAREHOUSE
4300	COLD STORAGE	INDUSTRIAL/WAREHOUSE
4400	LIGHT MANUFACTURING	INDUSTRIAL/WAREHOUSE
4500	HEAVY MANUFACTURING	INDUSTRIAL/WAREHOUSE
4600	AUTO SHOW/GARAGE	INDUSTRIAL/WAREHOUSE
4610	CAR/TRUCK RENTAL	COMMERCIAL
4620	BOAT S/E DEALER	COMMERCIAL
4700	PREFAB METAL BUILDING	NOT USED
4800	BARN SHED	NOT USED
4900	MAINT/MECH/WAREHOUSING	INDUSTRIAL/WAREHOUSE
4910	RESEARCH/DEVELOP LABS	INDUSTRIAL/WAREHOUSE
4920	STADIUMS/ARENAS	GOVERNMENT
4930	PARKING GARAGES	INDUSTRIAL/WAREHOUSE
4940	PRISONS/JAILS	GOVERNMENT
4950	MILITARY FACILITIES	GOVERNMENT
4960	FIRE STATION	GOVERNMENT
MHPK	GSG - MH SPACES IN MH PARKS	SINGLE-FAMILY RESIDENTIAL
MUSE	GSG - MUSEUM/CULTURAL	INSTITUTIONAL
PSC	GSG - PARKING/STORAGE CONDO	NOT USED
RVLG	GSG - RV PARK LODGING/RES	COMMERCIAL
RVMH	GSG - MH SPACES IN RV PARKS	COMMERCIAL
RVSP	GSG - RV SPACES	COMMERCIAL

Appendix D

DEPARTMENT OF REVENUE (DOR) CODES

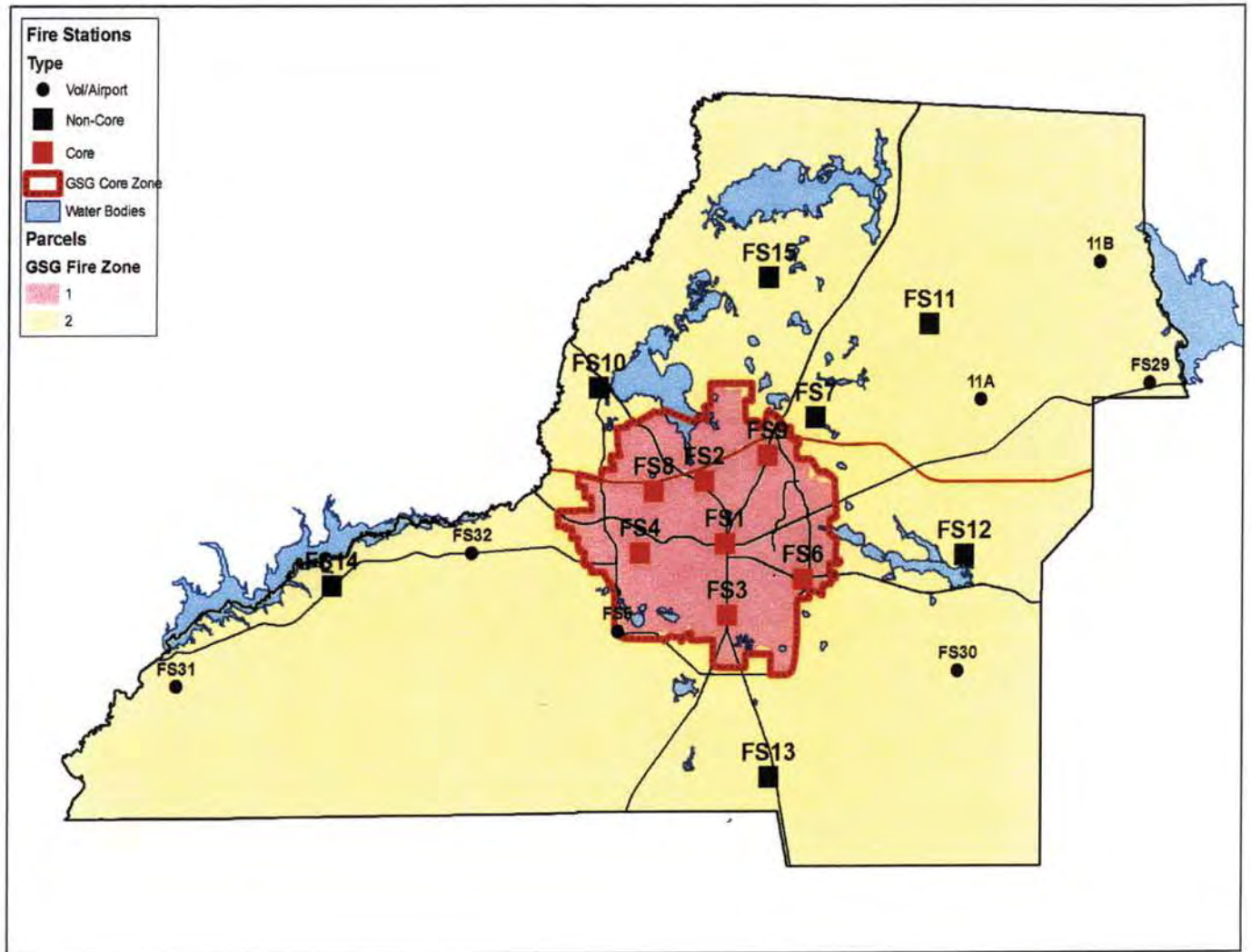
CODE	DESCRIPTION
0	VACANT RESIDENTIAL
100	SINGLE FAMILY IMPROVED
200	MOBILE HOME
300	MULTI FAMILY +10 UNITS
400	CONDOMINIUM
500	CO-OPS
600	RETIREMENT HOMES/NONEXPT
700	MISC RESIDENTIAL
800	MULTI FAMILY 2-9 UNITS
1000	VACANT COMMERCIAL
1100	STORES 1 STORY
1200	MIXED USE STORE/OFFICE
1300	DEPARTMENT STORES
1400	SUPERMARKETS
1500	REGIONAL SHOPPING CTRS
1600	COMMUNITY SHOPPING CTR
1700	OFFICE NON-PROF 1 STORY
1800	OFFICE NON-PROF 2+ STORY
1900	PROFFESIONAL SERVICES
2000	AIR/MARINE/BUS TERMINALS
2100	RESTAURANTS/CAFETERIAS
2200	DRIVE-IN RESTAURANT
2300	BANK/S & L/MORTGAGE/CREDIT
2400	INSURANCE COMPANY OFFICE
2500	REPAIRS SVC TV/LAUNDRIES
2600	SERVICE STATIONS
2700	AUTO SALES/SERVICE/RENTAL
2800	MOBILE HOME PARKS/PK LOTS
2900	WHOLESALE/PRODUCE OUTLETS
3000	FLORIST/GREENHOUSE
3100	OPEN STADIUMS
3200	THEATER/AUDITORIUM (ENCL)
3300	NIGHTCLUB/BAR/LOUNGE
3400	BOWLING/SKATING/POOL HALL
3500	TOURIST ATTRACTION
3600	CAMPS
3700	RACE TRACK; HORSE/DOG/AUTO
3800	GOLF COURSE/DRIVING RANGE
3900	HOTELS/MOTELS
4000	VACANT INDUSTRIAL
4100	LT MFG/SM MACH SHOP/PRINT
4200	HEAVY IND/EQUIP MFG/MACH
4300	LUMBER YARD/SAWMILL
4400	PACK PLANT (FRUIT/MEAT)
4500	CANNERIES/DISTILLERIES

CODE	DESCRIPTION
4600	FOOD PROCESSING/BAKERIES
4700	CEMENT PLANTS
4800	WAREHOUSING
4900	OPEN STORAGE
5000	IMPROVED AGRICULTURAL
5100	VEGETABLE CROPS
5200	BI-ANNUAL ROW CROPS
5300	ROW CROPS
5400	TIMBERLAND SITE 90+
5500	TIMBERLAND SITE 80-89
5600	TIMBERLAND SITE 70-79
5700	TIMBERLAND SITE 60-69
5800	TIMBERLAND SITE 50-59
5900	TIMBERLAND NOT CLASSIFIED
6000	IMPROVED PASTURE LAND
6100	SEMI-IMPROVED LAND
6200	NATIVE LAND
6300	WASTE LAND
6400	GRAZING LAND CLASS V
6500	GRAZING LAND CLASS VI
6600	CITRUS
6700	POULTRY/BEEES/FISH/RABBIT
6800	DAIRY, HOG & CATTLE FEED
6900	ORNAMENTALS, MISC AG
7000	VACANT INSTITUTIONAL
7100	CHURCHES
7200	PRIVATE SCHOOLS & COLLEGE
7300	PRIVATE OWNED HOSPITALS
7400	HOMES FOR THE AGED
7500	ORPHANAGES
7600	MORTUARIES/CEMETERIES
7700	CLUBS, LODGES, UNION HALLS
7800	SANITARIUMS, CONVALES, REST
7900	CULTURAL ORG, FACILITIES
8000	UNDEFINED
8100	MILITARY
8200	GOVT FOREST/PARKS/RECREATIONAL
8300	PUBLIC COUNTY SCHOOLS
8400	COLLEGES
8500	HOSPITALS
8600	COUNTY
8700	STATE
8800	FEDERAL
8900	MUNICIPAL NOT PARKS
9000	LEASEHOLD GOVT OWNED

CODE	DESCRIPTION
9100	UTILITIES, GAS/ELEC/TELEP
9200	MINING, PETROLEUM, GAS
9300	SUBSURFACE RIGHTS
9400	RIGHT-OF-WAY
9500	RIVERS & LAKES, SUBMERGED
9600	SEWAGE DISP, BORROW PITS
9700	OUTDOOR REC OR PARK
9800	CENTRALLY ASSESSED
9900	ACREAGE NON AGRICULTURAL

Appendix E

MAP OF SERVICE ZONES



Rate Schedule

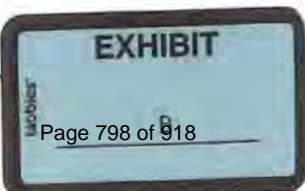
Residential Property Use Categories	Zone 1 - Rate Per Dwelling Unit	Zone 2 - Rate Per Dwelling Unit
Single-Family Dwelling Unit	\$179	\$161
Multi-Family Dwelling Unit	\$125	\$43

Commercial Property Use Category	Zone 1 - Rate Per Building	Zone 2 - Rate Per Building
Building Classification (in square foot ranges)		
≤ 1,999	\$231	\$245
2,000 - 3,499	\$462	\$489
3,500 - 4,999	\$809	\$856
5,000 - 9,999	\$1,155	\$1,222
10,000 - 19,999	\$2,309	\$2,444
20,000 - 29,999	\$4,618	\$4,887
30,000 - 39,999	\$6,926	\$7,330
40,000 - 49,999	\$9,235	\$9,774
50,000 - 59,999	\$11,544	\$12,217
60,000 - 69,999	\$13,852	\$14,660
70,000 - 79,999	\$16,161	\$17,104
80,000 - 89,999	\$18,469	\$19,547
90,000 - 99,999	\$20,778	\$21,990
≥ 100,000	\$23,087	\$24,434

Industrial/Warehouse Property Use Category	Zone 1 - Rate Per Building	Zone 2 - Rate Per Building
Building Classification (in square foot ranges)		
≤ 1,999	\$27	\$49
2,000 - 3,499	\$54	\$98
3,500 - 4,999	\$95	\$172
5,000 - 9,999	\$135	\$245
10,000 - 19,999	\$270	\$490
20,000 - 29,999	\$539	\$979
30,000 - 39,999	\$808	\$1,468
40,000 - 49,999	\$1,077	\$1,957
50,000 - 59,999	\$1,346	\$2,447
60,000 - 69,999	\$1,616	\$2,936
70,000 - 79,999	\$1,885	\$3,425
80,000 - 89,999	\$2,154	\$3,914
90,000 - 99,999	\$2,423	\$4,404
≥ 100,000	\$2,692	\$4,893

Non-Government Institutional Property Use Category	Zone 1 - Rate Per Building	Zone 2 - Rate Per Building
Building Classification (in square foot ranges)		
≤ 1,999	\$380	\$194
2,000 - 3,499	\$759	\$388
3,500 - 4,999	\$1,327	\$679
5,000 - 9,999	\$1,896	\$970
10,000 - 19,999	\$3,792	\$1,939
20,000 - 29,999	\$7,583	\$3,878
30,000 - 39,999	\$11,374	\$5,817
40,000 - 49,999	\$15,165	\$7,755
50,000 - 59,999	\$18,956	\$9,694
60,000 - 69,999	\$22,747	\$11,633
70,000 - 79,999	\$26,538	\$13,572
80,000 - 89,999	\$30,330	\$15,510
90,000 - 99,999	\$34,121	\$17,449
≥ 100,000	\$37,912	\$19,388

Government Property Use Category	Total System-wide Fee	County Imposed Fee Portion
College - FSU	\$1,064,043	\$0
College - FAMU	\$888,651	\$5,846
College - TCC	\$5,846	\$0
Government - Federal	\$29,232	\$17,539
Government - State	\$461,865	\$23,386
Government - Leon County	\$140,313	\$5,846
Government - City of Tall	\$204,624	\$5,846
Government - Fire Stations	\$46,771	\$11,693
Government - Leon County Industrial Park	\$58,464	\$0
Tallahassee Leon County Civic Center	\$5,846	\$0
Educational - School Board	\$777,570	\$163,699
Tallahassee Housing Authority	\$40,925	\$0
Leon County Research and Development TIITF Authority	\$105,235	\$0
Educational - Lively Vo-Tech	\$40,925	\$0





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October 17, 2013

Mr. Alan Rosenzweig
Deputy County Administrator
Leon County Florida
301 South Monroe Street
Tallahassee, Florida 32301

City of Tallahassee/Leon County Fire Assessment Memorandum (October 17, 2013)

Dear Mr. Rosenzweig,

Government Services Group, Inc. (GSG) was retained by Leon County (County) to determine if the current 5 year average (Fiscal Year 2009-10 through 2013-14) fire assessment rates based on the Fire Assessment Fee Study that was conducted by GSG in 2008-09 are still reasonable, accurate and legally defensible for the Fiscal Year 2014-15, fire assessment rates.

In order to accomplish this GSG had to complete the following tasks:

- Create an estimated Fiscal Year 2014-15 assessable budget.
- Use the estimated Fiscal Year 2014-15 assessable budget along with the original five year average budget to create an estimated six year average assessable budget.
- Ensure that the newly created 6 year average assessable budget was not significantly different than the original 5 year average assessable budget.

ANALYSIS

The estimated assessable budget for Fiscal Year 2014-15, as calculated by GSG, is based on the following:

- The same overall approach, structure and process that was used to calculate the assessable budget as developed in the 2008-09 study.
- The same calculation and/or application of the factors used to calculate the assessable budget as developed in the 2008-09 study.
- Inclusion of the costs of the same additional fire related items (Fire Hydrant Maintenance, Additional Personnel, Utility Service Costs, Indirect Costs, Undercollections for the Utility Bill and Separate Bill, etc.) that may not have been captured in the City of Tallahassee Fire Services Fund and as developed in the 2008-09 study.

GSG estimated the Fiscal Year 2014-15 assessable budget based on the above listed items and the Fiscal Year 2014 City of Tallahassee Fire Services Fund Budget. Table 1 provides a summary of the estimated Fiscal Year 2014-15 assessable budget.

Mr. Alan Rosenzweig
October 17, 2013
Page 2

Table 1
Estimated Fiscal Year 2014-15 Assessable Budget

	FY 14/15 Budget	FY 14/15 Assessable Budget
Personnel Services	\$21,618,807	\$18,774,080
Operating Expenditures	\$11,761,218	\$9,929,258
Capital Outlay	\$200,000	\$172,500
Total Expenditures	\$33,580,025	\$28,875,838
Revenues	\$476,382	\$476,382
Total Net Expenditures before Additional Costs	\$33,103,643	\$28,399,456
Total Additional Costs		\$1,925,645
Total Assessable Costs		\$30,325,101

GSG then created a 6 year average budget based on the original 5 year average budget (Fiscal Year 2009-10 through 2013-14) with the addition of the estimated Fiscal Year 2014-15 assessable budget as provided in Table 2.

Table 2
Six- Year Average Assessable Budget (Fiscal Year 2009-10 through 2014-15)

FY 09/10 Assessable Budget	FY 10/11 Assessable Budget	FY 11/12 Assessable Budget	FY 12/13 Assessable Budget	FY 13/14 Assessable Budget	Estimated FY 14/15 Assessable Budget	6 Year Average Assessable Budget
\$29,058,003	\$27,999,566	\$29,565,216	\$30,455,098	\$31,478,874	\$30,325,101	\$29,813,643

RESULTS

The current Fiscal Year 2013-14 and anticipated Fiscal Year 2014-15 fire assessment rates are based on the 5 year average assessable budget of \$29,711,351.

Table 3 provides a comparison of the original 5 year average assessable budget and the estimated 6 year average assessable budget.

Table 3
Budget Comparison

5 Year Average Assessable Budget	6 Year Average Assessable Budget	Net Increase or Decrease
\$29,711,351	\$29,813,643	\$102,292

Based on the above analysis and the results shown in Table 3, GSG has concluded that the fire assessment rates based on the Fire Assessment Fee Study that was conducted by GSG in 2008-09 are still reasonable, accurate and legally defensible for Fiscal Year 2014-15.

If you would like to further discuss this analysis, or any other related questions, please feel free to contact me at (850) 681-3717 or ctharpe@govserv.com.

Sincerely,

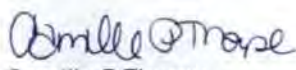

Camille P. Tharpe
Senior Vice President

EXHIBIT 2

**Fire Rescue Services
Non-Ad Valorem Assessment Roll**

Due to the voluminous nature thereof, the assessment roll is not attached to this Resolution in this Agenda Item but has been made available for public inspection in the office of the County Administrator and will be attached hereto upon adoption.



CERTIFICATE TO NON-AD VALOREM ASSESSMENT ROLL

I, the undersigned, hereby certify that I am the Chairman of the Board, or authorized agent of Leon Cty. Bd. of County Commissioners, located in Leon County, Florida; as such, I have satisfied myself that all property included or includable on the Non-Ad Valorem Assessment Roll for the aforesaid county is properly assessed so far as I have been able to ascertain; and that all required extensions on the above described roll to show the non-ad valorem assessments attributable to the property listed therein have been made pursuant to law.

I further certify that, upon completion of this certificate and the attachment of same to the herein described Non-Ad Valorem Assessment Roll as part thereof, said Non-Ad Valorem Assessment Roll will be delivered to the Tax Collector of this county.

In witness whereof, I have subscribed this certificate and caused the same to be attached to and made a part of the above described Non-Ad Valorem Assessment Roll this the 2nd day of September, 2014 year.

Chairman of the Board or authorized agent
of Leon County Board of County Commissioners
Name of local government
Leon County, Florida

TALLAHASSEE DEMOCRAT
PUBLISHED DAILY
TALLAHASSEE-LEON-FLORIDA

NOTICE OF PUBLIC HEARING

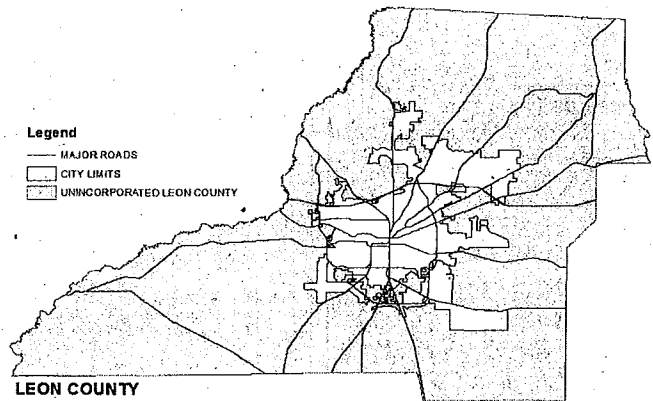
Notice is hereby given, pursuant to Section 197.3632(4)(b), Florida Statutes, that the Board of County Commissioners of Leon County, Florida (the "Board"), will conduct a public hearing on Tuesday, September 2, 2014, at 6:00 p.m., or as soon thereafter as such matter may be heard, at the County Commission Chambers, 5th Floor, Leon County Courthouse, 301 South Monroe Street, Tallahassee, Florida, to consider the adoption of a fire rescue services non-ad valorem assessment roll for the subject parcels of improved real property located within the unincorporated area of Leon County, Florida (with certain limited exceptions).

The purpose of the special assessment is to equitably recover costs incurred for providing and funding fire rescue services to improved parcels of property located within the unincorporated area of Leon County (with certain exceptions). The special assessment shall be collected annually by the Leon County Tax Collector.

All interested parties are invited to present their comments at the public hearing at the time and place set out above. All affected property owners have the right to appear at the public hearing, and have the right to file written objections with the Board within 20 days of the publication of this notice.

Anyone wishing to appeal the action of the Board with regard to this matter will need a record of the proceedings and should ensure that a verbatim record is made. Such record should include the testimony and evidence upon which the appeal is based, pursuant to Section 286.0105, Florida Statutes.

In accordance with the Americans with Disabilities Act and Section 286.26, Florida Statutes, persons needing a special accommodation to participate in this public hearing should contact Jon Brown or Facilities Management, Leon County Courthouse, 301 South Monroe Street, Tallahassee, Florida 32301, by written request at least 48 hours prior to the date of the public hearing. Telephone: 850-606-5300 or 850-606-5000; 1-800-955-8771 (TTY), or 1-800-955-8770 (Voice), or 711 via Florida Relay Service.



STATE OF FLORIDA COUNTY OF LEON:
Before the undersigned authority personally appeared Gladys L. Chelette, who on oath says that he or she is a Legal Advertising Representative of the Tallahassee Democrat, a daily newspaper published at Tallahassee in Leon County, Florida; that the attached copy of advertisement, being a Legal Ad in the matter of:

LEGAL NOTICE

In the Second Judicial Circuit Court was published in said newspaper in the issues of:

August 12, 2014

Affiant further says that the said Tallahassee Democrat is a newspaper published at Tallahassee, in the said Leon County, Florida, and that the said newspaper has heretofore been continuously published in said Leon County, Florida each day and has been entered as periodicals matter at the post office in Tallahassee, in said Leon County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that he or she has never paid nor promised any person, firm or coporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

GLADYS L. CHELETTE

LEGAL ADVERTISING REPRESENTATIVE

Sworn to and Subscribed before me.

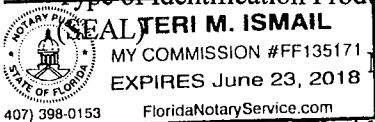
This 12th Day of Aug 2014, by

Gladys L. Chelette, *Gladys L. Chelette*

Personally Known *Teri M. Ismail*

OR Produced Identification

Type of Identification Produced



Notary Public

State of Florida County of Leon

**Leon County
Board of County Commissioners**


Notes for Agenda Item #27

Leon County Board of County Commissioners

Cover Sheet for Agenda #27

September 2, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: First and Only Public Hearing on a Proposed Resolution to Adopt the Non-Ad Valorem Assessment Roll for Solid Waste Disposal Services

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

Fiscal Impact:

This item has a fiscal impact. The non-ad valorem special assessment generates revenue in the amount of \$1,539,800, which is contemplated in the proposed FY14/15 budget.

Staff Recommendation:

Option #1: Conduct the first and only public hearing and approve the proposed Resolution adopting the Non-ad Valorem Assessment Roll for Solid Waste Disposal Services (Attachment #1), and authorize the Chairman to certify the Roll to the Tax Collector (Attachment #2).

Report and Discussion

Background:

Section 18-164, Leon County Code of Laws, provides that, prior to October 1st each year, the Board of County Commissioners shall 1) adopt a budget for the operation and maintenance of the Solid Waste Management System; and 2) adopt a resolution incorporating a determination of annual fees, rates, charges, or assessments for disposal service to be imposed upon the owners of improved residential real property in the service area.

Section 197.3632, Florida Statutes, requires that the Board of County Commissioners hold a public hearing and adopt an assessment roll for all properties being assessed for the first time, and certify the entire assessment roll to the Tax Collector by September 15. Following the adoption of the disposal service charge, the assessment roll must be adopted, and then certified to the Tax Collector.

Analysis:

The annual disposal service charge is applied to all single-family residences, with the exception of apartment complexes, mobile home parks, and public lodging establishments that are served by commercial garbage service. The annual disposal service charge covers the cost of transporting, processing and disposing of solid waste. On August 28, 2012 the Board established the annual disposal service charge of \$40.00, which remains in effect annually, thereafter, until such time the Board determines otherwise. No changes are recommended for the FY 2014-2015 annual disposal service charge.

The public hearing was advertised in the Tallahassee Democrat at least 20 days prior to the hearing, according to Florida Statute (Attachment #3). Additionally, a first-class U.S. mail notice was sent to owners of property subject to the disposal service charge for the first time.

Due to its voluminous nature, the proposed Non-ad Valorem Assessment Roll for Solid Waste Disposal Services has not been attached; however, is available for public review in the Office of the County Administrator (County Courthouse, 301 S. Monroe St., Fifth Floor). The Assessment Roll contains the name of the owner, the parcel identification number, the parcel address, and the amount of the annual disposal service charge assessment. Written comments and objections filed by affected property owners, if any, have been compiled, and likewise made available for public inspection in the office of the County Administrator.

Failure of the Board to adopt the Non-ad Valorem Assessment Roll for Solid Waste Disposal Services will create a budget impact in the amount of \$1,539,800 for fiscal year 2014/2015.

Options:

1. Conduct the first and only public hearing and approve the proposed Resolution adopting the Non-ad Valorem Assessment Roll for Solid Waste Disposal Services (Attachment #1), and authorize the Chairman to certify the Roll to the Tax Collector (Attachment #2).
2. Conduct the first and only public hearing and do not approve the proposed Resolution adopting the Non-ad Valorem Assessment Roll for Solid Waste Disposal Services.
(This action would require amendments to the FY 2014/2015 budget.)
3. Board direction.

Recommendation:

Option #1.

Attachments:

1. Resolution Adopting the Solid Waste Disposal Services Non-ad Valorem Assessment Roll
2. Certificate to the Non-Ad Valorem Assessment Roll
3. Notice of Public Hearing - Tallahassee Democrat Advertisement

RESOLUTION NO. R14-_____

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF LEON COUNTY, FLORIDA, ADOPTING THE SOLID WASTE DISPOSAL SERVICES NON-AD VALOREM ASSESSMENT ROLL; PROVIDING FOR CERTIFICATION OF THE ROLL TO THE TAX COLLECTOR; AND PROVIDING AN EFFECTIVE DATE.

RECITALS

WHEREAS, on June 25, 1995, the Board of County Commissioners enacted the Solid Waste Disposal Ordinance, which authorizes the Board to establish an *Annual Disposal Service Charge* for the disposal of solid waste, which is an annual special assessment imposed upon each parcel of *Improved Residential Real Property* in the *Service Area* of unincorporated Leon County; and

WHEREAS, on August 28, 2012, the Board of County Commissioners adopted a *Rate Resolution* determining the *Annual Disposal Service Charge* for the operation and maintenance of the solid waste disposal system applicable to all *Improved Residential Real Property* located within the *Service Area* of unincorporated Leon County (see Exhibit 1); and

WHEREAS, pursuant to Section 18-167, Leon County Code of Laws, and Section 197.3632, Florida Statutes, the Board of County Commissioners has reviewed the solid waste disposal services non-ad valorem assessment roll for conformity with the *Rate Resolution*; and

WHEREAS, the Board wishes to approve and adopt the solid waste disposal services non-ad valorem assessment roll and to certify the roll for collection to the Tax Collector; and

WHEREAS, Leon County has provided notice of this public hearing at least twenty days prior to same by first class United States mail and by publication in the *Tallahassee Democrat* advising that a public hearing would take place;

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Leon County, Florida, that:

Section 1. Recitals. The Recitals to this Resolution are incorporated herein and made a part hereof as if fully set forth below.

Section 2. Definitions. For purposes of this Resolution, the definitions contained in section 18-161, Leon County Code of Laws, are incorporated herein by reference.

Section 3. Pursuant to Section 197.3632, Florida Statutes, Leon County hereby approves and adopts the solid waste disposal services non-ad valorem assessment roll, which is attached hereto as Exhibit 2 and incorporated herein as if fully set forth below.

