

BOARD OF COUNTY COMMISSIONERS LEON COUNTY, FLORIDA

AGENDA

REGULAR MEETING

**Tuesday, October 28, 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, October 28, 2014, 3:00 p.m.

INVOCATION AND PLEDGE OF ALLEGIANCE

Commissioner Nick Maddox

AWARDS AND PRESENTATIONS

- Proclamation Designating November 2014 as Pancreatic Cancer Awareness Month
(Commissioner John Dailey)
- Proclamation Honoring Rediet Yared as 2014/2015 'Miss Rickards'
(Commissioner Bill Proctor)
- Proclamation Honoring Bill and Cathy Campbell as Winners of the Choose Tallahassee "Home Free" Contest
(Chairman Kristin Dozier)

CONSENT

1. Appointment of Leon County Representative to the Circuit 2 Community Alliance Action Team
(County Administrator/County Administration/Agenda Coordinator)
2. Adoption of the Proposed Public Notice 2015 Tentative Schedule and the 2015 Board Travel Schedule
(County Administrator/County Administration/Agenda Coordinator)
3. Approval of Payment of the Second and Final Installment of \$50,000 for the Word of South Festival
(County Administrator/Economic Development & Business Partnerships/Tourism)
4. Approval of Payment of Bills and Vouchers Submitted for October 28, 2014 and Pre-Approval of Payment of Bills and Vouchers for the Period of October 29 through November 17, 2014
(County Administrator/Financial Stewardship/Office of Management & Budget)
5. Ratification of Annual Performance Reviews of County Administrator in Accordance with Board Policy No. 11-6, "County Administrator Evaluation and Annual Reporting Process"
(County Administrator/Human Resources)
6. Approval of an Agreement with the Leon County Sheriff's Office for the Provision of a Tactical Medical Program
(County Administrator/Public Services/Emergency Medical Services)

7. Request to Schedule Two Public Hearings to Consider Proposed Revisions to the Land Development Code to Prohibit Retail Fuel Sales in the Rural Zoning District for November 18 and December 9, 2014 at 6:00 p.m.
(County Administrator/Public Works & Community Development/DSEM/Development Services)
8. Approval of the Amended Interlocal Agreement Between Leon County, Florida and Gulf Consortium Regarding Procurement Services
(County Attorney)

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

9. Acceptance of the Final FY 2013/14 Commissioner Discussion Items Status Report
(County Administrator/County Administration/Agenda Coordinator)
10. Acceptance of a Status Report on the Refueling Assistance for Persons with Disabilities Ordinance
(County Administrator/Development Support & Environmental Management/Permit and Code Services)
11. Acceptance of the FY 2013-2014 County Grant Program Leveraging Status Report
(County Administrator/Financial Stewardship/Grants Program)
12. Acceptance of a Status Report on the Affordable Care Act and Marketplace Enrollment Numbers for Leon County
(County Administrator/Human Services & Community Partnerships/Primary Health)
13. Acceptance of Status Update the Lake Jackson Town Center at Huntington Sense of Place Initiative
(County Administrator/Public Works & Community Development/PLACE/Planning)
14. Acceptance of Leon County Bicycle Friendly Action Plan Status Report
(County Administrator/ Public Works & Community Development/PLACE/Planning)
15. Acceptance of the 2014 Status Report on the Leon County Water Quality Monitoring Program
(County Administrator/Public Works & Community Development/Public Works/Engineering)

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

16. Acceptance of County Administrator's Proposed Reorganization
(County Administrator)
17. Consideration of Renewal of the Tallahassee Memorial HealthCare, Inc. Trauma Center Contract and Approval of the Letter of Agreement with the Agency for Health Care Administration for the FY 14-15 Low Income Pool Award
(County Administrator/Human Services & Community Partnerships/Primary Health)
18. Consideration of Options for Extending Hours of Operation at the Rural Waste Service Centers
(County Administrator/Resource Stewardship/Solid Waste)
19. Consideration of Funding Request from Whole Child Leon for the South City Revitalization Initiative
(County Administrator/Human Services & Community Partnerships/Human Services)

SCHEDULED PUBLIC HEARINGS, 6:00 P.M.

None.

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

- Florida Department of Agriculture and Consumer Services, Florida Forest Service Fiscal Year 2013-2014 Annual Report of Fire Control and Forestry Assistance Activities in Leon County
- Dove Pond Community Development District Fiscal Year 2015 Meeting Schedule
- Dove Pond Community Development District - Records of Proceedings of meeting held May 6, 2014

ADJOURN

*The next Regular Board of County Commissioners Meeting is scheduled for
Tuesday, November 17, 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

JANUARY

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SEPTEMBER

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DECEMBER

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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>
October 2014	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	Tuesday 11	Offices Closed	VETERAN'S DAY OBSERVED
	Monday 17	1:00 p.m.	CRTPA Meeting; City Commission Chambers
	<u>Tuesday 18</u>	3:00 p.m.	Installation of Newly-Elected Commissioners Reorganization of the Board Regular Meeting
		<u>6:00 p.m.</u>	Second and Final Public Hearing on a Proposed Ordinance Amending Chapter 10, the Land Development Code, of the Code of Laws of Leon County, Florida, Amending Section 10-6.652, Revising M-1 Light Industrial District Accessory Uses
			First and Only Public Hearing for the Proposed Abandonment of a 30-foot Drainage Easement in Landover Hills, and Acceptance of a 20-foot Drainage Easement in Landover Hills
			<u>First of Two Public Hearings to Consider Proposed Revisions to the Land Development Code to Prohibit Retail Fuel Sales in the Rural Zoning District</u>
	<i>Wednesday 19 - Friday 21</i>	<i>FAC Legislative Conference</i>	<i>Tampa, Hillsborough County</i>
	<i>Wednesday 19</i>	<i>New Commissioner Workshop</i>	<i>Tampa, Hillsborough County</i>
	<i>Friday 21</i>	<i>FAC Workshop</i>	<i>Tampa, Hillsborough County</i>
	Thursday 20	9:30 a.m.	Community Redevelopment Agency (CRA) City Commission Chambers
	Thursday 27	Offices Closed	THANKSGIVING DAY
	Friday 28	Offices Closed	FRIDAY AFTER THANKSGIVING DAY

<u>Month</u>	<u>Day</u>	<u>Time</u>	<u>Meeting Type</u>
December 2014	Monday 8	9:00 a.m. – 4:00 p.m.	Board Retreat
	Tuesday 9	3:00 p.m.	Regular Meeting
			<u>Second and Final Public Hearing to Consider Proposed Revisions to the Land Development Code to Prohibit Retail Fuel Sales in the Rural Zoning District</u>
	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
	Friday 2	Offices Closed	FRIDAY AFTER NEW YEAR'S DAY

Citizen Committees, Boards, and Authorities 2014 Expirations and Vacancies

www.leoncountyfl.gov/committees/expire.asp

VACANCIES

Affordable Housing Advisory Committee

Board of County Commissioners (3 appointments)

A member who represents employers within the jurisdiction

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

Community Health Coordinating Committee

Board of County Commissioners (1 appointment – Big Bend Health Council representative)

Council on Culture & Arts

Board of County Commissioners (2 appointments – At-Large and Practicing Artist)

EXPIRATIONS

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

October 28, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Appointment of Leon County Representative to the Circuit 2 Community Alliance

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 the Human Services and Community Partnerships Director to serve as the Leon County representative on the Circuit 2 Community Alliance.

Report and Discussion

Background:

At its August 23, 2011 meeting, the Board approved the revised process for Advisory Committee appointments by having a Consent item prepared for ratification of committee appointments.

Analysis:

Circuit 2 Community Alliance

Purpose: The Circuit 2 Community Alliance (Alliance) is a statutorily defined body serving as a forum through which services for children and families, mandated and funded by state and federal government, are planned, organized, and coordinated. It serves as a conduit for information between and among providers, state agencies, consumers, and general public (Attachment #1). The duties of the Alliance are to provide education and information pertaining to all aspects of the social service spectrum, serves as an ongoing conduit among providers, and develops a Regional Management Plan that would be revised and updated regularly.

Composition: The Alliance consists generally of stakeholders, community leaders, client representatives, and funders of human services in the circuit. Initial membership includes a voting representative from each of the counties in Circuit 2 (Attachment #2). Members would provide feedback on all aspects of community services.

Vacancies: The Leon County Board of Commissioners, as a funder of human services in the circuit, would appoint a representative to serve on the Community Alliance. The Office of Human Services and Community Partnerships (HSCP), through its many programs and services, promotes and supports the health, safety, and welfare of all Leon County citizens. The HSCP is involved in primary healthcare services, human services, housing services, and veteran services to address the needs of the most vulnerable populations of Leon County. The appointment of the HSCP Director to the Alliance would allow for active participation in coordinating information regarding Leon County programs and participate in the development of the regional management plan.

Table 1: Circuit 2 Community Alliance

Vacancy	Applicant	Recommended Action
Leon County Government	N/A	Appoint the Human Services and Community Partnerships Director.

Options:

1. Appoint the Human Services and Community Partnerships Director to serve as the Leon County representative on the Circuit 2 Community Alliance.
2. Board direction.

Recommendation:

Option #1.

Attachments:

1. Letter from Department of Children and Families
2. List of Circuit 2 Alliance voting members



AUG 15 2014

August 14, 2014

Dear Colleagues,

This letter is to encourage you to re-establish your commitment to the Circuit 2 Community Alliance. The Community Alliance is a forum through which services for children and families mandated and funded by state and federal government are planned, organized and coordinated. It serves as a conduit for information between and among providers, state agencies, consumers and the general public.

The Circuit 2 Community Alliance is a statutorily defined body consisting generally of stakeholders, community leaders, client representatives and funders of human services in the circuit. The initial membership consists of:

- A representative from the Department of Children and Families.
- A representative from county government. (all counties)
- A representative from the school district. (all counties)
- A representative from the United Way.
- A representative from the county sheriff's office. (all counties)
- A representative from the circuit court.
- A representative from the Community Based Care.
- A representative from the Managing Entity.
- A consumer representative.

Along with these specific representatives, any individuals or agencies interested in the spectrum of social services in our area should attend. The Council becomes stronger through diversity and active participation. The duties of the Community Alliance are, but not necessarily limited to: provide education and information pertaining to all aspects of the social service spectrum, serve as an ongoing conduit for communication between and among providers, state agencies, consumers and the general public, develop a Regional Management Plan and revise and update it regularly. The Plan will describe the System of Care, evaluate its strengths and weaknesses, establish local needs and priorities, and propose modifications to the System as appropriate and encourage members to provide feedback on all aspects of community services.

Please join us at our next meeting held at Leon Human Services, 1000 W. Tharpe St, Tallahassee, from 11:00am-12:30pm on September 11, 2014. If you are unable to attend, please send a representative. RSVP to Debra Portera at Debra_Portera@dcf.state.fl.us or 850-778-4076 by August 27th. A conference line will be available for those that cannot attend in person. (1-888-670-3525 code 636-876-7367)

Sincerely,

Jeanna Olson, Department of Children & Families
Community Development Administrator
850-921-8269

Gordy Pyper, Big Bend Community Based Care
SAMH Managing Entity - Network Coordinator
850-410-1020 x116

Circuit 2 Alliance Roll Call – Voting Members

Agency	County	Member Name and Title	Designated Representative	Alternate Representative	
2nd Judicial Courts	All	Kim Stephens			301 S. Monroe Street, 327-D, Tallahassee 32301
County Commission	Franklin	Pinki Jackel			33 Market Street, Suite 305, Apalachicola
County Commission	Gadsden	Sherrie Taylor	pending		9 E. Jefferson Street #B, Quincy 32351
County Commission	Jefferson	John Nelson			Jefferson County Courthouse, 1 Courthouse Circle, Monticello 32344
County Commission	Leon				301 South Monroe Street, 5 th Floor, Tallahassee 32301
County Commission	Liberty	Dexter Barber			Board of County Commissioners, P.O. Box 399, Bristol 32321
County Commission	Wakulla	Randy Merritt	pending		3056 Crawfordville Highway, Crawfordville, 32327
DCF	All	Jeanna Olson			
School Board	Franklin	Nina Marks			85 School Road, Suite One, Eastpoint 32328
School Board	Gadsden	Reginald James	Maurice Stokes		35 Martin Luther King Blvd, Quincy 32351
School Board	Jefferson	Al Cooksey	pending		575 S. Water Street, Monticello 32344
School Board	Leon	Jackie Ponds	Bev Owens		150 Progress Drive, Tallahassee 32304
School Board	Liberty	Kyle Peddie			12629 NW County Road 12, Bristol 32321
School Board	Wakulla	Greg Thomas			69 Arran Road, Crawfordville 32327
Sheriff's Office	Franklin	Sheriff Mike Mock			270 State Road 65, Eastpoint 32328
Sheriff's Office	Gadsden	Sheriff Morris Young	Tiffany Parsons		339 E. Jefferson Street, Quincy 32351
Sheriff's Office	Jefferson	Sheriff David Hobbs	pending		171 Industrial Park, Monticello 32344
Sheriff's Office	Leon	Sheriff Larry Campbell	Gwen Williams		P. O. Box 727, Tallahassee 32303
Sheriff's Office	Liberty	Sheriff Nick Finch	pending		10979 NW Spring Street, Bristol 32321
Sheriff's Office	Wakulla	Sheriff Charlie Creel	Inv Rojas		15 Oak Street, Crawfordville 32327
United Way	All	Heather Mitchell	Susan Dunlap		307 E. 7 th Avenue Tallahassee 32303

Date of meeting: _____

Circuit 2 Alliance Roll Call – Voting Members

Agency
211 Big Bend
Adreima
Advocates for Veteran Services
Apalachee Center
Agency for Health Care Administration
Big Bend Community Based Care
Brehon Family Services
Capital City Youth Services
Career Source Capital Region
Children's Home Society
City Housing
Department of Juvenile Justice
Disc Village
Florida Coalition Against Domestic Violence
Florida Diagnostic & Learning Resource Center
FSU Young Parents Project
Gadsden County Healthy Start

Date of meeting: _____.

Circuit 2 Alliance Roll Call – Voting Members

Generations
Guardian Ad Litem
Healthy Families (Department of Health)
Live the Life
Living Stones
Megallan Health
Representative Rehinkel-Vasilinda - aide
Tallahassee Memorial Hospital Regional Ctr
VAU
Whole Child Leon
Workforce Plus

Date of meeting: ____.

**Leon County
Board of County Commissioners**


Notes for Agenda Item #2

Leon County Board of County Commissioners

Cover Sheet for Agenda #2

October 28, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Adoption of the Proposed Public Notice 2015 Tentative Schedule and the 2015 Board Travel Schedule

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: Adopt the proposed Leon County Board of County Commissioners' Public Notice 2015 Tentative Schedule (Attachment #1).
- Option #2: Approve the proposed 2015 Board of County Commissioners' Travel Schedule, and authorize Commissioners' travel to the scheduled events (Attachment #2).
- Option #3: Schedule the Board's Reorganization on Tuesday, November 17, 2015.
- Option #4: Schedule the Board Retreat for Monday, December 7, 2015.

Report and Discussion

Background:

Each year, the Board makes available a tentative schedule of all workshops, meetings, and public hearings for the entire calendar year. The schedule is updated as part of the Agenda for each regularly scheduled Board meeting.

In recent years, the Board has approved an annual travel schedule to authorize travel made by members of the Board to each of the listed events. In accordance with the Board's "Travel" Policy No. 09-1, the purpose of this action is to expedite the approval of routine Commissioner travel requests for events that are normally attended by Commissioners each year, based upon the Commissioner's available travel budget.

Elected Officials

Travel of individual County Commissioners and their aides shall be approved in advance, whenever possible, by the Board of County Commissioners via an agenda item at a regularly scheduled Board meeting where the Board adopts the Commissioners' "Travel Schedule."

The proposed Public Notice 2015 Tentative Schedule includes, in its outline, a list of conferences, education and training sessions, and events.

Analysis:

Board Policy No. 03-9, "Meeting Dates for Board of County Commissioners" states that the Board meets every 2nd and 4th Tuesday of each month for the regular meeting (Attachment #3). However, the Board may cancel or continue meetings to observe holidays or other events, as the Board deems appropriate. In drafting the proposed 2015 Tentative Schedule, staff reviewed the Leon County Schools' 2014-2015 calendar (Attachment #4); the 2015 generally observed religious holidays (Attachment #5); and, County Policy 98-7, regarding the Board installation of newly-elected officials and Board reorganization (Attachment #6).

In January 2015, the Board would hold its first meeting on the fourth Tuesday of the month - January 27.

In March 2015, the Board would normally hold meetings on the 10th and 24th. However, Leon County schools will be on Spring Break the week of March 16-20, 2015. Since the agenda for the March 24 meeting would be distributed on March 16 (first day of Spring Break), it is recommended that the March 24 meeting be cancelled.

As reflected in the proposed Travel Schedule (Table 1), the Florida Association of Counties (FAC) 2015 Annual Conference and the 2015 FAC Legislative Conference will not present a conflict with the Board's regular scheduled meetings for June (June 9 and 23) and November (November 17). However, the NACO Legislative Conference is scheduled for February 21 – 25, 2015, which conflicts with the Board's second meeting in February (February 24); therefore, it is recommended the Board hold its February meetings on February 10 and 17. Additionally, the NACo Annual Conference will be held Friday, July 10 - Monday, July 13. Staff recommends rescheduling the July 14 regular meeting to July 7. (Attachment #7).

No other conferences/events present significant conflicts with 2015 Board meetings. Additionally, all Florida Association of Counties (FAC)-related events and National Association of Counties (NACo)-related events that Commissioners may want to attend, not listed on the Schedule, would be considered pre-approved for travel.

Prior to the Board's summer recess, staff schedules budget workshops for the following fiscal year's budget cycle, FY 2015/2016. Staff recommends the Budget Workshop precede the July 7th meeting from 9:00 a.m. – 3:00 p.m. Additional budget workshops will be scheduled as part of the budget process.

State statutes guide regular Board meeting dates for the County's budget adoption public hearings. The County Commission cannot schedule its budget hearings on days the School Board schedules its budget adoption public hearing. Typically, the County's proposed budget hearing dates would be Tuesday, September 8 and September 22, 2015. However, the School Board has scheduled their budget adoption hearing for September 8; and, September 22 is Yom Kippur; therefore, staff recommends scheduling its regular and budget adoption hearings meetings for September 15 and September 29.

Policy No. 98-7, "Reorganization of the Board of County Commissioners and Installation of Newly Elected Commissioners" states:

"Reorganization of the Board of County Commissioners shall be conducted during the last regularly scheduled Board meeting in November of each year to elect a chairman and vice-chairman."

The November 2015 regular meetings would normally be scheduled for November 10 and November 24, with Board reorganization scheduled for November 24, 2015. The Thanksgiving holiday falls on November 26th; therefore, it is recommended that the November meeting and Board reorganization be scheduled for November 17th.

The Board of County Commissioners annually holds a retreat for the following year (2016). Traditionally, the Board's retreat is scheduled for the Monday prior to the first and only regular Board meeting in December, before the Board's recess, from 9:00 a.m. - 4:00 p.m. The Board's regular meeting date in December will be December 8; therefore, the 2015 Board Retreat would be scheduled for December 7, 2015.

Table 1.

Conference	Date	Location
New Commissioner and Advanced County Commissioner Certification (Seminar 2 of 3) Workshops	Wednesday, January 14 - Friday, January 16	Gainesville, FL
NACo Legislative Conference	Saturday, February 21 – Wednesday, February 25	Washington DC
FAC Advanced County Commissioner Workshop	Thursday, April 23 – Friday, April 24	Gainesville, FL
FAC Annual Conference and Educational Exposition	Tuesday, June 16 – Friday, June 19	St. Johns County
NACo Annual Conference	Friday, July 10 – Monday, July 13	Mecklenburg County Charlotte, North Carolina
National Urban League Annual Conference	Wednesday, July 29	Fort Lauderdale Broward County
Greater Tallahassee Chamber of Commerce Annual Conference (Attachment #8)	Friday, August 14 – Sunday, August 16	Sandestin
FAC Policy Committee Conference	Wednesday, September 23 – Friday, September 25	Walton County
ICMA Annual Conference (Attachment #9)	Sunday, September 27 – Wednesday, September 30	King County Seattle, Washington
Congressional Black Caucus Annual Legislative Conference	September 2015 (TBD)	Washington, D.C.
FAC Legislative Conference and Commissioner Workshops	Wednesday, November 18 - Friday, November 25	Nassau County

Also included as part of the 2015 Tentative Schedule is:

- County’s 2015 Holiday Schedule (Attachment #10)
- a listing of the tentative dates, time, and location for the 2015 Intergovernmental Agency (IA) meetings (Attachment #11)
- a listing of tentative dates, time, and location for the 2015 Comprehensive Plan Amendments workshops and hearings (Attachment #12)
- a listing of the 2015 Community Redevelopment Agency (CRA) meetings (Attachment #13) *[Note: All meetings are at 9:30 a.m. except the September 24th meeting will be held at 4:00 p.m.]*
- a listing of the dates of the 2015 Capital Region Transportation Planning Agency (CRTPA) meetings (Attachment #14)

In order to have available dates on which Board workshops may be scheduled for the upcoming calendar year, approval of the Public Notice 2015 Tentative Schedule is recommended.

Options:

1. Adopt the Leon County Board of County Commissioners' Public Notice 2015 Tentative Schedule (Attachment #1).
2. Approve the 2015 Board of County Commissioners' Travel Schedule, and authorize Commissioners' travel to the scheduled events (Attachment #2).
3. Schedule the Board's Reorganization on Tuesday, November 17, 2015.
4. Schedule the Board Retreat for Monday, December 7, 2015.
5. Board direction.

Recommendation:

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

Attachments:

1. Public Notice 2015 Tentative Schedule
2. Board of County Commissioners' 2015 Travel Schedule
3. Policy No. 03-9, Meeting Dates for Board of County Commissioners
4. Leon County Schools Calendar
5. List of religious holidays
6. Policy No. 98-7, "Reorganization of the Board of County Commissioners and Installation of Newly Elected Commissioners"
7. FAC/NACo 2015 calendar of events
8. 2015 Chamber Retreat
9. ICMA 2015 Annual Conference
10. 2015 Board Holiday Schedule
11. Blueprint 2000/Intergovernmental Agency proposed 2015 schedule of meetings
12. Comprehensive Plan schedule for Cycle 2015-1
13. Community Redevelopment Agency proposed 2015 Meeting Schedule
14. Capital Region Transportation Planning Agency proposed 2015 schedule of meetings

2015

JANUARY

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FEBRUARY

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JUNE

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AUGUST

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SEPTEMBER

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OCTOBER

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NOVEMBER

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DECEMBER

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PUBLIC NOTICE 2015 Tentative Schedule

<u>Month</u>	<u>Day</u>	<u>Time</u>	<u>Meeting Type</u>
January 2015	Thursday 1	Offices Closed	NEW YEAR'S DAY
	Friday 2	Offices Closed	FRIDAY AFTER NEW YEAR'S DAY
	Monday 12	1:00 p.m.	Capital Region Transportation Planning Agency City Commission Chambers
	Tuesday 13	No Meeting	BOARD RECESS
	<i>Wednesday 14 – Thursday 15</i>	<i>FAC New Commissioner Workshop</i>	<i>Gainesville; Alachua County</i>
	<i>Thursday 15 – Friday 16</i>	<i>FAC Advanced County Commissioner Workshop</i>	<i>Seminar 2 of 3 Gainesville; Alachua County</i>
	Monday 19	Offices Closed	MARTIN LUTHER KING, JR. DAY
	Tuesday 27	3:00 p.m.	Regular Meeting
	Thursday 29	9:30 – 11:30 a.m.	Community Redevelopment Agency City Commission Chambers
February 2015	Tuesday 10	1:00 – 3:00 p.m.	Workshop on the Comprehensive Plan Amendments' 2015-1 Cycle
		3:00 p.m.	Regular Meeting
	Tuesday 17	1:00 – 3:00 p.m.	Joint City/County Workshop on the Comprehensive Plan Amendments' 2015-1 Cycle
		3:00 p.m.	Regular Meeting
	<i>Saturday 21 – Wednesday 25</i>	<i>NACO Legislative Conference</i>	<i>Washington, D.C.</i>
	Tuesday 24	No Meeting	NO MEETING
	Thursday 26	9:30 – 11:30 a.m.	Community Redevelopment Agency City Commission Chambers
March 2015	Monday 9	1:00 p.m.	Capital Region Transportation Planning Agency City Commission Chambers
		3:00 – 5:00 p.m.	Intergovernmental Agency (IA) City Commission Chambers
	Tuesday 10	3:00 p.m.	Regular Meeting
	Tuesday 24	9:30 – 11:30 a.m.	Community Redevelopment Agency City Commission Chambers
	Tuesday 24	No Meeting	NO MEETING
	<i>Wednesday 25 – Friday 27</i>	<i>FAC County Commissioner Certification Workshops</i>	<i>FSU Turnbull Conference Center Tallahassee</i>
	<i>Thursday 26</i>	<i>FAC Legislative Day</i>	<i>FSU Turnbull Conference Center Tallahassee</i>

<u>Month</u>	<u>Day</u>	<u>Time</u>	<u>Meeting Type</u>
April 2015	Tuesday 14	3:00 p.m.	Regular Meeting
		6:00 p.m.	Joint City/County Transmittal Hearing on Cycle 2015-1 Comprehensive Plan Amendments
	Monday 20	9:00 a.m. – 1:00 p.m.	Capital Region Transportation Planning Agency Retreat; <i>Location TBD</i>
	Tuesday 21	9:30 – 11:30 a.m.	Community Redevelopment Agency City Commission Chambers
	<i>Thursday 23 – Friday 24</i>	<i>FAC Advanced County Commissioner Workshop</i>	<i>Seminar 3 of 3: Gainesville; Alachua County</i>
	Tuesday 28	3:00 p.m.	Regular Meeting
May 2015			
	Tuesday 12	3:00 p.m.	Regular Meeting
	Monday 18	1:00 p.m.	Capital Region Transportation Planning Agency City Commission Chambers
	Monday 25	Offices Closed	MEMORIAL DAY
	Tuesday 26	3:00 p.m.	Regular Meeting
		6:00 p.m.	Joint City/County Adoption Hearing on Cycle 2005-1 Comprehensive Plan Amendments
	Thursday 28	9:30 – 11:30 a.m.	Community Redevelopment Agency City Commission Chambers
June 2015			
	Tuesday 9	3:00 p.m.	Regular Meeting
	<i>Tuesday 16- Friday 19</i>	<i>FAC Annual Conference & Educational Exposition</i>	<i>St. Johns County</i>
	Tuesday 23	3:00 p.m.	Regular Meeting
	Thursday 25	9:30 – 11:30 a.m.	Community Redevelopment Agency City Commission Chambers
	Monday 29	1:00 p.m.	Capital Region Transportation Planning Agency City Commission Chambers
		3:00 – 5:00 p.m.	Intergovernmental Agency (IA) City Commission Chambers

<u>Month</u>	<u>Day</u>	<u>Time</u>	<u>Meeting Type</u>
July 2015	Friday 3	Offices Closed	JULY 4TH HOLIDAY OBSERVED
	Tuesday 7	9:00 a.m. – 3:00 p.m.	FY 2015/2016 Budget Workshop
		3:00 p.m.	Regular Meeting
	Thursday 9	9:30 – 11:30 a.m.	Community Redevelopment Agency City Commission Chambers
	<i>Friday 10– Monday 13</i>	<i>NACo Annual Conference</i>	<i>Mecklenburg County/Charlotte, North Carolina</i>
	Monday 13	9:00 a.m. – 5:00 p.m.	FY 2015/2016 Budget Workshop
	Tuesday 21	No Meeting	BOARD RECESS
	<i>Wednesday 29</i>	<i>National Urban League Annual Conference</i>	<i>Fort Lauderdale Broward County</i>
August 2015	<i>Friday 14 – Sunday 16</i>	<i>Chamber of Commerce Annual Conference</i>	<i>Sandestin</i>
	Tuesday 11	No Meeting	BOARD RECESS
	Tuesday 25	No Meeting	BOARD RECESS
	Monday 31	1:00 p.m.	Capital Region Transportation Planning Agency City Commission Chambers
		5:00 – 8:00 p.m.	Intergovernmental Agency (IA) City Commission Chambers
September 2015	Monday 7	Offices Closed	LABOR DAY HOLIDAY
	Tuesday 15	3:00 p.m.	Regular Meeting
		6:00 p.m.	First Public Hearing Regarding Tentative Millage Rates and Tentative Budgets for FY 2016*
	Monday 21	1:00 p.m.	Capital Region Transportation Planning Agency City Commission Chambers
	<i>Wednesday 23 – Friday 25</i>	<i>FAC Policy Committee Conference and County Commissioner Workshops</i>	<i>St. Petersburg Pinellas County</i>
	Thursday 24	4:00 p.m.	Community Redevelopment Agency City Commission Chambers
	<i>TBD</i>	<i>Congressional Black Caucus Annual Legislative Conference</i>	<i>Washington, D.C.</i>
	<i>Sunday 27 – Wednesday 30</i>	<i>ICMA Annual Conference</i>	<i>Seattle/King County Washington</i>
	Tuesday 29	3:00 p.m.	Regular Meeting
		6:00 p.m.	Second Public Hearing on Adoption of Millage Rates and Budgets for FY 2016*

<u>Month</u>	<u>Day</u>	<u>Time</u>	<u>Meeting Type</u>
October 2015	<i>TBD</i>	<i>FAC Advanced County Commissioner Program</i>	<i>Part 1 of 3 Gainesville; Alachua County</i>
	Tuesday 13	3:00 p.m.	Regular Meeting
	Monday 19	9:00 a.m. – 1:00 p.m.	Capital Region Transportation Planning Agency Retreat; <i>Location TBD</i>
	Tuesday 27	3:00 p.m.	Regular Meeting
	Thursday 29	9:30 – 11:30 a.m.	Community Redevelopment Agency City Commission Chambers
November 2015	Wednesday 11	Offices Closed	VETERAN'S DAY OBSERVED
	Monday 16	1:00 p.m.	Capital Region Transportation Planning Agency City Commission Chambers
	Tuesday 17	3:00 p.m.	Reorganization of the Board Regular Meeting
	<i>Wednesday 18- Friday 20</i>	<i>FAC Legislative Conference and Commissioner Workshops</i>	<i>Nassau County</i>
	Thursday 19	9:30 – 11:30 a.m.	Community Redevelopment Agency City Commission Chambers
	Thursday 26	Offices Closed	THANKSGIVING DAY
	Friday 27	Offices Closed	FRIDAY AFTER THANKSGIVING DAY
December 2015	Monday 7	9:00 a.m. – 4:00 p.m.	Board Retreat
	Tuesday 8	3:00 p.m.	Regular Meeting
	Thursday 10	9:30 – 11:30 a.m.	Community Redevelopment Agency City Commission Chambers
	Tuesday 22	No Meeting	BOARD RECESS
	Friday 25	Offices Closed	CHRISTMAS DAY
January 2016	Friday 1	Offices Closed	NEW YEAR'S DAY

2015 Travel Schedule

Conference	Date	Location
New Commissioner and Advanced County Commissioner Certification (Seminar 2 of 3) Workshops	Wednesday, January 14 - Friday, January 16	Gainesville, FL
NACo Legislative Conference	Saturday, February 21 – Wednesday, February 25	Washington DC
FAC Advanced County Commissioner Workshop	Thursday, April 23 – Friday, April 24	Gainesville, FL
FAC Annual Conference and Educational Exposition	Tuesday, June 16 – Friday, June 19	St. Johns County
NACo Annual Conference	Friday, July 10 – Monday, July 13	Mecklenburg County Charlotte, North Carolina
National Urban League Annual Conference	Wednesday, July 29	Fort Lauderdale Broward County
Greater Tallahassee Chamber of Commerce Annual Conference	Friday, August 14 – Sunday, August 16	Sandestin
FAC Policy Committee Conference	Wednesday, September 23 – Friday, September 25	Walton County
ICMA Annual Conference (Attachment #9)	Sunday, September 27 – Wednesday, September 30	Charlotte, North Carolina
Congressional Black Caucus Annual Legislative Conference	September 2015 (TBD)	Washington, D.C.
FAC Legislative Conference and Commissioner Workshops	Wednesday, November 18 - Friday, November 25	Nassau County

Board of County Commissioners Leon County, Florida

Policy No. 03-9

Title: Meeting Dates for Board of County Commissioners

Date Adopted March 26, 2009

Effective Date April 21, 2009

Reference N/A

Policy Superseded: Policy No. 69-2, "Meeting Dates for Board of County Commissioners," adopted 3/11/69; Policy No. 93-12, "Meeting Dates for Board of County Commissioners," adopted 1/12/93; Policy No. 03-09, "Meeting Dates for Board of County Commissioners," adopted May 27, 2003, revised January 25, 2005; revised November 18, 2008

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

Policy No. 03-09, adopted by the Board of County Commissioners on November 18, 2008, is hereby revised, to wit:

The Board of County Commissioners of Leon County, Florida shall meet every 2nd and 4th Tuesday of each month at 3:00 p.m. for the regular meeting, break for dinner from 5 p.m. to 6 p.m., and conduct public hearings at 6 p.m. However, the Board may cancel or continue meetings to observe holidays or other events as the Board deems appropriate.

Certain other meetings of the Board of County Commissioners may occur from time to time, which shall be noticed in advance pursuant to Section 286.011, Florida Statutes.

**LEON COUNTY SCHOOLS-2014-2015
REGULAR SCHOOL CALENDAR
SCHOOL BOARD ADOPTED-February 12, 2014**

2014

August	8	Last Four Day Workweek
	11	Teachers Report
	11-15	Teacher Planning/Inservice Days
	18	Students Report
September	1	Labor Day Holiday (Districtwide)
October		FCAT Retakes
	3	Fall Holiday (Districtwide)
	17	End of First Nine Weeks (43 day nine weeks)
	20	Teacher Planning/Inservice Day (Students Out)
November	11	Veterans Day Holiday (Districtwide)
	26	Thanksgiving Holiday (Students & Teachers Out)
	27-28	Thanksgiving Holidays (Districtwide)
December	17-19	Middle and High School Exam Days/Elementary, Middle and High Early Release
	19	End of Second Nine Weeks (40 day nine weeks/83 day first semester)
	22-31	Winter Holidays (Districtwide)

2015

January	1-2	Winter Holidays (Districtwide)
	5	Teacher Planning/Inservice Days (Students Out)
	5	District Staff and Teachers Return
	6	Students Return
	19	Martin Luther King Holiday (Districtwide)
February		FCAT Writing (Grades 4, 8 and 10)
March		FCAT Writing (Grades 4, 8 and 10)
	13	End of Third Nine Weeks (48 day nine weeks)
	16-20	Spring Break (Students & Teachers Out)
	23	Teacher Planning/Inservice Day (Students Out)
	24	Students Return
April		FCAT SSS Reading & Math Retakes (Grades 11-Adult)
		FCAT SSS Reading & Math (Grades 3-10)
		FCAT SSS Science (Grades 5, 8, and 11)
May	25	Memorial Day Holiday (Districtwide)
	28-29	Middle and High School Exams Days/Elementary, Middle and High Early Release
June	1	Middle and High School Exam Days/Elementary, Middle and High Early Release
		Last Day of School End of Fourth Nine Weeks (49 day nine weeks/97 day semester)
	2-3	Teacher Planning/Inservice Days/End of Regular Term
	4-5	Teacher Inservice ESE/Reading Summer Academy
	8	Four Day Workweek Begins
	8-18	ESE Summer Services
	8-25	Reading Summer Services
July	2	Fourth of July Holiday (Districtwide)
	6-16	Reading Summer Services
	6-23	ESE Summer Services
August	7	Last Day of Four Day Workweek
Tentative:	10	Teachers Report/Teacher Planning/Inservice Day
	17	Students Report

2015 Generally Observed Religious Holidays

Holiday Name	Date
Epithany	Tuesday, January 6
Tu B'Shevat	Wednesday, February 4
Ash Wednesday	Wednesday, February 18
Purim	Thursday, March 5
Palm Sunday	Sunday, March 29
Good Friday	Friday, April 3
First Day of Passover	Saturday, April 4
Easter	Sunday, April 5
Last Day of Passover	Saturday, April 11
Ramadan begins	Thursday, June 18
Laylat-al-Qadr	Monday, July 13
Rosh Hashanah	Monday, September 14
Yom Kippur	Wednesday, September 23
First Day of Sukkot	Monday, September 28
Last Day of Sukkot	Sunday, October 4
Muharram/Islamic New Year	Thursday, October 15
First Day of Hanukkah	Monday, December 7
Last Day of Hanukkah	Monday, December 14
Christmas Day	Friday, December 25
Kwanzaa	Saturday, December 26

Board of County Commissioners Leon County, Florida

Policy No. 98-7

Title: Reorganization of the Board of County Commissioners and Installation of Newly Elected Commissioners

Date Adopted: October 29, 2013

Effective Date: October 29, 2013

Reference: Ch. 100.041, F.S.; Article II, Sec. 5, Florida Constitution

Policy Superseded: Policy 96-10, "Reorganization of the Board of County Commissioners and Installation of Newly Elected Commissioners," adopted 6/11/96; Policy No. 98-7, "Reorganization of the Board of County Commissioners and Installation of Newly Elected Commissioners," adopted October 13, 1998; Policy No. 98-7, "Reorganization of the Board of County Commissioners and Installation of Newly Elected Commissioners," adopted October 10, 2006; Policy No. 98-7, "Reorganization of the Board of County Commissioners and Installation of Newly Elected Commissioners," adopted October 27, 2009

It shall be the policy of the Board of County Commissioners of Leon County, Florida, that Policy No. 98-7, "Reorganization of the Board of County Commissioners," adopted by the Board of County Commissioners on October 27, 2009, is hereby repealed and superseded, and a revised policy is hereby adopted in its place, to wit:

Reorganization of the Board of County Commissioners

Reorganization of the Board of County Commissioners shall be conducted during the last regularly scheduled Board meeting in November of each year to elect a chairman and vice-chairman. However, during years when newly elected commissioners are installed, the reorganization of the board shall occur on the second Tuesday following the general election.

The reorganization shall be coordinated by the outgoing chairman and/or his or her designee. The outgoing chairman shall give a state-of-the-county address prior to turning the gavel over to the Chief Judge, Clerk of Court for the Second Judicial Circuit, or other official selected by the outgoing chairman, to preside over the election of the chairman and vice chairman. Following the election, the presiding official shall administer the following oath to the incoming chairman:

I, (name), do solemnly swear (or affirm) that I will well and faithfully execute the duties of the office of Chairman of the Leon County Board of County Commissioners to the best of my ability, so help me God."

Acceptance remarks by the newly sworn chairman, and recognitions, may be made prior to proceeding with the conduct of the regularly scheduled business of the Board.

**Reorganization of the Board of County Commissioners
and Installation of Newly Elected Commissioners
Policy No. 98-7**

Installation of Newly Elected Commissioners

In accordance with Ch. 100.041, F.S., newly elected County Commissioners shall be installed the second Tuesday following the general election. Such installation shall take place during a specially called meeting of the Board for the sole purpose of swearing in the newly elected commissioners.

The installation of newly elected County Commissioners, and the coordination of a swearing-in ceremony, shall be the responsibility of the Chairman of the Board and/or his or her designee. The Chief Judge and/or the Clerk of Court for the Second Judicial Circuit may be invited to preside over the ceremony and to administer the oath of office as prescribed in the Constitution of the State of Florida, Article II, Section 5, "Public Officers." The oath prescribed is as follows:

I do solemnly swear (or affirm) that I will support, protect and defend the Constitution and Government of the United States and of the State of Florida; that I am duly qualified to hold office under the Constitution of the State; and that I will well and faithfully perform the duties of the office of County Commissioner on which I am now about to enter, so help me God.

Community and Media Relations

The Director of Community and Media Relations shall maintain suggested procedures for such ceremonies and provide counsel to the Chairman/designee in coordinating the inaugural and reorganization ceremonies. In addition, the Director of Community and Media Relations will ensure required and appropriate protocols and public notice of these ceremonies.



2015 Calendar of Events

Contact: Kelli Williams, Events Manager
Email: kwilliams@fl-counties.com

2015

JANUARY

14-15 **New Commissioner Workshop** (6 Core CCC Credits)
Hilton University of Florida – Alachua County

15-16 **Advanced County Commissioner Program (2014-15) – Part 2 of 3**
Hilton University of Florida – Alachua County (*registration closed*)

FEBRUARY

21-25 **NACo Legislative Conference**
Marriott Wardman Park Hotel – Washington, DC

TBD **Regional Workshop – Topic TBD** (3 Elective CCC Credits)
UF/IFAS Extension Offices – Locations TBD

MARCH

25 **Workshop – Growth Management & Land Use Decisions** (6 Core CCC Credits)**

26 **FAC Legislative Day** (1.5 Continuing CCC Credits)

26 **Workshop – Ethics, Public Records & Sunshine Laws** (6 Core CCC Credits)**

27 **Workshop – Financial Management** (6 Core CCC Credits)**
FSU Conference Center – Leon County

APRIL

23-24 **Advanced County Commissioner Program (2013-14) – Part 3 of 3**
Hilton University of Florida – Alachua County (*registration closed*)

JUNE

16-19 **FAC Annual Conference & Educational Exposition** (3 Continuing CCC Credits)

16 **Workshop: Ethics, Public Records & Sunshine Laws** (6 Core CCC Credits)**

17 **Workshop: Topic TBD** (3 Elective CCC Credits)

18 **Workshop: Topic TBD** (3 Elective CCC Credits)
Sawgrass Marriott – St. Johns County

JULY

10-13 **NACo Annual Conference & Exposition**
Charlotte, NC – Mecklenburg County

AUGUST

TBD **FAC Leadership Summit**
Event Details TBD

SEPTEMBER

23-25 **FAC Policy Committee Conference** (1.5 Continuing CCC Credits)

23 **Workshop: Topic TBD** (3 Elective CCC Credits)
Hilton St. Petersburg Bayfront – Pinellas County

OCTOBER

TBD **Advanced County Commissioner Program (2015-16) – Part 1 of 3**
Applications due in August 2015

NOVEMBER

18-20 **FAC Legislative Conference** (2 Continuing CCC Credits)

18 **County Structure and Authority Workshop** (6 Core CCC Credits)

19 **County Roles and Responsibilities Workshop** (6 Core CCC Credits)

20 **Workshop: Ethics, Public Records & Sunshine Laws** (6 Core CCC Credits)**
Omni Amelia Island Plantation – Nassau County

**** These workshops will require an additional registration fee.**



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Major Events

Upcoming Events and Info

- [Event Calendar](#)
- [Future Conference Dates](#)
- [Exhibit at a Conference](#)

[NACo](#) > [Conferences](#) > [Upcoming Events and Info](#) >

Future Conference Dates

NACo Legislative Conference

February 21-25, 2015
 Marriott Wardman Park
 Washington, DC

February 20-24, 2016
 Marriott Wardman Park
 Washington, DC

February 25 - March 1, 2017
 Marriott Wardman Park
 Washington, DC

March 3-7, 2018
 Washington Hilton
 Washington, DC

March 2-6, 2019
 Washington Hilton
 Washington, DC

February 29 - March 4, 2020
 Washington Hilton
 Washington, DC

Western Interstate Region Conference (WIR)

May 20-22, 2015
 Kauai County
 Kauai, HI

NACo Annual Conference and Exposition

July 10-13, 2015
 Charlotte Convention Center
 Mecklenburg County/Charlotte, North Carolina

July 22-25, 2016
 Long Beach Convention Center
 Los Angeles County/Long Beach, California

July 21-24, 2017
 Columbus Convention Center
 Franklin County/Columbus, Ohio

July 13-16, 2018
 Gaylord Opryland
 Davidson County/Nashville, Tennessee



NACo on Capitol Hill
 Presentation Center
 Washington Watch
 Policy Positions
 Fact Sheets

Conferences & Events
 Upcoming Events
 Future Conferences
 Annual Conference
 Legislative Conference
 WIR Conference
 Webinars

Key Groups
 Board of Directors
 Executive Committee
 Steering Committees
 Rural Action Caucus
 Large Urban Caucus
 State Associations
 NACo Affiliates

Information & Data
 County News
 Jobs Online
 Model County Programs
 Publications
 Find a County
 Counties Work

Cost-Saving Programs
 U.S. Communities
 Rx Discount Card
 Dental Discount Program
 Deferred Compensation
 Corporate White Papers

Partnerships
 Green Government
 Healthy Counties
 Smart Justice
 Cyber Security
 Corporate Engagement

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Annual Chamber Conference

Date: August 14-16, 2015

Location: Sandestin

The Annual Chamber Community Conference brings together all elements of the business community, from home-based entrepreneurs to key business and political leaders, to discuss real issues affecting our region's future. With breakout sessions, networking opportunities and plenty of fun, this conference allows attendees to make connections that will last a lifetime. Always held out of town, the weekend is a mix of business and pleasure for the whole family. With the 2014 Conference setting a record for attendance, make sure to register before it's too late!

ICMA Future Conference Dates

Questions about the ICMA Annual Conference can be e-mailed to customerservices@icma.org.

Future Annual Conference Dates and Locations

Seattle/King County, Washington

September 27-30, 2015

Kansas City/Jackson County, Missouri

September 25-28, 2016

San Antonio/Bexar County, Texas

October 22-25, 2017

Baltimore, Maryland

September 23-26, 2018

Nashville/Davidson County, Tennessee

October 20-23, 2019

Toronto, Ontario, Canada

September 27-30, 2020

Portland/Multnomah County, Oregon

October 3-6, 2021

Columbus/Franklin County, Ohio

September 18-21, 2022

LEON COUNTY BOARD OF COUNTY COMMISSIONERS
MEMORANDUM

DATE: July 30, 2014
TO: All Board of County Commission Employees
FROM: Vincent S. Long, County Administrator
SUBJECT: 2015 Holiday Schedule

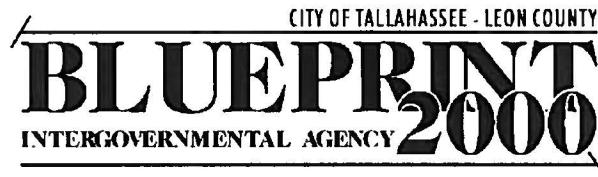
The schedule below reflects the holiday schedule for 2015, and will be observed by all Board employees.

<u>Holiday</u>	<u>Date Observed</u>
New Year's Day 2015	Thursday, January 1, 2015
Friday after New Year's Day 2015	Friday, January 2, 2015
Martin Luther King Jr. Day	Monday, January 19, 2015
Memorial Day	Monday, May 25, 2015
Independence Day	Friday, July 3, 2015 (Actual Saturday, July 4)
Labor Day	Monday, September 7, 2015
Veteran's Day	Wednesday, November 11, 2015
Thanksgiving Day	Thursday, November 26, 2015
Friday after Thanksgiving	Friday, November 27, 2015
Christmas Day	Friday, December 25, 2015
New Year's Day 2016	Friday, January 1, 2016

In addition, Board employees will accrue three (3) Personal Days annually. For more information on Board of County Commission holidays, please refer to Policy No. 03-16, "Holidays."

VSL/kd/ac

cc: Board of County Commissioners
Constitutional Officers



Agenda Item

SUBJECT/TITLE: Proposed 2015 IA, TCC, and CAC Meeting Schedules	
Date: September 15, 2014	Requested By: Blueprint 2000 Staff
Contact Person: Shelonda Meeks	Type of Item: Consent

STATEMENT OF ISSUE:

This Agenda Item lists the proposed 2015 meeting dates for the Intergovernmental Agency, Blueprint 2000 Technical Coordinating Committee, and the Blueprint 2000 Citizens Advisory Committee. These proposed dates are “effectively the same dates” as for meetings which were held during 2014.

Intergovernmental Agency (Tallahassee City Commission Chambers)

- Monday, March 9, 2015, from 3:00-5:00 pm
- Monday, June 15, 2015, from 3:00-5:00 pm
- Monday, August 31, 2015, from 5:00-8:00 pm (FY 2015 Budget Public Hearing at 5:30 pm)

Technical Coordinating Committee (Blueprint 2000 Conference Room, from 1:00 to 3:00 pm)

- Thursday, February 5, 2015
- Thursday, April 9, 2015
- Thursday, May 21, 2015
- Thursday, August 13, 2015
- Thursday, October 22, 2015
- Thursday, December 10, 2015

Citizens Advisory Committee (Blueprint 2000 Conference Room, from 4:30 to 6:30 pm)

- Thursday, February 5, 2015
- Thursday, April 9, 2015
- Thursday, May 21, 2015
- Thursday, August 13, 2015
- Thursday, October 22, 2015
- Thursday, December 10, 2015

BLUEPRINT 2000 PROJECT DEFINITIONS REPORT CONSISTENCY:

Not applicable.

The Planning Department Comp Plan meetings are as follows:

2/10/2015	1:00 p.m.	County Commission Comp Plan Workshop	(Courthouse)
2/11/2015	1:00 p.m.	City Comp Plan Workshop	(City Hall)
2/17/2015	1:00 p.m.	Joint City/County Comp Plan Workshop	(Courthouse)
4/14/2015	6:00 p.m.	Joint City/County Comp Plan Transmittal Public Hearing	(Courthouse)
5/26/2015	6:00 p.m.	Joint City/County Comp Plan Adoption Public Hearing	(Courthouse)

Thank you,

Megan Doherty, AICP
Comprehensive Planning Team
Tallahassee-Leon County Planning Department



Agenda Item Details

Meeting	Sep 29, 2014 - CRA Board Meeting
Category	3. Consent Items
Subject	3.01 Approval of 2015 City of Tallahassee Community Redevelopment Agency Board Meeting Schedule -- Roxanne Manning, Tallahassee Community Redevelopment Agency
Access	Public
Type	Action (Consent)
Fiscal Impact	No
Recommended Action	Option 1 - Approve the proposed 2015 CRA Board meeting schedule.

Public Content

For more information, please contact: Stacey Peter, Tallahassee CRA, (850) 891-8356

Statement of Issue

In coordination with City, County, CRTPA and Blueprint 2000 staffs, staff has prepared a proposed monthly meeting schedule of the City of Tallahassee Community Redevelopment Agency (CRA) Board for calendar year 2015. In preparing the meeting schedule, staff attempted to schedule CRA Board meetings during the same week as County and/or City Commission meetings, and not on the same day as CRTPA or Blueprint 2000 IA meetings. For calendar year 2015, eight (8) of the CRA Board meetings will be held on a Thursday, from 9:30 to 11:30 am in the City Commission Chambers. The remaining three (3) meeting dates have been adjusted to reflect City and/or County Commission meeting conflicts, or to accommodate the evening public hearing in September for adoption of the CRA FY 2016 Budget. The full CRA 2015 meeting schedule is contained in the main body of this agenda item.

If adopted, the proposed schedule will be noticed in the Tallahassee Democrat prior to the start of 2015. A meeting notice will be posted on the CRA's webpage within the City's website prior to each meeting. If there are no actions for the Board to consider at a scheduled meeting, staff will recommend the meeting be canceled. Changes to the dates may be required to accommodate needs of the Board members.

Recommended Action

Option 1 - Approve the proposed 2015 CRA Board meeting schedule.

Fiscal Impact

None

Supplemental Material/Issue Analysis***History/Facts & Issues***

In coordination with City, County, CRTPA and Blueprint 2000 staffs, CRA staff has prepared a proposed monthly meeting schedule of the Community Redevelopment Agency (CRA) Board for calendar year 2015. In preparing the meeting schedule, staff attempted to schedule CRA Board meetings during the same week as County and City Commission meetings, and not on

the same day as CRTPA or Blueprint 2000 IA meetings. For calendar year 2015, eight (8) of the CRA Board meetings will be held on a Thursday, from 9:30 to 11:30 am in the City Commission Chambers. The remaining three (3) meeting dates have been adjusted to reflect City and/or County Commission meeting conflicts, or to accommodate the evening public hearing in September for adoption of the CRA FY 2016 Budget.

The complete, proposed 2015 meeting schedule is provided below, along with a brief explanation of proposed dates that are scheduled to accommodate meeting conflicts.

- Thursday, January 29th at 9:30 am.
- Thursday, February 26th at 9:30 am.
- Tuesday, March 24th at 9:30 am. This is the fourth Tuesday of March; the fourth Thursday is FAC Legislative Day. There is no County Commission meeting this week, but the City Commission meeting is tentatively scheduled for this week.
- Tuesday, April 21st at 9:30 am. This is the fourth Tuesday of April; the fourth Thursday is the FAC Advanced County Commission Workshop in Gainesville. There is no County Commission meeting this week, but the City Commission meeting is tentatively scheduled for this week.
- Thursday, May 28th at 9:30 am.
- Thursday, June 25th at 9:30 am.
- Thursday, July 9th at 9:30 am. This is the second Thursday of July, and the last Thursday of the month before the City Commission goes on summer break. Both County and City Commission meetings are tentatively scheduled for this week.
- August. No CRA Board meeting is proposed for August due to County and City Commission's summer breaks.
- Thursday, September 24th at 4:00 pm. The meeting date remains the fourth Thursday of the month, but the CRA Board meeting time will start at 4:00 PM with a public hearing to adopt the CRA budget at 6:00 pm.
- Thursday, October 29th at 9:30 am.
- Thursday, November 19th at 9:30 am. This is the third Thursday of November; the fourth Thursday is Thanksgiving. The county commission meeting is tentatively scheduled for this week
- Thursday, December 10th at 9:30 am. This is the second Thursday of December; both County and City Commissions are tentatively scheduled to meet this week. Because of the upcoming holidays, no County or City Commission meetings are scheduled after this week.

If adopted, the proposed schedule will be noticed in the Tallahassee Democrat prior to the start of 2015. A meeting notice will be posted on the CRA's webpage within the City's website prior to each meeting. If there are no actions for the Board to consider at a scheduled meeting, staff will recommend the meeting be canceled. Changes to the dates may be required to accommodate needs of the Board members.

Options

1. Approve the proposed 2015 CRA Board meeting schedule.
2. Do not approve the proposed 2015 CRA Board meeting schedule; provide staff with alternate direction.

Attachments/References

None

CAPITAL REGION TRANSPORTATION PLANNING AGENCY 2015 Meeting Dates

Monday, January 12

Monday, March 9

Monday, April 20 (*Retreat 9:00 a.m. – 1:00 p.m.*)

Monday, May 18

Monday, June 29

Monday, August 31

Monday, September 21

Monday, October 19 (*Retreat 9:00 a.m. – 1:00 p.m.*)

Monday, November 16

All meetings are held in the City Commission Chambers and meetings start at 1:00 p.m., unless otherwise noted.

**Leon County
Board of County Commissioners**


Notes for Agenda Item #3

Leon County Board of County Commissioners

Cover Sheet for Agenda #3

October 28, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Approval of Payment of the Second and Final Installment of \$50,000 for the Word of South Festival

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:	Lee Daniel, Director, Division of Tourism Development

Fiscal Impact:

This item has a fiscal impact of \$50,000. Funds have previously been contemplated to be allocated from the Division of Tourism Development's fund balance.

Staff Recommendation:

Option #1: Approve payment of the second and final installment of \$50,000 for the Word of South Festival, and approve the Resolution and associated Budget Amendment Request (Attachment #1)

Report and Discussion

Background:

At the Budget Workshop on July 8, 2013, the Board approved the allocation to support the Word of the South Festival (WOS) for \$100,000. In FY 2014, \$50,000 was allocated and the remaining \$50,000 is to be allocated in FY 2015 following an update, requested by the Board, on the status of the Festival to ensure it would take place in the spring of 2015. This item provides the Board the requested update.

Analysis:

The dates for the inaugural WOS are April 10-12, 2015. Plans are solidifying with approximately half the author and musician events booked. Among those committed include authors Ann Patchett, Mary Gaitskill, and Julia Reed. Musicians include Michael Hearst, Peg Simone, Paul Beatty, and Michael Shipp, together with groups Sweet Honey in the Rock, Lunch Money, and the Marcus Roberts Trio. Actor Tony Hale will read from his children's books.

As the festival headliner, a major concert is being planned as a co-promote with Leon County Tourism Development and will feature the very popular group, The Avett Brothers, at the Capital City Amphitheater on April 10. Attachment #2 is a schedule of events finalized to date.

Word of South is 85% of the way to its fundraising goal with sponsorships from Tallahassee Memorial Healthcare, the Florida League of Cities, NAI Talcot, and AARP, among others. Additionally, the WOS Board has received notification of funding for a state grant to continue the festival in 2016.

The Festival has partnered with the KCCI Tallahassee Music Week initiative that will take place the week leading up to the WOS. Tourism Development is working closely with the Festival to provide marketing support via advertising, public relations, and social media. The WOS website (wordofsouthfestival.com) is fully operational and features a link to VisitTallahassee.com.

Tourism Development is planning a major marketing initiative to highlight the numerous spring special events/activities in Leon County, including an expanded Springtime Tallahassee, the Lemoyne Chain of Parks Art Festival, the Southern Shakespeare Festival, the FSU spring football game, and Capital Cuisine Restaurant Week and Concert Series.

Options:

1. Approve payment of the second and final installment of \$50,000 to the Word of South Festival and approve the resolution and associated budget amendment (Attachment #1).
2. Do not approve payment of the second and final installment of \$50,000 to the Word of South Festival.
3. Board direction.

Recommendation:

Option #1.

Attachments:

1. Resolution and associated Budget Amendment Request
2. Word of South Festival Schedule

RESOLUTION NO. _____

WHEREAS, the Board of County Commissioners of Leon County, Florida, approved a budget for fiscal year 2014/2015; 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 28th day of October, 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 2014/2015
BUDGET AMENDMENT REQUEST**

No: BAB15002
Date: 10/15/2014

Agenda Item No: _____
Agenda Item Date: 10/28/2014

County Administrator

Deputy County Administrator

Vincent S. Long

Alan Rosenzweig

Request Detail:

Revenues

Account Information					Current Budget	Change	Adjusted Budget
<i>Fund</i>	<i>Org</i>	<i>Acct</i>	<i>Prog</i>	<i>Title</i>			
160	000	399900	000	Appropriated Fund Balance	495,179	50,000	545,179

Subtotal:

Expenditures

Account Information					Current Budget	Change	Adjusted Budget
<i>Fund</i>	<i>Org</i>	<i>Acct</i>	<i>Prog</i>	<i>Title</i>			
160	888	53800	552	Aids to Private Organizations	50,000	50,000	100,000

Subtotal:

Purpose of Request:

This amendment appropriates \$50,000 to fund the Word of South Festival. On March 28, 2013, the Board approved \$100,000 for the Word of the South Festival with an allocation of \$50,000 in FY14 and \$50,000 FY15. The FY14 original \$50,000 commitment was carried forward as part of the FY 2015 budget process and approved at the October 14, 2014 Board meeting. This budget amendment will allocate the remaining \$50,000 for FY15. The festival is scheduled to take place in the Spring of 2015.

Group/Program Director

Senior Analyst

Scott Ross, Director, Office of Financial Stewardship

Approved By: Resolution Motion Administrator

	BOCA CHUBA	AMPHITHEATER	KOREAN WAR TENT	EDISON
<u>FRIDAY:</u>				
		Avett Bros.		
<u>SATURDAY:</u>				
	Michael Hearst	Tony Hale	Ramona King	[puppets]
		Lunch Money		
	*****	[FAMU Marching 100]	*****	*****
	Ann Patchett		Mary Gaitskill/Peg	Jeff V. Event
	Irish Event		AARP Event	Fiction Panel
			Michael Hearst (2)	Music & Writing
			Dog House Bank	Peter Guralnick
<u>SUNDAY:</u>				
		Marcus Roberts Trio	[Jim White]	Julia Reed
		Sweet Honey & FAMU Choir	David Kirby Event	Matthew Shipp/Paul Beatty
			[Panel - Musical Memoirs]	Robert O. Butler Event
		Symphony		

**Leon County
Board of County Commissioners**


Notes for Agenda Item #4

Leon County Board of County Commissioners

Cover Sheet for Agenda #4

October 28, 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 October 28, 2014 and Pre-Approval of Payment of Bills and Vouchers for the Period of October 29 through November 17, 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 October 28, 2014, and pre-approve the payment of bills and vouchers for the period of October 29 through November 17, 2014.

Title: Approval of Payment of Bills and Vouchers Submitted for
October 28, 2014 and Pre-Approval of Payment of Bills and Vouchers for the Period of
October 29 through November 17, 2014

October 28, 2014

Page 2

Report and Discussion

This agenda item requests Board approval of the payment of bills and vouchers submitted for approval October 28, 2014 and pre-approval of payment of bills and vouchers for the period of October 29 through November 17, 2014. The Office of Financial Stewardship/Management and Budget (OMB) reviews the bills and vouchers printout, submitted for approval during the October 28, 2014 meeting, the morning of Monday, October 27, 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 fourth Tuesday in October and the first and second Tuesday in November, it is advisable for the Board to pre-approve payment of the County's bills for October 29 through November 17, 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 October 28, 2014, and pre-approve the payment of bills and vouchers for the period of October 29 through November 17, 2014.
2. Do not approve the payment of bills and vouchers submitted for October 28, 2014, and do not pre-approve the payment of bills and vouchers for the period of October 29 through November 17, 2014.
3. Board direction.

Recommendation:

Option #1.

VSL/AR/SR/cc

**Leon County
Board of County Commissioners**

Notes for Agenda Item #5

Leon County Board of County Commissioners

Cover Sheet for Agenda #5

October 28, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator

Title: Ratification of Annual Performance Review for the County Administrator, in Accordance with Board Policy No. 11-6, "County Administrator Evaluation and Annual Reporting Process"

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Kim Dressel, Interim Director of Human Resources
Lead Staff/ Project Team:	Geri M. Forslund, Employee Development Coordinator

Fiscal Impact:

This item has no fiscal impact to the County.

Staff Recommendation:

Option #1: Ratify annual performance reviews of County Administrator (Attachments #1 and #2), in accordance with Board Policy No. 11-6, "County Administrator Evaluation and Annual Reporting Process" (Attachment #3).

Report and Discussion

Background:

To insure that the annual performance evaluation process for the County Administrator is conducted in a fair and open manner, the Board, on January 29, 2013, adopted revised Policy No 11-6, "County Administrator Evaluation and Annual Reporting Process." The Policy includes the evaluation form used to evaluate the County Administrator.

The Policy outlines the process for carrying out the annual evaluation as follows:

1. In October of each year, the County Administrator will prepare a report that provides a detailed analysis summarizing the state of the County ("the annual report").
2. The reporting period for the annual report will be based on the prior fiscal year.
3. The annual report will be presented for acceptance by the Board at the first regularly scheduled meeting in October of each year.
4. To maximize community involvement:
 - a. In addition to the Board of County Commissioners meeting, the annual report will be presented to at least two community meetings conducted outside of the Courthouse. The locations will be selected to maximize citizens' opportunity to participate.
 - b. Presentation of a summary of the annual report will be published in a newspaper of general circulation.
5. Immediately following the distribution of the annual report each year, the Chairman will distribute the County Administrator performance evaluation form, included as part of this policy, to each of the Board members.
6. Each individual Commissioner will provide the County Administrator a copy of the completed and signed evaluation within five calendar days of receipt from the Chairman. Each Commissioner is encouraged to meet with the County Administrator to discuss their individual evaluation. The County Administrator will forward a copy of the completed evaluation to the Chairman and to the Human Resources Director.
7. The Chairman will review all of the evaluation forms and approve an appropriate merit percentage increase in accordance with the contract of the County Administrator.
8. The Chairman, with the assistance of the Human Resources Director, will compile the individual evaluations into a summary document and prepare an agenda item containing the following: summary of evaluations, individual evaluations, and merit percentage increase. The compilation of the County Administrator's evaluation will be presented at the second regularly scheduled meeting in October of each year for ratification by the Board of each Commissioner's individual evaluation and the merit percentage increase.

Analysis:

The performance evaluation for the County Administrator focuses on nine key areas:

1. Professional Skills and Status
2. Relations with Board of County Commissioners
3. Policy Execution
4. Reporting
5. Citizen Relations
6. Staffing
7. Supervision
8. Fiscal Management
9. Community

The key areas encompass 46 rating categories that are rated on the following scale: (5) Excellent; (4) Above average; (3) Satisfactory; (2) Below average, and (1) Unsatisfactory.

In accordance with Board Policy No. 11-6, the Human Resources Director has compiled a summary review of each individual commissioner's ratings of the County Administrator and an overall performance rating (Attachment #1).

The overall performance rating for the County Administrator is a 4.94, out of a total possible rating of 5.00. Completed performance reviews by each individual commissioner and his or her comments are included in Attachment #2.

The County Administrator's contract provides for an annual merit increase to be reviewed and considered by the Chairman. As he did last year, the County Administrator requested that he not be considered for the merit bonus this year, due to the current economic climate and to be consistent with the performance-based increases extended to other employees. As part of the annual evaluation process, and consistent with the performance-based increases extended to employees by the Board, the County Administrator will receive a 3% annual performance-based increase effective October 1, 2014.

Accordingly, Board ratification of the performance review for the County Administrator for the 2014 review period is requested.

Options:

1. Ratify annual performance reviews of County Administrator (Attachments #1 and #2), in accordance with Board Policy No. 11-6, "County Administrator Evaluation and Annual Reporting Process" (Attachment #3).
2. Do not ratify the annual performance reviews of the County Administrator.
3. Board direction.

Recommendation:

Option #1.

Attachments:

1. Performance Review Summary and Overall Ratings
2. Individual Commissioner Performance Reviews of the County Administrator
3. Board Policy No 11-6, titled "County Administrator Evaluation and Annual Reporting Process" and Performance Evaluation Form

VSL/KD/gmf



Leon County Board of County Commissioners
Performance Evaluation Results
for
County Administrator
October 1, 2013 to September 30, 2014

**County Administrator Performance Evaluation and Annual Reporting Process
Policy No. 11-6**

Commissioner	Average
Commissioner Maddox	4.96
Commissioner Proctor	4.96
Commissioner Lindley	4.95
Commissioner Dozier	4.84
Commissioner Sauls	5.00
Commissioner Dailey	5.00
Commissioner Desloge	4.87
Total for this evaluation period	4.94



Leon County Board of County Commissioners
Performance Evaluation

County Administrator
for

October 1, 2013 to September 30, 2014

**County Administrator Performance Evaluation and Annual Reporting Process
Policy No. 11-6**

1. PROFESSIONAL SKILLS AND STATUS	Performance Rating
--	---------------------------

- | | |
|---|---|
| a. Knowledgeable of current developments affecting the management field and affecting county governments. | 5 |
| b. Respected in management profession. | 5 |
| c. Has a capacity for and encourages innovation. | 5 |
| d. Anticipates problems and develops effective approaches for solving them. | 5 |
| e. Willing to try new ideas proposed by Board Members or staff. | 5 |
| f. Interacts with BOCC in a direct and straightforward manner. | 5 |

2. RELATIONS WITH BOARD OF COUNTY COMMISSIONERS	Performance Rating
--	---------------------------

- | | |
|--|---|
| a. Carries out directives of the Board as a whole rather than those of any one Board member. | 5 |
| b. Assists the Board on resolving problems at the administrative level to avoid unnecessary Board action.. | 5 |
| c. Assists the Board in establishing policy, while acknowledging the ultimate authority of the Board. | 5 |
| d. Responds to requests for information or assistance by the Board. | 5 |

3. POLICY EXECUTION	Performance Rating
----------------------------	---------------------------

- | | |
|--|---|
| a. Implements Board action in accordance with the intent of the Board. | 5 |
| b. Supports the actions of the Board after a decision has been reached, both inside and outside the organization. | 5 |
| c. Enforces County policies. | 5 |
| d. Understands County's laws and ordinances. | 5 |
| e. Reviews ordinance and policy procedures periodically to suggest improvements to their effectiveness. | 5 |
| f. Offers workable alternatives to the Board for changes in the law when an ordinance or policy proves impractical in actual administration. | 5 |

4. REPORTING	Performance Rating
---------------------	---------------------------

**County Administrator Performance Evaluation and Annual Reporting Process
Policy No. 11-6**

- a. Provides the Board with reports concerning matters of importance to the County. 5
- b. Reports are accurate, comprehensive and produced in a timely manners. 5
- c. Reports are generally produced through own initiative rather than when requested by the Board. 5
- d. Prepares a sound agenda which prevents trivial administrative matters from being reviewed by the Board. 5
- e. Produces and handles reports in a way to convey the message that affairs of the organization are open to public scrutiny. 5

5. CITIZEN RELATIONS	Performance Rating
-----------------------------	---------------------------

- a. Responsive to complaints from citizens. 5
- b. Demonstrates a dedication to service to the community and its citizens. 5
- c. Skillful with the news media, avoiding political positions and partisanship. 5
- d. Has the capacity to listen to others and to recognize their interests. 5
- e. Willing to meet with members of the community to discuss their real concerns. 5

6. STAFFING	Performance Rating
--------------------	---------------------------

- a. Recruits and retains competent personnel for County positions. 5
- b. Aware of staff weaknesses and works to improve their performance. 5
- c. Accurately informed and concerned about employee relations. 5
- d. Professionally manages the compensation and benefits plan. 5
- e. Promotes training and development opportunities for employees at all levels of the organization. 5

7. SUPERVISION	Performance Rating
-----------------------	---------------------------

- a. Encourages Department/Division directors to make decisions within their own jurisdictions without County Administrator approval yet maintains general control of administrative operations. 5
- b. Instills confidence and initiative in subordinates and emphasizes support rather than restrictive controls for their pograms. 5
- c. Has developed a friendly and informal relationship with the work force as a whole, yet maintains the prestige and dignity of the County Administrator's office. 5
- d. Evaluates personnel periodically, and points out management weaknesses and strengths. 5
- e. Encourages teamwork, innovation, and effective problem-solving among the staff members. 5

8. FISCAL MANAGEMENT	Performance Rating
-----------------------------	---------------------------

- a. Prepares a balanced budget to provide services at a level directed by the Board. 5
- b. Makes the best possible use of available funds, conscious of the need to operate the County 5

**County Administrator Performance Evaluation and Annual Reporting Process
Policy No. 11-6**

- efficiently and effectively.
- c. Prepared budget is in an intelligent but readable format. 5
- d. Possesses awareness of the importance of financial planning and control. 5
- e. Appropriately monitors and manages the fiscal activities of the organization. 5

9. COMMUNITY	Performance Rating
---------------------	---------------------------

- a. Cooperates with neighboring communities. 5
- b. Cooperates with the City, State, and Federal governments. 5
- c. Cooperates with other organizations, such as the City of Tallahassee, Chamber of Commerce, and School Board. 5
- d. Avoids unnecessary controversy. 5
- e. Helps the Board address future needs and develop adequate plans to address long term trends. 5

10. What strengths has the County Administrator demonstrated (management skills, knowledge, abilities) which have been most helpful to you as a Commissioner during this evaluation period (feel free to be general or include specific issues or projects which benefitted from the Administrator's leadership)?
--

Vince is a true leader.

11. What performance areas would you identify as needing improvement? Why? What constructive, positive ideas can you offer the County Administrators to improve these areas?