Section 4. The unit of measurement for the annual solid waste disposal services non-ad valorem assessment is as set forth in Exhibit 1, the *Rate Resolution*, which is attached hereto and incorporated herein as if fully set forth below, and the amount of the annual solid waste disposal services assessment is as further set forth in Exhibits 1 and 2 for each single family unit of *Improved Residential Real Property* located within the *Service Area* of the unincorporated area of Leon County, for the period commencing October 1, 2012, and continuing each year thereafter until such time as the Board determines.

Section 5. The solid waste disposal services non-ad valorem assessment roll is hereby certified to the Tax Collector for collection in accordance with Florida law.

Section 6. This Resolution shall be effective upon adoption.

DONE AND ADOPTED by the Board of County Commissioners of Leon County,
Florida, this 2nd day of September, 2014.

LEON COUNTY, FLORIDA

BY: _____
Kristin Dozier, Chairman
Board of County Commissioners

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

BY: _____

Approved as to Form:
Leon County Attorney's Office

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

RESOLUTION NO. 2012- 37**A RESOLUTION DETERMINING THE ANNUAL DISPOSAL SERVICE CHARGE FOR THE OPERATION AND MAINTENANCE OF THE SOLID WASTE DISPOSAL SYSTEM APPLICABLE TO ALL IMPROVED RESIDENTIAL REAL PROPERTY LOCATED WITHIN THE UNINCORPORATED AREA OF LEON COUNTY.**RECITALS

WHEREAS, Section 18-165, Leon County Code of Laws, adopted by the Leon County Board of County Commissioners on July 25, 1995, authorizes the Board to impose an annual disposal service charge on all improved residential real property in the service area of Leon County; and

WHEREAS, Section 18-164, Leon County Code of Laws, authorizes the Board to annually adopt a resolution determining the annual disposal service charge to be imposed upon all improved residential real property within the service area; and

WHEREAS, the Board finds that the reasonable costs of providing residential solid waste disposal services within the service area is forty dollars (\$40.00) per single family residential unit per year; and

WHEREAS, the Board finds that the annual disposal service charge shall cover the period from October 1, 2012, through September 30, 2013 and annually thereafter until such time as the Board determines otherwise.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Leon County, Florida, that:

1. The Recitals set forth above are incorporated herein and made a part hereof.
2. The annual disposal service charge for each single family residential unit located within the service area of Leon County is hereby determined and shall be forty dollars (\$40.00) for the period from October 1, 2012, through September 30, 2013, and annually thereafter until such time as the Board determines.

3. This Resolution shall be effective upon adoption.

DONE AND ADOPTED by the Board of County Commissioners of Leon County,
Florida, this 28th day of August, 2012.



LEON COUNTY, FLORIDA

BY: Akin Akinyemi
Akin Akinyemi, 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

EXHIBIT 2

**SOLID WASTE DISPOSAL SERVICES
NON-AD VALOREM ASSESSMENT ROLL**

Due to the voluminous nature thereof, the assessment roll is not attached to this Resolution in this Agenda Item but has been made available for public inspection in the office of the County Administrator and will be attached hereto upon adoption.



CERTIFICATE TO NON-AD VALOREM ASSESSMENT ROLL

I, the undersigned, hereby certify that I am the Chairman of the Board, or authorized agent of Leon Cty. Bd. of County Commissioners, located in Leon County, Florida; as such, I have satisfied myself that all property included or includable on the Non-Ad Valorem Assessment Roll for the aforesaid county is properly assessed so far as I have been able to ascertain; and that all required extensions on the above described roll to show the non-ad valorem assessments attributable to the property listed therein have been made pursuant to law.

I further certify that, upon completion of this certificate and the attachment of same to the herein described Non-Ad Valorem Assessment Roll as part thereof, said Non-Ad Valorem Assessment Roll will be delivered to the Tax Collector of this county.

In witness whereof, I have subscribed this certificate and caused the same to be attached to and made a part of the above described Non-Ad Valorem Assessment Roll this the 2nd day of September, 2014 year.

Chairman of the Board or authorized agent
of Leon County Board of County Commissioners
Name of local government
Leon County, Florida

TALLAHASSEE DEMOCRAT
 PUBLISHED DAILY
 TALLAHASSEE-LEON-FLORIDA

STATE OF FLORIDA COUNTY OF LEON:
 Before the undersigned authority personally
 appeared Gladys L. Chelette, who on oath says
 that he or she is a Legal Advertising
 Representative of the Tallahassee Democrat, a
 daily newspaper published at Tallahassee in Leon
 County, Florida; that the attached copy of
 advertisement, being a Legal Ad in the matter of:

LEGAL NOTICE

In the Second Judicial Circuit Court was
 published in said newspaper in the issues of:

August 12, 2014

Affiant further says that the said Tallahassee
 Democrat is a newspaper published at
 Tallahassee, in the said Leon County, Florida,
 and that the said newspaper has heretofore been
 continuously published in said Leon County,
 Florida each day and has been entered as
 periodicals matter at the post office in
 Tallahassee, in said Leon County, Florida, for a
 period of one year next preceding the first
 publication of the attached copy of
 advertisement; and affiant further says that he or
 she has never paid nor promised any person, firm
 or coporation any discount, rebate, commission
 or refund for the purpose of securing this
 advertisement for publication in the said
 newspaper.

GLADYS L. CHELETTE

LEGAL ADVERTISING REPRESENTATIVE

Sworn to and Subscribed before me.

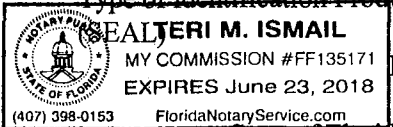
This 2th Day of Aug 2014, by

Gladys L. Chelette, *Gladys Chelette*

Personally Known *[Signature]*

OR Produced Identification _____

Type of Identification Produced _____



Notary Public

State of Florida County of Leon

NOTICE OF PUBLIC HEARING

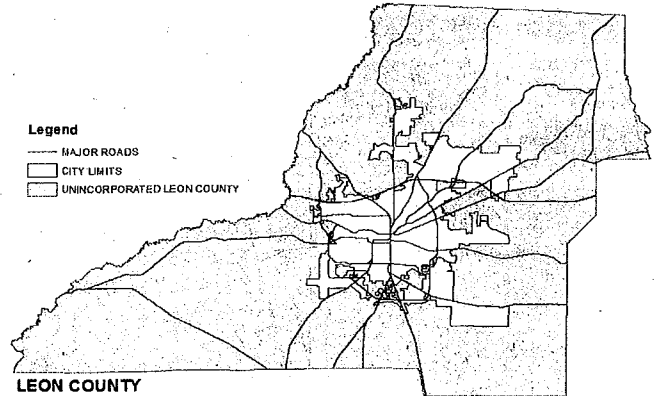
Notice is hereby given, pursuant to Section 197.3632(4)(b), Florida Statutes, that the Board of County Commissioners of Leon County, Florida (the "Board"), will conduct a public hearing on Tuesday, September 2, 2014, at 6:00 p.m., or as soon thereafter as such matter may be heard, at the County Commission Chambers, 5th Floor, Leon County Courthouse, 301 South Monroe Street, Tallahassee, Florida, to consider the adoption of a solid waste disposal system non-ad valorem assessment roll for the subject parcels of improved real property located within the unincorporated area of Leon County, Florida.

The purpose of the assessment is to equitably recover costs incurred for the construction, operation and maintenance of the solid waste disposal system for the benefit of improved residential parcels of property located within the unincorporated area of Leon County. The assessment shall be collected annually by the Leon County Tax Collector.

All interested parties are invited to present their comments at the public hearing at the time and place set out above. All affected property owners have the right to appear at the public hearing, and have the right to file written objections with the Board within 20 days of the publication of this notice.

Anyone wishing to appeal the action of the Board with regard to this matter will need a record of the proceedings and should ensure that a verbatim record is made. Such record should include the testimony and evidence upon which the appeal is based, pursuant to Section 286.0105, Florida Statutes.

In accordance with the Americans with Disabilities Act and Section 286.26, Florida Statutes, persons needing a special accommodation to participate in this public hearing should contact Jon Brown or Facilities Management, Leon County Courthouse, 301 South Monroe Street, Tallahassee, Florida 32301, by written request at least 48 hours prior to the date of the public hearing. Telephone: 850-606-5300 or 850-606-5000; 1-800-955-8771 (TTY), or 1-800-955-8770 (Voice), or 711 via Florida Relay Service.



**Leon County
Board of County Commissioners**


Notes for Agenda Item #28

Leon County Board of County Commissioners

Cover Sheet for Agenda #28

September 2, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: First and Only Public Hearing to Approve the Resolution Adopting the Stormwater Non-ad Valorem Assessment Roll and Authorize Certification of the Entire Roll to Tax Collector

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 & Community Development Scott Ross, Director, Office of Financial Stewardship
Lead Staff/ Project Team:	Theresa B. Heiker, P.E., Stormwater Management Coordinator Timothy Carlson, Sr. Budget Analyst

Fiscal Impact:

This item has a fiscal impact. This non-ad valorem special assessment generates revenue in the amount of \$3,506,548 that is contemplated in the proposed FY 14/15 budget.

Staff Recommendations:

Option #1: Conduct the first and only public hearing, approve the Resolution adopting the Stormwater Non-Ad Valorem Assessment Roll (Attachment #1), and authorize the certification of the Non-Ad Valorem Assessment Roll to the Tax Collector (Attachment #2).

Report and Discussion

Background:

Leon County adopted an \$85 stormwater assessment rate utilizing a variable fee for residential class property (Table #1). The variable fee is based on the median impervious area for each type of residential parcel type. The single-family dwelling was shown to have the highest median impervious area and is assessed at 100% of the \$85. The other classes are reduced from \$85 by the percentage of their median impervious area compared to the single-family dwelling median impervious area.

Table #1: Variable Singly Family Home Rate

Residential Fee by Class	Rate
Single Family/1 dwelling	\$85
Single Family/multiple dwellings/other	\$68
Multi-Family structures	\$60
Mobile Homes	\$51

In addition to the a variable rate structure, the County makes allowances for residents who qualify with the Property Appraiser's Office as Low Income Seniors or Disabled Veterans. Residents that do qualify to receive a 50% reduction in the amount of their assessment. The reductions are funded through general revenue sources as it relates to a significant public purpose.

The adopted assessment imposed on non-residential property is the rate of one single-family unit (SFU) multiplied by the numerical factor obtained by dividing the total impervious area of the non-residential developed property by the SFU average impervious area. The average SFU impervious area in the unincorporated area of Leon County is 3,272 square feet. For example, a convenience store that has 32,720 square feet of impervious area equals 10 SFU and pays \$850 under the proposed Rate Resolution. Non-residential development includes all the other developed property except agricultural.

Additionally, the County Stormwater Management System Ordinance addresses provisions for onsite private stormwater management facilities. All property owners in residential subdivisions which have valid Leon County operating permits for private stormwater management facilities receive adjustments to their assessments. This adjustment is also available to non-residential property served by private stormwater facilities. The amount of the adjustment varies by the facility's treatment level and ranges in discount from 25% to 75% the full assessment.

The Stormwater Assessment is included on the Tax Notice. Section 197.3632, Florida Statutes, outlines the process for collection of non-ad valorem assessments. An assessment roll must be prepared showing all properties being assessed for the first time, which is then adopted by the Board by Resolution, and the entire roll certified to the Tax Collector for collection.

County staff has published notice of the public hearing in the Tallahassee Democrat and provided first class mailed notice to each property owner subject to the non-ad valorem assessment for stormwater management services in accordance with the requirements of Section 197.3632, Florida Statutes (2013) (Attachment #3).

Analysis:

The Stormwater Management System Ordinance and Section 197.3632, Florida Statutes, require that the stormwater assessment roll be adopted by Resolution of the Board following a public hearing by September 15th of the year that the fee is imposed against properties for the first time.

The assessment roll has been made available for public inspection at County Administration, fifth floor, County Courthouse. It has not been attached to this item due to the voluminous nature thereof. The assessment roll contains the name of the owner, the parcel identification number, the parcel address, and the amount of the assessment. Written comments and objections filed by affected property owners, if any, have been compiled and likewise have been made available for public inspection at County Administration. The proposed Resolution adopting the non-ad valorem assessment roll for all properties subject to the assessment for the first time, and the Certificate to the assessment roll to the Tax Collector, are attached for the Board's consideration.

Options:

1. Conduct the first and only public hearing, approve the Resolution adopting the Stormwater Non-Ad Valorem Assessment Roll (Attachment #1), and authorize the Chairman to certify the Roll to the Tax Collector (Attachment #2).
2. Conduct the first and only public hearing and do not approve the Resolution adopting the Stormwater Non-Ad Valorem Assessment Roll.
3. Board direction.

Recommendations:

Option #1.

Attachments:

1. Resolution Adopting the Stormwater Assessment Roll
2. Certificate to Non-ad Valorem Assessment Roll to the Tax Collector.
3. Notice of Public Hearing

RESOLUTION NO. R14-_____

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF LEON COUNTY, FLORIDA, ADOPTING THE STORMWATER MANAGEMENT SERVICES AND FACILITIES NON-AD VALOREM ASSESSMENT ROLL; PROVIDING FOR CERTIFICATION OF THE ROLL TO THE TAX COLLECTOR; AND PROVIDING FOR AN EFFECTIVE DATE.

RECITALS

WHEREAS, on May 28, 2013, the Board of County Commissioners enacted an Ordinance amending chapter 18, article iv, division 3, Leon County Code of Laws, relating to the provision and funding of the *Stormwater Management Services and Facilities* to the *Stormwater Services Area*; and

WHEREAS, on May 28, 2013, the Board of County Commissioners adopted a *Stormwater Assessment Rate Resolution* levying and imposing upon each *Developed Property* located within the *Stormwater Services Area* a *Stormwater Assessment* in an amount found to be reasonably related to the cost of providing the *Stormwater Management Services and Facilities* to such property and thereby providing an equitably corresponding special benefit to such property; and

WHEREAS, pursuant to Section 197.3632, Florida Statutes, the Board of County Commissioners has reviewed the *Stormwater Assessment Roll* for conformity with the *Stormwater Assessment Rate Resolution*; and

WHEREAS, the Board wishes to approve and adopt the *Stormwater Assessment Roll* and to certify the roll for collection to the Tax Collector; and

WHEREAS, Leon County has provided notice of a public hearing at least twenty days prior to same by first class United States mail and by publication in the *Tallahassee Democrat* advising that a public hearing would take place;

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Leon County, Florida, that:

Section 1. Recitals. The Recitals to this Resolution are incorporated herein and made a part hereon as if fully set forth below.

Section 2. Definitions. For purposes of this Resolution, the definitions contained in section 18-134.2, Leon County Code of Laws, are incorporated herein by reference.

Section 3. Pursuant to section 197.3632, Florida Statutes (2013), Leon County hereby approves and adopts the *Stormwater Assessment Roll*, attached hereto as Exhibit 2 and incorporated herein as if fully set forth below.

Section 4. The unit of measurement for the *Stormwater Assessment* shall be as set forth in Exhibit 1, the *Stormwater Assessment Rate Resolution*, which is attached hereto and incorporated herein as if fully set forth below, and the total amount of the *Stormwater Assessment* is \$3,805,424 for fiscal year 2014 and for each fiscal year thereafter, plus the amount of revenue derived from new development. The amount of the *Stormwater Assessment* imposed against each subject parcel of *Developed Property* is and shall be as further set forth in Exhibits 1 and 2. The *Stormwater Assessment* shall be and is hereby levied and imposed annually commencing October 1, 2013, and continuing each year thereafter until such time as changed or discontinued by the Board.

Section 5. The *Stormwater Assessment Roll* is hereby certified to the Tax Collector for collection in accordance with Florida law.

Section 6. This Resolution shall be effective upon adoption.

DONE AND ADOPTED by the Board of County Commissioners of Leon County,
Florida, this 2nd day of September, 2014.

LEON COUNTY, FLORIDA

BY: _____
Kristin Dozier, Chairman
Board of County Commissioners

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

BY: _____

Approved as to Form:
Leon County Attorney's Office

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

RESOLUTION NO. R13-20**STORMWATER ASSESSMENT RATE RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS, RELATING TO THE PROVISION AND FUNDING OF THE STORMWATER MANAGEMENT SYSTEM.****RECITALS**

WHEREAS, the County desires to provide *Stormwater Management Services and Facilities* in the most efficient manner possible in order to promote the health, safety, and general welfare of its citizens; and

WHEREAS, a new and dedicated funding for implementation of the County's *Stormwater Management Plan* is needed to maintain compliance with state and federal requirements, and the levy of a *Stormwater Assessment* is determined to be the most equitable method of providing such funding; and

WHEREAS, those elements of the *Stormwater Management System* that provide for the collection, storage, treatment, and conveyance of *Stormwater* specially benefit all *Developed Property* within the unincorporated area of the County; and

WHEREAS, Florida law authorizes and encourages local governments to create stormwater management systems, provide stormwater management services and facilities, and adopt stormwater charges sufficient to plan, construct, operate and maintain its stormwater management system; and

WHEREAS, the cost of operating and maintaining the County *Stormwater Management System* and providing *Stormwater Management Services and Facilities* in accordance with existing permits and the funding of existing and future repairs, replacements, improvements, and extensions thereof should, to the extent practicable, be allocated in relationship to the benefits enjoyed and services received; and

WHEREAS, on May 28, 2013, the Board of County Commissioners enacted an Ordinance amending ch. 18, Leon County Code of Laws, relating to the provision and funding of the County *Stormwater Management System*.

NOW, THEREFORE, be it resolved by the Board of County Commissioners of Leon County, Florida, that:

Section 1. Recitals. The Recitals set forth above are deemed incorporated herein as is fully set forth below.

Section 2. Authority. This Resolution is adopted pursuant to the authority granted the County under Article 8, Section 1, Florida Constitution, ch. 125 and 403, Florida Statutes, the Leon County Charter, and other applicable provisions of law.

Section 3. Definitions. For purposes of this Resolution, the definitions contained in section 18-134.2, Leon County Code of Laws, are incorporated herein by reference.

Section 4. Resolution. This Resolution shall constitute the *Stormwater Assessment Rate Resolution* as described in section 18-134.4(b), Leon County Code of Laws.

Section 5. Provision of Stormwater Management Services and Facilities. The County intends to provide *Stormwater Management Services and Facilities* for the benefit of all parcels of *Developed Property* located within the *Stormwater Services Area* commencing October 1, 2013. All or a portion of the cost to provide such *Stormwater Management Services and Facilities* shall be funded from the proceeds of the *Stormwater Assessment*.

Section 6. Legislative Determinations. It is hereby ascertained, determined, and declared that each parcel of *Developed Property* subject to the *Stormwater*

Assessment located within the *Stormwater Services Area* shall be specially benefited by the provision of *Stormwater Management Services and Facilities*, in an amount and to a degree not less than the *Stormwater Assessment* imposed against such parcel of *Developed Property*, in that such *Stormwater Assessment* as computed in a manner as set forth in this Resolution, constitutes a fair and reasonable charge for the provision of *Stormwater Management Services and Facilities*. It is hereby further ascertained, determined, and declared that the cost of providing *Stormwater Management Services and Facilities* used to compute the *Stormwater Assessment* constitutes a reasonable estimation of the ten (10) year average annual cost of providing *Stormwater Management Services and Facilities* to all parcels of *Developed Property* within the *Stormwater Services Area*. Lastly, the *Stormwater Assessment* is based upon the Leon County, Florida, Stormwater Utility Update, Final Report, dated April 5, 2013 (hereinafter “Rate Study”) which is hereby specifically approved and adopted as Exhibit A, same being attached hereto and incorporated herein as if fully set forth below.

Section 7. Stormwater Assessment. A *Stormwater Assessment* is hereby levied and imposed upon each parcel of *Developed Property* located within the *Stormwater Services Area* and which is hereby ascertained, determined, and declared to be reasonably related to the cost of providing *Stormwater Management Services and Facilities* and thereby provides an equitably corresponding special benefit to the *Developed Property*. The *Stormwater Assessment* is hereby ascertained, determined and declared to be based upon a reasonable estimation of a ten (10) year average annual cost of providing *Stormwater Management Services and Facilities* to such *Developed Property*. It is further ascertained, determined and declared that the *Stormwater Assessment* imposed hereby provides a special benefit to and is equitably apportioned among the *Developed*

Properties assessed based upon the special benefit assumptions and apportionment methodology set forth in the Rate Study, Exhibit A. The amount of the *Stormwater Assessment* levied and imposed upon each parcel of *Developed Property* in the *Stormwater Services Area* shall be determined according to the property use category and rate as set forth in Exhibit B, Rate Schedule, commencing October 1, 2013, annually until discontinued or changed by the Board.

Section 8. Residential Credit. The Board hereby provides a fifty percent (50%) residential credit to the *Stormwater Assessment* for County residents owning and residing on residential *Developed Property* who have been qualified with the *Property Appraiser* as either a Low Income Senior or Disabled Veteran in accordance with Florida law. Funds designated by the Board to adequately fund the residential credit shall be paid from funds other than those generated by the *Stormwater Assessment*. The residential credit shall be effective commencing October 1, 2013, and continue annually until discontinued by the Board.

Section 9. Adjustment.

(a) The Board hereby finds that retention of *Stormwater* meeting the standards set forth in sections 10-4.301(3)(b) or (5)(a)(i) and (5)(b), Leon County Code of Laws, would constitute a significant and measureable reduction in County provided *Stormwater Management Services and Facilities*, resulting in an adjustment to the *Stormwater Assessment* to reflect only those costs associated with engineering and permitting services of the *Stormwater Management Services and Facilities* provided. Therefore, the Board hereby creates a 75% adjustment to the *Stormwater Assessment* for the subject *Developed Property*. Upon approval of an application of the owner, a 75% reduction to the *Stormwater Assessment* will be applied to a *Developed Property*,

when a privately owned stormwater management facility serving the subject property has a valid operating permit issued by the County, for a private residential subdivision or an on-site stormwater management facility serving a non-residential property, meeting the requirements of Section 18-134.4(f)(2)a.(1), Leon County Code of Laws. The 75% adjustment will commence October 1, 2013 and will remain in effect so long as the subject property owner's operating permit remains valid, or until such time as discontinued by the Board.

- (b) The Board hereby finds that by demonstrating that *Stormwater* quality treatment and rate attenuation standards applicable at the time of approval of a County issued environmental permit have been met, would constitute a significant and measurable reduction in County provided *Stormwater Management Services and Facilities*. As a result, adjusting the *Stormwater Assessment* to reflect a portion of those costs associated with the *Stormwater Management Systems and Facilities* provided, would result in a 50% reduction in the *Stormwater Assessment*. Therefore, the Board hereby creates a 50% adjustment to the *Stormwater Assessment* for the subject *Developed Property*. Upon approval of an application of the owner, a 50% reduction to the *Stormwater Assessment* will be applied to a *Developed Property*, when a privately owned stormwater management facility serving the subject property has a valid operating permit issued by the County, for a private residential subdivision or an on-site stormwater management facility serving a non-residential property, meeting the requirements of Section 18-134.4(f)(2)a.(2), Leon County Code of Laws. The 50% adjustment will commence October 1, 2013 and will remain in effect so long as the subject property owner's operating permit remains valid, or until such time as discontinued by the Board.

(c) The Board hereby finds that by demonstrating that *Stormwater* rate attenuation standards applicable at the time of approval of a County issued environmental permit have been met, would constitute a significant and measurable reduction in County provided *Stormwater Management Services and Facilities*. As a result, adjusting the *Stormwater Assessment* to reflect a portion of those costs associated with the *Stormwater Management Systems and Facilities* provided would result in a 25% reduction in the *Stormwater Assessment*. Therefore, the Board hereby creates a 25% adjustment to the *Stormwater Assessment* for the subject *Developed Property*. Upon approval of an application of the owner, a 25% reduction to the *Stormwater Assessment* will be applied to a *Developed Property*, when a privately owned stormwater management facility serving the subject property has a valid operating permit issued by the County, for a private residential subdivision or an on-site stormwater management facility serving a non-residential property, meeting the requirements of Section 18-134.4(f)(2)a.(3), Leon County Code of Laws. The 25% adjustment will commence October 1, 2013 and will remain in effect so long as the subject property owner's operating permit remains valid, or until such time as discontinued by the Board.

(d) Upon approval of an application of the owner, a reduction to the *Stormwater Assessment* may be applied to the subject *Developed Property*, when the owner demonstrates by competent substantial evidence that alternative means or techniques have been utilized to accomplish the standards set forth in Section 18-134.4(f)(2)a.(1), Leon County Code of Laws.

Section 10. Collection of the Stormwater Assessment. The collection of the *Stormwater Assessment* shall be made pursuant to and in accordance with section 18-

134.5, Leon County Code of Laws and is authorized hereby, commencing October 1, 2013.

Section 11. Effective Date. This Resolution shall have effect upon adoption and shall apply to all parcels of *Developed Property* located within the unincorporated area of Leon County.

Done and adopted by the Board of County Commissioners of Leon County, Florida, this 28th day of May, 2013.



LEON COUNTY, FLORIDA
BY: *Nich*
NICHOLAS MADDOX, CHAIRMAN
BOARD OF COUNTY COMMISSIONERS

ATTESTED BY:
BOB INZER, CLERK OF THE COURT
LEON COUNTY, FLORIDA

BY: *Bob Inzer*
for Bob Inzer

APPROVED AS TO FORM:
COUNTY ATTORNEY'S OFFICE
LEON COUNTY, FLORIDA

BY: *Herbert W.A. Thiele*
HERBERT W.A. THIELE, ESQ.
DOP. COUNTY ATTORNEY

FINAL REPORT

**Leon County,
Florida**

***Stormwater Utility
Update***

April 2013

**CDM
Smith**



1715 North Westshore Boulevard, Suite 875
Tampa, Florida 33607
tel: 813 281-2900
fax: 813 288-8787

April 5, 2013

Ms. Theresa Heiker, P.E.
Stormwater Management Coordinator
Engineering Services Division
Leon County Public Works Department
2280 Miccosukee Road
Tallahassee, Florida 32398

Subject: Stormwater Utility Update Final Report

Dear Ms. Heiker:

CDM Smith is pleased to submit the Stormwater Utility Update Final Report (5 copies). The final report incorporates final comments and decisions CDM Smith received from the County on March 8, 2013 and early April via e-mail. Highlights from the report are presented below.

Level of Service Analysis

CDM Smith worked with County staff to define program activities and expenditures for Service Areas presented in Figure 1. The assessed level-of-service (LOS) for each program element is highlighted in blue. In general, the County’s program is between a LOS C and LOS D. This assessment is based upon services currently being provided by the County and the associated funding of those services as compared to other Florida communities.

Level of Service	Engineering & Permitting Activities	Operation and Maintenance Program Activities	CIP Implementation Period
A	Comprehensive Planning + Full Implementation Capabilities + Exemplary NPDES Permit Compliance	Fully Preventative/ 100% Routine	10-year Plan
B	Pro-Active Planning + Systematic CIP Implementation Capabilities + Proactive Permit Compliance	Mixture of Routine and Inspection Based	20-year Plan
C	Priority Planning + Partial CIP Implementation Capabilities + Minimal NPDES Permit Compliance	Inspection Based Only	40-year Plan
D	Reactionary Planning + Minimal CIP Implementation Capabilities + Below Minimum NPDES Permit Compliance	Mainly Responsive (Complaint-based)	50-year Plan
F	No Planning + No CIP Implementation Capabilities + NPDES Non-Compliance	Less than full response to all complaints	100-year Plan

Figure 1
LOS Analysis of County Stormwater Program Elements





Ms. Theresa Heiker, P.E.
April 5, 2013
Page 2

In order to maintain the current LOS being provided by the County, and the elimination of the transfer of general revenues to the stormwater utility fund, the updated stormwater utility would need to generate the revenue shown in Table 1. As an option, CDM Smith also considered at the request of the County an additional scenario to add \$2 million in annual revenue for capital improvements.

Table 1
Stormwater Program Costs

Program Element	Budget	% of Total
Engineering & Permitting, and NPDES	\$1,350,000	26.2%
Operations & Maintenance	\$1,800,000	35.0%
Capital Improvement Program	\$2,000,000	38.8%
Total	\$5,150,000	100.0%

Rate Structure Analysis

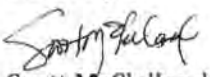
CDM Smith worked with County staff to define and evaluate various stormwater utility rate structure scenarios to generate the program costs. This included an

assessment of impervious area characteristics of parcels located in unincorporated Leon County and the selection of a "single family dwelling unit" (SFU) as the basis for assigning fees to parcel owners. Based on the input from County staff, the preferred rate structure includes tiered non-single family residential rates, non-residential rates based upon their equivalent number of SFU's and the allowance of a credit adjustment. The analysis considered the cost of service within the defined Urban Service Area (USA). Also, the analysis showed that the rate for the USA would be only slightly different than the non-USA area, which may not support the need for different service areas.

Based on the number of SFU's in the County, to generate \$5.15 million in annual stormwater program costs, the fee is estimated to be \$140 per SFU per year assuming a 95 percent collection. To fund the stormwater program costs using a graduated 5-year approach, the fee would start out at \$44 per year per SFU, and increase by \$24 per year per SFU for each of the next 4 years. After five years, the ultimate rate would be \$140 per year per SFU. These estimates are based on a 2 percent growth per year in revenue needs and a 1 percent growth per year (i.e., new construction) in revenues.

We appreciate working with the County on this very important project and look forward to future opportunities.

Sincerely,


Scott McClelland
Vice President
CDM Smith Inc.

cc: Brian Mack





Table of Contents

- Section 1 Introduction..... 1-1
- Section 2 Level of Service 2-1
 - 2.1 Stormwater Levels of Service 2-1
 - 2.1.1 Engineering & Permitting Level of Service Descriptions 2-2
 - 2.1.2 Operation and Maintenance Level of Service Descriptions 2-4
 - 2.1.3 Capital Improvements Level of Service Descriptions..... 2-4
 - 2.2 Description of Current County Stormwater Program..... 2-5
 - 2.2.1 Engineering Services Division 2-5
 - 2.2.2 Operation Services Division 2-6
 - 2.3 Current County Stormwater Program Funding Summary..... 2-8
 - 2.3.1 Current Engineering & Permitting LOS 2-9
 - 2.3.2 Current NPDES Compliance LOS 2-9
 - 2.3.3 Current Operation and Maintenance LOS..... 2-9
 - 2.3.4 Current Capital Improvements LOS..... 2-9
 - 2.4 Existing Program Cost Comparison 2-10
 - 2.5 Stormwater Program Level of Service Improvements 2-11
- Section 3 Parcel Analysis..... 3-1
 - 3.1 Tallahassee-Leon County GIS and Leon County Appraisal Data..... 3-1
 - 3.2 Results of Parcel Assessment 3-1
 - 3.3 Estimated Dwelling Units..... 3-3
 - 3.4 Estimated Parcels for USA 3-4
- Section 4 Rate Structure Analysis 4-1
 - 4.1 Purpose 4-1
 - 4.2 Rate Model 4-1
 - 4.3 Stormwater Program Needs 4-3
 - 4.4 Rate Structure Alternatives – Unincorporated County 4-3
 - 4.4.1 Equivalent Units 4-4
 - 4.4.2 Uniform or Tiered Residential Rates 4-4
 - 4.4.3 Nonresidential Rates 4-6
 - 4.4.4 Adjustments and Credits..... 4-6
 - 4.5 Consequences of Rate Structure Options 4-8
 - 4.6 Urban Services Area Options..... 4-9
- Section 5 Rate Alternatives 5-1



Tables

Table 2-1 Leon County, Florida Stormwater Utility Update – Stormwater Management and Operations Budgets and Costs As Shown in the Leon County Annual Budget, 5-Year Financial Plan and CIP, FY12/13	2-8
Table 2-2 Leon County, Florida Stormwater Utility Update – Capital Expenditures and Source of Funding	2-9
Table 2-3 Leon County, Florida Stormwater Utility Update – LOS Costs	2-10
Table 2-4 Leon County, Florida Stormwater Utility Update – Stormwater Management and Operation Estimated Budgets Excluding and Including CIP	2-11
Table 3-1 Leon County, Florida Stormwater Utility Update – Summary of Unincorporated County Parcel FY 2011-2012	3-2
Table 3-2 Leon County, Florida Stormwater Utility Update – Summary of Parcel Data FY 2011-2012 – Urban Services Area.....	3-5
Table 4-1 Leon County, Florida Stormwater Utility Update – Summary of Parcel Data (October 2012)	4-2
Table 4-2 Leon County, Florida Stormwater Utility Update –Summary of FY13 Program Costs	4-3
Table 4-3 Leon County, Florida Stormwater Utility Update –Potential Tiered Single Family Rate Structure.....	4-5
Table 4-4 Leon County, Florida Stormwater Utility Update –Potential Tiered Residential Rates.....	4-6
Table 4-5 Leon County, Florida Stormwater Utility Update –Summary of Consequences for Rate Structure Options	4-9
Table 4-6 Leon County, Florida Stormwater Utility Update – O&M Rate for USA and Non-USA Areas	4-9
Table 5-1 Leon County, Florida Stormwater Utility Update –Study Rate Alternatives to Fund \$3.15 Million Annually	5-2
Table 5-2 Leon County, Florida Stormwater Utility Update –Study Rate Alternatives to Fund \$5.15 Million Annually	5-2

Figures

Figure 2-1 Leon County, Florida Stormwater Utility Update	2-2
Figure 2-2 Leon County, Florida Stormwater Utility Update	2-10



Section 1

Introduction

In October 2012, Leon County (the County) contracted with CDM Smith to prepare a Stormwater Utility Update Study (the 2012 Study). Procurement for these services was based upon the findings and recommendations from the Board of County Commissioner's Workshop on Stormwater and Solid Waste Non-Ad Valorem Assessments and Transportation Taxes held in February 2012. The original purpose of the 2012 Study was to identify the necessary funding to maintain adequate levels-of-service (LOS) for the County's stormwater management program and to determine the feasibility of eliminating the approximate \$2 to \$3 million subsidy from the County's general fund for stormwater services.

To accomplish this goal, CDM Smith prepared a LOS analysis of the County's stormwater programs (Section 2), performed a rate structure analysis (Sections 3 and 4), and developed subsidy elimination scenarios (Section 5). Also, as part of this work, CDM Smith developed a simple rate model using MS Excel ©, which has been provided to the County. This document summarizes the results and conclusions made for each of these tasks.

In order to compare the various rate structure options considered in Sections 3 and 4, the 2011 Stormwater Utility Survey (2011 Survey) prepared by the Florida Stormwater Association (FSA) was used. This survey included 81 respondents, of which 71 were cities and 10 were counties.



Section 2

Level of Service

2.1 Stormwater Levels of Service (LOS)

For the purposes of this evaluation, stormwater management services for the County have been organized into four categories as described below:

- **Engineering & Permitting Services (EPS)** – this area of service provides for the management and planning of the stormwater assets for the County. Included are program administration, planning, development review, total maximum daily load (TMDL) Engineering & Permitting, enforcement and monitoring. Also, this includes the National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm Sewer System (MS4) permit (FLS000033) compliance activities that are not otherwise accounted for in the other categories.
- **Operation and Maintenance Services (O&M)** – these services include the maintenance of the stormwater assets of the County including mowing, cleaning, litter control, and minor repair.
- **Capital Improvement Program (CIP)** – this includes major construction of new stormwater assets for the County. Projects are generally identified annually in the 5-year CIP program.

In an ideal world with unlimited funding, stormwater management activities would be completed at the highest level. This would result in routinely maintaining all systems, constructing facilities to control every storm, planning for all watersheds to ultimate build out, and performing award winning NPDES compliance. In reality, such funding is not available and thus, services must be provided at a reasonable level that balances services desired by the public with the limited funding available. This level of service (LOS) varies depending on the desires of the community and the issues that need to be addressed.

In order to define the stormwater services provided by the County to its citizens, this study will compare stormwater services provided by the County to a set of standards. The term “LOS” is used in this study to describe the magnitude of beneficial results gained by the community and the environment from the County’s stormwater program. A higher LOS will result in better flood control and protection, better control of erosion and sedimentation, and better water quality and stream habitat. This LOS concept is useful for assessing each of the four major stormwater program areas that have been described previously (Engineering & Permitting which includes NPDES Compliance, Operation and Maintenance, and Capital Improvements).

For the purposes of this study, different LOS have been defined and assigned standard letter grades, with “A” being the highest and “F” being the lowest. These standard definitions facilitate evaluation of the LOS currently being provided by the County’s stormwater program, and allow consideration of alternative LOS, with their associated benefits and costs. A LOS “F” is considered to be below the minimum regulatory requirements and expectations of the community.



• Level of Service

A matrix has been developed to assist in understanding the different LOS as they relate to the four major program areas (**Figure 2-1**). Within this matrix, the first column contains the LOS letter grade identification ranging from "A" to "F." Subsequent column headings are provided for the four program areas, and each box within the matrix contains a brief description of the key elements required to achieve the given LOS for each program area. Later in this section, the County's current stormwater program is assigned a letter grade for each program area based on these LOS definitions. CDM Smith also evaluated the current cost of stormwater services as compared to other communities.

Level of Service	Engineering & Permitting Activities	Operation and Maintenance Program Activities	CIP Implementation Period
A	Comprehensive Planning + Full Implementation Capabilities + Exemplary NPDES Permit Compliance	Fully Preventative/ 100% Routine	10-year Plan
B	Pro-Active Planning + Systematic CIP Implementation Capabilities + Proactive NPDES Permit Compliance	Mixture of Routine and Inspection Based	20-year Plan
C	Priority Planning + Partial CIP Implementation Capabilities + Minimal NPDES Permit Compliance	Inspection Based Only	40-year Plan
D	Reactionary Planning + Minimal CIP Implementation Capabilities + Below Minimum NPDES Permit Compliance	Mostly Responsive (Complaint-based)	50-year Plan
F	No Planning + No CIP Implementation Capabilities + NPDES Non-compliance	Less than full response to all complaints	100-year Plan

Figure 2-1 Leon County, Florida Stormwater Utility Update

2.1.1 Engineering & Permitting Level of Service Descriptions

A high LOS related to Engineering & Permitting provides benefits to the community and environment through the following means:

- Comprehensive planning of stormwater management activities and practices increases the opportunity to implement recommendations prior to development or redevelopment occurring, thus decreasing the costs and improving the effectiveness of these best management practices.
- A proper staffing level of County personnel to oversee and manage other program areas (i.e., operation and maintenance and capital improvements) improves the cost-effectiveness and efficiency of these program areas.
- A proper staffing level of County personnel to monitor and enforce stormwater rules and regulations increases the level of compliance by the regulated community, better protecting the community and environment from unlawful activities.
- Full compliance with all state and federal regulatory programs allows the County to qualify and gain higher priority for potential funding opportunities when they are available to the County, and avoids potential fines and/or environmental damage that may result from non-compliance. The data and information gained from monitoring activities required by these programs allows the County to make better decisions as to where to apply resources to gain the most benefit and as to the effectiveness of past and ongoing activities in achieving desired benefits.



To a large degree, the LOS of the Engineering & Permitting area depends upon the corresponding LOS of the other two major program areas, operation and maintenance and capital improvements. This is because County staff members are required to oversee and manage these other program areas to ensure their cost-effectiveness and efficiency.

However, there are other elements within the Engineering & Permitting area that are not related to O&M or capital improvements. These include enforcement of County development and environmental regulations (e.g., plan review and inspections for soil and erosion control and floodplain regulation, and inspections of stormwater facilities controlling existing development). Other activities that would fall under the Engineering & Permitting category include public information and education about stormwater-related issues, and other supporting functions such as information management, finance, billing, and administration.

The County was first issued its NPDES MS4 permit by the Florida Department of Environmental Protection (FDEP) in 1997 (Permit No. FLS000033). The permit was reissued in 2003 and again on November 1, 2011. Under this permit, the County is required to accomplish and report on various stormwater management activities. Currently, these activities are managed and funded under engineering and permitting services. Compliance is measured by the State using annual reports prepared by the permittee documenting all of the permit related activities accomplished during the permit year.

The various LOS for Engineering & Permitting are described below:

- **LOS A:** Watershed planning completed or scheduled dealing with existing and future stormwater problems (drainage and water quality); complete inventory of stormwater system in a geographic information system (GIS) database. Includes exemplary and/potentially award winning compliance with State and Federal NPDES permit requirements.
- **LOS B:** Increased planning for the watershed considering not only existing problems but also future problems that may be caused by growth; partial stormwater system inventory and sufficient management to administer the program and complete limited CIP projects. Provides proactive NPDES compliance with permit conditions and represents activities that are better than simply a minimal compliance with the letter of the permit, no substantive comments or requests from the annual report review and associated FDEP inspection.
- **LOS C:** Partial planning of watershed, limited stormwater system inventory and some ability to manage capital improvement projects; planning focused on dealing with major or significant existing problems. Middle-of-the-road and minimal accepted LOS with adequate compliance with NPDES permit conditions, some comments received during the annual review, but no major compliance issues are received from FDEP.
- **LOS D:** Poor management characterized by minimal or no planning; some ability to perform project management for capital projects; poor inventory of stormwater system and limited staff to administer the program. Not complying with NPDES permit conditions, characterized by substantive comments on the annual report and during the annual inspection.
- **LOS F:** No management or planning, no system inventory, and no ability to accomplish CIP projects or planning. Non-compliance with major NPDES permit conditions, with the permittee subject to potential fines from the state for noncompliance.



• Level of Service

2.1.2 Operation and Maintenance Level of Service Descriptions

A high LOS related to operation and maintenance provides benefits to the community and environment through the following means:

- The useful life of the County's stormwater infrastructure is extended through proper operation and routine maintenance of these assets. This results in cost savings by delaying the need for major rehabilitation or replacement of these assets
- Cleaning of swales, catch basins, culverts, and ditches maintains the hydraulic capacity of these items, thus decreasing the frequency of flooding that may occur upstream of and in the vicinity of these areas.
- Regular removal of trash, debris, sediment, and excess vegetation from the stormwater system improves water quality of streams and downstream waterways as well as the aesthetic value of these areas to the community. Regular street sweeping and greenway maintenance achieves similar benefits.

The LOS for O&M are described below:

- **LOS A:** Highest O&M service level that is fully preventative – all maintenance is completed routinely, addressing every stormwater facility once or more each year.
- **LOS B:** Mixture of routine and inspection based maintenance. Critical structures are routinely maintained, both periodically during each year and possibly before each storm event, and non-critical structures are maintained based on inspection.
- **LOS C:** Inspection based maintenance whereby all structures are routinely inspected by management and maintenance is scheduled according to the inspection.
- **LOS D:** Complaint-based maintenance – all maintenance is done based on citizen complaints; generally characterized by work order based activities resulting from citizen call in complaints.
- **LOS F:** Less than complaint-based maintenance, with limited or no ability to even respond to complaints.

Once achieved, a LOS "A" may be less costly than lower LOS because it should reduce the frequency of high-cost capital expenditures such as repairs to failed facilities, unscheduled labor overtime, and high administrative costs. The challenge, however, is that the transition from a lower LOS to a LOS "A" cannot be achieved immediately.

2.1.3 Capital Improvements Level of Service Descriptions

A high LOS related to capital improvements provides benefits to the community and environment through the following means:

- Construction of stormwater system conveyance improvements reduces flooding in known problem areas, thus better protecting public and private property from flood damage.
- Protection and/or improvement of existing lakes, ponds, and wetlands supports downstream water quality objectives by providing treatment of stormwater runoff entering these waters.



- Acquiring and preserving stream buffers and other environmentally sensitive areas provides water quality improvement, increased habitat opportunities, and improved aesthetic value of the surrounding environment.
- Restoration and/or stabilization of streams and other areas subject to erosion reduces sediment transport, thus decreasing the need for downstream maintenance and improving downstream habitat.

Alternate LOS associated with capital improvements primarily distinguishes between the level of funding and rate of implementation for identified capital improvement needs. LOS "F" through "A" were assumed to correspond to an implementation period of 100 years to 10 years, respectively. The implementation schedule for capital improvements under any of these LOS could be accelerated through the issuance of revenue debt, with annual stormwater utility fees servicing the debt. It should be noted, however, that deferred implementation of some capital improvements would likely increase the costs of the required improvements, thus further delaying the schedule for full implementation.

2.2 Description of Current County Stormwater Program

2.2.1 Engineering Services Division

The goal of the Engineering Services Division "is to provide the public with professional services for the construction and maintenance of cost-effective infrastructure to enhance the community's quality of life". Within the Engineering Services Division are four full time employees dedicated to the County's stormwater management program. There are other staff within the Engineering Services Division that dedicate a portion of their time to stormwater management services. The appropriation of stormwater related costs is discussed later in this document. In general, the stormwater services provided by the Engineering Services Division include:

In-house Design Services

For small CIP projects, the Engineering Services Division provides in-house design services.

Project Management Services for CIP

For stormwater CIP projects, the Engineering Services Division provides project management services. This includes oversight of the technical aspects of the project during both design and construction.

Review of Development Plans

The Engineering Service Division is also periodically asked to review the stormwater elements of development plans submitted to the County. The review includes the associated stormwater management systems intended to meet local, state, and federal requirements. Support is also provided on wetland planting plans or review of environmental impacts.

Inspections of New Construction Sites

In addition to review of development plans, the Engineering Services Division is responsible for construction inspection activities that include enforcing erosion and sediment best management practices for County construction projects.

Stormwater Engineering & Permitting and Planning

These activities primarily focus on staff time associated with the continued management and planning of the County's stormwater services. Increased Engineering & Permitting services may be needed to



address the regulatory changes affecting how the County manages new mandates related to improved water quality. The County also represents County interests with the BluePrint 2000 program.

Stormwater Master Planning

Under the direction of the Engineering Services Division, a stormwater master plan was completed in 1995 for the County's Primary Stormwater Management System (PSMS). Since the completion of the study, the County has been implementing CIP projects to address identified problem areas as funding becomes available. In recent years, funding of CIP projects has been accomplished with grant monies and other sources. No CIP funding has come from the existing stormwater utility.

CIP Program

On an annual basis, the County updates and prioritizes its CIP needs and then implements the project as funding becomes available. CIP prioritization is based upon previous master planning efforts and flooding complaints from the community. Priority has been given to flood complaint based projects. As a result of aging infrastructure, it is expected that the CIP needs will increase, and thus will require additional funding. Currently, the existing stormwater utility is not used for funding of the County's CIP program. Since 2003, the County has averaged approximately \$4.6 million in expenditures in its stormwater CIP.

Grant Funding Pursuits

The Engineering Services Department look for opportunities for grant funding of stormwater related services. The most recent example is grant monies secured as a result of Tropical Storm Faye to mitigate flooding problems that occurred as a result of the storm.

Total Maximum Daily Load (TMDL) Engineering & Permitting

The TMDL program requires governments to reduce pollutant loads to impaired waters as identified by the Florida Department of Environmental Protection (FDEP) and/or the Environmental Protection Agency (EPA). As a result of TMDL regulations, the County may be required to reduce pollutant loads leaving its stormwater system into waters of the United States. The County has a list of waters deemed impaired by FDEP and the EPA. It is expected that the County will have to look at opportunities to reduce nutrients in several of the basins.

NPDES MS4 Compliance & Reporting

The County has been meeting the requirements for their NPDES MS4 since first being issued (Permit No. FLS000033). In 2011, FDEP has renewed the permit, which requires the County to expand their stormwater program moving forward. Under the new permit, the County is now responsible for several new/enhanced activities. These activities will require additional funding to be compliant with the permit conditions.

Stormwater Utility Program

The Engineering Services Division is responsible for the administration of the Stormwater Utility Program.

2.2.2 Operation Services Division

Following a reorganization effort in 2008, the Operation Services Division of Public Works became responsible for the following services areas:

- Transportation Maintenance;



• Level of Service

- Right-of-Way Management; and,
- Stormwater Maintenance.

Each of these three functions involves O&M services for stormwater management systems as described in the paragraphs below.

Transportation Maintenance

The goal of the Division of Operations Transportation Program is to “provide for the safety, comfort, and convenience of the public by creating, maintaining, and managing infrastructure and programs supporting transportation, roadside beautification, and stormwater maintenance”. Activities related to stormwater management provided under transportation maintenance services include dirt road grading, stabilization and ditch maintenance.

Based upon Tallahassee Leon County GIS street segment data, there are 1,365 lane-miles that are currently being maintained by the Operations Services Division. Approximately, 51 percent of these roads are located within the Urban Service Area (USA). The County also estimated that 628 of the 1,365 lane-miles (46 percent) have a greater functional designation than “local road”. For these roads, the expenses associated with transportation and stormwater O&M activities should be shared between transportation and stormwater funding sources. Sharing of these costs is common practices throughout Florida municipalities.

For the unpaved roads, the County provides grading services, including the adjacent roadside ditches on an approximate 14 day cycle. The County has 2 excavation crews available for this purpose. Additionally, the County maintains approximately 107 lane-miles within the City of Tallahassee limits. Approximately 46 percent of the lane-miles within the City limits are served by curb and gutter and closed systems (pipes) for stormwater management. The remainder is served by open systems (e.g. swales).

Right-of-Way Management

The goal of the Division of Operations Right-of-Way Management is to “provide for the safety, comfort, and convenience of the public by managing programs that support transportation, roadside beautification, and stormwater maintenance”. Activities related to stormwater management under Right-of-Way management include:

- Mowing in landscape areas of County rights-of-way; and,
- Maintenance of vegetation in County maintained stormwater facilities.

The County mows approximately 500 miles of road Right-of-Way, five times each year (2,500 miles of roadway mowing annually). In addition, the County maintains approximately 42 acres of landscaped areas 11 times each year. The County expects more landscaped stormwater facilities in the future as a result of increased interests in green infrastructure for water quality improvement, and therefore, the demand for O&M services will increase.

Operations – Stormwater Maintenance

The goal of the Division of Operations Stormwater Maintenance Program is to “provide for the safety, comfort, and convenience of the public by creating, maintaining, and managing infrastructure and



programs supporting transportation, roadside beautification, and stormwater maintenance". Activities related to stormwater management under Stormwater Maintenance include:

- Maintaining open and closed County owned drainage systems;
- Protect citizens from stormwater runoff (flooding);
- Provide silt removal from open and closed stormwater systems;
- Provide erosion protection through sod and hydromulch of ditches;
- Respond to stormwater issues identified by citizens;
- Construction and/or repair of stormwater structures (i.e., swale ditch blocks, inlets, etc.);
- Conduct routine maintenance to stormwater ponds and ditches (i.e., mowing, fence repair, etc.);
- Remove silt from County owned ponds and replace stormwater filter systems;
- Provide pond stabilization for erosion protection; and,
- Conduct inspections of stormwater ponds and conveyance systems for permit compliance.

As indicated above, the majority of stormwater services are provided by the Division of Operations under Stormwater Maintenance. It should be noted that approximately 75 percent of stormwater services are complaint based. The County maintains approximately 300 stormwater ponds. All but 10 of the stormwater ponds are "dry" ponds and require mowing. Mowing of the County-owned ponds is inspection-based and not complaint-based. Aquatic weed control is provided as necessary.

The County provides operation and maintenance services for approximately 60 miles of ditches, broken into 60 maintenance segments. Approximately 25 percent of the segments receive O&M annually. Pond maintenance also includes debris removal and mowing of the banks of Lake Henrietta. Two County crews are used to provide approximately 150,000 linear feet of ditch maintenance annually (28 miles per year). A third crew was eliminated during the last reorganization of the Operations Division.

2.3 Current County Stormwater Program Funding Summary

Based upon review of the Fiscal Year 2012/2013 Annual Budget Five-Year Financial Plan (Budget Document), and the information provided by the Leon County Office of Management and Budget, CDM Smith compiled a stormwater service funding and appropriation table (**See Table 2-1**). As can be seen from the table, the average budget for stormwater services for Fiscal Year 2011 through Fiscal Year 2013 is approximately \$4.8 million. Of the \$4.8 million, approximately \$1 million comes from the non-ad valorem assessment (stormwater utility fees), \$1.2 million from the Transportation Trust Fund, \$2.5 million from the non-countywide fund, and the balance from miscellaneous sources. To account for the funding to pay for related stormwater and engineering services, funds are transferred between stormwater and transportation funds. It is important to note that both of these funds are supported by General Revenue. \$1.2 million in transportation funds are transferred to the stormwater program to fund the maintenance of stormwater systems associated with roadways. The County's engineering services, including stormwater engineering costs, are accounted for in the Transportation Trust Fund. \$1.6 million in revenue from the Stormwater Fund is paid back to the Transportation Trust Fund to pay for related engineering and operating services. Additionally, it is the goal of the County to

EXHIBIT A

Table 2-1

Leon County, Florida

Stormwater Utility Update - Stormwater Management and Operations Budgets and Costs

As Shown in the Leon County Annual Budget, 5-Year Financial Plan and CIP, FY12/13

Non Ad-valorem Assessment	\$1,006,742	\$1,021,250	\$1,004,150	\$1,010,714
City Permit Water Atlas	\$18,750	\$25,000	\$0	\$14,583
Pooled Interest Allocation	\$37,644	\$35,625	\$44,745	\$39,338
Other Sources	\$137,245	\$0	\$0	\$45,748
Transfer from 106 (Transp. Trust)	\$1,179,177	\$1,248,251	\$1,072,112	\$1,166,513
Transfer from 126 (non- countywide)	\$1,890,951	\$2,618,647	\$2,985,242	\$2,498,280
Miscellaneous	\$0	\$290,000	\$0	\$96,667
	\$4,270,508	\$5,238,773	\$5,106,249	\$4,871,843
Stormwater Maintenance ¹	\$2,241,834	\$2,774,701	\$2,748,500	\$2,588,345
MIS Automation - Stormwater	\$626	\$568	\$500	\$565
Stormwater Utility Risk	\$35,769	\$32,231	\$19,644	\$29,215
Indirect Costs - Stormwater	\$549,016	\$619,399	\$425,552	\$531,322
Tax Collector	\$20,849	\$17,910	\$18,447	\$19,069
Water Quality & TMDL Sampling	\$37,500	\$59,940	\$0	\$32,480
Transfers to Account 106	\$1,067,204	\$1,699,024	\$1,886,104	\$1,550,777
Budgeted Reserves - Stormwater	\$0	\$35,000	\$35,000	\$23,333
	\$3,952,798	\$5,238,773	\$5,133,747	\$4,775,106



eliminate the transfer of the approximate \$2.5 million of Non-Countywide funds with revenue generated from the updated stormwater utility rate structure.

The County expends \$4.8 million for various stormwater related activities. Approximately \$2.6 million is spent on stormwater O&M, \$1.6 million is transferred back for engineering services, and the remaining \$600,000 is spent on various other stormwater functions located in the stormwater fund.

It is a common practice for other County stormwater programs in Florida to fund the O&M for major roads using transportation funds. Consistent with this practice, in future years, the County has identified \$800,000 in the Transportation Trust Fund for stormwater O&M on major roads. The County estimated this cost using the assumption that 46% of County roads are classified as greater than "local" and that 67% of O&M budget (\$2.6 million) is spent on roadway stormwater maintenance ($\$2.6 \text{ million} \times 67\% \times 46\% = \$800,000$). As a result, the stormwater utility will only need to fund \$1.8 million for stormwater facility and conveyance O&M and not the full \$2.6 million (\$2,600,000 - \$800,000). Therefore, the actual funds that will be appropriated from the stormwater utility fund will be \$3.15 million.

Historically, the County has spent an average of \$4.6 million on its CIP program (FY2003 – FY2012). The majority of the dollars were secured from revenue sources other than what is generated by the County's current stormwater assessment fee. Moving forward, the County anticipates using approximately \$2.0 million for its stormwater CIP program as a minimum amount. This is based upon the last 10 years of stormwater CIP appropriations from the County's CIP program, Gas Tax, and Local Options Sales Tax. A summary of the historical CIP expenditures by fund is presented in **Table 2-2**.

Based on a review of the existing County stormwater program by CDM Smith, discussions with county staff, and the LOS definitions provided previously, the following LOS ratings are provided for the current County stormwater program.

2.3.1 Current Engineering & Permitting LOS

The County's currently provides a LOS C for Engineering & Permitting. While the County completed a stormwater master plan in 1995, it has not been updated nor have basin plans related to water quality protection been completed. Also, the County continues to inventory of stormwater facilities.

2.3.2 Current NPDES Compliance LOS

Based on this assessment of the compliance activities for the County, the existing program has achieved adequate compliance so would be designated a LOS C. The County does additional stormwater monitoring above what is required for permit compliance.

2.3.3 Current Operation and Maintenance LOS

The existing O&M LOS is primarily complaint based. There are limited inspection based O&M practices related to pond mowing. Based upon the LOS criteria previously defined in Figure 2-1, the current LOS provided by the County is D. This LOS rating is indicative of resource limitations and not effort.