12. Other comments?

Performance Evaluation Results submitted by: Commissioner Dailey

Total Factors Rated: 46 / 46

Total All Points: 230

Average Rating: 5.00

Signature: Commissioner _____ **Date** _____

Signature: County Administrator _____ **Date** _____



Leon County Board of County Commissioners
Performance Evaluation

County Administrator
for

October 1, 2013 to September 30, 2014

**County Administrator Performance Evaluation and Annual Reporting Process
Policy No. 11-6**

1. PROFESSIONAL SKILLS AND STATUS	Performance Rating
--	---------------------------

- | | |
|---|---|
| a. Knowledgeable of current developments affecting the management field and affecting county governments. | 5 |
| b. Respected in management profession. | 5 |
| c. Has a capacity for and encourages innovation. | 5 |
| d. Anticipates problems and develops effective approaches for solving them. | 5 |
| e. Willing to try new ideas proposed by Board Members or staff. | 5 |
| f. Interacts with BOCC in a direct and straightforward manner. | 5 |

2. RELATIONS WITH BOARD OF COUNTY COMMISSIONERS	Performance Rating
--	---------------------------

- | | |
|--|---|
| a. Carries out directives of the Board as a whole rather than those of any one Board member. | 4 |
| b. Assists the Board on resolving problems at the administrative level to avoid unnecessary Board action.. | 5 |
| c. Assists the Board in establishing policy, while acknowledging the ultimate authority of the Board. | 5 |
| d. Responds to requests for information or assistance by the Board. | 5 |

3. POLICY EXECUTION	Performance Rating
----------------------------	---------------------------

- | | |
|--|---|
| a. Implements Board action in accordance with the intent of the Board. | 4 |
| b. Supports the actions of the Board after a decision has been reached, both inside and outside the organization. | 5 |
| c. Enforces County policies. | 5 |
| d. Understands County's laws and ordinances. | 5 |
| e. Reviews ordinance and policy procedures periodically to suggest improvements to their effectiveness. | 5 |
| f. Offers workable alternatives to the Board for changes in the law when an ordinance or policy proves impractical in actual administration. | 5 |

4. REPORTING	Performance Rating
---------------------	---------------------------

**County Administrator Performance Evaluation and Annual Reporting Process
Policy No. 11-6**

- | | |
|--|---|
| a. Provides the Board with reports concerning matters of importance to the County. | 5 |
| b. Reports are accurate, comprehensive and produced in a timely manners. | 5 |
| c. Reports are generally produced through own initiative rather than when requested by the Board. | 4 |
| d. Prepares a sound agenda which prevents trivial administrative matters from being reviewed by the Board. | 5 |
| e. Produces and handles reports in a way to convey the message that affairs of the organization are open to public scrutiny. | 5 |

5. CITIZEN RELATIONS	Performance Rating
-----------------------------	---------------------------

- | | |
|--|---|
| a. Responsive to complaints from citizens. | 5 |
| b. Demonstrates a dedication to service to the community and its citizens. | 5 |
| c. Skillful with the news media, avoiding political positions and partisanship. | 5 |
| d. Has the capacity to listen to others and to recognize their interests. | 5 |
| e. Willing to meet with members of the community to discuss their real concerns. | 5 |

6. STAFFING	Performance Rating
--------------------	---------------------------

- | | |
|---|---|
| a. Recruits and retains competent personnel for County positions. | 5 |
| b. Aware of staff weaknesses and works to improve their performance. | 5 |
| c. Accurately informed and concerned about employee relations. | 5 |
| d. Professionally manages the compensation and benefits plan. | 5 |
| e. Promotes training and development opportunities for employees at all levels of the organization. | 5 |

7. SUPERVISION	Performance Rating
-----------------------	---------------------------

- | | |
|--|---|
| a. Encourages Department/Division directors to make decisions within their own jurisdictions without County Administrator approval yet maintains general control of administrative operations. | 4 |
| b. Instills confidence and initiative in subordinates and emphasizes support rather than restrictive controls for their programs. | 5 |
| c. Has developed a friendly and informal relationship with the work force as a whole, yet maintains the prestige and dignity of the County Administrator's office. | 5 |
| d. Evaluates personnel periodically, and points out management weaknesses and strengths. | 5 |
| e. Encourages teamwork, innovation, and effective problem-solving among the staff members. | 5 |

8. FISCAL MANAGEMENT	Performance Rating
-----------------------------	---------------------------

- | | |
|--|---|
| a. Prepares a balanced budget to provide services at a level directed by the Board. | 5 |
| b. Makes the best possible use of available funds, conscious of the need to operate the County | 5 |

- efficiently and effectively.
- c. Prepared budget is in an intelligent but readable format. 5
- d. Possesses awareness of the importance of financial planning and control. 5
- e. Appropriately monitors and manages the fiscal activities of the organization. 5

9. COMMUNITY	Performance Rating
---------------------	---------------------------

- a. Cooperates with neighboring communities. 5
- b. Cooperates with the City, State, and Federal governments. 4
- c. Cooperates with other organizations, such as the City of Tallahassee, Chamber of Commerce, and School Board. 4
- d. Avoids unnecessary controversy. 5
- e. Helps the Board address future needs and develop adequate plans to address long term trends. 5

10. What strengths has the County Administrator demonstrated (management skills, knowledge, abilities) which have been most helpful to you as a Commissioner during this evaluation period (feel free to be general or include specific issues or projects which benefitted from the Administrator's leadership)?
--

Vince is well respected by the county leadership both locally and nationally. His knowledge of county government operations has insured our County has continued to be fiscally sound during a very difficult economic period while meeting the ongoing needs of the constituents. He's put together a leadership team that is highly knowledgeable, ethical, and intent on fiscal conservancy while providing needed services and programs. We've very fortunate to have the Vince leading our County organization.

11. What performance areas would you identify as needing improvement? Why? What constructive, positive ideas can you offer the County Administrators to improve these areas?

Vince is normally ahead of us with recommendations for changes and improvements, but improvements could be made in the distribution of requested information. I understand the need for him to review the reports requested of staff prior to distribution to Commissioners, but there can be bottlenecks and delays created with this type of review process. This is a minimal concern though.

I would also like to take a longer term look at where we are going - too often we need up firefighting and reacting to issues - real, long term, strategic, directional change cannot happen without taking the long view - It's an exciting time for local government and I'd like to be part of the changes -

I'm also aware that (as has been said) our failures are very public, and succeses very private - that we need to work to make sure that the public is aware of some of the things our

12. Other comments?

We're fortunate to have someone as knowledgeable and skilled as Vince leading our County organization and I value his guidance and recommendations as we address County administrative issues, services, programs, etc.

It's an honor to serve on the team !!!

Performance Evaluation Results submitted by: Commissioner Desloge

Total Factors Rated: 46 / 46

Total All Points: 224

Average Rating: 4.87

Signature: Commissioner _____ **Date** _____

Signature: County Administrator _____ **Date** _____



Leon County Board of County Commissioners
Performance Evaluation

County Administrator
for

October 1, 2013 to September 30, 2014

**County Administrator Performance Evaluation and Annual Reporting Process
Policy No. 11-6**

1. PROFESSIONAL SKILLS AND STATUS	Performance Rating
--	---------------------------

- | | |
|---|---|
| a. Knowledgeable of current developments affecting the management field and affecting county governments. | 5 |
| b. Respected in management profession. | 5 |
| c. Has a capacity for and encourages innovation. | 4 |
| d. Anticipates problems and develops effective approaches for solving them. | 4 |
| e. Willing to try new ideas proposed by Board Members or staff. | 5 |
| f. Interacts with BOCC in a direct and straightforward manner. | 5 |

2. RELATIONS WITH BOARD OF COUNTY COMMISSIONERS	Performance Rating
--	---------------------------

- | | |
|--|---|
| a. Carries out directives of the Board as a whole rather than those of any one Board member. | 5 |
| b. Assists the Board on resolving problems at the administrative level to avoid unnecessary Board action.. | 5 |
| c. Assists the Board in establishing policy, while acknowledging the ultimate authority of the Board. | 5 |
| d. Responds to requests for information or assistance by the Board. | 5 |

3. POLICY EXECUTION	Performance Rating
----------------------------	---------------------------

- | | |
|--|---|
| a. Implements Board action in accordance with the intent of the Board. | 5 |
| b. Supports the actions of the Board after a decision has been reached, both inside and outside the organization. | 5 |
| c. Enforces County policies. | 5 |
| d. Understands County's laws and ordinances. | 5 |
| e. Reviews ordinance and policy procedures periodically to suggest improvements to their effectiveness. | 5 |
| f. Offers workable alternatives to the Board for changes in the law when an ordinance or policy proves impractical in actual administration. | 5 |

4. REPORTING	Performance Rating
---------------------	---------------------------

**County Administrator Performance Evaluation and Annual Reporting Process
Policy No. 11-6**

- | | |
|--|---|
| a. Provides the Board with reports concerning matters of importance to the County. | 4 |
| b. Reports are accurate, comprehensive and produced in a timely manners. | 5 |
| c. Reports are generally produced through own initiative rather than when requested by the Board. | 4 |
| d. Prepares a sound agenda which prevents trivial administrative matters from being reviewed by the Board. | 5 |
| e. Produces and handles reports in a way to convey the message that affairs of the organization are open to public scrutiny. | 5 |

5. CITIZEN RELATIONS

Performance Rating

- | | |
|--|---|
| a. Responsive to complaints from citizens. | 4 |
| b. Demonstrates a dedication to service to the community and its citizens. | 5 |
| c. Skillful with the news media, avoiding political positions and partisanship. | 4 |
| d. Has the capacity to listen to others and to recognize their interests. | 4 |
| e. Willing to meet with members of the community to discuss their real concerns. | 5 |

6. STAFFING

Performance Rating

- | | |
|---|---|
| a. Recruits and retains competent personnel for County positions. | 5 |
| b. Aware of staff weaknesses and works to improve their performance. | 5 |
| c. Accurately informed and concerned about employee relations. | 5 |
| d. Professionally manages the compensation and benefits plan. | 5 |
| e. Promotes training and development opportunities for employees at all levels of the organization. | 5 |

7. SUPERVISION

Performance Rating

- | | |
|--|-----|
| a. Encourages Department/Division directors to make decisions within their own jurisdictions without County Administrator approval yet maintains general control of administrative operations. | N/R |
| b. Instills confidence and initiative in subordinates and emphasizes support rather than restrictive controls for their pograms. | N/R |
| c. Has developed a friendly and informal relationship with the work force as a whole, yet maintains the prestige and dignity of the County Administrator's office. | 5 |
| d. Evaluates personnel periodically, and points out management weaknesses and strengths. | N/R |
| e. Encourages teamwork, innovation, and effective problem-solving among the staff members. | 5 |

8. FISCAL MANAGEMENT

Performance Rating

- | | |
|--|---|
| a. Prepares a balanced budget to provide services at a level directed by the Board. | 5 |
| b. Makes the best possible use of available funds, conscious of the need to operate the County | 5 |

**County Administrator Performance Evaluation and Annual Reporting Process
Policy No. 11-6**

- efficiently and effectively.
- c. Prepared budget is in an intelligent but readable format. 5
- d. Possesses awareness of the importance of financial planning and control. 5
- e. Appropriately monitors and manages the fiscal activities of the organization. 5

9. COMMUNITY	Performance Rating
---------------------	---------------------------

- a. Cooperates with neighboring communities. 5
- b. Cooperates with the City, State, and Federal governments. 5
- c. Cooperates with other organizations, such as the City of Tallahassee, Chamber of Commerce, and School Board. 5
- d. Avoids unnecessary controversy. 5
- e. Helps the Board address future needs and develop adequate plans to address long term trends. 5

10. What strengths has the County Administrator demonstrated (management skills, knowledge, abilities) which have been most helpful to you as a Commissioner during this evaluation period (feel free to be general or include specific issues or projects which benefitted from the Administrator's leadership)?
--

During my first year as Chairman of the Commission, the County Administrator and his staff have been very helpful and we've had a great year.

11. What performance areas would you identify as needing improvement? Why? What constructive, positive ideas can you offer the County Administrators to improve these areas?

12. Other comments?

Performance Evaluation Results submitted by: Commissioner Dozier

Total Factors Rated: 43 / 46

Total All Points: 208

Average Rating: 4.84

Signature: Commissioner _____ **Date** _____

Signature: County Administrator _____ **Date** _____



Leon County Board of County Commissioners
Performance Evaluation

County Administrator
for

October 1, 2013 to September 30, 2014

**County Administrator Performance Evaluation and Annual Reporting Process
Policy No. 11-6**

1. PROFESSIONAL SKILLS AND STATUS	Performance Rating
--	---------------------------

- | | |
|---|---|
| a. Knowledgeable of current developments affecting the management field and affecting county governments. | 5 |
| b. Respected in management profession. | 5 |
| c. Has a capacity for and encourages innovation. | 5 |
| d. Anticipates problems and develops effective approaches for solving them. | 5 |
| e. Willing to try new ideas proposed by Board Members or staff. | 5 |
| f. Interacts with BOCC in a direct and straightforward manner. | 5 |

2. RELATIONS WITH BOARD OF COUNTY COMMISSIONERS	Performance Rating
--	---------------------------

- | | |
|--|---|
| a. Carries out directives of the Board as a whole rather than those of any one Board member. | 5 |
| b. Assists the Board on resolving problems at the administrative level to avoid unnecessary Board action.. | 5 |
| c. Assists the Board in establishing policy, while acknowledging the ultimate authority of the Board. | 5 |
| d. Responds to requests for information or assistance by the Board. | 5 |

3. POLICY EXECUTION	Performance Rating
----------------------------	---------------------------

- | | |
|--|-----|
| a. Implements Board action in accordance with the intent of the Board. | 5 |
| b. Supports the actions of the Board after a decision has been reached, both inside and outside the organization. | 5 |
| c. Enforces County policies. | 5 |
| d. Understands County's laws and ordinances. | 5 |
| e. Reviews ordinance and policy procedures periodically to suggest improvements to their effectiveness. | N/R |
| f. Offers workable alternatives to the Board for changes in the law when an ordinance or policy proves impractical in actual administration. | N/R |

4. REPORTING	Performance Rating
---------------------	---------------------------

**County Administrator Performance Evaluation and Annual Reporting Process
Policy No. 11-6**

- a. Provides the Board with reports concerning matters of importance to the County. 5
- b. Reports are accurate, comprehensive and produced in a timely manners. 5
- c. Reports are generally produced through own initiative rather than when requested by the Board. 3
- d. Prepares a sound agenda which prevents trivial administrative matters from being reviewed by the Board. 5
- e. Produces and handles reports in a way to convey the message that affairs of the organization are open to public scrutiny. 5

5. CITIZEN RELATIONS	Performance Rating
-----------------------------	---------------------------

- a. Responsive to complaints from citizens. 5
- b. Demonstrates a dedication to service to the community and its citizens. 5
- c. Skillful with the news media, avoiding political positions and partisanship. 5
- d. Has the capacity to listen to others and to recognize their interests. 5
- e. Willing to meet with members of the community to discuss their real concerns. 5

6. STAFFING	Performance Rating
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- a. Recruits and retains competent personnel for County positions. 5
- b. Aware of staff weaknesses and works to improve their performance. N/R
- c. Accurately informed and concerned about employee relations. N/R
- d. Professionally manages the compensation and benefits plan. 5
- e. Promotes training and development opportunities for employees at all levels of the organization. N/R

7. SUPERVISION	Performance Rating
-----------------------	---------------------------

- a. Encourages Department/Division directors to make decisions within their own jurisdictions without County Administrator approval yet maintains general control of administrative operations. 5
- b. Instills confidence and initiative in subordinates and emphasizes support rather than restrictive controls for their programs. 5
- c. Has developed a friendly and informal relationship with the work force as a whole, yet maintains the prestige and dignity of the County Administrator's office. 5
- d. Evaluates personnel periodically, and points out management weaknesses and strengths. N/R
- e. Encourages teamwork, innovation, and effective problem-solving among the staff members. 5

8. FISCAL MANAGEMENT	Performance Rating
-----------------------------	---------------------------

- a. Prepares a balanced budget to provide services at a level directed by the Board. 5
- b. Makes the best possible use of available funds, conscious of the need to operate the County 5

- efficiently and effectively.
- c. Prepared budget is in an intelligent but readable format. 5
- d. Possesses awareness of the importance of financial planning and control. 5
- e. Appropriately monitors and manages the fiscal activities of the organization. 5

9. COMMUNITY	Performance Rating
---------------------	---------------------------

- a. Cooperates with neighboring communities. N/R
- b. Cooperates with the City, State, and Federal governments. 5
- c. Cooperates with other organizations, such as the City of Tallahassee, Chamber of Commerce, and School Board. 5
- d. Avoids unnecessary controversy. 5
- e. Helps the Board address future needs and develop adequate plans to address long term trends. 5

10. What strengths has the County Administrator demonstrated (management skills, knowledge, abilities) which have been most helpful to you as a Commissioner during this evaluation period (feel free to be general or include specific issues or projects which benefitted from the Administrator's leadership)?
--

I appreciate Vince staying on top of potential situations that board members need to be aware of. When the Public Safety Complex experienced a system breakdown involving a shooting death, Vince almost immediately sent an update report to board members on what had happened, how and what was being done to address it.

When the School Board was embarrassed by its vote on a consent calendar of major construction bids, he was quick to answer questions about the specific policies in place in the county, such as never having large bid awards on a consent calendar.

Vince's genial personality smooths over potential awkward situations in public meetings, usually with a self-deprecating remark.

I appreciate his offering specific options on testy agenda items rarely leaving an open-ended "board direction" option, which can lead to either trivializing or overreacting to a situation.

11. What performance areas would you identify as needing improvement? Why? What constructive, positive ideas can you offer the County Administrators to improve these areas?

As a new commissioner, I would have been happy to have some more specific guidance in process and procedures on getting things done, and maybe more explanation of the differences between what is administrative responsibility and policy-making that elected officials are responsible for. The two sometimes blur, particularly involving citizen complaints, which give officeholders a chance to be responsive, yet we don't want to step on toes of division directors and make them feel we are managing them.

12. Other comments?

Working in Leon County government has been a pleasure because of the high level of professionalism, genuine commitment to serving the public and the overall good humor and high morale of staff. It isn't an accident when the culture of an organization is the equivalent of a happy ship.

Vince's broad and longtime experience in this community as well as in public administration and his people skills make him an excellent colleague, administrator, community leader -- as acknowledged by his Leadership awards and professional association recognition.

Performance Evaluation Results submitted by: Commissioner Lindley

Total Factors Rated: 39 / 46

Total All Points: 193

Average Rating: 4.95

Signature: Commissioner _____ **Date** _____

Signature: County Administrator _____ **Date** _____



Leon County Board of County Commissioners
Performance Evaluation

County Administrator
for

October 1, 2013 to September 30, 2014

**County Administrator Performance Evaluation and Annual Reporting Process
Policy No. 11-6**

1. PROFESSIONAL SKILLS AND STATUS	Performance Rating
--	---------------------------

- | | |
|---|---|
| a. Knowledgeable of current developments affecting the management field and affecting county governments. | 5 |
| b. Respected in management profession. | 5 |
| c. Has a capacity for and encourages innovation. | 5 |
| d. Anticipates problems and develops effective approaches for solving them. | 5 |
| e. Willing to try new ideas proposed by Board Members or staff. | 5 |
| f. Interacts with BOCC in a direct and straightforward manner. | 5 |

2. RELATIONS WITH BOARD OF COUNTY COMMISSIONERS	Performance Rating
--	---------------------------

- | | |
|--|---|
| a. Carries out directives of the Board as a whole rather than those of any one Board member. | 5 |
| b. Assists the Board on resolving problems at the administrative level to avoid unnecessary Board action.. | 5 |
| c. Assists the Board in establishing policy, while acknowledging the ultimate authority of the Board. | 5 |
| d. Responds to requests for information or assistance by the Board. | 5 |

3. POLICY EXECUTION	Performance Rating
----------------------------	---------------------------

- | | |
|--|---|
| a. Implements Board action in accordance with the intent of the Board. | 5 |
| b. Supports the actions of the Board after a decision has been reached, both inside and outside the organization. | 5 |
| c. Enforces County policies. | 5 |
| d. Understands County's laws and ordinances. | 5 |
| e. Reviews ordinance and policy procedures periodically to suggest improvements to their effectiveness. | 5 |
| f. Offers workable alternatives to the Board for changes in the law when an ordinance or policy proves impractical in actual administration. | 5 |

4. REPORTING	Performance Rating
---------------------	---------------------------

**County Administrator Performance Evaluation and Annual Reporting Process
Policy No. 11-6**

- a. Provides the Board with reports concerning matters of importance to the County. 5
- b. Reports are accurate, comprehensive and produced in a timely manners. 5
- c. Reports are generally produced through own initiative rather than when requested by the Board. 5
- d. Prepares a sound agenda which prevents trivial administrative matters from being reviewed by the Board. 5
- e. Produces and handles reports in a way to convey the message that affairs of the organization are open to public scrutiny. 5

5. CITIZEN RELATIONS	Performance Rating
-----------------------------	---------------------------

- a. Responsive to complaints from citizens. 5
- b. Demonstrates a dedication to service to the community and its citizens. 5
- c. Skillful with the news media, avoiding political positions and partisanship. 5
- d. Has the capacity to listen to others and to recognize their interests. 5
- e. Willing to meet with members of the community to discuss their real concerns. 5

6. STAFFING	Performance Rating
--------------------	---------------------------

- a. Recruits and retains competent personnel for County positions. 4
- b. Aware of staff weaknesses and works to improve their performance. 5
- c. Accurately informed and concerned about employee relations. 4
- d. Professionally manages the compensation and benefits plan. 5
- e. Promotes training and development opportunities for employees at all levels of the organization. 5

7. SUPERVISION	Performance Rating
-----------------------	---------------------------

- a. Encourages Department/Division directors to make decisions within their own jurisdictions without County Administrator approval yet maintains general control of administrative operations. 5
- b. Instills confidence and initiative in subordinates and emphasizes support rather than restrictive controls for their programs. 5
- c. Has developed a friendly and informal relationship with the work force as a whole, yet maintains the prestige and dignity of the County Administrator's office. 5
- d. Evaluates personnel periodically, and points out management weaknesses and strengths. 5
- e. Encourages teamwork, innovation, and effective problem-solving among the staff members. 5

8. FISCAL MANAGEMENT	Performance Rating
-----------------------------	---------------------------

- a. Prepares a balanced budget to provide services at a level directed by the Board. 5
- b. Makes the best possible use of available funds, conscious of the need to operate the County 5

**County Administrator Performance Evaluation and Annual Reporting Process
Policy No. 11-6**

- efficiently and effectively.
- c. Prepared budget is in an intelligent but readable format. 5
- d. Possesses awareness of the importance of financial planning and control. 5
- e. Appropriately monitors and manages the fiscal activities of the organization. 5

9. COMMUNITY	Performance Rating
---------------------	---------------------------

- a. Cooperates with neighboring communities. 5
- b. Cooperates with the City, State, and Federal governments. 5
- c. Cooperates with other organizations, such as the City of Tallahassee, Chamber of Commerce, and School Board. 5
- d. Avoids unnecessary controversy. 5
- e. Helps the Board address future needs and develop adequate plans to address long term trends. 5

10. What strengths has the County Administrator demonstrated (management skills, knowledge, abilities) which have been most helpful to you as a Commissioner during this evaluation period (feel free to be general or include specific issues or projects which benefitted from the Administrator's leadership)?

11. What performance areas would you identify as needing improvement? Why? What constructive, positive ideas can you offer the County Administrators to improve these areas?

12. Other comments?

Performance Evaluation Results submitted by: Commissioner Maddox

Total Factors Rated: 46 / 46

Total All Points: 228

Average Rating: 4.96

Signature: Commissioner _____ **Date** _____

Signature: County Administrator _____ **Date** _____



Leon County Board of County Commissioners
Performance Evaluation

County Administrator
for

October 1, 2013 to September 30, 2014

**County Administrator Performance Evaluation and Annual Reporting Process
Policy No. 11-6**

1. PROFESSIONAL SKILLS AND STATUS	Performance Rating
--	---------------------------

- | | |
|---|---|
| a. Knowledgeable of current developments affecting the management field and affecting county governments. | 5 |
| b. Respected in management profession. | 5 |
| c. Has a capacity for and encourages innovation. | 5 |
| d. Anticipates problems and develops effective approaches for solving them. | 5 |
| e. Willing to try new ideas proposed by Board Members or staff. | 5 |
| f. Interacts with BOCC in a direct and straightforward manner. | 5 |

2. RELATIONS WITH BOARD OF COUNTY COMMISSIONERS	Performance Rating
--	---------------------------

- | | |
|--|---|
| a. Carries out directives of the Board as a whole rather than those of any one Board member. | 5 |
| b. Assists the Board on resolving problems at the administrative level to avoid unnecessary Board action.. | 5 |
| c. Assists the Board in establishing policy, while acknowledging the ultimate authority of the Board. | 5 |
| d. Responds to requests for information or assistance by the Board. | 5 |

3. POLICY EXECUTION	Performance Rating
----------------------------	---------------------------

- | | |
|--|---|
| a. Implements Board action in accordance with the intent of the Board. | 5 |
| b. Supports the actions of the Board after a decision has been reached, both inside and outside the organization. | 5 |
| c. Enforces County policies. | 5 |
| d. Understands County's laws and ordinances. | 5 |
| e. Reviews ordinance and policy procedures periodically to suggest improvements to their effectiveness. | 5 |
| f. Offers workable alternatives to the Board for changes in the law when an ordinance or policy proves impractical in actual administration. | 5 |

4. REPORTING	Performance Rating
---------------------	---------------------------

**County Administrator Performance Evaluation and Annual Reporting Process
Policy No. 11-6**

- a. Provides the Board with reports concerning matters of importance to the County. 5
- b. Reports are accurate, comprehensive and produced in a timely manners. 5
- c. Reports are generally produced through own initiative rather than when requested by the Board. 5
- d. Prepares a sound agenda which prevents trivial administrative matters from being reviewed by the Board. 5
- e. Produces and handles reports in a way to convey the message that affairs of the organization are open to public scrutiny. 5

5. CITIZEN RELATIONS	Performance Rating
-----------------------------	---------------------------

- a. Responsive to complaints from citizens. 5
- b. Demonstrates a dedication to service to the community and its citizens. 5
- c. Skillful with the news media, avoiding political positions and partisanship. 5
- d. Has the capacity to listen to others and to recognize their interests. 5
- e. Willing to meet with members of the community to discuss their real concerns. 5

6. STAFFING	Performance Rating
--------------------	---------------------------

- a. Recruits and retains competent personnel for County positions. 5
- b. Aware of staff weaknesses and works to improve their performance. 5
- c. Accurately informed and concerned about employee relations. 5
- d. Professionally manages the compensation and benefits plan. 5
- e. Promotes training and development opportunities for employees at all levels of the organization. 5

7. SUPERVISION	Performance Rating
-----------------------	---------------------------

- a. Encourages Department/Division directors to make decisions within their own jurisdictions without County Administrator approval yet maintains general control of administrative operations. 4
- b. Instills confidence and initiative in subordinates and emphasizes support rather than restrictive controls for their programs. 4
- c. Has developed a friendly and informal relationship with the work force as a whole, yet maintains the prestige and dignity of the County Administrator's office. 5
- d. Evaluates personnel periodically, and points out management weaknesses and strengths. 5
- e. Encourages teamwork, innovation, and effective problem-solving among the staff members. 5

8. FISCAL MANAGEMENT	Performance Rating
-----------------------------	---------------------------

- a. Prepares a balanced budget to provide services at a level directed by the Board. 5
- b. Makes the best possible use of available funds, conscious of the need to operate the County 5

**County Administrator Performance Evaluation and Annual Reporting Process
Policy No. 11-6**

- efficiently and effectively.
- c. Prepared budget is in an intelligent but readable format. 5
- d. Possesses awareness of the importance of financial planning and control. 5
- e. Appropriately monitors and manages the fiscal activities of the organization. 5

9. COMMUNITY	Performance Rating
---------------------	---------------------------

- a. Cooperates with neighboring communities. 5
- b. Cooperates with the City, State, and Federal governments. 5
- c. Cooperates with other organizations, such as the City of Tallahassee, Chamber of Commerce, and School Board. 5
- d. Avoids unnecessary controversy. 5
- e. Helps the Board address future needs and develop adequate plans to address long term trends. 5

10. What strengths has the County Administrator demonstrated (management skills, knowledge, abilities) which have been most helpful to you as a Commissioner during this evaluation period (feel free to be general or include specific issues or projects which benefitted from the Administrator's leadership)?

11. What performance areas would you identify as needing improvement? Why? What constructive, positive ideas can you offer the County Administrators to improve these areas?

12. Other comments?

Vince is responsive to my requests. He has the making to be the leader of all leaders. Under his leadership our county has received local, state and national recognition. Our county is a city set on a hill that cannot be hid. We must continue to be a light to humankind that they may see our good work for the betterment of our community.

Performance Evaluation Results submitted by: Commissioner Proctor

Total Factors Rated: 46 / 46

Total All Points: 228

Average Rating: 4.96

**County Administrator Performance Evaluation and Annual Reporting Process
Policy No. 11-6**

Signature: Commissioner _____ **Date** _____

Signature: County Administrator _____ **Date** _____



Leon County Board of County Commissioners
Performance Evaluation

County Administrator
for

October 1, 2013 to September 30, 2014

**County Administrator Performance Evaluation and Annual Reporting Process
Policy No. 11-6**

1. PROFESSIONAL SKILLS AND STATUS	Performance Rating
--	---------------------------

- | | |
|---|---|
| a. Knowledgeable of current developments affecting the management field and affecting county governments. | 5 |
| b. Respected in management profession. | 5 |
| c. Has a capacity for and encourages innovation. | 5 |
| d. Anticipates problems and develops effective approaches for solving them. | 5 |
| e. Willing to try new ideas proposed by Board Members or staff. | 5 |
| f. Interacts with BOCC in a direct and straightforward manner. | 5 |

2. RELATIONS WITH BOARD OF COUNTY COMMISSIONERS	Performance Rating
--	---------------------------

- | | |
|--|---|
| a. Carries out directives of the Board as a whole rather than those of any one Board member. | 5 |
| b. Assists the Board on resolving problems at the administrative level to avoid unnecessary Board action.. | 5 |
| c. Assists the Board in establishing policy, while acknowledging the ultimate authority of the Board. | 5 |
| d. Responds to requests for information or assistance by the Board. | 5 |

3. POLICY EXECUTION	Performance Rating
----------------------------	---------------------------

- | | |
|--|---|
| a. Implements Board action in accordance with the intent of the Board. | 5 |
| b. Supports the actions of the Board after a decision has been reached, both inside and outside the organization. | 5 |
| c. Enforces County policies. | 5 |
| d. Understands County's laws and ordinances. | 5 |
| e. Reviews ordinance and policy procedures periodically to suggest improvements to their effectiveness. | 5 |
| f. Offers workable alternatives to the Board for changes in the law when an ordinance or policy proves impractical in actual administration. | 5 |

4. REPORTING	Performance Rating
---------------------	---------------------------

**County Administrator Performance Evaluation and Annual Reporting Process
Policy No. 11-6**

- a. Provides the Board with reports concerning matters of importance to the County. 5
- b. Reports are accurate, comprehensive and produced in a timely manners. 5
- c. Reports are generally produced through own initiative rather than when requested by the Board. 5
- d. Prepares a sound agenda which prevents trivial administrative matters from being reviewed by the Board. 5
- e. Produces and handles reports in a way to convey the message that affairs of the organization are open to public scrutiny. 5

5. CITIZEN RELATIONS	Performance Rating
-----------------------------	---------------------------

- a. Responsive to complaints from citizens. 5
- b. Demonstrates a dedication to service to the community and its citizens. 5
- c. Skillful with the news media, avoiding political positions and partisanship. 5
- d. Has the capacity to listen to others and to recognize their interests. 5
- e. Willing to meet with members of the community to discuss their real concerns. 5

6. STAFFING	Performance Rating
--------------------	---------------------------

- a. Recruits and retains competent personnel for County positions. 5
- b. Aware of staff weaknesses and works to improve their performance. 5
- c. Accurately informed and concerned about employee relations. 5
- d. Professionally manages the compensation and benefits plan. 5
- e. Promotes training and development opportunities for employees at all levels of the organization. 5

7. SUPERVISION	Performance Rating
-----------------------	---------------------------

- a. Encourages Department/Division directors to make decisions within their own jurisdictions without County Administrator approval yet maintains general control of administrative operations. 5
- b. Instills confidence and initiative in subordinates and emphasizes support rather than restrictive controls for their pograms. 5
- c. Has developed a friendly and informal relationship with the work force as a whole, yet maintains the prestige and dignity of the County Administrator's office. 5
- d. Evaluates personnel periodically, and points out management weaknesses and strengths. 5
- e. Encourages teamwork, innovation, and effective problem-solving among the staff members. 5

8. FISCAL MANAGEMENT	Performance Rating
-----------------------------	---------------------------

- a. Prepares a balanced budget to provide services at a level directed by the Board. 5
- b. Makes the best possible use of available funds, conscious of the need to operate the County 5

**County Administrator Performance Evaluation and Annual Reporting Process
Policy No. 11-6**

- efficiently and effectively.
- c. Prepared budget is in an intelligent but readable format. 5
- d. Possesses awareness of the importance of financial planning and control. 5
- e. Appropriately monitors and manages the fiscal activities of the organization. 5

9. COMMUNITY	Performance Rating
---------------------	---------------------------

- a. Cooperates with neighboring communities. 5
- b. Cooperates with the City, State, and Federal governments. 5
- c. Cooperates with other organizations, such as the City of Tallahassee, Chamber of Commerce, and School Board. 5
- d. Avoids unnecessary controversy. 5
- e. Helps the Board address future needs and develop adequate plans to address long term trends. 5

10. What strengths has the County Administrator demonstrated (management skills, knowledge, abilities) which have been most helpful to you as a Commissioner during this evaluation period (feel free to be general or include specific issues or projects which benefitted from the Administrator's leadership)?

11. What performance areas would you identify as needing improvement? Why? What constructive, positive ideas can you offer the County Administrators to improve these areas?

12. Other comments?

Performance Evaluation Results submitted by: Commissioner Sauls

Total Factors Rated: 46 / 46

Total All Points: 230

Average Rating: 5.00

Signature: Commissioner _____ **Date** _____

Signature: County Administrator _____ **Date** _____

Board of County Commissioners Leon County, Florida

Policy No. 11 - 6

Title: County Administrator Performance Evaluation and Annual Reporting Process

Date Adopted: January 29, 2013

Effective Date: January 29, 2013

Reference: N/A

Policy Superseded: Policy No. 11-6 adopted September 13, 2011

It shall be the policy of the Board of County Commissioners of Leon County, Florida, that a revised policy entitled "County Administrator Performance Evaluation and Annual Reporting Process" be hereby adopted, to wit:

For the purpose of evaluating the performance of the County Administrator in a fair and open manner, the Board will annually follow the processes outlined in this policy. As part of this review, the County Administrator will be required to annually report the state of the County to the Board.

This policy is consistent with Florida Statutes 125.84 (1) that states the County Administrator will "Report annually or more often if necessary, to the board of commissioners and to the citizens on the state of the County, the work of the previous year, recommendations for action or programs for improvement of the County and the welfare of its residents."

The following process shall be used annually to effectuate this policy.

Annual Report

1. In October of each year, the County Administrator will prepare a report that provides a detailed analysis summarizing the state of the County ("the annual report").
2. The reporting period for the annual report will be based on the prior fiscal year.
3. The annual report will be presented for acceptance by the Board at the first regularly scheduled meeting in October of each year.
4. To maximize community involvement:
 - a. In addition to the Board of County Commissioners meeting, the annual report will be presented to at least two community meetings conducted outside of the Courthouse. The locations will be selected to maximize citizens' opportunity to participate.
 - b. Presentation of a summary of the annual report will be published in a newspaper of general circulation.

Performance Evaluation

5. Immediately following the distribution of the annual report each year, the Chairman will distribute the County Administrator performance evaluation form, included as part of this policy, to each of the Board members.
6. Each individual Commissioner will provide the County Administrator a copy of the completed and signed evaluation within five calendar days of receipt from the Chairman. Each Commissioner is encouraged to meet with the County Administrator to discuss their individual evaluation. The County Administrator will forward a copy of the completed evaluation to the Chairman and to the Human Resources Director.
7. The Chairman will review all of the evaluation forms and approve an appropriate merit percentage increase in accordance with the contract of the County Administrator.
8. The Chairman, with the assistance of the Human Resources Director, will compile the individual evaluations into a summary document and prepare an agenda item containing the following: summary of evaluations, individual evaluations, and merit percentage increase.
9. The compilation of the County Administrator's evaluation will be presented at the second regularly scheduled meeting in October of each year for ratification by the Board of each Commissioner's individual evaluations and the merit percentage increase.

Adopted January 29, 2013

Leon County Board of County Commissioners Performance Evaluation

County Administrator



This form shall be completed by each member of the Board to evaluate the County Administrator's performance in each of the areas noted below. Performance levels can be noted based on the following scale:

- 5 – Excellent (almost always exceeds expectations and performs at very high standard)
- 4 – Above average (generally exceeds performance expectations)
- 3 – Satisfactory (meets performance expectations)
- 2 – Below average (generally does not meet performance expectations)
- 1 – Unsatisfactory (almost always fails to meet minimum performance expectations).

Each member of the Board should sign the form and forward it to the Chairman.

EVALUATION PERIOD: _____ **TO:** _____

1. PROFESSIONAL SKILLS AND STATUS	5	4	3	2	1
a. Knowledgeable of current developments affecting the management field and affecting county governments.					
b. Respected in management profession.					
c. Has a capacity for and encourages innovation.					
d. Anticipates problems and develops effective approaches for solving them.					
e. Willing to try new ideas proposed by Board Members or staff.					
f. Interacts with BOCC in a direct and straightforward manner.					

2. RELATIONS WITH BOARD OF COUNTY COMMISSIONERS	5	4	3	2	1
a. Carries out directives of the Board as a whole rather than those of any one Board member.					
b. Assists the Board on resolving problems at the administrative level to avoid unnecessary Board action.					
c. Assists the Board in establishing policy, while acknowledging the ultimate authority of the Board.					
d. Responds to requests for information or assistance by the Board.					

County Administrator Performance Evaluation and Annual Reporting Process
Policy No. 11 - 6

3. POLICY EXECUTION	5	4	3	2	1
a. Implements Board action in accordance with the intent of the Board.					
b. Supports the actions of the Board after a decision has been reached, both inside and outside the organization.					
c. Enforces County policies.					
d. Understands County's laws and ordinances.					
e. Reviews ordinance and policy procedures periodically to suggest improvements to their effectiveness.					
f. Offers workable alternatives to the Board for changes in the law when an ordinance or policy proves impractical in actual administration.					

4. REPORTING	5	4	3	2	1
a. Provides the Board with reports concerning matters of importance to the County.					
b. Reports are accurate, comprehensive and produced in a timely manner.					
c. Reports are generally produced through own initiative rather than when requested by the Board.					
d. Prepares a sound agenda which prevents trivial administrative matters from being reviewed by the Board.					
e. Produces and handles reports in a way to convey the message that affairs of the organization are open to public scrutiny.					

5. CITIZEN RELATIONS	5	4	3	2	1
a. Responsive to complaints from citizens.					
b. Demonstrates a dedication to service to the community and its citizens.					
c. Skillful with the news media, avoiding political positions and partisanship.					
d. Has the capacity to listen to others and to recognize their interests.					
e. Willing to meet with members of the community to discuss their real concerns.					

6. STAFFING	5	4	3	2	1
a. Recruits and retains competent personnel for County positions.					
b. Aware of staff weaknesses and works to improve their performance.					
c. Accurately informed and concerned about employee relations.					
d. Professionally manages the compensation and benefits plan.					
e. Promotes training and development opportunities for employees at all levels of the organization.					

County Administrator Performance Evaluation and Annual Reporting Process
Policy No. 11 - 6

7.	SUPERVISION	5	4	3	2	1
a.	Encourages Department/Division Directors to make decisions within their own jurisdictions without County Administrator approval, yet maintains general control of administrative operations.					
b.	Instills confidence and initiative in subordinates and emphasizes support rather than restrictive controls for their programs.					
c.	Has developed a friendly and informal relationship with the work force as a whole, yet maintains the prestige and dignity of the County Administrator's office.					
d.	Evaluates personnel periodically, and points out management weaknesses and strengths.					
e.	Encourages teamwork, innovation, and effective problem-solving among the staff members.					

8.	FISCAL MANAGEMENT	5	4	3	2	1
a.	Prepares a balanced budget to provide services at a level directed by the Board.					
b.	Makes the best possible use of available funds, conscious of the need to operate the County efficiently and effectively.					
c.	Prepared budget is in an intelligent but readable format.					
d.	Possesses awareness of the importance of financial planning and control.					
e.	Appropriately monitors and manages the fiscal activities of the organization.					

9.	COMMUNITY	5	4	3	2	1
a.	Cooperates with neighboring communities					
b.	Cooperates with the City, State, and Federal governments.					
c.	Cooperates with other organizations, such as the City of Tallahassee, Chamber of Commerce, and School Board.					
d.	Avoids unnecessary controversy.					
e.	Helps the Board address future needs and develop adequate plans to address long term trends.					

Total All Points: _____

Divide Total by: _____ **46** (# of categories)

Average: _____

10. What strengths has the County Administrator demonstrated (management skills, knowledge, abilities) which have been most helpful to you as a commissioner during this evaluation period (feel free to be general or include specific issues or projects which benefited from the Administrator's leadership)?

11. What performance areas would you identify as needing improvement? Why? What constructive, positive ideas can you offer the County Administrator to improve these areas?

12. Other comments?

Signature: _____

Date: _____

**Leon County
Board of County Commissioners**


Notes for Agenda Item #6

Leon County Board of County Commissioners

Cover Sheet for Agenda #6

October 28, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Approval of an Agreement with the Leon County Sheriff's Office for the Provision of a Tactical Medical Program

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

Fiscal Impact:

This item has a fiscal impact of \$38,000, which is included in the FY2014/15 Budget.

Staff Recommendation:

Option # 1: Approve the Agreement with the Leon County Sheriff's Office for the Provision of a Tactical Medical Program (Attachment #1).

Report and Discussion

Background:

At the June 10, 2014 Budget Workshop, the Board directed staff to include funding in the FY2014/15 Budget to provide tactical medical services for the Leon County Sheriff's Office (LCSO) Special Weapons and Tactics Team (SWAT). An allocation of \$38,000 was included in the FY2014/15 Emergency Medical Services (EMS) Budget to establish these services.

Analysis:

Staff has been working with LCSO on the formalization of the Tactical Medical Program (TMP). The TMP will provide specialized pre-hospital emergency medical support to the SWAT during tactical operations. The TMP Agreement was developed cooperatively with LCSO and establishes the foundation of how the program will be established, operated, and organized (Attachment #1). Following execution of the Agreement, staff and LCSO will finalize additional planning, operational, and training aspects of the TMP and begin operation of the program. The FY2014/15 Budget includes the funding necessary to implement the TMP.

Options:

1. Approve the Agreement with the Leon County Sheriff's Office for the provision of a Tactical Medical Program (Attachment #1).
2. Do not approve the Agreement with the Leon County Sheriff's Office for the provision of a Tactical Medical Program.
3. Board direction.

Recommendation:

Option #1.

Attachment:

1. Tactical Medical Program Agreement

TACTICAL MEDICAL PROGRAM AGREEMENT

THIS TACTICAL MEDICAL PROGRAM AGREEMENT (“Agreement”) is made and entered into this ____ day of _____, 2014, by and between Larry Campbell, as Sheriff of Leon County, Florida, a Constitutional Officer of the State of Florida, a/k/a the Leon County Sheriff’s Office, (“Sheriff”), and Leon County, a political subdivision of the State of Florida (“County”).

RECITALS

WHEREAS, County and Sheriff seek to enhance emergency service within Leon County through an intra-agency partnership; and

WHEREAS, County and Sheriff seek to create a Tactical Emergency Medical Support Program (“Tactical Medical Program”); and

WHEREAS, the Tactical Medical Program will provide specialized pre-hospital emergency medical support to the Sheriff’s Special Weapons and Tactics Team (“SWAT”) during tactical operations; and

WHEREAS, the Tactical Medical Program will provide for County Tactical Medics to work and train with SWAT; and

WHEREAS, the Tactical Medical Program will provide for a County Tactical Medic to respond with SWAT to tactical operations; and

WHEREAS, the County and Sheriff desire to enter into an agreement to accomplish the public purposes set forth in these recitals.

NOW, THEREFORE, in consideration of the following mutual promises and covenants, and other good and valuable consideration, the sufficiency of which is being acknowledged, the Sheriff and County hereby agree as follows:

1. Term.

The Term of this Agreement shall commence upon full execution hereof and shall continue until September 30, 2015, unless earlier terminated pursuant to the terms of this Agreement. This Agreement shall be extended automatically for four (4) additional one (1) year Renewal Terms unless written notice of a Party’s intent not to extend the Agreement is provided to the other Party, not less than sixty (60) days prior to the end of the original Term, or any Renewal Term hereof.

2. Conditions Precedent.

a. The following Conditions Precedent are the responsibility of each Party who shall promptly notify the other Party upon satisfaction of each:

1. Approval of Tactical Medical Program Standard Operating Procedures;
2. Approval of Tactical Medical Program Medical Protocols.

b. If either of the Conditions Precedent set forth in Section 2(a)(1)-(2) are not satisfied by either Party on or before November 1, 2014, then either Party shall have the right to terminate this Agreement by notice to the other Party within thirty (30) days after the applicable deadline. Termination in accordance with this Section 2 of the Agreement shall not be considered a default hereunder, and the Parties shall have no further liability hereunder in respect to this Agreement.

3. Sheriff's Obligations.

The following specific services, duties, and responsibilities shall be the obligation of the Sheriff:

- a. The Sheriff shall provide a detailed list of all necessary personal protective equipment needed by Tactical Medics to participate in training and active operations.
- b. The Sheriff shall provide Tactical Medical Program Standard Operating Procedures.
- c. The Sheriff shall provide a Basic SWAT orientation to Tactical Medics prior to participating in an active operation. The course curriculum and content shall be at the discretion of the SWAT Command.
- d. The Sheriff shall provide not less than sixty (60) days advance notice of the two (2) SWAT training days each month for Tactical Medics to attend to fulfil the training requirements set forth in this Agreement.
- e. The Sheriff shall prepare the training and implementation of mission specific casualty extraction techniques. Training will also include Immediate Action Drills and Tactical Search and Rescue.

4. County's Obligations.

The following specific services, duties, and responsibilities shall be the obligation of the County:

- a. The County shall purchase the necessary personal protective equipment needed by Tactical Medics for training and active operations.
- b. The County shall provide a medical director, medical protocols, medical training and quality assurance to the Tactical Medical Program.

c. The County, shall make best efforts to provide one (1) Tactical Medic, on a twenty-four (24) hours a day, seven (7) days a week basis, available to respond to SWAT tactical operations.

d. The County shall provide all medical equipment, reasonably necessary for the Tactical Medical Program.

e. The County shall make best efforts to require all Tactical Medics attend a minimum of one SWAT training day per calendar month, unless otherwise excused by the SWAT and Tactical Medic Team Leaders, and a minimum of one Tactical Medic shall be present at all training days.

f. The County shall make best efforts to require that Tactical Medics maintain, in good standing, all medical certifications and licenses.

5. Program Objectives and Operations.

a. Standard operating procedures shall be developed jointly for the Tactical Medical Program by the Sheriff and County, and shall be in accordance with the program's purpose and objectives set forth herein.

b. The following objectives of the Tactical Medical Program shall guide the development and evolution of program operations. These objectives are to:

1. Enhance SWAT mission success.
2. Reduce mortality among SWAT operators, law enforcement personnel, victims, and perpetrators.
3. Reduce "line of duty" injuries.
4. Reduce lost work time for specially trained personnel.
5. Maintain good team health and welfare.

6. Chain of Command and Authority.

a. The following organizational structures set forth shall:

1. Define a chain of command within each organization.
2. Provide a limited and specific chain of confidentiality.
3. Provide administrative and operational support to the Tactical Medical Program.
4. Not conflict with otherwise established County or Sheriff chain of command.

b. The Sheriff's chain of command within the Tactical Medical Program shall be defined as:

1. Incident Commander.
2. SWAT Commander.

3. SWAT Team Leader.

c. The County's chain of command within the Tactical Medical Program shall be defined as:

1. Program Administrator.
2. Program Coordinator.
3. Tactical Medic Team Leader.

d. Each Party's respective chain of command shall be recognized and remain in effect for the duration of this Agreement, and each Party shall notify the other of any changes in the personnel affecting the chain of command. The chain of command of each Party shall exist independently of each other with the following provisions:

1. During SWAT tactical operations, the Tactical Medic shall be under the direct command of the SWAT Team Leader.
2. During SWAT tactical operations, the SWAT Commander shall have final authority regarding tactical decisions. This includes patient care mitigation, to the extent team members or the mission may be in danger.
3. The Tactical Medic shall make and implement all medical decisions as the attending medical practitioner provided same does not jeopardize team safety, mission accomplishment, or conflict with orders given by the SWAT Team Leader or SWAT Commander.

7. Confidentiality and Operational Security Policy.

a. It is recognized that Tactical Medics will be exposed to confidential information during Tactical Medical Program participation. It is further recognized that Tactical Medics and SWAT team members will be held to strict standards of confidentiality and operational security. Information will include, but is not limited to, SWAT tactics, SWAT operations, the identities of SWAT members and undercover law-enforcement personnel, and medical information.

b. Unless otherwise directed by SWAT Command, Tactical Medics and SWAT team members shall not communicate with the media.

8. Qualifications and Selection for the Tactical Medical Program.

a. Tactical Medical Program candidates must meet the following minimum qualifications:

1. A letter of intent must be submitted indicating the candidate's desire to be considered for participation in the Tactical Medical Program. This letter must be submitted to the Program

Coordinator not less than 15 days prior to the announced date of the program testing.

2. Not be on probationary status with EMS.
3. Licensed Paramedic for two (2) years.
4. Endorsement of the Medical Director.
5. Endorsement of the EMS Program Administrator.
6. Overall, work performance, behavior, attitude, clinical skills, and professionalism during regularly assigned duties must be consistently demonstrated at “satisfactory” levels in all areas.

b. Selection for participation in the Tactical Medical Program will be based on the following:

1. Successful completion of written examination as administered by the County.
2. Successful completion of physical agility testing as conducted by the Parties.
3. Successful completion of interview administered by the Parties.
4. Background and screening as conducted by the Sheriff.

c. Participation in the Tactical Medical Program will be based on the following minimum qualifications:

1. Successful Completion of Florida SWAT association Tactical Medic Course.
2. Successful completion of Basic SWAT Tactics course provided by the Sheriff.
3. Attendance of all required SWAT training.
4. Attendance of all required County emergency medical services training;
5. Maintained standard of physical conditioning.
6. Continued endorsement of the SWAT Team Commander.
7. Continued endorsement of the Tactical Medic Team Leader.

d. As part of the Sheriff’s screening process, Tactical Medical Program candidates and participants will be subject to annual medical physical and psychological exams. Failure to submit to such testing will result in immediate expulsion from the program.

9. Functions of the Tactical Medic.

The Tactical Medic will perform specialized functions as part of the standard operational procedures adopted for the Tactical Medical Program. These functions will include:

- a. Providing medical treatment to injured team members during SWAT tactical operations. Medical care will also be provided to non-law enforcement personnel injured during SWAT tactical operations.
- b. Preparing medical surveillance, rehabilitation and medical pre-plans to assess risk to mission success and team welfare. A Medical Threat Assessment (MTA) document will be created for all tactical operations and training events.

10. Tactical Medic Response Incidents.

Incidents for which a Tactical Medic response is desired and appropriate include:

- a. High risk warrant service (HRW);
- b. Hostage situations;
- c. Barricaded suspects;
- d. Armed felony suspect arrest;
- e. Dignitary protection details;
- f. Civil disturbances / demonstrations;
- g. Active shooter incident;
- h. Terrorist acts;
- i. Cooperative operations with other law enforcement agencies (Local, State, and Federal level)
- j. Tactical Training events; and
- k. Any incident not explicitly outlined here, but deemed necessary by the Sheriff or SWAT command.

11. Relationship of Employee.

- a. This Agreement does not, and shall not be construed to, make any employee of the County an employee of the Sheriff for any purpose whatsoever, nor any employee of the Sheriff's an employee of the County for any purpose whatsoever. The Tactical Medics who participate in the Tactical Medical Program shall remain employees of the County for all purposes related to their employment, and shall not be considered to be jointly employed by the Sheriff and the County.

b. The Sheriff shall have the unilateral right to rescind at any time, permanently or temporarily, the status of any Tactical Medic participating in the program under the provisions of this Agreement, and shall promptly notify the Program Coordinator of such action as well as the reason for the action. During their assignment within the program, Tactical Medic's duties and responsibilities will be strictly limited by the Sheriff to serving as tactical medical support personnel for the SWAT team.

c. Neither party is authorized to make or enter into any contract, agreement, or warranty on behalf of the other, unless the parties to this Agreement have entered into such written agreement expressly authorizing such.

d. Whenever a complaint as a result of participation in this Tactical Medical Program has been lodged against a member of one of either Party to this Agreement, the identity, contact information for the complainant, and nature of the complaint should be ascertained. The information should be promptly forwarded to the affected Party's chain of command for administrative review and appropriate handling and disposition.

12. Termination.

If either Party fails to comply with any of the terms or conditions of this Agreement or defaults in any of its obligations under this Agreement and shall fail, within thirty (30) calendar days after written notice from the other Party, to correct such default or noncompliance, the non-defaulting Party may, at its option, forthwith terminate this Agreement after Section 13 provisions have been complied with.

13. Dispute Resolution.

a. The Parties shall attempt to resolve any disputes that arise under this Agreement in good faith and in accordance with this Section. The provisions of the "Florida Governmental Conflict Resolution Act" shall not apply to disputes under this Agreement, as an alternative dispute resolution process, is hereby encompassed within this Section 13. 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 resolution, hereinafter referred to as the "Dispute Notice".

b. The appropriate Sheriff and County department heads shall meet at the earliest opportunity, but in any event within ten (10) days from the date the Dispute Notice is received, to discuss and resolve the dispute. If the dispute is resolved to the mutual satisfaction of both, the department heads shall report their decision, in writing, to the Sheriff and the County Administrator.

c. If the department heads are unable to reconcile the dispute, they shall report their impasse to the Sheriff and the County Administrator who shall then convene

a meeting at their earliest opportunity, but in any event within twenty (20) days following receipt of the Dispute Notice, to attempt to reconcile the dispute.

d. If a dispute is not resolved by the foregoing steps within thirty (30) days after receipt of the Dispute Notice, unless such time is extended by mutual agreement of the Parties, then either Party may require the dispute to be submitted to mediation by delivering written notice thereof (the "Mediation Notice") to the other Party. The mediator shall meet the qualifications set forth in Rule 10.100(d), Florida Rules for Mediators, and shall be selected by the Parties within 10 days following receipt of the Mediation Notice. If agreement on a mediator cannot be reached in that 10-day period, then either Party can request that a mediator be selected by an independent conflict resolution organization, and such selection shall be binding on the Parties. The costs of the mediator shall be borne equally by the Parties.

e. If an amicable resolution of a dispute has not been reached within sixty (60) calendar days following selection of the mediator, or by such later date as may be mutually agreed upon by the Parties, then such dispute may be referred to binding arbitration by either Party. Such arbitration shall be conducted in accordance with the Florida Arbitration Code (Chapter 682, Florida Statutes).

f. Such arbitration shall be initiated by delivery, from one Party (the "Claimant") to the other (the "Respondent"), of a written demand therefor containing a statement of the nature of the dispute and the amount, if any, involved. The Respondent, within ten (10) days following its receipt of such demand, shall deliver an answering statement to the Claimant. After the delivery of such statements, either Party may make new or different claims by providing the other with written notice thereof specifying the nature of such claims and the amount, if any, involved.

g. Within ten (10) days following the delivery of such demand, each Party shall select an arbitrator and shall deliver written notice of that selection to the other. If either Party fails to select an arbitrator within such time, the other Party may make application to the court for such appointment in accordance with the Florida Arbitration Code. Within ten (10) days following delivery of the last of such written notices, the two arbitrators so selected shall confer and shall select a third arbitrator. Each of the arbitrators so appointed shall have experience in local government.

h. The arbitration hearing shall be commenced in Leon County, Florida within sixty (60) days following selection of the third arbitrator. Except as may be specifically provided herein, the arbitration shall be conducted in accordance with Rules R-23 – R-48, of the Commercial Arbitration Rules of the American Arbitration Association.

14. Indemnification

To the extent permitted by law and subject to the limitations, conditions, and requirements of section 768.28, Florida Statutes, which the Parties do not waive, each Party agrees to indemnify, defend and hold harmless the other Party, their officials, officers, and employees, from and against all liabilities, damages, costs and expenses, resulting from or arising out of any acts or omissions by the indemnifying Party, or its officials, officers, or employees, relating in any way to performance under this Agreement.

15. General Provisions.

a. Governing Law and Venue. This Agreement shall be governed by and construed in accordance with the laws of the State of Florida. Any action to enforce any of the provisions of this Agreement shall be maintained in Tallahassee, Leon County, Florida.

b. Waiver. Failure to insist upon strict compliance with any term, covenant or condition of this Agreement shall not be deemed a waiver of it. No waiver or relinquishment of a right or power under this Agreement shall be deemed a waiver of that right or power at any other time.

c. Modification. This Agreement shall not be extended, changed or modified, except in writing duly executed by the Parties hereto.

c. Binding Effect. This Agreement shall be binding upon the successors and, subject to below, assigns of the Parties hereto.

e. Assignment. Because of the unique nature of the relationship between the Parties and the terms of this Agreement, neither Party hereto shall have the right to assign this Agreement or any of its rights or responsibilities hereunder to any third Party without the express written consent of the other Party to this Agreement, which consent shall not unreasonably be withheld.

f. Entire Agreement. This Agreement constitutes the entire agreement between the Parties with respect to the matters contained herein, and all prior agreements or arrangements between them with respect to such matters are superceded by this Agreement.

g. Headings. Headings in this Agreement are for convenience only and shall not be used to interpret or construe its provisions.

h. Ambiguity. This Agreement has been negotiated by the Parties with the advise of counsel and, in the event of an ambiguity herein, such ambiguity shall not be construed against any Party as the author hereof.

i. Public Bodies. It is expressly understood between the Parties that the Sheriff is a Constitutional Officer under the laws of the State of Florida and that the County is a political subdivision of the State of Florida. Nothing contained herein shall be construed as a waiver or relinquishment by either of the Parties to claim such exemptions, privileges or immunities as may be provided to that Party by law.

j. Force Majeure. A Party shall be excused from performance of an obligation under this Agreement to the extent, and only to the extent, that such performance is affected by a "Force Majeure Event" which term shall mean any cause beyond the reasonable control of the Party affected, except where such Party could have reasonably foreseen and reasonably avoided the occurrence, which materially and adversely affects the performance by such Party of its obligation under this Agreement. Such events shall include, but not be limited to, an act of God, disturbance, hostility, war, or revolution; strike or lockout; epidemic; accident; fire; storm, flood, or other unusually severe weather or act of nature; or any requirements of law.

k. Cost(s) and Attorney Fees. In the event of litigation between the Parties to construe or enforce the terms of this Agreement or otherwise arising out of this Agreement, the prevailing Party in such litigation shall be entitled to recover from the other Party its reasonable costs and attorneys fees incurred in maintaining or defending the subject litigation. The term litigation shall include appellate proceedings.

l. Severability. It is intended that each Section of this Agreement shall be viewed as separate and divisible, and in the event that any Section, shall be held to be invalid, the remaining Sections and parts shall continue to be in full force and effect.

m. Subject to Appropriation. All payment obligations of the Parties, if any, set forth herein shall be subject to appropriation of funding therefore by the applicable legislative bodies; however, failure to appropriate funding adequate to meet such payment obligations shall be deemed a default under this Agreement.

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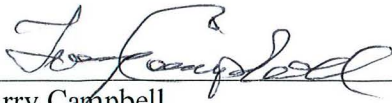
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IN WITNESS WHEREOF, the Parties hereto, through their duly authorized representative, have executed this Agreement as of the date set forth above.

LEON COUNTY, FLORIDA

LEON COUNTY SHERIFF

By: _____
Kristin Dozier, Chairman
Board of County Commissioners

By:  _____
Larry Campbell
Sheriff

ATTEST:

Approved as to Form:

Bob Inzer, Leon County Clerk
of the Circuit Court and Comptroller

By: _____
Approved as to Form:
Leon County Attorney's Office

By:  _____
Major Robert Long
Legal Counsel

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

**Leon County
Board of County Commissioners**

Notes for Agenda Item #7

Leon County Board of County Commissioners

Cover Sheet for Agenda #7

October 28, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator

Title: Request to Schedule Two Public Hearings to Consider Proposed Revisions to the Land Development Code to Prohibit Retail Fuel Sales in the Rural Zoning District for November 18 and December 9, 2014 at 6:00 p.m.

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, Development Services Division

Fiscal Impact:

This item has no fiscal impact to the County.

Staff Recommendation:

Option #1: Schedule two required Public Hearings to consider proposed revisions to the Land Development Code to prohibit retail fuel sales in the Rural zoning district for November 18 and December 9, 2014 at 6:00 p.m.

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.

On July 8, 2014, the Board conducted the first of two required Public Hearings to consider amendments to the LDC to further restrict minor commercial uses within the Rural zoning district. On September 2, 2014, the Board conducted the second and final Public Hearing on this issue and adopted amendments to the LDC eliminating 196 potential intersection locations for minor commercial uses, and elevating the review levels, including additional design criteria as well as placing size restrictions on specific uses.

On July 31, 2014, mediation was held between Thelma Crump, an adjacent property owner who filed a Petition for Quasi-judicial Hearing challenging the County's preliminary approval of the proposed gas station and convenience store; the developer, William Glen Brown; the County; and the Keep it Rural Coalition. Settlement negotiations resulted in the Settlement and Forbearance Agreement. At their September 23, 2014 meeting, the Board accepted the Settlement and Forbearance Agreement. One of the elements of the Settlement Agreement required the County to consider amendments to the Rural zoning district to specifically prohibit gasoline service stations (SIC Code 554), fuel oil dealers (SIC Code 5983), and liquefied petroleum gas dealers (SIC Code 5984) on all property designated "Rural." As a result of accepting the referenced Settlement and Forbearance Agreement, the Board has directed staff to draft an Ordinance amending the County's LDC to prohibit the referenced land uses in the Rural zoning district (Attachment #1). The proposed Ordinance will require consistency review by the Planning Commission and two Public Hearings by the Board. The aforementioned Settlement and Forbearance Agreement is included as Attachment #2.

Analysis:

Comprehensive Plan:

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 Comprehensive 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.

Objective 3.1 of the Land Use Element notes that commercial land use shall be provided for convenient, aesthetically pleasing and environmentally sound commercial opportunities which are easily accessible through planned integration into the existing transportation network. Furthermore, Policy 3.1.1 of the Land Use Element of the Comprehensive Plan states that commercial development shall occur only in locations that are appropriate to its service and trade area, that are compatible with adjacent existing and proposed land uses, and that has existing and programmed public services and facilities. Policy 3.1.1 further states that the intensity of commercial use is dependent upon the land use category which the potential site is located in and the functional roadway classification of the immediate adjacent roads.

Policy 3.1.2 of the Land Use Element provides guidelines for directing these commercial opportunities towards intersections to provide access and prevent strip commercialization. Policy 3.1.2(a) requires that minor commercial development “Provide for sale of convenience goods and services to immediate residential area.” Policy 3.1.2(1)(c) states that minor commercial trade area is “generally within one mile and not considered as an attractor.” In addition to the convenience and associated limited trade area of the allowable minor commercial uses based on intensity (building size) restrictions, the recently adopted amendments to the Rural zoning district of the LDC implements this policy by requiring an applicant to submit documentation demonstrating compliance with the trade area.

One of the goals of the Transportation Element is to provide for the “safe, efficient, effective and environmentally sound movement of people and commodities.” More specifically, Objective 1.6 of the Transportation Element provides guidance as it relates to reducing vehicle miles traveled (VMT). This Objective states that amenities shall be provided in close proximity to population concentrations and encourages interconnections between developments and neighborhoods in order to reduce vehicle trip demand and impacts to the arterial and collector road systems. These policies and objectives further the intent of the Rural category to provide minor commercial opportunities to serve the basic needs of adjacent residents.

The reduction of 196 potential sites, along with a further refinement of the remaining locations to 26 potentially developable locations as a result of ownership and/or environmental constraints, limits the opportunities to provide minor commercial uses within the intended trade area as noted in Policy 3.1.2 of the Land Use Element. Should the Board consider eliminating specific retail commercial uses such as fuel sales within the Rural land use category, this could result in an increase in VMT from residential areas to commercial opportunities outside the Rural district in order to accommodate demand for convenience commercial goods and services. The potential increase in VMT would be in direct conflict with Objective 1.6 of the Transportation Element and would likely result in additional traffic congestion resulting in a lower level of service on collector and arterial roadways outside the Urban Service Area.

Land Development Code:

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, fuel oil dealers and liquefied petroleum dealers. The proposed Ordinance would prohibit the referenced fuel sales within the Rural zoning district.

The LDC 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 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.

Prior to September 2, 2014, minor commercial land uses (including gasoline stations) were allowed on approximately 245 intersections in the Rural zoning district. However, it should be noted that many other factors would have impacted the ability to develop all sites that complied 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.

The LDC amendments adopted by the Board on September 2, 2014, included 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. This included 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 roadway.

The 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 LDC includes the prohibition of vehicle washes, establishes hours of operation, and 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.

Removing the option to allow minor commercial uses at intersections with local roads eliminated approximately 196 potential commercial intersections in Rural zoning. Approximately 39 potential commercial sites remain at collector-arterial and collector-collector intersections in the Rural zoning district. Subsequent to the Board's first Public Hearing on the recently adopted Ordinance, staff reviewed the 39 intersections utilizing data from GIS and other available sources, and 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. The resulting 27 remaining intersections could potentially allow development of minor commercial uses consistent with the recently adopted supplemental design and regulatory provisions (Attachment #3).

After further analysis of the remaining 27 intersections, staff noted that the Cap Tram Road and Apalachee Parkway intersection was listed twice on the chart. Therefore, the list of intersections that would allow minor commercial has been revised to reflect 26 potential intersections (Attachment #4). Attachment #4 identifies each of the 26 remaining intersections and provides a brief analysis of the current ownership and development potential. A majority of these intersections have environmental constraints limiting the development potential to only two or three of the quadrants of each intersection. These environmental constraints include, but are not limited to, Canopy Road Protection Zone, floodzone, and wetland. Other constraints include, but are not limited to, ownership and location of the quadrant in a residential subdivision with a Residential Preservation overlay. For example, the intersection of WW Kelley Road (major collector) and Tram Road (minor arterial) is significantly impacted with constraints as the northwest quadrant is located in the Walton Corners Subdivision, the northeast quadrant is located in the Walton Woods Unrecorded Subdivision, and the southwest quadrant is encumbered with wetlands.

As is standard procedure for all proposed LDC changes, staff will convene the DSEM Citizen's User Group to review and provide comments on the proposed revisions. Additionally, the proposal will be placed on the Planning Commission's December 2, 2014 Public Hearing agenda for a Comprehensive Plan consistency determination prior to the Board's second and final Public Hearing on December 9, 2014 at 6:00 p.m.

Options:

1. Schedule two required Public Hearings to consider proposed revisions to the Land Development Code to prohibit retail fuel sales in the Rural zoning district for November 18 and December 9, 2014 at 6:00 p.m.
2. Schedule the two required Public Hearings to consider proposed revisions to the Land Development Code to prohibit retail fuel sales in the Rural zoning district for alternate dates.
3. Board direction.

Recommendation:

Option #1.

Attachments:

1. Draft Ordinance
2. Settlement and Forbearance Agreement
3. List of 39 Collector/Arterial and Collector/Collector Intersections in Rural
4. List of 26 Intersections Eligible for Minor Commercial

ORDINANCE NO. 14- _____

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; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the rural zoning district in Leon County features undeveloped and nonintensively developed acreage remotely located away from urbanized areas, and contains the majority of the County's present agricultural and low density residential; and

WHEREAS, the purpose and intent of the rural zoning district is to maintain and promote present and future agricultural and silvicultural uses and to prohibit residential sprawl into remote areas lacking basic urban infrastructure and services; and

WHEREAS, minor commercial activities designed to service basic household needs of area residents are allowed; and

WHEREAS, the Board wishes to implement the provisions of a Settlement Agreement, approved on September 23, 2014; and

WHEREAS, the Board of County Commissioners of Leon County wishes to prohibit fuel oil sales in the rural zoning district to ensure consistency with the intent of the category;

BE IT ORDAINED BY THE BOARD OF COUNTY COMMISSIONERS OF LEON COUNTY, FLORIDA, that:

SECTION 1. Section 10-6.612 of Article VI of Chapter 10 of the Code of Laws of Leon County, Florida, entitled "Rural zoning district," is hereby amended to read as follows:

Sec. 10-6.612. Rural zoning district.

(a) *Purpose and intent.* This section applies to the rural zoning district which includes undeveloped and nonintensively developed acreage remotely located away from urbanized areas containing majority of county's present agricultural, forestry and grazing activities. Land use intensities associated with urban activity are not anticipated during the time frame of the Comprehensive Plan, due to lack of urban infrastructure and services. Very low residential density (one unit per ten acres) and small scale commercial activities designed to service basic household needs of area residents are allowed as are passive recreational land uses. Industrial and ancillary commercial land uses associated directly with the timbering and/or agribusiness are permitted. This district is intended to maintain and promote present and future agricultural and silvicultural uses and to prohibit residential sprawl into remote areas lacking basic urban infrastructure and services.

(b) *Allowable uses.* For the purpose of this article, the following land use types are allowable in this zoning district and are controlled by the land use development standards of this article, the Comprehensive Plan and chart of permitted uses.

- (1) Agricultural.
- (2) Minor commercial.
- (3) Low-density residential.
- (4) Passive recreation.
- (5) Active recreation.
- (6) Community services.
- (7) Light infrastructure.
- (8) Heavy infrastructure.
- (9) Post-secondary.

(c) *List of permitted uses.* Some of the uses on these schedules are itemized according to the Standard Industrial Code (SIC). Allowable uses, appropriate permit level and applicable development and locational standards in the rural zoning district are as follows:

P = Permitted use R = Restricted use S = Special exception

Legend					
Ag	=	Agricultural	CS	=	Community services
MC	=	Minor commercial	LI	=	Light industrial
LR	=	Low-density 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		R						
526	Retail nurseries and garden stores		R						
533	Variety stores		R						
539	Misc. general merchandise stores		R						
541	Grocery stores		R						
542	Meat and fish markets		R						

543	Fruit and vegetable markets		R					
544	Candy, nut and confectionery stores		R					
545	Dairy products stores		R					
546	Retail bakeries		R					
553	Auto and home supply stores		R					
554	Gasoline service stations		S					
	Convenience store		R					
581	Eating and drinking places		R					
591	Drugstores and proprietary stores		R					
592	Liquor stores		R					
593	Used merchandise stores		R					
5961	Catalog and mail-order houses		R					
5983	Fuel oil dealers		S					
5984	Liquefied petroleum gas dealers		S					
5992	Florists		<u>R</u>					
5994	News dealers and newsstands		<u>R</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

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(e) *Minimum development standards in the rural district are as follows:*

	Low Density Residential	Commercial	Agricultural-Related Industrial	Community Services; Active Recreation; Public, Primary and Secondary Schools	Comp. Plan Policy 2.1.9. Subdivision
MINIMUM SETBACKS (FEET)					
Front yard					

Building	30	30	50	30	25
Parking	—	40	50	40	—
Corner yard					
Building	30	20	50	30	25
Parking	—	25	50	40	—
Side yard					
Building	20	25	50	40	15
Parking	—	25	50	40	—
Rear yard					
Building	50	50	50	50	50
Parking	—	40	50	50	50
Adjoining lower intensity use					
Building	—	15	100	—	—
Parking	—	15	100	—	—
Maximum percent impervious surface area	30	30	30	30	30
Maximum height at building envelope perimeter	35	35	35	35	35
Maximum height per additional setback	1'1'	1'1'	1'1'	1'1'	1'1'
Total maximum height	—	45	45*	45	—
Minimum lot area (acres)	10.0	0.5	10.0	1.0	0.5
Minimum lot frontage	15	40	100	—	15

* This height applies to habitable portion of an industrial structure.

(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).

(1) *Mining activities.*

a. All mining activities as defined on the schedule of permitted uses must meet the specific development standards, as follows upon review and approval by the Board of County Commissioners following a duly noticed public hearing. This includes SIC items 144 and 145.

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b. A plan must be submitted demonstrating protection of adjacent properties and public interest which shall include, but not be limited to the following:

1. The mining activity, all accessory uses and structures, internal roadways, and driveways onto the adjacent streets shall be set back a minimum of 100 feet from the perimeter property boundaries or 200 feet from the nearest off-site residence, residential zoning district, or subdivision intended primarily for residential land use, whichever distance is greater. This setback standard may be reduced if less of a setback is approved in writing by the adjacent property owner or owners prior to site plan approval or if the adjacent property is also used as a mining activity.
2. A plan of vehicular access to and from the site demonstrating that heavy trucks and equipment will not travel on that portion of a local or minor collector street with frontage containing residential land use, zoned for residential land use, or containing subdivision lots intended primarily for residential land use. For purposes of this requirement, local and minor collector streets shall be those identified in the local government Comprehensive Plan and the Tallahassee-Leon County Long Range Transportation Plan.
3. A land reclamation plan shall be submitted demonstrating that upon termination of the activity the land shall be returned to a condition that will allow an effective reuse comparable to surrounding properties.
4. Fencing requirement: All areas proposed for use in open-pit mining operations and/or construction and demolition debris disposal must be secured by a fence, unless the area is determined by the county administrator or designee to be a reclaimed open-pit mine. The fence must be at least four feet in height with openings that will reject the passage of a seven-inch diameter sphere. The fence must be equipped with a gate which shall remain locked when workers or employees of the land owner or mining company are not present at the site. At every gate or access point, at least one sign must be posted which states, in at least four-inch tall letters, "Danger," "Keep Out," "No Trespassing," or similar language indicate that there may be hazardous conditions on the premises.

(g) *Restricted uses and special exception uses.* If uses are restricted or are special exception uses according to the schedule of permitted uses, they will not be allowed unless they follow the general development guidelines for restricted uses as provided in this division or for special exceptions as provided in this subsection. Specific restricted uses are addressed in this division.

1 (1) *Lumber and wood products.*
2

- 3 a. A plan must be submitted demonstrating protection of adjacent
4 properties and public interest which shall include, but not be limited to
5 the following:
6

- 7 1. All buildings and outside activities associated with the use
8 shall be set back a minimum of 200 feet from the nearest off-
9 site residence or subdivision intended primarily for residential
10 land uses.
11

12 (2) *Camps and recreational vehicle parks (SIC 703).*
13

- 14 a. A plan must be submitted demonstrating protection of adjacent
15 properties and public interest which shall include, but not be limited to
16 the following:
17

- 18 1. Sanitary facilities shall be provided.
19 2. Not more than ten campsites per acre shall be provided.
20 3. Individual campsites, roadways, and accessory structures
21 shall be located to meet the minimum building setback
22 standards from the exterior property lines of the campground.
23

24 (3) *Heavy construction equipment rental and equipment rental and leasing (SIC*
25 *7353 and 7359).*
26

- 27 a. A plan must be submitted demonstrating protection of adjacent
28 properties and public interest which shall include, but not be limited to
29 the following:
30

- 31 1. Such equipment rental and leasing must be associated with
32 timbering and/or agribusiness.
33
34 2. A plan of vehicular access to and from the site demonstrating
35 that heavy trucks and equipment will not travel on that portion
36 of a local or minor collector street with frontage containing
37 residential land use, zoned for residential land use, or
38 containing subdivision lots intended primarily for residential
39 land use. For purposes of this requirement, local and minor
40 collector streets shall be those identified in the local
41 government Comprehensive Plan and the Tallahassee-Leon
42 County Long Range Transportation Plan.
43

44 (4) *Retail Trade*
45

- 46 a. A plan and supporting narrative must be submitted pursuant to the
47 Type B site and development plan process that demonstrates
48 compliance as applicable with the following:
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- 50 1. Free-standing onsite signs shall be limited to monument-style
51 signs and the sign base shall be consistent with the materials

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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 accessible 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 node. The cross access easement shall be improved to the property boundary.
10. Other site design treatments and considerations as may be applicable to the proposed use and shall be identified during the proposed project's application review meeting.

1 11. The applicant shall submit documentation demonstrating
2 compliance with the trade area and customer expectation
3 provisions outlined in Section 10-6.619(b)c.
4

5 ~~b. For a proposed gasoline service station with or without a convenience~~
6 ~~store, in addition to the development guidelines outlined in paragraph~~
7 ~~a., must also demonstrate compliance with the following criteria,~~
8 ~~guidelines and standards on a plan and supporting narrative~~
9 ~~submitted pursuant to the Type C site and development plan review~~
10 ~~process:~~
11

12 1. ~~The number of fuel pump islands shall be limited to three with~~
13 ~~each pump island limited to two fueling positions or six total~~
14 ~~fueling stations.~~
15

16 2. ~~The fuel pump island awning design standards shall include,~~
17 ~~but shall not be limited to, materials and contextual design~~
18 ~~integrated with the onsite building facade treatment. The fuel~~
19 ~~pump island awning height shall be limited to 18 feet as~~
20 ~~measured from grade. The fuel pump island awning lighting~~
21 ~~shall be designed in a manner that reduces off-site~~
22 ~~illumination.~~
23

24 3. ~~Accessory structures and ancillary uses such as, but not~~
25 ~~limited to, vehicle washes (attached or stand-alone) and multi-~~
26 ~~unit vacuuming stations are prohibited.~~
27

28 4. ~~Free-standing lighting in the parking areas, drive isles, or other~~
29 ~~onside areas shall be limited in height to 15 feet as measured~~
30 ~~from grade, and shall be designed in a manner that reduces~~
31 ~~off-site illumination.~~
32

33 **SECTION 2.** Conflicts. All ordinances or parts of ordinances in conflict with the provisions of
34 this Ordinance are hereby repealed to the extent of such conflict, as of the effective date of this
35 Ordinance, except to the extent of any conflicts with the Tallahassee-Leon County
36 Comprehensive Plan, as amended, which provisions shall prevail over any parts of this
37 Ordinance which are inconsistent, either in whole or in part, with the Comprehensive Plan.
38

39 **SECTION 3.** Severability. If any section, subsection, sentence, clause, phrase or portion of this
40 article is for any reason held invalid or unconstitutional by any court of competent jurisdiction,
41 such portion shall be deemed a separate, distinct, and independent provision and such holding
42 shall not affect the validity of the remaining portions of this Ordinance.
43
44

1 **SECTION 4.** Effective date. This ordinance shall be effective according to law. However, the
2 provisions of this ordinance shall not apply to any properties which have currently existing
3 conforming uses and structures.
4

5
6 DULY PASSED AND ADOPTED BY the Board of County Commissioners of Leon County,
7 Florida, this ____ day of _____, 2014.
8

9
10 LEON COUNTY, FLORIDA
11

12
13 BY: _____
14 KRISTIN DOZIER, CHAIRMAN
15 BOARD OF COUNTY COMMISSIONERS
16

17
18 ATTEST:
19 BOB INZER, CLERK OF THE COURT
20 AND COMPTROLLER
21 LEON COUNTY, FLORIDA
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23
24 BY: _____
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26 APPROVED AS TO FORM:
27 LEON COUNTY ATTORNEY'S OFFICE
28

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30 BY: _____
31 HERBERT W.A. THIELE, ESQ.
32 COUNTY ATTORNEY

SETTLEMENT AND FORBEARANCE AGREEMENT

THIS SETTLEMENT AND FORBEARANCE AGREEMENT ("Agreement") is made and entered into on this ____ day of September 2014, by and between THELMA CRUMP, KEEP IT RURAL, INC., a Florida not-for-profit corporation, WILLIAM GLENN BROWN, and LEON COUNTY, FLORIDA ("County") (collectively "Parties").

RECITALS:

WHEREAS, on May 8, 2014, the Development Services Division of the Leon County Department of Development Support and Environmental Management issued a "Written Preliminary Decision" approving a 2,904 square foot convenience store with seven (7) fueling positions on 6.68 acres of property located approximately 330 feet north of the northeast intersection of Crump Road and Miccosukee Road in Leon County, Florida ("Commercial Project"); and

WHEREAS, the Commercial Project is approved to be located on Parcel Number: 12-04-20-018-000-0 in Leon County, Florida ("Property"), which is owned by William Glenn Brown; and

WHEREAS, on June 5, 2014, pursuant to Section 10-7.414 of the Leon County Land Development Code ("County's LDC"), Thelma Crump filed a "Petition for a *De Novo* Quasi-Judicial Hearing" ("Petition") in which Ms. Crump alleged that the proposed Commercial Project violated several requirements of the County's Comprehensive Plan and the County's LDC; and

WHEREAS, on June 12, 2014, the County transmitted Ms. Crump's Petition to the State of Florida Division of Administrative Hearings ("DOAH") for assignment of an Administrative Law Judge to conduct an evidentiary hearing in regard to the allegations set forth in Ms. Crump's Petition; and

WHEREAS, on or about June 16, 2014, the DOAH assigned an Administrative Law Judge in *Thelma Crump v. Leon County*, DOAH Case No. 14-2741 ("DOAH Proceeding"), and scheduled the Final Hearing for September 8 and 9, 2014; and

WHEREAS, on June 23, 2014, Mr. Brown intervened in the DOAH Proceeding; and

WHEREAS, on July 31, 2014, the Parties participated in a mediation conference in an attempt to amicably resolve their dispute and the DOAH Proceeding; and

WHEREAS, the Parties desire to enter into this Agreement for the purpose of resolving the DOAH Proceeding, and are motivated by a desire to avoid the costs, time, and uncertainty associated with litigation and to arrive at a fair and reasonable agreement to resolve their dispute.

NOW, THEREFORE, in consideration of the terms and mutual covenants contained herein, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties, intending to be legally bound, agree as follows:

1. **Recitals.** The above-referenced recitals are true and correct and are hereby incorporated into this Agreement for all purposes.

2. **Terms of Agreement.** In connection with the Parties' mutual execution of this Agreement and the covenants and terms herein, the Parties agree as follows:

- A. Within sixty (60) days of the Effective Date of this Agreement, the Leon County Board of County Commissioners ("BOCC") shall consider, at a duly-noticed public meeting, whether to amend the County's LDC to prohibit gasoline service stations (SIC Code 554), fuel oil dealers (SIC Code 5983), and liquefied petroleum gas dealers (SIC 5984) on all property designated as "Rural" on the County's Future Land Use Map.
- B. Within sixty (60) days of the Effective Date of this Agreement, the BOCC shall initiate the process for a Comprehensive Plan Amendment to evaluate whether commercial development is appropriate on any property designated as "Rural" on the County's Future Land Use Map, and shall complete such process within one (1) year of the Effective Date of this Agreement.
- C. Within seventy (70) days of the Effective Date of this Agreement, Mr. Brown shall: (i) withdraw his application for the proposed Commercial Project; (ii) abandon the "Written Preliminary Decision" issued by the Development Services Division of the Leon County Department of Development Support and Environmental Management on May 8, 2014; and (iii) record a deed restriction for the Property restricting the use of the Property to one (1) single-family residence.
- D. Within five (5) days after Mr. Brown fulfills all of the requirements of Paragraph 2.C above, Ms. Crump shall file a Notice of Voluntary Dismissal with Prejudice in the DOAH Proceeding.
- E. Within ninety (90) days of the Effective Date of this Agreement, the County shall pay \$36,250.00 to Mr. Brown as reimbursement of fees and costs that Mr. Brown incurred during the permitting process for the Commercial Project and during the DOAH Proceeding.

- F. Within ninety (90) days of the Effective Date of this Agreement, Keep It Rural, Inc., shall pay \$25,000.00 to Mr. Brown as compensation for Mr. Brown's withdrawal of his application for the proposed Commercial Project and abandonment of the "Written Preliminary Decision" issued by the Development Services Division of the Leon County Department of Development Support and Environmental Management on May 8, 2014.
- G. Within ninety (90) days of the Effective Date of this Agreement, Ms. Crump shall pay \$70,000.00 to Mr. Brown pursuant to a Purchase and Sale Agreement for Ms. Crump's purchase of the Property, in fee simple, from Mr. Brown. Such purchase is contingent upon Ms. Crump's ability to obtain financing for such purchase from a financial institution. If Ms. Crump is unable to obtain such financing, Mr. Brown shall be entitled to retain the Property subject to all of the conditions of this Agreement, including, but not limited to, the conditions set forth in Paragraph 2.C above.
- H. Mr. Brown shall retain the right to harvest the corn that is currently planted on the Property, provided such harvest occurs no later than September 30, 2014.

3. **Scope of Agreement.** The Parties' obligations and rights under this Agreement are expressly made contingent upon the BOCC's approval of this Agreement and the BOCC's approval, within sixty (60) days of the Effective Date of this Agreement, of an amendment to the County's LDC prohibiting gasoline service stations (SIC Code 554), fuel oil dealers (SIC Code 5983), and liquefied petroleum gas dealers (SIC Code 5984) on all property designated as "Rural" on the County's Future Land Use Map. In the event the BOCC does not approve this Agreement and does not approve, within sixty (60) days of the Effective Date of this Agreement, an amendment to the County's LDC prohibiting gasoline service stations (SIC Code 554), fuel oil dealers (SIC Code 5983), and liquefied petroleum gas dealers (SIC Code 5984) on all property designated as "Rural" on the County's Future Land Use Map, this Agreement shall be null and void and the Parties shall retain all of their rights to continue with the DOAH Proceeding. All parties expressly acknowledge that this Agreement is not contingent upon the BOCC taking any action in regard to whether convenience stores should be allowed or prohibited on property designated as "Rural" on the County's Future Land Use Map.

4. **Authority.** Except as expressly set forth herein, each party represents and warrants, with respect to itself, that the execution and delivery of this Agreement has been authorized by all necessary action of each party, and that this Agreement constitutes the legal, valid, and binding agreement of each party, enforceable in accordance with its terms. It is expressly understood and agreed that this Agreement shall not become binding upon the County unless and until the BOCC approves this Agreement at a public meeting, as is required by Florida law.

5. **Governing Law; Venue.** This Agreement shall be construed, interpreted, enforced, and governed in accordance with the laws of the State of Florida. Venue for any action arising out of or related to this Agreement shall be in Leon County, Florida.

6. **Binding Effect.** This Agreement shall be binding upon and shall inure to the benefit of the respective successors, heirs, assigns, representatives, affiliates, officers, directors, and members of the Parties.

7. **Non-Waiver.** Failure by any party to insist upon the strict performance of any of the terms, conditions, or provisions of this Agreement shall not be deemed to be a waiver of such terms, conditions, and provisions, and such party, notwithstanding such failure, shall have the right hereafter to insist upon the strict performance of any or all such terms and conditions of this Agreement as set forth herein.

8. **Mutual Releases.**

- A. Ms. Crump hereby waives and releases, acquits, satisfies, and forever discharges Mr. Brown and the County, including their commissioners, officers, directors, shareholders, and employees, and any and all subsidiaries, affiliates, legal representatives, insurance carriers, successors, and assigns thereof, from any and all claims, counterclaims, defenses, actions, causes of action, suits, controversies, agreements, promises, and demands whatsoever which Ms. Crump ever had or now has, in law or in equity, for, upon, or by reason of any matter, cause, or thing whatsoever in connection with, or in any way arising out of, any claim raised or which could have been raised by any party in the DOAH Proceeding as of the date of this waiver and release or related in any way to the Commercial Project, the Property, or the administrative or legal process involving the Commercial Project or the Property as of the date of this waiver and release. In addition, and without waiving the generality of the foregoing, Ms. Crump covenants with and warrants to Mr. Brown and the County, including their commissioners, officers, directors, shareholders, and employees, and its successors and assigns, that there exist no claims, counterclaims, defenses, objections, offsets, or claims of offsets against Mr. Brown and the County, including their commissioners, officers, directors, shareholders, and employees, with regard to any claim raised by any party in the DOAH Proceeding as of the date of this waiver and release or related in any way to the Commercial Project, the Property, or the administrative or legal process involving the Commercial Project or the Property as of the date of this waiver and release that are not included in and covered by this Agreement. The release set forth in this provision does not apply to any rights granted by or arising from this Agreement.

- B. Keep It Rural, Inc., hereby waives and releases, acquits, satisfies, and forever discharges Mr. Brown and the County, including their commissioners, officers, directors, shareholders, and employees, and any and all subsidiaries, affiliates, legal representatives, insurance carriers, successors, and assigns thereof, from any and all claims, counterclaims, defenses, actions, causes of action, suits, controversies, agreements, promises, and demands whatsoever which Keep It Rural, Inc., ever had or now has, in law or in equity, for, upon, or by reason of any matter, cause, or thing whatsoever in connection with, or in any way arising out of, any claim raised or which could have been raised by any party in the DOAH Proceeding as of the date of this waiver and release or related in any way to the Commercial Project, the Property, or the administrative or legal process involving the Commercial Project or the Property as of the date of this waiver and release. In addition, and without waiving the generality of the foregoing, Keep It Rural, Inc., covenants with and warrants to Mr. Brown and the County, including their commissioners, officers, directors, shareholders, and employees, and its successors and assigns, that there exist no claims, counterclaims, defenses, objections, offsets, or claims of offsets against Mr. Brown and the County, including their commissioners, officers, directors, shareholders, and employees, with regard to any claim raised by any party in the DOAH Proceeding as of the date of this waiver and release or related in any way to the Commercial Project, the Property, or the administrative or legal process involving the Commercial Project or the Property as of the date of this waiver and release that are not included in and covered by this Agreement. The release set forth in this provision does not apply to any rights granted by or arising from this Agreement.
- C. Mr. Brown hereby waives and releases, acquits, satisfies, and forever discharges Ms. Crump, Keep It Rural, Inc., and the County, including their commissioners, officers, directors, shareholders, and employees, and any and all subsidiaries, affiliates, legal representatives, insurance carriers, successors, and assigns thereof, from any and all claims, counterclaims, defenses, actions, causes of action, suits, controversies, agreements, promises, and demands whatsoever which Mr. Brown ever had or now has, in law or in equity, for, upon, or by reason of any matter, cause, or thing whatsoever in connection with, or in any way arising out of, any claim raised or which could have been raised by any party in the DOAH Proceeding as of the date of this waiver and release or related in any way to the Commercial Project, the Property, or the administrative or legal process involving the Commercial Project or the Property as of the date of this waiver and release. In addition, and without waiving the generality of the foregoing, Mr. Brown covenants with and warrants to Ms. Crump, Keep It Rural, Inc., and the

County, including their commissioners, officers, directors, shareholders, and employees, and its successors and assigns, that there exist no claims, counterclaims, defenses, objections, offsets, or claims of offsets against Ms. Crump, Keep It Rural, Inc., and the County, including their commissioners, officers, directors, shareholders, and employees, with regard to any claim raised by any party in the DOAH Proceeding as of the date of this waiver and release or related in any way to the Commercial Project, the Property, or the administrative or legal process involving the Commercial Project or the Property as of the date of this waiver and release that are not included in and covered by this Agreement. The release set forth in this provision does not apply to any rights granted by or arising from this Agreement.

- D. The County hereby waives and releases, acquits, satisfies, and forever discharges Ms. Crump, Keep It Rural, Inc., and Mr. Brown from any and all claims, counterclaims, defenses, actions, causes of action, suits, controversies, agreements, promises, and demands whatsoever which the County ever had or now has, in law or in equity, for, upon, or by any reason of any matter, cause, or thing whatsoever in connection with, or in any way arising out of, any claim raised or which could have been raised by any party in the DOAH Proceeding as of the date of this waiver and release or related in any way to the Commercial Project, the Property, or the administrative or legal process involving the Commercial Project or the Property as of the date of this waiver and release. In addition, and without waiving the generality of the foregoing, the County covenants with and warrants to Ms. Crump, Keep It Rural, Inc., and Mr. Brown that there exist no claims, counterclaims, defenses, objections, offsets, or claims of offsets against Ms. Crump, Keep It Rural, Inc., and Mr. Brown with regard to any claim raised by any party in the DOAH Proceeding as of the date of this waiver and release or related in any way to the Commercial Project, the Property, or the administrative or legal process involving the Commercial Project or the Property as of the date of this waiver and release that are not included in and covered by this Agreement. The release set forth in this provision does not apply to any rights granted by or arising from this Agreement.

- E. These releases shall become effective only upon the BOCC's approval of this Agreement and the BOCC's approval, within sixty (60) days of the Effective Date of this Agreement, of an amendment to the County's LDC prohibiting gasoline service stations (SIC Code 554), fuel oil dealers (SIC Code 5983), and liquefied petroleum gas dealers (SIC Code 5984) on all property designated as "Rural" on the County's Future Land Use Map.

9. **Interpretation; Headings.** All Parties acknowledge that they participated in the negotiation and drafting of the terms of this Agreement and acknowledge that no provision shall be strictly construed against one party or the other based solely on draftsmanship. The Parties have entered into this Agreement without duress, coercion, or under undue influence of any kind, and are motivated by a desire to avoid the costs, time, and uncertainty associated with the DOAH Proceeding and to arrive at a fair and reasonable agreement with regard to the Parties' dispute. All Parties acknowledge that they have been represented by counsel in connection with the negotiation of the terms of this Agreement and that they enter into this Agreement freely and voluntarily, and only after consultation with their respective counsel. All sections and descriptive headings in this Agreement are inserted for convenience only, and shall neither affect the construction or interpretation hereof, nor add or subtract from the meaning of the contents of each section.

10. **Entire Agreement; Amendments.** This Agreement represents the entire understanding and agreement between the Parties with respect to the subject matter hereof. No representations have been made, either express or implied by the Parties, other than those expressly set forth in this Agreement. This Agreement or any part hereof may not be changed, amended, waived, discharged, or terminated except by an instrument in writing, executed by all Parties.

11. **Enforcement; Remedies.** The Parties shall have all equitable and legal remedies available under Florida law to enforce the terms and conditions of this Agreement, and the terms of this Agreement shall be specifically enforceable in court. In the event of any dispute hereunder or any action to interpret or enforce this Agreement, any provision hereof, or any matter arising herefrom, the prevailing party shall be paid by the non-prevailing party the reasonable attorneys' fees and costs incurred in enforcing its rights and remedies, whether incurred at the pre-trial, trial, or appellate levels, including any fees and costs incurred in determining the amount of awardable fees.

12. **Severability.** If any part of this Agreement is found invalid or unenforceable by any court of competent jurisdiction, such invalidity or unenforceability shall not affect the other parts of this Agreement if the rights and obligations of the Parties contained therein are not materially prejudiced and if the intentions of the Parties can continue to be effectuated. To that end, this Agreement is declared severable.

13. **Disclaimer of Third-Party Beneficiaries.** This Agreement is solely for the benefit of the Parties and no right or cause of action shall accrue by reason hereof to or for the benefit of any third party not a formal party hereto. Nothing in this Agreement, expressed or implied, is intended or shall be construed to confer upon or give any person or entity any right, remedy, or claim under or by reason of this Agreement or any provisions or conditions hereof, other than the Parties.

14. **Purpose of this Agreement; Not Establishing Precedent.** By entering into this Agreement, the Parties do not admit any liability whatsoever to the other, or to any other person, arising out of any claims asserted, or that could have been asserted, in the DOAH Proceeding, and expressly deny any and all such liability. The Parties acknowledge and agree that this Agreement is

not intended by any party to be construed, and shall not be construed, as an admission by Mr. Brown or the County of any liability or violation of any law, statute, ordinance, regulation, or other legal duty of any nature whatsoever. Rather, this Agreement is for the compromise of potential and disputed claims, involving both fact and law, and the Parties enter into this Agreement in a spirit of cooperation for the purpose of avoiding further litigation and in recognition of the desire for the speedy and reasonable resolution of the Parties' dispute. The acceptance of proposals for purposes of this Agreement is part of a mediated settlement affecting many factual and legal issues and is not an endorsement of, and does not establish precedent for, the use of these proposals in any other circumstances. Any party's waiver of any breach of this Agreement or forbearance from action shall not be a continuing waiver or a waiver of any other breach of this Agreement.

15. **Attorneys' Fees; Costs.** Except as set forth in Paragraph 2.E above, the Parties expressly agree to bear the fees and costs of their respective counsel, experts, and consultants in the DOAH Proceeding and in the preparation of this Agreement, and the Parties expressly waive any and all rights to pursue an award of attorneys' fees and costs in the DOAH Proceeding.

16. **Notices.** All notices and other communications required hereunder shall be in writing and shall be delivered personally, or by registered or certified mail, return receipt requested, postage prepaid, or by Federal Express, Airborne Express Mail, or other nationally recognized overnight commercial delivery service, fees prepaid for next day delivery. Such notices shall be deemed to have been received (i) upon delivery, if personally delivered; (ii) upon the earlier of actual receipt or the second day after mailing, if mailed by registered or certified United States mail, return receipt requested, postage prepaid; and (iii) upon the earlier of actual receipt or the next business day if sent by Federal Express, Airborne Express, or other nationally recognized overnight commercial delivery service, if fees are prepaid for next day delivery. The addresses for delivery of such notices shall be as follows:

(a) To Ms. Crump:

Thelma Crump
8848 Miccosukee Road
Tallahassee, Florida 32309

With a copy to:

David A. Theriaque, Esquire
Theriaque & Spain
433 North Magnolia Drive
Tallahassee, Florida 32308

(b) To Keep It Rural, Inc.:

Keep It Rural, Inc.
c/o Jeff Blair, Registered Agent
9143 Stargate Way
Tallahassee, Florida 32309

With a copy to:

David A. Theriaque, Esquire
Theriaque & Spain
433 North Magnolia Drive
Tallahassee, Florida 32308

(c) To Mr. Brown:

William Glenn Brown
2802 Topaz Way
Tallahassee, Florida 32309

With a copy to:

Dan R. Stengle, Esquire
Dan R. Stengle, Attorney, LLC
502 North Adams Street
Tallahassee, Florida 32301

(d) To Leon County:

Board of County Commissioners
Attn: Vincent S. Long, County Administrator
Leon County Courthouse
301 S. Monroe Street
Tallahassee, Florida 32301

With a copy to:

Leon County Attorney's Office
Attn: Herbert W. A. Thiele, Esquire
Leon County Courthouse
301 South Monroe Street
Tallahassee, Florida 32301

or to such other address as any party hereto shall from time to time designate to the other party by notice in writing as herein provided.

17. **Counterparts.** This Agreement may be executed in counterparts, each of which shall be deemed to be an original and need not be signed by more than one of the Parties and all of which shall constitute one and the same agreement. The Parties further agree that each party shall execute and deliver all other appropriate supplemental agreements and other instruments, and take any other action necessary to make this Agreement fully and legally effective, binding, and enforceable as between them and as against third parties.

18. **Effective Date.** This Agreement shall become effective upon the date of execution by the last of the Parties.

[REMAINDER OF PAGE INTENTIONALLY BLANK]

19. Waiver of Jury Trial. The Parties hereby knowingly, voluntarily, and intentionally waive any right to a jury trial with respect to any claims arising in connection with this Agreement.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed in a manner sufficient to bind them on the day and year identified above.

Signed, sealed, and delivered before me:

WITNESSES

THELMA CRUMP

R. Phillips
Print Name: R. Phillips

By: Thelma Crump

Name: Thelma Crump

M. Wilson
Print Name: George Wilson

Date: September 8, 2014

STATE OF FLORIDA

COUNTY OF LEON

The foregoing instrument was acknowledged before me this 8 day of ~~August~~ ^{September} 2014, by THELMA CRUMP. Said person (check one) is personally known to me or produced FL DL as identification.

(Notary Seal)

Printed Name: Dorothy Irvine
Notary Public, State of FL
Commission No. EE044976
My commission expires: 11/28/2014



WITNESSES

KEEP IT RURAL, INC.

Virginia Williams
Print Name: VIRGINIA WILLIAMS

Christian Pedersen
Print Name: Christian Pedersen

By: _____
Name: JEFF BLAIR
Its: PRESIDENT
Date: 9/8/14

STATE OF FLORIDA

COUNTY OF LEON

The foregoing instrument was acknowledged before me this 8 day of August 2014, by JEFF BLAIR, as PRESIDENT of KEEP IT RURAL, INC., on behalf of said entity. Said person (check one) is personally known to me or produced DRIVERS LICENSE as identification.
B468-421-54-458-0


(Notary Seal)

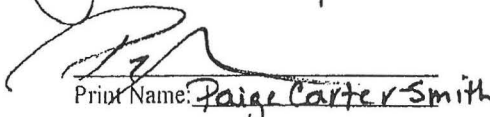
Printed Name: KATHRYN PENNINGTON
Notary Public, State of FLORIDA
Commission No. EE 846092
My commission expires: 11/24/2016



WITNESSES

WILLIAM GLENN BROWN


Print Name: Jeremy Branch


Print Name: Paige Carter Smith

By: William Glenn Brown
Name: WILLIAM GLENN BROWN
Date: September 2, 2014

STATE OF FLORIDA

COUNTY OF LEON

The foregoing instrument was acknowledged before me this 2nd day of September 2014, by WILLIAM GLENN BROWN. Said person (check one) is personally known to me or produced _____ as identification.

(Notary Seal)

Printed Name: DAN R STENGLE
Notary Public, State of FLORIDA
Commission No. 146591
My commission expires: 7/31/2018



WITNESSES

LEON COUNTY, FLORIDA

Print Name: _____

By: _____

Name: _____

Print Name: _____

Its: _____

Date: _____

STATE OF FLORIDA

COUNTY OF LEON

The foregoing instrument was acknowledged before me this ____ day of September 2014, by _____, as _____ of LEON COUNTY, FLORIDA, on behalf of said entity. Said person (check one) is personally known to me or produced _____ as identification.

(Notary Seal)

Printed Name: _____
Notary Public, State of _____
Commission No. _____
My commission expires: _____

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

INTERSECTION	FUNCTIONAL CLASSIFICATION	PARCEL ID NO./PROPERTY OWNER(S)	NOTES	
#1.) April Rd. and Old St. Augustine Road	April Rd. - Minor Collector	31-12-20-012-000-0 - St. Joe Timberland Co. (NW Quad)	East side of intersection not affected by changes (inside USA and zoned Urban Fringe and R-1). Old St. Augustine Road is a designated canopy road. No development within 100 ft of centerline.	
	Old St. Augustine Rd. - Minor Collector (Canopy Road)	31-12-20-001-000-0 - St. Joe Timberland Co. (SW Quad)		
#2.) Baum Rd. and Miccosukee Rd.	Baum Rd. - Minor Collector	15-25-20-401-000-0 - Chemonie Plantation, LTD (SE Quad)	Miccosukee Road is a designated canopy road. No development within 100 ft of centerline. Leon County owns small portion of SE Quad and very small portion of north side. SW Quad developed with church (St. Stephens Baptist).	
	Miccosukee Rd. - Minor Arterial (Canopy Road)	15-26-20-407-000-0 - St. Stephens Baptist Church (SE Quad)		15-26-20-405-000-0 - Quail Oaks Farm, LLC (SE Quad)
		15-26-20-405-000-0 - Quail Oaks Farm, LLC (North)		15-26-20-007-000-0 - Cahoon Land & Timber, LLC
#3.) Mahan Dr. and Baum Rd.	Mahan Dr. - Principal Arterial	12-01-20-414-000-0 - Crandall, Donna Lea Kelly and Tufnell, Mary Helon Kelly (NE Quad)	NE Quad (PID 12-01-20-414-000-0) has an existing auto service station that appears to have been abandoned. Portion of SE Quad adjacent to US 90 is inundated with ESAs.	
	Baum Rd. - Minor Collector	12-01-20-023-000-0 - Reynolds, Diana H (NE Quad)		12-01-20-608-000-0 - Pastuck, Richard J (NW Quad)
		12-01-20-009-000-0 - Williams, John Douglass and Williams, Nancy I (SW Quad)		12-01-20-408-000-0 - Jones, Robert L (SW Quad)
		12-01-20-410-000-0 - Kelly, Clayborn L Jr and Kelly, Donna Gail Jones (SE Quad)		12-01-20-404-000-0 - Forshay, Jennifer Paige (SE Quad)
#4.) Buck Lake Rd. and Baum Rd.	Buck Lake Rd. - Minor Collector	12-24-50 D-001-0 - Williams, Gregory A and Williams, Kimberly A (SW Quad)	SW quad (St. Marks Headwaters Greenway) is inundated with ESAs (FEMA Flood Zones and Wetlands) and zoned OS. OS does not allow commercial/retail. SE quad is a lot within the Oakhill Farms S/D and has significant floodplain - these factors would not allow commercial development on SE quad. NE Quad is not developable due to presence of ESAs (FEMA Flood Zones and Wetlands) and the fact that the NE quad consists of parcels that belong to the Oak Hill Farms S/D. NW Quad is located in Winfield Forest S/D and contains some areas of flood plain and drainage easements.	
	Baum Rd. - Minor Collector	12-24-50 A-008-0 - Annin, Robert H and Annin Gay W (NE Quad)		12-24-50 A-009-0 - Annin, Robert H and Annin, Gay W
		12-24-50 A-009-0 - Annin, Robert H and Annin, Gay W		12-23-70 A-006-0 - Tallahassee State Bank (NW Quad)
		12-23-70 A-006-0 - Tallahassee State Bank (NW Quad)		

INTERSECTION	FUNCTIONAL CLASSIFICATION	PARCEL ID NO./PROPERTY OWNER(S)	NOTES
#5.) Buck Lake Rd. and Benjamin Chaires	Buck Lake Rd - Minor Collector	12-27-08-000-005-0 - Niemi, Robert C and Fajardo, Michelle J (SW)	NW Quad encumbered with stormwater facility and drainage easements - also zoned UF. SW Quad parcel is located in the High Halden S/D and not eligible for commercial (zoned UF and Flood Zone). NE Quad is significantly encumbered with Flood Zone.
	Benjamin Chaires - Minor Collector	12-26-20-201-000-0 - Rysavy, Joseph and Rsavey, Kelly (SE)	
		12-23-20-604-000-0 - Crawley, Wayne and Crawley SL (NE)	
#6.) Cap Tram Rd and Apalachee Pkwy	Cap Tram Rd - Minor Collector	32-12-20-001-000-0 - Capitola Timberlands, LLC	NE Quad is State of Florida owned.
	Apalachee Pkwy - Principal Arterial	32-12-20-006-000-0 - Cody Church Timberlands, LLC	
#7.) CR 12 and Meridian Rd.	CR 12 - Major Collector	17-17-20-206-000-0 - Jones, Evelyn	NE Quad significantly encumbered with Canopy Road Protection Zone, Flood Zone and Wetlands. NE Quad is also presently developed with a single-family residence.
	Meridian Rd - Minor Arterial (Canopy Road)	17-17-20-208-000-0 - Vickers, Pinkie Bee and Vickers, Mabel	
		17-18-20-006-000-0 - Bond, William H	
		17-17-20-205-000-0 - Bell, Perry M Life Estate	
#8.) Crump Rd. and Miccosukee Rd.	Crump Rd. (Major Collector)	12-04-20-222-000-0 - Powerhouse, Inc. (NW Quad)	PID 12-04-20-018-000-0 subject to settlement agreement with Leon County/Thelma Crump that, once executed, would not allow commercial development of any kind. SW Quad has RP overlay - no commercial allowed.
	Miccosukee Rd. - Minor Arterial (Canopy Road)	12-04-20-018-000-0 - Brown, William G. (NE Quad)	
		12-04-20-011-000-0 - Chandler, Henry and Chandler, Norma (NE Quad)	
		12-04-20-001-000-0 - Hoffman, Omar D (SE Quad)	
		12-04-20-003-000-0 - Lemley, Deborah B and McCluskey, Thomas J (SE Quad)	
#9.) Fairbanks Ferry Rd. and N. Meridian Rd.	Fairbanks Ferry Rd. - Major Collector	17-08-10-000-001-0 - Davenport, Byron and Davenport, Jeanna Leigh (East)	PID 17-17-20-206-000-0 has very limited developable area due to the presence of Canopy Road Protection Zone, Flood Plain and wetlands.
	N. Meridian Rd. - Minor Arterial (Canopy Road)	17-17-20-206-000-0 - Jone, Evelyn (East)	
		17-17-20-208-000-0 - Vickers, Pinkie Bee and Vickers, Mabel (SW Quad)	
		17-18-20-002-000-0 - Trustland Partners, LLC (SW Quad)	
		17-07-20-058-000-0 - Hales Plantation, LLC	

INTERSECTION	FUNCTIONAL CLASSIFICATION	PARCEL ID NO./PROPERTY OWNER(S)	NOTES
#10.) Greenville and Pisgah Church Rd.	Greenville Rd. - Minor Collector	14-24-20-014-000-0 - Pennington, Carl R. Jr. and Pennington, M.	Pisgah Church Rd. is a designated Canopy Road. NE Quad is located in a residential subdivision with Residential Preservation overlay. Immediate NW Quad is located in a residential subdivision with Residential Preservation overlay (Baker Place HOA).
	Pisgah Church Rd. - Minor Collector (Canopy Road)	15-19-20-609-001-0 - Glass, Walter and Glass, Elizabeth	
		15-19-20-609-002-0 - Glass, Jeffrey M. and Glass, Kathryn J.	
#11.) Greenville Rd. and Proctor Rd.	Greenville Rd. - Major Collector	15-07-20-000-006-0 - Hunter Holdings, LLC (North)	This intersection is unpaved (dirt roads).
	Proctor Rd. - Minor Collector	15-07-20-000-117-0 - Hunter Holdings, LLC (SW)	
		15-07-20-000-131-0 - Hunter Holdings, LLC (SE)	
#12.) Jefferson Rd. and Mahan Dr.	Jefferson Rd. - Minor Collector	16-31-20-404-000-0 - Wheeler, Mary C Revocable Trust (North)	
	Mahan Dr. - Principal Arterial	16-31-20-405-000-0 - Davis, Wayne Jr. (North)	
		13-06-20-010-007-0 - Rozofsky, William H. and Rozofsky, Mary P. (SE)	
		13-06-20-221-000-0 - O'Steen, George E. and O'Steen, Barbara A.	
#13.) McCracken Rd. and Miccosukee Rd.	McCracken Rd. - Minor Collector	15-34-20-440-000-0 - Gullo, Sherry Waters (West)	NE and SE Quad parcels are owned by Leon County - stormwater management facility for McCracken Road
	Miccosukee Rd. - Minor Arterial (Canopy Road)	15-34-20-439-000-0 - Gullo, Sherry Waters (West)	
		15-34-20-401-000-0 - Givens, Everett and Givens, M.C. (West)	
#14.) McCracken Rd. and Baum Rd.	McCracken Rd. - Minor Collector	15-36-20-001-000-0 - Davis, Wayne Jr. (NE Quad)	SE and NE Quads are encumbered with Flood Plain and wetlands. SW quad has some areas of Flood Plain and wetlands. Wetlands immediately east of intersection.
	Baum Rd. - Minor Collector	15-36-20-003-000-0 - Fonvielle, Deborah Konas Rev Trust (NW Quad)	
		12-01-20-202-000-0 - Divine, Louise and Holley, Herman E. (SW Quad)	
		12-01-20-201-000-0 - Daws, George K.	
		12-01-20-205-000-0 - Daws, George K.	

INTERSECTION	FUNCTIONAL CLASSIFICATION	PARCEL ID NO./PROPERTY OWNER(S)	NOTES
#15.) Old Centerville Rd. and Centerville Rd.	Old Centerville Rd. - Minor Collector (Canopy Road)	15-03-20-626-000-0 - Parker, Janet Bradley (NE Quad)	Canopy Roads. Horseshoe Tower, LLC on west side of intersection. Flood Plain and wetlands on south side of intesection.
	Centerville Rd. - Minor Arterial (Canopy Road)	15-03-20-601-000-0 - Horseshoe Tower, LLC (NW Quad)	
		15-03-20-422-002-0 - Obrecht, Michael D. and Obrecht, Julie B.	
		15-09-20-003-000-0 - Humphrey, Louise I Revocable Trust (SW Quad)	
#16.) Old Magnolia Rd. and Mahan Dr.	Old Magnolia Rd. - Minor Collector	16-34-20-626-000-0 - Beauregard, Christine L. (NE Quad)	Miccosukee Hills, LLC and GEM Land Co at NW and SW Quads.
	Mahan Dr. - Principal Arterial	16-35-20-005-002-0 - A M S of Gainesville, Inc. (NW Quad)	
		16-33-20-422-001-0 - Lamont, William III and Lamont, Donna (SW Quad)	
		16-33-20-418-000-0 - Stephen Demott Investments, LLC	
		16-33-20-420-000-0 - Roberts, William (SW Quad)	
		16-34-20-410-001-0 - Buharp, Shannon and Johnson, Caitlyn Trust (SE Quad)	
		16-34-20-630-000-0 - Williams, May Jr. (SE Quad)	
#17.) Old Magnolia Rd. and Cromartie Rd.	Old Magnolia Rd. - Minor Collector	16-03-20-601-000-0 - Miccosukee Hills, LLC (NW Quad)	
	Cromartie Rd. - Minor Collector	16-09-20-618-000-0 - GEM Land Co. (SW/SE Quads)	
		16-10-20-004-000-0 - Love, George H. Trusts (East)	
		16-02-20-004-000-0 - Love, George H. Trusts (East)	
#18.) Old Magnolia Rd and Rococo Rd.	Old Magnolia Rd. - Minor Collector		
	Rococo Rd. - Minor Collector	16-09-20-618-000-0 - GEM Land Co.	Entire intersection adjoins GEM Land Co property.
#19.) Orchard Pond Rd. and N. Meridian Rd.	Orchard Pond Rd. - Major Collector	24-01-20-401-000-0 - Orchard Pond, LLC (NW Quad)	N. Meridian a designated Canopy Road. East side of intersection in UF Zoning/Future Land Use Category.
	N. Meridian Rd. - Minor Arterial (Canopy Road)	24-11-20-002-000-0 - Orchard Pond, LLC (SW Quad)	

INTERSECTION	FUNCTIONAL CLASSIFICATION	PARCEL ID NO./PROPERTY OWNER(S)	NOTES
#20.) Orchard Pond Rd. and Old Bainbridge Rd.	Orchard Pond Road - Major Collector	24-07-20-002-000-0 - Blocker Neighborhood, LLC (West)	NE Quad - Wetlands and Flood Plain.
	Old Bainbridge Road - Minor Arterial	24-03-20-018-000-0 - Orchard Pond, LLC (NE Quad)	
		24-08-20-602-000-0 - Johnson, Willie (SE Quad)	
		24-08-20-610-000-0 - Spradley, Larry and Spradley, Vivian (SE Quad)	
		24-17-20-252-000-0 - Johnson, Willie C.	
#21.) Proctor Rd. and Centerville Rd.	Proctor Road - Minor Collector	15-16-20-000-055-0 - Kocyigit, Bulent and Kocyigit, Esra (NW Quad)	Centerville Road is a designated Canopy Road. SW Quad has Residential Preservation overlay and is part of the DeSoto Lakes Estates S/D - not eligible for commercial development.
	Centerville Road - Minor Arterial (Canopy Road)	15-16-20-000-0054-0 - Rust, William Lee Revocable Trust (NE Quad)	
		15-16-20-245-001-0 - Murphy, Danny M. and Murphy, Karen D. (SE Quad)	
		15-16-15 B-011-1 - Andrews, Fred Wayne Jr. and Andrews, Susan Beth (SW Quad)	
#22.) Rococo Rd. and Veterans Memorial Dr.	Rococo Rd. - Minor Collector	16-20-20-220-000-0 - Knox, Eason (NW Quad)	West side of interesection and the SE side of intersection are significantly encumbered with Flood Plain and wetlands.
	Veterans Memorial Dr. - Minor Arterial	16-20-20-459-000-0 - Norred, W. James and Norred, Kelly A. (SW Quad)	
		16-20-20-440-000-0 - Shelfer, Arthur J. and Shelfer, Janice W. (SE Quad)	
		16-20-51-000-021-0 - Concord AME Church (NW Quad)	
#23.) TS Green Rd. and Veterans Memorial Dr.	TS Green Rd. - Minor Collector	16-04-20-239-000-0 - Woody, Willie James and Woody, Audrey (NW & SW Quad)	SW Quad significantly encumbered with Flood Plain and wetlands.
	Veterans Memorial Dr. - Minor Arterial	16-04-20-240-000-0 - Woody, Inez (SW Quad)	
		16-03-20-601-000-0 - Miccosukee Hills, LLC (East)	
		16-04-20-235-000-0 - Woody, Willie James and Woody, Audrey (North)	

INTERSECTION	FUNCTIONAL CLASSIFICATION	PARCEL ID NO./PROPERTY OWNER(S)	NOTES
#24.) Wadesboro Rd. and Baum Rd.	Wadesboro Rd. - Minor Collector	12-11-20-610-006-0 - Rockaway, LLP (NW Quad)	NE part of Dalton S/D
	Baum Rd. - Minor Collector	12-11-20-610-007-0 - Rockaway, LLP (NW Quad)	
		12-12-25-000-001-0 - Collier, Emory C III and Collier, Lessie D. (East)	
		12-13-20-205-000-0 - Vafek, Oskar and Vafek, Ruth E. (East)	
		12-14-20-010-000-0 - Moore, Charlette (SW Quad)	
#25.) WW Kelley Rd. and Tram Rd.	WW Kelley Rd. - Major Collector	32-27-51-000-030-0 - Fearson, Kendrick and Fearson, Letitia W. (NE Quad)	NW part of Walton Corners S/D; NE part of Walton Woods Unrec; SW encumbered with Flood Plain and wetlands.
	Tram Rd. - Minor Arterial	32-27-51-000-031-0 - St. Joe Land & Development Co. (NE Quad)	
		32-27-51 0001 - Panhandle Building Services, Inc.	
		32-28-20-020-000-0 - Madison Lumber Products, LLC	
		32-27-20-401-000-0 - Hackl Enterprises, LLC (SE Quad)	
#26.) Crump Rd. and Proctor Rd.	Crump Road - Major Collector	15-33-20-006-000-0 - Smith, Mrs. Freddie (North)	East side of intersection is located in the Northwest Kingdom S/D - not eligible for commercial development.
	Proctor Road - Minor Collector	12-04-20-222-000-0 - Powerhouse, Inc. (West)	
		15-33-10-000-003-0 - Hill, Robert A and Hill, Shari Rae (East)	
		15-33-10-000-004-0 - Guest, Bonnie K (East)	
		15-33-10-000-007-0 - Rook, Maureen A. and Rook, David N.	
		15-33-20-004-000-0 - Moss, Doris (NW Quad)	

Information provided is based on layers available with GIS. This information is for reference only and shall not be construed as a legal document or replace more site-specific data from qualified professionals. Site-specific data, as it becomes available, may present different findings and results that may lead to additional or less development opportunities. Leon County assumes no responsibility for any use of the information contained herein or any loss resulting therefrom.

**Leon County
Board of County Commissioners**

Notes for Agenda Item #8

Leon County Board of County Commissioners

Cover Sheet for Agenda #8

October 28, 2014

To: Honorable Chairman and Members of the Board

From: Herbert W.A. Thiele, County Attorney

Title: Approval of the Amended Interlocal Agreement Between Leon County, Florida and Gulf Consortium Regarding Procurement Services

County Attorney Review and Approval:	Herbert W.A. Thiele, County Attorney
Lead Staff/ Project Team:	Herbert W. A. Thiele, County Attorney

Fiscal Impact:

This item has a fiscal impact to the County. As indicated in the prior agenda item authorizing Leon County to provide procurement services to the Gulf Consortium in relation to the Federal RESTORE Act, limited staff resources are utilized in providing said procurement services.

Staff Recommendation:

Option #1: Approve the proposed Amended Interlocal Agreement between Leon County, Florida and Gulf Consortium (Attachment #1), and authorize the Chairman to execute same.

Report and Discussion

Background:

The Gulf Consortium is a public entity created by Interlocal Agreement among 23 Florida gulf coast counties who are recipients of potential funding from administrative and civil penalties from the responsible parties in connection with the explosion on and sinking of the Deepwater Horizon pursuant to the Resources and Ecosystems Sustainability, Tourist Opportunities and Revived Economics of the Gulf Coast States Act of 2012 (“RESTORE Act”).

On June 24, 2013, General Counsel for the Gulf Consortium forwarded correspondence to County Administrator, Vincent Long, requesting Leon County to assist the Gulf Consortium with procurement services in meeting its requirements under the RESTORE Act.

The Board of County Commissioners, at its regular meeting of July 9, 2013, voted to authorize Leon County to provide procurement services for the Gulf Consortium and, on March 26, 2014, an Interlocal Agreement was entered into by and between Leon County, Florida and the Gulf Consortium (Attachment #2).

Analysis:

Leon County has been providing procurement services to the Gulf Consortium pursuant to the Interlocal Agreement in order for it to properly and effectively develop the State Expenditure Plan pursuant to the RESTORE Act; however, the need has arisen to retain experts and/or consultants beyond those that are required by the Plan and/or authorized by the Interlocal Agreement. Thus, the Gulf Consortium has requested Leon County assist in the additional retention of experts and/or consultants and, as such, the County Attorney’s Office has prepared the proposed Amended Interlocal Agreement (Attachment #1) adding subparagraph C to Section 2, which addresses such request.

Options:

1. Approve the proposed Amended Interlocal Agreement between Leon County, Florida and the Gulf Consortium (Attachment #1), and authorize the Chairman to execute same.
2. Do not approve the proposed Amended Interlocal Agreement between Leon County, Florida and the Gulf Consortium.
3. Board direction.

Recommendation:

Option #1.

Attachments:

1. Proposed Amended Interlocal Agreement
2. Interlocal Agreement dated March 26, 2014

HWAT:ea

**AMENDED INTERLOCAL AGREEMENT BETWEEN LEON COUNTY, FLORIDA
AND
GULF CONSORTIUM REGARDING PROCUREMENT SERVICES**

THIS AMENDED INTERLOCAL AGREEMENT (“Agreement”) is made and entered into by and among the LEON COUNTY, Florida, a charter county and political subdivision of the State of Florida (the “County”); and GULF CONSORTIUM, a legal entity and public body and a unit of local government (the “Consortium”).

RECITALS

WHEREAS, the parties entered into a Interlocal Agreement on March 26, 2014, which authorized the County to provide and assist the Consortium with procurement services in order for it to properly and effectively develop the State Expenditure Plan pursuant to the RESTORE ACT;

WHEREAS, the parties to the Interlocal Agreement desire to amend certain provisions to allow for the procurement of additional services, as needed, for the Consortium.

NOW, THEREFORE, in consideration of the following mutual promises, covenants and representations set forth herein, the sufficiency of which being acknowledged, the County and the Consortium do hereby agree to amend the Interlocal Agreement as follows:

SECTION 2. PROCUREMENT SERVICES

A. The County shall provide all necessary personnel and take all required steps to perform procurement services for the Consortium, as follows: Provide advice and assistance regarding the development of a competitive procurement policy for the Consortium; and

B. Provide technical and strategic support in the Consortium’s competitive solicitation of a firm in the development and submission of the State Expenditure Plan, including, but not limited to, preparing solicitation documents, advertising and disseminating solicitation documents, and advising and assisting the Consortium’s Interim Manager, the procurement evaluation team and the Consortium Board of Directors in the selection of the most qualified firm; and,

C. Provide other procurement services as needed by the Consortium, including, but not limited to, other consultants and professional services as well as goods and materials.

All other provisions of the Interlocal Agreement entered into by and between the parties on March 26, 2014 and recorded in Official Records of Leon County in Book 4650 at Page 340, not inconsistent with the provisions herein shall remain in full force and effect.

IN WITNESS WHEREOF, the Parties cause this Amended -Interlocal Agreement to be executed by their duly authorized representatives this _____ day of _____, 2014.

LEON COUNTY, FLORIDA

Attest:
Bob Inzer, Clerk of the Court

By: _____
Kristin Dozier, Chairman
Board of County Commissioners

By: _____

Approved as to form:
County Attorney's Office

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

THE GULF CONSORTIUM

ATTEST:

By: _____
Chairman
Board of Directors

Secretary-Treasurer
Board of Directors

APPROVED AS TO FORM:

Sarah M. Bleakley, Esq.
Nabors, Giblin & Nickerson, P.A.
Interim General Counsel

INTERLOCAL AGREEMENT BETWEEN LEON COUNTY, FLORIDA AND GULF CONSORTIUM REGARDING PROCUREMENT SERVICES

THIS INTERLOCAL AGREEMENT (“Agreement”) is made and entered into by and among the LEON COUNTY, Florida, a charter county and political subdivision of the State of Florida (the “County”); and GULF CONSORTIUM, a legal entity and public body and a unit of local government (the “Consortium”).

RECITALS

WHEREAS, the County is authorized to enter into said Interlocal Agreement by the powers and authority granted to it under the Constitutional and the laws of the State of Florida; and,

WHEREAS, the Consortium is authorized to enter into this Interlocal Agreement by virtue of the Interlocal Agreement Relating to the Establishment of the Gulf Consortium entered into on or about the 19th day of September, 2012, which was created to serve as a consortia of local political subdivisions as contemplated by the RESTORE ACT for the 23 Florida counties which are members of the Consortium; and,

WHEREAS, the RESTORE ACT (“United States Resources and Ecosystems Sustainability, Tourist Opportunities, and Revived Economics of the Gulf Coast States Act of 2012”) was passed by Congress on June 29, 2012, and the President signed into law on July 6, 2012 and said Act establishes a mechanism for providing funding to the Gulf Coast region to restore ecosystems and rebuild local economies damaged by the Deepwater Horizon Oil Spill; and,

WHEREAS, the Consortium is required to develop a State Expenditure Plan for the expenditure of the Spill Impact Component required by the RESTORE ACT; and,

WHEREAS, the County and the Consortium wish to enter into an agreement that authorizes the County to provide and assist with procurement services for the Consortium in order for it to properly and effectively engage the services of one or more firms to assist in the development of the State Expenditure Plan.

NOW, THEREFORE, in consideration of the following mutual promises, covenants and representations set forth herein, the sufficiency of which being acknowledged, the County and the Consortium do hereby agree as follows:

SECTION 1. DEFINITIONS AND CONSTRUCTION

In construing this Interlocal Agreement, the singular includes the plural and vice versa. Unless otherwise defined herein, the following words and phrases shall have the following meaning:

- A. “County” means Leon County, Florida, a political subdivision of the State of Florida, a charter county.

B. "Consortium" means Gulf Consortium that was created by Interlocal Agreement between 23 Florida counties, namely, Bay, Charlotte, Collier, Citrus, Dixie, Escambia, Gulf, Franklin, Hernando, Hillsborough, Jefferson, Lee, Levy, Manatee, Monroe, Okaloosa, Pasco, Pinellas, Santa Rosa, Sarasota, Taylor, Wakulla and Walton, on September 19, 2012, which is recorded in the Official Records of Leon County in Book 4432 at page 105.

C. "RESTORE ACT" means United States Resources and Ecosystems Sustainability, Tourist Opportunities, and Revived Economics of the Gulf Coast States Act of 2012.

D. "Deepwater Horizon Oil Spill" means the Deepwater Horizon offshore drilling rig's explosion, and resulting oil spill, on April 20, 2010.

SECTION 2. PROCUREMENT SERVICES

The County shall provide all necessary personnel and take all required steps to perform procurement services for the Consortium, as follows: Provide advice and assistance regarding the development of a competitive procurement policy for the Consortium, and

B. Provide technical and strategic support in the Consortium's competitive solicitation of a firm in the development and submission of the State Expenditure Plan, including, but not limited to, preparing solicitation documents, advertising and disseminating solicitation documents, and advising and assisting the Consortium's Interim Manager, the procurement evaluation team and the Consortium Board of Directors in the selection of the most qualified firm.

SECTION 3. GENERAL PROVISIONS

A. Funding.

The procurement related services to be provided to the Consortium would require utilization of limited staff resources by the County, which may be reimbursed to the County by the Consortium under possible federal rules yet to be finalized with regard to the RESTORE ACT. However, the County shall be entitled to seek, and the Consortium shall reimburse the County for all of its direct expenses.

B. Compliance with Applicable Law.

In providing services and otherwise carrying out its obligations under this Agreement, the parties shall comply with applicable law. Such compliance shall include obtaining any and all federal, state or local permits or licenses required to perform its obligations under this Agreement.

C. Choice of Law, Venue and Severability.

This Agreement shall be construed and interested in accordance with Florida Law. Venue for any action brought in relation to this Agreement shall be placed in a court of competent jurisdiction in Leon County, Florida. If any provision of this Agreement is subsequently held invalid, the remaining provisions shall continue in effect.

D. Amendments.

The Parties hereby acknowledge that the terms hereof constitute the entire understanding and agreement of the Parties with respect to the subject matter hereof. No modification hereof shall be effective unless in writing, executed with the same formalities as this Agreement, in accordance with general law.

E. Assignment.

The Parties agree not to assign any of the services specified by this Agreement to a third-party without the prior written consent of the other Parties.

F. Conflict Resolution.

1. The Parties shall attempt to resolve all disputes that arise under this Agreement in good faith and in accordance with this section. The provision of the "Florida Governmental Conflict Resolution Act" shall not apply to disputes under this Agreement, as an alternative dispute resolution process is hereby set forth in this section. The aggrieved Party shall give written notice to the other Parties in writing, setting forth the name of the Party or Parties involved in the dispute, the nature of the dispute, date of occurrence (if known), and proposed resolution, hereinafter referred to as the "Dispute Notice."
2. Should the Parties be unable to reconcile any dispute, the appropriate County and Consortium representative shall meet at the earliest opportunity, but in any event within ten (10) days from the date that the Dispute Notice is received, to discuss and resolve the dispute. If the dispute is resolved to the mutual satisfaction of the Parties, they shall report their decision, in writing, to the Board of County Commissioners and the Board of Directors of the Consortium. If the Parties are unable to reconcile their dispute, they shall report their impasse to such Boards who shall then convene a meeting at their earliest opportunity, but in any event within twenty (20) days following receipt of a Dispute Notice, to attempt to reconcile the dispute.

G. Recordation.

The County shall record this Agreement with the Leon County Clerk of the Court upon execution of the Parties. Upon return of the recorded Agreement, the County shall deliver a recorded copy of this Agreement to the Consortium. The recordation of this Agreement complies with all government transparency requirements.

SECTION 3. EFFECTIVE DATE

This Agreement shall be effective ("Effective Date") upon execution by all Parties.

SECTION 4. TERM; COMMENCEMENT DATE; RENEWAL

The term of this Agreement shall be for a period of three (3) years commencing on the Effective Date.

IN WITNESS WHEREOF, the Parties cause this Interlocal Agreement to be executed by their duly authorized representatives this 26th day of March, 2014.

Attest:
Bob Inzer, Clerk of the Court



By: 

Approved as to form:
County Attorney's Office

By: 

Herbert W.A. Thiele, Esq.
County Attorney

LEON COUNTY, FLORIDA

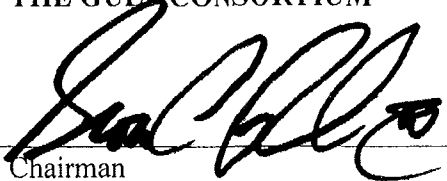
By: 

Kristin Dozier, Chairman
Board of County Commissioners

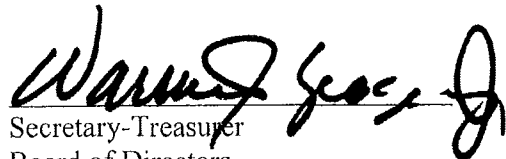
**SIGNATURE PAGE TO INTERLOCAL AGREEMENT RELATING TO
PROCUREMENT SERVICES TO BE PROVIDED BY LEON COUNTY**

THE GULE CONSORTIUM

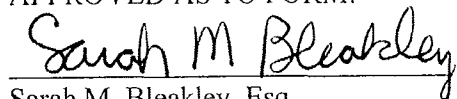
By: _____


Chairman
Board of Directors

ATTEST:


Secretary-Treasurer
Board of Directors

APPROVED AS TO FORM:


Sarah M. Bleakley, Esq.
Nabors, Giblin & Nickerson, P.A.
Interim General Counsel

**Leon County
Board of County Commissioners**


Notes for Agenda Item #9

Leon County Board of County Commissioners

Cover Sheet for Agenda #9

October 28, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Acceptance of the Final FY 2013/14 Commissioner Discussion Items Status Report

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: Accept the Final FY 2013/14 Commissioner Discussion Items Status Report (Attachment #1).

Report and Discussion

Background:

At each regularly scheduled Board meeting, Commissioners have the opportunity, under Commissioners' Discussion Time, to make requests and/or inquiries of staff. If staff action is requested, Board approval is required. The County Administrator, as well as the County Attorney, then makes staff assignments, respectively. The status of such items is then tracked by Administration through the status reports. The County Administrator utilizes the status reports as a management tool to ensure the appropriate actions are taken in response to Board direction.

Analysis:

For the period of October 1, 2013 – September 30, 2014, other than Resolutions, 49 requests were generated under Commissioners' Discussion time. The number of tasks completed by staff is 45, and four items are ongoing.

Options:

1. Accept the Final FY 2013/14 Commissioner Discussion Items Status Report (Attachment #1).
2. Accept the Final FY 2013/14 Commissioner Discussion Items Status Report, with modifications.
3. Board direction.

Recommendation:

Option #1.

Attachment:

1. FY 2013/14 Commissioner Discussion Items Final Status Report

**FY 2013/2014
Commissioner Discussion Items
Ongoing Status Report
October 1, 2013 – September 30, 2014**

Meeting Date	Commissioner	Discussion Item	Staff Assigned	Status
October 8, 2013	Desloge	Without objection, requested staff consider including Knight Creative Communities Institute (KCCI), along with Village Square, regarding the next iteration of citizen engagement, for discussion at the Board's Retreat.	County Administration – Kim Dressel/ Shington Lamy	Done. December 8, 2013 <i>Representatives from Knight Creative Communities Institute (KCCI) and Village Square attended the Board Retreat.</i>
	Dailey	Motion: Direct staff to provide a status report on the contractual relationship with the North Florida Fairgrounds Authority.	County Attorney – Herb Thiele	Done. April 22, 2014 <i>Agenda Item #17</i>
October 29	Proctor	Motion: Direct staff to schedule a town hall meeting to specifically discuss Woodville wastewater options.	Public Works/Planning/Community & Media Relations – Tony Park/ Wayne Tedder/Jon Brown	Done upon Board Direction.
November 19	Lindley	Motion: Agenda a “fair share” funding request from the Disabled American Veterans in the amount of \$10,962 toward the purchase of a 12-passenger van to transport veterans to appointments for the December 10 th meeting.	Financial Stewardship/OMB – Scott Ross	Done. December 10, 2013 <i>Agenda Item #22</i>
	Dozier	Motion: Agenda a status report on the Leon County Research and Development Authority Memorandum of Understanding with the Universities and Strategic Plan for December 10, 2013.	Economic Development & Business Partnerships – Ken Morris	Done. December 10, 2013 <i>Agenda Item #19</i>
	Dozier	Motion: Agenda a status report on Waste Pro collection services issues.	Resource Stewardship/Solid Waste – Maggie Theriot/Robert Mills	Done. December 10, 2013 <i>Agenda Item #20</i>

**FY 2013/2014
Commissioner Discussion Items
Ongoing Status Report
October 1, 2013 – September 30, 2014**

Meeting Date	Commissioner	Discussion Item	Staff Assigned	Status
December 10	Dailey	Motion: Direct staff to schedule a workshop on the issue of fire safety infrastructure needs for those neighborhoods outside of the urban services area	Public Works & Community Development/EMS – Tony Park/Tom Quillin	Done. February 25, 2014 <i>Workshop held</i>
	Desloge	Motion: Direct staff to bring back an agenda item on transportation needs of Bannerman Road.	Public Works/Engineering – Tony Park/Katherine Burke	Done. January 21, 2014 <i>Agenda Item #27</i>
	Lindley	Motion: Modify the Strategic Initiative regarding EMS so that the County can continue to pursue some assistance and bring back to Board in form of ratification of Retreat.	County Administration – Kim Dressel	Done. January 21, 2014 <i>Agenda Item #20</i>
	Dozier	Motion: Send a letter to HRSA indicating that the Board will not be providing a letter of support for Neighborhood Health Services; further, the Board rescinds their previous letter of support for Bond Community Health Center; and, finally, the Board advise HRSA that they support a single application to reflect coordination and cooperation between Bond Community Health Center and Neighborhood Health Services.	Human Services & Community Partnerships – Candice Wilson	Done.
	Dozier	Motion: Schedule the proposed healthcare workshop, subsequent to the community dialogue meeting.	Human Services & Community Partnerships – Candice Wilson	Done. January 21, 2014 <i>Agenda Item #24</i>
January 21, 2014	Proctor	Motion: Direct staff to develop a policy that prohibits contractors from displaying offensive language on equipment being used on County-funded projects and make it part of our business practices.	County Attorney – Herb Thiele	Done. March 11, 2014 <i>Agenda #23</i>
	Lindley	Without objection, requested the Board invite Andrea Rossier and Ivan Maldonado from Star Metro to the March 11 th meeting to provide information on the FLEX Service Program.	County Administration/Agenda Coordinator – Alan Rosenzweig/ Christine Coble	Done. April 8, 2014 <i>Presentation made</i>

**FY 2013/2014
Commissioner Discussion Items
Ongoing Status Report
October 1, 2013 – September 30, 2014**

Meeting Date	Commissioner	Discussion Item	Staff Assigned	Status
February 11	Proctor	Requested staff provide an inventory of cemeteries in the County.	Public Works & Community Development/Facilities Mgmt./Real Estate - Tony Park/Tom Brantley/Graham Stewart	Done. May 27, 2014 <i>Agenda Item #11</i>
	Proctor	Motion: Send a Resolution stating County support for Medicaid expansion under the Affordable Care Act to State government leaders.	Economic Development & Business Partnerships/Intergovernmental Affairs - Ken Morris/Cristina Paredes	Done. February 25, 2014 <i>Agenda Item #11</i>
	Proctor	Requested staff provide a unified list of issues to be talked about in Washington (NACo Legislative Conference)	Economic Development & Business Partnerships/Intergovernmental Affairs - Ken Morris/Cristina Paredes	Done. February 11, 2014
	Desloge	Motion: send a letter of welcome and to look at option for holding a welcome reception to incoming FAMU President.	County Administration Shington Lamy	Done. March 11, 2014 <i>Agenda Item #20</i>
	Desloge	Motion: Direct staff look at alternate date for the County Healthcare Workshop.	Human Services & Community Partnerships – Candice Wilson	Done.
	Desloge	Motion: Direct staff to bring back an agenda item with options for County sponsorship of FAC Legislative reception.	Economic Development & Business Partnerships/Intergovernmental Affairs - Ken Morris/Cristina Paredes	Done. February 25, 2014 <i>Agenda Item #3</i>
February 25	Proctor	Requested staff looks into temperature variations of Commission offices.	Public Works & Community Development/Facilities Management - Tony Park/Tom Brantley	Done.
	Dailey	Motion: Direct staff to look at regulations of backyard burning in established neighborhoods and bring back an agenda item with analysis and recommendations.	DSEM/Permit & Code Services – David McDevitt/Emma Smith County Attorney – Herb Thiele	Done. March 3, 2014 <i>Memo sent by County Attorney to Board in lieu of agenda item.</i>
	Desloge	Motion requested to participate in the May 27 th Board meeting via conference call.	MIS/CMR – Pat Curtis/Jon Brown	Done upon Board Direction.

**FY 2013/2014
Commissioner Discussion Items
Ongoing Status Report
October 1, 2013 – September 30, 2014**

Meeting Date	Commissioner	Discussion Item	Staff Assigned	Status
March 11	Dailey	Requested staff assistance in holding an organizational meeting to allow the community to formally host a farmers market on Saturday mornings at Huntington Oaks.	Resource Stewardship/Sustainability – Maggie Theriot/Kathryn Ziewitz	Done upon Board Direction.
	Dailey	Motion: Direct staff to bring back an agenda item analyzing options for suspending parking fees at the Main Library during certain hours. Additionally, look at possibly providing passes to seniors and veterans.	Facilities Management/Library – Tony Park/Tom Brantley/Cay Hohmeister Office of Management & Budget – Scott Ross	Done. April 22, 2014 <i>Agenda Item #13</i>
	Lindley	Motion: Direct staff to bring back an agenda item regarding the Interlocal Agreements with the City and CRA on Tourist Development taxes with information on the financial circumstances of the vacant building on College Avenue that is being considered as a theater, in the agenda item.	County Administration/Economic Development & Business Partnerships Ken Morris	Done. April 8, 2014 <i>Agenda Item #13</i>
	Dozier	Motion: Direct staff to bring back a status report on bus service in the Buck Lake/Mahan Drive/Miccosukee area.	County Administration – Shington Lamy	Done. April 8, 2014 <i>Agenda Item #12</i>
	Dozier	Motion: Direct staff to bring an agenda item regarding governance restructure of membership on the Leon County Research and Development Authority (LCRDA) Board, based on the recommendations of the LCRDA Board.	County Attorney – Herb Thiele	Done. April 8, 2014 <i>Agenda Item #17</i>

**FY 2013/2014
Commissioner Discussion Items
Ongoing Status Report
October 1, 2013 – September 30, 2014**

Meeting Date	Commissioner	Discussion Item	Staff Assigned	Status
April 8	Desloge	Motion: Direct the County Administrator to designate a County staff person to serve on the Neighborhood Medical Center/Bond FQHC transition team.	Human Services & Community Partnerships – Candice Wilson	Done upon Board Direction.
April 22	Desloge	Motion: Directed staff to provide an agenda item to look at other areas where the issue of construction of a gas station/mart may occur to avoid similar issues in the future.	Public Works & Community Development/PLACE/Development Support and Environmental Management – Tony Park/ Wayne Tedder/David McDevitt	Done. June 24, 2014 <i>Agenda Item #11</i> Done. July 8, 2014 – 1st PH September 2, 2014 – 2nd PH
May 13	Proctor	Motion: Direct staff to look at issues of sightlines and right-of-way at intersections and bring back an analysis regarding overgrowth of shrubs, etc.	County Attorney – Herb Thiele Public Works/Operations – Tony Park/ Dale Walker	Ongoing.
	Dailey	Motion: Direct staff to bring back a discussion item for June Budget Workshop on the Monroe Street Boat Landing.	Public Works & Community Development/OMB – Tony Park/ Scott Ross	Done. June 10, 2014 <i>Budget Discussion Item #11</i>
	Sauls	Motion: Direct staff to bring back a budget discussion item on the Apalachee Regional Planning Council.	Financial Stewardship/OMB – Scott Ross	Done. June 10, 2014 <i>Budget Discussion Item #6</i>
	Desloge	Motion: Direct staff to bring back a budget discussion item on the hiring of a Sheriff's Deputy at the new Renaissance Center location.	County Administration/OMB- Shington Lamy/Scott Ross	Done. June 10, 2014 <i>Budget Discussion Item #12</i>
	Desloge	Motion: Have the Chairman send a letter of support, on behalf of the Board, for the telemedicine study to the Governor.	Economic Development & Business Partnerships/Intergovernmental Affairs – Ken Morris/Cristina Paredes	Done upon Board Direction.
	Dozier	Motion: Direct staff to bring back a discussion item on ways to be more effective with the summer program and engage more youth.	County Administration – Shington Lamy	Done. June 10, 2014 <i>Budget Discussion Item #13</i>

**FY 2013/2014
Commissioner Discussion Items
Ongoing Status Report
October 1, 2013 – September 30, 2014**

Meeting Date	Commissioner	Discussion Item	Staff Assigned	Status
May 27	Maddox	Motion: Direct staff to bring back an agenda item for the Board to consider infant mortality in next year's contract with Neighborhood Health Services and Bond and, at a level of \$40,000, to provide pre-natal services, within the existing allocated budget. Additionally, staff to provide an update on activity of all stakeholders, including Whole Child Leon.	Human Services & Community Partnerships/Primary Health – Candice Wilson/Tiffany Harris	Done. July 8, 2014 <i>Agenda Item #24</i>
	Dozier	Motion: Direct staff to provide a budget discussion item on the County contribution to Sustainable Tallahassee carbon fund.	Resource Stewardship/Sustainability – Maggie Theriot/Kathryn Ziewitz	Done. June 10, 2014 <i>Budget Discussion Item #7</i>
June 10	Desloge	Direct staff bring back an agenda item regarding potential ways the County could promote small-scale commercial farming.	Resource Stewardship/Sustainability – Maggie Theriot/Kathryn Ziewitz Facilities Management/Real Estate – Tom Brantley/Graham Stewart PLACE/Planning – Wayne Tedder/Cherie Bryant	Done. October 14, 2014 <i>Agenda Item #11</i>
	Desloge	Motion: Direct staff to provide an update on the Public Safety Complex.	T-LC Consolidated Dispatch Agency - Tim Lee	Ongoing.
June 24	Proctor	Motion: Direct the Team from the Sense of Place Initiative for Fairgrounds to include input from Mr. Charlie Smith on emerging trends in fairground development in their report.	PLACE/Planning – Tony Park/Wayne Tedder/Cherie Bryant	Done. July 16, 2014 <i>Mr. Smith provided a presentation to Leon County staff and Fairgrounds stakeholders.</i>
	Dailey	Motion: Direct staff to bring back a status report on the overall picture of the Affordable Care Act and its impact on Leon County.	Human Services & Community Partnerships – Candice Wilson	Ongoing.
	Dozier	Motion: Authorize Chairman to write a letter on behalf of Kids Incorporated for a federal grant to expand the current Head Start program in Leon County.	Chairman Kristin Dozier	Done upon Board Direction.

**FY 2013/2014
Commissioner Discussion Items
Ongoing Status Report
October 1, 2013 – September 30, 2014**

Meeting Date	Commissioner	Discussion Item	Staff Assigned	Status
July 8	Dozier	Motion: Authorize funding up to \$3,000 from the contingency account to support the FAMU 5K walk/run Inauguration event.	Financial Stewardship/OMB – Scott Ross	Done upon Board Direction.
September 2	Proctor	Motion: Staff bring back an agenda item to address Bond Community Health Center request to release \$309,603 in remaining matching funds for the September 23 meeting.	Human Services & Community Partnerships – Candice Wilson	Done. September 23, 2014 <i>Agenda Item #20</i>
	Desloge	Motion: Staff bring back a status report regarding moving forward with help on the Southside.	County Administration – Shington Lamy	Done. October 14, 2014 <i>Agenda Item #13</i>
	Dozier	Motion: Approval to host Stakeholders Forum to discuss entrepreneurial issues.	Economic Development & Business Partnerships – Ken Morris	Done upon Board Direction.
September 16	Desloge	Motion: Requested discussion on a proposed Resolution to support NACo in opposition of some of the language in the Waters of the U.S. Rule issue at the next meeting.	Economic Development & Business Partnerships/Intergovernmental Affairs – Ken Morris/Cristina Paredes	Done. September 23, 2014 <i>Agenda Item # 28</i>
	Lindley	Motion: Requested the County participate and buy a sponsorship in Thursday's Leadership Awards Presentation.	County Administration	Done.
September 23	Dozier	Motion: Direct staff to assist in preparing and submitting the federal grant application for Innovation Park.	Economic Development & Business Partnerships – Ken Morris	Ongoing. <i>Grant application due November 3, 2014.</i>

**Leon County
Board of County Commissioners**


Notes for Agenda Item #10

Leon County Board of County Commissioners

Cover Sheet for Agenda #10

October 28, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Acceptance of a Status Report on the Refueling Assistance for Persons with Disabilities Ordinance

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:	Emma Smith, Permit and Code Services Director/DSEM

Fiscal Impact:

This item has no fiscal impact.

Staff Recommendation:

Option #1: Accept the status report on the Refueling Assistance for Persons with Disabilities Ordinance.

Report and Discussion

Background:

The Americans with Disabilities Act (ADA) requires gas stations, including those offering self-service, to provide equal access for their customers with disabilities. Currently, State Statute requires that full-service gas stations provide pumping assistance if it offers self-service fuel at a lower price. Many individuals with disabilities have found it difficult or impossible to obtain gas for their vehicles because they are unable to use the controls, hose, or nozzle of a self-serve gas pump, thereby requiring assistance from the service station/convenience store.

On October 29, 2013, the Board approved the Refueling Assistance for Persons with Disabilities Ordinance with an effective date within 90 days, which gave the gas station owners time to comply with the Ordinance, as well as staff time to develop internal processes. Staff was directed to provide the Board with a status report on the code compliance staffing impacts associated with the implementation and enforcement of the Ordinance (Attachment #1).

Analysis:

As of this date, there have been no inquiries or complaints regarding the implementation of the Refueling Assistance for Persons with Disabilities Ordinance. Staff will continue to monitor the staffing impacts associated with the enforcement of this Ordinance.

The regulations implementing the ADA have been interpreted to require gas stations with more than one attendant on duty to provide refueling assistance upon the request of a customer with a disability, and to post signs informing customers how to receive assistance. Typically, a driver will honk their horn in an attempt to notify the attendants that he or she needs refueling assistance. However, there may be instances where the attendant is unfamiliar with this protocol or is occupied and unable to provide such assistance.

In an effort to provide greater assistance to persons with disabilities in refueling their vehicles, the Ordinance requires the placement of a decal displaying the gas station/convenience store's telephone number on each fueling position so that customers with disabilities can call the gas station/convenience store from their cellular phones to request refueling assistance. Additionally, all newly constructed, remodeled, and existing gas stations with 10 or more fueling positions (equivalent to five dispensing units/machines) are required to retrofit at least two of their fueling positions with the Fuel Call System™ or an equivalent system.