2.3.4 Current Capital Improvements LOS

The current LOS provided by the County related to capital improvements associated with stormwater management is LOS D+. Projects are completed based upon need and fiscal resources. It should be noted that the currently, the stormwater utility does not fund the County's stormwater CIP.

EXHIBIT A

Table 2-2
Leon County, Florida
Stormwater Utility Update - Capital Expenditures and Source of Funding

Grants - 125	\$0	\$508,671	\$21,391	\$0	\$1,641,670	\$110,057	\$200,000	\$308,021	\$1,097,013	\$2,086,385	\$597,321
Capital Improvements Fund - 305	\$509,975	\$1,361,643	\$1,388,050	\$2,021,548	\$1,838,855	\$615,355	\$1,350,106	\$2,171,559	\$2,098,912	\$2,306,180	\$1,566,218
Transportation Fund - 306	\$0	\$1,863	\$9,722	\$294,483	\$35,616	\$32,677	\$37,486	\$80,172	\$199,875	\$49,759	\$74,165
Sales Tax Fund - 308	\$10,914	\$161,000	\$118,891	\$326,234	\$0	\$0	\$0	\$0	\$0	\$0	\$61,704
Sales Tax Extension Fund - 309	\$71,778	\$2,753	\$937,510	\$6,857,166	\$1,185,613	\$1,997,770	\$1,796,482	\$1,812,261	\$653,984	\$2,593,600	\$1,790,892
Bond Series - 318	\$1,474,768	\$2,733,623	\$581,544	\$261,867	\$37,382	\$0	\$0	\$0	\$0	\$0	\$508,918
Totals	\$2,067,435	\$4,769,553	\$3,057,108	\$9,761,298	\$4,739,136	\$2,755,859	\$3,384,074	\$4,372,013	\$4,049,784	\$7,035,924	\$4,599,218

Capital Improvements Fund - 305	\$1,566,218
Transportation Fund - 306	\$74,165
Sales Tax Fund - 308	\$61,704
Totals	\$1,702,088



Level of Service

Figure 2-2 illustrates the current LOS for the County based on this assessment. Overall, the County is assessed as being between a C and D+ for the LOS.

Level of Service	Engineering & Permitting Activities	Operation and Maintenance Program Activities	CIP Implementation Period
A	Comprehensive Planning + Full Implementation Capabilities + Exemplary NPDES Permit Compliance	Fully Preventative/ 100% Routine	10-year Plan
B	Pro-Active Planning + Systematic CIP Implementation Capabilities + Proactive NPDES Permit Compliance	Mixture of Routine and Inspection Based	20-year Plan
C	Priority Planning + Partial CIP Implementation Capabilities + Minimal NPDES Permit Compliance	Inspection Based Only	40-year Plan
D	Reactionary Planning + Minimal CIP Implementation Capabilities + Below Minimum NPDES Permit Compliance	Mainly Responsive(Complaint-based)	50-year Plan
F	No Planning + No CIP Implementation Capabilities + NPDES Non-compliance	Less than full response to all complaints	100-year Plan

Figure 2-2 Leon County, Florida Stormwater Utility Update

2.4 Existing Program Cost Comparison

CDM Smith used a “top-down” approach to establish a base line for varying levels of service. This approach uses standard unit costs to estimate the total program cost. Typically, costs are related to population (i.e., cost per capita) or to road or lane mile, with the latter tending to relate best to O&M costs and the former relating to total and Engineering & Permitting costs. Table 2-3 shows the results for a number of communities in Florida and other states for which population, funding, road miles and level of service were available. Based on these data, the top-down costs for the different LOS above the current LOS for the County was estimated.

Table 2-3 Leon County, Florida Stormwater Utility Update
LOS Costs

Population Based Level of Service (EPS, O&M, CIP)	Average	Minimum	Maximum
A	\$61	\$59	\$63
B	\$44	\$27	\$60
C	\$25	\$17	\$43
D	\$21	\$12	\$28
Lane Mile Based Level of Service (O&M only)	Average	Minimum	Maximum
A	\$12,201	\$6,550	\$17,852
B	\$8,044	\$3,148	\$11,104
C	\$6,079	\$2,698	\$10,090
D	\$2,442	\$1,216	\$3,216

As previously shown in Table 2-1, the County spends approximately \$3.95 million on its stormwater program, including the \$800,000 from the Transportation Trust Fund. Using a population estimate of 95,000 (2011 Census Estimate), this is an equivalent cost of \$42 per capita for stormwater services. Using the benchmark data presented in Table 2-3, this is between a LOS C and LOS B. When you consider the County appropriates a portion of its stormwater budget on stormwater maintenance activities associated with roadways within the City of Tallahassee limits, the result would move the benchmark LOS closer to LOS C. This result is consistent with the LOS determination using County specific data (see Section 2.3).



A comparison of the O&M LOS based upon the lane miles of County road currently being maintained was also performed. Currently, the County maintains approximately 1365 lane-miles of roadway. As previously discussed, approximately 694 lane-miles are within the USA and 107 lane-miles are within the City of Tallahassee limits. Because the County maintains roads inside city limits and the costs for this work is included in the overall expenses recorded here, the LOS is identified with Table 2-3 is slightly lower than it is in reality. Based upon the \$2.6 million appropriation for stormwater O&M (see Table 2-1), the County spends approximately \$1,904 per roadway lane-mile on stormwater O&M services. Based upon the benchmark information presented in Table 2-3, this equates to a LOS D, which is consistent with the LOS determination using County specific data (see Section 2.3).

2.5 Stormwater Program Level of Service Improvements

The cost of the County's stormwater program at the current LOS is \$3.95 million. As previously discussed, approximately \$800,000 will come from the Transportation Trust Fund to maintain arterial and collector roadways, leaving \$3.15 million to be funded by the stormwater assessment, annually. The recommended allocation of the \$3.15 million is presented in **Table 2-4**. In order to provide \$2 million for its CIP program into the stormwater utility fund, the total revenue needed from the stormwater utility fee would be \$5.15 million.

**Table 2-4 Leon County, Florida
Stormwater Utility Update – Stormwater Management and
Operation Estimated Budgets Excluding and Including CIP**

Revenue Sources for Stormwater Utility Fund	Existing Budget
Engineering & Permitting Services	\$1,350,000
Stormwater Maintenance	\$1,800,000
Total	\$3,150,000

Revenue Sources for Stormwater Utility Fund	Future Budget
Engineering & Permitting Services	\$1,350,000
Stormwater Maintenance	\$1,800,000
Capital Improvement Projects	\$2,000,000
Total	\$5,150,000



Section 3

Parcel Analysis

A stormwater utility program includes a utility fee that is generally based upon the amount of impervious area on a fee payer's land. Generally, the greater the amount of impervious area, the greater amount of stormwater runoff and, subsequently, the greater the effort local cities and counties have to expend to control the runoff. While there are a number of parameters related to runoff, the best parameter is the amount of impervious area. Therefore, to understand the stormwater assessment for Leon County (the County), this project included a study of impervious area as well as other parcel-based information that may be pertinent to the utility assessment.

Based on CDM Smith experience, it has been found in Florida and other parts of the country that there tend to be two distinct categories of parcels which need study: residential and non-residential. Generally, the impervious areas of residential parcels represent relatively uniform classes while the impervious areas for non-residential parcels vary significantly.

Provided in this section is a discussion of the parcels in the study area. The data used in the analysis were obtained from Tallahassee-Leon County GIS (GIS). A brief description of the data and techniques used is provided prior to the consideration of the results for each general parcel type.

3.1 Tallahassee-Leon County GIS and Leon County Appraisal Data

The GIS staff provided CDM Smith with parcel specific GIS and database information. From these records and conversations with the GIS staff, a dataset of parcel information was obtained, a summary of which is provided below.

3.2 Results of Parcel Assessment

A summary of the 2012 parcel data for the Unincorporated County as defined by GIS & LCPA data is provided in **Table 3-1**. The table lists the parcel types, number of parcels encountered in the dataset, number of estimated dwelling units, the impervious areas used for the assessment and the assessment revenues. The data are separated into residential, non-residential and vacant categories. The percentages are rounded to the nearest 10th percent. Also included in these tables are the relative percent of the County each category represents. It should be noted that there are a number of "vacant" parcels as defined by the GIS datasets (1,289 to be precise). These parcels, although coded as if they have no development (i.e., vacant), were considered in the analysis as they did have onsite improvements such as mobile homes or parking areas. For the purposes of the summary the 100 Department of Revenue Codes were categorized as follows:

**Table 3-1 Leon County, Florida
Stormwater Utility Update
Summary of Unincorporated County Parcel Data FY 2011-2012**

Parcel Type	No. of Parcels	% of Total	Estimated Dwelling Units	% of Total	Impervious Area (sq ft)	% of Total	SWU Assessment	% of Total
Residential								
Single Family ¹	27,130	73.6%	27,130	73.4%	107,177,177	64.3%	\$542,600	58.4%
SFR with > 1 DU	769	2.1%	1,900	5.1%	4,958,171	3.0%	\$38,020	4.1%
Mobile Home	5,652	15.3%	5,652	15.3%	12,031,183	7.2%	\$113,040	12.2%
Mobile Home with >1 DU	451		1,091		1,944,451		\$21,820	
Condominium								
Multifamily 2-9 DUs	264	0.7%	669	1.8%	929,558	0.6%	\$13,380	1.4%
Multifamily >9 DUs	3	0.0%	332	0.9%	1,091,838	0.7%	\$1,060	0.1%
Misc. Residential	204	0.6%	204	0.6%	508,874	0.3%	\$4,780	0.5%
Subtotal Residential	34,473	93.6%	36,978	100.0%	128,641,252	77.1%	\$734,700	79.0%
Nonresidential								
Commercial	477	1.3%			15,650,717	9.4%	\$71,918	7.7%
Industrial	253	0.7%			7,876,516	4.7%	\$39,704	4.3%
Agricultural	1	0.0%			61,734	0.0%	\$40	0.0%
Institutional	50	0.1%			1,748,510	1.0%	\$9,134	1.0%
Churches	138	0.4%			2,736,354	1.6%	\$17,406	1.9%
City/County	45	0.1%			1,224,439	0.7%	\$5,384	0.6%
Governmental	25	0.1%			1,738,624	1.0%	\$1,776	0.2%
Public Schools	9	0.0%			2,491,003	1.5%	\$2,206	0.2%
Miscellaneous	80	0.2%			750,427	0.4%	\$6,964	0.7%
Subtotal Nonresidential	1,078	2.9%			34,278,324	20.6%	\$154,532	16.6%
Vacant								
Vacant Residential	1,171	3.2%	1,275		2,330,028	1.4%	\$29,360	3.2%
Vacant Commercial	72	0.2%			1,085,112	0.7%	\$9,372	1.0%
Vacant Industrial	33	0.1%			97,222	0.1%	\$1,000	0.1%
Vacant Institutional	13	0.0%			360,289	0.2%	\$906	0.1%
Subtotal Vacant	1,289	3.5%			3,872,651	2.3%	\$40,638	4.4%
Total Unincorporated	36,840	100.0%	38,253		166,792,227	100.0%	\$929,870	100.0%
Total Developed	35,551		36,978		162,919,576			
Estimated Unincorporated Population ²			89,895					
Estimated 2011 Population (2010 Census Estimate)			95,006					

Notes:

- 1 Based on NAV Database, some SFU (DOR Code 01) have more than 1 DU.
- 2 Estimated population based on 2.35 persons per DU (2010 Census)

<u>DOR Code</u>	<u>Category</u>
00	Vacant Residential
01	Single Family
02	Mobile Homes
03, 08	Multifamily
04	Condominiums (none in record)
05, 06, 07, 09	Miscellaneous Residential
10	Vacant Commercial
11 - 39	Commercial
40	Vacant Industrial
41 - 49	Industrial
50 - 69	Agricultural
70	Vacant Institutional
71	Churches
72 - 79	Institutional
80, 81, 82, 84, 85, 87 - 89	Governmental
83, 86	City/County
90 - 99	Miscellaneous

For the purposes of this analysis, the term “Single Family” refers only to those parcels in DOR Code 01. Mobile homes, even though only one family may reside in them, and Multifamily are considered Non-Single Family Residential.

Also, for this analysis, “Miscellaneous Residential” includes parcels in DOR Codes 05, 06, 07 and 09. According to the GIS data, the Unincorporated County has 204 parcels identified as DOR Code 07, which according to the Department of Revenue means “Miscellaneous Residential (migrant camps, boarding houses, etc.)”. How the County assigns billing units to these types of parcels is subject to County policy and in Florida, there is no standard of practices for this issue. For the purposes of this analysis, each parcel in DOR Code 07 was assigned 1 billing unit.

In total, there are 36,840 assessed parcels in the Unincorporated County, of which 34,473 are residential in nature (94 percent). The majority of the residential parcels are single family units (73 percent). The second largest number of residential parcels is Mobile Homes at 15.3 percent. Of the 1,078 non-residential parcels, 477 (44.2 percent) are commercial, 253 (23.5 percent) are industrial and 138 (12.8 percent) are churches. Of the parcels identified as vacant, most are vacant residential.

From the NAV records, the impervious area for each category is also shown in Table 3-1. Residential parcels represent 77.1 percent of the impervious area, nonresidential parcels represent 18.6 percent and vacant parcels represent 4.4 percent of the total. Also, of the estimated \$929,870 in revenue, 79.0 percent comes from residential parcels, 16.6 percent comes from nonresidential parcels and 4.4 percent comes from vacant parcels.

3.3 Estimated Dwelling Units

To consider rate structure options, an estimate of the number of dwelling units was needed. For single family units, normally it is assumed that each parcel is one dwelling unit. From the NAV dataset, about 770 parcels have more than one dwelling unit located on the parcel. These parcels are separately listed in Table 3.1. This is also true of mobile homes: one dwelling unit per parcel is normally assumed. There are 451 mobile home parcels with more than one dwelling unit – these are also listed separately. Finally for multifamily, the NAV record was used to identify the number of



dwelling units associated with each parcel type including vacant residential. In total, about 38,250 dwelling units were identified, the majority of which are single family units (71 percent).

3.4 Estimated Parcels for USA

One of the considerations of this study was the potential for service areas. Service areas, for the purpose of this study, are areas in the County where differential levels of service may be offered by the County. Upon discussion with County staff, it was suggested that one such separation may be parcels in the Urban Services Area (USA) and those without. Staff believed that the O&M component of the stormwater program may be less in the non-USA area. To test this, the parcels within and without of the USA (in the Unincorporated County) were separated.

Using the GIS information, parcels within the USA were identified. Of the 36,840 assessed parcels in the Unincorporated County, 23,568 (64 percent) are in the USA. **Table 3-2** summarizes the number of parcels, number of estimated dwelling units, impervious areas and assessment revenues for the Unincorporated County portion of the USA. Residential parcels comprise 23,495 (94 percent) of the parcels, most of which are single family units (84 percent). There are 786 nonresidential parcels in the unincorporated portion of the USA representing 3.3 percent of the total number of parcels. The rest of the parcels (2.3 percent) are coded as vacant by the Property Appraiser's Office. Using the same methods noted above for impervious area, the USA has 110.4 million square feet of impervious area of which only 73.9 percent is residential.



**Table 3-2 Leon County, Florida
Stormwater Utility Update
Summary of Parcel Data FY 2011-2012 – Urban Services Area**

Parcel Type	No. of Parcels	% of Total	DU/ Parcel	Estimated Dwelling Units	% of Total	Imperv Area (sq ft)	% of Total	Avg. Imperv per DU (sq ft)	SWU Assessment	% of Total
Residential										
Single Family	19,700	83.6%	1	19,700	83.8%	73,476,092	66.5%	3,730	\$394,000	64.6%
SFR with > 1 DU	298	1.3%	2.5	749	3.2%	1,978,666	1.8%	2,642	\$14,980	2.5%
Mobile Home	1,866	7.9%	1	1,866	7.9%	3,769,349	3.4%	2,020	\$37,320	6.1%
Mobile Home with >1 DU	92	0.4%	2.53	233	1.0%	355,264	0.3%	1,525	\$4,660	0.8%
Condominium										
Multifamily	240	1.0%	3.75	902	3.8%	1,896,532	1.7%		\$12,460	2.0%
Misc. Residential	45	0.2%	1	45	0.2%	121,989	0.1%	2,711	\$1,220	0.2%
Subtotal Residential	22,241	94.4%		23,495	100.0%	81,597,892	73.9%	3,473	\$464,640	76.1%
Nonresidential										
Commercial	385	1.6%				13,870,197	12.6%		\$60,172	9.9%
Industrial	228	1.0%				7,194,140	6.5%		\$36,808	6.0%
Agricultural		0.0%					0.0%			0.0%
Institutional	27	0.1%				1,224,995	1.1%		\$7,324	1.2%
Churches	80	0.3%				2,069,605	1.9%		\$12,066	2.0%
City/County	25	0.1%				752,559	0.7%		\$2,584	0.4%
Governmental	18	0.1%				310,697			\$1,216	
Public Schools	4	0.0%				876,030			\$806	
Miscellaneous	19	0.1%				156,896			\$2,080	
Subtotal Nonresidential	786	3.3%				26,455,119	24.0%		\$123,056	20.2%
Vacant										
Vacant Residential	437	1.9%		437		904,299	0.8%		\$12,220	2.0%
Vacant Commercial	66	0.3%				1,071,164	1.0%		\$9,132	1.5%
Vacant Industrial	31	0.1%				96,185			\$960	
Vacant Institutional	7	0.0%				291,715			\$366	
Subtotal Vacant	541	2.3%				2,363,363	2.1%		\$22,678	3.7%
Total Unincorporated	23,568	100.0%		23,495		110,416,374	100.0%		\$610,374	100.0%
Total Developed	23,027			23,495		108,053,011				

The table also identifies the stormwater utility revenue from the USA, about 65.6 percent of the total revenue.



Section 4

Rate Structure Analysis

As part of this assessment of the Leon County Stormwater Utility, a number of potential rate structures were considered. For this section, the rate structure options are considered independent from the fee. In the next section, the annual fee is varied to consider the current stormwater utility fund subsidy.

4.1 Purpose

In the previous section, information related to the potential customers within the unincorporated County was gathered including number of parcels, number of dwelling units, and impervious areas for various different parcel types. These data were collected to develop a rate model for the stormwater assessment, which is intended to estimate the potential rates and revenues depending on rate structure options. Also, to consider the potential rates for differing rates in the USA, a rate model was prepared for just the parcels in the USA.

4.2 Rate Model

The rate model for the County is a series of worksheets within spreadsheets that provide the following:

- A ten-year estimate of program costs for Management, Compliance and Implementation, Operation and Maintenance (O&M); and Capital Improvement Program (CIP). The CIP costs are separated so that a Pay-As-You-Go funding can be compared to a bonded program. Costs are assumed to increase at 2% per year while revenue (i.e., number of SFU's) is assumed to increase at 1% per year.
- An ad valorem tax worksheet estimates the ad valorem tax rate (millage or \$ per \$1000) that would generate an equivalent total program. In this spreadsheet, the millage needed to generate a specified revenue need can be estimated as well as to estimate the revenue for a given tax rate.
- An options worksheet allows the user to identify whether or not a rate structure option is to be simulated. Options include single family unit equivalence or residential equivalence; billing unit based on single family units only or all residential units; potential credits and the amount of credits (percent reduction in fee); various adjustments that might be offered; and tiered non-single family residential rates. This spreadsheet also accumulates the number of extra staff needed to administer the rate structure options.
- A worksheet showing the resultant annual revenue from the options selected for rates in \$5 increments from \$10 per year per SFU to \$100 per year per SFU.
- A worksheet with a 10-year projection of rates and program needs is provided with the ability to test the effect of a pay-as-you-go CIP program compared to a bonded program with annual debt service. For the 10-year bonded CIP, two bonds are simulated for each of the 5 years (20-year repayment, 7 percent loan rate, 25 percent coverage and 12 percent financing costs).

- A worksheet with the highest 25 parcels based on the 2012 Assessment record and the effects the chosen rate structure options may have on their assessment.
- The final worksheet in the file is the summary of data used for the other worksheets. This table is shown in **Table 4-1** for the data from this study.

**Table 4-1 Leon County, Florida Stormwater Utility Update
Summary of Parcel Data (October 2012)**

Parcel Type	No. of Parcels	No. of Dwelling Units	2012 Imperv. Area (sq ft)	2012 Total Parcel Area (sq ft)	Imperv./ DU or Parcel	Billing Unit Equivalent	SFUs Based on Equivalent	SFUs for Subsidy	% Affected by Credits (Estimated)	Fraction of SFUs	Total SFUs with Options
Residential(1)											
Single Family - Small	2,426	2,426	2,861,836		1,055		2,426		5%	100%	2,426
Single Family - Medium	19,412	19,412	60,546,853		3,272		19,412		5%	100%	18,733
Single Family - Large	1,547	1,547	22,686,379		9,115		1,547		5%	100%	1,547
Single Family - Very Large	880	880	11,707,829		13,304	3,272	880		5%	100%	880
Single Family w/>1 SFU	769	1,900	4,900,177		2,610		1,900		5%	100%	1,900
Multifamily (2)	267	1,001	2,143,522		2,141		1,001		5%	100%	1,001
Mobile Home	6,103	6,743	13,894,287		2,061		6,743		5%	100%	6,743
Misc. Residential	204	204	508,874		2,494		204		5%	100%	204
Single Family w/Exemption	2,865	2,865	9,374,280		3,272		2,865		5%	100%	2,865
Subtotal Residential	34,473	36,978	128,624,037		3,482		36,978				36,978
Nonresidential											
Commercial	477		15,650,717		32,828	3,272	4,786		5%		4,786
Industrial	253		7,876,516		31,132	3,272	2,407		5%		2,407
Agricultural	1		61,734		61,734	3,272	19		5%		19
Institutional w/o Churches	50		1,748,510		34,970	3,272	534		5%		534
Churches	138		2,736,354		19,829	3,272	836	836	5%		836
Governmental w/o Schools	25		1,738,624		69,545	3,272	531	531	5%		531
City/County	45		1,224,439		27,210	3,272	374	374	5%		374
Schools	9		2,491,003		276,778	3,272	761	761	5%		761
Miscellaneous	80		750,427		9,380	3,272	229		5%		229
Subtotal Nonresidential	1,078		34,286,393		31,806		10,479	2,503			10,479
Vacant											
Vacant Residential	1,171	1,275	3,634,878			3,272	1,111	1,111	5%		1,111
Vacant Commercial	72		1,200,027			3,272	367	367	5%		367
Vacant Industrial	33		119,907			3,272	37	37	5%		37
Vacant Institutional	13		360,612			3,272	110	110	5%		110
Subtotal Vacant	1,289	1,275	5,315,424								1,568
Total Developed	35,551	36,978	162,910,430				47,457	4,128			47,457
Total Parcels	36,840	38,253	168,225,854								49,081

Note:

- (1) Small SF is 10th percentile and below; Large is 90th percentile and above. Very large is greater than 10,000 square feet.
- (2) Multifamily includes parcels with DOR Codes 03 and 08.
- (3) For Residential, column represents impervious per Dwelling Unit.
For Nonresidential, column represents impervious per Parcel.

Type	SFUs	%
Residential	38,089	77.6%
Nonresidential	10,992	22.4%



It should be noted that for the rate model, single family parcels were split into tiers based on impervious areas. Separately, parcels owned by disabled veterans or low income exemptions were quantified for credit calculations. It was assumed that all of these parcels came from the Single Family - Medium category and were moved to a separate category called "Single Family w/ Exemption" solely to consider the effects of rate structure options on this category. Also, the average impervious area per dwelling unit for Single Family - Small and Single Family - Large were based on the 20th and 80th percentile, respectively. Also, the parcel database included single family parcels (DOR Code 01) with more than one dwelling unit (usually a home with one or more mobile home). These parcels were separated in Table 4-1.

A snapshot of each of the worksheets (tabs in an Excel file) is provided in the **Appendix**.

4.3 Stormwater Program Needs

**Table 4-2 Leon County, Florida Stormwater Utility Update
Summary of FY13 Program Costs**

Program Element	Future Budget	% of Total
Engineering & Permitting	\$1,350,000	26.2%
Operations & Maintenance	\$1,800,000	35.0%
Capital Improvement Program	\$2,000,000	38.8%
Total	\$5,150,000	100.0%

With the help of County staff, the program costs for the County were estimated and projected for potential future levels of service scenarios. **Table 4-2** provides a summary of the existing stormwater

program needs for the management and O&M costs for the County. The costs were separated in this fashion to allow various revenue sources to pay for various components of the program. In the lower part of the table, as an alternative, an additional \$2 million has been included at the request of the County staff to consider the funding of capital projects independent of the general fund, grants or sales taxes.

4.4 Rate Structure Alternatives – Unincorporated County

As noted previously, most of the stormwater utilities in the United States are based on the impervious area of the customer's property. Actually, the majority of stormwater utilities have a uniform rate for all residential and nonresidential parcels, with the residential customer's fee based on the number of dwelling units and the nonresidential customer's fee based on the impervious area. The purpose of this section is to discuss the alternatives for the stormwater utility rate structure. Alternatives include uniform and variable rates for both residential and non-residential customers, exemptions, and credits.

To compare the fiscal consequences of each alternative considered, the option was compared to the results for the existing rate structure. This structure includes 1 billing unit (known as an SFU, see below) for each dwelling unit associated with residential parcels and a calculated number of billing units for non-residential parcels based on their respective impervious areas. Using the current rate structure, the estimated number of billing units (or SFUs) is 49,081 based on an updated average single family unit impervious area (see below).

4.4.1 Equivalent Units

In order to provide an equitable measure of impervious areas for both residential and non-residential developed parcels, stormwater utilities have used an equivalent or base unit to measure the impervious areas by a uniform basis. Similar to other types of utilities, the equivalent unit for a stormwater utility is the relative amount of contribution of a fee payer compared to a residential unit. In other words, the residential unit is the base for the utility fee.

Two methods of defining the equivalent or base unit have been employed in Florida. The first is named the Single Family Unit Equivalent, or SFU. As expected by the name, a SFU is defined as the average or median impervious area for single family detached residences within the county. The current value used as the SFU is 2,723 square feet, based on an analysis completed prior to the adoption of the original ordinance in 1991. From the recent information obtained from the County, this method results in a median value of 3,272 square feet for the County. The second method, known as Equivalent Residential Unit or ERU, is based upon the average or median impervious area for all residential unit types including single family, multifamily, apartments and mobile homes. For Leon County, the average impervious area for all residential parcels is 3,553 sq. feet, not significantly different than the SFU value (9 percent increase).

From the rate model, the number of SFUs is 49,081 billing units, while, for the ERU method, there are 48,420 billing units (a 1.3 percent decrease). The difference is because, while the residential SFUs stay the same, the nonresidential billing units are based on a slightly larger denominator.

It should be emphasized that the choice of the SFU or ERU base is subject to the policy decisions of the County and that different communities around the U.S. have chosen differently. In Florida, the 2011 FSA Survey, within which all 10 counties were respondents, reports that 50 percent of the 10 counties with assessments or fees use the SFU base and 30 percent use the ERU base (20 percent use some other equivalent). For all cities and counties (81 respondents), 61 percent use the SFU, 30 percent use the ERU and 9 percent use another method. In the case of Leon County, 73.4 percent of the dwelling units are single family which leads to the result that an SFU Equivalent seems appropriate.

4.4.2 Uniform or Tiered Residential Rates

Many utilities have the residential customer pay in relation to the number of dwelling units for the customer. A single family unit is assigned 1 SFU and a duplex is assigned 2 SFUs, for example. In Florida, 70 percent of counties use this method. Two other options are possible: variable single family rates and uniform rates by residential type. Each of these is considered below.

Tiered Single Family Rates. For this alternative, single family (and for that matter all residential customers) would be assigned a fee based on the impervious area of their property in the same manner as the nonresidential properties. The purpose of this would be to have a fee directly related to amount of impervious area on each customer's property. Most stormwater assessment datasets do not have the impervious area readily available – the Leon County GIS does. That is, using the footprint plus appurtenances and some extra features, a value for impervious area for single family can be defined. The driveway is excluded but can be added as a unit average number. Therefore, impervious area data for each single family parcel is not a significant limitation in the County.

There are some stormwater utilities that have a tiered structure for single family units to recognize that some single family properties are very small and some are extremely large. If each is assigned a fee based on 1 SFU, then the small properties may appear to pay too much and the large properties appear to pay too little. Previous studies in the US have shown that when the ratio of the 90th

percentile to the 10th percentile is greater than 2.5, a tiered structure can be justified. In the case of Leon County, the ratio of the 90th percentile and 10th percentile is 4.05, a value which suggests a tiered methodology.