Options:

1. Accept the status report on the Refueling Assistance for Persons with Disabilities Ordinance.
2. Do not accept the status report on the Refueling Assistance for Persons with Disabilities Ordinance.
3. Board direction.

Recommendation:

Option #1.

Attachment:

1. Refueling Assistance for Persons with Disabilities Ordinance

ORDINANCE NO. 13- 21

1
2
3 AN ORDINANCE OF THE BOARD OF COUNTY
4 COMMISSIONERS OF LEON COUNTY, FLORIDA,
5 AMENDING CHAPTER 11 OF THE LEON COUNTY
6 CODE OF LAWS, ESTABLISHING A NEW ARTICLE
7 XXIV TO BE ENTITLED "REFUELING ASSISTANCE
8 FOR PERSONS WITH DISABILITIES"; PROVIDING FOR
9 DEFINITIONS, ACCESSIBILITY REQUIREMENTS,
10 CALLING DEVICE REQUIREMENTS, AND
11 ELIGIBILITY OF CUSTOMERS; PROVIDING FOR
12 ENFORCEMENT; PROVIDING FOR COMPLIANCE
13 WITH STATE AND FEDERAL LAW; PROVIDING FOR
14 CRIMINAL VIOLATIONS AND PENALTIES;
15 PROVIDING FOR APPLICABILITY; PROVIDING FOR
16 SEVERABILITY; PROVIDING FOR A SAVINGS
17 CLAUSE; AND PROVIDING AN EFFECTIVE DATE.
18

19 WHEREAS, the Florida Constitution and Chapter 125, Florida Statutes, authorize Leon
20 County to adopt ordinances to provide for the health, safety and welfare of the citizens of Leon
21 County; and

22 WHEREAS, the Americans with Disabilities Act (ADA) requires gas stations, including
23 those offering self-service, to provide equal access for their customers with disabilities; and

24 WHEREAS, Sec. 526.141, Florida Statutes requires that full-service gas stations offering
25 self-service at a lesser price cost to employ an attendant to dispense gasoline from the self-
26 service portion of the station to any motor vehicle displaying permits or license plates approved
27 by the State and indicating that the operator is physically disabled; and

28 WHEREAS, Sec. 526.141, Florida Statutes, is enforced by the Department of Agriculture
29 and Consumer Services; and,

30 WHEREAS, the ADA further requires self-service gas stations to provide refueling
31 assistance upon the request of the person with a disability if there is more than one attendant on
32 duty at said station, to advise customers with disabilities that they can obtain this refueling

1 assistance by honking or otherwise signaling the attendant and that such refueling assistance is
2 provided without any charge beyond the self-service price; and

3 WHEREAS, the Leon County Board of County Commissioners has become aware that
4 persons with disabilities are still finding it difficult to obtain the gas refueling assistance they
5 need; and

6 WHEREAS, the Leon County Board of County Commissioners recognizes the need to
7 ensure that persons with disabilities are provided equal access in refueling their vehicles at self-
8 services stations and finds that imposing local regulations on self-service gas stations is the best
9 means of ensuring this equal access; and

10 WHEREAS, the Leon County Board of County Commissioners recognizes that the public
11 health, safety and welfare of the residents of Leon County will best be served by enacting a
12 Refueling Assistance for Persons with Disabilities ordinance that provides for the regulation of
13 gas station to ensure that persons with disabilities are provided equal access in refueling their
14 vehicles;

15 BE IT ORDAINED by the Board of County Commissioners of the County of Leon,
16 Florida, as follows, that:

17 **Section 1.** Chapter 11 of the Leon County Code of Laws is hereby amended by
18 enacting a New Article XXIV to be entitled “Refueling Assistance for Persons with Disabilities,”
19 which shall read as follows:

20 **REFUELING ASSISTANCE FOR PERSONS WITH DISABILITIES**

21 **Sec. 11-826. Legislative Intent.**

22 The purpose of this article is to provide for the regulation of gas stations to ensure that persons
23 with disabilities are provided equal and dignified access in refueling their vehicles.

1 **Sec. 11-827. Definitions.**

2 The following words, terms and phrases, when used in this section, shall have the following
3 meanings, except where the context clearly indicates a different meaning:

4 *Altered, Expanded, or Remodeled Gas Station* shall mean an existing retail
5 establishments open to the public that has been altered, expanded, or remodeled fifty
6 percent (50%) or beyond at which motor fuels are sold and dispensed by the
7 customer from fixed dispensing equipment into the fuel tanks of motor vehicles.

8 *Fueling Position* shall mean the actual number of motor vehicle refueling locations at a
9 Gas Station that are available to the public to dispense motor vehicle fuel at the same
10 time.

11 *Gas Station* shall mean retail establishments open to the public at which motor fuels are
12 sold and dispensed by the customer from fixed dispensing equipment into the fuel tanks
13 of motor vehicles.

14 *Gas Station Retailer* shall mean any self-service Gas Station operator or owner.

15 **Sec. 11-828. Accessibility Requirements.**

16 (a) Within ninety (90) days of the effective date of this ordinance, all Gas Stations in
17 existence prior to the adoption of this ordinance, all newly constructed Gas Stations, and all
18 Altered, Expanded, or Remodeled Gas Stations, shall be required to prominently display on the
19 front of each Fueling Position a sign, decal, or sticker, no smaller than 15 square inches in size
20 with at least a 28 point font printed on a blue background that clearly states:

21 (1) The telephone number for that Gas Station and the number must be operational.

22 (2) The international symbol of accessibility (ISA).

1 (3) Wording such as “Call for Assistance” or “Assistance Available Upon
2 Request.”

3 (4) The day(s) and corresponding hours two attendants will be available to provide
4 assistance at the Gas station.

5 (b) Gas Stations with ten (10) Fueling Positions or more:

6 Within ninety (90) days of the effective date of this ordinance, all Gas Stations in
7 existence prior to the adoption of this ordinance with 10 Fueling Positions or more shall
8 be required to provide a minimum of two (2) Fueling Positions with the FuelCall™
9 system or an equivalent system.

10 (c) New Gas Stations.

11 All Gas Stations constructed after the adoption of this ordinance and regardless of the
12 number of Fueling Positions shall be required to provide a minimum of two (2) Fueling
13 Positions with the FuelCall™ system or an equivalent system.

14 (d) Altered, Expanded, or Remodeled Gas Stations.

15 All Gas Stations Altered, Expanded, or Remodeled after the adoption of this ordinance
16 and regardless of the number of Fueling Positions shall be required to provide a minimum
17 of two (2) Fueling Positions with the FuelCall™ system or an equivalent system.

18 **Sec. 11-829. Calling Device Requirements.**

19 (a) All newly constructed Gas Stations, or Altered, Expanded, or Remodeled Gas Stations or
20 Gas Stations with 10 Fueling Positions or more shall be required to provide a minimum of two
21 (2) Fueling Positions with the FuelCall™ system or an equivalent system which allows the
22 disabled operator of a motor vehicle to request refueling assistance.

23 (b) The calling device must meet the following minimum specifications:

- 1 (1) Provide a recognizable signal inside the retail establishment that a driver needs
2 assistance operating the Fueling Position;
- 3 (2) Be able to be operated from the vehicle by a person with limited manual
4 dexterity using only one hand without requiring tight, grasping or pinching;
- 5 (3) Be mounted at a height 48 inches from the ground;
- 6 (4) Be operable from the vehicle in accordance with all requirements of the
7 Americans with Disabilities Act Accessibility Guidelines.
- 8 (5) Each Station must also include prominently displayed signage indicating the
9 existence of a calling device.

10 **Sec. 11-830. Eligibility of Customers.**

11 In order to receive refueling assistance, the vehicle operator must properly display state issued
12 registration plates or a special decal issued to a physically disabled person and the person to
13 whom the permit has been issued is the operator of the vehicle.

14 **Sec. 11-831. Prohibited Conduct.**

15 It shall be a violation of this article for a Gas Station Retailer or its employees to:

- 16 (a) Fail or refuse to prominently display a sign, decal or sticker, as described in Sec. 11-828.
17 Accessibility Requirements, each Fueling Position not complying with Sec. 11-828 shall
18 constitute a separate violation; or
- 19 (b) Fail to ensure the telephone number indicated on the sign, decal, or sticker, is operational
20 during hours the Gas Station is open for business to the public; or.
- 21 (c) Fail to ensure that two attendants will be available to provide assistance at the Gas
22 Station during posted hours; or

1 (d) Fail or refuse to obtain and/or maintain a calling device, as described in Sec. 11-829.

2 Calling Device Requirements.

3 **Sec. 11-832. Filing of Complaints.**

4 (a) Any person who is subjected to an unlawful practice or conduct in violation of this
5 Ordinance may file a complaint with the Code Compliance Office (CCO).

6 (b) The complainant must provide the following information:

7 (1) Name and address of the gas station retailer alleged to have committed the
8 offense.

9 (2) Date and time of the alleged offense.

10 (3) General statement of the facts of the alleged offense.

11 (4) Such other information as required by the CCO.

12 (c) Any person who is subjected to a violation of the American Disabilities Act may file a
13 complaint with United States Department of Justice Civil Rights Division. You can file an
14 Americans with Disabilities Act complaint alleging disability discrimination by mail, fax, or
15 email.

16 **Sec. 11-833. Notice of Violation.**

17 (a) Whenever a code inspector finds that a violation of this article has occurred, the code
18 inspector may immediately issue written notice to the person in violation, identifying the nature
19 and location of the violation and specifying that remedial action is necessary to bring the
20 violation into compliance. For purposes of this section, the person in violation shall include the
21 Owner of the site and any and all contractors, agents or other individuals actually violating any
22 of the provisions of this article. The person in violation shall immediately commence remedial
23 action and shall have seven calendar days after the receipt of the notice, or such longer time as

1 may be specified in the notice, to complete all remedial actions required to bring the gas station
2 into compliance with this article..

3 (b) Multiple violations of this ordinance may be cited on a single Notice of Violation.

4 (c) A copy of any Notice of Violation issued pursuant to this ordinance shall be served upon
5 the affected persons by certified mail, return receipt requested; by hand delivery by the sheriff or
6 other law enforcement officer, code inspector, or other person designated by the local governing
7 body. Notice may also be served by publication once during each week for four consecutive
8 weeks (four publications being sufficient) in a newspaper of general circulation in Leon County,
9 or by posting for at least ten days in at least two locations, one of which shall be the property
10 upon which the violation is alleged to exist and the other of which shall be at the front door of
11 the Leon County Courthouse. A Notice of Violation may be directed not only to the person
12 owning the land upon which the noncompliance is occurring, but also to the operator of the gas
13 station, or to any person actually physically committing the violation.

14 (d) Nothing in this section shall be deemed to require Leon County to issue a Notice of
15 Violation prior to referring the matter to the appropriate federal or state agency for criminal
16 prosecution or administrative action or filing such criminal or administrative complaints with
17 state or federal agencies as may be required.

18 **Sec. 11-833. Enforcement by the Code Enforcement Board.**

19 If the property owner fails to complete the recommended remedial action within the time allowed
20 after notice, a code inspector may initiate enforcement proceedings before the code enforcement
21 board and obtain an order requiring compliance with this article, and/or may initiate proceedings
22 in the circuit court as provided by general law. The code enforcement board is established in

1 Chapter 6 of the Leon County Code of Laws. The code enforcement board is specifically
2 granted jurisdiction to enforce this Ordinance.

3 **Section 2. Compliance with State and Federal Law.** Nothing in this ordinance
4 shall be construed to exempt or limit compliance by any person with the State and Federal laws,
5 rules and regulations related to persons with disabilities. Violation of such laws, rules and
6 regulations may be prosecuted as applicable.

7 **Section 3. Applicability.** It is hereby intended that this ordinance shall constitute a
8 law applicable in all areas of Leon County, Florida.

9 **Section 4. Severability.** If any provisions or portion of this Ordinance is declared by
10 any court of competent jurisdiction to be void, unconstitutional, or unenforceable, then all
11 remaining provisions and portions of this Ordinance shall remain in full force and effect.

12 **Section 5. Effective Date.** This Ordinance shall become effective ninety (90) days
13 from the date of adoption by the Board of County Commissioners.

14 DONE, ADOPTED AND PASSED by the Board of County Commissioners of Leon
15 County, Florida this 29th day of October, 2013.



16 LEON COUNTY, FLORIDA

17
18
19
20 By: _____

21 Nicholas Maddox, Chairman
22 Board of County Commissioners
23

24 ATTEST:

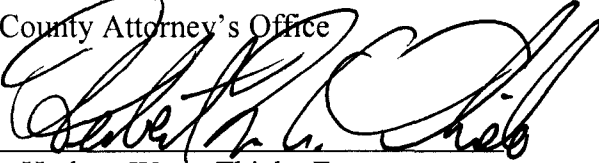
25 Bob Inzer, Clerk of the Court
26 Leon County, Florida
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29 By: _____
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John Stott, Deputy Clerk

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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 #11

Leon County Board of County Commissioners

Cover Sheet for Agenda #11

October 28, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Acceptance of the FY 2013-2014 County Grant Program Leveraging Status Report

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 does not have a fiscal impact; however, it details the County's ability to leverage available grant funds. At the start of the 2013-2014 Fiscal Year, Leon County had more than \$11 million in grant funding, consisting of \$274,418 in County matching funds and \$11,129,257 in grant funds, for a leveraging ratio of 41:1. As of September 30, 2014, the County had \$13,315,045 in grant funding, consisting of \$886,954 in County matching funds, and \$12,428,091 in grant funds, resulting in a leveraging ratio of 14:1.

Staff Recommendation:

Option #1: Accept the FY 2013-2014 County Grant Program Leveraging Status Report.

Report and Discussion

Background:

Traditionally, the County has aggressively sought state and federal grant funding to support County projects and initiatives and has achieved considerable success in leveraging County dollars.

These activities are primarily the responsibility of the Grants Program Coordinator (Coordinator), supported by the development of "Grant Teams" to bring additional resources to the process. The Coordinator, together with the various County divisions, explores and pursues federal, state and private sector grant funding and reimbursement opportunities to support priority County programs and projects. The Coordinator seeks grant funding, writes or assists other County staff in writing grant applications, monitors applications through the approval process, maintains an oversight function to ensure that all grant regulations are complied with, and provides limited management and reporting services.

During the 2012/13 fiscal year, several major projects were completed, including the Franklin Blvd. Disaster Recovery grant (\$3,662,289), the Cascades Segment 3 project (\$1,660,959), the E911 Enhancement (\$984,632), and the hardening of the Joint Dispatch Center (\$2,003,963).

This report represents a summary of grant activities during FY 2013-2014.

Analysis:

Because of the continuing efforts to improve processes within Leon County government, the Grants Program Office was relocated from the Office of Economic Development and Business Partnerships to the Office of Financial Stewardship at the end of the last fiscal year. The Grants Program Coordinator continues to pursue and manage grants, as well as, coordinate all grant-related items as necessary to meet the requirements of the Office of Management and Budget.

During the 2013/14 fiscal year, more than \$3.7 million in grants were received. Besides the acquisition of new grant funding, residual funding from one of the major Disaster Recovery Enhancement Fund (DREF) projects was reallocated to two new projects; the Single Family Housing Mitigation (Roofs) Program (\$560,500), and the Autumn Woods Stormwater project (\$725,937). To further address the issue of substandard housing in the County, a Community Development Block Grant (CDBG) application (\$750,000 with a \$125,000 match from SHIP funding) was submitted and funded.

The Grants Coordinator submitted, on behalf of the City of Tallahassee, a request for a \$400,000 Disaster Recovery CDBG for elderly, low-income seniors (Lake Ella Manor). OMB received notification in October that the Grant funding had been awarded to Key West and the City of Jacksonville. The Grants Coordinator worked with the Tallahassee Police Department to obtain pass-through funding from the U.S. Department of Justice to support two positions in the Leon County Office of Intervention and Detention Alternatives (\$78,833).

The Grants Coordinator continues to strengthen relations with other community partners by providing information concerning grant availability and offering limited assistance. As grant opportunities that could benefit Leon County are found, they are forwarded to the appropriate department for further distribution or sent directly to the appropriate local entity. Many of the opportunities require a 501 (C) (3) non-profit entity to apply. An example of this are many of the foundation veteran assistance grants, which are forwarded to the County's Veterans Services office for further distribution to the veteran's organization within the Leon County community.

Additionally, the Grants Coordinator is participating in a new approach to collaboration through the development of a grants writer/coordinator network in Leon County. To date, this has consisted of informal luncheon meetings with representatives from the City of Tallahassee, Tallahassee Community College (TCC), Florida State University (FSU), the Leon County School Board, the Leon County Sheriff's Office (LCSO), and other invited entities. The ultimate goal is improved communication among the various entities concerning available funding and opportunities for collaborative projects.

Another area where the County has been successful in leveraging grant funding is in primary healthcare. In the 2013/14 fiscal year, Leon County spent more than \$1.7 million on primary healthcare. The County provided \$252,667 in match for the Bond Health Center/Florida Agency for Health Care Administration Low Income Pool (LIP) program, leveraging an additional \$602,881 in state and federal funding for a total of \$855,558. In addition, the County provided match to the Tallahassee Memorial HealthCare (TMH) Trauma Center and the Neighborhood Medical Center Primary Healthcare program. TMH was provided \$200,000 in match, which leveraged \$564,526 for a total of \$764,526. The NMC was provided \$55,531 in match, which leveraged \$156,744 for a total of \$212,275. In total, the County provided \$508,208 in match for LIP primary healthcare, leveraging \$1,324,151 in grant funding for a total of \$1,832,349.

The County approved the use of \$309,603 of remaining funds to leverage an additional \$832,334 for the Bond LIP program for the 2014/15 fiscal year.

To keep the Board fully apprised of the success of the County's efforts relating to grants, the following reports are submitted to the Commission covering FY 2013-2014:

- Grants Leveraging Report (Attachment #1). This report shows a cumulative total for FY 2013-2014 and displays the project name, the County dollars required match the grant, the grant dollars allocated to the project, and comments relating to the grant, such as funding source.
- Grants Received Report (Attachment #2). This report shows the grants that have been received during the fiscal year, the name of the project and the amount of the grant.

Options:

1. Accept the FY 2013-2014 County Grant Program Leveraging Status Report.
2. Do not accept the FY 2013-2014 County Grant Program Leveraging Status Report.
3. Board direction.

Recommendation:

Option #1.

Attachments:

1. General Grant Report
2. Grants Received Report and Grants Researched/submitted Report

TABLE 1: LEON COUNTY GRANTS PROGRAM				
GRANTS LEVERAGING SUMMARY - FY 2013/2014				
PROJECT	Co. Match	Grant	Total	Comments
Development Support & Envir. Management				
Storage Tank Program	0	118,200	118,200	Fl Dept. of Environmental Protection
subtotal	0	118,200	118,200	
Facilities Management				
Community Foundation of North Florida	0	750	750	annual wreath at the WWII Memorial
subtotal	0	750	750	
Financial Stewardship				
2008 Disaster Recovery Grant - Admin	0	34,343	34,343	Fl. Dept. of Economic Opportunity
2008 Disaster Recovery Grant - HOPE Community	0	317,304	317,304	Fl. Dept. of Economic Opportunity
DREF Disaster Recovery Grant - Oakridge (1)	0	300,000	300,000	Fl. Dept. of Economic Opportunity
Disaster Recovery - Roof Replacement	0	200,000	200,000	Fl. Dept. of Economic Opportunity
DREF - Roof Replacement (2)	0	560,500	560,500	Fl. Dept. of Economic Opportunity
DREF - Autumn Woods (2)	0	725,937	725,937	Fl. Dept. of Economic Opportunity
Big Bend Scenic Byway - Phase 1	6,333	47,264	53,597	Fl. Dept. of Economic Opportunity
Communities for a Lifetime	0	4,751	4,751	Fl. Dept. of Elder Affairs
subtotal	6,333	2,190,099	2,196,432	
Human Service & Comm. Partnerships - Housing				
SHIP 2012-2015 (Fund 124)	0	24,173	24,173	Fl. Housing Finance Corp.
SHIP 2013-2015 (Fund 124)	0	168,640	168,640	Fl. Housing Finance Corp.
SHIP 2013-2016 (Fund 124)	0	37,134	37,134	Fl. Housing Finance Corp.
SHIP 2014-2017 (Fund 124)	0	176,896	176,896	Fl. Housing Finance Corp.
Florida Hardest Hit Program	0	25,000	25,000	Fl. Housing Finance Corp.
subtotal	0	431,843	431,843	
Human Serv. & Comm. Partnerships - Volunteer				
Hands On Network Family Volunteering	0	1,394	1,394	Hands On Network
The Mission Continues	0	642	642	Supports Day of Service projects
subtotal	0	2,036	2,036	

TABLE 1: LEON COUNTY GRANTS PROGRAM				
GRANTS LEVERAGING SUMMARY - FY 2013/2014				
PROJECT	Co. Match	Grant	Total	Comments
Intervention and Detention Alternatives				
Byrne Grant - Enhanced Pretrial	0	132,426	132,426	Fl. Dept. of Law Enforcement - JAG
Slosberg Driver Education Act	0	253,315	253,315	\$3 civil traffic penalty for Drivers' Ed.
subtotal	0	385,741	385,741	
Judicial				
Drug Court	0	36,822	36,822	DCF - managed by Court Administration
subtotal	0	36,822	36,822	
Primary Healthcare (3)				
Bond Health Center Low Income Pool Program	252,667	602,881	855,548	State/Federal funding for the LIP Program
TMH Trama Center	200,000	564,526	764,526	State/Federal funding for the LIP Program
NMC Primary Healthcare Program	55,531	156,744	212,275	State/Federal funding for the LIP Program
subtotal	508,198	1,324,151	1,832,349	
Public Services - Emergency Medical				
Matching gt M3099	10,375	31,125	41,500	Fl. Dept. of Health
Matching gt M3100	5,656	16,969	22,625	Fl. Dept. of Health
Matching gt M3101	19,245	57,735	76,980	Fl. Dept. of Health
Equipment	0	60,038	60,038	Fl. Dept. of Health
EMS Homeland Security	0	254,522	254,522	US Dept. of Homeland Security
subtotal	35,276	420,389	455,665	
Public Services - Library				
Library E-Rate Program	0	17,863	17,863	FCC funding
Patron Donation - Library	0	54,847	54,847	Individual patron donations
Capelouto Donation	0	10,000	10,000	Holocaust educational material
Friends Literacy Contract - 2005	0	29,823	29,823	501 (C)(3) donation
Friends Endowment - 2005	0	131,412	131,412	501 (C)(3) donation
Van Brunt Library	0	172,622	172,622	Proceeds from Caroline Van Brunt estate
subtotal	0	416,567	416,567	
Public Works				
Boating Improvement	0	167,919	167,919	FFWCC
Miccosukee Greenway.	244,438	161,016	405,454	FI Dept. of Environmental Protection

TABLE 1: LEON COUNTY GRANTS PROGRAM				
GRANTS LEVERAGING SUMMARY - FY 2013/2014				
PROJECT	Co. Match	Grant	Total	Comments
Bannerman - Thomasville to Meridian	0	1,679,325	1,679,325	COT Reimbursement
SR 20/ Geddie Road	0	225,000	225,000	Fl. Department of Transportation
North Monroe Turn Lane (4)	0	939,737	939,737	Fl. Department of Transportation
Pullen/Old Brainbridge Intersection	0	292,903	292,903	Capacity Fee
Miccosukee Road Improvements	0	375,000	375,000	Fl. Department of Transportation
Lafayette St. Stormwater	0	864,995	864,995	Fl. Department of Transportation
Lanier St/Horace Rd Slope Stabilization	74,395	80,025	154,420	NRCS Slope Stabilization Grant
Mosquito Control	0	29,457	29,457	Mosquito control activities
Robinson Road Flood Relief (legislative appropriation)	0	350,000	350,000	Fl Dept. of Environmental Protection
Woodville Hgts Sewer (legislative appropriation)	0	75,000	75,000	Fl Dept. of Environmental Protection
Southwood Payment - Woodville Highway	0	151,001	151,001	Proportionate Share Payment
2008 Disaster Recovery Grant - Lakeside	0	647,211	647,211	Fl. Dept. of Economic Opportunity
DREF Disaster Recovery Grant - Lakeside	0	155,000	155,000	Fl. Dept. of Economic Opportunity
Big Bend Scenic Byway - Phase 2	18,314	748,376	766,690	Fl. Dept. of Transportation
subtotal	337,147	6,941,965	7,279,112	
Resource Stewardship - Cooperative Extension				
Sustainable Communities TAG grant	0	25,000	25,000	Fl. Dept. of Economic Opportunity
Federal Forestry, Title III	0	13,374	13,374	Fed. \$\$ for areas impacted by Fed. Forest
subtotal	0	38,374	38,374	
Sheriff				
Emergency Management Base Grant	0	121,155	121,155	Transfer to LCSO for EM activities
subtotal	0	121,155	121,155	
TOTALS	886,954	12,428,091	13,315,045	

- (1) Carried forward to close project - residual funding to DREF reroofing project and Autumn Woods stormwater project
- (2) Funded from residual funds from the Oakridge Project
- (3) Leveraged funding went to the specific agencies, did not come to the County
- (4) Removed from the 2014-15 budget, DOT will complete work.

TABLE 2: NEW GRANTS RECEIVED REPORT				
DATE: September 30, 2014				
PROJECT	BUDGET			COMMENTS
	Grant	Match	Total	
Capelouto Donation	\$10,000	\$0	\$10,000	Holocaust Educational Material
SR 20/Geddie Road Improvements	\$225,000	\$0	\$225,000	Florida Department of Transportation
Lafayette Street - Supplemental Agreement	\$145,837	\$0	\$145,837	Florida Department of Transportation
Community for a Lifetime	\$4,751	\$0	\$4,751	Florida Department of Elder Affairs
DREF Reroofing Project (1)	\$560,000	\$0	\$560,000	Florida Department of Economic Opportunity
DREF Autumn Woods (1)	\$725,937	\$0	\$725,937	Florida Department of Economic Opportunity
Domestic Security Grant	\$254,552	\$0	\$254,552	US Department of Homeland Security
Justice Assistance Grant	\$108,832	\$0	\$108,832	Florida Department of Law Enforcement
EMS matching grant	\$31,125	\$10,375	\$41,500	Florida Department of Health
EMS matching grant	\$16,969	\$5,656	\$22,625	Florida Department of Health
EMS matching grant	\$57,735	\$19,245	\$76,980	Florida Department of Health
EMS Equipment	\$60,038	\$0	\$60,038	Florida Department of Health
Septic to Sewer	\$75,000	\$0	\$75,000	Fl. Department of Environmental Protection
Robinson Road Flood Project	\$350,000	\$0	\$350,000	Fl. Department of Environmental Protection
SHIP 2014-2017	\$176,896	\$0	\$176,896	Florida Housing Finance Corp.
Florida's Hardest Hit	\$25,000	\$0	\$25,000	Florida Housing Finance Corp.
Sustainable Communities TAG grant	\$25,000	\$0	\$25,000	Florida Department of Economic Opportunity
Small Cities CDBG (1)	\$750,000	\$125,000	\$875,000	Florida Department of Economic Opportunity
Total	\$3,602,672	\$160,276	3,752,948	

(1) Grant awarded but not yet presented to the Commission

**Leon County
Board of County Commissioners**


Notes for Agenda Item #12

Leon County Board of County Commissioners

Cover Sheet for Agenda #12

October 28, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Acceptance of a Status Report on the Affordable Care Act and Marketplace Enrollment Numbers for Leon County

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:	Eryn D. Calabro, Financial Compliance Manager Rosemary F. Evans, Healthcare Services Coordinator

Fiscal Impact:

This item has no fiscal impact to the County.

Staff Recommendation:

Option #1: Accept the status report on the Affordable Care Act and marketplace enrollment numbers for Leon County.

Report and Discussion

Background:

At the June 24, 2014 Board meeting, Commissioner Dailey requested and the Board directed staff to prepare a status report on the Affordable Care Act and its enrollment numbers in Leon County.

Analysis:

The Patient Protection and Affordable Care Act (PPACA) – also known as the Affordable Care Act (ACA) – is the health reform legislation with key provisions intended to extend coverage to millions of uninsured Americans, to implement measures that will lower health care costs and improve system efficiency, and to eliminate industry practices that include denial of coverage due to pre-existing conditions.

ACA provisions include for the expansion of Medicaid as well as expanding coverage for young adults until age 26. The decision means more than 3 million previously uninsured young adults can stay on their parents' plans and that millions more will qualify for affordable health insurance in 2014. Another important tenet of the ACA, insurers can no longer deny coverage for pre-existing conditions. According to the U.S. Department of Health and Human Services (HHS), 7.8 million non-elderly Floridians have some type of pre-existing condition; this total includes 960,492 children.

Open enrollment in the Health Insurance Marketplace was October 1, 2013 – March 31, 2014. For those who signed up in time, coverage started January 1, 2014. According to the U.S. Department of Health and Human Services (HHS), 23% of Floridians do not have insurance and would potentially be eligible for coverage under the Affordable Care Act (ACA).

Florida has elected not to expand Medicaid nor implement a state-based health insurance marketplace. The federal government operates the health insurance marketplace.

Staff commissioned a study through Mercer on the impacts of the ACA for Leon County. The report, presented as part of the March 11, 2014 Primary Healthcare Workshop, provides a detailed summary of the provisions of the ACA to determine the potential impact of the federal healthcare reform law on the CareNet program (Attachment #1). The report summarized for individuals earning greater than 100% FPL, they are eligible to participate in, and access subsidized coverage through the Federal Health Insurance Marketplace. This leaves a “coverage gap” of those earning less than 100% FPL who do not meet the eligibility criteria. These are the individuals currently being served through the CareNet program.

In summary, Mercer states the following: “as CareNet’s eligible population is 0-100% FPL, and health insurance subsidies are offered for persons 100–400% FPL, there should be no overlap in members of CareNet and persons obtaining coverage through the Marketplace. Therefore, to ensure individuals eligible for subsidies avail themselves of this option, the CareNet providers can direct any clients over 100% FPL to the Marketplace for health insurance coverage.”

Mercer recommends that the County use the HSCP Client Management System, which verifies the eligibility of CareNet clients, to confirm that CareNet funds are not being used to provide services to individuals who can be guided to pursuing health insurance coverage through the Marketplace.

Given Florida’s decision not to expand the Medicaid program, the continuation of County funding for the CareNet program provides a critical source of healthcare funding for uninsured residents of the County. Mercer further states that the collection of “additional data, such as age and employment status, could assist the County in planning for the program’s future needs and help identify specific individuals who may have other healthcare coverage options, such as employer-sponsored coverage and dependent coverage through parents’ plans.” At the March workshop, the Board approved staff’s recommendation to modify the data collection requirements as part of next year’s primary healthcare provider contracts.

As noted in the Mercer report, the County has implemented a new client management system for the providers to submit billing requests. The County is auditing the system monthly; the system requires all eligibility documentation to be uploaded prior to submission for reimbursements.

Enrollment Numbers

According to the U.S. Department of Health and Human Services, Office of the Assistant Secretary for Planning and Evaluation (ASPE), Leon County had approximately 6,686 enrollees as of the close of reporting date, April 2014. This is the most updated information they provide.

That number is based on the breakdown by zip codes within Leon County shown in Table 1.

Table 1. Plan Selection by Zip Code in Leon County

Zip Code	Plan Selection
32301	767
32303	1622
32304	782
32305	546
32308	544
32309	606
32310	386
32311	408
32312	710
32317	315

A map shows the density of enrollees by geographic area (Attachment #2).

“Plan Selection” is the total number of unique individuals who have been determined eligible to enroll in a Marketplace plan and have selected a plan through the Federal Health Insurance Marketplace during the initial open enrollment period from October 1, 2013 through March 31, 2014, including additional special enrollment period activity reported through April 19, 2014.

Leon County's Efforts toward Enrollment

Leon County's public libraries have a key role in serving as a resource in connecting patrons to ACA resources. The libraries serve as a public area in which those without access to a computer or the internet can sign-up for health insurance through the marketplace. The libraries however cannot assist the patrons as they go through the process of determining which plan is suitable. However, the libraries provide the public access where navigators and application counselors can assist individuals with sign up, as, within Florida, navigators and application counselors are not allowed to provide services in the county health departments.

The American Libraries Association (ALA) supports the ACA and provides access to webinars and guides for libraries to use as resources, including frequently asked questions and responses, to help them find reliable resources to provide to patrons interested in obtaining coverage. The Leon County public library web page offers a helpful resources guide on its website (Attachment #3).

The Office of Human Services and Community Partnerships provides a link to healthcare.gov for those interested in signing up for coverage. The Primary Healthcare Program, administered through the Office of Human Services and Community Partnerships, works with providers who received federal dollars to serve as application counselors to assist Leon County citizens with obtaining health insurance through the marketplace. Those providers are conducting outreach activities year round and providing opportunities where county residents can learn more and sign up for coverage.

Conclusion

As open enrollment looms for the Federal Health Insurance Marketplace on November 15, 2014, county residents are finding more and more resources readily available to them. The presence of local healthcare interest groups, whose priorities include access to care, are working hard to ensure that the most vulnerable are receiving the care and resources the County can provide. The County provides funding annually to local healthcare providers whose primary patients include those who are uninsured or underinsured. The County's stance on petitioning the legislature to expand Medicaid demonstrates its commitment to assisting its citizens to access affordable healthcare coverage.

Options:

1. Accept the status report on the Affordable Care Act and marketplace enrollment numbers for Leon County.
2. Do not accept the status report on the Affordable Care Act and marketplace enrollment numbers for Leon County.
3. Board direction.

Recommendation:

Option #1.

Attachments:

1. Mercer Report
2. Plan Selections by Zip Code
3. Library Resource Guide



TALENT • HEALTH • RETIREMENT • INVESTMENTS

THE IMPACT OF THE AFFORDABLE CARE ACT ON LEON COUNTY'S CARENET PROGRAM

FEBRUARY 28, 2014

**THE IMPACT OF THE AFFORDABLE CARE ACT ON LEON
COUNTY'S CARENET PROGRAM**

CONTENTS

1. Introduction	1
• Leon County's CareNet Program.....	1
• Relevant Key Provisions of the ACA and Their Impact on the CareNet Program.....	4
• Medicaid Expansion	4
• Alternatives to Medicaid Expansion Under the ACA	7
• Arkansas Model.....	8
• Iowa	8
• Health Insurance Marketplace (Marketplace or Health Insurance Exchange)	9
• ACA Metallic Coverage Tiers.....	10
• Income Levels Eligible for Subsidy Assistance Through the Marketplace (Between 100% and 400% FPL).....	10
• 2014 FPLs.....	10
• Streamlined Enrollment and Enrollment Assistance.....	11
• Employer Coverage.....	12
• New Coverage Option for Young Adults	13
• Essential Community Providers and FQHCs	14
• Basic Health Plan	14
2. Summary of Findings and Recommendations	15
3. Potential Impact on Other Leon County Programs For Future Exploration	16
4. Appendix A.....	19
5. Scenario 1: Single, Childless Adult, Age 26 at 100% FPL and 200% FPL	20
6. Scenario 2: Family of Three — One Parent, Two Children	21
7. One Parent Age 30, Children Ages 4 and 2 Years	21
8. Household Income at 100% FPL and 250% FPL.....	21
9. Scenario 3: Family of Four — Two Parents, Two Children	22

**THE IMPACT OF THE AFFORDABLE CARE ACT ON LEON
COUNTY'S CARENET PROGRAM**

10. Two Parents Age 35, Children Ages 14 and 12 Years..... 22

11. Household income at 100% FPL and 250% FPL..... 22

12. Scenario 4 Single, Childless Adult, Age 51..... 23

13. Scenario 5: Lowest Premium Costs by Metallic Level..... 24

1

Introduction

Leon County has long been committed to improving the health of its residents. Knowing that healthcare coverage is key to accessing necessary medical and behavioral health services, the County, through unanimous approval of funding by the County Board of Commissioners, launched the CareNet program in 2001 to provide healthcare services for uninsured and indigent residents of Leon County. For the past 13 years, uninsured Leon County residents have been able to access needed primary care and specialty services that likely would have been unattainable without the support of the CareNet program.

Given the comprehensive and substantial changes made by the Affordable Care Act (ACA) to the health care system, Leon County sought an analysis from Mercer Government Human Services Consulting (Mercer), a specialty group within Mercer Health & Benefits, to determine the potential impact of the federal healthcare reform law on the CareNet Program. The goals of the project were to assist the County in determining whether there are provisions under the ACA that may provide options for insurance coverage for the individuals currently served through CareNet.

Mercer requested and obtained information and data on the CareNet program from Leon County Office of Human Services and Community Partnerships staff. Mercer's work during this phase of the project focused on researching potential options related to alternative coverage for individuals served through the CareNet program. No analysis of potential enrollment and financial impacts of alternative coverage were conducted during this phase of the project. The report presents seven ACA provisions that could have a potential impact on either individuals served through the CareNet program or providers of the program.

Leon County's CareNet Program

CareNet is a public/private partnership designed to provide cost-effective primary and specialty healthcare for Leon County's uninsured residents on a sliding fee discount based upon verification of income and residency. The program enables access to primary and specialty healthcare services for many Leon County residents who would otherwise be unable to obtain these needed services without the support of county funding. CareNet program objectives include:

- Providing access to primary care and specialty medical services in a cost effective and efficient manner.
- Leveraging county, state, federal, and private funds to the highest extent possible.
- Maintaining continuity of primary care through services provided by CareNet partners.

**THE IMPACT OF THE AFFORDABLE CARE ACT ON LEON
COUNTY'S CARENET PROGRAM**

- Reducing non-emergency hospital emergency room visits by Leon County residents.

The CareNet model was implemented in 2001 based on the unanimous approval of funding by the County Board of Commissioners for healthcare services for uninsured and indigent residents of Leon County. Since that time, the County has provided funding to CareNet agencies to provide critical health services to uninsured and indigent residents. Over the years, through various funding streams and by matching and leveraging federal funds, the County has been able to maximize its return on investment in providing primary and specialty care to eligible persons. Based on the value of services reported by CareNet agencies, the community benefit realized is \$5.67 in health services for every \$1.00 of County tax revenue expended for the County's Primary Healthcare Program.¹ Funding in recent years by the County has remained fairly stable at approximately \$1.7 million per fiscal year.

The CareNet program is administered by Leon County's Office of Human Services and Community Partnerships, Primary Health Care Program. As the administrative entity, the Office of Human Services and Community Partnerships partners with community health providers in forming the CareNet delivery system to provide a continuum of primary and mental health services, prescription drug coverage and assistance, and specialty care. Primary and specialty care services are provided by the following CareNet Partners: Neighborhood Medical Center (NMC), Bond Community Health Center (Bond CHC), specialty doctors of the We Care Network (sponsored by the Capital Medical Society), the Florida A&M University (FAMU) College of Pharmacy, Tallahassee Memorial HealthCare, and the Leon County Health Department.

In order for persons to be eligible for CareNet services, they must be a resident of Leon County with an income below 100% of the federal poverty level (FPL) and not eligible for any other government sponsored health care programs or subsidies. According to the Robert Wood Johnson County Health Rankings for 2013, Leon County's uninsured population is approximately 17% with the population estimated at 277,971, or approximately 47,225 uninsured individuals.²

Participating providers recognize the interrelationship between physical and behavioral health. CareNet allocates funds to three community clinics: Bond CHC, NMC, and Apalachee Center to integrate behavioral health services in the primary care setting to provide screening and treatment of behavioral health conditions.

¹ Consideration of Bond Community Health Center, Inc. FY 2014 Primary Healthcare Funding, September 10, 2013, page 6.

² 2013 County Health Rankings & Roadmaps, Robert Wood Johnson Foundation, found at <http://www.countyhealthrankings.org/app#/florida/2013/leon/county/outcomes/overall/snapshot/by-rank>

**THE IMPACT OF THE AFFORDABLE CARE ACT ON LEON
COUNTY'S CARENET PROGRAM**

When a patient's care needs exceed those of a partnering primary care provider, CareNet relies on the Capital Medical Society Foundation — We Care Network, which utilizes a network of volunteer dentists and specialty physicians to provide specialty medical services and dental services to eligible patients.

The CareNet program also provides pharmacy services for those in need of this benefit. CareNet utilizes the FAMU College of Pharmacy and Pharmaceutical Sciences to provide pharmacy services at NMC and Leon County Health Department. As a federally qualified health center (FQHC), Bond CHC administers pharmacy services at its health center as a 340B covered entity. Prescription medications are dispensed with co-pays and prescription assistance is provided to eligible patients. Both Bond and NMC provide educational services on appropriate drug utilization and counseling on the availability of the Patient Assistance Program (PAP) to assist patients in receiving cost-prohibitive, medically necessary brand medications.

Under current contracting provisions, which are renewed annually based on each provider's funding request, primary care visits at Bond CHC and NMC are billed at \$125 per visit, not to exceed the total amount of the contract. Total contract amounts are \$805,140 and \$466,740 for Bond CHC and NMC respectively. While Bond CHC and FAMU receive funding for pharmacy staffing, a small portion of FAMU funding is used for MedData and supplies.

NMC and Bond CHC each receives \$50,000 to provide behavioral health services integrated in the primary care setting. Each health center is reimbursed \$80 per patient visit for behavioral health services, up to 625 patient visits per provider agency. Apalachee receives \$157,671 to fund behavioral health patient visits. Funding to the We Care Network in fiscal year (FY) 2011/12 totaled \$130,040 to fund project and case management services and patient assistance. Overall, program data and utilization information for FY 2011/2012 includes the following:

- CareNet helped to fund more than 20,000 visits for primary care and mental health services for uninsured and indigent residents at NHS, Bond CHC, and Apalachee.
- Apalachee provided 997 patient visits that included services such as psychiatric evaluations and medication management.
- We Care reports that more than \$3.3 million in donated specialty medical care was provided. Donated dental care valued \$128,410. During this FY, 514 medical patients, and 112 dental patients were served.
- Bond CHC reports that over 46,000 prescriptions have been filled, valued at more than \$4.4 million. Bond CHC also operates a PAP, which provides discounted brand or specialty drugs. Bond CHC provided 1,218 PAP prescriptions at an estimated value of \$1.1 million. Through the County's free Prescription Drug Discount Card Program, County residents were also able to receive substantial discounts on more than 4,200 prescriptions not covered by insurance.

**THE IMPACT OF THE AFFORDABLE CARE ACT ON LEON
COUNTY'S CARENET PROGRAM**

The Leon County Office of Human Services and Community Partnership conducts audits of Bond CHC, NMC, We Care, and Apalachee to ensure compliance with CareNet program rules. Recently the Office implemented new software to ensure accurate verification of eligibility for the CareNet program. The client-specific information that providers upload in the system will enable the County to determine the number of unduplicated individuals served through the program and track where individuals receive services. This information will be helpful to the County as they plan future service and budget needs for the program.

Relevant Key Provisions of the ACA and Their Impact on the CareNet Program

The Patient Protection and Affordable Care Act (Pub. L. 111–148) was enacted on March 23, 2010, and the Health Care and Education Reconciliation Act (Pub. L. 111–152) was enacted on March 30, 2010. These laws are collectively known as the Affordable Care Act (ACA). The ACA created various opportunities for the nation's uninsured to gain access to health care coverage and services through both public programs and private coverage. Detailed below are the key ACA provisions that could impact individuals served through the CareNet program and/or providers who provide services funded by CareNet.

Medicaid Expansion

The ACA provides that beginning January 1, 2014, or sooner at the State's option, states must expand Medicaid to certain adults who are under age 65 with income up to 133% of the FPL. This provision not only expands Medicaid to include a group that is not generally eligible for Medicaid (childless adults who do not have a disability determination), but also raises Medicaid's income eligibility level for parents and childless adults to 133% of the FPL (effectively 138% FPL due to inclusion of a standard 5% income disregard)³. This represents the single largest eligibility expansion since the start of the Medicaid program in 1965.

As a result of the U.S. Supreme Court's ruling in *National Federation of Independent Business v. Sebelius*, Medicaid expansion is now optional for states. At this time, Florida has not opted to undertake the Medicaid expansion. However, the Medicaid expansion is included in this report as this ACA provision would have the greatest impact on the CareNet program if the State decided in the future to adopt expansion of the Medicaid program.

If adopted by the State of Florida, expansion of Medicaid through the ACA would extend healthcare coverage to both Leon County parents and childless adults up to age 65 with incomes of 138% FPL or less. Based on the CareNet income eligibility requirement of less than

³ 42 U.S.C. § 1396a(a)(10)(A)(i)(VIII), codifying ACA § 2001(a)(1). The ACA also provides for a standard income disregard of 5% FPL, effectively extending Medicaid eligibility to 138% FPL. ACA § 2002(a), adding 42 U.S.C. § 1396a(e)(14)(I).

**THE IMPACT OF THE AFFORDABLE CARE ACT ON LEON
COUNTY'S CARENET PROGRAM**

100% FPL, it is presumed that a majority of the individuals currently served by the CareNet program would be eligible for Medicaid if Florida elected to expand Medicaid.⁴ These individuals would receive a comprehensive benefit package that provides 10 essential health benefits, as required by the ACA and its implementing regulations. The essential health benefits are:

- Ambulatory patient services.
- Emergency services.
- Hospitalization.
- Maternity and newborn care.
- Mental health and substance use disorder services, including behavioral health treatment.
- Prescription drugs.
- Rehabilitative and habilitative services and devices.
- Laboratory services.
- Preventive and wellness services and chronic disease management.
- Pediatric services, including oral and vision care.

Currently, Florida's Medicaid program covers adults who are parents with incomes up to 31% FPL, which for a household of two is a monthly income of \$387 or less, and a monthly income of \$486 or less for a household of three.⁵ Non-disabled childless adults are not eligible for the Florida Medicaid program.

Residents in Leon County who do qualify for Medicaid, including some populations with long-term care needs, are transitioning to Florida's Statewide Medicaid Managed Medical Assistance program (MMA). Some of the key goals of MMA are to improve outcomes, improve customer satisfaction, and reduce and control costs. The goals support the key principles of the program to improve care coordination and patient care, increased consumer protections, and enhance fiscal responsibility⁶. The state will be implementing the non-long term care portion of MMA beginning in May 2014, transitioning in residents through a phase-in approach. Leon County is scheduled to be one of the first regions to be phased into the MMA program in May 2014 along with Regions 3 and 4. Each month after May, two to three other regions will be phased in with implementation expected to be completed by August 2014. Currently, Prestige and Staywell (a WellCare company) are the two MMA health plans that will be available for residents in Leon County to receive their Medicaid managed care benefits.

⁴ To be eligible for the Medicaid program, individuals must meet both income and citizenship requirements. The CareNet program collects residency information but not proof of citizenship, so it cannot be determined if all individuals served through the CareNet program would be eligible for Medicaid under the ACA expansion.

⁵ Medicaid income levels from CMS State Medicaid and children's health insurance program (CHIP) Income Eligibility Standards Effective January 1, 2014 found at: <http://www.medicaid.gov/AffordableCareAct/Medicaid-Moving-Forward-2014/Downloads/Medicaid-and-CHIP-Eligibility-Levels-Table.pdf>

⁶ State of Florida Implementation Plan — Managed Medical Assistance Program. October 2013.

THE IMPACT OF THE AFFORDABLE CARE ACT ON LEON COUNTY'S CARENET PROGRAM

Leon County residents who are not eligible for Medicaid but with incomes less than 100% FPL, fall into a group known as the "coverage gap." This term is used to describe the situation for people when their income exceeds the eligibility threshold for Medicaid but is less than 100% FPL, the income level at which individuals are eligible for subsidies when purchasing healthcare coverage through the Health Insurance Marketplace (Marketplace), also known as the Health Insurance Exchange. As described later in this document, the Marketplace is where individuals may enroll in Medicaid or receive health care coverage through qualified health plans (QHPs) sold on the Marketplace. Depending on income, individuals may also receive premium assistance through the Marketplace.

Parents and non-disabled childless adults age 65 or less whose income is in the range in the chart below will be ineligible for both Florida Medicaid and subsidy assistance through the Marketplace.^{7a}

Household Size	Parents Annual Income over 31% FPL and up to 100% FPL	Childless Adults Annual Income Less Than 100% FPL
1	> \$3,468 and < \$11,670	< \$11,670
2	>\$4,644 and < \$15,730	< \$15,730
3	>\$5,844 and < \$19,790	< \$19,790
4	>\$7,032 and < \$23,850	< \$23,850

The table below shows the income eligibility thresholds for the newly eligible population (parents and non-disabled childless adults) in states that expand Medicaid under the ACA 2014 FPLs.⁹

Household Size	138% FPL (133% FPL with 5% Standard Income Disregard)
1	\$16,105
2	\$21,707
3	\$27,310

⁷ Medicaid income levels from CMS State Medicaid and CHIP Income Eligibility Standards Effective January 1,2014 found at: <http://www.medicare.gov/AffordableCareAct/Medicaid-Moving-Forward-2014/Downloads/Medicaid-and-CHIP-Eligibility-Levels-Table.pdf>

⁸ The Federally-facilitated Marketplace began using the 2014 FPL on February 10, 2014.

⁹ Federal Registrar Vol. 79, No.14, January 22, 2014 found at <http://www.gpo.gov/fdsys/pkg/FR-2014-01-22/pdf/2014-01303.pdf>. The poverty levels provided in the table are for the contiguous states and DC. Alaska and Hawaii have different poverty level guidelines, also found in the above citation.

THE IMPACT OF THE AFFORDABLE CARE ACT ON LEON COUNTY'S CARENET PROGRAM

Household Size	138% FPL (133% FPL with 5% Standard Income Disregard)
4	\$32,913
5	\$38,516
6	\$44,119
7	\$49,721
8	\$55,324
For each additional person, add	\$4,060

In the absence of a Medicaid expansion, CareNet remains a critical source of health care coverage for Leon County's non-disabled childless adults with incomes below 100% FPL and parents with incomes between 31% and 100% FPL.

Alternatives to Medicaid Expansion Under the ACA

As of January 28, 2014, Florida is one of 19 states that have opted not to undertake the Medicaid expansion. Twenty-six states (including D.C.) have elected to expand Medicaid and six states are still debating the issue. There is not a deadline for when States must decide on expansion. However, the ACA requires the federal government to cover 100% of the costs of the expansion population from 2014 to 2016 with a gradual decline in the federal match rate to 90% in 2020 and continuing at that percentage thereafter. As such, states that decide on expansion after January 1, 2014 will not receive the maximum possible federal reimbursement.

Some states that have faced opposition to expanding Medicaid under the parameters of the ACA have opted to expand under a Medicaid waiver authority granted by the Centers for Medicare and Medicaid Services (CMS). These waiver requests seek to use Medicaid funds to pay for the premium assistance of Qualified Health Plans on the Marketplace for newly eligible Medicaid beneficiaries in lieu of providing coverage through their traditional Medicaid program. CMS has recently approved two such requests — Arkansas and Iowa — under a Section 1115 demonstration waiver. Other states have shown interest in this premium assistance model and are in the process of developing their official submissions to the federal government.

The Premium Assistance Programs thus far approved require all newly eligible beneficiaries between the ages of 19–64 and, in some instances, parents and childless adults up to 138% of the FPL to enroll in a Health Insurance Marketplace QHP (see section below for further discussion of the Marketplace) to receive benefits as defined in the state's Medicaid Alternative Benefit Package (ABP). Those that are determined medically frail are exempted from mandatory enrollment but can choose to opt into such program(s).

**THE IMPACT OF THE AFFORDABLE CARE ACT ON LEON
COUNTY'S CARENET PROGRAM**

States can also implement such programs under the current State Plan authority. CMS still considers the beneficiaries under these programs as Medicaid beneficiaries and, as such, they are afforded the benefits and cost sharing protections of traditional Medicaid beneficiaries.

Below is a comparison of the two Premium Assistance programs recently approved by CMS — the Arkansas and Iowa models.

Arkansas Model

Arkansas' path towards the Premium Assistance began with the passage of the Health Care Independence Act of 2013 that called for the state Department of Human Services to reform the Medicaid program and establish the Private Option Program. The intent of the Private Option Program was to create an integrated and market-based approach to covering the state's low-income individuals through QHP coverage in the Marketplace. The Private Option received approval by CMS in December 2013. As of January 18, 2014, the Private Option program has received a total number of 129,186 applicants from both the state and federal levels¹⁰.

The Private Option program also received approval to allow for cost sharing for enrollees between 100–138% FPL not to exceed 5% of their annual income. Beneficiaries will not be responsible for any premium costs with the State paying the premiums directly to the QHPs. The benefit package for the QHPs would be the state's Medicaid ABP, which Arkansas has chosen to be the same as the Medicaid state plan benefit package with wraparound benefits provided on a fee-for-service basis¹¹. Arkansas also received approval under the Private Option program to ensure that at least one QHP will contract with at least one FQHC/Rural Health Center (RHC) to ensure access to safety-net providers for their beneficiaries.

Iowa

Iowa's approval closely followed that of Arkansas' and can be considered a very similar program. Iowa also achieves Medicaid expansion through a premium assistance model for those with incomes between 100–133% FPL but also has a separate wellness program for individuals with incomes between 0–100% FPL. Both programs operate under separate Section 1115 demonstration waivers with the same goal to use Medicaid funds to pay for premiums for QHPs on the Marketplace for all newly eligibles between the ages of 19–64 years of age.

Under Iowa's model, the premium assistance demonstration beneficiaries will be responsible for monthly premiums that cannot exceed 2% of their annual household income. Premiums are waived for the first year and can continue to be waived in future years if the beneficiary completes specific health improvement activities. The state is required to grant hardship waivers

¹⁰ State Approaches to Medicaid Expansion Webinar hosted by State Refor(u)m. January 27, 2014.

¹¹ Medicaid Expansion Through Premium Assistance: Arkansas, Iowa, and Pennsylvania's Proposals Compared. The Kaiser Commission on Medicaid and the Uninsured. December 2013.

**THE IMPACT OF THE AFFORDABLE CARE ACT ON LEON
COUNTY'S CARENET PROGRAM**

to those who can prove that paying premiums would be a financial hardship. The Iowa model requires beneficiaries to pay a co-pay for non-emergency use of the emergency room.

Iowa's benefit package for its premium assistance program is the Medicaid ABP, which in Iowa is equivalent to the state employee benefits package. Dental will be provided separately through the state's currently capitated commercial dental plan.

Like Arkansas, Iowa also ensures that beneficiaries will have access to at least one QHP that contracts with at least one FQHC/RHC¹². This requirement will help ensure that the FQHCs remain integral to the local provider network and an option for those beneficiaries that are used to receiving their services from such entities.

Health Insurance Marketplace (Marketplace or Health Insurance Exchange)

As of October 1, 2013 (with coverage effective January 1, 2014), individuals and small businesses in Florida were able to purchase comprehensive private health insurance through the Health Insurance Exchange (Marketplace). Florida elected not to establish a state-based marketplace; thus Florida's Marketplace is operated by the U.S. Department of Health and Human Services (HHS) as a federally-facilitated Marketplace. The Marketplace facilitates the purchase of insurance coverage by qualified individuals through QHPs and assists qualified employers in the enrollment of their employees in a QHP through the Small Business Health Options Program Marketplace.

Only plans certified by the Marketplace as a QHP can be sold on the Marketplace. The ACA sets forth varying levels of coverage that QHPs may offer. The levels of coverage are distinguished by the percentage of health care expenses that, on average, a plan will cover for a typical population. This is known as the actuarial value of the plan. The ACA requires four levels of coverage with different actuarial values: Bronze, Silver, Gold, and Platinum levels. The amount of out-of-pocket expenses an individual must pay for their health expenses is determined by the actuarial value of the plan. For example, a plan with an actuarial value of 80% would generally be expected to pay 80% of the individual's health care costs, with the individual paying 20% of the costs through deductibles, copays, and coinsurance. The actuarial value of each of the ACA mandated levels are identified in the table below.¹³

¹² Ibid.

¹³ ACA Sec. 1302(d)

THE IMPACT OF THE AFFORDABLE CARE ACT ON LEON COUNTY'S CARENET PROGRAM

ACA Metallic Coverage Tiers

Level	Actuarial Value	Individual's Expected Share of Costs
Bronze	60%	40%
Silver	70%	30%
Gold	80%	20%
Platinum	90%	10%

QHPs must agree to sell, at a minimum, a Silver and Gold plan on the Marketplace. To make coverage through the Marketplace more affordable, the ACA limits the total amount of out-of-pocket costs a person will pay through premium and cost-sharing subsidies. Tax credits to assist with premium payments are given to U.S. citizens and legal immigrants with incomes between 100% and 400% FPL. Persons must not be eligible for coverage under Medicaid or enrolled in employer sponsored coverage to qualify for premium tax credits and cost-sharing subsidies. Also, individuals eligible for employer-sponsored coverage that is affordable (single coverage premium is no more than 9.5% of household income) and has a minimum 60% actuarial value, do not qualify for premium or cost-sharing subsidies. Eligible applicants can apply their tax credit towards an advanced payment on their premium each month.

Income Levels Eligible for Subsidy Assistance Through the Marketplace (Between 100% and 400% FPL)

2014 FPLs

Household Size	100% FPL	Premium Subsidy Threshold (400% FPL)
1	\$11,670	\$46,680
2	\$15,730	\$62,920
3	\$19,790	\$79,160
4	\$23,850	\$95,400
5	\$27,910	\$111,640
6	\$31,970	\$127,880
7	\$36,030	\$144,120
8	\$40,090	\$160,360

The amount of tax credit given to a person is based on the individual's household income level. The ACA mandates that for persons between 100% and 400% FPL, their premium payment

THE IMPACT OF THE AFFORDABLE CARE ACT ON LEON COUNTY'S CARENET PROGRAM

must not be greater than 9.5% of their income using the second lowest cost silver plan as the benchmark. The scale for premium payments as a percent of income level is as follows:¹⁴

Income Level	Premium as a Percent of Income
100–133% FPL	2% of income
133–150% FPL	3–4% of income
150–200% FPL	4–6.3% of income
200–250% FPL	6.3–8.05% of income
250–300% FPL	8.05–9.5% of income
300–400% FPL	9.5% of income

In addition, persons with incomes between 100 and 250% FPL are eligible for further assistance on their cost-sharing if they enroll in a silver plan. This is intended to prevent those with the lowest incomes from paying high out-of-pocket costs for health care services. These out-of-pocket costs are reduced for the eligible individuals by allowing them to enroll in plans with higher actuarial value — meaning that the health plan pays for a greater share of its covered benefits. While premium tax credits are given for plans that pay at least 70% of the cost of covered benefits, persons who enroll in a Silver Plan at 200–250% FPL are guaranteed access to plans which pay for 73% of covered benefits; at 150–200% FPL, one can access plans that pay for 87% of covered services; and for persons 100–150% FPL, plans will pay 94% of covered services.

To better understand the application of the premium tax credits and cost-sharing assistance, several scenarios are provided in the Appendix A. Mercer developed the scenarios using information available at the Healthcare.gov website on health care coverage available through the federally-facilitated Marketplace for Leon County residents.

As CareNet’s eligible population is 0–100% FPL, and health insurance subsidies are offered for persons 100–400% FPL, there should be no overlap in members of CareNet and persons obtaining coverage through the Marketplace. Therefore, to insure individuals eligible for subsidies avail themselves of this option, the County’s CareNet providers can direct anyone over 100% FPL to the Marketplace for health insurance coverage. The County has recently implemented a software system that verifies the eligibility of CareNet members. This system can be used to verify that CareNet funds are not being used to provide services to individuals who can be guided to pursuing health insurance coverage through the Marketplace.

Streamlined Enrollment and Enrollment Assistance

The ACA and its implementing regulations intend to support a simple, streamlined and integrated enrollment process that reduces the complexity and paperwork-intensive process for

¹⁴ Kaiser Family Foundation, “Explaining Health Care Reform: Questions About Health Insurance Exchanges.”

**THE IMPACT OF THE AFFORDABLE CARE ACT ON LEON
COUNTY'S CARENET PROGRAM**

Medicaid enrollment and some health insurance plans. On April 30, 2013, HHS released the model single, streamlined application for determining and re-determining eligibility for Medicaid and premium tax credits/cost-sharing subsidies (insurance subsidies) in a federally-facilitated Marketplace.¹⁵ The form encourages the use of online applications and allows the verification of eligibility via electronic interfaces, thus limiting the amount of information required to re-determine eligibility.

The ACA requires marketplaces to provide application and enrollment assistance through Navigators and Certified Application Counselors (CACs) who will often be stationed at community health centers such as Bond CHC and NMC. Navigators and CACs provide impartial information to consumers about health insurance, the Marketplaces, QHPs, insurance subsidies, and Medicaid. These assisters do not make eligibility determinations, nor do they select health plans for consumers or enroll applicants into QHPs.

Bond CHC was awarded \$138,189 in federal grant funding to conduct outreach and enrollment assistance for persons applying for coverage through the Marketplace or Medicaid. While NMC did not receive grant funding, they may still assist individuals through the eligibility and enrollment process to help decrease the number of uninsured that they serve. It is expected that the combination of a streamlined enrollment process and application assistance will increase the number of people in Bond CHC and NMC's current patient population who have private insurance obtained through the Marketplace.

Employer Coverage

Another provision within the ACA that will impact Leon County is the requirement that employers (whether for-profit, nonprofit or governmental) with at least 50 or more full-time equivalent employees (including seasonal workers) must offer affordable group health coverage with a minimum value to full-time employees or face a penalty ("pay or play"). The original implementation date of this provision was January 1, 2014 but has been postponed by the Internal Revenue Service (IRS), who is responsible for implementing this provision, to January 1, 2015. For employers that "play" and provide coverage, the rule also includes the obligation to offer coverage to full-time employees' children (but not spouses or domestic partners). The ACA treats those that work an average of 30 or more hours per week as a full-time employee. In addition, the provision includes coverage for new full-time employees in that they must be offered coverage within the initial three months of employment if their hours are 30 or more hours of service per week. Employers must provide access to coverage that includes the minimum essential coverage that is affordable and has at least a minimum 60% value.

¹⁵ CMCS Information Bulletin, April 30, 2013, Model Eligibility Application and Guidance on State Alternative Applications. The informational bullet notes that "For states in which there is a Federally-facilitated Marketplace the state's Medicaid/CHIP agency will accept the model form and may, in addition, develop an alternative application approved by CMS (page 1).

**THE IMPACT OF THE AFFORDABLE CARE ACT ON LEON
COUNTY'S CARENET PROGRAM**

Access to employer-provided minimum essential coverage that is affordable and provides minimum value will disqualify individuals from receiving subsidies through the Marketplace. Final IRS regulations confirm that employer coverage is affordable if an employee's cost for self-only coverage under the least expensive option providing minimum value is 9.5% or less of household income (for 2014).¹⁶ When an employer offers family coverage, the *self-only* cost — not the cost for spousal or dependent coverage — still determines whether the employer coverage is affordable for eligible family members. This uniform threshold will make it harder for low-income family members with access to employer coverage to qualify for subsidized QHP coverage through the Marketplace.

In addition, large employers in the 25 states that have not expanded Medicaid and with eligible employees between 100–138% FPL who enroll in the Marketplace for the premium and cost sharing assistance, face penalties for those employees that forgo employer-sponsored coverage for the Marketplace. It is unknown at this time how many employees may in fact drop coverage because of affordability and enroll in the Marketplace for the financial assistance it provides. These individuals in the 100–138% FPL range could be eligible for Medicaid in states that expand. Employers would not face these penalties in that case.

Once the requirement of employer-sponsored coverage is implemented in 2015, Leon County's CareNet program may see some of the currently uninsured residents begin to gain access to coverage from their employers. The question remains for the lower income residents of Leon County whether or not they will be able to afford the employer sponsored coverage option or seek alternatives through the Marketplace. Leon County may consider collecting employment information along with income and residency verification for access to the CareNet program in order to determine whether the employer responsibility will impact those seeking services through the CareNet program.

New Coverage Option for Young Adults

The ACA also allows children to be covered on a parent's health insurance plan until they turn 26 years of age. Children can join or remain on their parents' plan even if they are married, not living with their parents, attending school, not financially dependent on their parents, or eligible to enroll in their employer's plan. As a result, individuals under the age of 26 who are currently receiving services funded by CareNet may be eligible to enroll in their parents' healthcare coverage.

This new provision could also impact patients outside of the CareNet program who are served by CareNet providers. If these patients become eligible for insurance under their parents' plans,

¹⁶ Health Insurance Premium Tax Credit final regulations, January 30, 2013, found at <http://www.irs.gov/PUP/newsroom/TD%209611.pdf>

**THE IMPACT OF THE AFFORDABLE CARE ACT ON LEON
COUNTY'S CARENET PROGRAM**

they will have new options for their health care provider, which may impact the patient population at Bond CHC and NMC.

Essential Community Providers and FQHCs

As patients at Bond CHC and NMC enroll in QHPs through the Marketplace, they will have an opportunity to see providers within their health plan's network who offer services outside of these clinics. However, the ACA also provides opportunities for patient enrollment to increase in community health centers, such as Bond CHC and NMC, through provisions regarding inclusion of Essential Community Providers (ECPs), or those that serve predominately medically underserved individuals, in QHP provider networks.

While QHPs are not required to include every ECP in their networks, the ACA requires QHPs to include "a sufficient number and geographic distribution of essential community providers, where available, to ensure reasonable and timely access to a broad range of ECPs."¹⁷ For 2014, the Centers for Medicare and Medicaid Services (CMS) mandated that a QHP must have at least 20% participation of ECPs in the plan's service area with at least one ECP in each county. At minimum, a QHP must demonstrate at least 10% participation of ECPs and provide a justification for its failure to reach 20%. QHPs that contract with FQHCs must pay the health center the same amount it would receive under Medicaid prospective cost-based reimbursement.

For states that do not expand Medicaid, the option of obtaining low-cost health care at local Community Health Centers (CHCs) is important particularly for those in the coverage gap. Recognizing the vital safety net that CHCs play in the nation's health care system, \$11 billion in new funds were allocated under the ACA to help health centers expand operations and improve the scope of services provided (medical, dental, and behavioral). Bond CHC, as a FQHC, is likely to have benefited from the more than \$161 million of the funding that Florida received to support local FQHCs' current operations and to establish new medical sites and expansion of services. CHCs like Bond and FQHCs will be able to expand or upgrade existing facilities and, in some cases, build new ones. As a result, this provision could be a factor in supporting CHCs and FQHCs to maintain or increase their patients.

Basic Health Plan

The ACA provided states another option to offer health care coverage to low-income individuals otherwise eligible to purchase coverage through the Marketplace known as the Basic Health Plan (BHP). The BHP, as authorized under Section 1331 of the ACA, is for individuals under age 65 with household incomes between 138–200% FPL who are otherwise not eligible for Medicaid, CHIP, or affordable employer coverage. The BHP goes into effect on January 1, 2015.

¹⁷ Potential Impacts of the Affordable Care Act on Safety Net Providers in 2014, " HRSA Office of Policy Analysis

**THE IMPACT OF THE AFFORDABLE CARE ACT ON LEON
COUNTY'S CARENET PROGRAM**

Federal funding for the BHP is required to equal 95% of the value of the amount of premium tax credit and federally-funded cost sharing reductions that BHP enrollees would have received had they been enrolled in a QHP through the Marketplace. CMS is continuing to release guidance on the BHP with a proposed funding methodology issued in the Federal Register in December 2013. The goal of the funding methodology is to ensure that federal payments to a state reflect actual BHP enrollment during the year within each applicable category that takes into account various factors including age range, geographic area, coverage status, household size, and income range.

Interest in the BHP will most likely be coming from states expanding Medicaid (or have a Section 1115 demonstration waiver for people up to 200% FPL) and have a state-based Marketplace. States may want to consider this option to create a program that is more like Medicaid in order to reduce churning and to make it easier for those whose incomes fluctuate around 138% FPL.

The BHP program does not have an immediate impact on the uninsured residents of Leon County. As stated previously, those Leon County uninsured residents between 100–400% FPL will be eligible to receive subsidies through the Marketplace starting January 1, 2014 or may be eligible for employer-sponsored coverage effective January 1, 2015.

Summary of Findings and Recommendations

Given Florida's decision that, at this time, the State will not expand the Medicaid program beyond its current eligibility thresholds, the continuation of County funding for Leon County provides a critical source of healthcare funding for uninsured residents of the County. It is important that CareNet funding be directed to uninsured residents with household incomes of less than 100% of FPL as individuals above that income level can attain coverage through the Marketplace and, depending on income, receive premium tax credits and cost-sharing subsidies. It is recommended that the Office of Human Services and Community Partnerships use the newly implemented software system as an audit tool to ensure providers comply with CareNet eligibility rules.

It is understood that data collection can be expensive and time-consuming both for County staff and providers. However, additional data, such as age and employment status, could assist the County in planning for the program's future needs and help identify specific individuals who may have other healthcare coverage options, such as employer-sponsored coverage and dependent coverage through parents' plans.

Bond CHC and NMC serve as an important health care safety net for Leon County residents. Their participation as ECPs in the Florida Blue QHP that serves Leon County residents will be important to maintain provider-patient relationships with residents previously served through CareNet and now enrolled in Florida Blue through the Marketplace. In addition, Bond CHC and NMC's participation in Florida Blue's provider network will also help support the long-term viability of the agencies by increasing its patient base of insured individuals. In addition, both

**THE IMPACT OF THE AFFORDABLE CARE ACT ON LEON
COUNTY'S CARENET PROGRAM**

can play a pivotal role in being part of the safety-net network in the statewide Medicaid managed care program that will be implemented in Leon County beginning in May 2014.

Leon County should continue to monitor the State's decision regarding Medicaid expansion and the Basic Health Plan as the adoption of either option would have a significant impact on the CareNet program.

Potential Impact on Other Leon County Programs For Future Exploration

In researching ACA provisions that could impact the CareNet Program, Mercer identified other provisions that could impact other County-funded programs and services. Listed below are provisions in the ACA that Leon County may wish to consider exploring in the future as related to other County programs.

- **Incarcerated individuals** — The ACA includes obligations for certain inmates and probationers. Individuals incarcerated pending the disposition of charges and probationers have an obligation under the ACA to obtain health care coverage as a result of the "individual mandate" provision. Sentenced inmates are exempt from the individual mandate if incarcerated for more than a month. Individuals who are incarcerated pending the disposition of charges are eligible for enrollment (and for premium tax credits and cost-sharing reductions if their income is at the applicable level). For inmates pending the disposition of charges enrolled in a QHP, the QHP is a potential source of payment for the inmate's health care costs. This ACA provision has led several counties throughout the nation to evaluate the benefits of helping inmates obtain coverage through a QHP while in jail pending disposition of charges as the county may then be able to bill the QHP for healthcare services provided to the individual while incarcerated. Obtaining coverage through the QHP while incarcerated is also beneficial for those inmates who need medicines, behavioral health and other healthcare services immediately upon discharge. It should also be noted that Medicaid will pay for institutional services if the incarcerated Medicaid beneficiary becomes a patient of an institution such as an acute care medical hospital. Medicaid eligibility can be suspended rather than terminated when someone becomes incarcerated and coverage can be activated more quickly upon release from jail, thereby allowing for easier access to needed medical and behavioral health services.
- **Prevention and Public Health Fund and Education and Outreach Campaign** — The ACA provides for several funding sources for preventive health services. The Prevention and Public Health Fund was established to fund research and programs that improve preventive healthcare services like public health workforce training, immunizations and screenings, and health surveillance and tracking measures. Funding for these initiatives is distributed to states and community programs from several HHS agencies. Prevention programs in Leon County may qualify to receive funding through this source, which could mitigate the costs to the County to provide these services. In addition, Leon County could look to the Education and Outreach Campaign of the PPACA to fund its preventive health services. The

**THE IMPACT OF THE AFFORDABLE CARE ACT ON LEON
COUNTY'S CARENET PROGRAM**

Campaign's goal is to create a public-private partnership of organizations promoting disease prevention and health improvement across the lifespan. The campaign will be administered by the Centers for Disease Control, which will be given up to \$500 million to grant awards to qualified programs across states¹⁸.

- **Ryan White Program**—The Ryan White HIV/AIDS Program was created in 1990 through legislation called the Ryan White Comprehensive AIDS Resources Emergency Act. The program serves individuals with HIV/AIDS who have no health insurance or lack the financial resources to pay for healthcare services for their conditions. Today, the HIV/AIDS Bureau (HAB) of the Health Resources and Services Administration (HRSA) in the Department of Health and Human Services (HHS) administers the multi-part Ryan White Program with a budget of \$2.1 billion¹⁹. The HAB awards grants to states, cities, and community based organizations to provide services to individuals living with HIV/AIDS. The majority of Ryan White funding supports the medical care and essential support services for its members. Part A of Ryan White provides emergency financial assistance to the metropolitan areas with the largest populations of people with HIV/AIDS. Part B awards grants to states and territories to provide affected individuals with medication and sometimes funds to purchase health insurance. Part C funds outpatient primary care for adults in this population, and Part D grants funding specifically for healthcare services for women and children with HIV/AIDS²⁰. Leon County's Bond CHC currently receives funding from Part C and D of the Ryan White Program²¹.

In 2011, the Florida Department of Health statistics showed that there were 889 people living with HIV/AIDS in Leon County²². Recent data shows that 70% of Ryan White Program recipients in Florida had incomes equal to or below 100% FPL, and 88% lived below 200% FPL²³. Thus, it is likely that many individuals living with HIV/AIDS in Leon County are eligible for CareNet or receive services at CareNet community clinics. Other individuals living with HIV/AIDS in Leon County may be eligible to obtain premium assistance and cost-sharing subsidies if purchasing coverage through the Marketplace. The ACA mandates that private health insurance plans cannot deny coverage based on pre-existing conditions like HIV/AIDS, making the health insurance plans that have historically excluded people living with HIV/AIDS now available to this population. In addition, health insurance plans are no longer allowed to charge discriminatory premium rates based on a person's health status. If Florida opts to expand Medicaid in the future, people served by the Ryan White Program

¹⁸ Trust for American's Health, "Patient Protection and Affordable Care Act—Selected Prevention Provisions"

¹⁹ Health Resources and Services Administration, "About the Ryan White HIV/AIDS Program"

²⁰ Health Resources and Services Administration, "About the Ryan White HIV/AIDS Program"

²¹ Leon County Workshop on Consideration of Bond Community Health Center, Inc. FY 2014 Funding

²² Winnie Moime, "HIV Infections Down in Florida." The Famuan. November 9, 2011.

²³ Health Resources and Services Administration, "Ryan White HIV/AIDS Program 2010 State Profiles—Florida"

**THE IMPACT OF THE AFFORDABLE CARE ACT ON LEON
COUNTY'S CARENET PROGRAM**

with incomes at or below 133% FPL will no longer have to show proof of an AIDS diagnosis to qualify for Medicaid²⁴. As a result, these provisions could lead to fewer people in this population using CareNet services.

²⁴ Health Resources and Services Administration, "Key Provisions of the Affordable Care Act for the Ryan White HIV/AIDS Program"

Appendix A

To develop the following scenarios, Mercer utilized the Healthcare.gov website found at <https://www.healthcare.gov/find-premium-estimates/>.

Healthcare.gov advises that the information provided, upon which these scenarios are based, is a "rough estimate"²⁵ of potential costs and savings available and that final determination of eligibility for subsidies and actual costs of premium will not be available until an application is completed. All scenarios assume enrollment in silver plan to receive reduced out-of-pocket expenses (if eligible) as shown in copayments/coinsurance column. Also, the estimated costs in the scenarios are for individuals who do not use tobacco. To determine the cost of coverage for tobacco users through Healthcare.gov, an application for coverage must be completed.

Healthcare.gov identifies that Leon County residents can choose from:

- Six Bronze plans.
- Eight Silver plans.
- Seven Gold plans.
- Five Platinum plans.

Individuals age 30 or younger also have the option of enrolling in a catastrophic plan. All plans for Leon County residents are offered by Florida Blue (BlueCross BlueShield FL).

²⁵ <https://www.healthcare.gov/will-i-qualify-to-save-on-monthly-premiums/>

Scenario 1: Single, Childless Adult, Age 26 at 100% FPL and 200% FPL

1(a) 100% FPL — Single, Childless Adult Age 26

Annual household income of \$11,670; estimated monthly tax credit of \$215

Silver Plan	Monthly Premium	Deductible	Out-of-Pocket Maximum	Copayments/Coinsurance
Lowest cost plan	\$14 a month One enrollee Premium before tax credit \$229/month	\$500/year	\$2,000/year	Primary doctor: \$5 Specialist doctor: 10% Coinsurance after deductible Generic prescription: \$4 ER visit: 10% Coinsurance after deductible
Highest cost plan	\$59 per month One enrollee Premium before tax credit \$274/month	\$500/year	\$1,250/year	Primary Doctor:\$15 Specialist Doctor:\$20 Generic Prescription:\$4 ER Visit:\$75

1(b) 200% FPL — Single, Childless Adult Age 26

Annual household income of \$23,340; estimated monthly tax credit of \$110

Silver Plan	Monthly Premium	Deductible	Out-of-Pocket Maximum	Copayments/Coinsurance
Lowest cost plan	\$119 a month One enrollee Premium before tax credit \$229/month	\$4,000/year	\$5,200/year	Primary doctor: \$70 Specialist doctor: 10% Coinsurance after deductible Generic prescription: \$15 ER Visit: 10% Coinsurance after deductible
Highest cost plan	\$164 per month 1 enrollee Premium before tax credit \$274/month	\$3,000/year	\$5,200/year	Primary doctor:\$45 Specialist doctor:\$65 Generic prescription:\$10 ER visit:\$75

Scenario 2: Family of Three — One Parent, Two Children
One Parent Age 30, Children Ages 4 and 2 Years
Household Income at 100% FPL and 250% FPL

2(a) 100% FPL — One Parent Age 30, Two Children Ages 4 and 2

Annual household income of \$19,790; estimated monthly tax credit of \$227

Silver Plan	Monthly Premium	Deductible	Out-of-Pocket Maximum	Copayments/Coinsurance
Lowest cost Plan	\$26 a month One enrollee Premium before tax credit \$253/mo	\$500/yr Per individual	\$2,000/yr Per individual	Primary doctor: \$5 Specialist doctor: 10% Coinsurance after deductible Generic prescription: \$4 ER visit: 10% Coinsurance after deductible
Highest cost Plan	\$77 a month One enrollee Premium before tax credit \$304/mo	\$500/yr Per individual	\$1,250/yr Per individual	Primary doctor:\$15 Specialist doctor:\$20 Generic prescription:\$4 ER visit:\$75

2(b) 250% FPL — One Parent Age 30, Two Children Ages 4 and 2

Annual household income of \$49,475; estimated monthly tax credit of \$216

Silver Plan	Monthly Premium	Deductible	Out-of-Pocket Maximum	Copayments/Coinsurance
Lowest cost plan	\$320 a month Three enrollees Premium before tax credit \$536/mo	\$11,500/year Family total \$5,750/yr Per individual	\$12,500/yr Family \$6,250/yr individual	Primary doctor:\$75 Specialist doctor:10% Coinsurance after deductible Generic prescription:\$20 ER visit:10% Coinsurance after deductible
Highest cost plan	\$427 a month Three enrollees Premium before tax credit \$643/mo	\$10,000/year Family total \$5,000/yr Per individual	\$12,500/yr Family \$6,250/yr Per individual	Primary doctor:\$55 Specialist doctor:\$75 Generic prescription:\$10 ER visit:\$75

Scenario 3: Family of Four — Two Parents, Two Children
 Two Parents Age 35, Children Ages 14 and 12 Years
 Household income at 100% FPL and 250% FPL

3(a) 100% FPL — Two Parents Age 35, Two Children Ages 14 and 12

Annual household income of \$23,850; estimated monthly tax credit of \$521

Children eligible for Medicaid/CHIP

Silver Plan	Monthly Premium	Deductible	Out-of-Pocket Maximum	Copayments/Coinsurance
Lowest cost plan	\$24 a month 2 enrollees Premium before tax credit \$545/mo	\$1,000/year Family total \$500/yr Per individual	\$4,000/yr Family \$2,000/yr Per individual	Primary doctor:\$5 Specialist doctor:10% Coinsurance after deductible Generic prescription:\$4 ER visit:10% Coinsurance after deductible
Highest cost plan	\$132 a month 2 enrollees Premium before tax credit \$653/mo	\$1,000/year Family total \$500/yr Per individual	\$2,500/yr Family \$1,250/yr individual	Primary doctor:\$15 Specialist doctor:\$20 Generic prescription:\$4 ER visit:\$75

3(b) 250% FPL — Two Parents Age 35, Two Children Ages 14 and 12

Annual household income of \$59,625; estimated monthly tax credit of \$448

Silver Plan	Monthly Premium	Deductible	Out-of-Pocket Maximum	Copayments/Coinsurance
Lowest cost plan	\$380 a month 4 enrollees Premium before tax credit \$828/mo	\$11,500/year Family total \$5,750/yr Per individual	\$12,500/yr Family \$6,250/yr Per individual	Primary doctor:\$75 Specialist doctor:10% Coinsurance after deductible Generic prescription:\$20 ER Visit:10% Coinsurance after deductible
Highest cost plan	\$544 a month 4 enrollees Premium before tax credit \$992/mo	\$10,000/year Family total \$5,000/yr Per individual	\$12,500/yr Family \$6,250/yr Per individual	Primary doctor:\$55 Specialist doctor:\$75 Generic prescription:\$10 ER visit:\$75

Scenario 4 Single, Childless Adult, Age 51

Household income at 100% FPL and 250% FPL

4(a) 100% FPL — One Adult, Age 51

Annual household income of \$11,670; estimated monthly tax credit of \$408

Silver Plan	Monthly Premium	Deductible	Out-of-Pocket Maximum	Copayments/Coinsurance
Lowest cost plan	\$8 a month One enrollee Premium before tax credit \$416/month	\$500/year	\$2,000/year	Primary doctor: \$5 Specialist doctor: 10% Coinsurance after deductible Generic prescription: \$4 ER visit: 10% Coinsurance after deductible
Highest cost plan	\$90 per month One enrollee Premium before tax credit \$498/month	\$500/year	\$1,200/year	Primary doctor:\$15 Specialist doctor:\$20 Generic prescription:\$4 ER visit:\$75

4(b) 250% FPL — One Adult, Age 51

Annual household income of \$29,175; estimated monthly tax credit of \$229

Silver Plan	Monthly Premium	Deductible	Out-of-Pocket Maximum	Copayments/Coinsurance
Lowest cost plan	\$187 a month One enrollee Premium before tax credit \$416/month	\$5,750/year	\$6,250/year	Primary doctor: \$75 Specialist doctor: 10% Coinsurance after deductible Generic prescription: \$20 ER visit: 10% Coinsurance after deductible
Highest cost plan	\$269 per month One enrollee Premium before tax credit \$498/month	\$5,000/year	\$6,250/year	Primary doctor:\$55 Specialist doctor:\$75 Generic prescription:\$10 ER visit:\$75

Scenario 5: Lowest Premium Costs by Metallic Level

5 (a) Non-disabled Childless Adult, Age 25

Lowest Cost Plan by Metallic Level	100% FPL	150% FPL	200% FPL	300% FPL
	(\$11,670) \$211 Monthly Tax Credit	(\$17,505) \$170 Monthly Tax Credit	(\$23,340) \$105 Monthly Tax Credit	(\$35,010) No Premium Tax Credit **
Bronze	\$0	\$32	\$97	\$202
Silver	\$13	\$54	\$119	\$224
Gold	\$46	\$87	\$152	\$257
Platinum	\$77	\$118	\$183	\$288
Catastrophic*	\$175	\$175	\$175	\$175

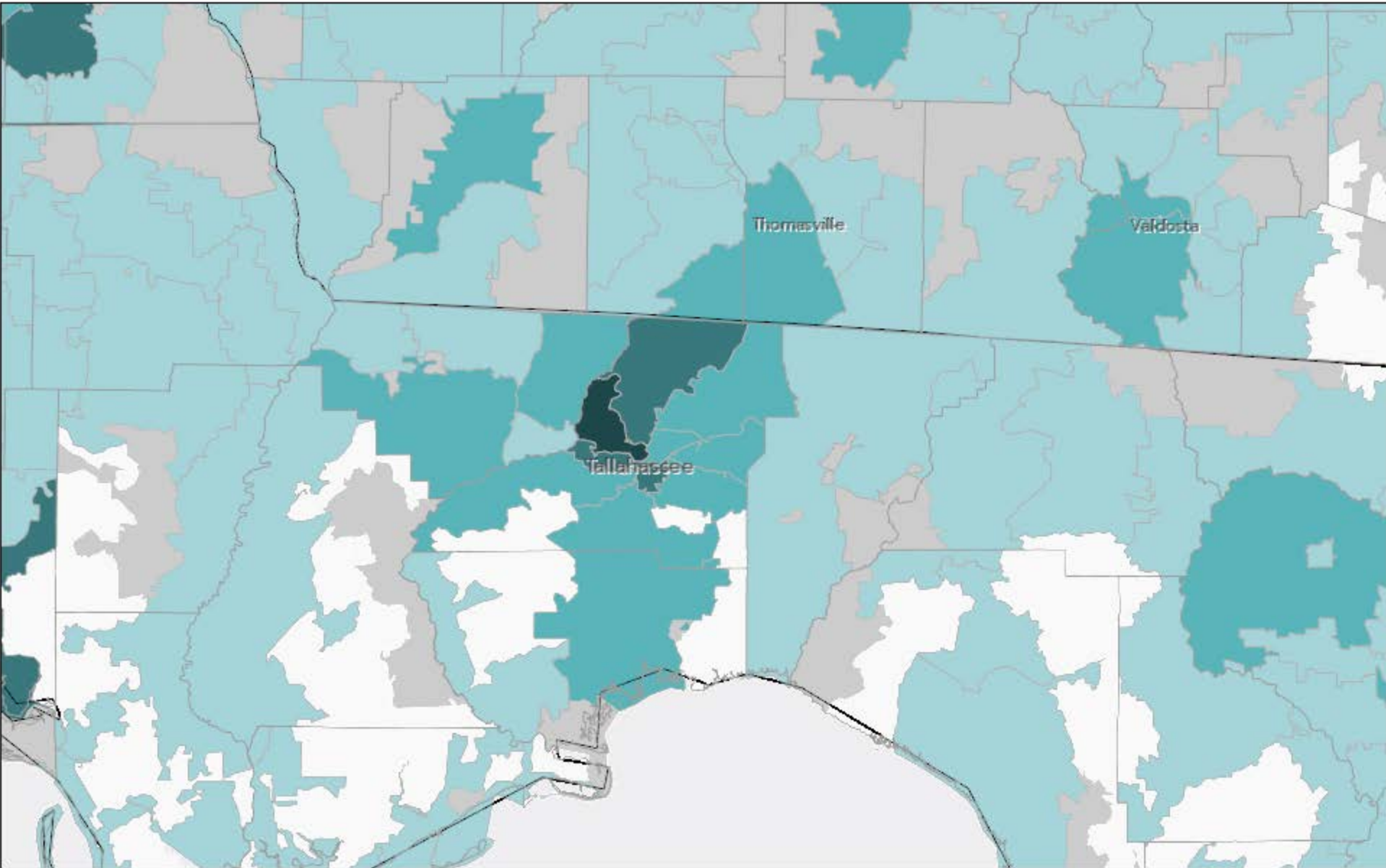
*Subsidy assistance is not available to help pay for a catastrophic plan.

**The ACA stipulates that individuals with incomes between 300%–400% FPL cannot pay more than 9.5% of their income in premiums. In this scenario, the premium is less than the 9.5%, so no premium tax credit is needed to offset the cost.

5 (b) Non-disabled Childless Adult, Age 40

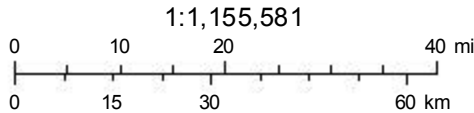
Lowest Cost Plan by Metallic Level	100% FPL	150% FPL	200% FPL	300% FPL
	(\$11,670) \$273 Monthly Tax Credit	(\$17,505) \$233 Monthly Tax Credit	(\$23,340) \$168 Monthly Tax Credit	(\$35,010) \$16 Monthly Tax Credit
Bronze	\$0	\$24	\$89	\$241
Silver	\$12	\$52	\$117	\$269
Gold	\$54	\$94	\$159	\$311
Platinum	\$93	\$133	\$198	\$350

FFM Plan Selections by Zip Code, OEP1



September 24, 2014

- Counties
- States
- <=50
- 51 - 300
- 301 - 700
- 701 - 1,600
- 1,601 - 10,368



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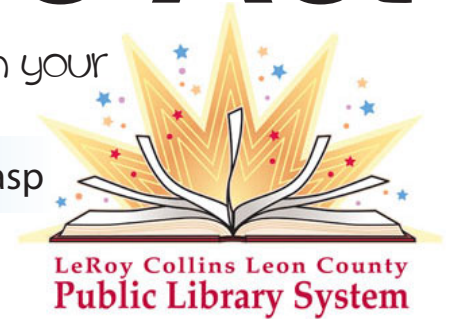
Posted at 2:15 p.m. on October 20, 2014

Affordable Care Act

Helpful Resources

from your

http://www.leoncountylibrary.org/ref-adults/affordable_care_act.asp



Government Resources

Affordable Care Act
<http://1.usa.gov/1a7SxU0>

Health Insurance Marketplace
www.healthcare.gov

Health Insurance Marketplace Brochure
<http://1.usa.gov/14ZMtME>

Bond Community Health Center
www.bondchc.com/contact-us

Local

Looking For More Local Help?
<https://localhelp.healthcare.gov/>

Resources

Additional Resources

Consumer Reports - Health Reform: 7 Things You Need to Know Now
<http://bit.ly/7thingsACA>

MedlinePlus' information on health insurance
<http://1.usa.gov/1dR7ILA>

The Rural Assistance Center's information on health reform
www.raconline.org/topics/health-reform/

The Henry J. Kaiser Family Foundation's information on health reform
<http://kff.org/health-reform/>

The American Public Health Association's information on health reform
www.apha.org/advocacy/Health+Reform/

**Leon County
Board of County Commissioners**


Notes for Agenda Item #13

Leon County Board of County Commissioners

Cover Sheet for Agenda #13

October 28, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Acceptance of Status Update the Lake Jackson Town Center at Huntington Sense of Place Initiative

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, Planning, Land Management and Community Enhancement (PLACE)
Lead Staff/ Project Team:	Cherie Bryant, Planning Manager Barry Wilcox, Division Chief Brian Wiebler, Principal Planner

Fiscal Impact:

This item has been budgeted and adequate funding is available. In 2013, the Board allocated \$100,000 for implementation of project ideas in the Lake Jackson Town Center at Huntington Sense of Place Initiative. This item identifies six projects to expend these funds.

Staff Recommendation:

- Option #1: Accept the status update on the Lake Jackson Town Center at Huntington Sense of Place Initiative.
- Option #2: Direct staff to implement the six projects with existing funding as described in this item.

Report and Discussion

Background:

In 2012, the Board undertook an initiative to redevelop the Huntington Oaks Plaza by expanding the Lake Jackson Branch Library and creating a new community center through a “Sense of Place” initiative. Following coordination with residents and a community workshop, the Lake Jackson at Huntington Sense of Place Initiative Report was adopted by the Board on June 18, 2013 (Attachment #1), and \$100,000 was allocated toward implementation of project ideas in the report. Staff hosted a community workshop on March 10, 2014 to invite public input on prioritizing expenditure of the funds allocated by the Board (Attachment #2). An additional follow-up community meeting was held on April 20, 2014 to discuss the feasibility of establishing a farmer’s market.

The projects in this agenda item are essential to the following FY2012-FY2016 Strategic Initiatives that the Board approved at the January 21, 2014 meeting:

- Redevelop Huntington Oaks Plaza, which will house the expanded Lake Jackson Branch Library and new community center, through a sense of place initiative (2012)

This particular Strategic Initiative aligns with the Board’s Strategic Priorities – Economy and Quality of Life:

- (EC1) - Integrate infrastructure, transportation, redevelopment opportunities and community planning to create the sense of place which attracts talent. (2012)
- (Q1) - Maintain and enhance our recreational offerings associated with parks and greenway system for our families, visitors and residents. (rev. 2013)
- (Q7) - Further create connectedness and livability through supporting human scale infrastructure and development, including: enhancing our multimodal districts. (2012)

Analysis:

The following six projects are proposed to expend the implementation funding of \$100,000 allocated by the Board. These six projects are priorities supported by citizen input at the March 10, 2014 community meeting for placemaking priorities, the April 20, 2014 community meeting on farmer’s market feasibility, and interagency discussions among staff. These projects represent \$100,000 in placemaking funds. Staff recommends Board approval of these projects to expend the initial placemaking allocation of \$100,000. Attachment #3 provides a complete table identifying the status of project ideas included in the Lake Jackson Town Center at Huntington Sense of Place Initiative Report. Renovation of the Huntington Oaks Shopping Plaza to create the Lake Jackson Town Center at Huntington and the Lake Jackson Branch Library is a key accomplishment in the district. The improved facade, landscaping, pedestrian connections to the plaza, Wi-Fi access, book drop off, and a new bus shelter closer to the library are all improvements identified in the Initiative Report.

1. **Upgrade park facilities – picnic table & grill, gazebo, landscaping, etc. – at boat landings to provide access to Lake Jackson for those without a boat** (project idea 6.3.4).
 - a. On July 8, 2014, the Board ratified actions taken at the June 10, 2014 Budget Workshop and “approved beginning 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. Improvement will include amenities such as picnic tables and grills, a deck, and an observation pier into the fringes of Lake Jackson, improved parking, construction of a bathroom, and improved landscaping at the Highway 27 Lake Jackson Boat Landing.”
 - b. Additionally, the Board “approved rebranding 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.”
 - c. \$50,000 will be utilized for design and permitting services associated with these facility improvements. Any funds remaining after implementation of the five following projects will also be allocated to the improvements at the Highway 27 Lake Jackson Boat Landing and Jackson View Park.

2. **Improve awareness of and signage for Lake Jackson Mounds Archeological State Park, possibly incorporate into official community wayfinding system** (project idea 6.3.1).
 - a. A Wayfinding Signage System has been developed for the greater Downtown Tallahassee area and the designated Placemaking districts of the City and County (Attachment #4). The Wayfinding Signage System is intended to create a catalytic project that provides a navigational tool for visitors and residents, as well as a framework to implement a functional and attractive signage system with consistent messaging and appearance. The Lake Jackson Town Center at Huntington is currently the only district within the unincorporated County that is included in the System.
 - b. Staff recommends allocating up to \$25,000 for implementation of the Wayfinding Signage System in this district. Staff will coordinate with stakeholders on the final number, type, and, placement of the wayfinding signs.

3. **Establish a farmers market in plaza parking lot, possibly with temporary tents** (project idea 2.1.1).
 - a. The Office of Resource Stewardship held a community meeting on April 20, 2014 to discuss the feasibility of establishing a farmer’s market. Input from the meeting indicates that a pickup hub for locally grown produce (Community Supported Agriculture) might provide a cost-effective alternative to the capital investment and operations cost of a traditional farmer’s market.

- b. Staff recommends allocating up to \$5,000 to implement facilities to support a food pickup location at Lake Jackson Town Center. Staff will coordinate with stakeholders to identify facility needs and vendors. Concepts include refrigerator/freezers in the complex and/or covered areas to be used for weekly drop-offs.
4. **Explore outdoor music performances for area residents** (project idea 2.1.2).
- a. At the March 10, 2014 and April, 20, 2014 community meetings, citizens suggested that entertainment, cooking demonstrations or other events should be considered in conjunction with the concept of a farmer's market or Community Supported Agriculture pickup hub. The idea is to continue adding reasons for citizens to come to the Lake Jackson Town Center, spend time, engage with neighbors, and utilize the resources available. This also helps to foster the concept of "park-once, then walk," a method of encouraging motorists to park near destinations, where cues are provided to guide discovery of additional destinations and attractions.
 - b. Staff recommends allocating up to \$5,000 to implement facilities to support outdoor music and other events. Staff will coordinate with stakeholders, including library staff, to identify specific needs. Concepts includes small PA system, covered area and preparing a small space where a few people could play music and others could watch/eat (such as Lake Ella on food truck Thursdays.)
5. **Raise the stature of the boulder as a true district landmark. Create a landscape plan that accentuates the boulder. Explore combining boulder with a water feature. Prevent vandalism** (project idea 3.1.1).
- a. The concept of highlighting the boulder as a landmark was strongly supported by residents attending the March 10, 2014 community meeting.
 - b. Staff recommends allocating up to \$5,000 to implement a landscape plan to accentuate the boulder. DesignWorks staff will develop a landscape plan cooperatively with Public Works.
6. **Increase pedestrian crossing times on N. Monroe Street** (project idea 5.1.3).
- a. Planning staff is coordinating with Public Works to evaluate feasibility of increasing crossing times on North Monroe Street. It may also be appropriate to provide enhanced features, such as higher contrast crosswalk treatments, to improve the pedestrian experience at these intersections.
 - b. Staff recommends allocating up to \$10,000 to implement improvements. Planning staff will coordinate with Public Works and the Florida Department of Transportation to develop options.

Options:

1. Accept the status update on the Lake Jackson Town Center at Huntington Sense of Place Initiative.
2. Direct staff to implement the six projects with existing funding, as described in this item.
3. Board direction.

Recommendation:

Options #1 and #2.

Attachments:

1. Lake Jackson at Huntington Sense of Place Initiative Report
2. March 10, 2014 Community Workshop Summary
3. Status of Project Ideas from the Lake Jackson at Huntington Sense of Place Initiative Report
4. Wayfinding Signage System

VSL/WT/CB/BW/BW



Lake Jackson Town Center at Huntington

"Sense of Place" Initiative

June 18, 2013







Board of County Commissioners

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Jane G. Sauls, District 2
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Bryan Desloge, District 4
Kristin Dozier, District 5
Mary Ann Lindley, At-Large
Nick Maddox, At-Large

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Vincent S. Long	County Administrator
Alan Rosenzweig	Deputy County Administrator
Tony Park PE	Director of Public Works and Community Development

leoncountyfl.gov



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850.891.6400

Mailing address:
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Tallahassee FL 32301

talgov.com/planning

TABLE OF CONTENTS

I. 'Sense of Place' Initiative	5
II. History of the Area	7
III. Demographics	9
IV. Existing Conditions	11
V. Creating a Cohesive District	13
The Center	15
GOAL 1: Create a Center	15
GOAL 2: Activate the Center	15
GOAL 3: Define the Place	16
Connections	17
GOAL 4: Connect Places	17
GOAL 5: Improve Safety for All Modes	18
The Ring	19
GOAL 6: Green the Place	19
GOAL 7: Build a Community Voice	20
VI. Next steps	22
VII. Sources	23
Appendices	24
A. Frequently Used Acronyms	24
B. SWOT analysis	24
C. Public comments	26



‘SENSE OF PLACE’ INITIATIVE

“to be a provider of essential services in our continuous efforts to make Leon County a place where people are healthy, safe, and connected to their community.”

In 2012, the Leon County Board of County Commissioners adopted a Strategic Plan to establish priorities and guide project implementation for a two year period. In that Plan, the Board asserts that Quality of Life is a strategic priority, and pursuant to that, seeks “to be a provider of essential services in our continuous efforts to make Leon County a place where people are healthy, safe, and connected to their community.” Under this strategic priority, the Board undertook the following initiative:

“Redevelop Lake Jackson Town Center at Huntington (formerly Huntington Oaks Plaza and hereafter referred to as the Huntington Town Center), which will house the expanded Lake Jackson branch library and new community center, through a ‘Sense of Place’ initiative.”

Contained within this single directive are numerous moving parts. Already, the Departments of Facilities Management and Library Services are tasked with the physical renovations to the County-owned shopping center, including expansion of the branch library and creation of a new community center. However, there is more to creating a ‘sense of place’ than simply renovating a single site.

An area with a ‘sense of place’ usually includes a recognizable center and a public gathering spot where everyone is welcome. There may also be retail services and places of employment, plenty of people on the move, and possibly organized events and activities. However, a place is more than the sum of its individual parts and typically has a shared character or identity.

Tallahassee and Leon County has several burgeoning placemaking districts that are easily identifiable. Just as Midtown, the Market District, and Gaines Street are recognized entities with a shared character, Huntington has all the necessary pieces – strong neighborhoods, community schools, a beloved gathering spot at the library and plenty of retail destinations along N. Monroe Street – to become a strong, cohesive and recognizable ‘sense of place’.

No one knows more about a place than the people who live there, experience it every day and make it their own. Therefore, the Lake Jackson Town Center at Huntington Sense of Place Initiative is based on public involvement and input. Citizens from the surrounding neighborhoods, area business owners, patrons of the library and community organizations participated in table sessions that included map sketches and a SWOT (Strengths, Weaknesses, Opportunities and Threats) analysis. These public participatory tools established community priorities and infrastructure needs that will be incorporated into future budgets to achieve the community’s desired outcome.



This plan was largely guided by citizen input gathered during a public workshop and tabling session held on April 16, 2012.



6

Lake Jackson Town Center at Huntington "Sense of Place" Initiative

HISTORY OF THE AREA

Indian mounds

More than eight centuries ago, Native Americans inhabited the area around Lake Jackson, just north of Tallahassee. The Apalachee peoples of the Mississippian culture were known as mound builders. Their society is believed to have had a well-organized political system residing in regional centers, such as the Lake Jackson site. A rich array of objects, including elaborate copper breast plates, shell beaded necklaces, bracelets, and anklets have been found in the area. These artifacts indicate religious and trading ties with other large, pre-historic Indian ceremonial centers. There is also evidence that the Native Americans along Lake Jackson flourished around A.D. 1200. The area was probably the regional political and religious center during the period A.D. 1200 to A.D. 1500. Its prominence as a regional center can be seen today at the 200+ acre Lake Jackson Mounds Archeological State Park. The largest of the remaining excavated, earthen mounds is 278 feet by 312 ft. at the base and approximately 36 ft. in height. The 36-ft. high mounds would have offered grand views of the lake known as Okeeheepkee or 'Disappearing Waters' in the local Native American language.

Spanish Mission Period

Following the Native American settlements, Spanish missionaries ventured into the hinterlands from their coastal St. Augustine outpost. By the mid-1500s, numerous missions had been established amongst the Apalachee peoples. The most famous of these locally was San Luis, but other smaller village missions can be found throughout present day Leon County. Slowly, the rivalries of Europe and the Caribbean materialized in Florida. With the establishment of the British colony in Georgia, the Spanish missions came under assault by both British troops and settlers. The Spanish missions would succumb to these repeated attacks, and the Florida territory transitioned to British control.

Florida Territorial Period

On March 30, 1822, the United States merged East Florida and part of West Florida into the Florida Territory. An agricultural economy had already emerged along the Lake Jackson shores when two significant plantations, Casa de Laga and the holdings of Colonel Robert Butler, were founded. Each of these plantations totaled more than 1000 acres, with nearly half in cultivation. By the turn of the 20th Century, Casa de Laga had morphed into a hunting lodge for northern tourists, while operation of

a grist mill continued on the former Butler property. Remains of the grist mill, supporting dam and slough can be seen today along the State Park interpretive trails.

Lake Jackson, or Okeeheepkee – the disappearing waters

Lake Jackson has drained at least seven times in recorded history. Early documentation notes a rapid overnight drainage of Lake Jackson in the winter of 1837. Another draining, which was attributed to the distant Charleston, South Carolina earthquake, occurred in 1891. Similar disappearances of lake portions occurred after periods of low rainfall in May and June of 1907 and 1909. In January, March and July of 1932, the Tallahassee Democrat reported the disappearance of the lake water and the death of stranded fish in the thousands. After each event, the lake was replenished by rainfall. Subsequent drainings occurred in 1957 and 1982 following periods of low rainfall. More recently, in September 1999, Lake Jackson drained into Porter Hole Sink over a period of several weeks. After the lake had completely drained, geologists were able to descend into the sink for a first-hand look at the karst features. In the summer of 2012, a smaller drawdown occurred when Porter Hole again opened.

Fred George Road and Huntington Oaks

The lands surrounding Lake Jackson and those tracts owned by the Tallahassee Pecan Company experienced the same rapid suburban growth that hit the nation from the 1960s through the 1980s. In 1973, the Board of County Commissioners approved the Huntington Development of Regional Impact (DRI), which included plans for 4,500 residences, as well as over 40 acres of commercial, retail, and office development. These areas, located on both sides of Fred George Road and west of North Monroe Street, are now known as Huntington Estates, Plantation Woods, Settlers Springs and several other neighborhoods. While approved primarily for single family homes across the nearly 1,000 acres, there were three commercial and apartment clusters planned at the intersections of Fred George Road and Mission Road, Old Bainbridge Road, and North Monroe Street. Today, much of the office development allocated near the Mission Road intersection has been acquired for a future City park. The apartment and townhouse aspects have not yet fully developed.



DEMOGRAPHICS Population

Due to the extensive array of retail, services, and public amenities in close proximity, continued interest in this sector of Leon County is projected.

Huntington is developed predominantly with low-density, single-family subdivisions. However, apartment communities have developed near a few major intersections. Due to the extensive array of retail, services, and public amenities in close proximity, continued interest in this sector of Leon County is projected.

According to population projections based on 2011 data from the U.S. Census Bureau, areas within a 3-mile radius of the Town Center are expected to grow by 2.87 percent over the next 5 years. This is the same growth rate projected for Leon County, although projections are higher (3.65 percent) inside the City limits. Table 3.1 illustrates growth projections for Huntington over the next 5 years.

Table 3.1. Population Growth Projections for Huntington

	2011	2016
Population	37,717	38,886
Households	15,810	16,316
Families	8,805	8,984

Source: U.S. Census Bureau

Additionally, this growth reflects the composition of the larger Leon County community. Whereas the population figures for Leon County are often skewed by the large proportion of university aged residents, Huntington provides a clear picture of the local population. Regardless of the distance – 1 or 3 mile radii from the Plaza – the percentage of household types is relatively the same. Households with 2 or more people comprise approximately 75 percent of all households, with single occupant households making up the balance.

Housing and Neighborhoods

Huntington neighborhoods are stable with high rates of homeownership and low vacancies, which suggest they are highly desirable. According to recent data, the area has a higher percentage of homeownership (65%) than the whole of Leon County (55%). Similarly, vacancy rates across the County are 10.6 percent, but Huntington has a rate of less than 7 percent. This positive data reflects the long established residential areas of Settlers Springs, Huntington Plantation and numerous subdivisions along the shores of Lake Jackson.



StarMetro Bus

Education

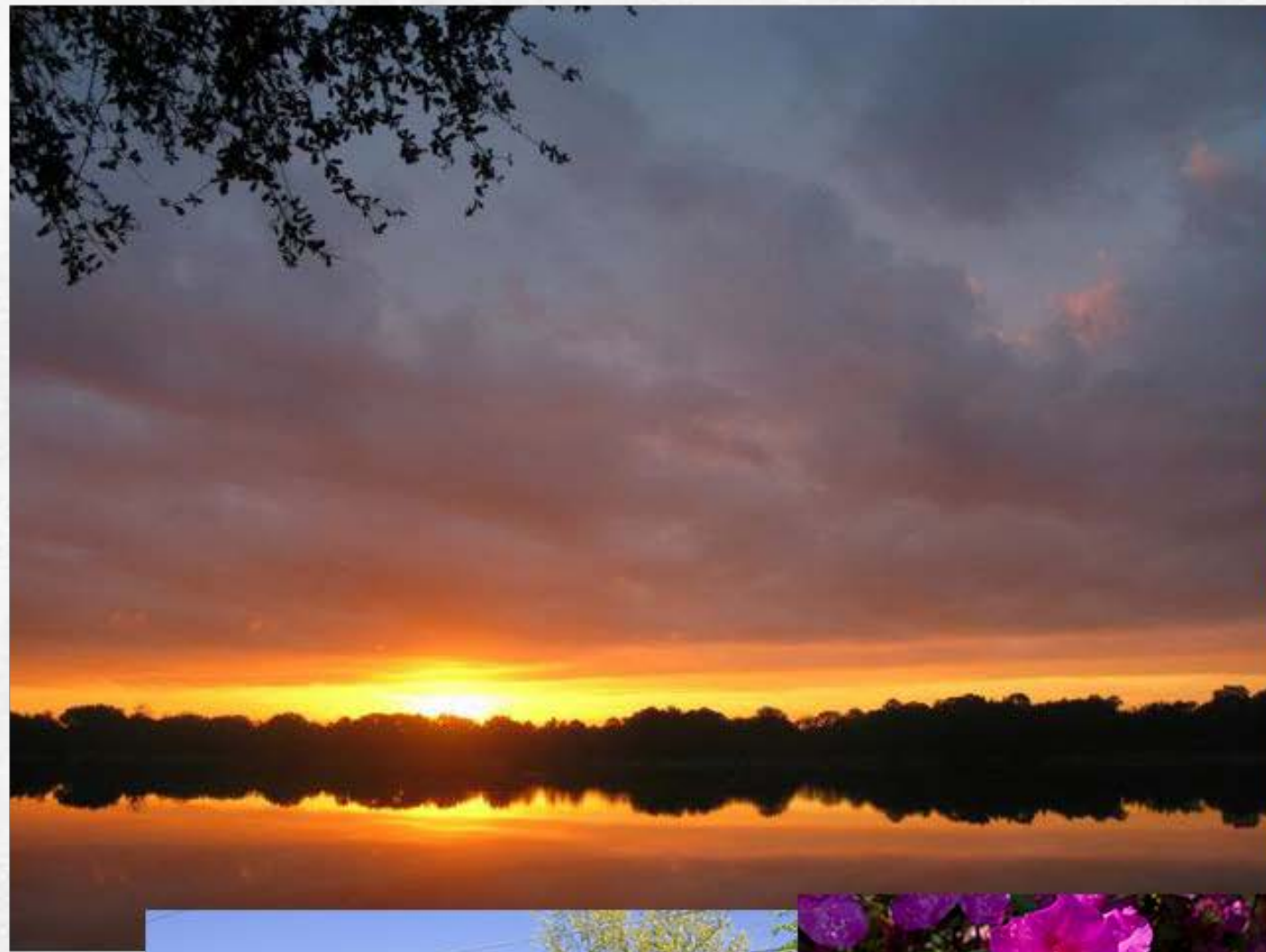
Often the presence of certain retail establishments, personal services, employment centers, or park amenities are common explanations for housing desirability and demand. More often, however, the quality of local schools is the most important variable. There are no high schools or middle schools within the area, but elementary schools received high ratings (A and B) during the most recent State and National testing assessments.

Commuting Habits

Huntington is served by two StarMetro bus routes, which travel along Mission Road and North Monroe Street before arriving at the Town Center. There, patrons can utilize bus transfers or a large parking area – a de facto park-and-ride – for travel to various southern points in the community. The vast majority of area residents use personal cars for travel, while only .7 percent utilizes public transit. While this seems minimal, it is comparable to bus ridership in the greater Leon County community. A slightly higher percentage (1.5%) is found within 1 mile of the Huntington Town Center. This can be attributed to higher density housing stock in close proximity to the transfer site and North Monroe Street. Despite the modest numbers, Huntington residents participating in the public involvement phase of this “Sense of Place” Initiative requested improved transit facilities at the shopping plaza and along the bus routes. Table 3.2 shows commuter practices in the area.

Table 3.2. Commuter practices near Lake Jackson Town Center at Huntington

Travel Mode	Within 1 mile	Within 3 miles
Drove alone	2,358 (84.5%)	17,580 (86.7%)
Carpooled	258 (9.3%)	1,859 (9.2%)
Public transportation	42 (1.5%)	148 (0.7%)
Bicycle	0 (0%)	39 (0.2%)
Walk	0 (0%)	95 (0.5%)



10 Lake Jackson Town Center at Huntington "Sense of Place" Initiative

EXISTING CONDITIONS **An Evolving Suburban Center**

Leon County's expansion of the existing branch library is expected to reinvigorate the Huntington Town Center.

The convergence of North Monroe Street, Fred George and Crowder Roads is the recognizable center of the loosely defined Huntington area. Walking at a normal pace, most adults can cover a mile in about 5 minutes. Within a half-mile of the major intersection, Huntington area residents have access to numerous retail establishments, personal services, places of employment, and religious institutions. Community services like the public library and State Park are also nearby.

Leon County's expansion of the existing branch library is expected to reinvigorate the Huntington Town Center. With continued private investment and public support, the current development pattern – which is largely indistinct from other suburban shopping centers nationwide – can transform the area into a unique 'sense of place'. Existing assets on which to establish a potential transformation of the district include the Huntington Boulder, which is considered a community landmark near the Fred George Road median at North Monroe Street. As one local resident described it, the County must "take care of our rock lovingly." Such a statement makes it clear that local residents know their community and take ownership of it.

A Green Corridor

In addition to the built environment, a place can be defined by what is preserved. Many area citizens commented on their use of existing parks and the need to improve them or establish new ones. From the Lake Jackson Mounds Archeological State Park in the east to the recently acquired County park land near Capital Circle Northwest and City park land near Mission Road, Fred George Road is a green corridor where local residents have easy access to public parks at every turn. In fact, there is a park approximately every half-mile along the corridor.

Parks + Open space

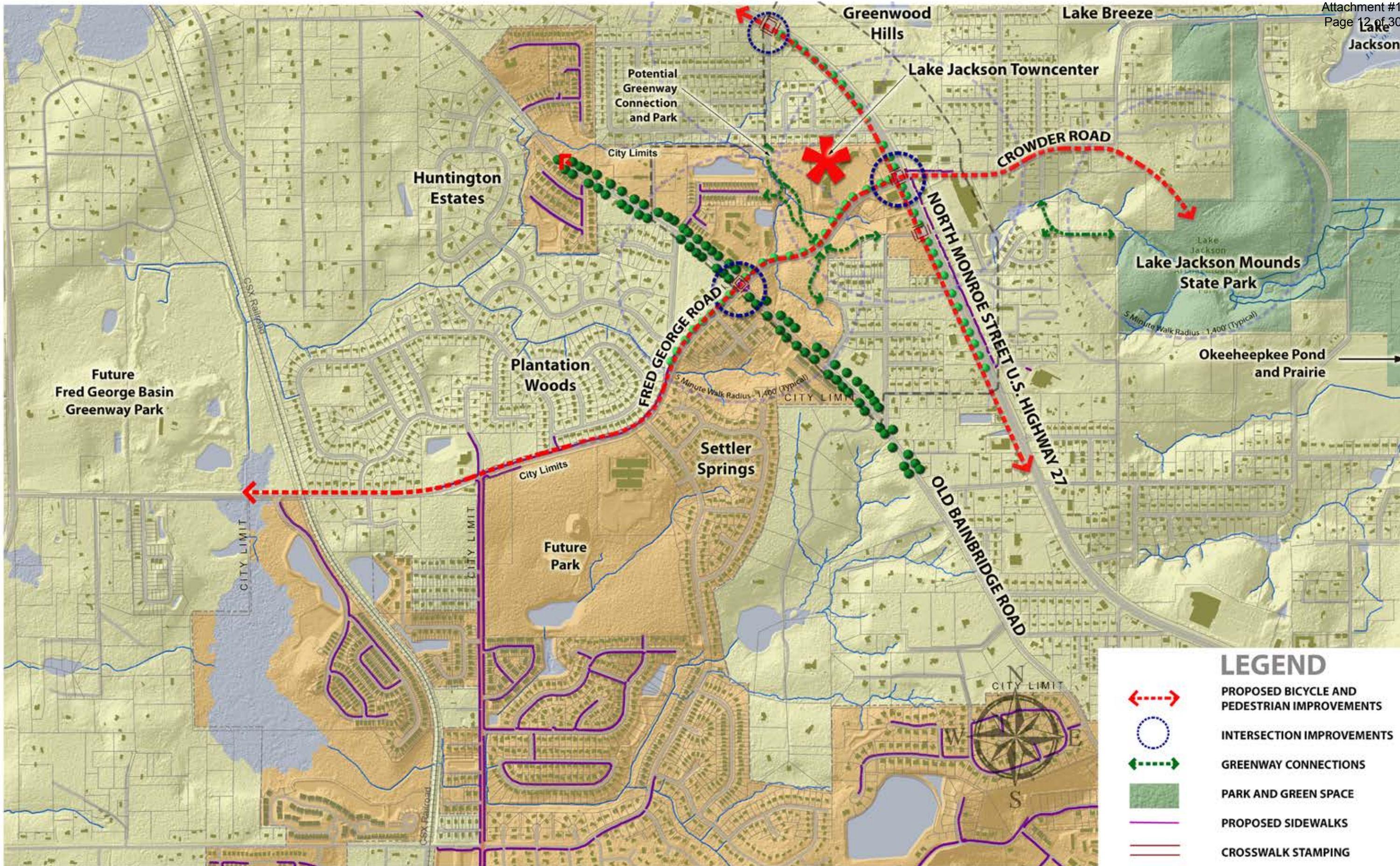
On the eastern edge of the district, the Lake Jackson Eco-passage was completed in the summer of 2010. This environmentally sensitive wildlife project runs parallel to North Monroe Street (US Highway 27), directing wildlife to several culverts under the busy thoroughfare. The diversion walls pass one of the four boat ramp facilities in Huntington that are maintained by the Leon County Division of Parks and Recreation. Others

are found at Faulk Drive, Crowder Road, and Fuller Road. The passive Jackson View Park is located just east of the intersection of North Monroe Street and Clara Kee Boulevard. Adjacent to the Fuller Road boat ramp, the recently constructed Okeeheepkee stormwater facility offers yet another recreational opportunity for area residents. Planned trails could connect to the Lake Jackson Mounds Archeological State Park. There are two large publicly owned tracts of land on the district's western edge – the County's Fred George Greenway that will be predominantly a passive park and the City's Northwest Park at the corner of Fred George and Mission Roads. The County lands are scheduled for development in the near future, and the City park is a top priority for the Department of Parks, Recreation, and Neighborhood Affairs when funding becomes available.

Trails + Greenways

Greenway linkages are proposed between the parks and boat ramps that dot the shoreline of Lake Jackson. Both the Tallahassee-Leon County Bicycle and Pedestrian Master Plan (2004) and the Greenways Master Plan (2004) recognize the benefits of a circumferential trail. However, the challenge of property acquisition may preclude that proposal. Instead, the Greenways Master Plan proposes a route of multi-use trails through public lands and quiet residential streets to make connections between the green spaces. These routes could connect the Okeeheepkee Pond to the state park and northward to Jackson View Park. In fact, the State of Florida acknowledged the need for the southern linkage in their Lake Jackson Mounds Archeological State Park management plan. In that plan, the Leon County-owned parcel to the south, known as Okeeheepkee Prairie, would be used to protect the lake-front marsh resources, construct a naturalistic stormwater treatment marsh and provide recreational opportunities through the development of a public park. Park plans include a walking trail around the storm water pond, a boardwalk to the lake and a picnic area. Because of the County parcel's proximity to the State Park, there is potential to link these parks with a trail.

Other publicly owned parcels along the Fred George Road corridor have potential to be converted to small pocket parks in conjunction with StarMetro transit stops. Other parcels are privately owned but may be largely undevelopable due to the abundance of on-site wetland features, thereby creating ideal locations for publicly accessible greenway connections from major destinations to surrounding neighborhoods.



Lake Jackson Town Center at Huntington
"Sense of Place" Initiative

LEGEND

- PROPOSED BICYCLE AND PEDESTRIAN IMPROVEMENTS
- INTERSECTION IMPROVEMENTS
- GREENWAY CONNECTIONS
- PARK AND GREEN SPACE
- PROPOSED SIDEWALKS
- CROSSWALK STAMPING
- STREETScape IMPROVEMENTS
- CANOPY ROAD

Created by [unreadable] on October 20, 2014

CREATING A COHESIVE DISTRICT

Today, the residential and commercial areas surrounding the Huntington Town Center lack a clear identity. There is a collection of residential areas along the Lake Jackson shoreline. To the west, a large swath of the area is covered with more residential subdivisions. In the center, there is a collection of shopping centers and a few community uses. This loose definition of 'place' and lack of a cohesive identity across the district underpins the simple and straightforward goals for the Huntington "Sense of Place" Initiative. As public and private investment continues and progress is made toward these goals, Huntington should develop a stronger identity recognizable to local residents and throughout Leon County.

The Center

GOAL 1: Create a Center

GOAL 2: Activate the Center

GOAL 3: Define the Place

Connections

GOAL 4: Connect Places

GOAL 5: Improve Safety for All Modes

The Ring

GOAL 6: Green the Place

GOAL 7: Build a Community Voice

The Town Center



Before

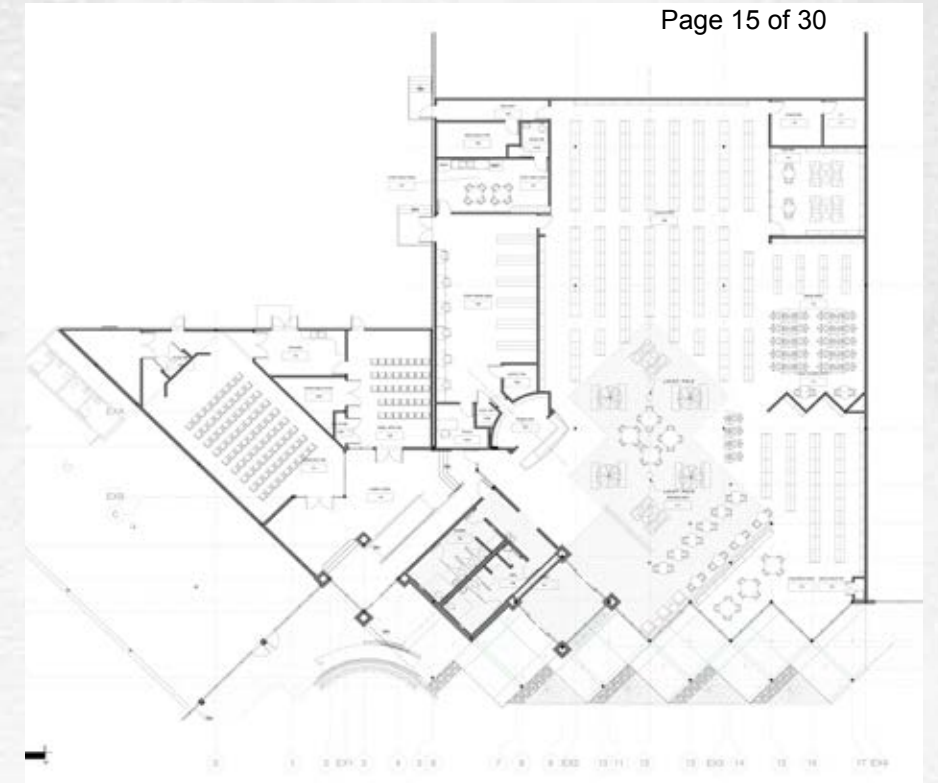


After



The Center

In urban settings, creating a sense of place often includes the design and construction of new public gathering spaces like a park, downtown square, or performance venue. Huntington has a different context. The existing Town Center presents an opportunity to define a unique identity. The public investment provides life in the form of an enlarged library and new community center. Beyond this, local residents need a reason to visit the newly renovated shopping center. This may take the form of weekly gatherings, monthly events or full tenancy by establishments that attract people. A place only establishes identity and becomes the recognizable community hub when citizens gather, participate, and take ownership of their public spaces. To that end, citizens' comments have encouraged redevelopment of the Huntington Town Center to include outdoor reading areas for library parishioners and a walking trail around the site perimeter. Lastly, many residents felt the larger district around the Town Center could be better defined. Whether exiting Interstate 10 and traveling north or commuting into Tallahassee, as one travels on North Monroe Street, it should be clear and obvious that this is a distinct area. Fred George Road is a nicely landscaped thoroughfare that offers a model for this section of North Monroe Street.



GOAL 1: CREATE A CENTER

1.1 Renovate the Huntington Town Center			
Project Idea	Implementation Partners	Estimated Expense	Status
1.1.1 Improve façade, landscaping, and pedestrian connections in the plaza.	FM	High	Complete
1.1.2 Provide outdoor reading room for library patrons.	FM	Medium	Under Construction
1.1.3 Create a "Parcourse" around the center and connect to adjacent westward parcel.	FM	Medium	Under Construction

GOAL 2: ACTIVATE THE CENTER

2.1 Programming possibilities for the Plaza			
Project Idea	Implementation Partners	Estimated Expense	Status
2.1.1 Establish a farmers market in plaza parking lot, possibly with temporary tents.	FM, TFN, EXT	Low	Mid-term
2.1.2 Explore outdoor music performances for area residents.	FM, BA, NA	Low	Mid-term
2.1.3 Create outdoor sidewalk cafes.	BA	Low	Mid-term
2.2 Branch Library			
Project Idea	Implementation Partners	Estimated Expense	Status
2.2.1 Explore extended library hours. (To be determined by the Board of County Commissioners)	LIB	Medium	Long-term
2.2.2 Provide wireless access and/or computer lab.	FM	Medium	Complete
2.2.3 Provide drop-off for access to book drop.	FM	Medium	Under Construction

Please see page 24 for an explanation of partner acronyms.



2.3 Community Center programming			
Project Idea	Implementation Partners	Estimated Expense	Status
2.3.1 Explore partnership with YMCA to provide County wide programming such as, <ul style="list-style-type: none"> • Programs to meet needs of seniors, satellite Sr. Center • Before and after school programs • Arts + Crafts, painting • Tutoring business needed • Small theatre (Shakespeare in the Park[ing Lot]) • Dog training, through partnership with Division of Animal Control • Greater socialization, develop more opportunities for exercise • Educational evening classes • Library programs (Baby-time, Story-time and book clubs) (Complete) 	LIB, FM, TSC, YMCA, PRNA, P+R, area schools + universities	Medium	Under Consideration

GOAL 3: DEFINE THE PLACE

3.1 Huntington boulder			
Project Idea	Implementation Partners	Estimated Expense	Status
3.1.1 Raise the stature of the boulder as a true district landmark. <ul style="list-style-type: none"> • Create a landscape plan that accentuates the boulder • Explore combining boulder with a water feature • Prevent vandalism. 	City + County PW, PLNG	Medium	Long-term

3.2 Landscape			
Project Idea	Implementation Partners	Estimated Expense	Status
3.2.1 Develop a streetscape plan for North Monroe Street that creates visual definition while preserving sight-lines; <ul style="list-style-type: none"> • Formal streetscape (medians, sidewalks, street trees, lighting) between Cynthia Street and US Post Office. • Planted medians north and south of the more formal streetscape for a few blocks. 	FDOT, CRTPA, BCC, PW, PLNG,	High	Long-term
3.2.2 Improve Fred George Road median landscaping & provide better maintenance.	City + County PW, PLNG	Medium	Mid- to Long-term

3.3 Street lighting			
Project Idea	Implementation Partners	Estimated Expense	Status
3.3.1 Create a district lighting plan in coordination with electric utility providers and FDOT. <ul style="list-style-type: none"> • Increase street lighting to improve safety • Provide better maintenance to remove dark areas • Provide fixtures that are unique to the district, likely confine to the major axis: N. Monroe Street and Fred George/ Crowder Roads. • Consider undergrounding utilities on major roads where financially feasible. 	City + County PW, UTIL, PLNG, FDOT	High	Long-term



Example of typical street lighting.





Many local residents utilize non-automotive forms of transportation.



Connections

A recognized communal center, node or activity center, can only thrive if it is safe and convenient for travelers. Because of its suburban context that prioritizes automobile access, the Huntington shopping plaza is safe and convenient to motorists. Of course, significant portions of the population, including children and senior citizens, are unable or prefer not to drive. During the public workshop, numerous local residents commented that they would walk or ride a bicycle in the area if it were safe. From the well-worn trails that run along Fred George Road to the StarMetro patrons sitting on curbs, it has been demonstrated that many local residents utilize non-automotive forms of transportation. Basic non-automotive connections are needed on the surrounding roadways, including Old Bainbridge, which is a designated canopy road. Sidewalks should connect all the major destinations with the surrounding neighborhoods. In some locations, public rights-of-way are available but streets were never constructed. Therefore, the rights-of-ways are well placed for future multi-use trails or greenways. A well interconnected district should also be linked to points beyond, such as downtown Tallahassee or other neighborhoods. Two StarMetro routes run through the district. One route (Big Bend) travels North Monroe Street and the other (Forest) travels Mission and Fred George Roads, with a transfer point at the Huntington Town Center that attracts potential patrons. Along with better connected sidewalks, transit boarding and lighting upgrades are needed at all stops along the routes.



Potential greenway or bicycle connections can create active options to access the Town Center.



Newly constructed sidewalk on Fred George Road.

GOAL 4: CONNECT PLACES

4.1 Pedestrian facilities			
Project Idea	Implementation Partners	Estimated Expense	Status
4.1.1 Construct sidewalks on major thoroughfares, as follows. <ul style="list-style-type: none"> • Fred George Road. (Complete from Monroe St. to Springwood Elementary School) • N. Monroe Street. • Old Bainbridge Road. 	City + County PW, PLNG, CRTPA, FDOT	High	Long-term, partially complete
4.1.2 Develop trail network between residential areas, commercial corridors, and schools.	PW, P+R, PRNA, PLNG, LCS	High	Long-term
4.2 Bicycle facilities			
Project Idea	Implementation Partners	Estimated Expense	Status
4.2.1 Explore bike paths throughout area, either off-road or bike lanes.	City + County PW	High	Long-term
4.3 Transit			
Project Idea	Implementation Partners	Estimated Expense	Status
4.3.1 Improve StarMetro facilities to include safe, well lit shelter.	SM	High	Under Construction
4.3.2 Relocate bus transfer location closer to library/ community center frontage.	FM, SM	Medium	Under Construction
4.3.3 Explore potential permanent Park + Ride program at the Huntington Town Center	FM, SM, BA	Medium	Long-term

GOAL 5: IMPROVE SAFETY FOR ALL MODES

5.1 Roadway Intersections			
Project Idea	Implementation Partners	Estimated Expense	Status
5.1.1 Create safe pedestrian crossings on N. Monroe Street at all intersections.	City + County PW, FDOT	Medium	Mid- to Long-term
5.1.2 Provide pedestrian refuge islands in the medians at major intersections.	City + County PW, FDOT	High	Long-term
5.1.3 Increase pedestrian crossing times on N. Monroe Street.	City + County PW, FDOT	Low	Short-term
5.1.4 Crosswalk upgrades (e.g., continental striping, brick pavers, etc.) across N. Monroe Street.	City + County PW, FDOT	Medium to High	Mid- to Long-term

5.2 Traffic safety			
Project Idea	Implementation Partners	Estimated Expense	Status
5.2.1 Review sight lines on Fred George Road and remove vegetative obstructions, such as shrubbery or rocks.	City PW	Low	Mid-term
5.2.2 Research means to tame traffic on N. Monroe Street, which is a district divider. Implement final recommendations as part of streetscape enhancement (Action 3.2.1)	PW, PLNG, FDOT	Low	Mid-term



Example of potential pedestrian crossing upgrade at North Monroe Street and Fred George Road.



Vacant property immediately west of the County-owned Huntington town center.



Example of typical park with baseball fields.

The Ring

As noted earlier, the well regarded elementary schools, a beautiful resource in Lake Jackson, and numerous commercial offerings in close proximity make the neighborhoods surrounding the Huntington Town Center highly desirable. But, active recreational facilities, such as athletic fields and courts are missing. Local residents recognize this deficiency, and local officials have prioritized the north-west quadrant with the future development of two large parks. In addition, there are other recreational opportunities that need attention. For example, comments from local residents noted that area boat ramps should be redesigned to include benches for enjoying the sunset. Others felt the history of the Lake Jackson Mounds were not well publicized, nor were they well signed for those driving by. Such historical sites should be better incorporated into the local community. Next, the creation of new public green space has several benefits, and one of those can be as a transportation corridor. Citizens saw this duality immediately when discussing the large wetland and floodplain systems west of the shopping plaza. Though already protected by a conservation easement, extending a multi-use trail through the forest to connect the surrounding neighborhoods would broaden that benefit by providing public recreational opportunities and shortening bicycle and pedestrian travel times to the library. The abundance of recreational amenities is a valuable asset for the long-term stability of area neighborhoods. Lastly, these stable neighborhoods and local businesses need a unified voice. Throughout the community, small business groups have been organizing. Huntington should be no different. Just as neighborhood associations form to advocate for specific issues, so too should area businesses have an organized voice.

GOAL 6: GREEN THE PLACE

6.1 Parkland			
Project Idea	Implementation Partners	Estimated Expense	Status
6.1.1 Explore Re-purposing vacant public lands as pocket parks and pedestrian connections.	PW, P+R, PLNG	High	Long-term
6.1.2 Provide connectivity to (Fred George Greenway) with full size baseball field and axillary facilities.	P+R, PRNA	High	In design
6.2 Greenways and Trails			
Project Idea	Implementation Partners	Estimated Expense	Status
6.2.1 Explore development of a greenway through vacant property immediately west of the county-owned Huntington Town Center that will create a connection between the library and neighborhoods to the north.	FM, P+R, PLNG	High	Long-term
6.2.2 Explore the continuance of greenway connections across Fred George Road to Swatts Road, running parallel to N. Monroe Street.	P+R, PLNG	High	Long-term
6.2.3 Explore coordination with Florida State Parks system to establish pedestrian connections to the Lake Jackson Mounds State Park and a north-south greenway through the property.	P+R, PLNG	Medium	Mid-term

6.3 Lake Jackson amenities			
Project Idea	Implementation Partners	Estimated Expense	Status
6.3.1 Improve awareness of and signage for Lake Jackson Mounds Archeological State Park, possibly incorporate into official community wayfinding system.	PW, PLNG, FL State Parks, VT	Medium	Mid-term
6.3.2 Connect public properties – parks and boat ramps – with a shoreline trail around Lake Jackson.	PW, PLNG, Blueprint2000	High	Long-term
6.3.3 Improve Jackson View Park by considering permanent bathrooms.	PW, P+R	High	Long-term
6.3.4 Provide park facilities – picnic table & grill, gazebo, landscaping, etc. – at boat landings at Lake Jackson for those without a boat.	PW, P+R	High	Under Consideration

GOAL 7: BUILD A COMMUNITY VOICE

7.1 Local Businesses			
Project Idea	Implementation Partners	Estimated Expense	Status
7.1.1 Establish a business association to provide voice for district businesses.	BA, COC, LOT, ED+BP	Low	Mid-term
7.1.2 Improve appearances of area business properties.	BA	Medium	Continuous
7.1.3 Utilize empty buildings to provide businesses desired by public: • New family-oriented restaurants. • Outdoor seating at restaurants. • Better retail. • Compatible uses for neighborhoods, such as child care. • Family-oriented businesses.	BA, FM	Varied, depends on the structure and site.	Continuous
7.1.4 Develop a marketable name identity for the district (e.g., Lake Jackson Town Center at Huntington)	BA	Low	Long-term

7.2 Neighborhoods			
Project Idea	Implementation Partners	Estimated Expense	Status
7.2.1 Organize neighborhood associations; Need some assistance and education.	NA, CONA	Low	Continuous
7.2.2 Improve neighborhood services to address concerns with rental and student/ transient residents.	NA, CONA	Low	Mid-term

ADDITIONAL ITEMS			
Project Idea	Implementation Partners	Estimated Expense	Status
A.1 Explore Code revisions to mandate roll out containers for all residential properties.	ECD, County + City Solid Waste	Low	Long-term
A.2 Neighborhood associations participate in Adopt-a-Road programs on area roads.	NA, KTLCB	Low	Mid-term
A.3 County should establish a regional recycling station in prominent location.	County Solid Waste	Low	Short-term
A.4 Increase Code enforcement of illegal snipe signs in public right of way.	ECD	Low	Short-term



Example of pedestrian wayfinding signage that can also help brand the area.

Legend

Status		
Short-term:	< 1 year	
Mid-term:	1-3 years	
Long-term:	> 3 years	
Estimated Expense		
Low:	< \$10,000	
Medium:	> \$10,000	< \$100,000
High:	> \$100,000	



NEXT STEPS

The Huntington “Sense of Place” Initiative includes goals and tasks that can be best achieved by local government and other tasks that private citizens can handle. Coordination and cooperation between public and private entities is essential to successful implementation of the “Sense of Place” Initiative. Success will be achieved only through continued effort by all the involved parties.

Future Updates

Due to the scope and scale of some tasks, long term implementation through the annual budget process is necessary. - However, other minor actions can be achieved in a shorter timeframe. The Tallahassee-Leon County Planning Department will chart progress on these goals and make annual reports to the Board of County Commissioners.

During the public workshop, one citizen said he felt the northwest was the, “forgotten side of town.” Through implementation of the Huntington “Sense of Place” Initiative, the Board of County Commissioners intends to change that sentiment and, in so doing, create a recognizable district that is well known throughout the community.

SOURCES

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APPENDIX A

Frequently Used Acronyms

BA	Future Business Association
BCC	Leon County Board of County Commissioners
COC	Greater Tallahassee Chamber of Commerce
CRTPA	Capital Region Transportation Planning Agency
ECD	City Economic and Community Development Department (includes Code Enforcement Division)
ED+BP	Leon County Office of Economic Development and Business Partnerships
EXT	Leon County Cooperative Extension Service
FDOT	Florida Department of Transportation
FM	Leon County Facilities Management
KTLB	Keep Tallahassee-Leon County Beautiful
LCS	Leon County Schools
LIB	Leon County Library Service
LOT	Locally Owned Tallahassee
NA	Neighborhood Associations
PLNG	Tallahassee-Leon County Planning Department
P+R	Leon County Division of Parks and Recreation
PRNA	City Parks, Recreation, and Neighborhood Affairs Department
PW	Leon County Public Works Department
SM	StarMetro
TFN	Tallahassee Food Network
TSC	Tallahassee Senior Center
UTIL	City various utilities: Electric, Gas, Solid Waste, Stormwater, etc.
VT	Visit Tallahassee/Tourist Development Council

APPENDIX B

SWOT ANALYSIS

Strengths

- Easy access to other points, Close to shopping (grocer + drugstore) and other services (Fire Dept., church, schools), Close to work, stores, downtown (5)
- Unique neighborhood characteristics, Quiet neighborhoods, Good neighbors (3)
- Library is in good location, active, covers different interests, and has a dedicated staff (3)
- Lake Jackson (2)
- Not congested like the NE (2)
- YMCA
- Boulder landmark
- Parks
- Trees! Wooded areas
- Mixture of housing
- Mixture of ages
- Limited access

Weaknesses

Pedestrians

- Lack of sidewalks, especially in front of the Plaza (4)
- Condition of the sidewalks
- Poor connections between businesses
- Not enough pedestrian time to cross Monroe St.
- Lack of lighted crosswalks, low ped safety
- Poor lighting in certain areas

Identity

- Lack of identity, need signage

Landscaping

- Overgrown foliage needs better maintenance (2)
- Not enough landscaping
- Not enough green on the map (parks)
- Lack median landscaping on Monroe

Traffic safety

- Sight line issues on Fred George Rd (large oaks, rocks, @ Walgreens drive, etc.) (2)
- Negative bank curves on Fred George Rd.
- Concern about traffic safety on Monroe and Fred George.
- Fred George Road is dangerous

Security/ Law enforcement

- Home break-ins
- Emergency call boxes needed

- Wooded/ ravine areas are homeless encampments (2)
- Trash on roadways
- Local businesses
- Not enough restaurants
- Empty buildings that could be utilized
- Messy business properties
- Enough fast food in area

Transit

- Transit vehicles park too far from Library and Comm. Center
- Bus waiting area is not pleasant, lack shelters

Plaza-specific

- Flooding in Plaza parking lot
- Few ADA parking spaces in Plaza
- Need covered drop-off for library patrons and book drop off (II)
- Library has limited hours
- Plaza's SWMF not a good use of space
- Lack of community programs, especially senior oriented

Lake Jackson

- Limited access without a boat
- Parks disappeared at boat ramps, replaced with parking lot for trailers
- Lacks visibility from US 27, trees block views

Opportunities

Pedestrians/ Bicycles

- Walking trails/ Bike paths between neighborhoods & to the schools (3)
- More sidewalks (3)
- Fred George Rd sidewalks,
- Sidewalks north on US 27 to surrounding neighborhoods
- Pedestrian refuges at major intersections to improve pedestrian safety.
- Improve/ create safer pedestrian crossings on N. Monroe
- Crosswalk upgrades (Brick) across US 27
- Improve street lighting (2)
- Landscaping/ Streetscape
- Neighborhood lighting plan – distinct light fixture, address dark areas
- The Rock
- Landscape/ Improve area around boulder, treat it as a landmark, “Take care of our rock lovingly”
- Move the Rock into the Plaza, but keep it prominent/ focal point
- Create better gateway, move rock to shopping center
- Beautification (plaza or larger area?)
- Install planted medians on N. Monroe, Landscape the US 27 medians, Create gateway from I-10 to the area, Streetscape improvements for N. Monroe, including nice street lights (5)

- Median improvements/ increased planting/ better maintenance on Fred George Rd.
- Increase landscaping in area

Local businesses

- New family-oriented or sit-down restaurants (like Cracker Barrel, Red Elephant, etc.) (2)
- Outdoor seating at restaurants
- Better retail is welcome
- Compatible uses for neighborhoods, such as child care and restaurants
- Tax collector needs a local presence
- Family-oriented businesses of all types in the Plaza

Transit

- Improved StarMetro waiting area with shelters, safe, and well lit (3)
- Expand Park + Ride program

Plaza-specific

- Weekly Farmers Market in plaza parking lot, possibly with a pavilion (2)
- Outdoor reading room (II)
- Walking/ exercise course around center
 - “Parcourse” around the center and adjacent lot to the west.
 - Create walking paths around SWMF and through adjacent westward parcel
- Community gardens
- Christmas decorations in plaza and on Fred George Rd.
- Upgrade wood retaining wall in Plaza to improve looks

Library

- Provide reading area in front of the library, hopefully with a small café
- Wireless in library, comfortable seating area
- Need longer library hours

Community Center

- Once decided, publicize the Community Center programming
- YMCA/ Community center partnership for programming (2), such as...
 - Tutoring business needed
 - Possibility to develop a teen center (2)
 - Develop a small theatre
 - Community center that will meet needs of seniors
 - Before and after school programs at Comm. center
 - Community center programming: Dog training, Arts + Crafts, Senior activities, like a satellite Sr. Center
 - Neighborhood recreation center
 - Greater socialization, develop more opportunities for exercise

Open Space/ Parks

- Develop parks for the area
- Create a small Lake Ella with amenities, trails, fish, observation decks, etc.
- Improve signage for Lake Jackson Mounds state park
- Create active park in the area, within walking distance
- Create lake side trails around Lake Jackson
- Improve Jackson View Park with permanent bathrooms and basic walking trail
- Security/ Law enforcement
- Police/sheriff sub-station needed in area
- Trash
- Adopt-a-Road programs on area roads
- Recycling station made more prominent
- Other
- Networking with other communities
- Middle school in the area

Threats

- Possible internet cafes, other LULUs
- Current land use change (Comp Plan amendment)
- Fast traffic on Monroe St. acts as divider of area – as more walk to library/ comm. center, it will be an issue.
- Sight lines on Fred George Rd. (shrubs & trees, placement of rocks for left turning vehicles into the Plaza, exit from Walgreens onto Fred George) (3)
- Width of Old Bainbridge Rd. for sidewalks – is it adequate?
- Homeless/ transient population in open space areas – safety concerns
- Safety for seniors on foot
- Poor lighting, streets lights need better maintenance (2)
- Safety/ security on multiple levels
- Snipe signs are illegal in ROW and detract from area aesthetics
- Vandalism of the Rock

APPENDIX C

ORGANIZED COMMENTS: PUBLIC WORKSHOP GENERAL COMMENTS AND SWOT ANALYSIS

[Numbers in parenthesis indicate multiple related comments]

Connectivity

- Sidewalks needed (4)
 - Fred George Road (4)
 - Connecting sidewalks/ trails between neighborhoods, community center, schools (3)
 - N. Monroe Street, north on US 27 to surrounding neighborhoods (2)
 - Old Bainbridge Road, is width adequate for sidewalks?
 - Improve condition of existing sidewalks
- Bicycle facilities
 - Bike paths needed, either off-road or bike lanes (3)
- Transit is an asset
 - Improved StarMetro waiting area with shelters, safe, and well lit (5)
 - Expand Park + Ride program (2)
 - Relocate bus transfer location closer to library/ community center frontage
 - Covered waiting area needed
 - Need better access to transit
- Intersection upgrades
 - Improve/ create safer pedestrian crossings on N. Monroe (3)
 - Pedestrian refuges at major intersections to improve pedestrian safety.
 - Increase pedestrian crossing times on N. Monroe St.
 - Crosswalk upgrades (e.g., brick) across US 27
- Traffic safety
 - Sight lines on Fred George Rd. (shrubs & trees, placement of rocks for left turning vehicles into the Plaza, exit from Walgreens onto Fred George) (5)
 - Heavy, fast traffic on Monroe St. acts as divider of area – as more walk to library/ comm. center, it will be an issue. (2)
 - Address safety for seniors on foot

Streetscape + Landscaping

- Landscaping
 - Planted medians on N. Monroe, Landscape the US 27 medians, Create gateway from I-10 to the area, Streetscape improvements for N. Monroe, including nice street lights (7)
 - Gateway treatment for N. Monroe, south of Lake Jackson. (2)
 - Median improvements/ increased planting/ better maintenance on Fred George Rd.
 - Increase landscaping in area

- Street lighting
 - Improve street lighting, better maintenance (5)
 - Nicer fixtures
 - Increase number for walker safety
 - Neighborhood lighting plan – distinct light fixture, address dark areas
- Huntington boulder
 - Move the Rock into the Plaza, but keep it prominent/ focal point (3)
 - Landmark, do not move (3)
 - Landscape/ Improve area around boulder
 - Treat it as a landmark, “Take care of our rock lovingly”

Parks and Open Space

- General
 - Develop parks for the area
 - Create active park in the area, within walking distance
- Passive/ Walking loop
 - Continue connections across the street from the Shopping Plaza (2)
 - Create a small Lake Ella with amenities, trails, fish, observation decks, etc.
 - Vacant property immediately adjacent and west of the Shopping Plaza
 - Create fitness trail around the on-site SWMF that is safe and attractive
- Lake Jackson
 - Improve signage for Lake Jackson Mounds state park
 - Create lake side trails around Lake Jackson
 - Improve Jackson View Park with permanent bathrooms and basic walking trail
 - Improve access to the lake for those without a boat
 - Recreate parks at boat landings – parks disappeared at boat ramps, replaced with parking lot for trailers
 - Improve landscaping for US27 adjacent to Lk. Jackson that improves visibility of lake

Business development

- Business Assistance
 - Business association needed
 - Empty buildings that could be utilized
 - Messy business properties
- Businesses desired for area
 - New family-oriented or sit-down restaurants (like Cracker Barrel, Red Elephant, etc.) (3)
 - Not enough restaurants, but enough fast food in area
 - Outdoor seating at restaurants
 - Better retail is welcome
 - Compatible uses for neighborhoods, such as child care and restaurants
 - Tax collector needs a local presence
 - Family-oriented businesses of all types in the Plaza

Community Center or Library programming

- Library
 - Library is in good location, active, covers different interests, and has a dedicated staff (3)
 - Need longer library hours (2)
 - Wireless access and/or computer lab needed (2)
 - Need covered drop-off for library patrons and book drop off (2)
 - Provide reading area in front of the library, hopefully with a small café
 - Comfortable seating area
- Community Center
 - Once decided, publicize the Comm. Center programming
 - Senior programs are available as soon as the infrastructure is ready
 - YMCA/ Community center partnership for programming (3), such as...
 - Programs to meet needs of seniors, satellite Sr. Center (3)
 - Develop a teen center (2)
 - Before and after school programs (2)
 - Arts + Crafts, painting (2)
 - Neighborhood recreation center (2)
 - YMCA needs a pool
 - Tutoring business needed
 - Small theatre
 - Dog training
 - Greater socialization, develop more opportunities for exercise
 - Educational evening classes

Shopping Plaza

- Built concepts
 - Outdoor reading room (2)
 - Reading room and sidewalk cafes preferred.
 - Repurpose the SWMF for the shopping center
 - Walking/ exercise course around center
 - “Parcourse” around the center and adjacent lot to the west.
 - Create walking paths around SWMF and through adjacent westward parcel
 - Upgrade wood retaining wall in Plaza to improve looks
 - Flooding in Plaza parking lot
 - Few ADA parking spaces in Plaza
- Programming possibilities
 - Community garden (3)
 - Farmers market in plaza parking lot, possibly with a pavilion (3)
 - Put the center back on the tax rolls
 - Outdoor music opportunities

Other

- Christmas decorations in plaza and on Fred George Rd.