**Table 4-3 Leon County, Florida Stormwater Utility Update
Potential Tiered Single Family Rate Structure**

Category	Minimum Impervious Area (sq ft)	Maximum Impervious Area (sq ft)	No. of Parcels	Total Impervious Area (sq ft)
Small	0	1,629	2,426	2,861,836
Medium	1,629	7,096	19,412	60,546,853
Potential Special Adjustment - Medium	1,629	7,096	2,865	9,274,280
Large	7,097	9,999	1,547	22,686,379
Very Large	10,000	53,930	880	11,707,829
Total			27,130	107,177,177

To use a tiered structure, the impervious area of every single family unit would be needed. A possible structure is shown below based on the median, Small (10th percentile) and Large (90th percentile) values of the measured properties. The Very Large Single Family parcels are those with impervious areas equal to or

greater than 10,000 square feet. The SFUs for the each tier is the midpoint impervious area in the range divided by the median value (3,246 square feet), and the SFUs for the large tier is recommended to be based on impervious area divided by the median value, in the same manner as is non-residential parcels. Also, because many of the public tend to believe that very large home need to pay more, homes greater than 10,000 square feet can be billed as a commercial property is (i.e., based on impervious area). **Table 4-3** shows a potential tiered structure using the 10th and 90th percentile values. It should be noted that the Disabled Veterans or Low Income Senior SF that may receive a special adjustment (see below) were assumed to be within the Medium Category.

If a tiered structure with Small, Medium and Large SF parcels is used, there would a 5.5 percent increase in revenue as the large single family parcels generally generate revenue to compensate for the small ones. If the very large single family tier is considered, additional SFUs are generated (an 8.5 percent increase in revenue).

Table 4-1 summarizes the information for SF (single-family) parcels with either a disabled veterans or senior low income credits. The rate model simulated the revenue consequences if such parcels had reduced fees. While the rate model can be modified for various percentages, for the rate structure analysis, a reduction of 50 percent (that is, the parcels are assigned 50 percent of the other SF fees) was used. Since parcels cannot be exempted from a non-ad valorem assessment other than provided in state law, these fees can only be offset by a credit from the County through another revenue source such as the General Revenue. The overall rate would stay the same for all other parcels and the credited SF parcels would be funded by a subsidy based on 1,432 SFUs times the chosen rate.

Non-Single Family Residential Fees Based on Impervious Areas. As an alternative to the non-SF residential parcels which in this report refers to Multifamily, Mobile Homes and Miscellaneous Residential to be based on dwelling unit (the most administratively simple alternative), the non-SF residential parcels may be addressed in the same manner as the nonresidential; that is, tiered based on total impervious area. According to the parcel dataset summarized in Table 4-1, there are estimated to be 7,948 non-SF dwelling units in the unincorporated County (22% of the total residential dwelling units) excluding Single Family with more than 1 dwelling unit. Using the average impervious areas for each non-SF type, the ratio to that for Single Family is as follows:

**Table 4-4 Leon County, Florida Stormwater Utility Update
Potential Tiered Residential Rates**

Average Residential Type	Percent of Impervious	SFU's Single Family	Per DU
Single Family	3,272	100%	1.0*
Single Family w/>1 DU	2,610	80%	1.0*
Multifamily	2,141	65%	0.7
Mobile Homes	2,061	63%	0.6
Misc. Residential	2,494	76%	0.8

*Note: this can be 1 SFU per unit or tiered.

For this option, Single Family would be assigned 1 SFU or based on a tiered structure and other non-SF parcels would be assigned less than one SFU per DU. For example, a multifamily parcel with 10 dwelling units would be assigned 10 times 0.7 or 7 SFU's.

According to the FSA 2011 Survey, 70 percent of the counties and 58 percent of all SWU in Florida have a rate structure with multifamily customers assigned the same number of billing units as the single family customers (i.e., 1 SFU per dwelling unit).

4.4.3 Nonresidential Rates

Nonresidential customer rates for adopted stormwater utilities in the United States are almost always related to the impervious area of the property. For most utilities, the actual impervious area is measured or inferred for each nonresidential parcel, and the ERU assignment is the parcel's impervious area divided by the residential equivalent. An alternative to this is to assign nonresidential property types a percent imperviousness based on literature values or a statistically measured sample of imperviousness. However, in the case of the County, all of the non-residential parcels have impervious area measured and these data are already part of the assessment database; therefore, other less accurate rate structures (e.g., percent imperviousness assigned) are not supported.

The FSA 2011 Survey shows that 83 percent of the respondents use an impervious area for fee setting, 7 percent use pervious and impervious area, and 10 percent use other methods (such as intensity of development). For counties, 60 percent use impervious area, 20 percent use the gross area, and 20 percent use either intensity of development or other methods

4.4.4 Adjustments and Credits

Exemptions and credits are related to a reduction in the fee for a customer due to a reduction of the services provided to the customer. For an exemption, all or some of the fee is eliminated because of special circumstances, such as a reduction in imperviousness due to a portion of the property not draining to the County's stormwater system. A credit on the other hand is related to the reduction in fees due to special action taken by the fee payer to reduce the need for stormwater services such as the design, construction and maintenance of a stormwater pond that reduces both stormwater flows and pollutants associated with runoff. In both cases, however, the amount of the reduction can depend on the services being provided the customer.

As noted in Section 2, the three basic services of any stormwater program are Engineering & Permitting which includes NPDES compliance, operation and maintenance (O&M), and capital improvements (CIP). For a total LOS C recommended program costing \$5,150,000 annually (see Table 4-2), the portions of each component are as follows:



<u>Program Component</u>	<u>Cost</u>	<u>Percent</u>
Engineering & Permitting	\$1,350,000	26.2%
Operation & Maintenance	\$1,800,000	35.0%
Capital Improvement Program	\$2,000,000	38.8%

The Engineering & Permitting costs for any particular customer would be the same regardless of the presence of private BMPs on the property because these costs relate to general services received by all; thus for an example, the maximum potential credit allowed could be about 73.8 percent (the sum of percentages for O&M and CIP). For this program, this value has been rounded up to 75 percent. If a customer has a stormwater facility that reduces the runoff and treats stormwater pollutants, the O&M and CIP services provided by the County would be reduced. For this reason, the amount of the reduction for credits should be related to the reduced services provided to the property based on 75 percent for the stormwater utility fee.

Adjustment Based on Control of Stormwater Volume

One of the adjustments that can be considered is related to the reduction of stormwater runoff to the County's stormwater system. For many stormwater utilities, the only circumstance in which a reduction is meaningful to the overall stormwater system is for the 100-year storm event, a major stormwater quantity level of service measure. The control of stormwater for the 100-year storm event can be accomplished for two characteristics of the event: rate and volume. Rate control allows the total amount of runoff to be discharged to the stormwater system over a prolonged period of time, but does not decrease the volume of runoff. Volume control reduces the total amount of runoff ultimately discharged to the stormwater system.

For the utilities with an adjustment for volume controls, many are related to the 100-year storm event. Control of the volume for a 100-year storm event would be a significant and measurable reduction in the O&M and CIP services provided to a property. As a result, an adjustment based on the control of the 100-year storm volume can be assigned an adjustment for the O&M and CIP portion of the fee, which represents 75 percent for the utility.

It should be noted that these adjustments are related to specific characteristics of the customer's property. An adjustment for the control of the 100-year storm event and the discharge of property runoff to non-municipal stormwater systems requires site specific information. If adjustments for these conditions are allowed by the County, then the customer must petition the County by providing parcel specific, competent and substantial evidence such as photographs or engineering drawings.

Adjustments for Stormwater Facilities Without Volume Controls

These adjustments are for customers who, except for mitigating circumstances, would have to pay the whole fee. Mitigating circumstances include onsite stormwater facilities that attenuate and treat stormwater runoff. For example, compare three properties: one built with no detention ponds, one built with a detention pond that is not maintained, and the last with a maintained pond. In the first case, stormwater runs off the land uncontrolled and untreated to the County's stormwater system. In the second, while the runoff was originally controlled, due to lack of maintenance, runoff is no longer controlled and is no better than the first case. In the last example, runoff is controlled and treated, thereby reducing the burden on the County's system. Of these three cases, the third clearly has reduced the services that the County needs to provide and deserves a reduction in fee (credit).



There are a number of methods used to adjust the fees for credits. The most common methods include a percentage reduction and relative reduction. In the percentage reduction, if the customer designs, builds and maintains an on-site stormwater facility, then a straight percentage reduction on the fee based on the O&M and CIP budget components of the revenue needs. For the second, the reduction is relative to an ideal stormwater facility. For example, assuming that to treat stormwater runoff, a property needs 0.1 acre-feet (ac-ft) of storage for every acre of impervious land. The ideal with this assumption for a 10-acre site with 50 percent imperviousness would be 0.5 ac-ft of storage. If this parcel constructs a pond with 0.5 ac-ft, then the site gets the maximum credit. If the actual pond is smaller, then the credit is relative to the ratio of the actual size and the ideal. Clearly, the first method is easier to administer but the second is more site-specific.

Either of the credit methods can be administered by County staff. However, to keep the program simple initially, the percentage reduction should be allowed if credits are authorized. Also, it is important that facilities are maintained annually to retain the credit. Therefore, the credit should require annual certification of maintenance via competent and substantial evidence and should be checked periodically by County staff through random and unannounced site inspection. Furthermore, since the County wishes to encourage the construction and maintenance of private stormwater ponds according to County standards, the 75 percent credit for detention ponds should be allowed only if the pond meets current County code.

A second type of adjustment for stormwater treatment would be for an incentive to reduce stormwater runoff and treat stormwater on site. For example, if a property owner uses Low Intensity Development (LID) techniques (e.g., Directly Connected Impervious Area or DCIA reduction, vegetative buffers, rain gardens, cisterns, etc.) both the runoff volume and the runoff pollutants are reduced, decreasing the effort required by the County to deal with the volume and pollutants. Since on-site stormwater facilities and LID techniques reduce the capital needs of the County, the adjustment should be no more than 33 percent of the separate utility fee. The County is in the process of developing specific LID protocols and methods; it is recommended that this credit should be re-evaluated as part of the rate structure after a standard protocol has been approved.

4.5 Consequences of Rate Structure Options

Using the rate model, the number of billing units (a.k.a., SFU) changes depending on the rate structure options chosen. **Table 4-5** provides the revenue consequences for each of the general rate structure options in comparison to the existing rate structure (i.e., single family-defined billing unit, 1 billing unit defined for each dwelling unit for all residential parcels, and 1 SFU defined for each 3,272 square feet of impervious area on nonresidential parcels). Each of the options is compared to the SFUs for the existing rate structure.

**Table 4-5 Leon County, Florida Stormwater Utility Update
Summary of Consequences for Rate Structure Options**

Option	Total SFU	% Change in SFU from Current
Current Rate Structure	49,081	
ERU Based Fee	48,420	1.4%
Tiered Single Family	51,772	-5.2%
Tiered Single Family w/Large SF Extra	53,223	-7.8%
Variable Non-Single Family	45,663	7.5%
Credit for Pond at 75%	47,348	3.7%
Vacant Parcel is Excluded	47,457	3.4%
Disabled Vets & Low Income Senior	48,365	-2.9%

Most alternative rate structure options increase the fee required to fund the existing program from 1 to 7 percent. The Tiered Single Family alternative slightly decreases the rate and the Tiered Single Family with Extra Large Single Family treated like nonresidential parcels would decrease the fee by almost 7 percent. Also, for the Disabled Veterans and Low Income

Senior parcels, a 50 percent reduction in fee would slightly decrease the number of SFUs.

4.6 Urban Services Area Options

During the consideration of the level of service (LOS) for stormwater services, the LOS for properties within the USA and that for properties outside of the USA was considered. Based on discussions with the County staff, it was concluded that the LOS inside and outside the USA were the same for Engineering & Permitting and CIP activities. However, the LOS for O&M services may be less for properties outside of the USA. As noted in Table 4-2, the total existing O&M program costs \$1,800,000. According to County staff, 67 percent of the stormwater facilities are in the USA; assuming the O&M is consistent with the percent of facilities then the O&M costs in the USA are \$1,206,000 and outside the USA the costs are \$594,000. **Table 4-6** below results from using the parcel data from Section 3 (the distribution of SFUs is based on the ratio of total revenues from Tables 3-1 and 3-2).

In this example, while the revenue requirements for the non-USA areas are smaller than for the USA, there are fewer SFU in the non-USA area. This results in a slightly larger fee in the USA area.

**Table 4-6 Leon County, Florida Stormwater Utility Update
O&M Rate for USA and Non-USA Areas**

Area	Total SFU	Total Revenue Need	Resultant O&M Fee (\$/year/SFU)
USA Parcels	32,303	\$1,206,000	\$39.30
Non-USA Parcels.	16,778	\$594,000	\$37.27



Section 5

Rate Alternatives

As noted in the level of service (LOS) analysis, the County is subsidizing the stormwater management program each year using general fund revenues. According to County records, the actual subsidy for FY11 was approximately \$1.891 million; the subsidy budget for FY12 was \$2.619 million; projected subsidy budget for FY13 was \$2.985 million. These represent a 38 percent and 14 percent increase over these years.

The purpose of this Section is to show the fiscal and rate consequences to fund the stormwater program (or at least, components of it) over the next 10 years. As noted previously, the County is interested in considering the rate needed to fund the Engineering & Permitting, O&M and CIP programs at levels of \$1.35 million, \$1.8 million and \$2.0 million, respectively, totaling \$5.15 million. One option to fund this program is to authorize a sufficient rate in the first year. Another option is to amortize the rate over a period of 5 years. In either case, the subsidy would be eliminated.

Rate Model

For the purposes of this analysis, the following rate structure options have been included in the model to consider the rates needed to fund the program defined above:

- Single Family Unit equivalent (SFU);
- Tiered Non-Single Family Residential;
- "Vacant" parcels with impervious area included;
- Disabled Veterans and Low Income Senior Adjustment of 50 percent; and,
- Credits for Stormwater Facilities (75 percent reduction).

For this rate structure, the estimated number of SFU's is 42,686.

Rate Scenario Results

Based on the number of SFU's, to generate \$5.15 million, the fee would be estimated to be \$140 per SFU per year assuming a 95 collection. If the reduction in fee is offered for Disabled Veterans and Low Income Senior exemptions, the General Fund subsidy required would be \$200,480 (1,432 SFUs times \$140).

To fund the \$5.15 million in 5 years accounting for a 95 percent collection, the fee would start out at \$44 per year per SFU, and increase by \$24 per year per SFU for each of the next 4 years. After 5 years, the ultimate rate would be about \$140 per year per SFU. The rates vary with time since the rate model includes an increase of 1 percent per year in the number of SFU's and a 2 percent increase per year in costs.



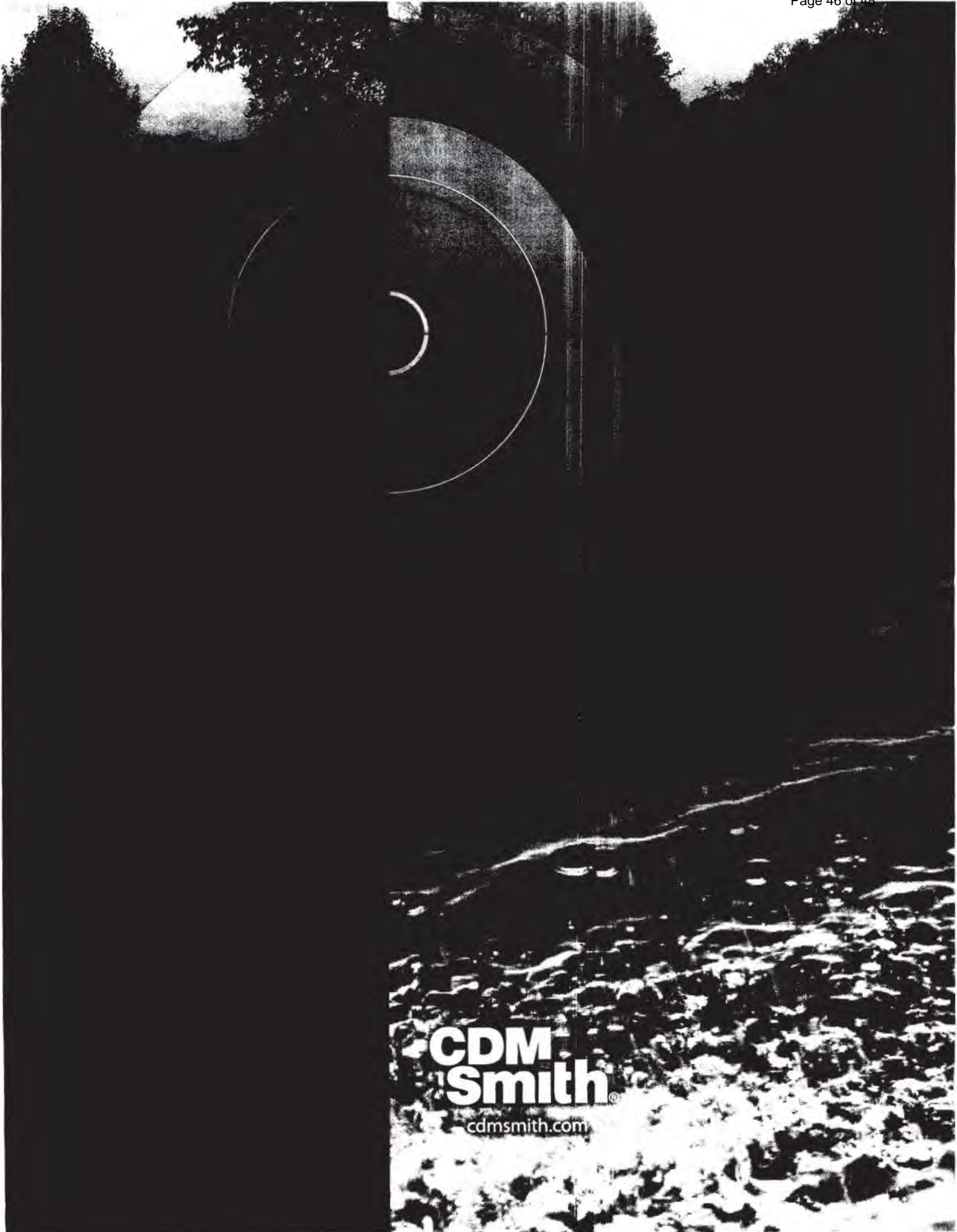
A summary of the rate options is provided in **Table 5-1** and **Table 5-2**.

**Table 5-1 Leon County, Florida Stormwater Utility Update Study
Rate Alternatives to Fund \$3.15 Million Annually**

Year	Revenue	Rate
FY13	\$1,336,310	\$33.33
FY14	\$1,881,363	\$46.00
FY15	\$2,437,183	\$59.00
FY16	\$3,003,931	\$72.00
FY17	\$3,581,770	\$85.00
FY18	\$3,617,588	\$85.00
FY19	\$3,653,764	\$85.00
FY20	\$3,690,302	\$85.00
FY21	\$3,727,205	\$85.00
FY22	\$3,764,477	\$85.00

**Table 5-2 Leon County, Florida Stormwater Utility Update Study
Rate Alternatives to Fund \$5.15 Million Annually**

Year	Revenue	Rate
FY13	\$1,781,747	\$44.00
FY14	\$2,781,145	\$68.00
FY15	\$3,800,353	\$92.00
FY16	\$4,839,666	\$116.00
FY17	\$5,899,386	\$140.00
FY18	\$5,958,380	\$140.00
FY19	\$6,017,964	\$140.00
FY20	\$6,078,144	\$140.00
FY21	\$6,138,925	\$140.00
FY22	\$6,200,314	\$140.00



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EXHIBIT B
RATE SCHEDULE

Property Use Category	Unit of Measurement Applied Per Unit	Assessment Rate
Residential	Single Family Unit	\$85
Residential	Single Family-Multi Dwellings/Other	\$68
Residential	Multi Family Structures	\$60
Residential	Mobile Homes	\$51
Non-Residential	Total Square Feet of Impervious Area Divided by 3,272 Sq. Ft. (Single Family Unit Equivalent)	\$85
<p>A Single Family Unit Equivalent, or SFU is defined as the average or median impervious area for single family detached residences within Leon County. From the most recent statistical data obtained, this method results in a median value of 3,272 square feet for Leon County. Therefore, one SFU equals 3,272 Sq. Ft.</p>		

EXHIBIT 2

**STORMWATER MANAGEMENT SERVICES AND FACILITIES
NON-AD VALOREM ASSESSMENT ROLL**

Due to the voluminous nature thereof, the assessment roll is not attached to this Resolution in this Agenda Item but has been made available for public inspection in the office of the County Administrator and will be attached hereto upon adoption.



CERTIFICATE TO NON-AD VALOREM ASSESSMENT ROLL

I, the undersigned, hereby certify that I am the Chairman of the Board, or authorized agent of Leon Cty. Bd. of County Commissioners, located in Leon County, Florida; as such, I have satisfied myself that all property included or includable on the Non-Ad Valorem Assessment Roll for the aforesaid county is properly assessed so far as I have been able to ascertain; and that all required extensions on the above described roll to show the non-ad valorem assessments attributable to the property listed therein have been made pursuant to law.

I further certify that, upon completion of this certificate and the attachment of same to the herein described Non-Ad Valorem Assessment Roll as part thereof, said Non-Ad Valorem Assessment Roll will be delivered to the Tax Collector of this county.

In witness whereof, I have subscribed this certificate and caused the same to be attached to and made a part of the above described Non-Ad Valorem Assessment Roll this the 2nd day of September, 2014 year.

Chairman of the Board or authorized agent
of Leon County Board of County Commissioners
Name of local government

Leon County, Florida

NOTICE OF PUBLIC HEARING

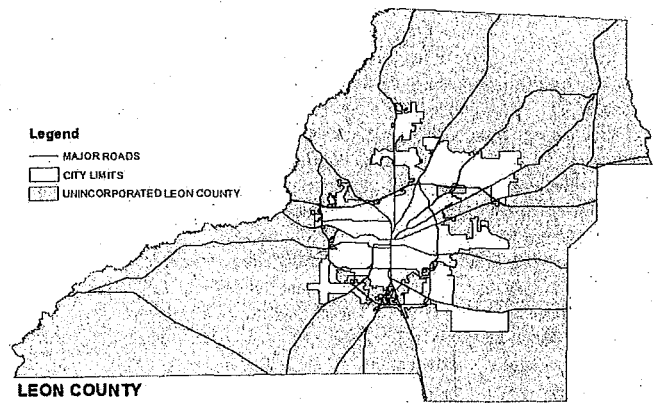
Notice is hereby given, pursuant to Section 197.3632(4)(b), Florida Statutes, that the Board of County Commissioners of Leon County, Florida (the "Board"), will conduct a public hearing on Tuesday, September 2, 2014, at 6:00 p.m., or as soon thereafter as such matter may be heard, at the County Commission Chambers, 5th Floor, Leon County Courthouse, 301 South Monroe Street, Tallahassee, Florida, to consider the adoption of a stormwater management services and facilities non-ad valorem assessment roll to be imposed upon all improved real property located within the unincorporated area of Leon County, Florida (with certain limited exceptions).

The purpose of the assessment is to equitably recover costs incurred for providing and funding County stormwater management services and facilities, including but not limited to, flood prevention and response; construction of stormwater treatment facilities; stormwater pond maintenance; and water quality monitoring, to benefit improved parcels of property located within the unincorporated area of Leon County (with certain exceptions). The assessment shall be collected annually by the Leon County Tax Collector.

All interested parties are invited to present their comments at the public hearing at the time and place set out above. All affected property owners have the right to appear at the public hearing, and have the right to file written objections with the Board within 20 days of the publication of this notice.

Anyone wishing to appeal the action of the Board with regard to this matter will need a record of the proceedings and should ensure that a verbatim record is made. Such record should include the testimony and evidence upon which the appeal is based, pursuant to Section 286.0105, Florida Statutes.

In accordance with the Americans with Disabilities Act and Section 286.26, Florida Statutes, persons needing a special accommodation to participate in this public hearing should contact Jon Brown or Facilities Management, Leon County Courthouse, 301 South Monroe Street, Tallahassee, Florida 32301, by written request at least 48 hours prior to the date of the public hearing. Telephone: 850-606-5300 or 850-606-5000; 1-800-955-8771 (TTY), or 1-800-955-8770 (Voice), or 711 via Florida Relay Service.



TALLAHASSEE DEMOCRAT
PUBLISHED DAILY
TALLAHASSEE-LEON-FLORIDA

STATE OF FLORIDA COUNTY OF LEON:
Before the undersigned authority personally appeared Gladys L. Chelette, who on oath says that he or she is a Legal Advertising Representative of the Tallahassee Democrat, a daily newspaper published at Tallahassee in Leon County, Florida; that the attached copy of advertisement, being a Legal Ad in the matter of:

LEGAL NOTICE

In the Second Judicial Circuit Court was published in said newspaper in the issues of:

August 12, 2014

Affiant further says that the said Tallahassee Democrat is a newspaper published at Tallahassee, in the said Leon County, Florida, and that the said newspaper has heretofore been continuously published in said Leon County, Florida each day and has been entered as periodicals matter at the post office in Tallahassee, in said Leon County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that he or she has never paid nor promised any person, firm or coporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

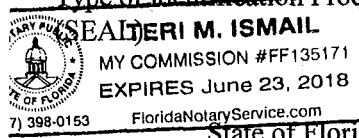
GLADYS L. CHELETTE

LEGAL ADVERTISING REPRESENTATIVE

Sworn to and Subscribed before me.

This 12th Day of Aug 2014, by Gladys L. Chelette, Gladys Chelette Personally Known Jeri M. Ismail OR Produced Identification _____

Type of Identification Produced _____



Notary Public

State of Florida County of Leon

**Leon County
Board of County Commissioners**

Notes for Agenda Item #29

Leon County Board of County Commissioners

Cover Sheet for Agenda #29

September 2, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator



Title: Second and Final Public Hearing on a Proposed Ordinance Amending the Land Development Code Regarding Minor Commercial Land Uses in the Rural 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 David McDevitt, Director, Development Support & Environmental Management
Lead Staff/ Project Team:	Ryan Culpepper, Director of Development Services Div./DSEM Scott Brockmeier, Development Services Administrator/DSEM Susan Denny, Senior Planner/PLACE

Fiscal Impact:

This item has no fiscal impact to the County.

Staff Recommendation:

Board direction.

Report and Discussion

Background:

At their April 22, 2014 meeting, the Board directed staff to review the County's Comprehensive Plan and implementing Land Development Code (LDC) to determine the areas located in the Rural zoning district where gasoline service stations and other non-residential land uses could be located. Additionally, the Board directed staff to draft recommended changes to the County's regulations that would mitigate the locational and compatibility issues oftentimes associated with gasoline stations and other allowed, non-residential land uses in the Rural zoning district. The first of two required Public Hearings on the proposed Ordinance was conducted on July 8, 2014.

Analysis:

The ability to locate a limited amount of non-residential development in the Rural zoning district was established with the adoption of the Comprehensive Plan in 1990. Policy 2.2.1 of the Land Use Element of the Plan notes that the Rural land use category is primarily intended for very low density residential (1 unit per 10 acres), minimal commercial designed to service basic household needs of adjacent residents, and passive recreational uses. Additionally, ancillary commercial and industrial uses associated directly with agri-business and timbering are allowed in the district. Policy 3.1.2 of the Land Use Element establishes commercial site location criteria based on the type of commercial use, its anticipated market, and proximity to intersections.

The County's LDC was adopted in 1992 to implement the general concepts and provisions of the Comprehensive Plan, and therefore, provides greater detail and specificity regarding the intensity and types of non-residential development allowed in the Rural zoning district. The LDC further clarifies the commercial location criteria established by the Comprehensive Plan and notes the specific non-residential uses allowed by right, with restrictions, and by special exception. The largest category of non-residential uses allowed by right in the Rural zoning district is retail trade. This category includes a broad range of general retail uses, including gasoline service stations and convenience stores.

The allowable retail trade uses in the Rural zoning district are restricted by intensity (building size limitation of 5,000 square feet per structure with a maximum of 10,000 square feet per location), and the commercial site location standards for minor commercial as outlined in the Comprehensive Plan and LDC. The site location standards provide for minor commercial land uses at or near (within 330 feet) the intersections of local and arterial, collector and arterial, and collector and collector roads.