Neighborhood assistance

- How can we organize a neighborhood association? Need some assistance and education
- Improved neighborhood services, rental/ transient residents are a problem

Security/ Law enforcement

- Homeless/ transient population in open space areas – safety concerns (3)
- Police/sheriff sub-station needed in area

Nuisance Issues

- Mandatory trash containers for in-town lots, just like the City requires
- Trash
 - Adopt-a-Road programs on area roads (2)
 - Recycling station made more prominent
- Snipe signs are illegal in ROW and detract from area aesthetics
- Vandalism of the Rock

Other

- Feel the NW is the “forgotten side of town.”
- Need to network with other communities
- Middle school would be amenity for NW area

Lake Jackson Town Center at Huntington
“Sense of Place” Initiative



Lake Jackson at Huntington “Sense of Place” Initiative March 2014 Community Meeting Summary Report

Background

On June 18, 2013, the Leon County Board of County Commissioners (BCC) adopted the Huntington “Sense of Place” Initiative, following months of planning activities, coordination with residents from the surrounding community and a community workshop. With a people-centered approach to the planning, design and management of public spaces in the Huntington community, the following goals were created to facilitate a sense of place:

Reinvesting in the Community Center

- GOAL 1: Creating a Town Center
- GOAL 2: Activating the Town Center
- GOAL 3: Defining the Place

Improving Connections Between Places

- GOAL 4: Connecting Places
- GOAL 5: Improving Safety for All Modes

Utilizing Natural & Historic Resources

- GOAL 6: Greening the Place
- GOAL 7: Building a Community Voice

Purpose of the Community Meeting

The BCC allocated \$100,000 to support the aforementioned goals. On March 10, 2014, a community meeting was held, where residents and business owners of the Huntington community were invited to provide input for prioritizing expenditure of those funds. Staff from the Tallahassee-Leon County Planning Department facilitated a *Monopoly* style tabling exercise that enabled participants to rank predetermined project ideas supporting placemaking goals. Approximately 30 residents were divided into 6 groups, where each was given the opportunity to recommend how \$100,000 could be spent for placemaking improvements. Central to identifying the best projects were the following considerations:

- Creating a common vision and implementation strategy of doable projects
- Identifying desirable uses well-linked by multi-modal connections
- Creating comfortable places where people gather to socialize
- Developing vital destinations that foster a sense of pride

Summary of Spending Recommendations

At the community meeting, each participant group developed and reported its spending recommendations, which are summarized in this report as follows:

Reinvesting in the Community Center

- GOAL 1: Creating a Town Center
 - **3 of 6 groups** recommended spending \$10,000 to \$20,000 on the enhancement of public spaces and improvement of pedestrian connectivity within the Town Center
 - **NEW IDEAS** for creating a pocket park (with \$15,000 of the initial allocation) and attracting businesses were also proposed.
- GOAL 2: Activating the Town Center
 - **3 of 6 groups** recommended spending \$5,000 to \$10,000 on establishing a farmer’s market; at least one group believed a farmer’s market to be among a **BEST PROJECT** for the area.
 - **3 of 6 groups** recommended spending at least \$5,000 for outdoor music performances and festivals.

- **3 of 6 groups** recommended spending at least \$5,000 for community center activities, which would be a **BEST PROJECT** for the area.
- **1 of 6 groups** recommended spending at least \$5,000 for infrastructure to support sidewalk cafes/food trucks; at least 2 groups believed this would be a **BEST PROJECT** for the area.
- GOAL 3: Define the Place
 - **3 of 6 groups** believed that new street lighting would improve sense of place as a **BEST PROJECT**, but no recommendations were made for initial funding.
 - **1 of 6 groups** recommended spending at least \$5,000 toward landscaping enhancements, which would be a **BEST PROJECT** for the area.
 - **3 of 6 groups** recommended spending \$3,000 to \$10,000 to enhance the “Huntington Boulder”.
 - A **NEW IDEA** for undergrounding utilities was also proposed.

Improving Connections Between Places

- GOAL 4: Connect Places
 - **3 of 6 groups** believed that building sidewalks would improve connectivity through the area.
 - **1 of 6 groups** recommended spending at least \$40,000 toward the creation of bike paths; at least 2 groups believed this would be a **BEST PROJECT** for the area.
 - **1 of 6 groups** recommended spending at least \$20,000 toward roadway intersection improvements and traffic calming; at least 1 group believed this would be a **BEST PROJECT** for the area.
- GOAL 5: Improve Safety for All Modes
 - **1 of 6 groups** recommended spending at least \$20,000 toward pedestrian crossing upgrades, which would be a **BEST PROJECT** for the area.
 - **1 of 6 groups** recommended spending at least \$10,000 to increase intersection crossing times and improve visibility, which would be a **BEST PROJECT** for the area.
 - While no initial placemaking funding was recommended for pedestrian crossing upgrades, it was identified as a **BEST PROJECT** for the area.

Utilizing Natural & Historic Resources

- GOAL 6: Green the Place
 - The acquisition of additional parkland, provision of amenities at Lake Jackson and establishment of greenways were all identified as **BEST PROJECTS**, but no initial placemaking funding was recommended.
- GOAL 7: Building a Community Voice
 - **1 of 6 groups** recommended spending at least \$1,000 toward establishing a business association, which would be a **BEST PROJECT** for the area.
 - 1 of 6 groups recommended spending at least \$10,000 to improve the appearance of properties, which would be a **BEST PROJECT** for the area.
 - Developing a marketable identity for the district and organizing neighborhood associations were supported but no initial placemaking funding was recommended.
- ADDITIONAL ITEMS
 - Increasing code enforcement and expanding the “Adopt-A-Road” program were supported but no initial placemaking funding was recommended.
 - A **NEW IDEA** to promote historical perspective (e.g., district designation) was proposed with \$10,000 in initial placemaking funds.

Summary

To simplify the public input collected and summarized above, 3 categories of project implementation – based on the Huntington Sense of Place Initiative Report – were used:

- Short Term Projects – immediate and impactful investments that could be completed within the available budget in under a year

- Mid Term Projects – investments that may exceed the available budget and require more than a year for implementation.
- Long Term Projects – investments that exceed the available budget and require more than 3 years for implementation.

	Short Term	Mid Term	Long Term
GOAL 1 Creating a Town Center	\$10,000 - \$20,000 enhance public spaces (50%)	\$15,000 create a pocket park (17%)	
GOAL 2 Activating the Town Center	\$5,000 outdoor music & festivals (50%) \$5,000 community center activities (50%)	\$5,000 - \$10,000 establish a farmers market (50%) \$5,000 establish sidewalk cafes & food trucks (17%)	
GOAL 3 Defining the Place		\$5,000 improve landscaping (17%) \$3,000 - \$5,000 improve Huntington Boulder (50%)	
GOAL 4 Connecting Places			\$40,000 create bike paths (17%) \$20,000 improve roadway intersections (17%)
GOAL 5 Improving Safety for All Modes	\$10,000 increase pedestrian crossing times & visibility (17%)		\$20,000 improve pedestrian crossings (17%)
GOAL 6 Greening the Place	---	---	---
GOAL 7 Building a Community Voice		\$1,000 establish business association (17%) \$10,000 improve property appearance (17%)	
ADDITIONAL ITEMS		\$10,000 promote historical perspective (17%)	
TOTALS	\$30,000 - \$40,000	\$54,000 - \$61,000	\$80,000

LAKE JACKSON AT HUNTINGTON “SENSE OF PLACE” INITIATIVE STATUS REPORT

The *Lake Jackson at Huntington Town Center “Sense of Place” Initiative* outlines actionable goals and project ideas intended to create a strong, cohesive and recognizable community center at the convergence of North Monroe Street and Fred George Road. The following tables provide a status report for each project idea.

Staff Note: Project ideas highlighted in red text denote priorities supported by (1) Citizen input at the 03-10-14 Community Meeting for Placemaking Priorities, (2) 05-20-14 Community Meeting on Farmer’s Market Feasibility and (3) interagency discussions among staff. These projects represent \$95,000 to \$105,000 in placemaking funds. Staff recommends Board consideration of these projects to expend its initial placemaking allocation of \$100,000.

GOAL 1: CREATE A CENTER

1.1 Renovate the Huntington Oaks Shopping Plaza				
<i>Project Idea</i>	<i>Implementation Partners</i>	<i>Estimated Expense</i>	<i>Timeframe</i>	<i>Status</i>
1.1.1 Improve façade, landscaping, and pedestrian connections to the plaza.	FM	High	--	COMPLETED
1.1.2 Provide outdoor reading room for library patrons.	FM	Medium	MID-TERM	<i>TO BE CONSIDERED AT A FUTURE DATE</i>
1.1.3 Create a “Parcourse” around the center and connect to adjacent westward parcel.	FM	Medium	MID-TERM	<i>TO BE CONSIDERED AT A FUTURE DATE</i>

GOAL 2: ACTIVATE THE CENTER

2.1 Programming possibilities for the Plaza				
Project Idea	Implementation Partners	Estimated Expense	Timeframe	Status
2.1.1 Establish a farmers market in plaza parking lot, possibly with temporary tents.	FM, TFN	Low	MID-TERM	The Office of Resource Stewardship held a community meeting on April 20, 2014 to discuss the feasibility of establishing a farmer's market. Input from the meeting indicates that a pickup hub for locally grown produce (Community Supported Agriculture) might provide a cost-effective alternative to the capital investment and operations cost of a traditional farmer's market. Staff recommends allocating \$5,000 to \$10,000 to implement facilities to support a food pickup location at Lake Jackson Town Center.
2.1.2 Explore outdoor music performances for area residents.	FM, BA, NA	Low	MID-TERM	At the March 10, 2014 and April, 20, 2014 community meetings, citizens suggested that entertainment, cooking demonstrations or other events should be considered in conjunction with the concept of a farmer's market or Community Supported Agriculture pickup hub. Staff recommends allocating \$5,000 to implement facilities to support outdoor music and other events.
2.1.3 Create outdoor sidewalk cafes.	BA	Low	MID-TERM	There is public support for food trucks in lieu of sidewalk cafes for the aforementioned special events.
2.2 Branch Library				
Project Idea	Implementation Partners	Estimated Expense	Timeframe	Status
2.2.1 Explore extended library hours <i>(To be determined by the Board of County Commissioners)</i> .	LIB	Medium	LONG-TERM	<i>TO BE CONSIDERED AT A FUTURE DATE</i>
2.2.2 Provide wireless access and/or computer lab.	FM	Medium	--	COMPLETED
2.2.3 Provide covered drop-off for library patrons and book drop off.	FM	Medium	--	COMPLETED

2.3 Community Center programming		2.4		
Project Idea	Implementation Partners	Estimated Expense	Timeframe	Status
2.3.1 Provide programming, possibly in cooperation with YMCA, such as, <ul style="list-style-type: none"> ▪ Programs to meet needs of seniors, satellite Sr. Center ▪ Before and after school programs ▪ Arts + Crafts, painting ▪ Tutoring business needed ▪ Small theatre (Shakespeare in the Parking Lot) ▪ Dog training through partnership with Animal Control ▪ Greater socialization, develop more opportunities for exercise ▪ Educational evening classes ▪ Library Programs (Baby-time, Story-time and book clubs) 	NA, LIB, FM, TSC, YMCA, PRNA, P+R, area schools + universities	Medium	SHORT TO MID-TERM	Planning staff will continue to explore the feasibility of these ideas through interagency collaboration and public participation.

GOAL 3: DEFINE THE PLACE

3.1 Huntington boulder				
Project Idea	Implementation Partners	Estimated Expense	Timeframe	Status
<p>3.1.1 Raise the stature of the boulder as a true district landmark.</p> <ul style="list-style-type: none"> Create a landscape plan that accentuates the boulder Explore combining boulder with a water feature Prevent vandalism. 	City + County PW, PLNG	Medium	SHORT TO MID-TERM	The concept of highlighting the boulder as a landmark was strongly supported by residents attending the March 10, 2014 community meeting. Staff recommends allocating \$5,000 to implement a landscape plan to accentuate the boulder.
3.2 Landscape				
Project Idea	Implementation Partners	Estimated Expense	Timeframe	Status
<p>3.2.1 Develop a streetscape plan for North Monroe Street that creates visual definition while preserving sight-lines;</p> <ul style="list-style-type: none"> Formal streetscape (medians, sidewalks, street trees, lighting) between Cynthia Street and US Post Office. Planted medians north and south of the more formal streetscape for a few blocks. 	FDOT, CRTPA, BCC, PW, PLNG	High	LONG-TERM	This project is pending feedback from FDOT.
<p>3.2.2 Improve Fred George Road median landscaping & provide better maintenance.</p>	PW, PLNG	Medium	MID TO LONG-TERM	<i>TO BE CONSIDERED AT A FUTURE DATE</i>
3.3 Street lighting				
Project Idea	Implementation Partners	Estimated Expense	Timeframe	Status
<p>3.3.1 Create a district lighting plan in coordination with electric utility providers and FDOT.</p> <ul style="list-style-type: none"> Increase street lighting to improve safety Provide better maintenance to remove dark areas Provide fixtures that are unique to the district, likely confine to the major axis: N. Monroe Street and Fred George/ Crowder Roads. Underground utilities on major roads where financially feasible. 	City + County PW, UTIL, PLNG, FDOT	High	LONG-TERM	<i>TO BE CONSIDERED AT A FUTURE DATE</i>

GOAL 4: CONNECT PLACES

4.1 Pedestrian facilities				
Project Idea	Implementation Partners	Estimated Expense	Timeframe	Status
4.1.1 Construct sidewalks on major thoroughfares: <ul style="list-style-type: none"> ▪ Fred George Road. ▪ N. Monroe Street. ▪ Old Bainbridge Road. 	City + County PW, PLNG, CRTPA, FDOT	High	LONG-TERM	Sidewalk sections along Fred George Road are complete from Monroe Street to neighboring residential properties just west of North Mission Road.
4.1.2 Develop trail network between residential areas, commercial corridors, and schools.	PW, P+R, PRNA, PLNG, LCS	High	LONG-TERM	A development agreement will provide limited bicycle and pedestrian access when the Reserve at Stoney Creek is developed at the corner of Fred George Road and Old Bainbridge Road; Planning staff will explore further connections through updates to the Greenways Master Plan.
4.2 Bicycle facilities				4.3
Project Idea	Implementation Partners	Estimated Expense	Timeframe	Status
4.2.1 Explore bike paths throughout area, either off-road or bike lanes.	City + County PW	High	LONG-TERM	<i>TO BE CONSIDERED AT A FUTURE DATE;</i> Planning staff will explore further connections through updates to the Bike Route Network.
4.3 Transit				
Project Idea	Implementation Partners	Estimated Expense	Timeframe	Status
4.3.1 Improve StarMetro facilities to include safe, well lit shelter.	SM	High	--	COMPLETED
4.3.2 Relocate bus transfer location closer to library/ community center frontage.	FM, SM	Medium	--	COMPLETED
4.3.3 Explore potential permanent Park + Ride program at the Huntington Oaks Shopping Plaza.	FM, SM, BA	Medium	LONG-TERM	Since the Huntington Sense of Place initiative was adopted, the Lake Jackson Flex Route has developed to provide door-to-door transportation service for the portion of Huntington west and north of Fred George Road; Central boarding is also available at the Town; as the Flex Route continues to gain ridership, Planning staff will coordinate with StarMetro to discuss potential for a designated Park + Ride program.

GOAL 5: IMPROVE SAFETY FOR ALL MODES

5.1 Roadway Intersections				
Project Idea	Implementation Partners	Estimated Expense	Timeframe	Status
5.1.1 Create safe pedestrian crossings on N. Monroe Street at all intersections.	City + County PW, FDOT	Medium	MID TO LONG-TERM	This goal could be furthered through Project Idea 5.1.3, which would involve increasing the crossing times on North Monroe Street.
5.1.2 Provide pedestrian refuge islands in the medians at major intersections.	City + County PW, FDOT	High	LONG-TERM	<i>TO BE CONSIDERED AT A FUTURE DATE</i>
5.1.3 Increase pedestrian crossing times on N. Monroe Street.	City + County PW, FDOT	Low	SHORT-TERM	Planning staff is coordinating with Public Works to evaluate feasibility of increasing crossing times on North Monroe Street. It may also be appropriate to provide enhanced features, such as higher contrast crosswalk treatments, to improve the pedestrian experience at these intersections. Staff recommends allocating \$10,000 to implement improvements. Planning staff will coordinate with Public Works and the Florida Department of Transportation to develop options.
5.1.4 Crosswalk upgrades (e.g., continental striping, brick pavers, etc.) across N. Monroe Street.	City + County PW, FDOT	Medium to High	MID TO LONG-TERM	<i>TO BE CONSIDERED AT A FUTURE DATE</i>
5.2 Traffic safety				
Project Idea	Implementation Partners	Estimated Expense	Timeframe	Status
5.2.1 Review sight lines on Fred George Road and remove vegetative obstructions, such as shrubbery or rocks.	City PW	Low	SHORT-TERM	Planning staff is coordinating with Public Works to determine if this can still be accomplished as an actionable short-term improvement at minimal cost.
5.2.2 Research means to tame traffic on N. Monroe Street, which is a district divider. Implement final recommendations as part of streetscape enhancement (Action 3.2.1)	PW, PLNG, FDOT	Low	MID-TERM	<i>TO BE CONSIDERED AT A FUTURE DATE</i>

GOAL 6: GREEN THE PLACE

6.1 Parkland				
Project Idea	Implementation Partners	Estimated Expense	Timeframe	Status
6.1.1 Explore re-purposing vacant public lands as pocket parks and pedestrian connections.	PW, P+R, PLNG	High	LONG-TERM	TO BE CONSIDERED AT A FUTURE DATE
6.1.2 Provide connectivity to (Fred George Greenway) with full size baseball field and axillary facilities	P+R, PRNA	High	SHORT-TERM	Project is in the permitting phase with an anticipated completion in Spring 2015.
6.2 Greenways and Trails				
Project Idea	Implementation Partners	Estimated Expense	Timeframe	Status
6.2.1 Explore development of a greenway through vacant property immediately west of the county-owned Huntington Town Center that will create a connection between the library and neighborhoods to the north.	FM, P+R, PLNG	High	LONG-TERM	TO BE CONSIDERED AT A FUTURE DATE; In a future Greenways Master Plan update, Planning staff will evaluate pedestrian and bicycle connectivity through the parcel to the west of the Town Center.
6.2.2 Explore the continuance of greenway connections across Fred George Road to Swatts Road, running parallel to N. Monroe Street.	P+R, PLNG	High	LONG-TERM	TO BE CONSIDERED AT A FUTURE DATE
6.2.3 Explore coordination with Florida State Parks system to establish pedestrian connections to the Lake Jackson Mounds State Park and a north-south greenway through the property.	P+R, PLNG	Medium	LONG-TERM	TO BE CONSIDERED AT A FUTURE DATE
6.3 Lake Jackson amenities				
Project Idea	Implementation Partners	Estimated Expense	Timeframe	Status
6.3.1 Improve awareness of and signage for Lake Jackson Mounds Archeological State Park, possibly incorporate into official community wayfinding system.	PW, PLNG, FL State Parks, VT	Medium	SHORT-TERM	A Wayfinding Signage System has been developed for the designated Placemaking districts of the City and County. Staff recommends allocating \$20,000 to \$25,000 for implementation of the Wayfinding Signage System in this district.

6.3.2 Connect public properties – parks and boat ramps – with a shoreline trail around Lake Jackson.	PW, PLNG, Blueprint2000	High	LONG-TERM	This is currently proposed in the Sales Tax Initiative projects to implement the Greenways Master Plan.
6.3.3 Improve Jackson View Park by providing permanent bathrooms.	PW, P+R	High	LONG-TERM	<i>TO BE CONSIDERED AT A FUTURE DATE</i>
6.3.4 Upgrade park facilities – picnic table & grill, gazebo, landscaping, etc. – at boat landings to provide access to Lake Jackson for those without a boat.	PW, P+R	High	SHORT-TERM	Planning staff has been coordinating with Parks & Recreation to recommend funding a portion of these improvements with up to <u>\$50,000</u> in initial placemaking funds.

GOAL 7: BUILD A COMMUNITY VOICE

7.1 Local Businesses				
<i>Project Idea</i>	<i>Implementation Partners</i>	<i>Estimated Expense</i>	<i>Timeframe/Status</i>	
7.1.1 Establish a business association to provide voice for district businesses.	BA, COC, LOT, ED+BP	Low	SHORT TO MID-TERM	Through ongoing community outreach, Planning staff is encouraging business leaders to take a lead role in establishing a business association.
7.1.2 Improve appearances of area business properties.	BA	Medium	CONTINUOUS	The establishment of a business association would create a higher level of accountability for achieving and maintaining the appearance of member properties.
7.1.3 Utilize empty buildings to provide businesses desired by public: <ul style="list-style-type: none"> ▪ New family-oriented restaurants. ▪ Outdoor seating at restaurants. ▪ Better retail. ▪ Compatible uses for neighborhoods, such as child care. ▪ Family-oriented businesses. 	BA, FM	Varied, depends on the structure and site	CONTINUOUS	The establishment of a business association could enable this project idea to gain traction.
7.1.4 Develop a marketable name identity for the district (e.g., Lake Jackson Town Center at Huntington)	BA	Low	IN PROGRESS (THE TOWN CENTER ALREADY BEARS THE NAME APPROVED BY THE BOARD OF COUNTY COMMISSIONERS)	The Board of County Commissioners has approved a marketable name for the town center and surrounding placemaking area; this identity and corresponding "Sense of Place" would be further advanced by the Wayfinding Signage System.
7.2 Neighborhoods				
<i>Project Idea</i>	<i>Implementation Partners</i>	<i>Estimated Expense</i>	<i>Timeframe/Status</i>	
7.2.1 Organize neighborhood associations; Need some assistance and education.	NA, CONA	Low	CONTINUOUS	Through ongoing community outreach, Planning staff is encouraging neighborhood associations to organize, coordinate and participate in placemaking initiatives; a Working Group comprised of citizens

and merchants might be the appropriate strategy for coordinating public engagement similar to placemaking initiatives in other locally designated areas.

TO BE CONSIDERED AT A FUTURE DATE

7.2.2 Improve neighborhood services to address concerns with rental and student/ transient residents.	NA, CONA	Low	MID TO LONG-TERM	

ADDITIONAL ITEMS

Project Idea	Implementation Partners	Estimated Expense	Timeframe/Status	
A.1 Explore Code revisions to mandate roll out containers for all residential properties.	ECD, County + City Solid Waste	Low	MID TO LONG-TERM	Planning staff is coordinating with Solid Waste to determine cost and feasibility.
A.2 Neighborhood associations participate in Adopt-a-Road programs on area roads.	NA, KTLCB	Low	SHORT TO MID-TERM	Through ongoing community outreach, Planning staff will determine if neighborhood associations are interested in this program and provide details for participation.
A.3 County should establish a regional recycling station in prominent location.	County Solid Waste	Low	SHORT-TERM	Planning staff is coordinating with Solid Waste to determine cost and feasibility.
A.4 Increase Code enforcement of illegal snipe signs in public right of way.	ECD	Low	SHORT-TERM	In process

Frequently Use Acronyms

BA	Future Business Association
BCC	Leon County Board of County Commissioners
COC	Greater Tallahassee Chamber of Commerce
CRTPA	Capital Region Transportation Planning Agency
ECD	City Economic & Community Development Department (includes Code Enforcement Division)
ED+BP	Leon County Office of Economic Development & Business Partnerships
EXT	Leon County Cooperative Extension Service
FDOT	Florida Department of Transportation
FM	Leon County Facilities Management
KTLB	Keep Tallahassee-Leon County Beautiful
LCS	Leon County Schools
LIB	Leon County Library Service
LOT	Locally Owned Tallahassee
NA	Neighborhood Associations
PLNG	Tallahassee-Leon County Planning Department
P+R	Leon County Division of Parks and Recreation
PRNA	City Parks, Recreation & Neighborhood Affairs Department
PW	Leon County Public Works Department
SM	StarMetro
TFN	Tallahassee Food Network
TSC	Tallahassee Senior Center
UTIL	Various City Utilities: Electric, Gas, Solid Waste, Stormwater, etc.
VT	Visit Tallahassee/Tourist Development Council



The Wayfinding Signage System



TABLE OF CONTENTS

Chapter 1: System Development

- Introduction
- Purpose
- Goals
- Relationship to Other Plans
- Plan Development Process

Chapter 2: Needs Analysis

- Existing Sign Ordinance
- Existing Conditions – Sign Inventory
- General Observations
- Interstate Highway Signage Assessment

Chapter 3: Special Considerations

- FDOT Standards and Jurisdiction
- Sign Materials, Style and Cost
- Interagency Coordination

Chapter 4: Recommendations

- Wayfinding Signage Family
 - Gateway Entrance
 - Parking Trailblazer
 - Parking Identifier
 - District Marker
 - Pedestrian Kiosk
 - Multi-Use (Route Markers)
 - Pedestrian Pointer
- Sign Materials, Style and Costs
- Destinations and Criteria for Inclusion
 - Eligible Categories
 - Commercial Attractions
 - Community Destinations
 - Cultural & Institutional
 - Historical & Architectural
 - Recreational
 - Tourism & Placemaking
 - Transportation
 - Sign Locations
- Banner Program

Chapter 5: Implementation

- Sign Prioritization
 - Phasing Plan and Schedule
- Sign Fabrication and Cost Estimates
 - Funding Sources
- Maintenance

Appendices

- Graphic Specifications
 - Sign Design Concepts
 - Typography
 - Symbols/Seals
 - Arrow and Orientation
 - Standard Colors
 - Decorative and Ornamental Elements





 Florida State Capitol

   Parking Elevator Amphitheater

 City Hall
Visitor Information

Challenger Learning
Center - IMAX Theater

Executive Summary

“At the core of Tallahassee’s growth as the regional hub of the Florida Panhandle, are the Downtown and “Sense of Place” areas and their unique blend of government, cultural and recreational attractions.”

Wayfinding is an experience – that of an individual attempting to navigate an unfamiliar environment. When the information needed to access that environment is provided in a thoughtful and structured manner, the unfamiliarity quickly becomes comfortable, friendly and welcoming. A successful wayfinding system manages this experience, using signage as a communication tool to facilitate access, while reflecting civic culture and complementing the environment of its setting.

The Tallahassee-Leon County Wayfinding Signage System provides the framework for implementing an attractive, effective and cohesive signage system that facilitates wayfinding for visitors and residents to key destinations within the City and County. This system provides guidelines for a uniform and consistent visual identity throughout. Including Downtown Tallahassee and areas that comprise “Sense of Place” areas, the system is intended to provide highly visible and easily understood information that can be processed quickly to keep users moving efficiently to their destinations.



Chapter 1

System Development

Introduction

Tallahassee and Leon County are home to Florida's State Capital, two major universities and the center of commerce for the Florida Panhandle region. Thousands of visitors travel throughout the region, some of whom rely on a limited collection of wayfinding signs that are dated, insufficient and often illegible. The City and County recognize the economic importance of an effective wayfinding signage system for directing visitors to key locations in the central city and outlying areas. Well-designed signage is also reflective of civic pride and provides a more enjoyable experience to visitors and residents. Action Plans for Placemaking in the City and County support development of a wayfinding signage system to promote neighborhood revitalization through "Sense of Place" initiatives. Therefore, the Wayfinding Signage System is a response to critical needs and policy recommendations.



Purpose and Goals

The purpose of the Wayfinding Signage System is to implement and maintain a user-friendly and uniform system of destination and directional signage. It will guide visitors and residents to key destinations in the City of Tallahassee and Leon County. The System specifically aspires to accomplish the following goals:

- Emphasize Downtown and “Sense of Place” Areas as Destinations
- Highlight Key and Lesser Known Attractions
- Enhance the User’s Visitation Experience
- Identify Primary Vehicular Routes to Establish Connections and Improve Mobility
- Assert an Identity for Downtown and Outlying Areas
- Enhance Urban Design and Sense of Place
- Establish Gateways into the City and County
- Trail blaze to Parking Facilities and Establish a Cohesive Identity for Parking Identification
- Develop Strategy to Fund Wayfinding Implementation through Public and Private Partnerships

Relationship to Other Plans

The Wayfinding Signage System is an independent document that prescribes wayfinding standards and supports policies established by other Plans, including Sense of Place Initiatives, Multimodal Transportation District Plan, Greenways Master Plan and the Downtown Tallahassee Reconnaissance and Strategic Assessment.

Inter-agency Collaboration and Implementation Process

The process for developing the Wayfinding Signage System includes the following steps:

1. Project Initiation by the Planning Department
2. Development and Installation of a Prototypical Pedestrian Wayfinding Sign in Kleman Plaza with Public Input
3. Input from the Downtown Improvement Authority, Community Redevelopment Agency and City/County Departments.
4. Development of a Comprehensive Wayfinding Signage System and Message Schedule
5. Long Range Target Issue (LRTI) Committee Feedback and Direction
6. Approval by the Tallahassee City Commission
7. Priority Setting and Funding Identification
8. System Implementation and Monitoring

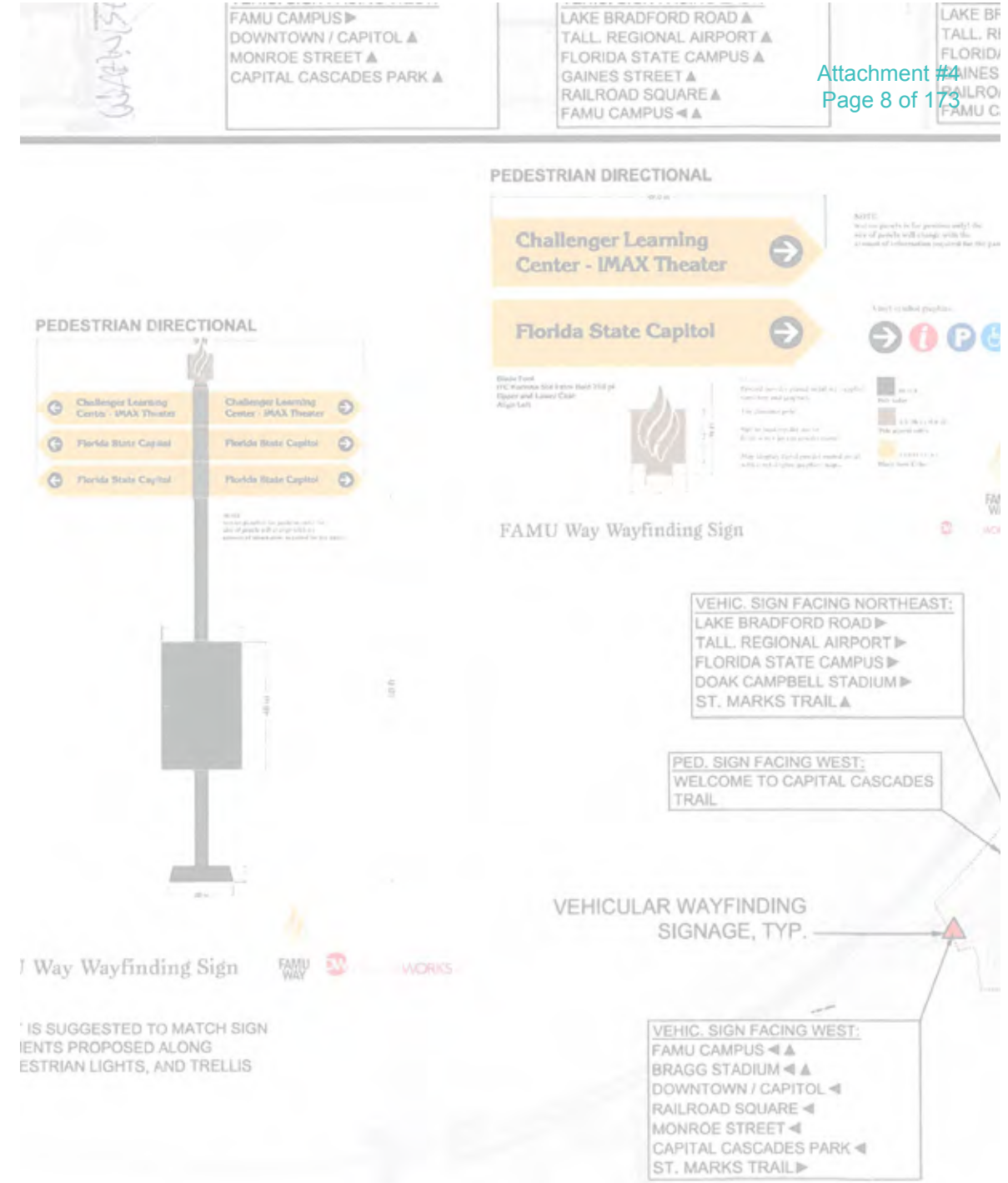


In addition to input from elected and appointed officials, the general public and interagency collaboration between City and County staff, the Wayfinding Signage System was developed through collaboration with the Kleman Plaza Design Review Board, Downtown Improvement Authority and Long-Range Target Issues Committee.

Definitions

Useful definitions for implementing the Wayfinding Signage System include the following:

Edges	the existing or perceived boundaries that form a physical space.
Family of Wayfinding Signs	a series of different sign types that comprise the City of Tallahassee and Leon County's comprehensive wayfinding signage system.
Gateway	points of arrival into the County, City, Downtown or "Sense of Place" areas whose elements can be vehicular, pedestrian, bicycle, transit-oriented or any combination thereof.
Landmarks	a readily identifiable physical or graphic element that creates a point of reference to help a user determine location within an interior space or exterior environment.
Message Schedule	specific points of interest identified on an individual wayfinding sign or within a family of signs.
Park-Once, Then Walk	a method of encouraging motorists to park near destinations, where cues are provided to guide discovery of additional destinations and attractions.
Point of Interest	an attraction, destination or amenity of value to a visitor.
QR (Quick Response) Code	a matrix barcode appearing on pedestrian pointer or kiosk signs that can be quickly read by a smartphone to provide wayfinding information.
Signage	the most visible element of a wayfinding system.
Visitor	an individual who does not frequent identified points of interest on a regular basis.
Wayfinding	the process of navigating from one point to another within an area.
Wayfinding Area	a specific area, section or neighborhood distinguishable by its character, culture, land use association, historical reference or formal designation.
Wayfinding Signage System	the written and illustrative report that identifies wayfinding issues and suggested recommendations for the City of Tallahassee and Leon County.
Wayfinding System	a series of strategically placed physical, graphic and technological wayfinding signs that cohesively guide users to destinations.
Wayfinding Priorities	a wayfinding tool's level of importance, based on necessity, impact, cost and/or complexity.



Benefits of the Wayfinding System

Tallahassee and Leon County have many “hidden jewels” whose exciting details could be discovered through a wayfinding signage system. It is this process of discovery and ease of access that would create a memorable experience. It would also validate the City as more than a college town and the center of Florida state government.

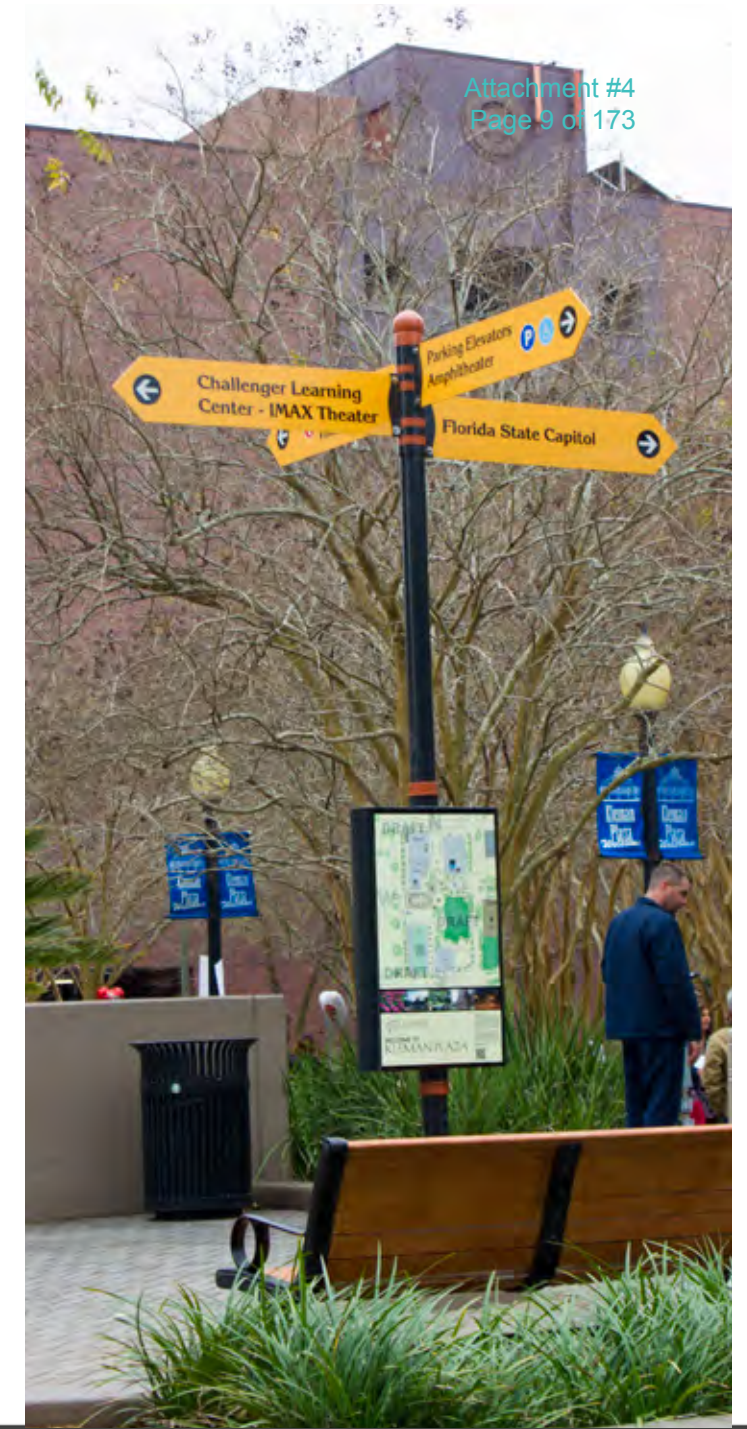
Downtown Tallahassee and its “Sense of Place” areas already provide important elements of a successful urban wayfinding system:

- *Identifiable Wayfinding Areas that Provide a Sense of Place*
- *Identifiable Street System*
- *Memorable Landmarks*

awareness created by the system is expected to lead to an increase in visitation, which would benefit the points of interest identified by the system.

The wayfinding system encourages many modes of travel to help users choose the best routes, broaden experiences, increase visitation among attractions and announce new destinations. With the introduction of the first pedestrian wayfinding signage, the promotion of “Sense of Place” areas can encourage longer shopping times, as patrons are encouraged to visit nearby attractions. A five to ten minute walk can lead to a new destination (e.g., cluster of stores less accessible to vehicles). By promoting vehicular and pedestrian travel modes, the wayfinding system can expand discovery beyond the wayfinding areas themselves and connect destinations.

The wayfinding system is expected to function as a method of marketing points of interest in the City and County. This will be done by directing vehicular and pedestrian traffic from one place to another along specific routes while announcing similar attractions and amenities nearby. The



Chapter 2

Wayfinding System Tools

In General

Implementing the Wayfinding Signage System is intended to complement Tallahassee and Leon County's "Sense of Place" initiatives by providing clear directions throughout Downtown and other destinations. In addition to traditional wayfinding signage, there are other tools – seamlessly linked through consistent information and graphic language – that are useful for planning a trip. The System aims to provide first-time and frequent visitors with clear and consistent information using these wayfinding tools.

“Traditional wayfinding signage, printed brochures and Internet resources will comprise a suite of wayfinding resources.”



Types of Tools

The following are Internet resources that support the wayfinding signage system.

Downtown Tallahassee (Always In Session) Website

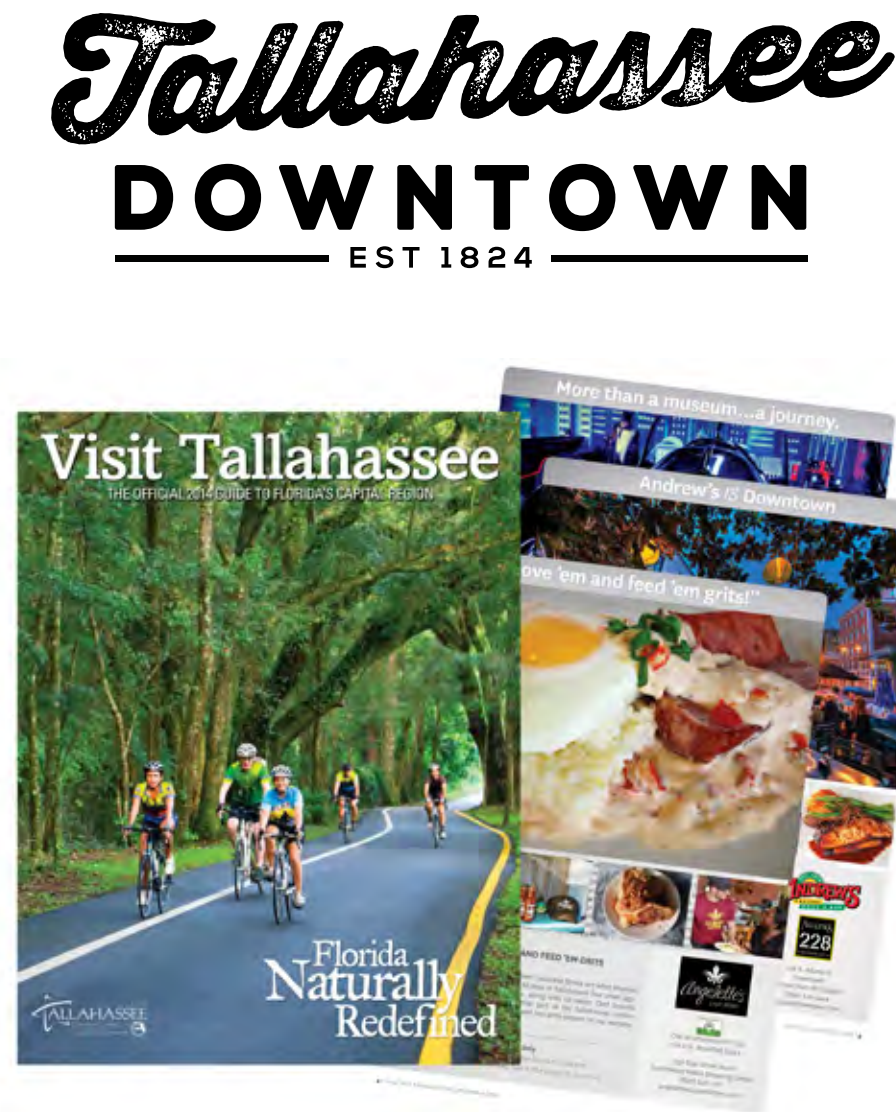
The website of Downtown Tallahassee (tallahasseedowntown.com) provides wayfinding information for the following key destinations:

- Activity and shopping centers
- Food and entertainment establishments
- Lodging establishments
- Public transportation routes
- Public parking inventory
- Special event calendar

Tallahassee Visitor's Guide Website

Visit Tallahassee's website (visittallahassee.com) provides a comprehensive visitor's guide (Figure 1) that highlights local attractions. With an orientation map whose attractions are consistent with the message schedule of the wayfinding system, the visitor's guide is a useful tool for wayfinding.

Figure 1: Tallahassee's Visitor's Guide





Finials

One of the most critical aspects of a comprehensive wayfinding system is the ability of its components to be instantly recognizable as the primary source for directions. The consistent use of symbols, typefaces, colors and patterns across the system is critical for developing an organized and cohesive wayfinding system that helps people navigate within all modes of transportation.

“An effective wayfinding system uses words and location-specific images to help users navigate into, through or out of a district or place.”

All signs within the wayfinding family feature finials, which are decorative devices at the top of each pole. The finial logo may also appear as an icon on the face of a sign. **Figure 2:** Finials represent iconic neighborhoods within wayfinding areas.



**Challenger Learning
Center - IMAX Theater**



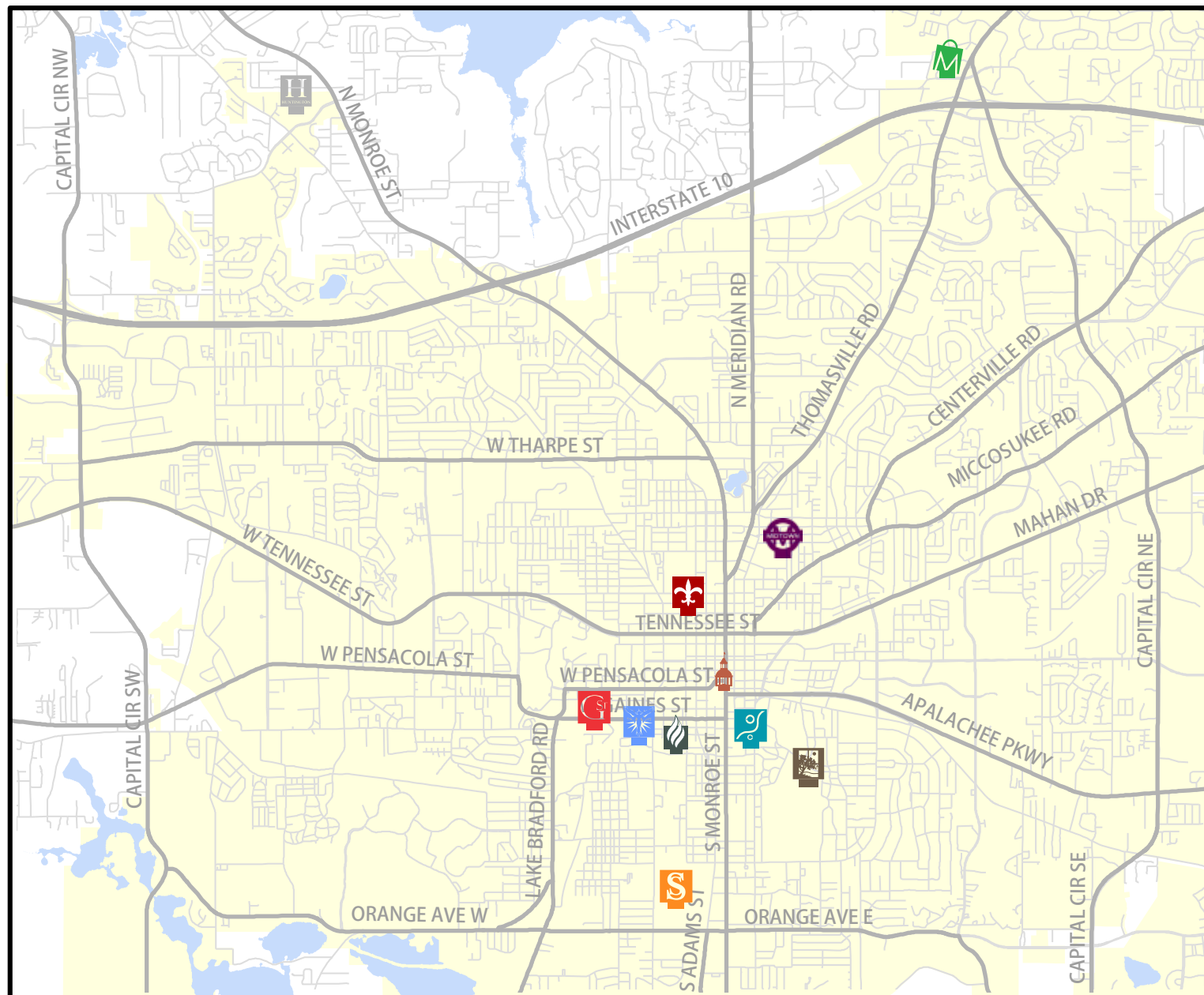
Figure 2: Finials



Map 1: Wayfinding Areas

Map 1: The Wayfinding Areas Map illustrates the geographical location of each wayfinding area and corresponding final representation. As the largest wayfinding area, the Downtown Area comprises numerous neighborhoods and geographical areas (e.g., FAMU Way, Myers Park, Southside, etc.) whose locational identities are communicated through a unique final. Other adjacent and outlying areas are represented by finals that express their historic identities. These design elements evoke a “Sense of Place” representative of each wayfinding area by communicating its unique identity.

The Sign Specifications in Appendix B provides design criteria for each sign in the wayfinding family. While signage is proposed by location, the type selected may change with location and site needs.



Icons

Parking

A simple universally identifiable “P” pictogram promoting parking availability within a wayfinding area and appears on Parking Trailblazer/Identifier Signs.

Directional Arrow

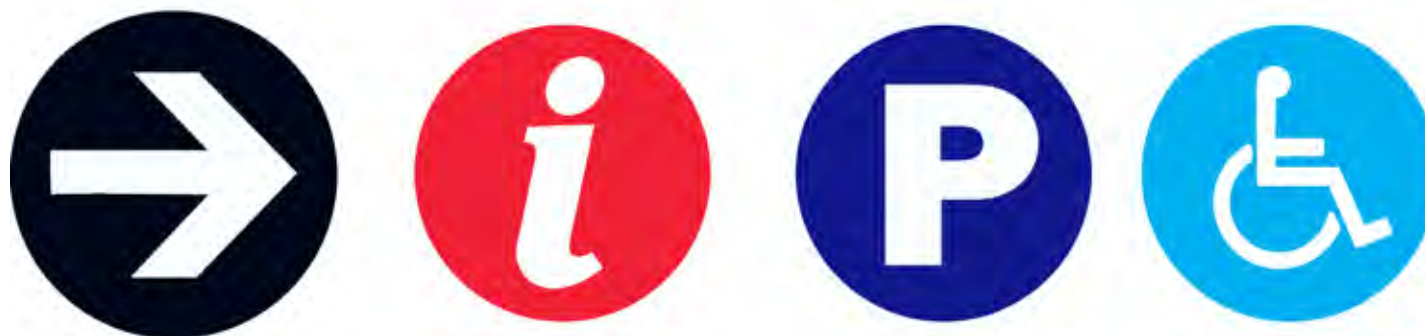
A symbol depicting a cardinal direction - North, South, East and West - used to give information about the location of the user or possible destinations.

Information

A universal icon denoting the availability of information at specific destinations.

Handicapped Accessibility

A universal icon denoting destinations that are handicapped accessible.



Chapter 3 Needs Analysis



Existing Conditions – Wayfinding Signage Inventory

The existing wayfinding signage system is confined to vehicular directional signs within Tallahassee’s Downtown. Forty signs were installed in 1998 at a cost of approximately \$193,802. The signs were developed through a collaborative effort by the City of Tallahassee, Downtown Improvement Authority, Downtown Merchant and Business Association, Tallahassee Trust for Historic Preservation, Leon County Tourist Development Council and Keep Tallahassee-Leon County Beautiful.

Two sign themes represent specific areas of downtown – a “Magnolia” design for the greater downtown and a “Festival” design for the shopping and entertainment district; 34 of the original 40 signs remain, while others have been damaged by accidents and removed. The existing inventory has been poorly maintained and is faded, dirty, bent or altered. Some destinations are confusing (i.e., Library/Airport) or no longer valid (i.e., Chamber). Also, the existing signs are inconsistent in their use of abbreviations; the new signs will minimize the use of abbreviations.

Map 2: Inventory of Vehicular Directional Signage, shows existing downtown vehicular signs to be removed or retrofitted, based on the recommendations of this System. The number assignments correspond to sign locations in Table 1: Vehicular Directional Sign Inventory and Figure 3: Select Vehicular Wayfinding Signs.





Existing 1998 sign locations in 2013

X Remove existing sign face, pole, and foundation.

RF Retain foundation. Remove existing sign face and pole.

EXISTING DOWNTOWN
VEHICULAR SIGNS TO
BE REMOVED OR RETROFITTED

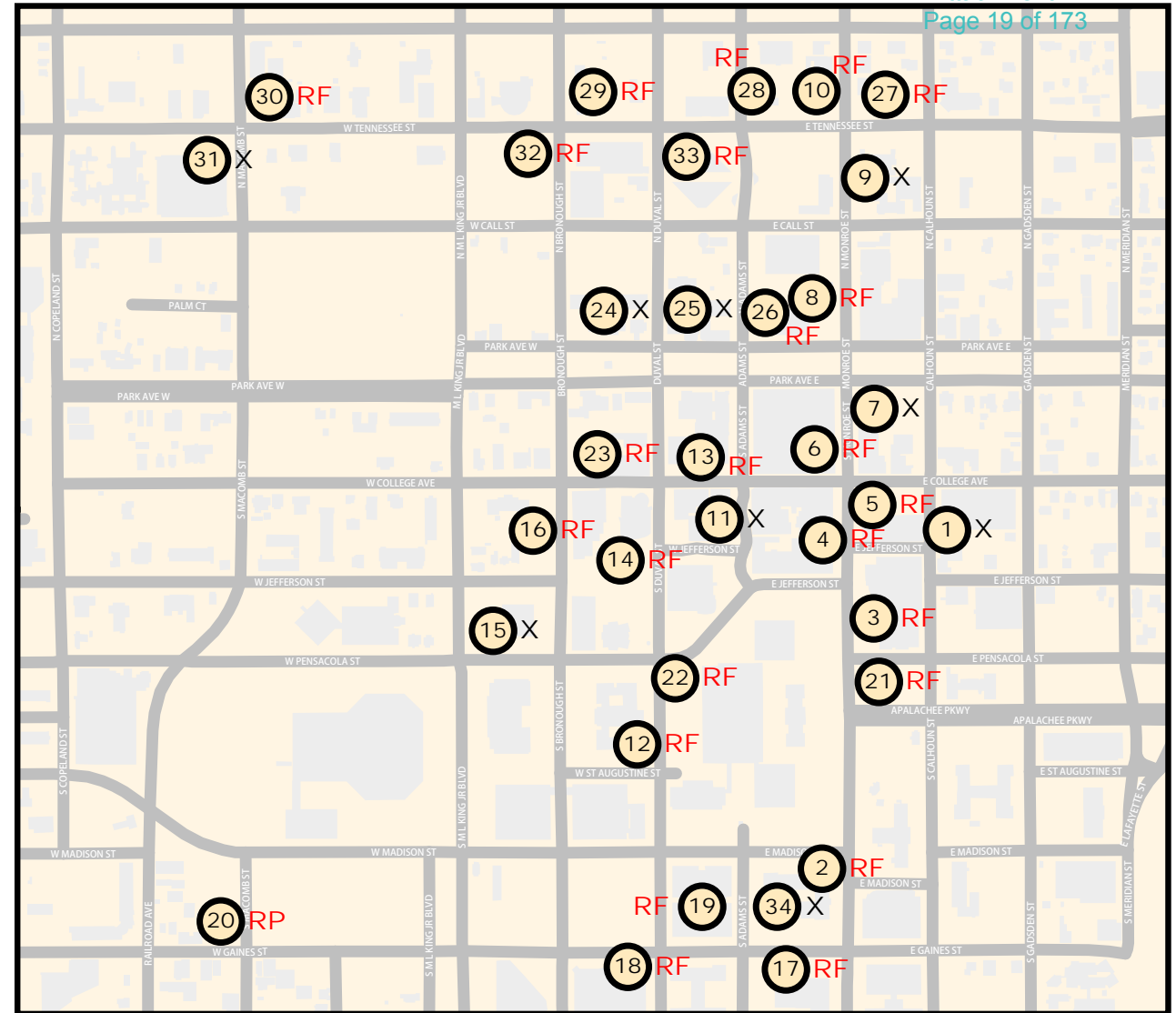


Figure 3: Select Vehicular Wayfinding Signs



Table 1: Vehicular Directional Sign Inventory

Existing 1998 Sign Locations	Location1	Action	Replace	Notes
1	S. Calhoun St. SB between College and Jefferson, east side	Remove sign face and pole. Reuse existing foundation.	Do not replace.	
2	S. Monroe St. SB between Madison and Gaines, west side	Remove sign face and pole. Reuse existing foundation.	Replace with DT VH 14	
3	S. Monroe St. NB in front of Leon County Courthouse, east side	Remove sign face. Reuse existing foundation and pole.	Replace with DT VH 2	
4	S. Monroe SB at Jefferson, west side bulb-out	Remove sign face and pole. Reuse existing foundation.	Replace with DT PP 3	
5	S. Monroe St. NB at Jefferson St., SE corner	Remove sign face and pole. Remove foundation as required.	Do not replace.	Pedestrian pointers are planned for the NW corner of this intersection.
6	S. Monroe St. SB at College Ave., east side bulb-out	Remove sign face and pole. Reuse existing foundation.	Replace with DT PP 4	
7	S. Monroe St. NB at Park Ave., east side	Remove sign face and pole. Remove foundation as required.	Do not replace.	Pedestrian pointers are planned for the Chain of Parks.
8	N. Monroe At. SB at Park Ave., east side	Remove sign face and pole. Remove foundation as required.	Do not replace	Pedestrian pointers are planned for the Chain of Parks.
9	N. Monroe St. NB at Call St., east side	Remove sign face and pole. Remove foundation as required.	Do not replace.	Pedestrian pointers are planned nearby.
10	N. Monroe St. SB at Tennessee St., east side	Remove sign face. Reuse existing foundation and pole.	Replace with DT VH 4	
11	S. Adams St. SB at Jefferson, east side (Andrew's)	Remove sign face and pole. Remove foundation as required.	Do not replace.	Pedestrian pointers are planned for City Hall Plaza nearby.
12	S. Adams St. between Park and College, east side bulb-out	Remove sign face and pole. Reuse existing foundation.	Replace with DT PP 6	
13	S. Duval St. NB at St. Augustine St., west side (Supreme Court)	Remove sign face and pole. Reuse existing foundation.	Replace with DT PP 7	
14	S. Duval St. NB at Kleman Plaza, west side	Remove sign face and pole. Remove foundation as required.	Do not replace.	Pedestrian pointers are planned nearby.
15	S. MLK Blvd. between Pensacola and Jefferson, east side	Remove sign face and pole. Remove foundation as required.	Do not replace.	
16	S. Bronough St. SB between College and Jefferson, east side	Remove sign face and pole. Remove foundation as required.	Do not replace.	
17	E. Gaines St. EB between Adams and Monroe, south side	Remove sign face and pole. Reuse existing foundation.	Replace with DT VH 12	



Existing 1998 Sign Locations	Location	Action	Replace	Notes
18	W. Gaines St. EB between Bronough and Duval, south side	Remove sign face and pole. Reuse existing foundation.	Replace with DT PP 8	
19	W. Gaines St. WB between Adams and Duval, north side	Remove sign face and pole. Reuse existing foundation.	Replace with DT VH 11	
20	W. Gaines St. WB between Macomb St. and Railroad Ave. north side	Remove sign face and pole. Remove foundation as required.	Do not replace.	Pedestrian pointers are planned nearby.
21	Apalachee Parkway WB at Monroe St., north side	Remove sign face and pole. Reuse existing foundation.	Replace with DT VH 1	
22	E. Pensacola St. WB between Adams and Duval, south side	Remove sign face and pole. Remove foundation as required.	Do not replace.	
23	W. College Ave. WB between Duval and Bronough, north side	Remove sign face and pole. Reuse existing foundation.	Replace with DT VH 15	
24	E. Park Ave. WB between Duval and Bronough, north side	Remove sign face and pole. Remove foundation as required.	Do not replace.	Pedestrian pointers are planned for the Chain of Parks.
25	W. Park Ave. WB between Adams and Duval, north side	Remove sign face and pole. Remove foundation as required.	Do not replace.	Pedestrian pointers are planned for the Chain of Parks.
26	E. Park Ave. WB between Monroe and Adams, north side	Remove sign face and pole. Reuse existing foundation.	Replace with DT PP 5	
27	E. Tennessee St. WB between Calhoun and Monroe, north side	Remove sign face and pole. Reuse existing foundation.	Replace with DT VH 3	
28	E. Tennessee St. WB between Monroe and Adams, north side	Remove sign face and pole. Reuse existing foundation.	Replace with DT VH 5	
29	W. Tennessee St. WB between Duval and Bronough, north side	Remove sign face and pole. Reuse existing foundation.	Replace with DT VH 7	Location notes: 1. EB eastbound NB northbound SB southbound WB westbound Number of existing signs removed and not replaced 15 Number of existing sign foundations replaced with new vehicular signs 13 Number of existing sign foundations replaced with new pedestrian pointers 6 Total number of existing vehicular sign locations 34 Proposed sign locations and message schedules by wayfinding area can be found in Appendix A: Sign Inventory, Locations and Message Schedules by Wayfinding Area.
30	W. Tennessee St. WB at Macomb St., NW corner	Remove sign face and pole. Reuse existing foundation.	Replace with DT VH 21	
31	W. Tennessee St. EB at Macomb St., south side (FSU garage)	Remove sign face and pole. Remove foundation as required.	Do not replace.	
32	W. Tennessee St. EB at Bronough St., south side	Remove sign face and pole. Reuse existing foundation.	Replace with DT VH 8	
33	W. Tennessee St. EB at Adams St., north side (CK Steele Plaza)	Remove sign face and pole. Reuse existing foundation.	Replace with DT VH 6	
34	W. Gaines St. EB between Monroe and Adams, north side	Remove sign face and pole. Remove foundation as required.	Do not replace.	



General Observations

A successful wayfinding signage program builds trust with the end user. Dated or inconsistent signs may be ignored by the user, even if their content is correct. Existing vehicular directional signs are outdated, inconsistent and difficult to interpret for the intended user, thereby failing to capture or communicate Tallahassee's unique cultural identity as Florida's Capital City. Other shortcomings include:

- Limited number of featured destinations
- Inconsistent fonts, colors, abbreviations and formats against a background not easily seen
- Confusing "triangular" directional symbols (no universal arrows or parking symbols)
- Neglected, poorly maintained and obscured by vegetation
- Unattractive sign backs face the public realm
- Some installation at decision points rather than ahead of them
- Major entrance roads into the City and County are unmarked as gateways.
- Public parking not clearly identified in the Downtown.
- Variety of signage in different types, sizes and configurations in the Downtown; signs have been installed over time to meet various needs, resulting in visual clutter and disorganization.

Sign Removal and Replacement

The intent of the Wayfinding Signage System is to create a cohesive and coordinated system of wayfinding. Many existing sign locations provide opportunities to reuse foundations for new wayfinding signs, as shown in **Map 2** and **Table 1**. Signs that are large enough to be read and contain helpful information will be provided without causing visual clutter. The needs of the disabled will also be provided for in accordance with best practices.





City Hall
Visitor Information



Challenger Learning
Center - IMAX Theater



Florida State Capitol



Chapter 4: Recommendations

Evolution of the Wayfinding Signage Family

In January 2013, a prototypical pedestrian wayfinding sign was designed, fabricated and installed in Downtown Tallahassee's Kleman Plaza, following months of interagency collaboration. Public support for this prototype and direction by the City Commission's Long-Range Target Issues Committee led to development of a comprehensive wayfinding signage system that includes the following family of signs:

- Gateway Entrance Signs
- Pedestrian Pointers and Kiosk Signs
- Parking Trailblazer and Identifier Signs
- District Markers
- Shared Use Path Signs

Conceptual designs for pedestrian and parking signs have been developed into the final design specifications shown in Appendix B. Additional specifications for gateway, district markers and shared use path signs will be developed as funds become available for implementation of this System.

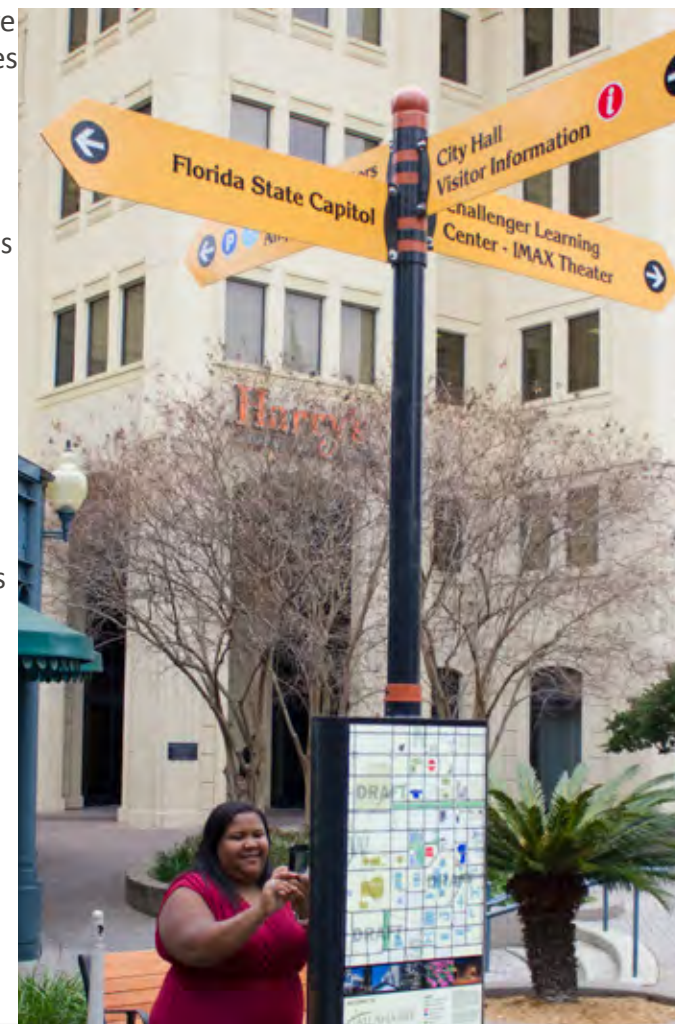


Figure 4: Gateway Entrance Sign

Gateway Entrance Signs

Gateway Entrance Signs (**Figure 4**) are appropriate for primary traffic routes into the City and County. They provide a sense of arrival, while celebrating the unique culture and character of Tallahassee as Florida's Capital City. Individual signs may incorporate a combination of lighting, landscaping, streetscaping, public open space and public art.

Gateway entrance signs welcome the visitor and celebrate the destinations they announce. Design of each sign should take into account the importance of announcing arrival, the history and celebration of place and its functional role in the wayfinding system. Where there are opportunities to consolidate and/or eliminate sign clutter, gateway entrance signs may signal multiple places within a wayfinding area. Mostly importantly, the signs are intended to mark entry into the wayfinding area with a place name, clarify and organize the public spaces in which they occur and convey the spirit of "Florida's Capital City".

The following streets are considered primary gateways into the heart of the city:

- Thomasville Road
- Apalachee Parkway
- Mahan Drive
- Miccosukee Road
- Crawfordville Road
- Woodville Highway/South Monroe Street
- Springhill Road
- Blountstown Highway/West Pensacola Street
- Tennessee Street
- North Monroe Street
- Meridian Road



Figure 5: Pedestrian Pointer and Kiosk

Pedestrian Pointers and Kiosk Signs

The transition from auto or public transportation to pedestrian travel must be a seamless process that provides users with easy orientation and encouragement for further discovery. The purpose of this System is to promote the philosophy of “Park Once, Then Walk” by identifying and encouraging the best pedestrian routes from key arrival points like on-street parking spaces, parking lots/garages, bike parking and public transit stops. The System further recognizes the public health benefits of walkability in each of the wayfinding areas and features two distinct types of signage with a pedestrian orientation, as shown in **Figure 5: Pedestrian Pointers and Kiosks**.

Pedestrian Pointer signs are located along major pedestrian routes. They consist of arrows aligned with the four (4) cardinal directions (North, South, East West) and point to any destinations featured on map panels below.

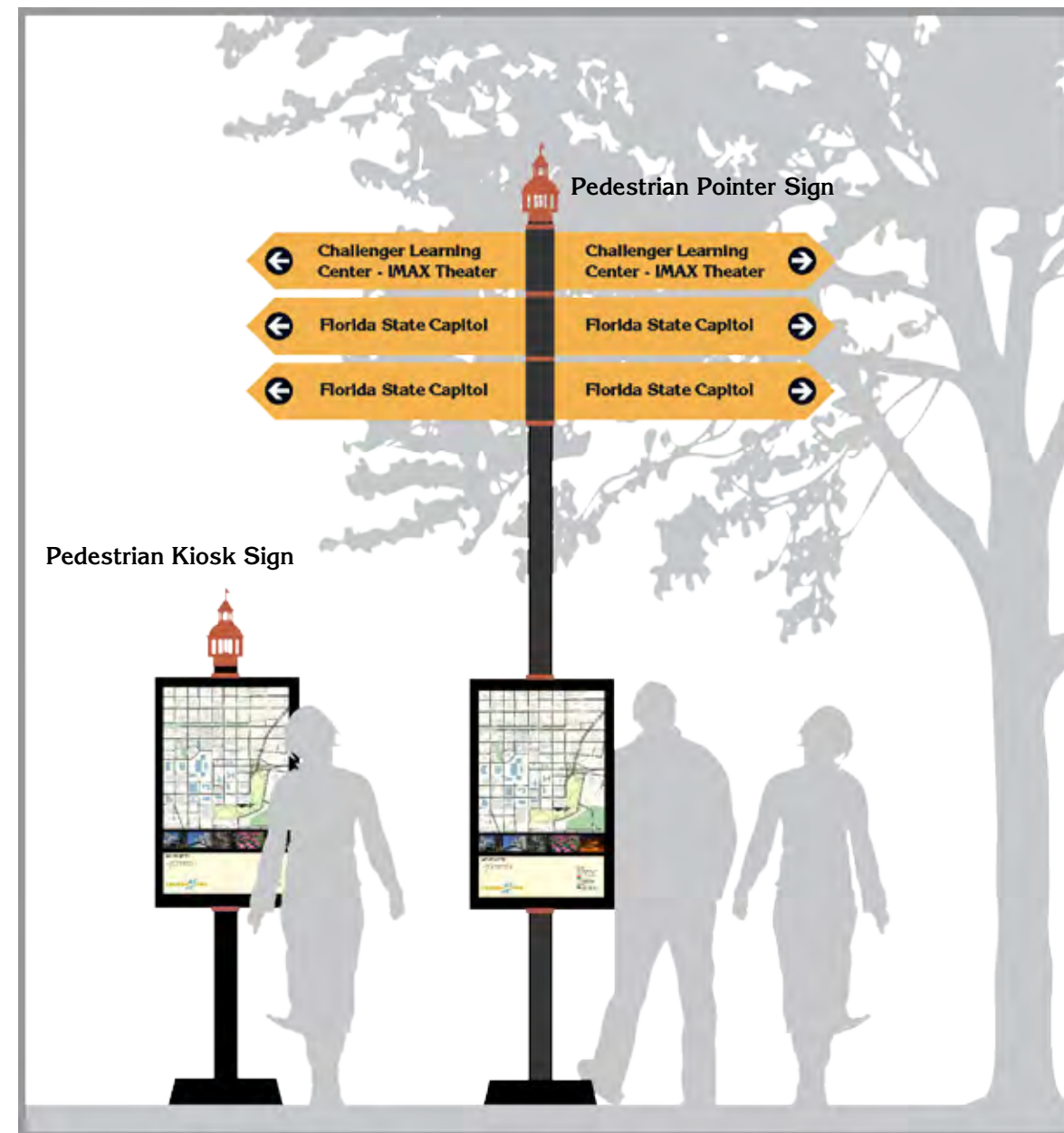
Pedestrian Kiosks lack directional arrows but consist of map panels with a list of destinations.

Besides their application on pedestrian directional and kiosk signage, orientation maps are intended to provide a visual tool of consistent terminology and display of map artwork across a range of mediums, including the following:

- **Downtown Tallahassee Website**
- **Tallahassee Visitor’s Guide**

One quarter to one half mile is generally considered the average distance an individual will walk before seeking an alternative form of transportation. Each Pedestrian Pointer and Kiosk Sign features a map that shows major points of interest within this distance of the sign’s location.

Location planning avoids pedestrian barriers such as incomplete sidewalks and non-compliant ADA environments. Pedestrian signs will be designed for accessibility to users in wheelchairs and indicate alternate accessible routes for streets that present accessibility issues.



Map 3: Parking Facilities



ON-STREET METERS

- ONE HOUR OR LESS
- TWO HOURS
- FOUR HOURS

**CITY OF TALLAHASSEE
PUBLIC PARKING
GARAGES**

- EASTSIDE PARKING GARAGE**
(Enter on Calhoun)
- KLEMAN PLAZA PARKING GARAGE**
(Enter on Bronough or Duval)
- DUVAL STREET SURFACE LOT**
(Enter on Duval)
- BRONOUGH STREET SURFACE LOT**
(Enter on Bronough)

For more information
Republic Parking
561-3066

Brochure provided by the
Tallahassee Downtown Improvement Authority

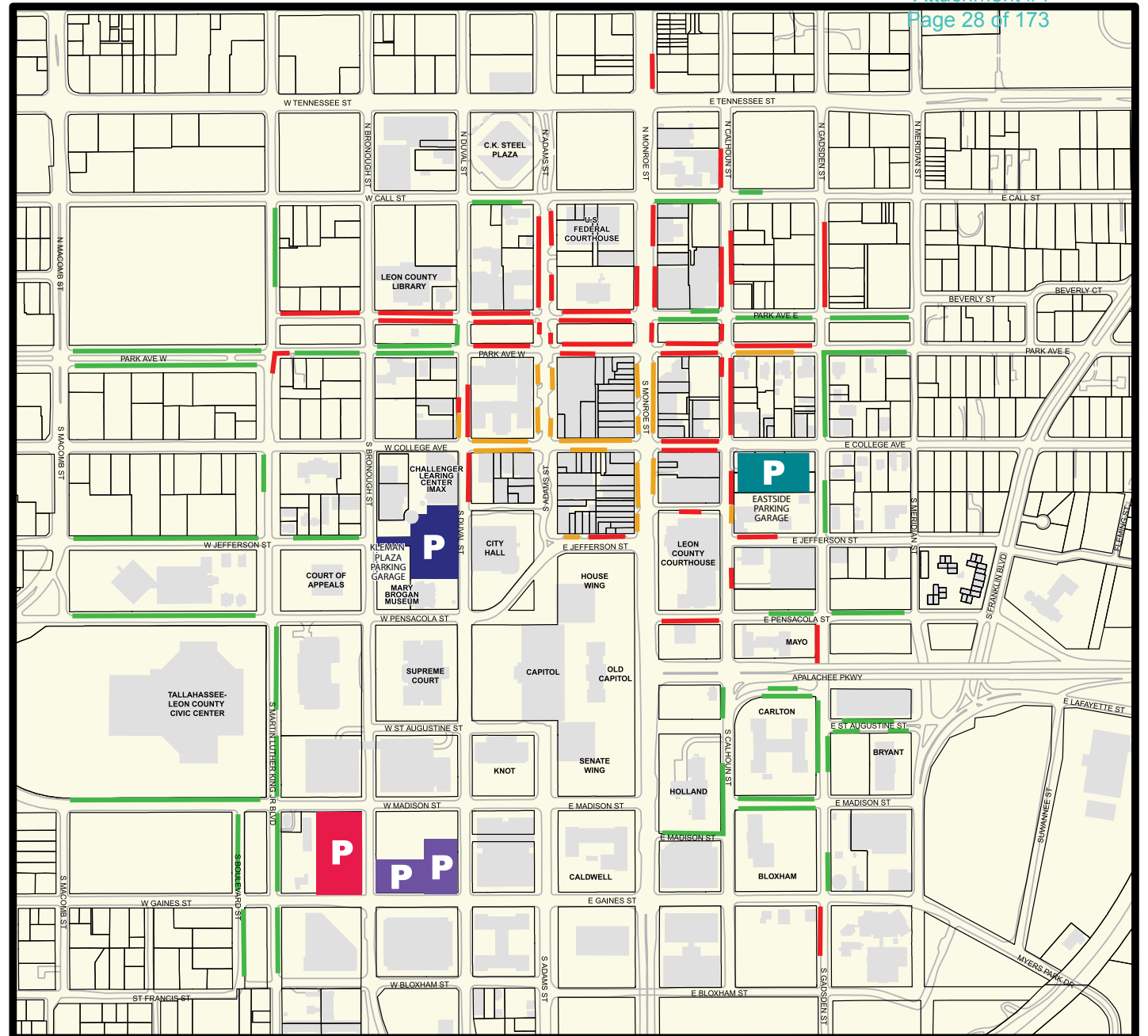


Figure 7: Parking Trailblazer and Identifier Signs

Parking Trailblazer and Identifier Signs

Parking in an urban environment is always perceived as a challenge. While signage will not solve all real or perceived parking shortages, it can offer a tool for parking to become more visible and accessible. A parking strategy fully integrated into the wayfinding signage system will promote the “Park Once, Then Walk” philosophy, where visitors will find a primary parking facility, lot or space and then walk to multiple destinations.

“The key to an effective parking strategy is to get people to parking areas near their destination quickly and efficiently, provide cues to a destination and provide additional prompts to encourage discovery of additional destinations and attractions.”

Map 3: The Parking Facilities Map shows the location of public parking facilities in the Downtown Central Core wayfinding area.

The Parking Trailblazer is located along major vehicular routes and guides visitors to key locations in the Downtown wayfinding area for surface and garage parking. This type of sign will be used when there is distance between gateway areas and parking destinations to assure drivers that they are moving in the right direction and will arrive shortly.

The Parking Identifier marks a destination for surface or garage parking in the Downtown. They are highly visible to automobile travelers and located immediately in front of parking destinations.

Both types of signs (Figure 7) include a “P” pictogram and color that are instantly recognizable.

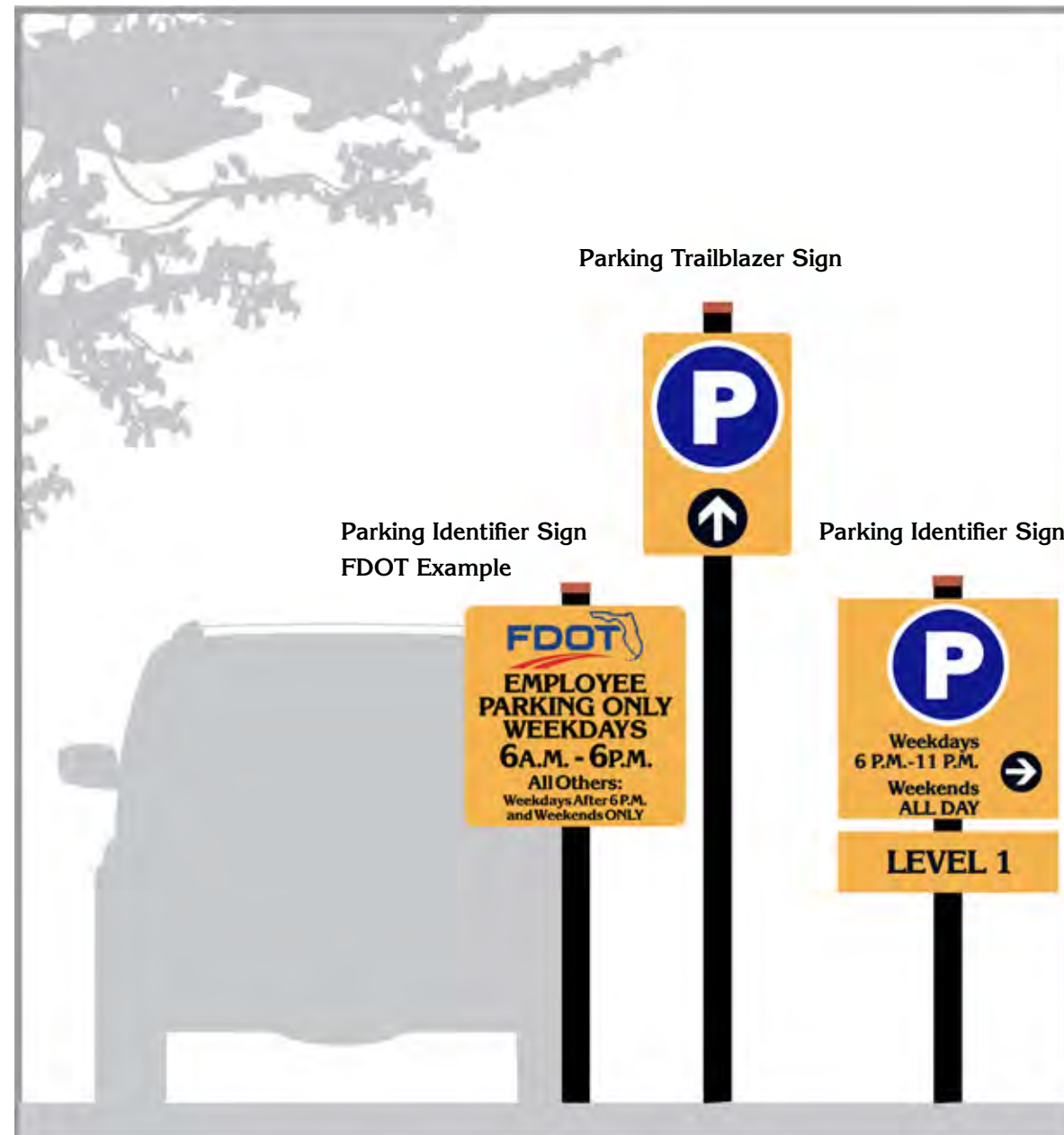


Figure 8: District Markers

District Markers

This sign type (Figure 8) marks the entrance to a wayfinding area (e.g., downtown), a neighborhood within a wayfinding area or an outlying placemaking district (e.g., Midtown, Market District, Huntington or Southside).

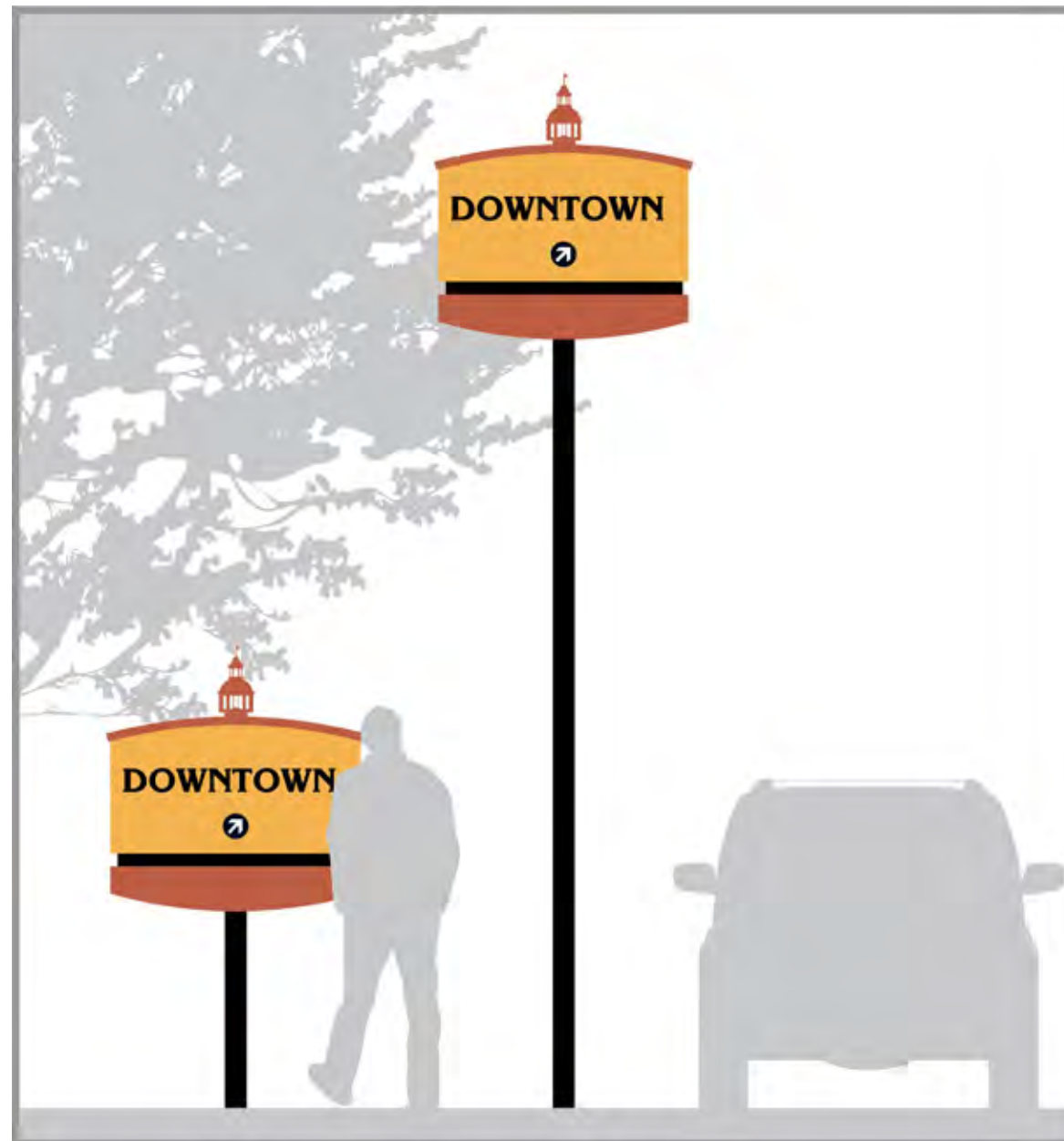


Figure 9: Shared Use Path Signs

Shared Use Path Signs

Shared Use Path Signs (Figure 9) are useful for identifying a combination of routes and special district areas (e.g., bike routes, trails, chain of parks, etc.) They provide useful wayfinding information that ensures seamless transition from public transit to pedestrian and bicycle travel. With the adoption and implementation of the Multimodal Transportation District Plan, the downtown area is becoming increasingly less automobile dependent as pedestrian, bicycle and transit facilities are improved to meet mobility needs. In addition to furthering Tallahassee’s commitment to multimodal transportation, the wayfinding system will support sustainability and healthy lifestyles by providing the following elements:

- **Bicycle Racks and Corrals** – Bicycle racks and corrals that make efficient use of limited space in each of the wayfinding areas are intended to have maps that show route types and level of comfort, as well as QR Codes for downloading the same maps to a smart phone.
- **Trail System** – Transitioning to the Trail System requires attention to ensure seamless connectivity from other modes of travel. Clearly marked identification of trail heads can help meet this objective when integrated into the wayfinding system.
- **Public Transit** – Wayfinding elements at public transit stops might include directions to features such as bicycle racks and trail heads. The wayfinding system will support public transit by providing orientation maps and connections to mobile applications and websites.



Figure 10: Vehicular Directional Signs

Vehicular Directional Signs

Vehicular Directional Signs (Figure 10) direct motoring traffic to attractions within a wayfinding area. They incorporate a finial branding element and are intended to replace the existing stock of vehicular wayfinding signs. The intent of this System is to minimize the use of vehicular signs and feature only the most primary visitor destinations, based on specific inclusionary criteria.



Figure 11: Smart Signage Applications

Smart Technology

In addition to the traditional signs that comprise the wayfinding signage system, opportunities to integrate technology (Smart Wayfinding Signs) will be considered where practical and financially feasible. For wayfinding in walkable situations, interactive touch panels can provide greater detail about mapped locations through dynamic or interactive touch displays. Pedestrian pointers with rotating motor controls and illuminated panels can be synchronized with data sources like transit schedules, weather forecasts and social media to constantly adapt an “eye level menu” to the needs of the intended user. Smart Signage Applications (Figure 11) illustrates these opportunities, which will be coordinated with the appropriate agencies and funding partners.

Other smart technology applications might include “Dynamic Vehicle Wayfinding and Guidance Signage”, where large dynamic message signs will be used to efficiently direct visitors to key destinations within wayfinding areas. These signs could be used to provide “real-time” information about public transit, special events, parking availability, traffic directions to/from major events and street closures/detours.



Sign Materials, Style and Cost

Wayfinding signage must be durable and visible for vehicles and pedestrians at all times, as well as consistent with the character or underlying “theme” of its intended location. The cost of design, fabrication and installation must also be within the City’s budget. To the extent practical, wayfinding signage will be fabricated, installed and maintained by the City and County.

Visitor Destinations and Criteria for Inclusion

Because the comprehensive wayfinding signage program cannot accommodate all businesses and destinations that would like to be a part of the system, an objective set of destination inclusion criteria was developed. Destinations must be categorized as one of the following types to be included in the message schedules:

- Commercial Attraction
- Community Destination
- Cultural and Institutional
- Historical and Architectural
- Recreational
- Tourist Services
- Transportation


Banners

For the purpose of this System, banners are not an official component of the comprehensive wayfinding system. However, their value is recognized for marketing non-profit groups, promoting events and identifying special areas. The Planning Department has recommended placing banners in the Frenchtown neighborhood to unofficially serve as a pilot banner program. A coordinated Banner Program, however, would require consistent design standards, material specifications and a management process. Should the wayfinding system be expanded to include banners, there should be sufficient flexibility for established and emerging areas to meet those criteria, while branding themselves as a unique destination.





CASCADES PARK

Downtown 

Smokey Hollow
Commemoration

John G. Riley House
& Museum

 Meridian Monument
Plaza


Capital City
Amphitheater

Imagination Fountain

Electric Building

Discovery at Cascades

Korean War Veterans
Memorial

Public Parking 

Franklin



Chapter 5: Implementation



Sign Prioritization Alternatives

The two major considerations when prioritizing signs are: (1) whether the sign is the first exposure the traveling motorist has to a destination and (2) major decision points (i.e., right and left turns) to a destination. For example, a sign for the Market District placed after an Interstate-10 exit ramp should have a higher priority, as should a sign from Apalachee Parkway directing traffic north and westbound toward the downtown area or city center.

Sign Fabrication Cost Estimates

The following cost estimates shown in Tables 2 and 3 have been provided through consultation with sign consultants contracted to design, fabricate and install the recommended wayfinding signage. The figures in Table 3: Cost Estimates will vary by final fabricator and installation methods.

Funding Sources

Purchasing materials and parts in large quantity will control overall costs. No single funding source has been identified to implement all of the Wayfinding System. The Planning Department will examine alternative funding sources such as grants, private sponsorships, capital improvement funds and placemaking allocations. Funding partnerships with other agencies will also be pursued to fully implement the system.

Maintenance

The Planning Department will act as the responsible entity for implementing the Wayfinding Signage System and provide staff support to coordinate funding, maintenance and expansion. Upon implementation, the Planning Department will routinely review the wayfinding signage system and its effectiveness, based on any changes in destinations. Additionally, new circulation, routing and construction projects may affect the system. Physical relocation of signage may become necessary, as new routes occur and destinations change over time.



Each of these sign types is illustrated below with accompanying unit and total costs for design and fabrication.

Pedestrian Directional (Pointer) and Kiosk Signs



Pedestrian Kiosk – \$2,825 per Sign
Pedestrian Directional (Pointer) - \$4,250 per Sign

Parking Trailblazer and Identifier Signs



Parking Trailblazer – \$1,250 per Sign
Parking Identifier - \$1,500 per Sign

Gateway Entrance Signs



Average - \$10,000 per Sign

Vehicular Directional Signs



\$3,825 per Sign

Destination Markers



Destination Marker (Tall) – \$2,900 per Sign
Destination Marker (Short) - \$2,500 per Sign

Shared Use Path Signs



Large – \$600 per Sign
Mid – \$270 per Sign





Appendices

A: Sign Inventory, Locations and Message Schedules by Wayfinding Area

B: Sign Design Specifications



Appendix A: Sign Inventory, Locations and Message Schedules by Wayfinding Area

The following provide the draft sign locations and text for wayfinding signs. These are preliminary locations that will need to be field verified to identify potential conflicts. Staff will also continue to work with community partners regarding exact sign location and content.

Wayfinding areas included in Appendix A:

- Downtown..... p. 43
- Southside..... p. 118
- Midtown p. 136
- Market District..... p. 148
- Lake Jackson Town Center at Huntington p. 166



New DOWNTOWN Wayfinding signs and locations

Includes:

VH Vehicular Directionals

PT Parking Trailblazers

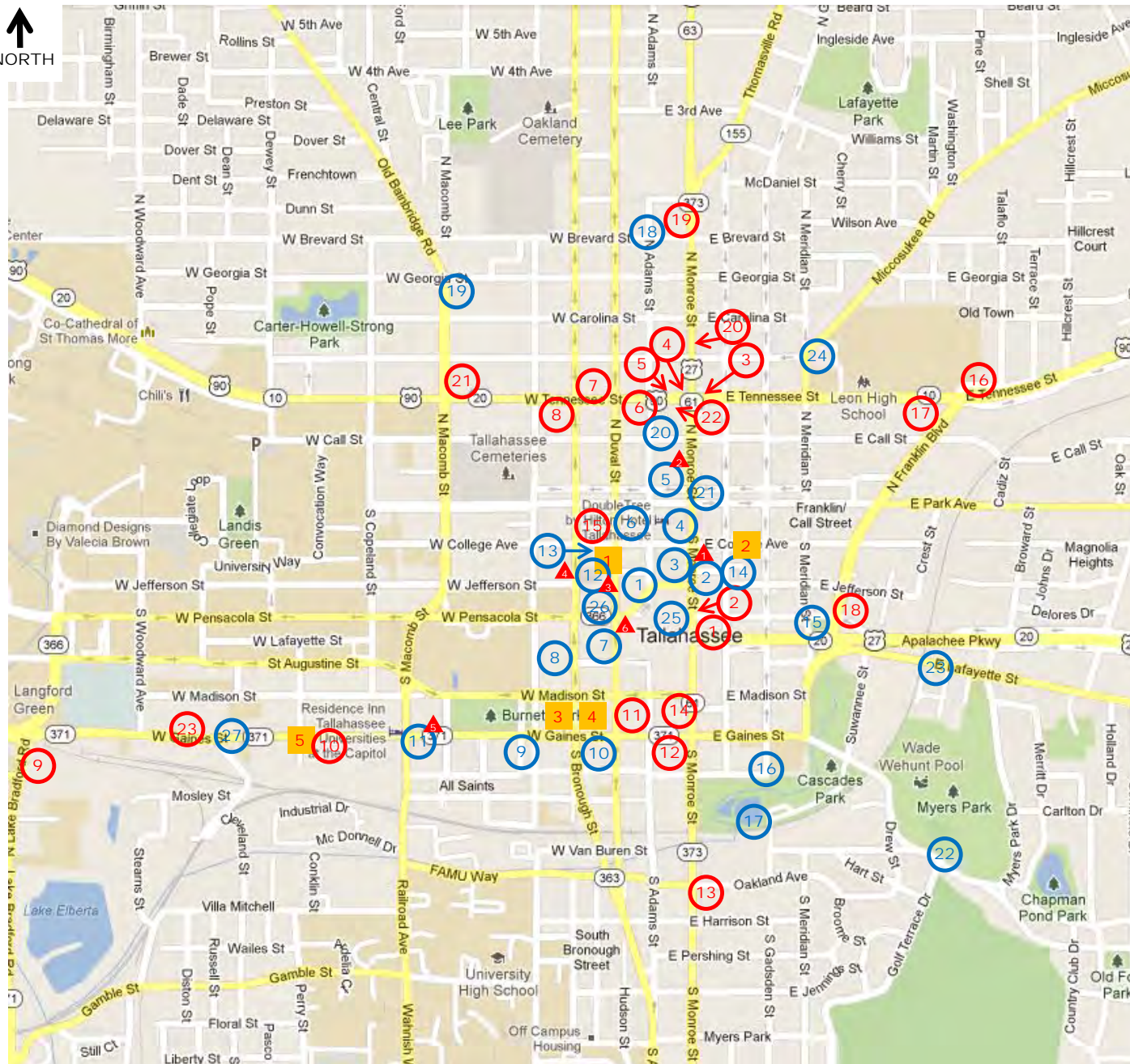
PiD Parking Identifiers

PP Pedestrian Pointers or

PK Pedestrian Kiosks

Downtown Wayfinding Signs DRAFT 7/30/2014





New DOWNTOWN Wayfinding signs locations

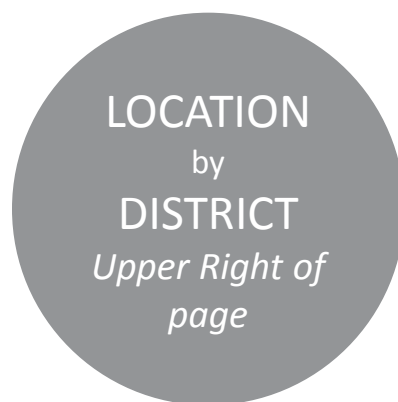
- VH
Vehicular Directionals
- PT
Parking Trailblazers
- PiD
Parking Identifiers
- PP or PK
Pedestrian Pointers or Pedestrian Kiosks

On the following maps:
 AS=All Saints
 CP=Cascades Park
 DT=Downtown
 FR=Frenchtown
 FW=FAMU Way
 MP=Myers Park
 GS=Gaines Street
 SS=Southside

See other maps in the series for complete Southside, FAMU Way, Frenchtown, and Midtown Wayfinding signs.

ns DRAFT 7/30/2014





Located within Downtown Improvement Authority (DIA) boundaries *only*

LOCATED IN



Located within Downtown CRA boundaries *only*

LOCATED IN



Located within *both* DIA and Downtown CRA boundaries

LOCATED IN



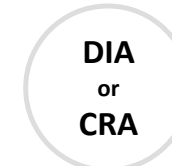
Located within Frenchtown-Southside CRA boundaries

LOCATED IN



Not located within any DIA or CRA boundaries

NOT located in



DT VH 

Vehicular Directional signs
DT VH-1 through DT VH-23

Downtown Wayfinding Signs DRAFT 7/30/2014



LOCATED IN



- # = PEDESTRIAN DIRECTIONALS IN THE VICINITY
- # = VEHICULAR DIRECTIONALS IN THE VICINITY
- # = PARKING TRAILBLAZERS IN THE VICINITY
- # = PARKING IDENTIFIERS IN THE VICINITY

FDOT R.O.W *New sign on new pole on existing foundation*



Downtown

Downtown →
Kleman Plaza Public parking

Visitor information
Leon County Courthouse
City Hall

← Florida State University
Florida A&M University

Cascades Park
To Gaines Street

Consider moving sign and pole to new foundation 50' east, for drivers' decision to turn left.

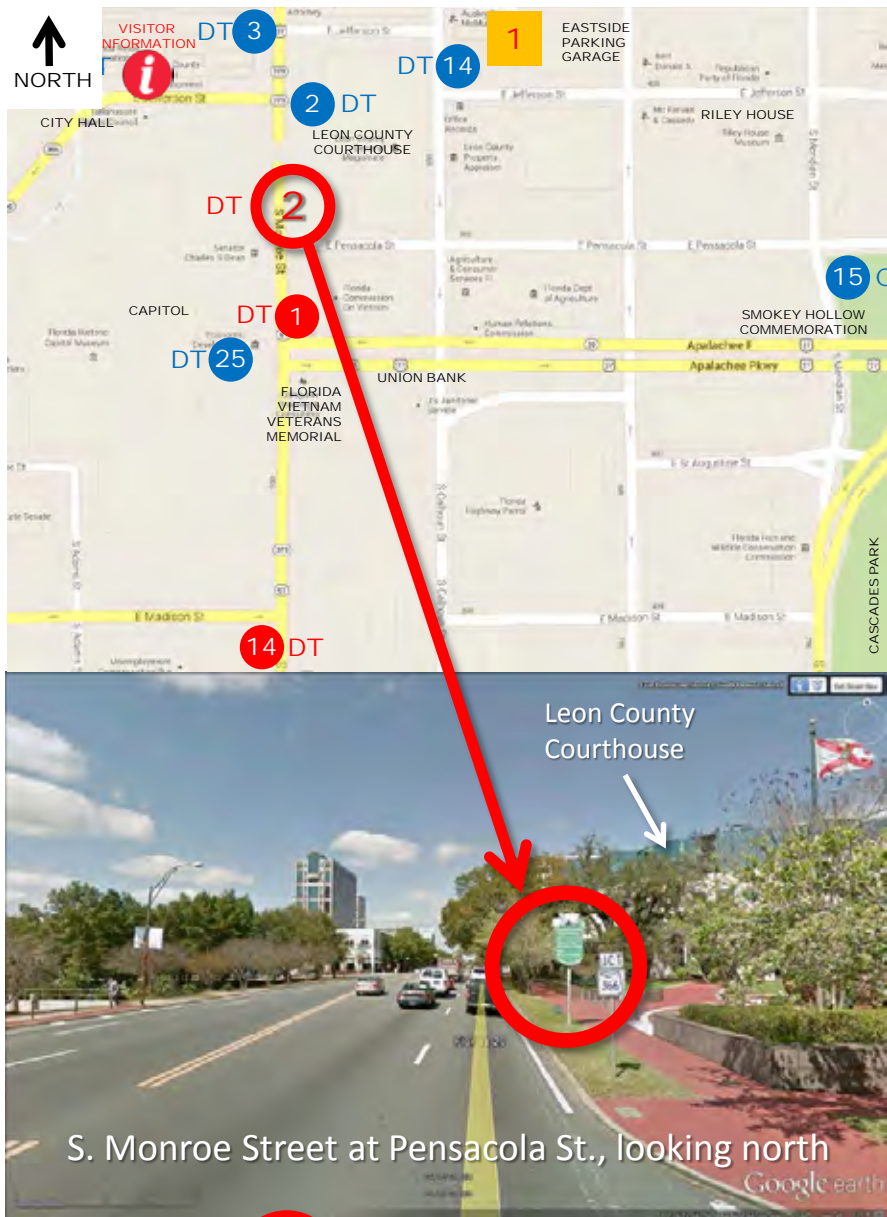


Apalachee Parkway, looking west to Monroe St.

DT VH **1** Vehicular Directional, Apalachee Parkway WB at Monroe St., northeast corner

Downtown Wayfinding Signs DRAFT 7/30/2014





DT VH 2 Vehicular Directional, S. Monroe St. NB in front of LC Courthouse, right side

Downtown Wayfinding Signs DRAFT 7/30/2014

- # = PEDESTRIAN DIRECTIONALS IN THE VICINITY
- # = VEHICULAR DIRECTIONALS IN THE VICINITY
- # = PARKING TRAILBLAZERS IN THE VICINITY
- # = PARKING IDENTIFIERS IN THE VICINITY

LOCATED IN



FDOT R.O.W *New sign on new pole on existing foundation*



Downtown

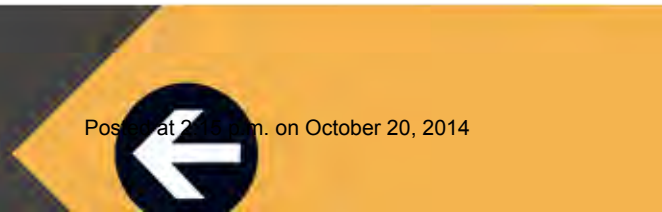
↑ **The Chain of Parks Public Parking**

Historic Districts

← **Kleman Plaza Public Parking Civic Center**

City Hall
Visitor Information

Leon County Courthouse →



LOCATED IN

DOWNTOWN
CRA



DT VH **3** Vehicular Directional, E. Tennessee St., WB between Calhoun and Monroe, north side
Downtown Wayfinding Signs DRAFT 7/30/2014

- # = PEDESTRIAN DIRECTIONALS IN THE VICINITY
- # = VEHICULAR DIRECTIONALS IN THE VICINITY
- # = PARKING TRAILBLAZERS IN THE VICINITY
- # = PARKING IDENTIFIERS IN THE VICINITY

FDOT R.O.W *New sign on new pole and existing foundation*



Downtown

← **Florida State Capitol
Public Parking**

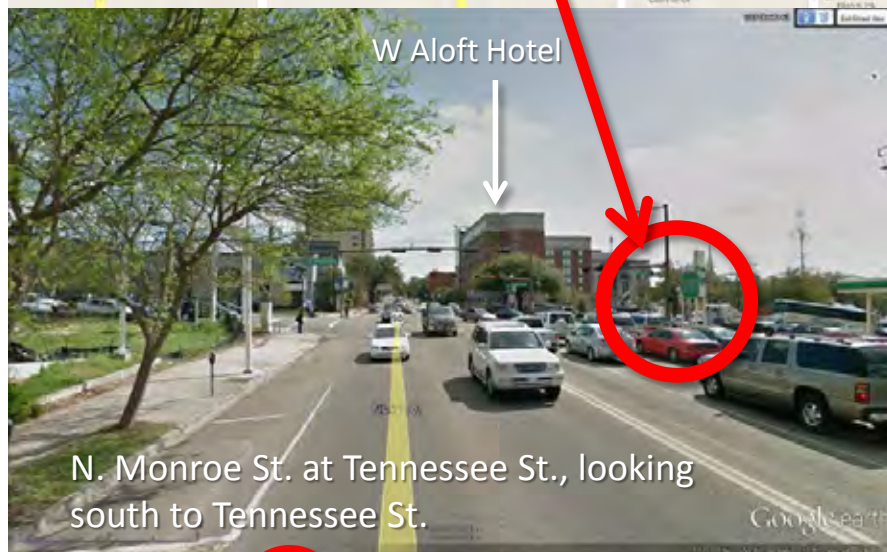
Visitor Information
City Hall
Leon County Courthouse
Park Avenue Historic District
Florida A&M University

↑ **Florida State University**

Frenchtown
Kleman Plaza
Civic Center
Public Parking

Midtown →
Lake Ella Park





DT VH 4 Vehicular directional, N. Monroe St. SB Tennessee St., east side

Downtown Wayfinding Signs DRAFT 7/30/2014

- # = PEDESTRIAN DIRECTIONALS IN THE VICINITY
- # = VEHICULAR DIRECTIONALS IN THE VICINITY
- # = PARKING TRAILBLAZERS IN THE VICINITY
- # = PARKING IDENTIFIERS IN THE VICINITY

LOCATED IN



FDOT R.O.W *New sign on new pole on existing foundation*



Downtown

↑ **Downtown Florida State Capitol**

Visitor Information
The Chain of Parks
Park Avenue Historic District
Public Parking
Florida A&M University

← **Cascades Park**

Public Parking

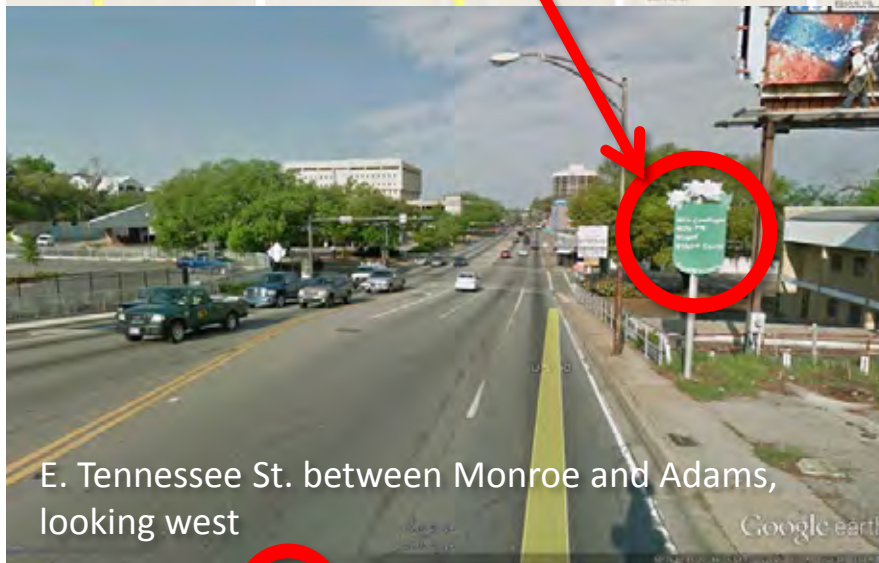
Florida State University →

Kleman Plaza
Public Parking
Civic Center



LOCATED IN

DOWNTOWN
CRA



E. Tennessee St. between Monroe and Adams, looking west

DT VH **5**

Vehicular Directional, E. Tennessee St., WB between Monroe and Adams, north side

Downtown Wayfinding Signs DRAFT 7/30/2014

- # = PEDESTRIAN DIRECTIONALS IN THE VICINITY
- # = VEHICULAR DIRECTIONALS IN THE VICINITY
- # = PARKING TRAILBLAZERS IN THE VICINITY
- # = PARKING IDENTIFIERS IN THE VICINITY

FDOT R.O.W *New sign on new pole on existing foundation*



Downtown

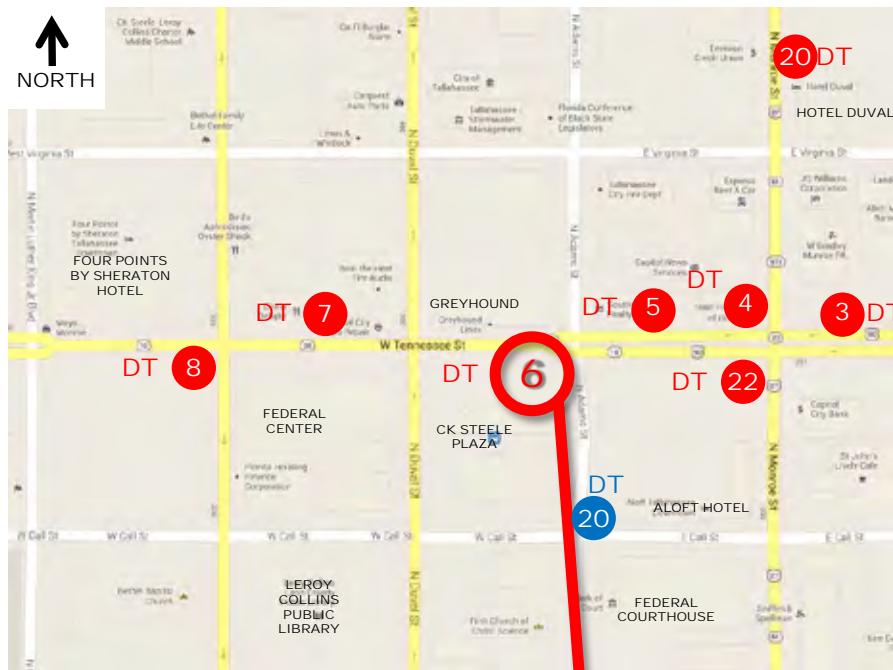
↑ Florida State University
Frenchtown

← Florida State Capitol Public Parking

City Hall
The Chain of Parks
Park Avenue Historic District

Governor's Mansion →
The Grove





- # = PEDESTRIAN DIRECTIONALS IN THE VICINITY
- # = VEHICULAR DIRECTIONALS IN THE VICINITY
- # = PARKING TRAILBLAZERS IN THE VICINITY
- # = PARKING IDENTIFIERS IN THE VICINITY

LOCATED IN
**DIA
DOWNTOWN
CRA**

FDOT R.O.W *New sign on new pole on existing foundation*



Downtown

Florida State Capitol →
Public Parking

Visitor Information
City Hall
The Chain of Parks
Park Avenue Historic District

← **Governor's Mansion**
The Grove

↑ **Cascades Park**



W. Tennessee St. looking east to Adams St.

DT VH 6 Vehicular Directional, W. Tennessee St. EB at Bronough St., right side

Downtown Wayfinding Signs DRAFT 7/30/2014



LOCATED IN

DOWNTOWN
CRA



- # = PEDESTRIAN DIRECTIONALS IN THE VICINITY
- # = VEHICULAR DIRECTIONALS IN THE VICINITY
- ▲ = PARKING TRAILBLAZERS IN THE VICINITY
- # = PARKING IDENTIFIERS IN THE VICINITY

FDOT R.O.W *New sign on new pole on existing foundation*

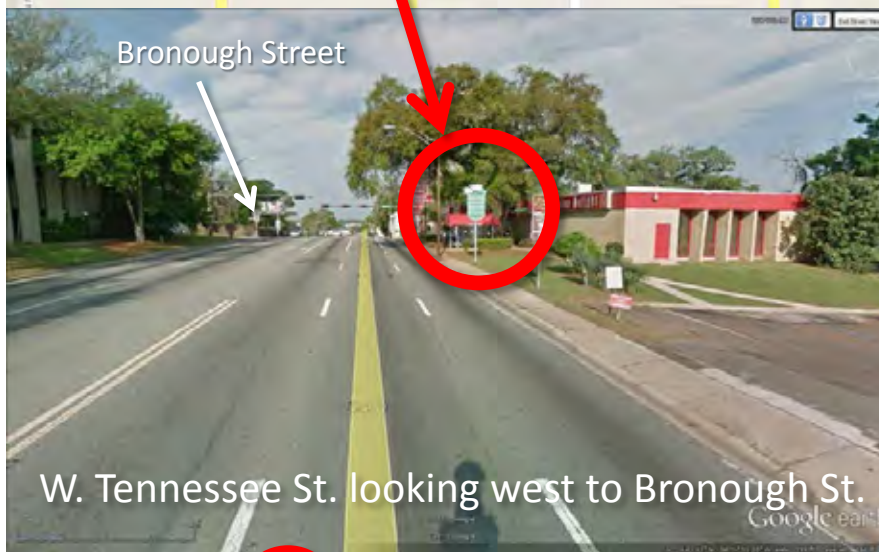


Downtown

↑ Florida State University
Frenchtown

← Kleman Plaza
Public Parking
Civic Center

The Chain of Parks
Park Avenue Historic District
Museum of Florida History
To Gaines Street
Florida A&M University



W. Tennessee St. looking west to Bronough St.

DT VH 7 Vehicular Directional, W. Tennessee St. WB between Duval and Bronough, north side
Downtown Wayfinding Signs DRAFT 7/30/2014





- # = PEDESTRIAN DIRECTIONALS IN THE VICINITY
- # = VEHICULAR DIRECTIONALS IN THE VICINITY
- # = PARKING TRAILBLAZERS IN THE VICINITY
- # = PARKING IDENTIFIERS IN THE VICINITY

LOCATED IN
**DOWNTOWN
CRA**

FDOT R.O.W. *New sign on new pole on
Verify R.O.W. existing foundation*



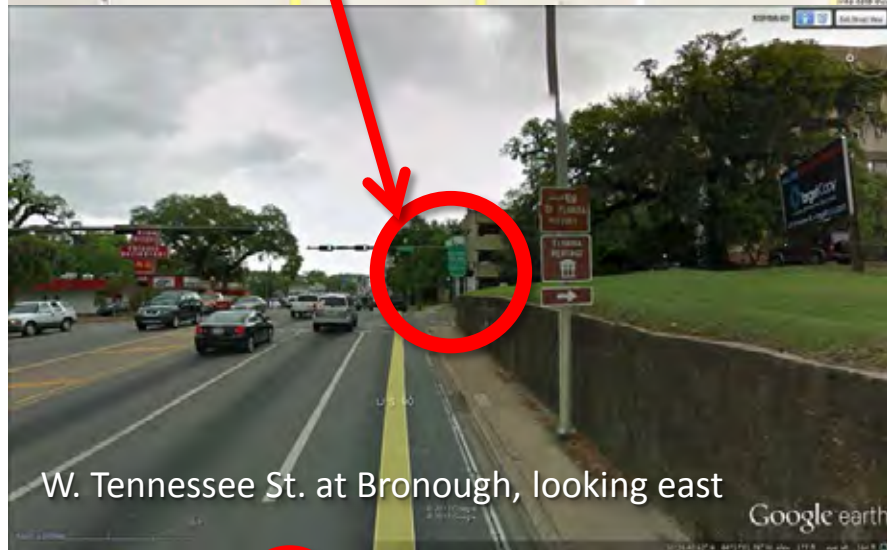
Downtown

↑ Cascades Park
Downtown

Midtown

Kleman Plaza →
Public Parking

- The Chain of Parks
- Park Avenue Historic District
- Civic Center
- Museum of Florida History
- Florida A&M University
- To Gaines Street



W. Tennessee St. at Bronough, looking east

DT VH 8 Vehicular Directional, W. Tennessee St. EB at Bronough St., south side

Downtown Wayfinding Signs DRAFT 7/30/2014





- # = PEDESTRIAN DIRECTIONALS IN THE VICINITY
- # = VEHICULAR DIRECTIONALS IN THE VICINITY
- # = PARKING TRAILBLAZERS IN THE VICINITY
- # = PARKING IDENTIFIERS IN THE VICINITY

LOCATED IN
**FRENCHTOWN
SOUTHSIDE
CRA**

FDOT R.O.W *New sign on new pole on new foundation*

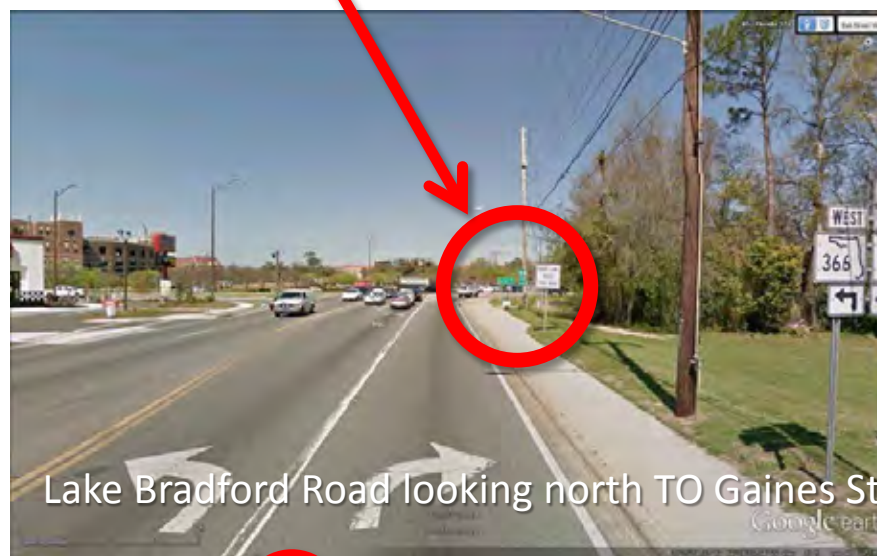


Gaines Street

↑ **Florida State University Campus**
Public Parking

← **Doak Campbell Stadium**
University Center
Stadium Parking

→ **Downtown**
Florida State Capitol
Public Parking
Civic Center
Kleman Plaza
Cascades Park
Florida A&M University



Lake Bradford Road looking north TO Gaines St.

DT VH **9** **Vehicular Directional, Lake Bradford Rd. at W. Gaines St., east side**

Downtown Wayfinding Signs DRAFT 7/30/2014





DT VH 10 Vehicular Directional, W. Gaines St. EB between Gay St. and RR Ave., south side
Downtown Wayfinding Signs DRAFT 7/30/2014

LOCATED IN

FRENCHTOWN
SOUTHSIDE
CRA

COT R.O.W *New sign on new pole and new foundation*



Gaines Street

↑ **Downtown**
Florida State Capitol
Cascades Park
Kleman Plaza
Museum of Florida History
All Saints
Public Parking

← **Civic Center**
Turnbull Conference Center
Public Parking

Railroad Square →
Florida A&M University





- # = PEDESTRIAN DIRECTIONALS IN THE VICINITY
- # = VEHICULAR DIRECTIONALS IN THE VICINITY
- ▲ = PARKING TRAILBLAZERS IN THE VICINITY
- # = PARKING IDENTIFIERS IN THE VICINITY

COT R.O.W *New sign on new pole and new foundation*



Gaines Street

↑ Florida State University
Doak Campbell Stadium
All Saints
Railroad Square
Civic Center
Public Parking

Florida State Capitol →
Florida Supreme Court
Kleman Plaza
Public Parking

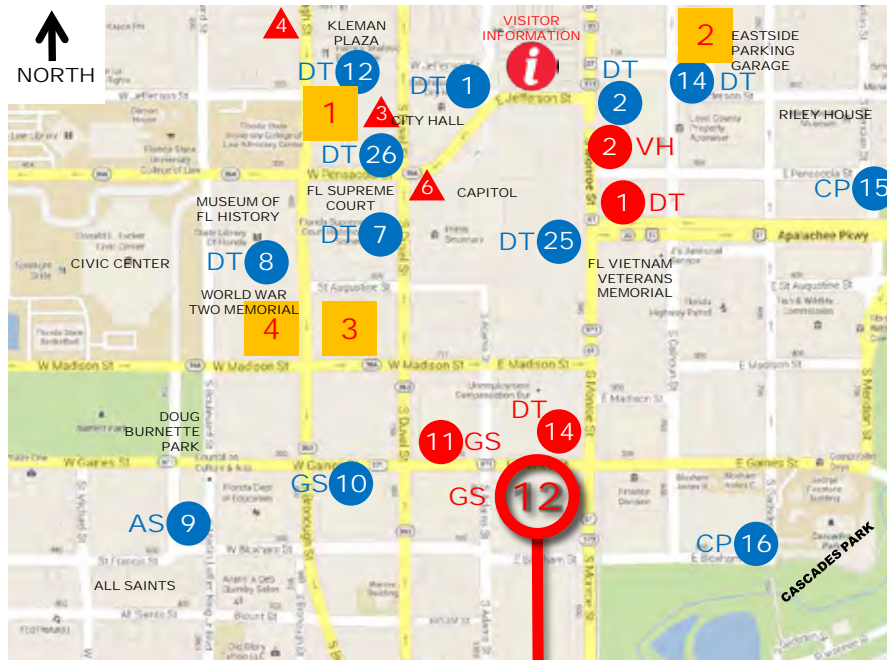
Too close to existing light standard and banner. Consider relocating east or west to new foundation for a better view.



DT VH 11 Vehicular directional, Gaines St. WB between Adams and Duval, north side

Downtown Wayfinding Signs DRAFT 7/30/2014





- # = PEDESTRIAN DIRECTIONALS IN THE VICINITY
- # = VEHICULAR DIRECTIONALS IN THE VICINITY
- # = PARKING TRAILBLAZERS IN THE VICINITY
- # = PARKING IDENTIFIERS IN THE VICINITY

LOCATED IN
DIA
DOWNTOWN
CRA

COT R.O.W *New sign on new pole and existing foundation*



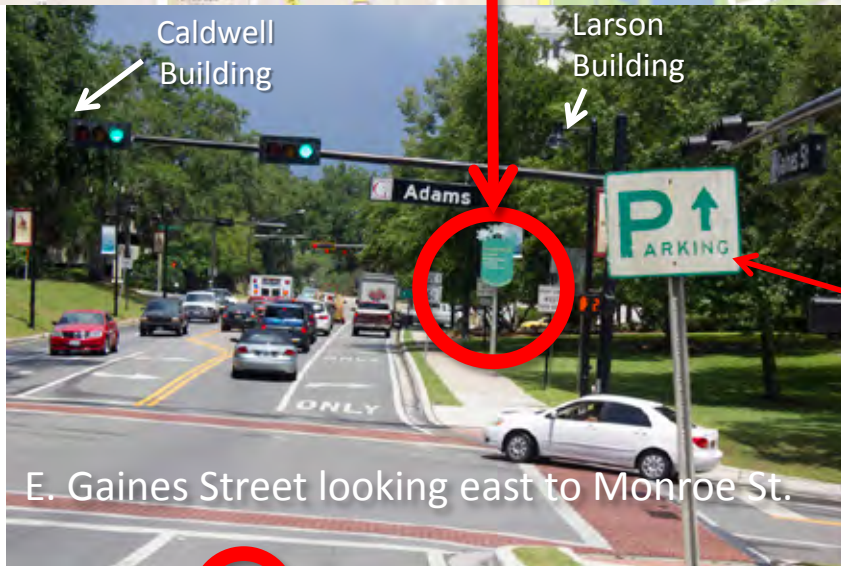
Gaines Street

↑ Cascades Park
Public Parking

← Downtown
Visitor Information
Florida State Capitol
Historic Districts
Public Parking

Southside →
Florida A&M University

Remove this sign.

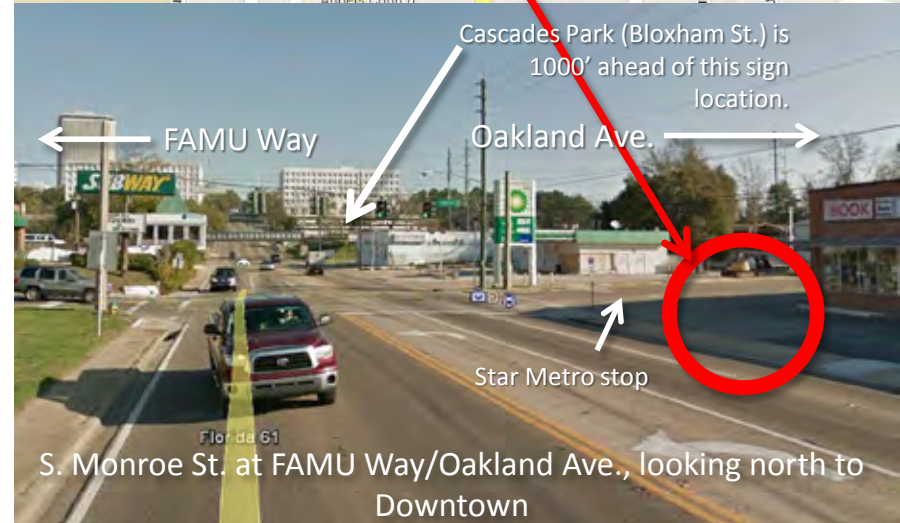
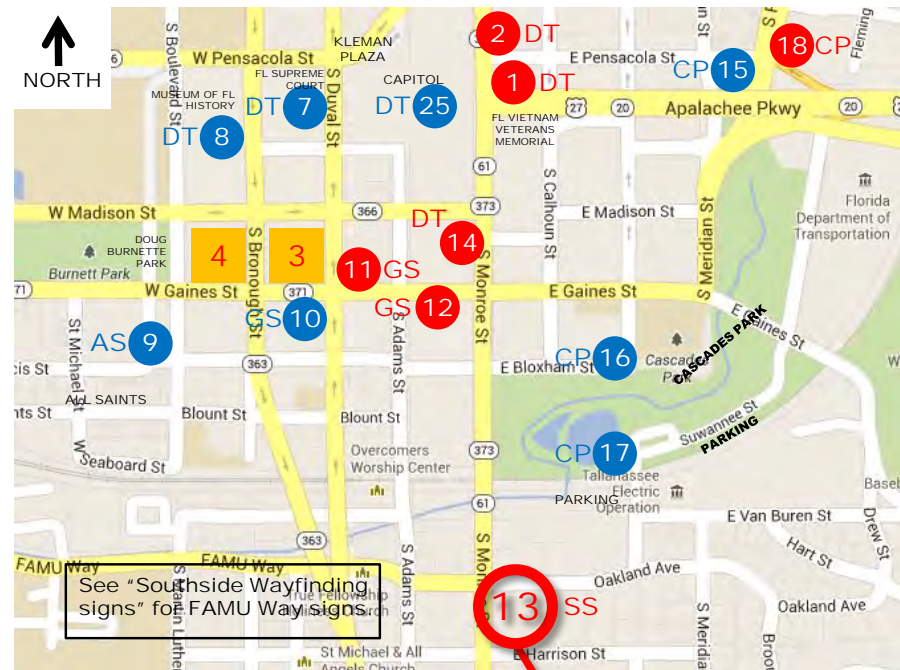


DT VH 12 Vehicular directional, E. Gaines St. EB between Adams and Monroe, south side

Downtown Wayfinding Signs DRAFT 7/30/2014



NOT located in
DIA
or
CRA



- # = PEDESTRIAN DIRECTIONALS IN THE VICINITY
- # = VEHICULAR DIRECTIONALS IN THE VICINITY
- # = PARKING TRAILBLAZERS IN THE VICINITY
- # = PARKING IDENTIFIERS IN THE VICINITY

FDOT R.O.W. *New sign on new pole and new foundation*



Southside

↑ **Downtown Florida State Capitol**
Visitor Information
Kleman Plaza
Public Parking

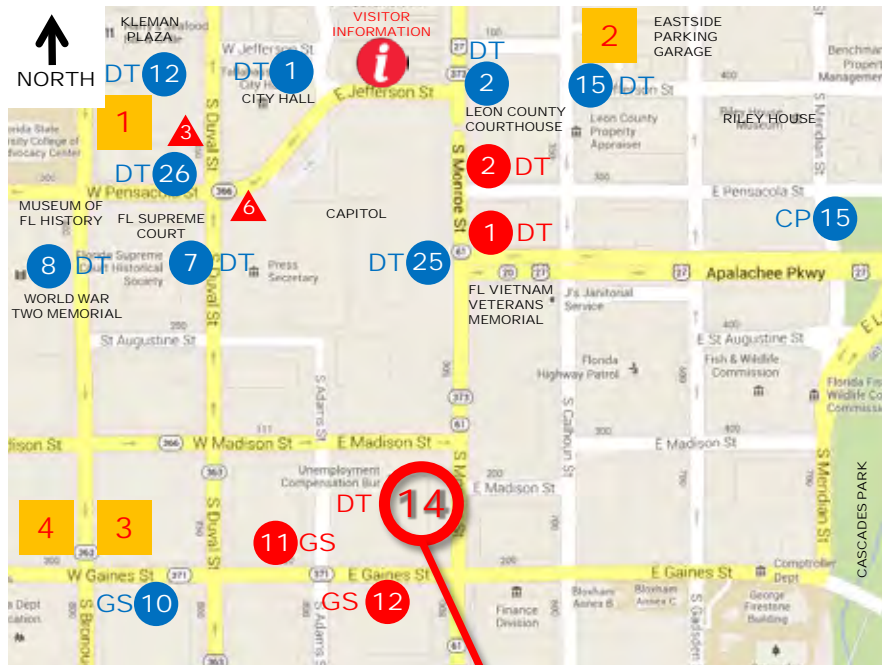
← **Florida A&M University**
Rattier Park
Van Buren Pond
Under the Over Coal Chute Pond
Civic Center
Railroad Square

→ **Cascades Park**
Public Parking
Myers Park Historic District

DT VH 13 Vehicular Directional, S. Monroe St. NB at Oakland Ave/FAMU Way, SE corner

Downtown Wayfinding Signs DRAFT 7/30/2014





DT VH 14 Vehicular Directional, S. Monroe St. SB between Madison and Gaines, west side
Downtown Wayfinding Signs DRAFT 7/30/2014

- # = PEDESTRIAN DIRECTIONALS IN THE VICINITY
- # = VEHICULAR DIRECTIONALS IN THE VICINITY
- # = PARKING TRAILBLAZERS IN THE VICINITY
- # = PARKING IDENTIFIERS IN THE VICINITY

LOCATED IN
DIA

FDOT R.O.W *New sign on new pole and existing foundation*



Downtown

↑ **Florida A&M University**
North Florida Fairgrounds

Southside

← **Cascades Park**
Public Parking

Florida State University →

Gaines Street
 Railroad Square
 Civic Center
 Public Parking





- # = PEDESTRIAN DIRECTIONALS IN THE VICINITY
- # = VEHICULAR DIRECTIONALS IN THE VICINITY
- # = PARKING TRAILBLAZERS IN THE VICINITY
- # = PARKING IDENTIFIERS IN THE VICINITY

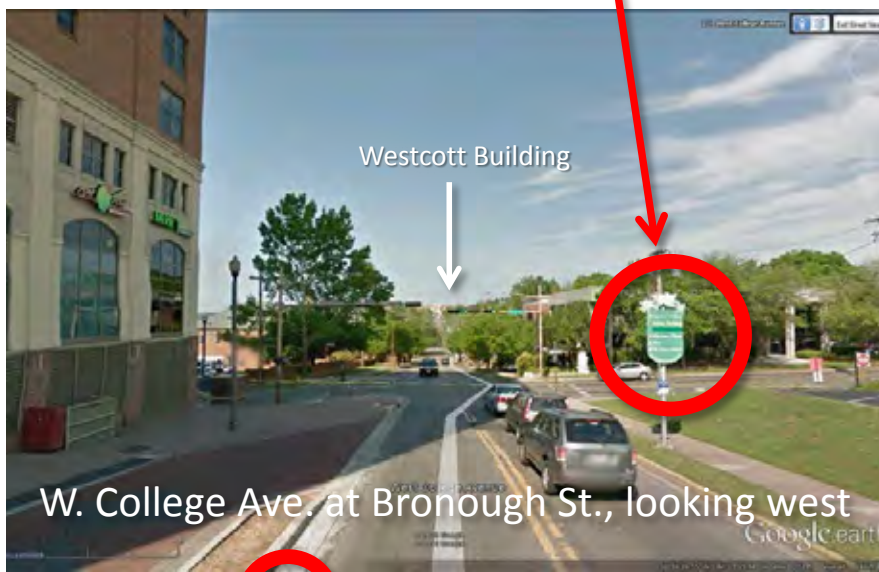
COT R.O.W *New sign on new pole and existing foundation*



Downtown

↑ Florida State University
Ruby Diamond Auditorium

← Kleman Plaza
Public Parking
Civic Center
Florida A&M University
To Gaines Street

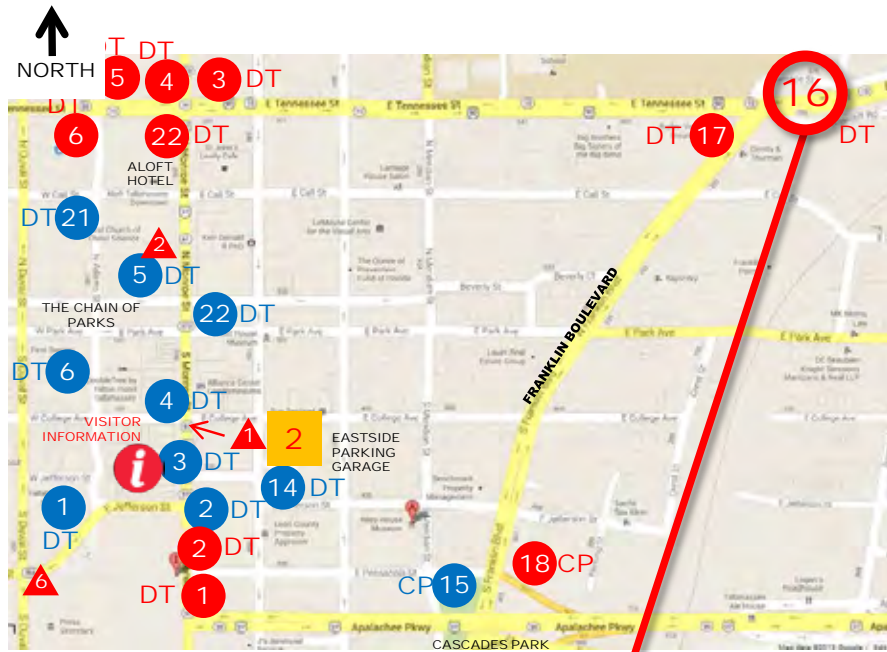


W. College Ave. at Bronough St., looking west

DT VH 15 Vehicular Directional, W. College Ave. WB near Bronough, north side

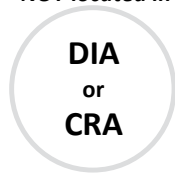
Downtown Wayfinding Signs DRAFT 7/30/2014





- # = PEDESTRIAN DIRECTIONALS IN THE VICINITY
- # = VEHICULAR DIRECTIONALS IN THE VICINITY
- ▲ = PARKING TRAILBLAZERS IN THE VICINITY
- # = PARKING IDENTIFIERS IN THE VICINITY

NOT located in



FDOT R.O.W *New sign on new pole and new foundation*



Downtown

▲ **Downtown**
Florida State Capitol

- Kleman Plaza
- Civic Center
- Historic Districts
- Public Parking
- Florida A&M University
- Florida State University

← **Cascades Park**
Public Parking

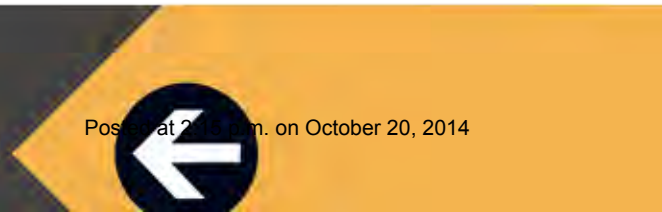
- Amphitheater
- Smokey Hollow Commemoration
- John G. Riley House & Museum
- Capital Cascades Trail



E. Tennessee Street at Franklin, looking west

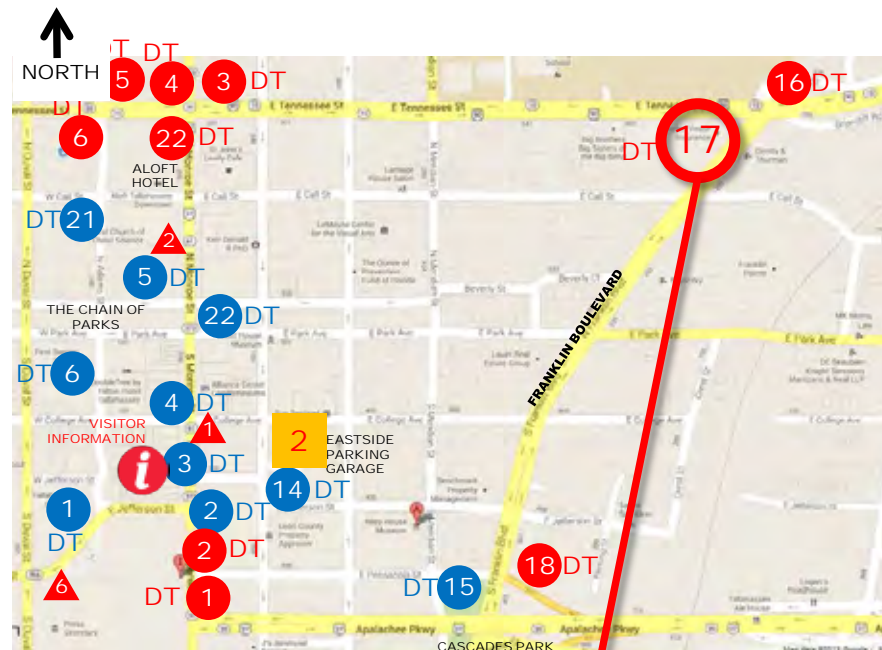
DT VH 16 Vehicular Directional, E. Tennessee St. WB before Franklin Blvd., north side

Downtown Wayfinding Signs DRAFT 7/30/2014



LOCATED IN

DOWNTOWN
CRA



- # = PEDESTRIAN DIRECTIONALS IN THE VICINITY
- # = VEHICULAR DIRECTIONALS IN THE VICINITY
- ▲ = PARKING TRAILBLAZERS IN THE VICINITY
- # = PARKING IDENTIFIERS IN THE VICINITY

FDOT R.O.W *New sign on new pole and new foundation*



Downtown

- Cascades Park →
- Public Parking
- John G. Riley House & Museum
- Capital Cascades Trail
- Capital City Amphitheater
- Smokey Hollow Commemoration



E. Tennessee Street at Franklin, looking east

DT VH **17** Vehicular Directional, E. Tennessee St. EB before Franklin Blvd., south side

Downtown Wayfinding Signs DRAFT 7/30/2014





- # = PEDESTRIAN DIRECTIONALS IN THE VICINITY
- # = VEHICULAR DIRECTIONALS IN THE VICINITY
- ▲ = PARKING TRAILBLAZERS IN THE VICINITY
- # = PARKING IDENTIFIERS IN THE VICINITY

NOT located in



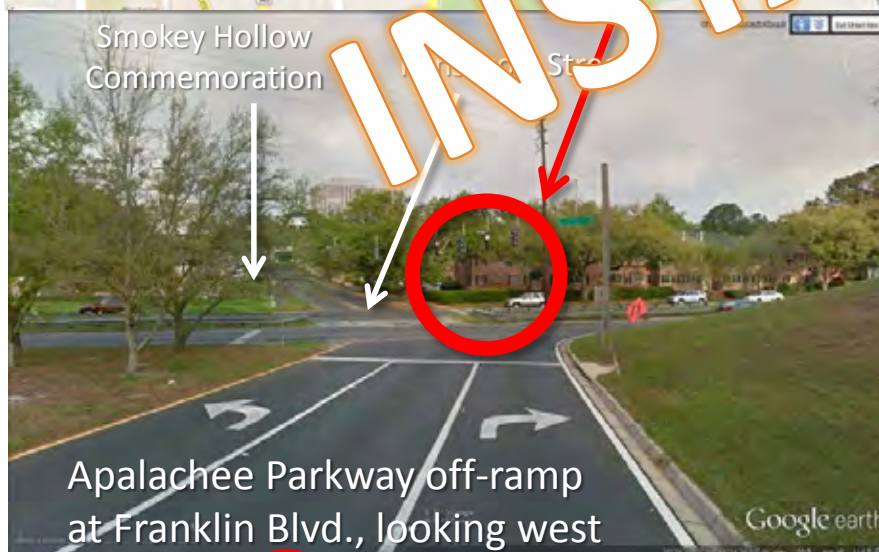
FDOT R.O.W *New sign on new pole and new foundation*



Downtown
 G. Riley House & Museum
 Smokey Hollow Commemoration

Meridian Monument Plaza
 Capital City Amphitheater

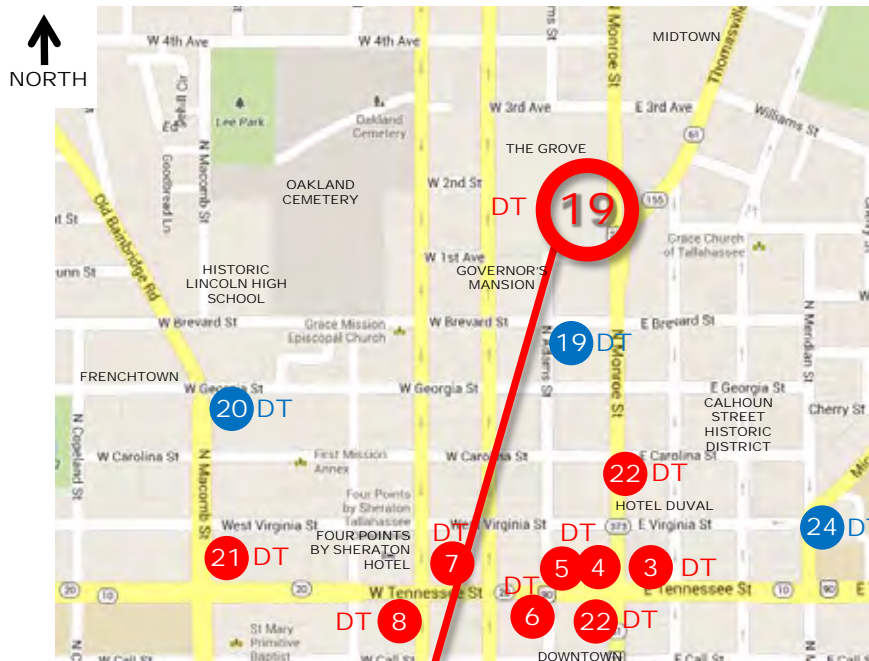
Imagination Fountain
 Electric Building
 Discovery at Cascades
 Korea War Veterans Memorial
 Public Parking



DT VH **18** Vehicular Directional, Apalachee Pkwy off-ramp WB at Franklin Blvd., NE corner

Downtown Wayfinding Signs DRAFT 7/30/2014





- # = PEDESTRIAN DIRECTIONALS IN THE VICINITY
- # = VEHICULAR DIRECTIONALS IN THE VICINITY
- ▲ = PARKING TRAILBLAZERS IN THE VICINITY
- # = PARKING IDENTIFIERS IN THE VICINITY

DIA
or
CRA

FDOT R.O.W *New sign on new pole and new foundation*



Downtown

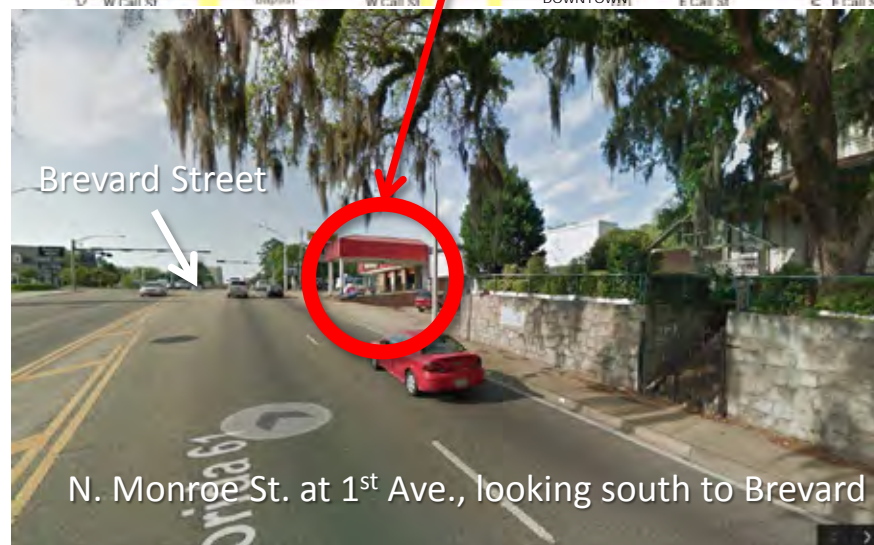
↑ **Downtown**
Florida State Capitol
Public Parking

Leon County Courthouse
The Chain of Parks
Historic Districts
Cascades Park

Governor's Mansion →

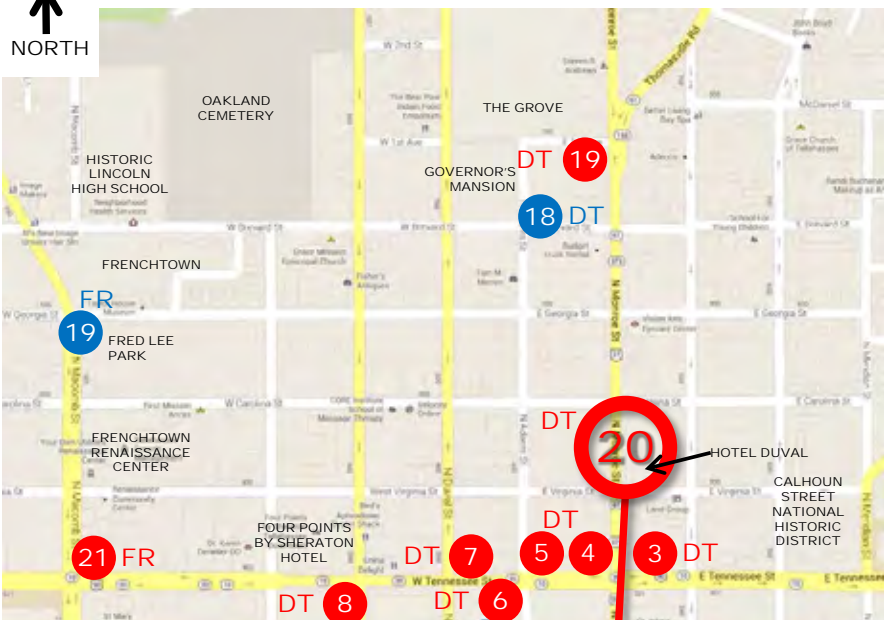
Frenchtown
The Grove

← Calhoun Street Historic District



DT VH **19** Vehicular Directional, N. Monroe St. SB between 1st Ave. and Brevard St., east side
Downtown Wayfinding Signs DRAFT 7/30/2014





- # = PEDESTRIAN DIRECTIONALS IN THE VICINITY
- # = VEHICULAR DIRECTIONALS IN THE VICINITY
- ▲ = PARKING TRAILBLAZERS IN THE VICINITY
- # = PARKING IDENTIFIERS IN THE VICINITY



FDOT R.O.W *New sign on new pole and new foundation*

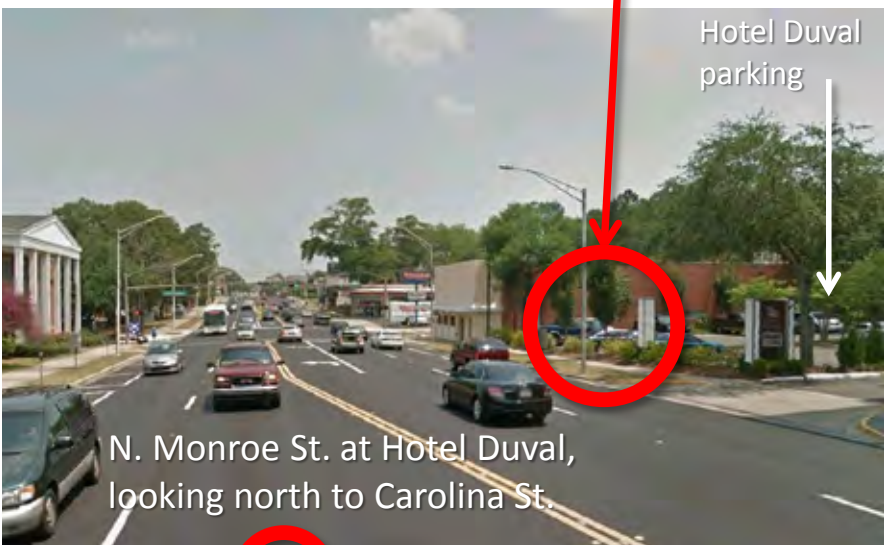


Downtown

↑ Midtown
Lake Ella Park

← The Grove
Governor's Mansion
Frenchtown

Calhoun Street Historic District →



N. Monroe St. at Hotel Duval, looking north to Carolina St.

DT VH 20 Vehicular Directional, N. Monroe St. NB between Virginia and Carolina, east side
Downtown Wayfinding Signs DRAFT 7/30/2014



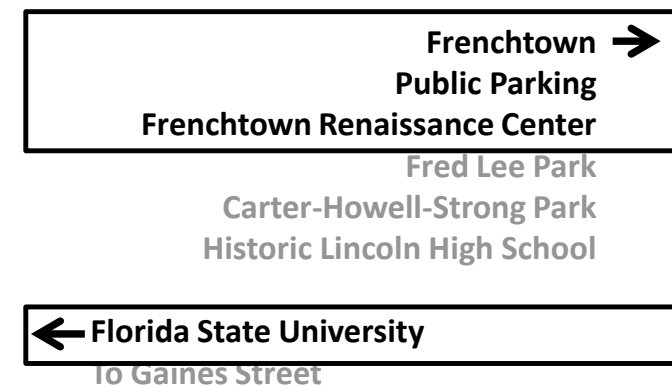


- # = PEDESTRIAN DIRECTIONALS IN THE VICINITY
- # = VEHICULAR DIRECTIONALS IN THE VICINITY
- # = PARKING TRAILBLAZERS IN THE VICINITY
- # = PARKING IDENTIFIERS IN THE VICINITY

LOCATED IN
**FRENCHTOWN
SOUTHSIDE
CRA**

FDOT R.O.W *New sign on new pole and existing foundation*

Frenchtown design theme



DT VH 21 Vehicular Directional, W. Tennessee St. WB at Macomb St., northeast corner

Downtown Wayfinding Signs DRAFT 7/30/2014





- # = PEDESTRIAN DIRECTIONALS IN THE VICINITY
- # = VEHICULAR DIRECTIONALS IN THE VICINITY
- # = PARKING TRAILBLAZERS IN THE VICINITY
- # = PARKING IDENTIFIERS IN THE VICINITY

LOCATED IN
**DIA
DOWNTOWN
CRA**

FDOT R.O.W *New sign on new pole and new foundation*



Downtown

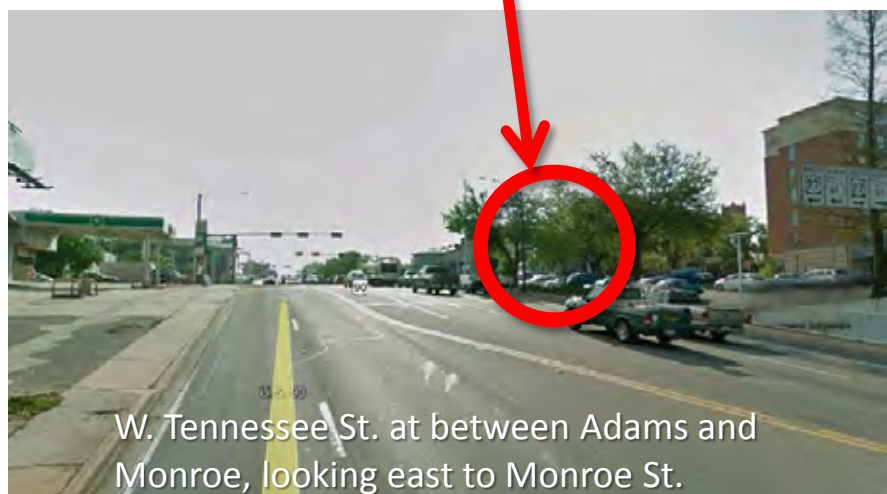
↑ Cascades Park

← Midtown

Calhoun Street Historic District

Downtown →
Florida State Capitol

- Visitor Information
- City Hall
- Leon County Courthouse
- The Chain of Parks
- Park Avenue Historic District



W. Tennessee St. at between Adams and Monroe, looking east to Monroe St.

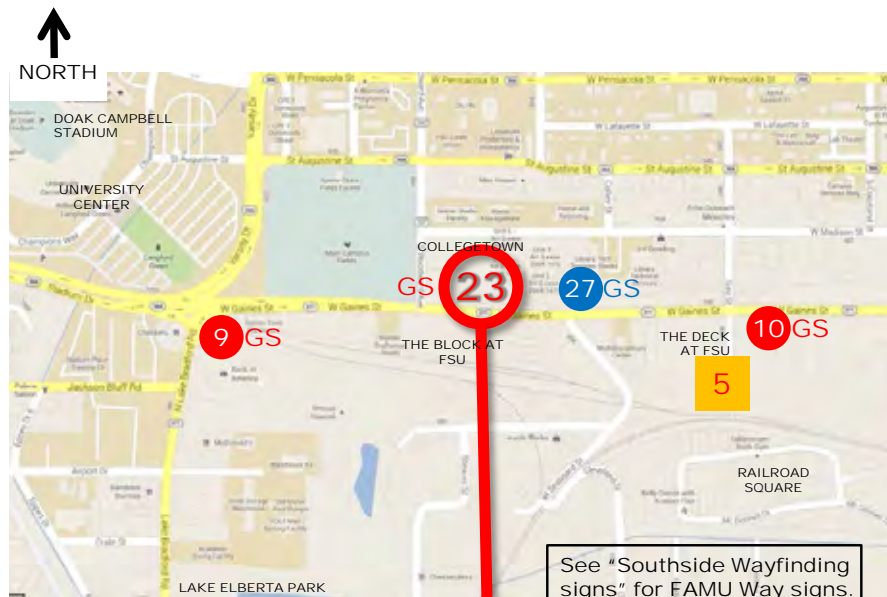
DT VH 22 Vehicular Directional, W. Tennessee St. at N. Monroe St. EB, southwest corner

Downtown Wayfinding Signs DRAFT 7/30/2014



LOCATED IN
**DOWNTOWN
CRA**

- # = PEDESTRIAN DIRECTIONALS IN THE VICINITY
- # = VEHICULAR DIRECTIONALS IN THE VICINITY
- # = PARKING TRAILBLAZERS IN THE VICINITY
- # = PARKING IDENTIFIERS IN THE VICINITY



See "Southside Wayfinding signs" for FAMU Way signs.