Because the current site location standards allow minor commercial at the intersections of local and arterial roads, the number of locations with the ability to develop minor commercial establishments (over 200 intersections), including gasoline service stations, in the Rural zoning category is relatively extensive (Attachment #3). However, it should be noted that many other factors would impact the ability to develop all sites that comply with the commercial site location standards, including onsite environmental constraints, traffic concurrency considerations, canopy road protection-related issues, access and other LDC site-specific regulatory and site design considerations. Additionally, it should be noted that since the adoption of the Comprehensive Plan and implementing LDC over twenty years ago, the requests for approval to develop non-residential uses in the Rural zoning district have been extremely limited.

Based on these findings and in consideration of the Board's direction, staff is recommending amendments to the LDC to address the design, operation, location, and number of allowable minor commercial land uses in the Rural zoning district. These recommendations include additional restrictions on all proposed retail trade-related minor commercial land uses in Rural, a limitation on the number of locations where retail trade-related minor commercial uses are allowed in the Rural zoning district, and additional restrictions on all proposed gasoline service stations with or without convenience stores, including final approval by the Board. These recommended changes will require amendments to LDC Section 10-6.612, Rural zoning district, and Section 10-6.619, Commercial site location standards (Attachment #1).

Generally, the proposed restrictions for all retail trade-related minor commercial uses in Rural are intended to mitigate the compatibility issues typically associated with siting a non-residential land use near or adjacent to low density residential uses. As a restricted use in Rural zoning, all new minor commercial would be required to address lighting, signage, hours of operation, building design, and other site design-related issues. However, the restricted use status does not require final approval by the Board.

The recommended revisions to the commercial site location standards for minor commercial uses in the Rural zoning district include eliminating the ability to locate a minor commercial use, including a gasoline service station and convenience store, at or near the intersection of a local and collector or a local and arterial road. Removing the option to allow minor commercial uses at intersections with local roads eliminates approximately 196 potential commercial intersections in Rural zoning (Attachment #4). However, approximately 64 of the local roads that intersect with arterials in the Rural zoning district are private roads not maintained by the County (Attachment #5). Therefore, non-residential development fronting these private local roads would be extremely problematic, if not prohibited in most cases, where a property owners' association is responsible for road maintenance.

Approximately 39 potential commercial intersections would remain at collector-arterial and collector-collector intersections in the Rural zoning district. Subsequent to the Board's first Public Hearing on the proposed Ordinance, staff has reviewed the 39 intersections utilizing data from GIS and other available sources, and has determined that 12 of the intersections could not be developed based on environmental features, property ownership (National Forest), and/or existing residential uses in platted residential subdivisions (Attachment #6). This results in a total of 27 intersections.

The proposed special restrictions for gasoline service stations with or without a convenience store include a limitation on the number of fuel pump islands and the number of fueling stations per island. Additionally, the proposal includes the prohibition of vehicle washes, establishes hours of operation, as well as height and design standards for the fuel pump island awning. Finally, all proposed gasoline service stations in the Rural zoning district are allowed as special exceptions, which will require review and final approval by the Board through the Type C site and development plan review process.

At the first of the two required Public Hearings on the proposed Ordinance on July 8, 2014, the Board also directed staff to initiate any needed Comprehensive Plan amendments directly related to the strategies outlined in the agenda item and proposed Ordinance. As is standard procedure for all proposed LDC changes, staff convened the Development Support and Environmental Management (DSEM) Citizen's User Group to review and provide comments and recommendations on the proposed revisions. Additionally, the proposal was placed on the Planning Commission's agenda for a Comprehensive Plan consistency determination Public Hearing.

DSEM Citizen's User Group Comments and Recommendations

The Leon County DSEM Citizen's User Group reviewed the proposed Ordinance on July 15, 2014, and provided several suggestions and recommendations. The Group's suggestions and recommendations are outlined and revisions to the proposed Ordinance to reflect their comments are noted.

The Group recommended the hours of operation proposed for convenience stores with gas (Section 10-6.612(f)(4)b.3.) be revised to be consistent with the hours of operation proposed for other minor commercial uses in Rural (Section 10-6.612(f)(4)a.8.). The proposed Ordinance has been revised to reflect this recommendation.

Several participants noted that Section 10-6.619, Commercial site location standards, specifically Section 10-6.619(b)(1)c., Trade area, needed further clarification. The areas noted included further clarification of "attractor" and the "one mile" trade area concept. All commercial land uses, regardless of their intensity, will attract customers, and do not rely primarily on "convenience customers" represented by traffic currently on the adjacent and nearby roadway system. However, according to the Institute of Traffic Engineers' (ITE) guidelines for traffic impact analysis, as the intensity of the commercial use is decreased, the reliance on passerby traffic or convenience customers increases. Therefore, the current structure size limitation of 5,000 square feet for minor commercial uses in Rural would generally reflect a use with a very high percentage of convenience or passerby customers, and would not be considered a primary attractor of destination trip for customers as would be the case for more intense commercial uses.

Additionally, the ITE guidelines for traffic impact analysis for new development recommend establishing an "area of influence" (or trade area) for distributing a proposed project's associated trips on the roadway system. In addition to other trip distribution methodologies, ITE recommends utilizing the average trip length associated with the proposed use for identifying the appropriate area for examining the development's traffic impact. Furthermore, trip length studies that have been completed to support transportation impact fee ordinances adopted and implemented successfully in numerous jurisdictions throughout the state indicate that trip lengths associated with small commercial and non-residential uses tend to be less than two miles and typically range from 1.4 to 1.8 miles, based on the specific use. These professionally recommended methodologies and survey-based findings appear to support the general commercial classification trade area guidelines for minor commercial uses outlined in Section 10- 6.619(b)(1)c of the LDC.

To further address and provide additional clarification for the general trade area and associated attractor vs. convenience customer (passerby) issues associated with minor commercial uses, staff has included an additional compliance criteria under Section 10-6.6612(f)(4)a. of the proposed Ordinance. The additional compliance requirement in Section 10-6.612(f)(4)a.11 of the proposed Ordinance would require the applicant for a proposed minor commercial use in Rural to submit documentation demonstrating compliance with the trade area provisions outlined in Section 10-6.619(b)(1)c. of the LDC. The documentation would be a part of the development application that would be reviewed by the DRC or the Board, depending on the minor commercial use being proposed.

Finally, the DSEM Citizen's User Group raised the issue of non-conforming uses, specifically existing, lawfully established uses that would become non-conforming based on the proposed Ordinance. The resulting non-conformity would be primarily as to location, specifically establishments currently located at or near the intersection of an arterial and local road. The LDC provides non-conformity use relief for lawfully established land uses and structures, including the ability for an owner to make a non-conforming use conforming through the previously existing land use compliance (PELUC) process. PELUC determinations are made by the County's Board of Adjustment and Appeals. A review of the 196 local and arterial intersections in Rural that would be impacted by the adoption of the proposed Ordinance indicates that approximately nine establishments would be made non-conforming based on their location.

Planning Commission Comprehensive Plan Consistency Determination Public Hearing

The Tallahassee-Leon County Planning Commission (TLCPC) conducted a Comprehensive Plan consistency determination Public Hearing on August 5, 2014, on the proposed Ordinance. Based on DSEM staff presentation at the Public Hearing and the review and recommendation of the proposed Ordinance provided by the Planning Department (Attachment #7), the TLCPC found the Ordinance to be consistent with the Comprehensive Plan except for one provision. The TLCPC determined that the proposed restricted building size of 3,000 sq. ft. for proposed convenience stores in the Rural zoning district was inconsistent with the Comprehensive Plan and recommended the restriction be removed from the proposed Ordinance.

The TLCPC's findings were based on the fact that the proposed building size restriction was inconsistent with the performance criteria outlined for Minor Commercial in Policy 3.1.2 of the Land Use Element of the Comprehensive Plan, the trade area performance standard. Historically, staff has incorporated the TLCPC's consistency recommendations into their proposal to the Board. Therefore, based on the findings of the TLCPC, the proposed Ordinance has been revised to eliminate the 3,000 sq. ft. restriction previously noted in Section 10-6.612(f)(4)b.6. of the proposed Ordinance.

However, it should be noted that the Planning Department's review of the Ordinance found the proposed 3,000 sq. ft. building size restriction consistent with the Comprehensive Plan. Additionally, DSEM staff believes the proposed building size restriction for one specific minor commercial use (convenience store with fuel pumps) fully complies with the trade area performance standards established in the Comprehensive Plan, based on the customer profile (high volume of convenience versus destination customers) associated with the type of business.

Furthermore, it is staff's position that the LDC is the appropriate document for establishing specific standards (building size limitations for convenience stores with gas pumps) that are more restrictive than the standards in the Comprehensive Plan. The Comprehensive Plan is an aspirational document that establishes generalized goals, objectives, and policies which are to be utilized to guide the development of specific implementation guidelines and standards outlined in the LDC. Therefore, staff believes the Board could include the more restrictive 3,000 sq. ft. building size limitation in the LDC as initially proposed by staff without the need to amend the Comprehensive Plan (Attachment #2).

Although generally, the Board incorporates the TLCPC's recommendations regarding Comprehensive Plan consistency, the Board has, on occasion, approved modified proposals based on different findings of fact regarding the matter under consideration.

Public Notification Process

Notice of the Public Hearing on the proposed Ordinance was timely advertised, pursuant to Section 163.3225, Florida Statutes (Attachment #8). Additionally, based on property ownership records from the Leon County Property Appraiser's Office, staff has provided direct mail notification to owners with property located at or near (within 330 feet) the intersections of local and arterial intersections in the Rural zoning district. Furthermore, based on the additional restrictions and criteria for minor commercial development that would be allowed in the Rural zoning district under the proposed Ordinance, staff has provided direct mail notification to the property owners located at or near the 39 collector and arterial intersections identified in Attachment #5. A copy of the direct mail notification (942 notifications were mailed) is provided as Attachment #9.

Options:

1. Conduct the second and final Public Hearing and adopt the proposed Ordinance amending the Land Development Code, regarding minor commercial land uses in the Rural zoning district, not to include the restricted building size of 3,000 sq. ft. for proposed convenience stores with gas pumps(Attachment #1).
2. Conduct the second and final Public Hearing and adopt the proposed Ordinance amending the Land Development Code, regarding minor commercial land uses in the Rural zoning district, to include the restricted building size of 3,000 sq. ft. for proposed convenience stores with gas pumps (Attachment #2).
3. Conduct the second and final Public Hearing, and do not adopt the proposed Ordinance amending the Land Development Code regarding minor commercial land uses in the Rural zoning district.
4. Board direction.

Recommendation:

Board direction.

Attachments:

1. Draft Ordinance, not to include the restricted building size of 3,000 sq. ft. for proposed convenience stores
2. Draft Ordinance, to include the restricted building size of 3,000 sq. ft. for proposed convenience stores
3. Map of Intersections in the Rural Zoning District
4. Map of Arterial and Collector Intersections in the Rural Zoning District
5. List of Arterial and Local Intersections in the Rural Zoning District
6. List of Collector and Arterial Intersections in the Rural Zoning District
7. Consistency Review Memorandum from Susan Denny, Senior Planner, dated July 15, 2014
8. Legal Notice
9. Mail Notification to Impacted Property Owners

VSL/TP/DM

ORDINANCE NO. 14- _____

1
2
3 AN ORDINANCE OF THE BOARD OF COUNTY
4 COMMISSIONERS OF LEON COUNTY, FLORIDA, AMENDING
5 CHAPTER 10 OF THE CODE OF LAWS OF LEON COUNTY,
6 FLORIDA, RELATING TO THE LAND DEVELOPMENT CODE;
7 AMENDING SECTION 10-6.612, RURAL ZONING DISTRICT,
8 RELATING TO RETAIL TRADE; AMENDING SECTION 10-
9 6.619, COMMERCIAL SITE LOCATION STANDARDS,
10 RELATING TO MINOR COMMERCIAL USES; PROVIDING FOR
11 CONFLICTS; PROVIDING FOR SEVERABILITY; AND
12 PROVIDING AN EFFECTIVE DATE.
13
14

15 WHEREAS, the rural zoning district in Leon County features undeveloped and
16 nonintensively developed acreage remotely located away from urbanized areas, and contains
17 the majority of the County's present agricultural and low density residential; and
18

19 WHEREAS, the purpose and intent of the rural zoning district is to maintain and promote
20 present and future agricultural and silvicultural uses and to prohibit residential sprawl into
21 remote areas lacking basic urban infrastructure and services; and
22

23 WHEREAS, minor commercial activities designed to service basic household needs of area
24 residents are allowed; and
25

26 WHEREAS, the Board of County Commissioners of Leon County wishes to provide
27 enhanced safeguards and levels of review for commercial activities proposed in the rural zoning
28 district to ensure consistency with the intent of the category; and
29

30 WHEREAS, the Board wishes to provide additional criteria, guidelines and design standards
31 concerning the development of retail uses, including gasoline service stations, with or without
32 convenience stores, in the rural zoning district; and
33

34 WHEREAS, the Board wishes to disallow minor commercial uses on or near the intersection
35 of local and arterial roadways in the rural zoning district;
36

37 BE IT ORDAINED BY THE BOARD OF COUNTY COMMISSIONERS OF LEON COUNTY,
38 FLORIDA, that:
39

40 **SECTION 1.** Section 10-6.612 of Article VI of Chapter 10 of the Code of Laws of Leon County,
41 Florida, entitled "Rural zoning district," is hereby amended to read as follows:
42

43 **Sec. 10-6.612. Rural zoning district.**
44

45 (a) *Purpose and intent.* This section applies to the rural zoning district which includes
46 undeveloped and nonintensively developed acreage remotely located away from
47 urbanized areas containing majority of county's present agricultural, forestry and grazing
48 activities. Land use intensities associated with urban activity are not anticipated during
49 the time frame of the Comprehensive Plan, due to lack of urban infrastructure and
50 services. Very low residential density (one unit per ten acres) and small scale
51 commercial activities designed to service basic household needs of area residents are

1 allowed as are passive recreational land uses. Industrial and ancillary commercial land
 2 uses associated directly with the timbering and/or agribusiness are permitted. This
 3 district is intended to maintain and promote present and future agricultural and
 4 silvicultural uses and to prohibit residential sprawl into remote areas lacking basic urban
 5 infrastructure and services.
 6

7 (b) *Allowable uses.* For the purpose of this article, the following land use types are
 8 allowable in this zoning district and are controlled by the land use development
 9 standards of this article, the Comprehensive Plan and chart of permitted uses.

- 10 (1) Agricultural.
- 11 (2) Minor commercial.
- 12 (3) Low-density residential.
- 13 (4) Passive recreation.
- 14 (5) Active recreation.
- 15 (6) Community services.
- 16 (7) Light infrastructure.
- 17 (8) Heavy infrastructure.
- 18 (9) Post-secondary.

19 (c) *List of permitted uses.* Some of the uses on these schedules are itemized according
 20 to the Standard Industrial Code (SIC). Allowable uses, appropriate permit level and
 21 applicable development and locational standards in the rural zoning district are as
 22 follows:
 23
 24
 25
 26

27 P = Permitted use R = Restricted use S = Special exception

Legend					
Ag	=	Agricultural	CS	=	Community services
MC	=	Minor commercial	LI	=	Light industrial
LR	=	Low-density residency	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, and 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
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		<u>PR</u>					
526	Retail nurseries and garden stores		<u>PR</u>					

533	Variety stores		<u>PR</u>						
539	Misc. general merchandise stores		<u>PR</u>						
541	Grocery stores		<u>PR</u>						
542	Meat and fish markets		<u>PR</u>						
543	Fruit and vegetable markets		<u>PR</u>						
544	Candy, nut and confectionery stores		<u>PR</u>						
545	Dairy products stores		<u>PR</u>						
546	Retail bakeries		<u>PR</u>						
553	Auto and home supply stores		<u>PR</u>						
554	Gasoline service stations		<u>PS</u>						
	Convenience store		<u>PR</u>						
581	Eating and drinking places		<u>PR</u>						
591	Drugstores and proprietary stores		<u>PR</u>						
592	Liquor stores		<u>PR</u>						
593	Used merchandise stores		<u>PR</u>						
5961	Catalog and mail-order houses		<u>PR</u>						
5983	Fuel oil dealers		S						
5984	Liquefied petroleum gas dealers		S						
5992	Florists		<u>PR</u>						
5994	News dealers and newsstands		<u>PR</u>						
	FINANCE, INSURANCE, AND REAL ESTATE								
602	Commercial banks		S						
603	Savings institutions		S						
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			

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(d) *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

4 ~~Maximum 10,000 gross square feet, if located on a local street.~~

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(e) *Minimum development standards in the rural district are as follows:*

	Low Density Residential	Commercial	Agricultural-Related	Community Services; Active Recreation;	Comp. Plan
--	-------------------------	------------	----------------------	--	------------

			Industrial	Public, Primary and Secondary Schools	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.

(f) *Development standards.* All proposed development shall meet the commercial site location standards (section 10-6.619); buffer zone standards (section 10-7.522); and the parking and loading requirements (Subdivision 3 of Division 5 of Article VII).

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1
2 (1) *Mining activities.*
3

4 a. All mining activities as defined on the schedule of permitted uses must
5 meet the specific development standards, as follows upon review and
6 approval by the Board of County Commissioners following a duly
7 noticed public hearing. This includes SIC items 144 and 145.
8

9 b. A plan must be submitted demonstrating protection of adjacent
10 properties and public interest which shall include, but not be limited to
11 the following:
12

13 1. The mining activity, all accessory uses and structures, internal
14 roadways, and driveways onto the adjacent streets shall be set
15 back a minimum of 100 feet from the perimeter property
16 boundaries or 200 feet from the nearest off-site residence,
17 residential zoning district, or subdivision intended primarily for
18 residential land use, whichever distance is greater. This
19 setback standard may be reduced if less of a setback is
20 approved in writing by the adjacent property owner or owners
21 prior to site plan approval or if the adjacent property is also
22 used as a mining activity.
23

24 2. A plan of vehicular access to and from the site demonstrating
25 that heavy trucks and equipment will not travel on that portion
26 of a local or minor collector street with frontage containing
27 residential land use, zoned for residential land use, or
28 containing subdivision lots intended primarily for residential
29 land use. For purposes of this requirement, local and minor
30 collector streets shall be those identified in the local
31 government Comprehensive Plan and the Tallahassee-Leon
32 County Long Range Transportation Plan.
33

34 3. A land reclamation plan shall be submitted demonstrating that
35 upon termination of the activity the land shall be returned to a
36 condition that will allow an effective reuse comparable to
37 surrounding properties.
38

39 4. Fencing requirement: All areas proposed for use in open-pit
40 mining operations and/or construction and demolition debris
41 disposal must be secured by a fence, unless the area is
42 determined by the county administrator or designee to be a
43 reclaimed open-pit mine. The fence must be at least four feet
44 in height with openings that will reject the passage of a seven-
45 inch diameter sphere. The fence must be equipped with a gate
46 which shall remain locked when workers or employees of the
47 land owner or mining company are not present at the site. At
48 every gate or access point, at least one sign must be posted
49 which states, in at least four-inch tall letters, "Danger," "Keep
50 Out," "No Trespassing," or similar language indicate that there
51 may be hazardous conditions on the premises.

1
2 (g) *Restricted uses and special exception uses.* If uses are restricted or are special
3 exception uses according to the schedule of permitted uses, they will not be allowed
4 unless they follow the general development guidelines for restricted uses as provided in
5 this division or for special exceptions as provided in this subsection. Specific restricted
6 uses are addressed in this division.
7

8 (1) *Lumber and wood products.*

9
10 a. A plan must be submitted demonstrating protection of adjacent
11 properties and public interest which shall include, but not be limited to
12 the following:

- 13
14 1. All buildings and outside activities associated with the use
15 shall be set back a minimum of 200 feet from the nearest off-
16 site residence or subdivision intended primarily for residential
17 land uses.
18

19 (2) *Camps and recreational vehicle parks (SIC 703).*

20
21 a. A plan must be submitted demonstrating protection of adjacent
22 properties and public interest which shall include, but not be limited to
23 the following:

- 24
25 1. Sanitary facilities shall be provided.
26 2. Not more than ten campsites per acre shall be provided.
27 3. Individual campsites, roadways, and accessory structures
28 shall be located to meet the minimum building setback
29 standards from the exterior property lines of the campground.
30

31 (3) *Heavy construction equipment rental and equipment rental and leasing (SIC*
32 *7353 and 7359).*

33
34 a. A plan must be submitted demonstrating protection of adjacent
35 properties and public interest which shall include, but not be limited to
36 the following:

- 37
38 1. Such equipment rental and leasing must be associated with
39 timbering and/or agribusiness.
40
41 2. A plan of vehicular access to and from the site demonstrating
42 that heavy trucks and equipment will not travel on that portion
43 of a local or minor collector street with frontage containing
44 residential land use, zoned for residential land use, or
45 containing subdivision lots intended primarily for residential
46 land use. For purposes of this requirement, local and minor
47 collector streets shall be those identified in the local
48 government Comprehensive Plan and the Tallahassee-Leon
49 County Long Range Transportation Plan.
50

51 (4) *Retail Trade*

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a. A plan and supporting narrative must be submitted pursuant to the Type B site and development plan process that demonstrates compliance as applicable with the following:

1. Free-standing onsite signs shall be limited to monument-style signs and the sign base shall be consistent with the materials and design context of the primary onsite building. Signs shall be illuminated with externally mounted lighting focused on the sign in a manner that limits off-site illumination. Internally illuminated signs and pole signs are prohibited.
2. Building design including any proposed accessory buildings and structures shall reflect or compliment the local vernacular architectural style. Building facade treatments and materials shall provide architectural interest through, but not limited to: the utilization of fenestration that allows for natural surveillance and gabled or parapet roof treatments. Flat roof treatments are prohibited.
3. Onsite lighting including 24-hour security lighting shall be wall mounted with illumination focused on the building in a manner that limits off-site illumination.
4. Perimeter buffering and/or fencing requirements shall be based on the density of the adjacent residential uses. If the adjacent density is one residential unit per two acres or less, a Type C buffer shall be required. A wooden buffer fence may be utilized on sites where the required vegetative buffer cannot be established based on site limitations or constraints.
5. The trash collection dumpster shall be assessable to waste collection vehicles, and shall be located in the side or rear setback area of the onsite principle building. The dumpster shall be screened with a material and design treatment consistent with the building façade of the principle building.
6. All appurtenant mechanical and electrical equipment, outside collection/drop-off/storage areas, and other accessory or ancillary structures shall be screened from public view. The screening material shall be consistent with the materials and design context of the primary onsite building.
7. The site design shall integrate internal and where appropriate external pedestrian circulation and interconnection including the accommodation of bike circulation were applicable.
8. The hours of operation shall be limited to 6:00 am to 10:00 pm.
9. The site shall be designed were applicable to provide a cross-access easement to adjoining property in the commercial

1 node. The cross access easement shall be improved to the
2 property boundary.

3
4 10. Other site design treatments and considerations as may be
5 applicable to the proposed use and shall be identified during
6 the proposed project's application review meeting.

7
8 11. The applicant shall submit documentation demonstrating
9 compliance with the trade area and customer expectation
10 provisions outlined in Section 10-6.619(b)c.

11
12 b. For a proposed gasoline service station with or without a convenience
13 store, in addition to the development guidelines outlined in paragraph
14 a., must also demonstrate compliance with the following criteria,
15 guidelines and standards on a plan and supporting narrative
16 submitted pursuant to the Type C site and development plan review
17 process:

18
19 1. The number of fuel pump islands shall be limited to three with
20 each pump island limited to two fueling positions or six total
21 fueling stations.

22
23 2. The fuel pump island awning design standards shall include,
24 but shall not be limited to, materials and contextual design
25 integrated with the onsite building facade treatment. The fuel
26 pump island awning height shall be limited to 18 feet as
27 measured from grade. The fuel pump island awning lighting
28 shall be designed in a manner that reduces off-site
29 illumination.

30
31 3. Accessory structures and ancillary uses such as, but not
32 limited to, vehicle washes (attached or stand-alone) and multi-
33 unit vacuuming stations are prohibited.

34
35 4. Free-standing lighting in the parking areas, drive isles, or other
36 onside areas shall be limited in height to 15 feet as measured
37 from grade, and shall be designed in a manner that reduces
38 off-site illumination.

39
40
41 **SECTION 2.** Section 10-6.619 of Article VI of Chapter 10 of the Code of Laws of Leon County,
42 Florida, entitled "Commercial site location standards," is hereby amended to read as follows:
43

44 **Sec. 10-6.619. Commercial site location standards.**

45 (a) The provisions of this section apply to the following zoning districts: Rural, Urban
46 Fringe, Activity Center, Rural Community, Lake Protection, Residential Preservation,
47 Lake Talquin/Urban Fringe, and Industrial. Commercial sites are determined through the
48 use of site location standards. The intensity of the commercial use is dependent upon
49 the land use category of the potential site and the classification of the immediate

1 adjacent roads. Individual road classifications are depicted on map 14 of the
2 Comprehensive Plan. The site location standard is intended to group commercial land
3 use toward intersections to provide access and prevent strip commercialization.

4
5 (b) *Commercial classifications.*

6
7 (1) *Minor commercial.*

8
9 a. *Major function:* Provide for sale of convenience goods and services to
10 immediate residential area.

11
12 b. *Location:*

13
14 1. On or near the intersection (within 330 feet of the centerline of
15 the intersection) of ~~local and collector~~, local and arterial,
16 collector and arterial, and collector and collector. Minor
17 commercial uses are not allowed on or near the intersection of
18 local and arterial roadways in the rural zoning district.

19
20 2. May be located within planned unit development provided it is
21 located and designed to meet commercial needs of the
22 majority of the residents of the development.

23
24 3. If on a local street, only one quadrant of the intersection shall
25 be used for commercial purposes.

26
27 c. *Trade area:* Generally within one mile and not considered as an
28 attractor.

29
30 d. *Design standards:*

31
32 1. Compatible with adjacent uses.

33 2. Adequate buffering, screening, landscaping and architectural
34 treatment if integrated into neighborhood.

35 3. Sufficient parking; properly designed and safe internal traffic
36 circulation.

37
38 (2) *Neighborhood commercial.*

39
40 a. *Major function:* Provide for the sale of convenience goods and
41 personal services such as food, drugs, sundries and hardware items
42 to one or more neighborhoods.

43
44 b. *Leading tenants:* Supermarket, drugstore and postal substation.

45
46 c. *Location:* At the intersection of major collector and arterial or arterial
47 and arterial. Only one neighborhood commercial development will be
48 allowed within one-quarter mile of the centerline of the intersection of
49 a major collector and arterial road.

1
2 (3) *Community commercial.*
3

- 4 a. *Major function:* Same functions of neighborhood commercial but on a
5 large scale, provide for sale of retail goods such as clothing, variety
6 items, appliances and furniture, hardware and home improvement
7 items.
8
9 b. *Leading tenants:* Supermarket, drug store, minor department store,
10 home improvement center, variety or discount center.
11
12 c. *Location:* Within one-quarter mile of the centerline of the intersection
13 of arterials. Prohibited on designated canopy roads.
14
15 d. *Radius of trade area:* Five miles or 15 to 20 minutes driving time.
16 Service distinct geographical quadrants of three or more combinations
17 of neighborhoods within community.
18

19 (4) *Regional commercial.*
20

- 21 a. *Major function:* Same functions of community center, provide full
22 range and variety of shopping goods for comparative shopping such
23 as general merchandise apparel, furniture and home furnishings.
24
25 b. *Leading tenants:* One or more full time department stores.
26
27 c. *Location:* Integrated into local transportation system and accessible
28 by combination of arterials, major collectors, expressways and
29 interstate highways. Potential on-site and off-site transportation
30 improvements needed to provide adequate ingress and egress.
31 Prohibited on designated canopy roads.
32
33 d. *Radius of trade area:* Regional.
34
35 e. *Site area:* Minimum 35 acres.
36
37 f. *Range of gross floor area:* Over 200,000 up to 1,000,000 square feet.
38

39 (5) *Highway commercial.*
40

- 41 a. *Major function:* Provide for consumer oriented retail services
42 designed for drive-in convenience.
43
44 b. *Leading tenants:* Fast food franchise, liquor store, automotive service
45 (i.e. oil change), and convenience stores.
46
47 c. *Location:* Access via a combination of arterials or major collectors or
48 integrated into transportation network by comprehensive ingress and
49 egress system. Parking within rear is encouraged.

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- d. *Radius of trade area:* May serve immediate area but relies heavily on passerby traffic.
- e. *Range of gross floor area:* Up to 10,000 square feet.
- f. *Design standards:*
 - 1. Adequate setback.
 - 2. Aesthetic landscaping.
 - 3. Rear parking.

SECTION 3. Conflicts. All ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed to the extent of such conflict, as of the effective date of this Ordinance, except to the extent of any conflicts with the Tallahassee-Leon County Comprehensive Plan, as amended, which provisions shall prevail over any parts of this Ordinance which are inconsistent, either in whole or in part, with the Comprehensive Plan.

SECTION 4. Severability. If any section, subsection, sentence, clause, phrase or portion of this article is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portions of this Ordinance.

SECTION 5. Effective date. This ordinance shall be effective according to law.

DULY PASSED AND ADOPTED BY the Board of County Commissioners of Leon County, Florida, this ____ day of _____, 2014.

LEON COUNTY, FLORIDA

BY: _____
KRISTIN DOZIER, CHAIRMAN
BOARD OF COUNTY COMMISSIONERS

ATTEST:
BOB INZER, CLERK OF THE COURT
AND COMPTROLLER
LEON COUNTY, FLORIDA

BY: _____

APPROVED AS TO FORM:
LEON COUNTY ATTORNEY'S OFFICE

BY: _____
HERBERT W.A. THIELE, ESQ.
COUNTY ATTORNEY

ORDINANCE NO. 14- _____

1
2
3 AN ORDINANCE OF THE BOARD OF COUNTY
4 COMMISSIONERS OF LEON COUNTY, FLORIDA, AMENDING
5 CHAPTER 10 OF THE CODE OF LAWS OF LEON COUNTY,
6 FLORIDA, RELATING TO THE LAND DEVELOPMENT CODE;
7 AMENDING SECTION 10-6.612, RURAL ZONING DISTRICT,
8 RELATING TO RETAIL TRADE; AMENDING SECTION 10-
9 6.619, COMMERCIAL SITE LOCATION STANDARDS,
10 RELATING TO MINOR COMMERCIAL USES; PROVIDING FOR
11 CONFLICTS; PROVIDING FOR SEVERABILITY; AND
12 PROVIDING AN EFFECTIVE DATE.
13

14
15 WHEREAS, the rural zoning district in Leon County features undeveloped and
16 nonintensively developed acreage remotely located away from urbanized areas, and contains
17 the majority of the County's present agricultural and low density residential; and
18

19 WHEREAS, the purpose and intent of the rural zoning district is to maintain and promote
20 present and future agricultural and silvicultural uses and to prohibit residential sprawl into
21 remote areas lacking basic urban infrastructure and services; and
22

23 WHEREAS, minor commercial activities designed to service basic household needs of area
24 residents are allowed; and
25

26 WHEREAS, the Board of County Commissioners of Leon County wishes to provide
27 enhanced safeguards and levels of review for commercial activities proposed in the rural zoning
28 district to ensure consistency with the intent of the category; and
29

30 WHEREAS, the Board wishes to provide additional criteria, guidelines and design standards
31 concerning the development of retail uses, including gasoline service stations, with or without
32 convenience stores, in the rural zoning district; and
33

34 WHEREAS, the Board wishes to disallow minor commercial uses on or near the intersection
35 of local and arterial roadways in the rural zoning district;
36

37 BE IT ORDAINED BY THE BOARD OF COUNTY COMMISSIONERS OF LEON COUNTY,
38 FLORIDA, that:
39

40 **SECTION 1.** Section 10-6.612 of Article VI of Chapter 10 of the Code of Laws of Leon County,
41 Florida, entitled "Rural zoning district," is hereby amended to read as follows:
42

43 **Sec. 10-6.612. Rural zoning district.**
44

45 (a) *Purpose and intent.* This section applies to the rural zoning district which includes
46 undeveloped and nonintensively developed acreage remotely located away from
47 urbanized areas containing majority of county's present agricultural, forestry and grazing
48 activities. Land use intensities associated with urban activity are not anticipated during
49 the time frame of the Comprehensive Plan, due to lack of urban infrastructure and
50 services. Very low residential density (one unit per ten acres) and small scale
51 commercial activities designed to service basic household needs of area residents are

1 allowed as are passive recreational land uses. Industrial and ancillary commercial land
 2 uses associated directly with the timbering and/or agribusiness are permitted. This
 3 district is intended to maintain and promote present and future agricultural and
 4 silvicultural uses and to prohibit residential sprawl into remote areas lacking basic urban
 5 infrastructure and services.
 6

7 (b) *Allowable uses.* For the purpose of this article, the following land use types are
 8 allowable in this zoning district and are controlled by the land use development
 9 standards of this article, the Comprehensive Plan and chart of permitted uses.

- 10 (1) Agricultural.
- 11 (2) Minor commercial.
- 12 (3) Low-density residential.
- 13 (4) Passive recreation.
- 14 (5) Active recreation.
- 15 (6) Community services.
- 16 (7) Light infrastructure.
- 17 (8) Heavy infrastructure.
- 18 (9) Post-secondary.

19 (c) *List of permitted uses.* Some of the uses on these schedules are itemized according
 20 to the Standard Industrial Code (SIC). Allowable uses, appropriate permit level and
 21 applicable development and locational standards in the rural zoning district are as
 22 follows:
 23
 24
 25
 26
 27

P = Permitted use R = Restricted use S = Special exception

Legend					
Ag	=	Agricultural	CS	=	Community services
MC	=	Minor commercial	LI	=	Light industrial
LR	=	Low-density residency	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, and 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
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		<u>PR</u>					
526	Retail nurseries and garden stores		<u>PR</u>					

533	Variety stores		<u>PR</u>					
539	Misc. general merchandise stores		<u>PR</u>					
541	Grocery stores		<u>PR</u>					
542	Meat and fish markets		<u>PR</u>					
543	Fruit and vegetable markets		<u>PR</u>					
544	Candy, nut and confectionery stores		<u>PR</u>					
545	Dairy products stores		<u>PR</u>					
546	Retail bakeries		<u>PR</u>					
553	Auto and home supply stores		<u>PR</u>					
554	Gasoline service stations		<u>PS</u>					
	Convenience store		<u>PR</u>					
581	Eating and drinking places		<u>PR</u>					
591	Drugstores and proprietary stores		<u>PR</u>					
592	Liquor stores		<u>PR</u>					
593	Used merchandise stores		<u>PR</u>					
5961	Catalog and mail-order houses		<u>PR</u>					
5983	Fuel oil dealers		S					
5984	Liquefied petroleum gas dealers		S					
5992	Florists		<u>PR</u>					
5994	News dealers and newsstands		<u>PR</u>					
	FINANCE, INSURANCE, AND REAL ESTATE							
602	Commercial banks		S					
603	Savings institutions		S					
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			

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(d) *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.

(e) *Minimum development standards in the rural district are as follows:*

	Low Density Residential	Commercial	Agricultural-Related	Community Services; Active Recreation;	Comp. Plan
--	-------------------------	------------	----------------------	--	------------

			Industrial	Public, Primary and Secondary Schools	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.

(f) *Development standards.* All proposed development shall meet the commercial site location standards (section 10-6.619); buffer zone standards (section 10-7.522); and the parking and loading requirements (Subdivision 3 of Division 5 of Article VII).

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1
2 (1) *Mining activities.*
3

4 a. All mining activities as defined on the schedule of permitted uses must
5 meet the specific development standards, as follows upon review and
6 approval by the Board of County Commissioners following a duly
7 noticed public hearing. This includes SIC items 144 and 145.
8

9 b. A plan must be submitted demonstrating protection of adjacent
10 properties and public interest which shall include, but not be limited to
11 the following:
12

13 1. The mining activity, all accessory uses and structures, internal
14 roadways, and driveways onto the adjacent streets shall be set
15 back a minimum of 100 feet from the perimeter property
16 boundaries or 200 feet from the nearest off-site residence,
17 residential zoning district, or subdivision intended primarily for
18 residential land use, whichever distance is greater. This
19 setback standard may be reduced if less of a setback is
20 approved in writing by the adjacent property owner or owners
21 prior to site plan approval or if the adjacent property is also
22 used as a mining activity.
23

24 2. A plan of vehicular access to and from the site demonstrating
25 that heavy trucks and equipment will not travel on that portion
26 of a local or minor collector street with frontage containing
27 residential land use, zoned for residential land use, or
28 containing subdivision lots intended primarily for residential
29 land use. For purposes of this requirement, local and minor
30 collector streets shall be those identified in the local
31 government Comprehensive Plan and the Tallahassee-Leon
32 County Long Range Transportation Plan.
33

34 3. A land reclamation plan shall be submitted demonstrating that
35 upon termination of the activity the land shall be returned to a
36 condition that will allow an effective reuse comparable to
37 surrounding properties.
38

39 4. Fencing requirement: All areas proposed for use in open-pit
40 mining operations and/or construction and demolition debris
41 disposal must be secured by a fence, unless the area is
42 determined by the county administrator or designee to be a
43 reclaimed open-pit mine. The fence must be at least four feet
44 in height with openings that will reject the passage of a seven-
45 inch diameter sphere. The fence must be equipped with a gate
46 which shall remain locked when workers or employees of the
47 land owner or mining company are not present at the site. At
48 every gate or access point, at least one sign must be posted
49 which states, in at least four-inch tall letters, "Danger," "Keep
50 Out," "No Trespassing," or similar language indicate that there
51 may be hazardous conditions on the premises.

1
2 (g) *Restricted uses and special exception uses.* If uses are restricted or are special
3 exception uses according to the schedule of permitted uses, they will not be allowed
4 unless they follow the general development guidelines for restricted uses as provided in
5 this division or for special exceptions as provided in this subsection. Specific restricted
6 uses are addressed in this division.
7

8 (1) *Lumber and wood products.*

9
10 a. A plan must be submitted demonstrating protection of adjacent
11 properties and public interest which shall include, but not be limited to
12 the following:

- 13
14 1. All buildings and outside activities associated with the use
15 shall be set back a minimum of 200 feet from the nearest off-
16 site residence or subdivision intended primarily for residential
17 land uses.
18

19 (2) *Camps and recreational vehicle parks (SIC 703).*

20
21 a. A plan must be submitted demonstrating protection of adjacent
22 properties and public interest which shall include, but not be limited to
23 the following:

- 24
25 1. Sanitary facilities shall be provided.
26 2. Not more than ten campsites per acre shall be provided.
27 3. Individual campsites, roadways, and accessory structures
28 shall be located to meet the minimum building setback
29 standards from the exterior property lines of the campground.
30

31 (3) *Heavy construction equipment rental and equipment rental and leasing (SIC*
32 *7353 and 7359).*

33
34 a. A plan must be submitted demonstrating protection of adjacent
35 properties and public interest which shall include, but not be limited to
36 the following:

- 37
38 1. Such equipment rental and leasing must be associated with
39 timbering and/or agribusiness.
40
41 2. A plan of vehicular access to and from the site demonstrating
42 that heavy trucks and equipment will not travel on that portion
43 of a local or minor collector street with frontage containing
44 residential land use, zoned for residential land use, or
45 containing subdivision lots intended primarily for residential
46 land use. For purposes of this requirement, local and minor
47 collector streets shall be those identified in the local
48 government Comprehensive Plan and the Tallahassee-Leon
49 County Long Range Transportation Plan.
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51 (4) *Retail Trade*

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a. A plan and supporting narrative must be submitted pursuant to the Type B site and development plan process that demonstrates compliance as applicable with the following:

1. Free-standing onsite signs shall be limited to monument-style signs and the sign base shall be consistent with the materials and design context of the primary onsite building. Signs shall be illuminated with externally mounted lighting focused on the sign in a manner that limits off-site illumination. Internally illuminated signs and pole signs are prohibited.
2. Building design including any proposed accessory buildings and structures shall reflect or compliment the local vernacular architectural style. Building facade treatments and materials shall provide architectural interest through, but not limited to: the utilization of fenestration that allows for natural surveillance and gabled or parapet roof treatments. Flat roof treatments are prohibited.
3. Onsite lighting including 24-hour security lighting shall be wall mounted with illumination focused on the building in a manner that limits off-site illumination.
4. Perimeter buffering and/or fencing requirements shall be based on the density of the adjacent residential uses. If the adjacent density is one residential unit per two acres or less, a Type C buffer shall be required. A wooden buffer fence may be utilized on sites where the required vegetative buffer cannot be established based on site limitations or constraints.
5. The trash collection dumpster shall be assessable to waste collection vehicles, and shall be located in the side or rear setback area of the onsite principle building. The dumpster shall be screened with a material and design treatment consistent with the building façade of the principle building.
6. All appurtenant mechanical and electrical equipment, outside collection/drop-off/storage areas, and other accessory or ancillary structures shall be screened from public view. The screening material shall be consistent with the materials and design context of the primary onsite building.
7. The site design shall integrate internal and where appropriate external pedestrian circulation and interconnection including the accommodation of bike circulation were applicable.
8. The hours of operation shall be limited to 6:00 am to 10:00 pm.
9. The site shall be designed were applicable to provide a cross-access easement to adjoining property in the commercial

1 node. The cross access easement shall be improved to the
2 property boundary.

3
4 10. Other site design treatments and considerations as may be
5 applicable to the proposed use and shall be identified during
6 the proposed project's application review meeting.

7
8 11. The applicant shall submit documentation demonstrating
9 compliance with the trade area and customer expectation
10 provisions outlined in Section 10-6.619(b)c.

11
12 b. For a proposed gasoline service station with or without a convenience
13 store, in addition to the development guidelines outlined in paragraph
14 a., must also demonstrate compliance with the following criteria,
15 guidelines and standards on a plan and supporting narrative
16 submitted pursuant to the Type C site and development plan review
17 process:

18
19 1. The number of fuel pump islands shall be limited to three with
20 each pump island limited to two fueling positions or six total
21 fueling stations.

22
23 2. The fuel pump island awning design standards shall include,
24 but shall not be limited to, materials and contextual design
25 integrated with the onsite building facade treatment. The fuel
26 pump island awning height shall be limited to 18 feet as
27 measured from grade. The fuel pump island awning lighting
28 shall be designed in a manner that reduces off-site
29 illumination.

30
31 3. Accessory structures and ancillary uses such as, but not
32 limited to, vehicle washes (attached or stand-alone) and multi-
33 unit vacuuming stations are prohibited.

34
35 4. Free-standing lighting in the parking areas, drive isles, or other
36 onside areas shall be limited in height to 15 feet as measured
37 from grade, and shall be designed in a manner that reduces
38 off-site illumination.

39
40 5. A convenience store proposed with a gasoline service station
41 shall be limited to a maximum of 3,000 square feet excluding
42 the area covered by the fuel pump island awning.

43
44
45 **SECTION 2.** Section 10-6.619 of Article VI of Chapter 10 of the Code of Laws of Leon County,
46 Florida, entitled "Commercial site location standards," is hereby amended to read as follows:
47

48 **Sec. 10-6.619. Commercial site location standards.**

1 (a) The provisions of this section apply to the following zoning districts: Rural, Urban
2 Fringe, Activity Center, Rural Community, Lake Protection, Residential Preservation,
3 Lake Talquin/Urban Fringe, and Industrial. Commercial sites are determined through the
4 use of site location standards. The intensity of the commercial use is dependent upon
5 the land use category of the potential site and the classification of the immediate
6 adjacent roads. Individual road classifications are depicted on map 14 of the
7 Comprehensive Plan. The site location standard is intended to group commercial land
8 use toward intersections to provide access and prevent strip commercialization.

9
10 (b) *Commercial classifications.*

11
12 (1) *Minor commercial.*

13
14 a. *Major function:* Provide for sale of convenience goods and services to
15 immediate residential area.

16
17 b. *Location:*

18
19 1. On or near the intersection (within 330 feet of the centerline of
20 the intersection) of ~~local and collector~~, local and arterial,
21 collector and arterial, and collector and collector. Minor
22 commercial uses are not allowed on or near the intersection of
23 local and arterial roadways in the rural zoning district.

24
25 2. May be located within planned unit development provided it is
26 located and designed to meet commercial needs of the
27 majority of the residents of the development.

28
29 3. If on a local street, only one quadrant of the intersection shall
30 be used for commercial purposes.

31
32 c. *Trade area:* Generally within one mile and not considered as an
33 attractor.

34
35 d. *Design standards:*

36
37 1. Compatible with adjacent uses.

38 2. Adequate buffering, screening, landscaping and architectural
39 treatment if integrated into neighborhood.

40 3. Sufficient parking; properly designed and safe internal traffic
41 circulation.

42
43 (2) *Neighborhood commercial.*

44
45 a. *Major function:* Provide for the sale of convenience goods and
46 personal services such as food, drugs, sundries and hardware items
47 to one or more neighborhoods.

48
49 b. *Leading tenants:* Supermarket, drugstore and postal substation.

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- c. *Location:* At the intersection of major collector and arterial or arterial and arterial. Only one neighborhood commercial development will be allowed within one-quarter mile of the centerline of the intersection of a major collector and arterial road.

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(3) *Community commercial.*

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- a. *Major function:* Same functions of neighborhood commercial but on a large scale, provide for sale of retail goods such as clothing, variety items, appliances and furniture, hardware and home improvement items.
 - b. *Leading tenants:* Supermarket, drug store, minor department store, home improvement center, variety or discount center.
 - c. *Location:* Within one-quarter mile of the centerline of the intersection of arterials. Prohibited on designated canopy roads.
 - d. *Radius of trade area:* Five miles or 15 to 20 minutes driving time. Service distinct geographical quadrants of three or more combinations of neighborhoods within community.

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(4) *Regional commercial.*

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- a. *Major function:* Same functions of community center, provide full range and variety of shopping goods for comparative shopping such as general merchandise apparel, furniture and home furnishings.
 - b. *Leading tenants:* One or more full time department stores.
 - c. *Location:* Integrated into local transportation system and accessible by combination of arterials, major collectors, expressways and interstate highways. Potential on-site and off-site transportation improvements needed to provide adequate ingress and egress. Prohibited on designated canopy roads.
 - d. *Radius of trade area:* Regional.
 - e. *Site area:* Minimum 35 acres.
 - f. *Range of gross floor area:* Over 200,000 up to 1,000,000 square feet.

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(5) *Highway commercial.*

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- a. *Major function:* Provide for consumer oriented retail services designed for drive-in convenience.

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- b. *Leading tenants:* Fast food franchise, liquor store, automotive service (i.e. oil change), and convenience stores.
- c. *Location:* Access via a combination of arterials or major collectors or integrated into transportation network by comprehensive ingress and egress system. Parking within rear is encouraged.
- d. *Radius of trade area:* May serve immediate area but relies heavily on passerby traffic.
- e. *Range of gross floor area:* Up to 10,000 square feet.
- f. *Design standards:*
 - 1. Adequate setback.
 - 2. Aesthetic landscaping.
 - 3. Rear parking.

SECTION 3. Conflicts. All ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed to the extent of such conflict, as of the effective date of this Ordinance, except to the extent of any conflicts with the Tallahassee-Leon County Comprehensive Plan, as amended, which provisions shall prevail over any parts of this Ordinance which are inconsistent, either in whole or in part, with the Comprehensive Plan.

SECTION 4. Severability. If any section, subsection, sentence, clause, phrase or portion of this article is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portions of this Ordinance.

SECTION 5. Effective date. This ordinance shall be effective according to law.

DULY PASSED AND ADOPTED BY the Board of County Commissioners of Leon County, Florida, this ____ day of _____, 2014.

LEON COUNTY, FLORIDA

BY: _____
KRISTIN DOZIER, CHAIRMAN
BOARD OF COUNTY COMMISSIONERS

1 ATTEST:
2 BOB INZER, CLERK OF THE COURT
3 AND COMPTROLLER
4 LEON COUNTY, FLORIDA
5
6
7 BY: _____
8
9 APPROVED AS TO FORM:
10 LEON COUNTY ATTORNEY'S OFFICE
11
12
13 BY: _____
14 HERBERT W.A. THIELE, ESQ.
15 COUNTY ATTORNEY

Intersections in Rural zoning

Legend

roads in Rural zoning district

Functional classification

- local street
- Minor Collector
- Major Collector
- Minor Arterial
- Principal Arterial


● Intersection in Rural zoning: collector/arterial
● Intersection in Rural zoning: collector/collector
● Intersection in Rural zoning: local/arterial

Intersection in Rural zoning: 330-ft. radius

- no commercial use at intersection
- commercial use adjacent to intersection
- intersection in national/state forest

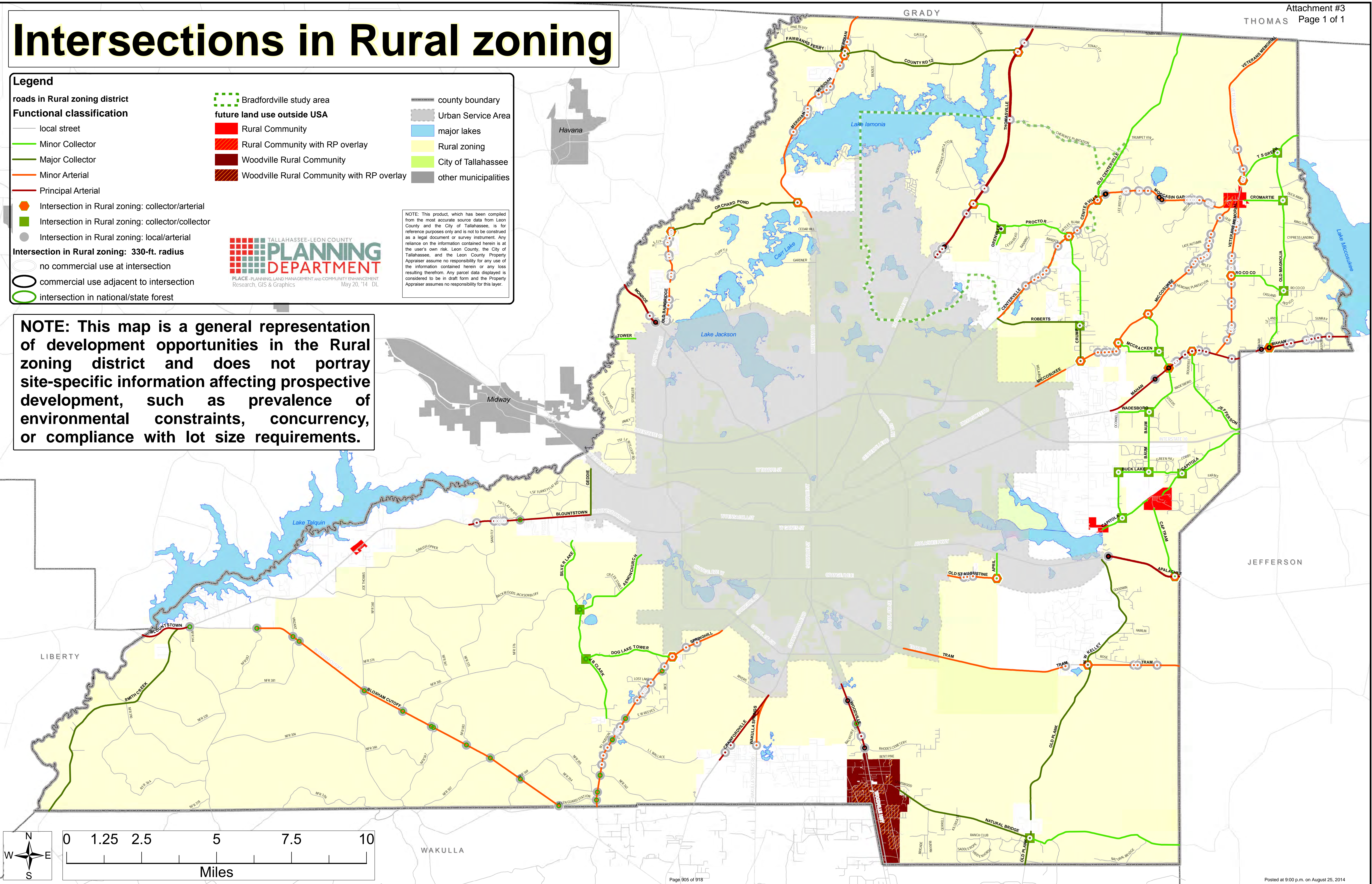
Bradfordville study area
 future land use outside USA
 Rural Community
 Rural Community with RP overlay
 Woodville Rural Community
 Woodville Rural Community with RP overlay

county boundary
 Urban Service Area
 major lakes
 Rural zoning
 City of Tallahassee
 other municipalities


 TALLAHASSEE-LEON COUNTY
PLANNING DEPARTMENT
 PLACE - PLANNING, LAND MANAGEMENT AND COMMUNITY ENHANCEMENT
 Research, GIS & Graphics May 20, '14 DL

NOTE: This product, which has been compiled from the most accurate source data from Leon County and the City of Tallahassee, 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 assume no responsibility for any use of the information contained herein or any loss resulting therefrom. Any parcel data displayed is considered to be in draft form and the Property Appraiser assumes no responsibility for this layer.

NOTE: This map is a general representation of development opportunities in the Rural zoning district and does not portray site-specific information affecting prospective development, such as prevalence of environmental constraints, concurrency, or compliance with lot size requirements.



Intersections in Rural zoning: Arterials and Collectors only

Legend

roads in Rural zoning district

Functional classification

- local street
- Minor Collector
- Major Collector
- Minor Arterial
- Principal Arterial
- Intersection in Rural zoning: collector/arterial
- Intersection in Rural zoning: collector/collector

Intersection in Rural zoning: 330-ft. radius

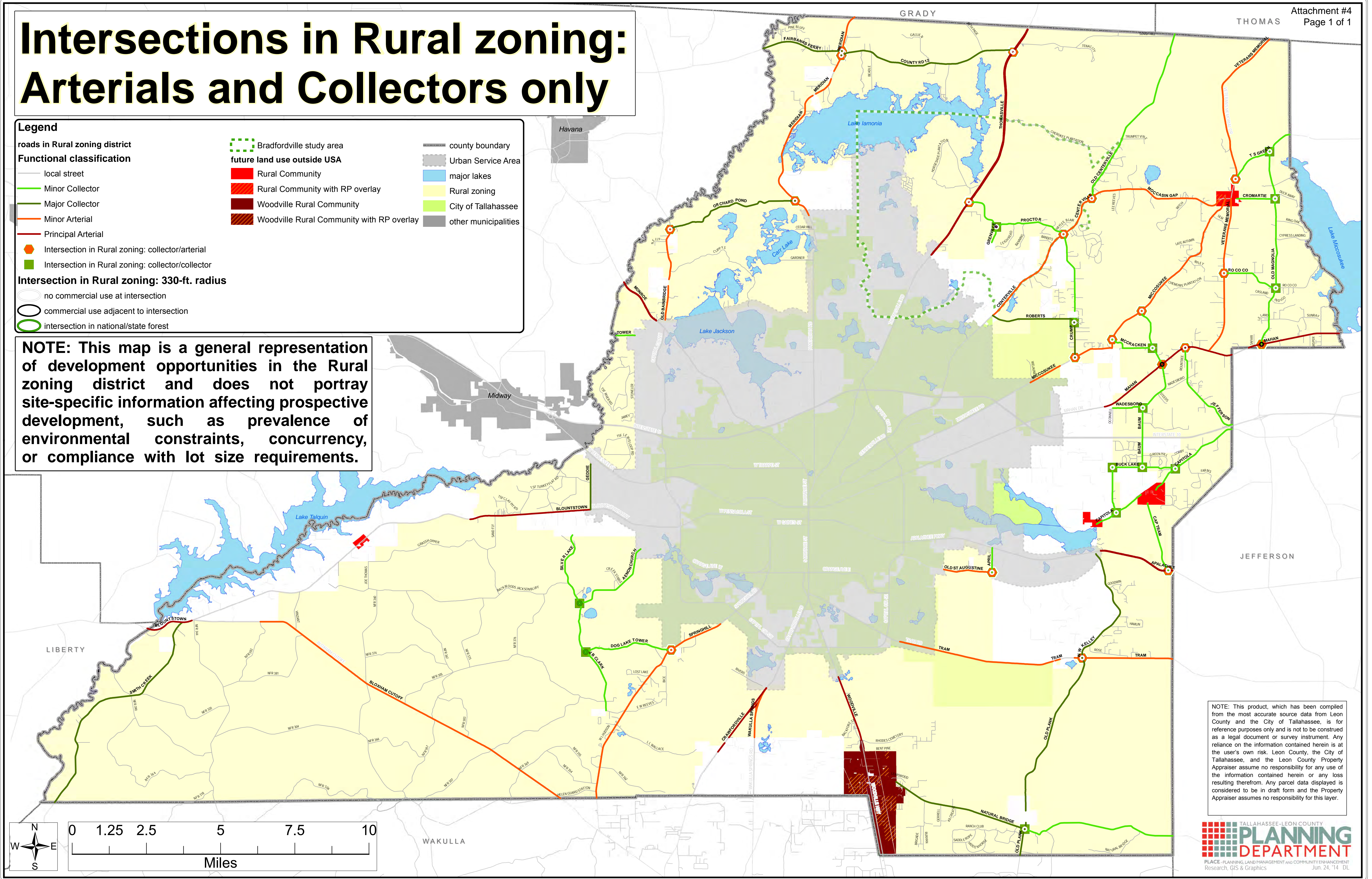
- no commercial use at intersection
- commercial use adjacent to intersection
- intersection in national/state forest

Bradfordville study area
future land use outside USA

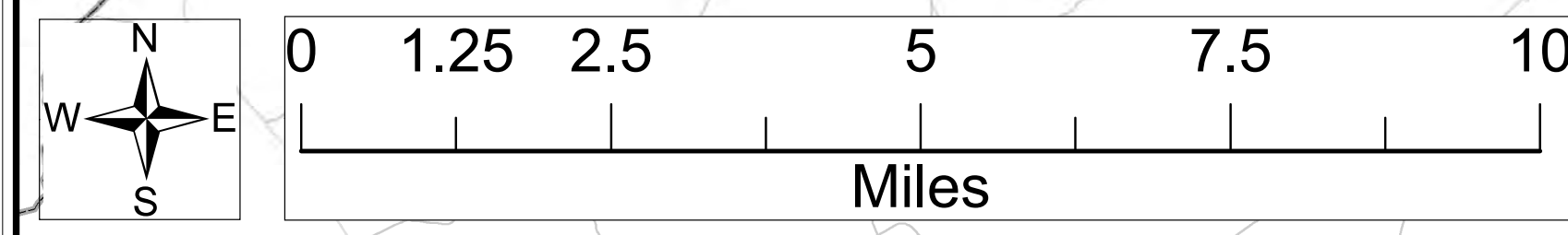
- Rural Community
- Rural Community with RP overlay
- Woodville Rural Community
- Woodville Rural Community with RP overlay

county boundary
Urban Service Area
major lakes
Rural zoning
City of Tallahassee
other municipalities

NOTE: This map is a general representation of development opportunities in the Rural zoning district and does not portray site-specific information affecting prospective development, such as prevalence of environmental constraints, concurrency, or compliance with lot size requirements.



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Intersections in the Rural Zoning District	
Local Roads	Arterial Roads
1. Chase Wood Trl.	Apalachee Pkwy.
2. Mt. Sinai Rd.	Apalachee Pkwy.
3. March Rd.	Apalachee Pkwy.
4. Lone Star Rd.	Blountstown Hwy.
5. Joe Thomas Rd.	Blountstown Hwy.
6. Sandfly (Private Rd.)	Blountstown Hwy.
7. Crooked Rd.	Blountstown Hwy.
8. Cornerstone Ln., (Private Rd.)	Blountstown Hwy.
9. Late Sunset Way	Blountstown Hwy.
10. Dove Roost Trl.	Blountstown Hwy.
11. Turnip Patch Rd.	Blountstown Hwy.
12. McCroan Ln.	Blountstown Hwy.
13. Lilla Springs Ln.	Blountstown Hwy.
14. Richters Ridge (Private Rd.)	Blountstown Hwy.
15. Jimmy Shiver Rd.	Blountstown Hwy.
16. Clydes Ln. (Private Rd.)	Blountstown Hwy.
17. Harvey Mill Creek Rd.	Blountstown Hwy.
18. TSF Turkey Flat Rd.	Blountstown Hwy.
19. Vinzant Rd.	Blountstown Hwy.
20. Helen Guard Station Rd.	Bloxham Cutoff
21. Vinzant Rd.	Bloxham Cutoff
22. Mary Lee Allen Rd.	Capital Circle S.E.
23. Walkabout Ln., (Private Rd.)	Centerville Rd.
24. Anhing Farms Rd., (Private Rd.)	Centerville Rd.
25. Bridle Path Ln., (Private Rd.)	Centerville Rd.
26. Deer Pond Ln., (Private Rd.)	Centerville Rd.
27. Boardview Farms Ln., (Private Rd.)	Centerville Rd.
28. Bandits Run (Private Rd.)	Centerville Rd.
29. Old Chemonie Rd.	Centerville Rd.
30. Freshwater Farms Rd. (Private Rd.)	Centerville Rd.
31. Pisgah Church Rd.	Centerville Rd.
32. Rivers Rd.	Crawfordville Rd.
33. LL Wallace	Crawfordville Rd.
34. New Hope Church Rd	Crawfordville Rd.
35. Glover Rd., (Private Rd.)	Crawfordville Rd.
36. LL Wallace	Crawfordville Rd.
37. Bay Magnolia Ln. (Private Rd.)	Mahan Dr.
38. Hidden Waters Trl.	Mahan Dr.
39. Oak Hurst Ln.	Mahan Dr.
40. Two Horse Trl.	Mahan Dr.
41. Desoto Farm Rd.	Mahan Dr.
42. Fairhill Way (Private Rd.)	Mahan Dr.
43. Still Creek Rd. (Private Rd.)	Mahan Dr.

44. Little Egypt Plantation Rd. (Private Rd.)	Mahan Dr.
45. Safari Run (Private Rd.)	Mahan Dr.
Local Roads	Arterial Roads
46. Old Magnolia Rd.	Mahan Dr.
47. Egret Marsh Rd. (Private Rd.)	Mahan Dr.
48. Schaffer Ln.	Mahan Dr.
49. Heatherwood Blvd.	Mahan Dr.
50. Heatherwood Dr. (Private Rd.)	Mahan Dr.
51. Logans Run (Private Rd.)	Mahan Dr.
52. Valley View Rd.	Mahan Dr.
53. Sun Ray Rd S. (Private Rd.)	Mahan Dr.
54. Sun Ray Rd.	Mahan Dr.
55. Stoney Point Dr.	Miccosukee Rd.
56. Sunhawk Blvd., (Private Rd.)	Miccosukee Rd.
57. Miccosukee Trace (Private Rd.)	Miccosukee Rd.
58. Stargazer Trl.	Miccosukee Rd.
59. Chemonie Plantation Rd.	Miccosukee Rd.
60. Jamison Way	Miccosukee Rd.
61. Daddy Hall Ln., (Private Rd.)	Miccosukee Rd.
62. Crescent Moon Ln.	Miccosukee Rd.
63. Wiley Rd., (Private Rd.)	Miccosukee Rd.
64. Buck Skin Rd., (Private Rd.)	Miccosukee Rd.
65. Back Trl Rd., (Private Rd.)	Miccosukee Rd.
66. Lessie Trl.	Miccosukee Rd.
67. Bright Meadow Ln., (Private Rd.)	Miccosukee Rd.
68. King Post Way	Miccosukee Rd.
69. Ranger Rd.	Miccosukee Rd.
70. Sandy Oaks Ln.	Miccosukee Rd.
71. Ulm Rd., (Private Rd.)	Miccosukee Rd.
72. Land Co Op Rd.	Miccosukee Rd.
73. Bradley Rd.	Moccasin Gap Dr.
74. Lee Reeves Rd.	Moccasin Gap Dr.
75. Magnolia Hill Dr., (Private Rd.)	Moccasin Gap Dr.
76. Old House Ln.	Moccasin Gap Dr.
77. Hope Ln., (Private Rd.)	Moccasin Gap Dr.
78. Woodland Hills Way	Moccasin Gap Dr.
79. White Blossom Way (Private Rd.)	Moccasin Gap Dr.
80. Hawks Nest Ln., (Private Rd.)	Moccasin Gap Dr.
81. Manpeter Pl.	Moccasin Gap Dr.
82. Chester Lucy Duhart Ln.	Moccasin Gap Dr.
83. Leroy's Cir.	Moccasin Gap Dr.
84. Witch Blvd.	Moccasin Gap Dr.
85. W.W. Bell Ter.	Moccasin Gap Dr.
86. Forbes Pine Trl.	Moccasin Gap Dr.
87. Spring Hollow Ln.	Moccasin Gap Dr.

88. Divine Way (Private Rd.)	Moccasin Gap Dr.
89. Kipper Trl.	Moccasin Gap Dr.
90. Red Wing Trce.	Moccasin Gap Dr.
91. Earls Slouth Ct., (Private Rd.)	North Meridian Rd.
Local Roads	Arterial Roads
92. Hiamonee Drive (Private Rd.)	North Meridian Rd.
93. Deer Ridge Trl.	North Meridian Rd.
94. Ginny Ln., (Private Rd.)	North Meridian Rd.
95. Globber Road (Private Rd.)	North Meridian Rd.
96. Chimney Ln., (Private Rd.)	North Meridian Rd.
97. Casa Ribera Ln., (Private Rd.)	North Meridian Rd.
98. Gardendale Ln.	North Meridian Rd.
99. Hales Place Plantation Rd.	North Meridian Rd.
100. Louis John Ln., (Private Rd.)	North Meridian Rd.
101. Gardner Rd.	North Meridian Rd.
102. Cedar Hill	North Meridian Rd.
103. Thompson Circle (Private Rd.)	North Meridian Rd.
104. Sandy Springs Ln., (Private Rd.)	North Meridian Rd.
105. Paramore Road	North Meridian Rd.
106. Popa Dr., (Private Rd.)	North Meridian Rd.
107. China Doll Dr.	North Meridian Rd.
108. Gainey Rd.	North Meridian Rd.
109. Edith Ln., (Private Rd.)	North Monroe St.
110. Family Tree Dr., (Private Rd.)	North Monroe St.
111. Carter Trl.	North Monroe St.
112. Duncan Ln.	North Monroe St.
113. Mary Cedar Rd.	North Monroe St.
114. Ditt Robinson CT.	Old Bainbridge Rd.
115. Matthew Carter Ct.	Old Bainbridge Rd.
116. Ronbinhood Kennel Rd., (Private Rd.)	Old Bainbridge Rd.
117. Chaparral Rd.	Old Bainbridge Rd.
118. Ochlockonee Rd.	Old Bainbridge Rd.
119. Clippys Dr.	Old Bainbridge Rd.
120. Rolling Oak Trl.	Old Bainbridge Rd.
121. Scribner Rd., (Private Rd.)	Old Bainbridge Rd.
122. Nelly Ln., (Private Rd.)	Old Bainbridge Rd.
123. Rivers Bluff (Private Rd.)	Old Bainbridge Rd.
124. Bryant St. (Private Rd.)	Old Bainbridge Rd.
125. Marjorie Turnbull Way	Old Bainbridge Rd.
126. Pryor Ct.	Old Bainbridge Rd.
127. Talyorville Way	Old Bainbridge Rd.
128. Miracle Ct.	Old St. Augustine Rd.
129. Sugarfoot Ln., (Private Rd.)	Old St. Augustine Rd.
130. Old St. Augustine Way (Private Rd.)	Old St. Augustine Rd.
131. April Rd.	Old St. Augustine Rd.

132. Backwoods Jackson Bluff (Private Rd.)	Silver Lake Rd.
133. LL Wallace	Springhill Rd.
134. Clinton Hudson Sr. Ln.	Springhill Rd.
135. OH Hudson Ln.	Springhill Rd.
136. W.L. Hudson	Springhill Rd.
137. NFR 310	Springhill Rd.
<u>Local Roads</u>	<u>Arterial Roads</u>
138. Springhill Trce	Springhill Rd.
139. Purnell Ct. (Private Rd.)	Springhill Rd.
140. Piney Wood Trl.	Springhill Rd.
141. Cox Rd. (Private Rd.)	Springhill Rd.
142. E.W. Reeves Rd.	Springhill Rd.
143. Tom Roberts Rd.	Springhill Rd.
144. Sam Allen Rd.	Springhill Rd.
145. Fireside Trl.	Springhill Rd.
146. Madison Paige Ln.	Springhill Rd.
147. Springhill Access Rd.	Springhill Rd.
148. Wilks Way	Springhill Rd.
149. Lost Lake Rd.	Springhill Rd.
150. Walnut Grove Ln. (Private Rd.)	Springhill Rd.
151. Bice Rd.	Springhill Rd.
152. Cypress Point Rd.	Springhill Rd.
153. Mays Gray Dr., (Private Rd.)	Springhill Rd.
154. Lonnie Gray Rd.	Springhill Rd.
155. Amber Valley Dr., (Private Rd.)	Thomasville Rd.
156. Small Pond Ln.	Thomasville Rd.
157. Withers Hill Rd., (Private Rd.)	Thomasville Rd.
158. Horseshoe Plantation Rd.	Thomasville Rd.
159. Cherokee Plantation Rd.	Thomasville Rd.
160. Sunny Hill Rd.	Thomasville Rd.
161. Wolfpack Way	Thomasville Rd.
162. Timberwolf Xing	Thomasville Rd.
163. Lawton Chiles Ln.	Thomasville Rd.
164. St. Joe Rd.	Tram Rd.
165. Rose Rd.	Tram Rd.
166. Fox Tail Way	Tram Rd.
167. Bobby Goodwin Ln.	Tram Rd.
168. Hidden Lakes Trl. (Private Rd.)	Tram Rd.
169. Cauley Estates Rd.	Tram Rd.
170. Landmark Ct.	Veterans Memorial Dr.
171. Eastview Ln., (Private Rd.)	Veterans Memorial Dr.
172. Elderberry Ln., (Private Rd.)	Veterans Memorial Dr.
173. Old Oak Trl., (Private Rd.)	Veterans Memorial Dr.
174. High Hill Pond Rd.	Veterans Memorial Dr.
175. Middlefield Rd. (Private Rd.)	Veterans Memorial Dr.

176. Old Settlement Rd.	Veterans Memorial Dr.
177. Old Ro Co Co. (Private Rd.)	Veterans Memorial Dr.
178. Harley Robinson Ct.	Veterans Memorial Dr.
179. Sweet Magnolia Ln., (Private Rd.)	Veterans Memorial Dr.
180. Careless and Pearl Ln.	Veterans Memorial Dr.
181. Nine Oaks Way	Veterans Memorial Dr.
182. Panther Plantation Way	Veterans Memorial Dr.
183. Godbold Rd.	Veterans Memorial Dr.
<u>Local Roads</u>	<u>Arterial Roads</u>
184. Rosa S. Wilson Ln. (Private Rd.)	Veterans Memorial Dr.
185. Author Wilson Ln.	Veterans Memorial Dr.
186. Murray Ln.	Veterans Memorial Dr.
187. Woody Estate Ln.	Veterans Memorial Dr.
188. English Garden Ln.	Veterans Memorial Dr.
189. Alberta Lake Rd., (Private Rd.)	Veterans Memorial Dr.
190. Glover Rd., (Private Rd.)	Wakulla Springs Rd .
191. Lazy Creek Run (Private Rd.)	West Tennessee St.
192. J. Lewis Hall Sr. Ln.	Woodville Hwy.
193. Rhodes Cemetery Rd.	Woodville Hwy.
194. Longevity Ln.	Woodville Hwy.
195. Old Woodville Rd.	Woodville Hwy.
196. Lutterloh Rd. (Private Rd.)	Woodville Hwy.

Road	Crossroad	Arterial/Collector	Collector/Collector	Notes
April	Old St. Augustine	X		Micc. Canopy Road. One quadrant (NE) is zoned R-1. Commercial not permissible in R-1. East side of April Rd is inside USA.
Baum	Miccosukee	X		Miccosukee Canopy Rd. SW quad developed w/church. School Bd. owns parcel on SE quadrant. 800+ acres of timber property to the north
Baum	Mahan	X		NE quad has existing auto-repair (abandoned?); SE quad inundated with ESAs
Buck Lake	Baum		X	SW quadrant zoned OS (St. Marks Headwaters Greenway) - OS does not allow commercial
Buck Lake	Capitola		X	Entire south side of intersection is in conservation easement - Lex Thompson to Blueprint 2000 (Bk 3407, Pg 898). North intersection lots are residential (platted) lots part of Oak Hill Farms (Plat Bk 9, Pg 76)
Buck Lake	Benjamin Chaires		X	NW quadrant encumbered in stormwater facility and drainage easements.
Cap Tram	Apalachee	X		NW and SW quads heavily constrained with ESAs. Existing gas station and Talquin substation at NE quad. SE quad has two parcels. Each less than one acre. Would likely have to be combined
Capitola	Benjamin Chaires		X	Entire south side of intersection is encumbered with 100-yr flood plain (FEMA Zone A). Constraints on north side appear too difficult to develop with commercial given the limited acreage within the intersection that is outside ESAs
CR 12	Meridian	X		N. Meridian - Canopy Road. NE quad constrained with ESAs
CR 12	Thomasville	X		Intersection in conservation easement (Bk 3972, Pg 753; Bk 3822, Pg 2344; Bk 4068, Pg 1684). No commercial opportunities
Crump	Miccosukee	X		Micc.- Canopy Road. SW quad has RP overlay (no comm.); NE intersection includes commercial and pending approval for gas station
Crump	Roberts		X	This does not appear to be a true intersection Roberts takes the street name as Crump makes bend and heads west.
Dog Lake Tower	Springhill	X		Entire east intersection in Apalachicola Nat'l Forest. Primary Springs Protection Zone
Dog Lake Tower	JB Clark		X	Apalachicola Nat'l Forest surrounds intersection. No commercial opportunities.
Fairbanks Ferry	Meridian	X		N. Meridian - Canopy Road. NW quad is Hales Plantation, LLC
Greenville	Thomasville	X		Greenville Road connects Pisgah Church Road and Terminates at Proctor Road to the north.
Greenville	Pisgah Church Rd		X	Pisgah - Canopy Road. West side is located in Quail Valley Subdivision SE and NE quads have some CRPZ.
Greenville	Proctor		X	Proctor and Greenville are dirt roads at this intersection.
Jefferson	Mahan	X		
McCracken	Miccosukee	X		Micc. Canopy Road. SE & NE quads are County-owned properties - stormwater management facility and realignment for McCracken Road
McCracken	Baum		X	SE & NE quads are encumbered with ESAs (flood plain and wetlands). SW quad has some of same ESAs.
Natural Bridge	Old Plank		X	Flood zones and other ESAs at all quads...
Old Centerville	Centerville	X		Canopy Road. Horseshoe Tower, LLC (plantation) on west side of intersection. ESAs on south side of intersection.
Old Magnolia	Mahan	X		
Old Magnolia	TS Green		X	Entire intersection is covered with flood plain and wetlands.
Old Magnolia	Cromartie		X	Miccosukee Hills, LLC (plantation) and GEM Land Co (plantation) at NW and SW quads.
Old Magnolia	Rococo		X	All quads owned by GEM Land Co (plantation)
Orchard Pond	Meridian	X		Meridian - Canopy Road. NW quad Ayavalla Plantation. East side of intersection, Church.
Orchard Pond	Old Bainbridge	X		NE quad wetland and flood plain.
Proctor	Centerville	X		Centerville Canopy Road. SW quad RP overlay (no commercial).
Rococo	Veterans Memorial	X		SE quad and west side encumbered wetlands flood plain;
Silver Lake	Aeon Church		X	Apalachicola Nat'l Forest surrounds intersection. No commercial opportunities.
TS Green	Veterans Memorial	X		SW significantly encumbered with wetlands and flood plain
Wadesboro	Baum		X	NE lot part of Dalton Subdivision

Road	Crossroad	Arterial/Collector	Collector/Collector	Notes
WW Kelley	Tram	X		NW lot part of Walton Corners Subdivision (Unrec) NE part of Walton Woods (Unrec); SW encumbered with flood plain and wetlands.
Crump	Proctor		X	East side of intersection is Northwest Kingdom; West side is Welaunee Plantation
Cap Tram	Apalachee	X		
WW Kelley Rd	Williams Rd		X	West side of intersection in UF. East side of intersection in Walton Woods, a residential subdivision
Proctor Rd	Thomasville Rd			T-Intersection. East side of intersection is entirely within OS zoning, no commercial allowed. County property for park?

green = collector

red = arterial

yellow background = No commercial opportunity

Preliminary Post Ordinance Summary :	Intersections meeting minor commercial location standards	39
	Intersections without development opportunity	12
	Total number of intersections with minor development potential	27



MEMORANDUM



TO: David McDevitt, Director
Development Services and Environmental Management

FROM: Susan Denny, Senior Planner
Tallahassee-Leon County Planning Department

THROUGH: Russell Snyder, Administrator, Land Use Division
Tallahassee-Leon County Planning Department

DATE: July 15, 2014

SUBJECT: Consistency Review—Commercial Uses in the Rural Zoning District

Description of the Commercial Uses in the Rural Zoning District Ordinance:

The proposed ordinance would amend the Leon County Land Development Code as follows:

1. Eliminate the provision to allow new minor commercial development on or within 330 feet the intersection of local roads and collector or arterial roads in the Rural (R) zoning district (Section 10-6.612(d), and Section 10-6.619(b)(1)b.1);
2. Require a “Type B” site plan (Development Review Committee approval) for all retail uses in the R zoning district, except special exception uses and gasoline service stations. (Section 10-6.612 (g)(4)a) ;
3. Require a “Type C” site plan approval (County Commission Approval) for gasoline service stations (Section 10-6.612 (g)(4) b);
4. Require design and development standards for retail uses in the R zoning district including signage, facades, lighting, buffering and fencing, trash collection, pedestrian and bicycle circulation, hours of operation, etc. (Section 10-6.612 (g)(4)a. 1-10);
5. Require additional design and development standards for gasoline service station uses in the R zoning district including limiting fueling position to six and the size of associated convenience stores to 3,000 square feet, awning requirements, accessory structure requirements and lighting and hour of operation requirements (Section 10-6.612 (g)(4)b. 1-10).

Analysis of Consistency with the Tallahassee-Leon County Comprehensive Plan

The Rural zoning district is located in the Rural Future Land Use Map (FLUM) Category. Land Use Policy 2.2.1 [L] describes the Rural FLUM as allowing “minimal commercial designed to service basic household needs of adjacent residents.” Land Use Policy 3.2.1 [L] establishes different classes of commercial development. The least intensive class of commercial established by Policy 3.2.1 is minor commercial. Minor Commercial development allows for the “sale of convenience goods and services to immediate residential area.”

According to Land Use Policy 3.2.1A.1.b[L], minor commercial development can be located within 330 feet of one quadrant of an intersection of a local road with a collector or arterial road. It is permissible for Land Development Regulations to have more stringent requirements than the Comprehensive Plan. Therefore, the proposed prohibition of new commercial uses at or near intersections of local roads with either a collector or arterial roadway is consistent with the Comprehensive Plan.

Land Use Policy 3.2.1A.1.f[L]. requires the following design standards:

- 1) Aesthetic compatibility with adjacent uses.
- 2) Adequate buffering, screening, landscaping and architectural treatment if integrated into neighborhood.
- 3) Sufficient parking; properly designed and safe internal traffic circulation.

The design standards in the proposed ordinance for retail uses in general, and gasoline service stations in particular, specifically implement the design standards requirements of Land Use Policy 3.2.1A.1.f[L], and are therefore consistent with the Comprehensive Plan.

Finding of Consistency with the Tallahassee-Leon County Comprehensive Plan

The proposed Leon County ordinance related to commercial uses in the Rural zoning district is consistent with the Tallahassee-Leon County Comprehensive Plan.



NOTICE OF ESTABLISHMENT OR CHANGE OF A LAND USE REGULATION

Notice is hereby given that the Board of County Commissioners of Leon County, Florida (the "County") will conduct a public hearing on Tuesday, September 2, 2014, at 6:00 p.m., or as soon thereafter as such matter may be heard, at the County Commission Chambers, 5th Floor, Leon County Courthouse, 301 South Monroe Street, Tallahassee, Florida, to consider adoption of an ordinance entitled to wit:

AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF LEON COUNTY, FLORIDA, AMENDING CHAPTER 10 OF THE CODE OF LAWS OF LEON COUNTY, FLORIDA, RELATING TO THE LAND DEVELOPMENT CODE; AMENDING SECTION 10-6.612, RURAL ZONING DISTRICT, RELATING TO RETAIL TRADE; AMENDING SECTION 10-6.619, COMMERCIAL SITE LOCATION STANDARDS, RELATING TO MINOR COMMERCIAL USES; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE

All interested parties are invited to present their comments at the public hearing at the time and place set out above.

Anyone wishing to appeal the action of the Board with regard to this matter will need a record of the proceedings and should ensure that a verbatim record is made. Such record should include the testimony and evidence upon which the appeal is to be based, pursuant to Section 286.0105, Florida Statutes.

In accordance with the Americans with Disabilities Act and Section 286.26, Florida Statutes, persons needing a special accommodation to participate in this proceeding should contact Jon Brown or Facilities Management, Leon County Courthouse, 301 South Monroe Street, Tallahassee, Florida 32301, by written request at least 48 hours prior to the proceeding. Telephone: 850-606-5300 or 850-606-5000; 1-800-955-8771 (TTY), 1-800-955-8770 (Voice), or 711 via Florida Relay Service.

Copies of said ordinance may be inspected at the following locations during regular business hours:

Leon County Courthouse

301 S. Monroe St., 5th Floor Reception Desk
Tallahassee, FL 32301

and

Leon County Clerk's Office

315 S. Calhoun Street, Room 750
Tallahassee, Florida 32301

Advertise: August 22, 2014





Department of Development Support
and Environmental Management
435 N. Macomb Street, 2nd Floor
Tallahassee, FL 32301
850-606-1300
www.leonpermits.org

LEON COUNTY NOTICE OF PUBLIC HEARING REGARDING PROPOSED CHANGES TO MINOR COMMERCIAL LAND USES IN THE RURAL ZONING DISTRICT

The Leon County Board of County Commissioners has scheduled a public hearing on **September 2, 2014 at 6:00 p.m. at the Leon County Commission Chambers (301 S. Monroe Street, 5th floor)** to discuss and consider an ordinance that would eliminate the ability to establish minor commercial development at the intersection of a "local and arterial" road in the Rural zoning district.

You have received this notification because (based on the most current tax rolls in the Office of the Property Appraiser) you own property that is in proximity of the intersection of a local and arterial roads that would potentially be impacted by the proposed ordinance amendments.

If adopted, the ordinance would eliminate any ability to establish commercial uses at the intersection of local and arterial road. The number of intersections this would affect is estimated at approximately 196 locations. In addition to limiting the overall number of locations where minor commercial development could occur in the Rural zoning district, the proposed ordinance would further restrict minor commercial development at all other intersections currently defined by the Tallahassee-Leon County Comprehensive Plan (Future Land Use Element - Objective 3.1, Policy 3.1.2 A.1.b.) and Section 10-6.619(b) of the Leon County Land Development Code (Chapter 10, Code of Laws).

All interested citizens are invited to attend the Public Hearing and speak on the item before the Board of County Commissioners. A summary of the proposed amendments may be accessed online at: <http://www.leonpermits.org/>

NOTICE OF PUBLIC HEARING – BOARD OF COUNTY COMMISSIONERS

DATE: September 2, 2014

TIME: 6:00 p.m.

PLACE: County Commission Chambers, Leon County Courthouse, 5th floor, 301 S. Monroe Street, Tallahassee, FL 32301

In accordance with Section 286.26, Florida Statutes, persons needing a special accommodation to participate in this proceeding should contact the Public Information Office or Facilities Management, 301 South Monroe Street, Tallahassee, Florida 32301, by written request at least 48 hours prior to the proceeding. Telephone: 850-606-5300 or 850-606-5000; 1-800-955-8771 (TDD), or 1-800-955-8770 (Voice), via Florida Relay Service.



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You have received this notification because (based on the most current tax rolls in the Office of the Property Appraiser) you own property that is in proximity of the intersections classified above that would potentially be impacted by the proposed ordinance amendments.

If adopted, the ordinance would establish additional restrictions for minor commercial development that include, but are not limited to: location, layout, design and operation of commercial (retail trade) development. The number of intersections the restrictions would affect is estimated at approximately 39 locations. In addition to the proposed restrictions for minor commercial development in the Rural zoning district, the overall number of locations where minor commercial development could occur in the Rural zoning district would be significantly reduced. The proposed ordinance amendments would further eliminate the potential to establish commercial development at the intersection of a local and arterial road, which is estimated to eliminate commercial development potential at approximately 196 intersections. Minor commercial intersections are currently defined by the Tallahassee-Leon County Comprehensive Plan (Future Land Use Element - Objective 3.1, Policy 3.1.2 A.1.b.) and Section 10-6.619(b) of the Leon County Land Development Code (Chapter 10, Code of Laws).

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