COT R.O.W *New sign on new pole and foundation*



Gaines Street

↑ Florida State University Center
Doak Campbell Stadium
Public Parking

← Airport
Lake Elberta Park

Florida State University Campus →



W. Gaines St. west of Stone Valley Way, looking west to Lake Bradford Road

DT VH 23 Vehicular Directional, W. Gaines St. WB between Stone Valley and Woodward, north side

Downtown Wayfinding Signs DRAFT 7/30/2014





Parking Trailblazer signs DT PT-1 through DT PT-6

Parking Trailblazers point in the direction of City-owned public parking garages and lots.

Note that **Vehicular Directional** signs in the vicinity may also point to Public Parking.

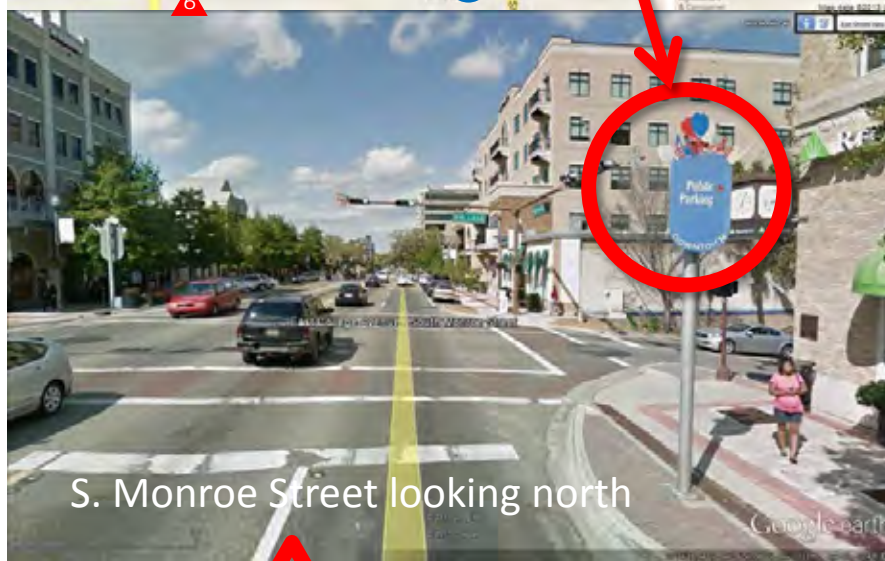
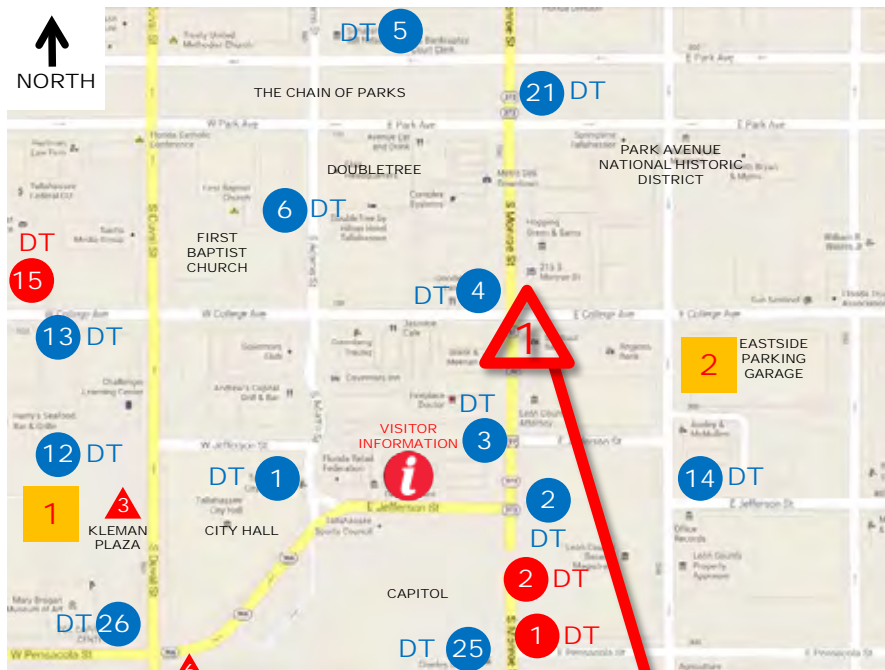
Parking Trailblazers are not themed with a finial.

Downtown Wayfinding Signs DRAFT 7/30/2014



LOCATED IN

DIA
DOWNTOWN
CRA



DT PT 

Parking Trailblazer, S. Monroe St. at College Ave., SE corner

- = PEDESTRIAN DIRECTIONALS IN THE VICINITY
- = VEHICULAR DIRECTIONALS IN THE VICINITY
- = PARKING TRAILBLAZERS IN THE VICINITY
- = PARKING IDENTIFIERS IN THE VICINITY

FDOT R.O.W *New signs on existing pole and foundation*

These signs point to the City parking garage on Calhoun Street.



Faces northbound

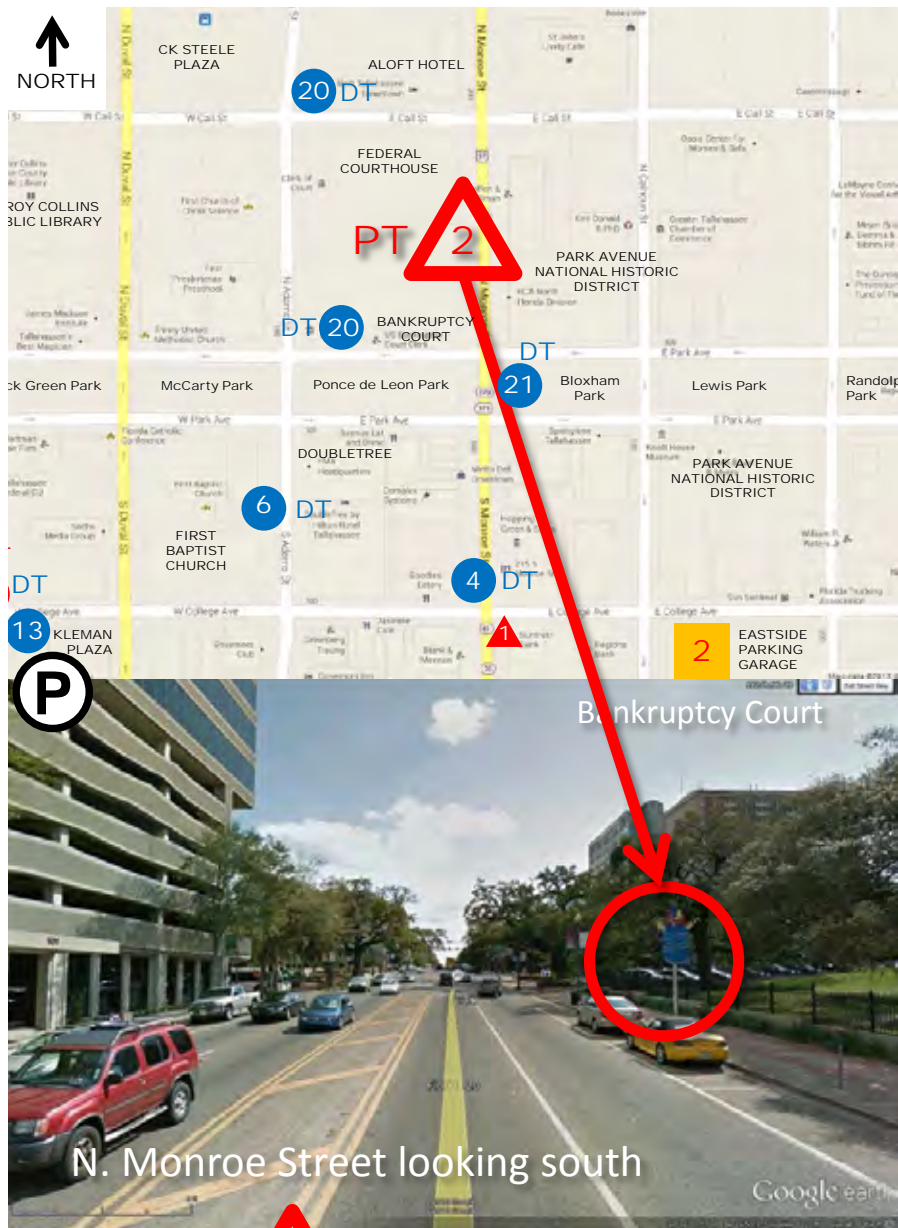


Faces southbound

- Retain existing pole and foundation.
- Remove existing sign face.
- Paint existing pole.
- Replace with two-sided **Parking Trailblazer PT 1**.
- Note: This is the only two-sided trailblazer.

Downtown Wayfinding Signs DRAFT 7/30/2014





- # = PEDESTRIAN DIRECTIONALS IN THE VICINITY
- # = VEHICULAR DIRECTIONALS IN THE VICINITY
- ▲ = PARKING TRAILBLAZERS IN THE VICINITY
- # = PARKING IDENTIFIERS IN THE VICINITY

LOCATED IN
DIA
DOWNTOWN
CRA

FDOT R.O.W *New sign on existing pole and foundation*

This sign points ahead towards the City parking garage on Calhoun Street.
(See Parking Trailblazer PT-1.)



- Retain existing pole and foundation.
- Remove existing sign face.
- Replace with **Parking Trailblazer PT 2.**
- Faces southbound traffic only.

DT PT ▲ **2** Parking Trailblazer, N. Monroe St. SB at Park Ave., east side

Downtown Wayfinding Signs DRAFT 7/30/2014

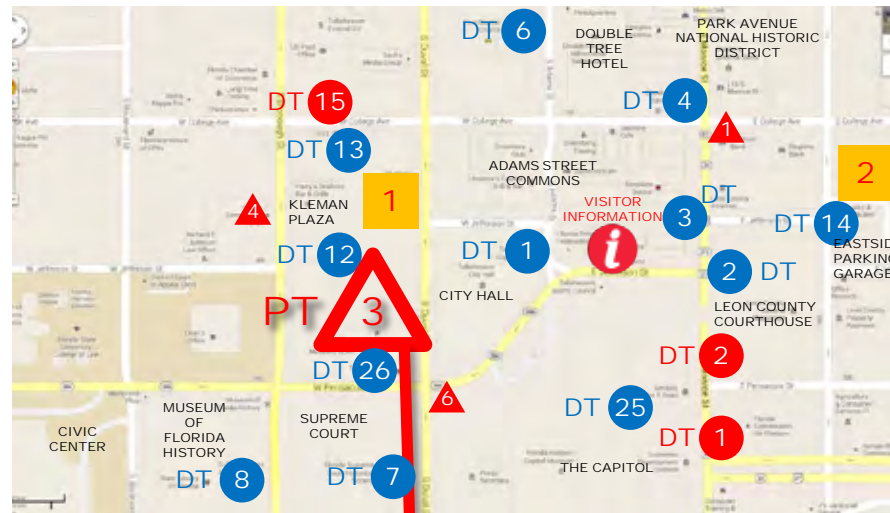


LOCATED IN

**DIA
DOWNTOWN
CRA**

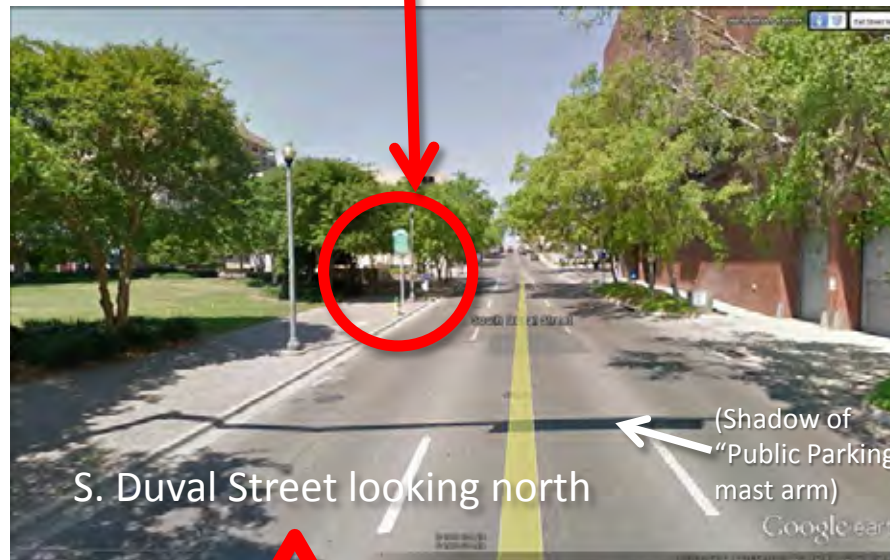


- # = PEDESTRIAN DIRECTIONALS IN THE VICINITY
- # = VEHICULAR DIRECTIONALS IN THE VICINITY
- ▲ = PARKING TRAILBLAZERS IN THE VICINITY
- # = PARKING IDENTIFIERS IN THE VICINITY



COT R.O.W *New sign on existing pole and foundation*

This sign points to the parking garage at Kleman Plaza.

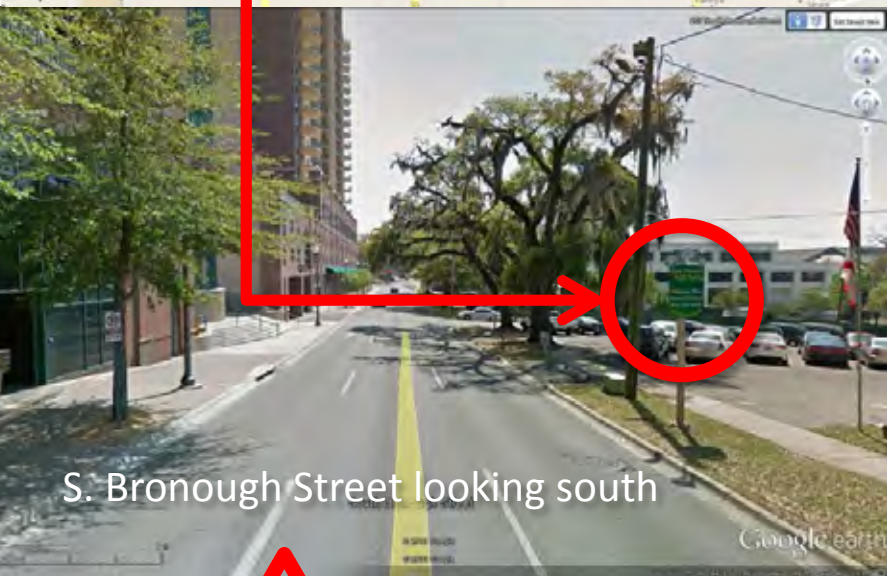
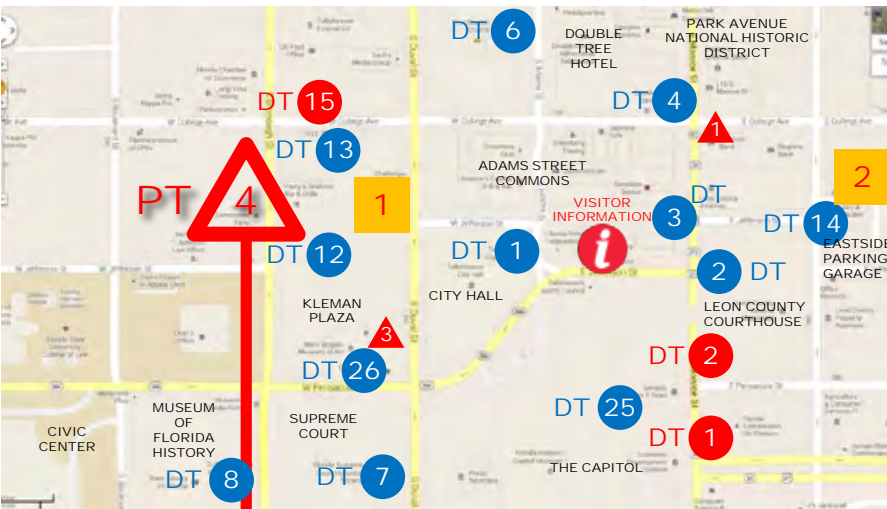


- Retain existing pole and foundation.
- Remove existing sign face.
- Replace with **Parking Trailblazer PT 3**.
- Faces southbound traffic only.

DT PT 3 Parking Trailblazer, S. Duval St. NB at Kleman Plaza, west side

Downtown Wayfinding Signs DRAFT 7/30/2014





DT PT  Parking Trailblazer, S. Bronough St. SB between College and Pensacola, east side

Downtown Wayfinding Signs DRAFT 7/30/2014

- = PEDESTRIAN DIRECTIONALS IN THE VICINITY
- = VEHICULAR DIRECTIONALS IN THE VICINITY
- = PARKING TRAILBLAZERS IN THE VICINITY
- = PARKING IDENTIFIERS IN THE VICINITY

LOCATED IN
**DOWNTOWN
CRA**

COT R.O.W *New sign on existing pole and foundation*

This sign points to the parking garage at Kleman Plaza, ahead.

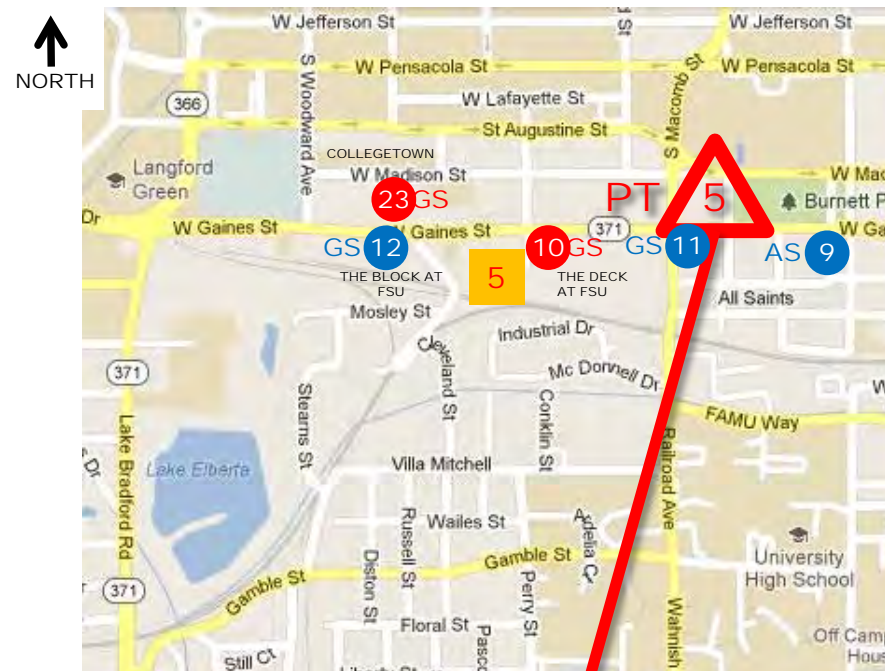


- Retain existing pole and foundation.
- Remove existing sign face.
- Replace with **Parking Trailblazer PT 4.**
- Faces southbound traffic only.



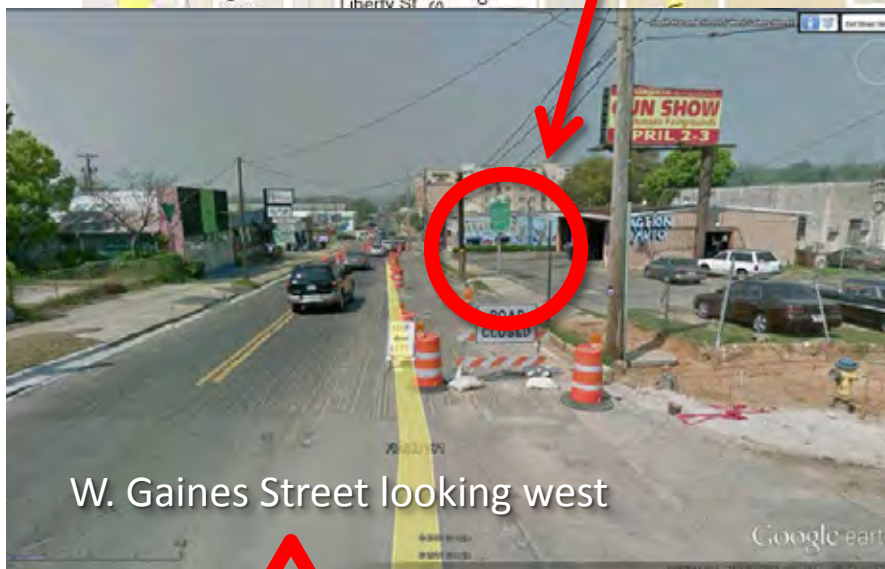
LOCATED IN

DOWNTOWN
CRA



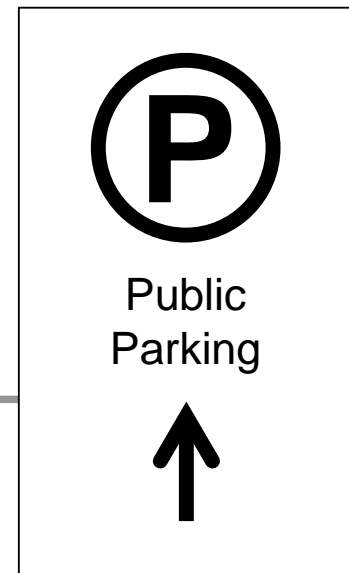
- # = PEDESTRIAN DIRECTIONALS IN THE VICINITY
- # = VEHICULAR DIRECTIONALS IN THE VICINITY
- # = PARKING TRAILBLAZERS IN THE VICINITY
- # = PARKING IDENTIFIERS IN THE VICINITY

COT R.O.W *New sign on existing pole and foundation*



W. Gaines Street looking west

This sign points to the parking garage on Gaines Street at Gay Street.

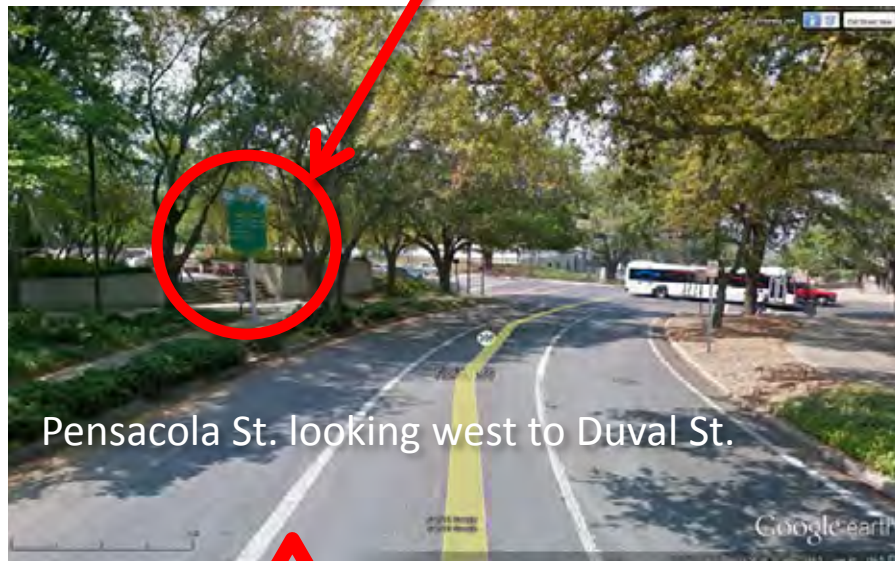


- Retain existing pole and foundation.
- Remove existing sign face.
- Replace with **Parking Trailblazer PT 5.**

DT PT  **Parking Trailblazer, W. Gaines St. WB between Macomb and RR Ave., north side**

Downtown Wayfinding Signs DRAFT 7/30/2014





Pensacola St. looking west to Duval St.

DT PT  Parking Trailblazer, E. Pensacola St. WB between Adams and Duval, south side

Downtown Wayfinding Signs DRAFT 7/30/2014

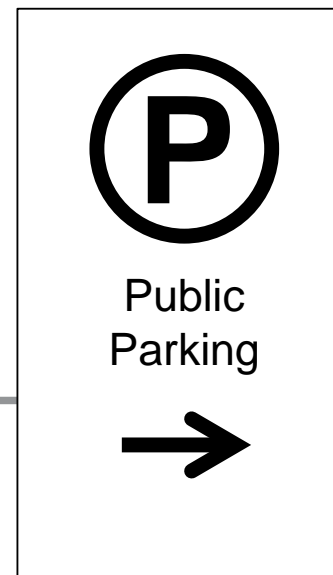
- = PEDESTRIAN DIRECTIONALS IN THE VICINITY
- = VEHICULAR DIRECTIONALS IN THE VICINITY
- = PARKING TRAILBLAZERS IN THE VICINITY
- = PARKING IDENTIFIERS IN THE VICINITY

LOCATED IN



COT R.O.W *New sign on existing pole and foundation*

This sign points to the parking garage at Kleman Plaza.



- Retain existing pole and foundation.
- Remove existing sign face.
- Replace with **Parking Trailblazer PT 6**.
- Faces westbound traffic only.



DT PiD





Parking Identifier signs DT PiD-1 through DT PiD-4

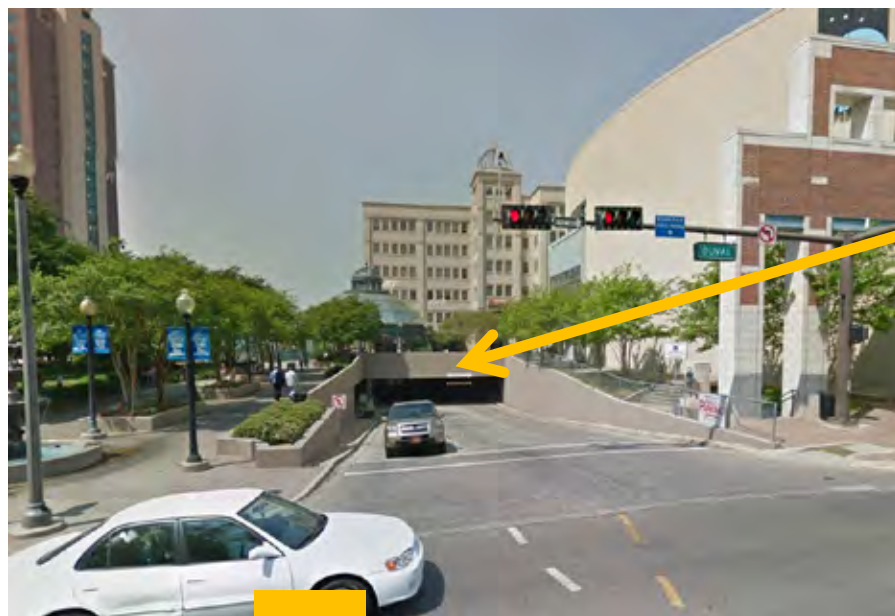
Parking Identifiers are located at the entrances to City-owned parking garages and surface lots.

Downtown Wayfinding Signs DRAFT 7/30/2014





-  = PEDESTRIAN DIRECTIONALS IN THE VICINITY
-  = VEHICULAR DIRECTIONALS IN THE VICINITY
-  = PARKING TRAILBLAZERS IN THE VICINITY
-  = PARKING IDENTIFIERS IN THE VICINITY



Sign Location

DT PID

1

Parking Identifier, S. Duval St. entrance to Kleman Plaza public parking

Downtown Wayfinding Signs DRAFT 7/30/2014





- # = PEDESTRIAN DIRECTIONALS IN THE VICINITY
- # = VEHICULAR DIRECTIONALS IN THE VICINITY
- # = PARKING TRAILBLAZERS IN THE VICINITY
- # = PARKING IDENTIFIERS IN THE VICINITY



Sign Location

EXISTING SIGN WILL BE REMOVED.

DT PiD





2

Parking Identifier, S. Calhoun St. entrance to Eastside garage public parking

Downtown Wayfinding Signs DRAFT 7/30/2014





-  = PEDESTRIAN DIRECTIONALS IN THE VICINITY
-  = VEHICULAR DIRECTIONALS IN THE VICINITY
-  = PARKING TRAILBLAZERS IN THE VICINITY
-  = PARKING IDENTIFIERS IN THE VICINITY



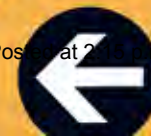
Sign Location

DT PiD

3

Parking Identifier, S. Duval St. entrance to Duval Street surface lot

Downtown Wayfinding Signs DRAFT 7/30/2014





- # = PEDESTRIAN DIRECTIONALS IN THE VICINITY
- # = VEHICULAR DIRECTIONALS IN THE VICINITY
- ▲ = PARKING TRAILBLAZERS IN THE VICINITY
- # = PARKING IDENTIFIERS IN THE VICINITY



Sign Location

DT PiD

4

Parking Identifier, S. Bronough St. entrance to Bronough Street surface lot

Downtown Wayfinding Signs DRAFT 7/30/2014



- = PEDESTRIAN DIRECTIONALS IN THE VICINITY
- = VEHICULAR DIRECTIONALS IN THE VICINITY
- = PARKING TRAILBLAZERS IN THE VICINITY
- = PARKING IDENTIFIERS IN THE VICINITY



Sign Location to be Determined

DT PiD

5

Parking Identifier, W. Gaines St. at The Deck at FSU (699 W. Gaines St.)

Downtown Wayfinding Signs DRAFT 7/30/2014



PP or PK 

Pedestrian Pointer signs
DT PP-1 through DT PP-27

(includes PK Pedestrian Kiosks)

Downtown Wayfinding Signs DRAFT 7/30/2014





DT PP 1 Pedestrian Pointer, S. Adams St. at Jefferson, City Hall Plaza northeast corner

Downtown Wayfinding Signs DRAFT 7/30/2014

- # = PEDESTRIAN DIRECTIONALS IN THE VICINITY
- # = VEHICULAR DIRECTIONALS IN THE VICINITY
- # = PARKING TRAILBLAZERS IN THE VICINITY
- # = PARKING IDENTIFIERS IN THE VICINITY

LOCATED IN

**DIA
DOWNTOWN
CRA**



Downtown

COT R.O.W *New sign on new pole and new foundation*

- NORTH**
- The Chain of Parks
 - Park Avenue National Historic District
 - U.S. Courthouse
 - Leroy Collins Public Library
 - CK Steele Plaza
 - Governor's Mansion
 - The Grove

- SOUTH**
- Florida State Capitol
 - Supreme Court
 - British Olympic Courtyard
 - Civic Center
 - Museum of Florida History

- EAST**
- Kleman Plaza
 - Challenger Learning Center and IMAX Theater
 - Mary Brogan Museum
 - TCC Capitol Center

- WEST**
- Visitor Information
 - Leon County Courthouse
 - Civil Rights Heritage Walk
 - Cascades Park

MAPS A: Downtown B: History and photos





- # = PEDESTRIAN DIRECTIONALS IN THE VICINITY
- # = VEHICULAR DIRECTIONALS IN THE VICINITY
- ▲ = PARKING TRAILBLAZERS IN THE VICINITY
- # = PARKING IDENTIFIERS IN THE VICINITY



COT R.O.W *New sign on new pole and new foundation*



Downtown

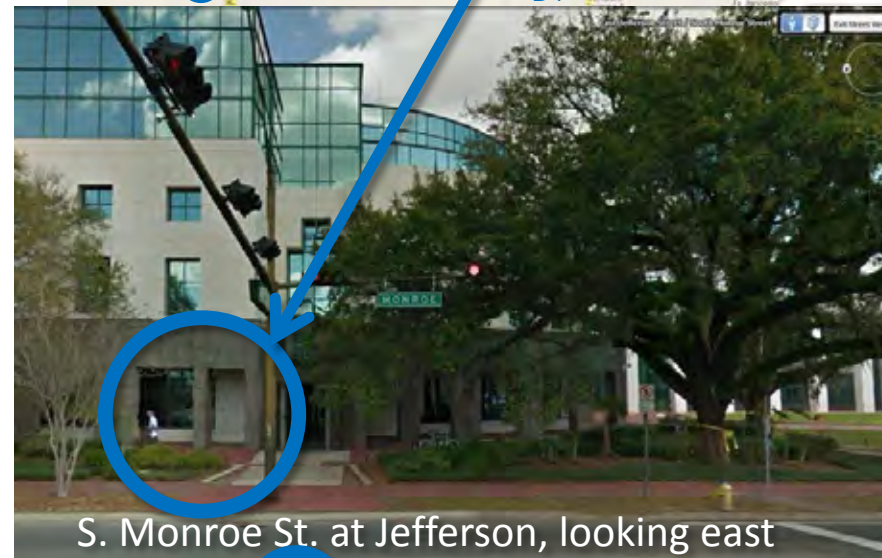
NORTH The Chain of Parks
Park Avenue National Historic District

SOUTH Leon County World War Two Memorial
Florida Veterans Vietnam War Memorial
Historic Union Bank
Cascades Park

EAST *(No pointers)*

WEST Visitor Information
Civil Rights Heritage Walk
City Hall
Florida State Capitol
Kleman Plaza
Public Parking

MAPS A: Downtown B: History and photos



S. Monroe St. at Jefferson, looking east

DT PP 2 Pedestrian Pointer, S. Monroe St., Leon County Courthouse Plaza

Downtown Wayfinding Signs DRAFT 7/30/2014





- # = PEDESTRIAN DIRECTIONALS IN THE VICINITY
- # = VEHICULAR DIRECTIONALS IN THE VICINITY
- # = PARKING TRAILBLAZERS IN THE VICINITY
- # = PARKING IDENTIFIERS IN THE VICINITY

FDOT R.O.W *New sign on new pole and existing foundation*



NORTH The Chain of Parks
Park Avenue National Historic District

SOUTH Visitor Information
Florida State Capitol
City Hall
Leon County Courthouse
Civil Rights Heritage Walk

EAST John G. Riley House & Museum
Smokey Hollow Commemoration
Cascades Park

WEST (no pointers)

MAPS A: Downtown B: History and photos



DT PP **3** Pedestrian Pointer, S. Monroe St. between College and Jefferson, bulb-out on west side

Downtown Wayfinding Signs DRAFT 7/30/2014

Trim trees as required for visibility.





- # = PEDESTRIAN DIRECTIONALS IN THE VICINITY
- # = VEHICULAR DIRECTIONALS IN THE VICINITY
- ▲ = PARKING TRAILBLAZERS IN THE VICINITY
- # = PARKING IDENTIFIERS IN THE VICINITY

LOCATED IN
**DIA
DOWNTOWN
CRA**

FDOT R.O.W *New sign on new pole
and existing foundation*



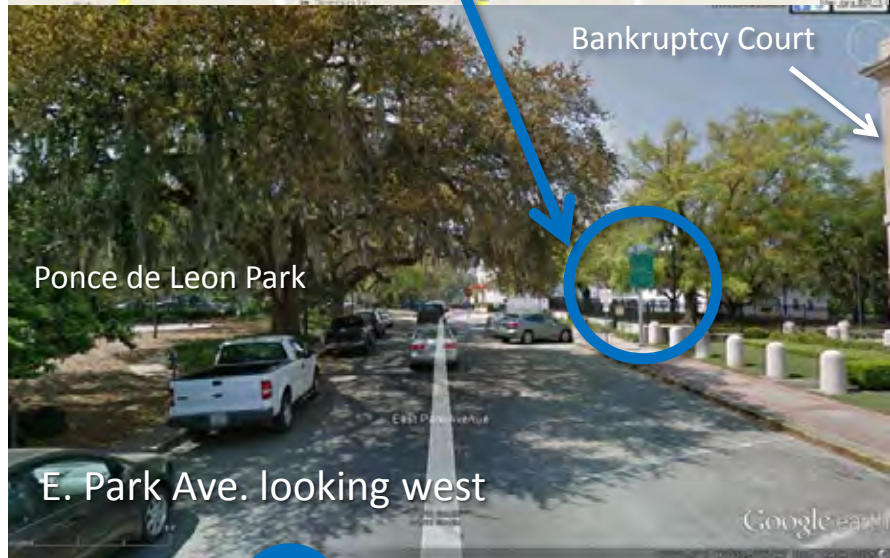
Downtown

- NORTH** The Chain of Parks
Park Avenue National Historic District
- SOUTH** Visitor Information
Florida State Capitol
City Hall
Leon County Courthouse
Civil Rights Heritage Walk
- EAST** To Capital Cascades Trail and Cascades Park
- WEST** Adams Street Commons
Kleman Plaza
Challenger Learning Center and IMAX Theater
Florida State University
- MAPS** A: Downtown B: History and photos

DT PP **4** Pedestrian Pointer, S. Monroe St. at E. College Ave., bulb-out at NW corner

Downtown Wayfinding Signs DRAFT 7/30/2014





DT PP 5 Pedestrian Pointer, E. Park Ave. WB between Monroe and Adams, north side

Downtown Wayfinding Signs DRAFT 7/30/2014

- # = PEDESTRIAN DIRECTIONALS IN THE VICINITY
- # = VEHICULAR DIRECTIONALS IN THE VICINITY
- # = PARKING TRAILBLAZERS IN THE VICINITY
- # = PARKING IDENTIFIERS IN THE VICINITY

COT R.O.W *New sign on new pole and existing foundation*



NORTH Federal Courthouse
C.K. Steele Plaza
Governor's Mansion
The Grove

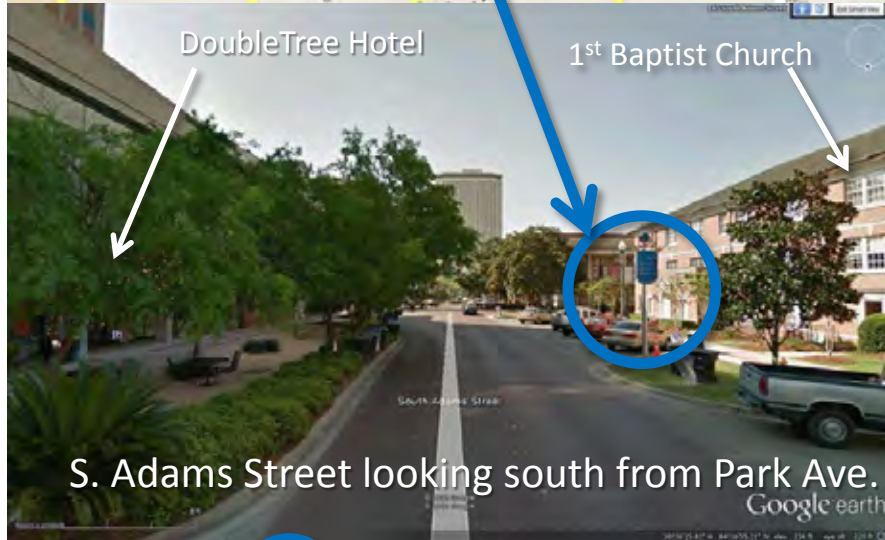
SOUTH Visitor Information
Florida State Capitol
City Hall

EAST Bloxham Park
Lewis Park
Genevieve Randolph Park
LeMoyne Art Institute

WEST McCarty Park
E. Peck Green Park
Cherokee Park
Old City Cemetery
Florida State University

MAPS A: Downtown B: Park Avenue National Historic District map and information





DT PP **6** Pedestrian Pointer, S. Adams St. between Park and College, bulb-out on west side
Downtown Wayfinding Signs DRAFT 7/30/2014

- # = PEDESTRIAN DIRECTIONALS IN THE VICINITY
- # = VEHICULAR DIRECTIONALS IN THE VICINITY
- ▲ = PARKING TRAILBLAZERS IN THE VICINITY
- # = PARKING IDENTIFIERS IN THE VICINITY



COT R.O.W *New sign on new pole and existing foundation*

NORTH Federal Courthouse
C.K. Steele Plaza
Governor's Mansion
The Grove

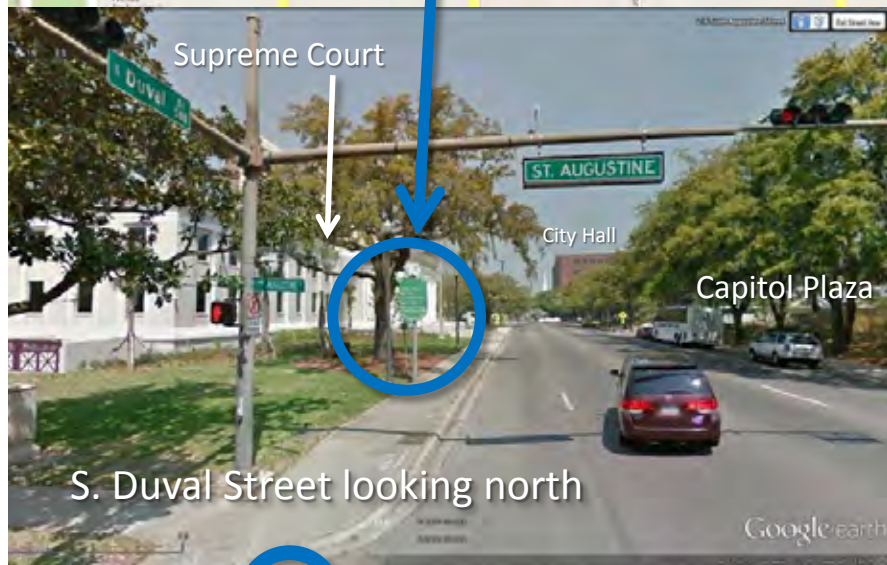
SOUTH Visitor Information
Florida State Capitol
City Hall

EAST Cascades Park

WEST Kleman Plaza
Challenger Learning Center & IMAX Theater
Florida State University

MAPS A: Downtown B: Park Avenue National Historic District map and information





DT PP



Pedestrian Pointer, S. Duval St. between St. Augustine and Pensacola, west side

Downtown Wayfinding Signs DRAFT 7/30/2014

- # = PEDESTRIAN DIRECTIONALS IN THE VICINITY
- # = VEHICULAR DIRECTIONALS IN THE VICINITY
- # = PARKING TRAILBLAZERS IN THE VICINITY
- # = PARKING IDENTIFIERS IN THE VICINITY

COT R.O.W *New sign on new pole and existing foundation*

LOCATED IN



Downtown

NORTH Klemm Plaza
Public Parking
City Hall
The Chain of Parks
Park Avenue National Historic District

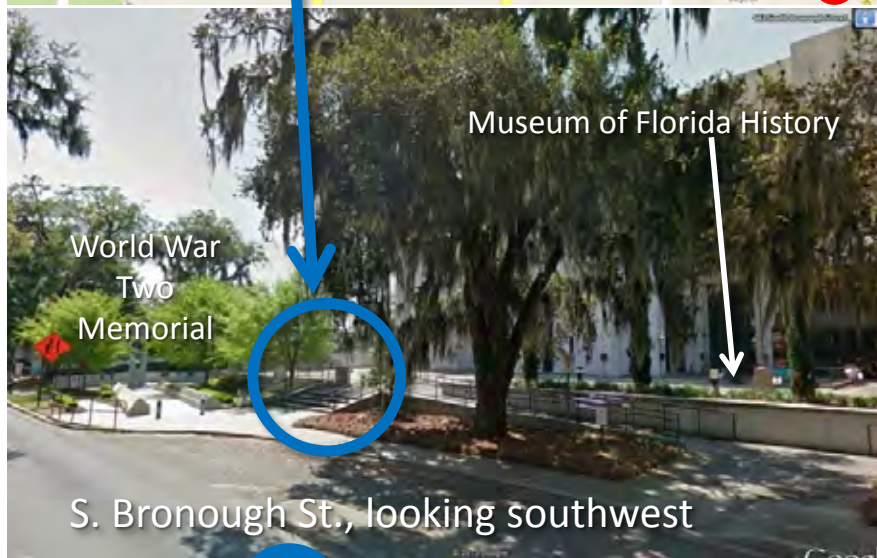
SOUTH To Gaines Street

EAST Florida State Capitol

WEST Civic Center
Florida State University

MAPS A: Downtown B: Capitol Complex and state buildings





DT PP 8 Pedestrian Pointer, S. Bronough St. between Pensacola and Madison, west side

Downtown Wayfinding Signs DRAFT 7/30/2014

- # = PEDESTRIAN DIRECTIONALS IN THE VICINITY
- # = VEHICULAR DIRECTIONALS IN THE VICINITY
- # = PARKING TRAILBLAZERS IN THE VICINITY
- # = PARKING IDENTIFIERS IN THE VICINITY

COT R.O.W. *New sign on new pole*
Verify R.O.W. *and new foundation*



Downtown



NORTH Klemman Plaza
Public Parking
Florida State Capitol
The Chain of Parks
Park Avenue National Historic District

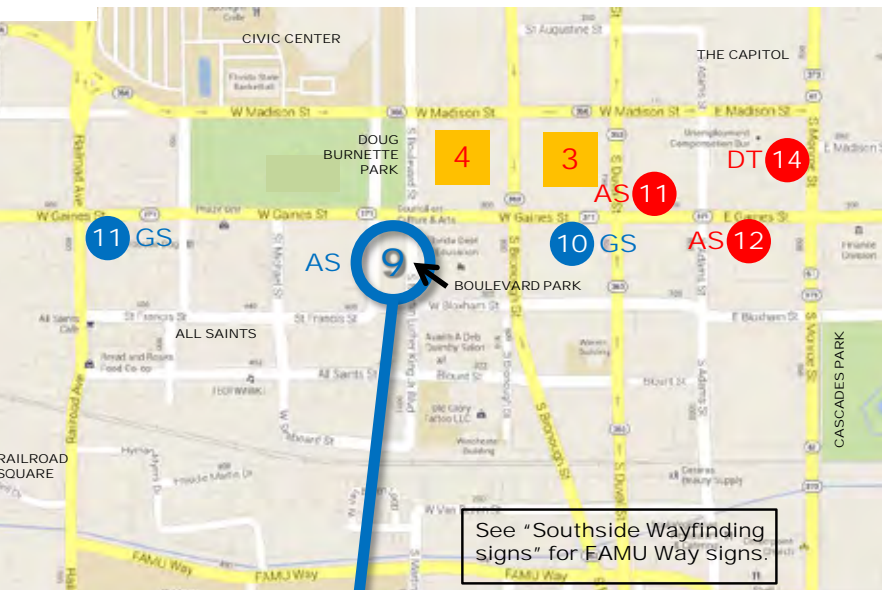
SOUTH Florida World War Two Memorial
To Gaines Street

EAST (No pointers)

WEST (No pointers)

MAPS A: Downtown B: Capitol Complex and state buildings





DT PK 9 Pedestrian Kiosk, Boulevard Park

- # = PEDESTRIAN DIRECTIONALS IN THE VICINITY
- # = VEHICULAR DIRECTIONALS IN THE VICINITY
- # = PARKING TRAILBLAZERS IN THE VICINITY
- # = PARKING IDENTIFIERS IN THE VICINITY

COT R.O.W *New sign on new pole and new foundation*

LOCATED IN
DIA
FRENCHTOWN
SOUTHSIDE
CRA
**ALL SAINTS
THEME**

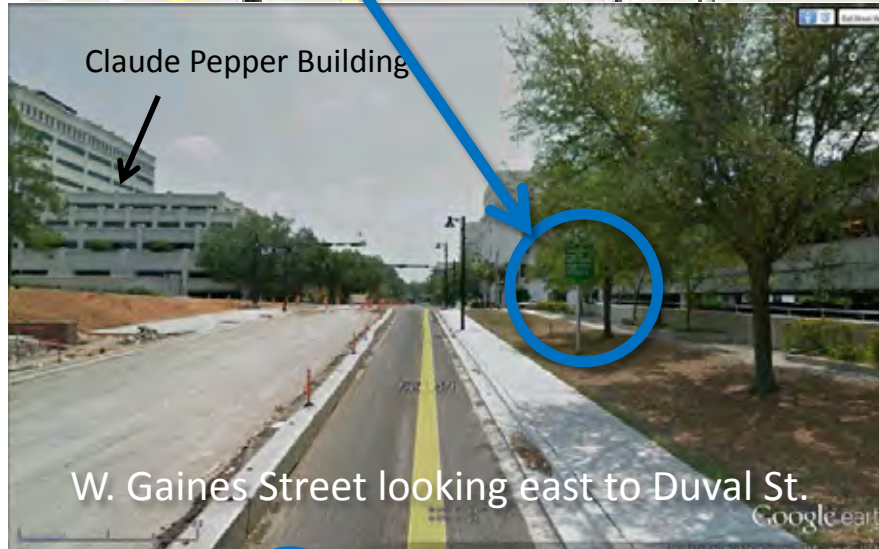
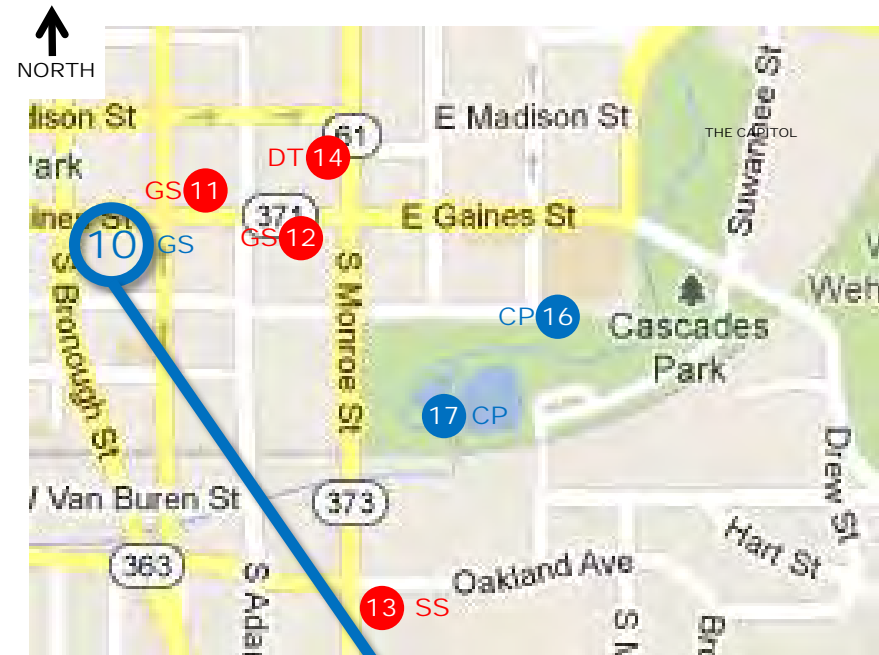
(no pointers)

MAPS A: Downtown B: All Saints neighborhood

See "Southside Wayfinding signs" for FAMU Way signs.

Downtown Wayfinding Signs DRAFT 7/30/2014





DT PP **10** Pedestrian Pointer, W. Gaines St. between Bronough and Duval, south side

Downtown Wayfinding Signs DRAFT 7/30/2014

- # = PEDESTRIAN DIRECTIONALS IN THE VICINITY
- # = VEHICULAR DIRECTIONALS IN THE VICINITY
- ▲ = PARKING TRAILBLAZERS IN THE VICINITY
- # = PARKING IDENTIFIERS IN THE VICINITY

COT R.O.W *New sign on new pole and existing foundation*



LOCATED IN
DIA
DOWNTOWN
CRA

Gaines Street

- NORTH** Kleman Plaza
Public Parking
Florida State Capitol
Museum of Florida History
Florida Supreme Court
The Chain of Parks
Park Avenue National Historic District

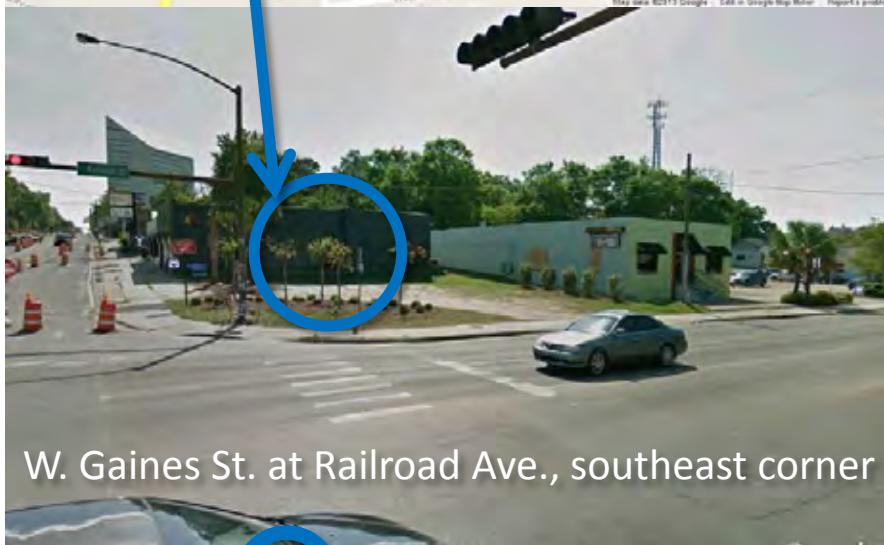
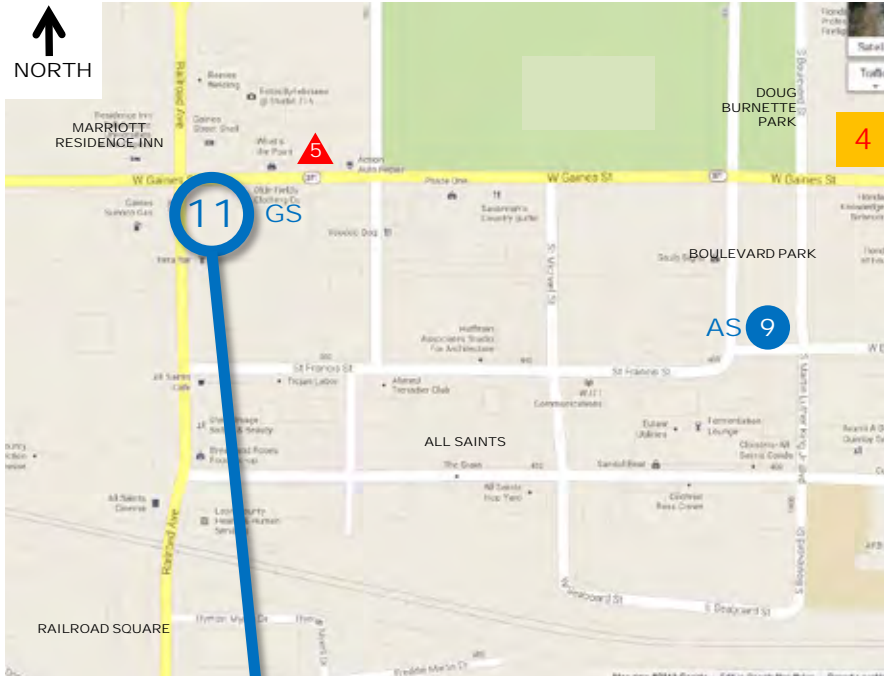
SOUTH *(No pointers)*

EAST Downtown
Cascades Park

WEST Doug Burnett Park
All Saints
Railroad Square

MAPS A: Downtown B: Gaines Street





W. Gaines St. at Railroad Ave., southeast corner

DT PP **11**

Pedestrian Pointer, W. Gaines St. at Railroad Ave., southeast corner

Downtown Wayfinding Signs DRAFT 7/30/2014

- # = PEDESTRIAN DIRECTIONALS IN THE VICINITY
- # = VEHICULAR DIRECTIONALS IN THE VICINITY
- ▲ = PARKING TRAILBLAZERS IN THE VICINITY
- # = PARKING IDENTIFIERS IN THE VICINITY

LOCATED IN

FRENCHTOWN
SOUTHSIDE
CRA

PRIVATE *New sign on new pole
and new foundation*



Gaines Street

NORTH Civic Center
Public Parking
Turnbull Conference Center
Park Avenue National Historic District
Frenchtown

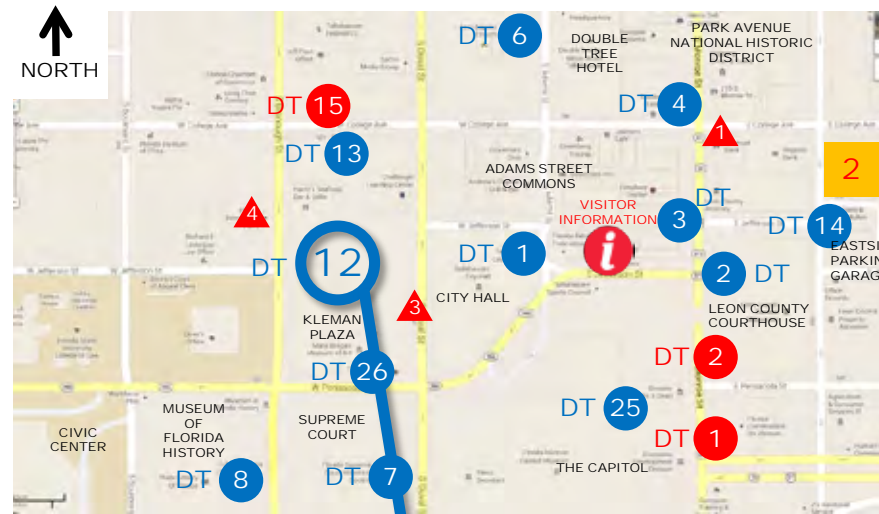
SOUTH All Saints
Railroad Square
FAMU Way
Florida A&M University

EAST Doug Burnette Park
Boulevard Park
All Saints
Downtown
Florida State Capitol
Cascades Park

WEST Florida State University Center
Doak Campbell Stadium

MAPS A: Downtown B: Gaines Street





- # = PEDESTRIAN DIRECTIONALS IN THE VICINITY
- # = VEHICULAR DIRECTIONALS IN THE VICINITY
- ▲ = PARKING TRAILBLAZERS IN THE VICINITY
- # = PARKING IDENTIFIERS IN THE VICINITY

LOCATED IN
**DIA
DOWNTOWN
CRA**

COT R.O.W *New sign on new pole and new foundation; replaces prototype.*



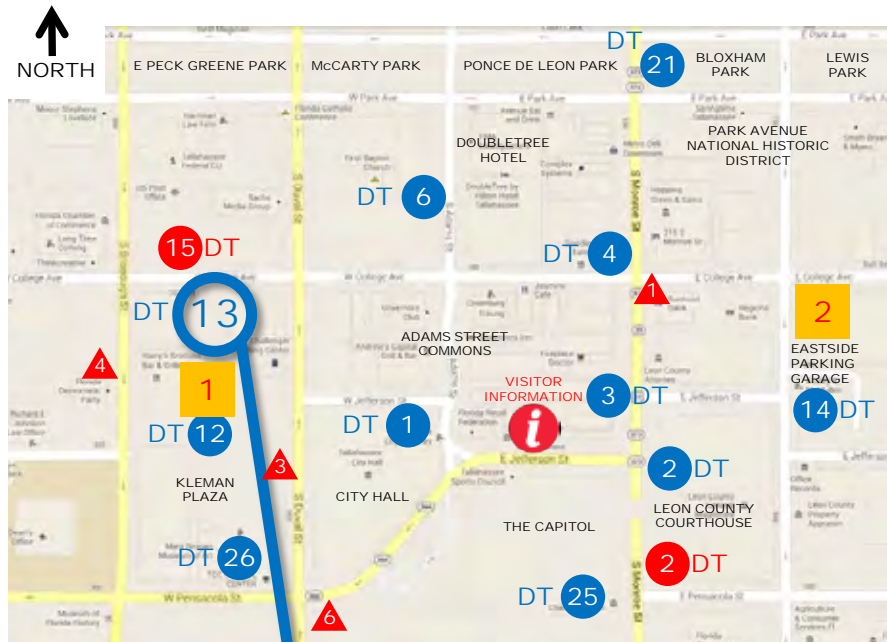
DT PP 12 Pedestrian Pointer, Kleman Plaza near parking rotunda

- NORTH** Challenger Learning Center & IMAX Theater
The Chain of Parks
Park Avenue National Historic District
- SOUTH** Mary Brogan Museum
TCC Capital Center
Florida State Capitol
Supreme Court
Museum of Florida History
To Gaines Street
- EAST** City Hall
Visitor Information
Leon County Courthouse
Adams Street Commons
Civil Rights Heritage Walk
- WEST** Steve Meisburg Amphitheater
Public Parking Elevators
Florida State University

MAPS A: Downtown B: Kleman Plaza

Downtown Wayfinding Signs DRAFT 7/30/2014





- # = PEDESTRIAN DIRECTIONALS IN THE VICINITY
- # = VEHICULAR DIRECTIONALS IN THE VICINITY
- # = PARKING TRAILBLAZERS IN THE VICINITY
- # = PARKING IDENTIFIERS IN THE VICINITY

LOCATED IN

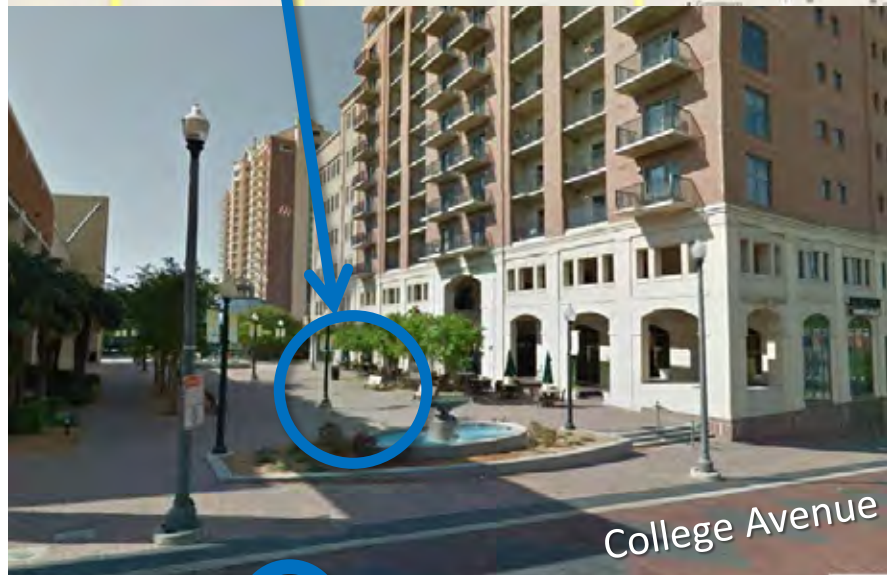


Downtown

COT R.O.W *New sign on new foundation*

(no pointers)

MAPS A: Downtown B: All Saints neighborhood



DT PK 13 Pedestrian Kiosk, Kleman Plaza north at College Ave.

Downtown Wayfinding Signs DRAFT 7/30/2014





- # = PEDESTRIAN DIRECTIONALS IN THE VICINITY
- # = VEHICULAR DIRECTIONALS IN THE VICINITY
- ▲ = PARKING TRAILBLAZERS IN THE VICINITY
- # = PARKING IDENTIFIERS IN THE VICINITY

LOCATED IN
DIA
DOWNTOWN
CRA

COT R.O.W *New sign on new foundation*

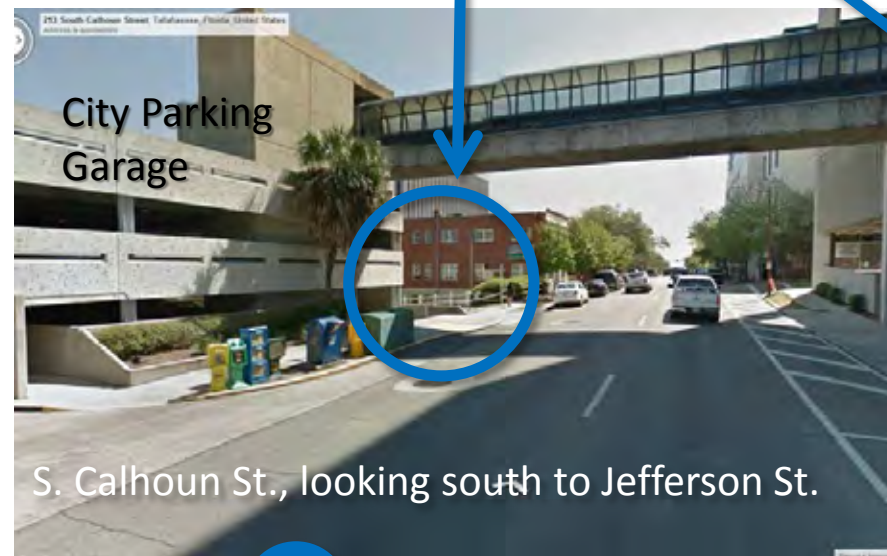


Downtown

(no pointers)

MAPS A: Downtown

B: Graphic motif towards street



S. Calhoun St., looking south to Jefferson St.



Locate new Parking Identifier sign over entrance

DT PP **14**

Pedestrian Pointer, S. Calhoun St. between College and Jefferson, east side

Downtown Wayfinding Signs DRAFT 7/30/2014





- # = PEDESTRIAN DIRECTIONALS IN THE VICINITY
- # = VEHICULAR DIRECTIONALS IN THE VICINITY
- ▲ = PARKING TRAILBLAZERS IN THE VICINITY
- # = PARKING IDENTIFIERS IN THE VICINITY

LOCATED IN



COT R.O.W *New sign on new pole and new foundation*



Cascades Park

NORTH John G. Riley House & Museum
Park Avenue National Historic District

SOUTH Martin Luther King Monument Plaza
Capital City Amphitheater
Imagination Fountain
Electric Building
Public Restrooms

EAST To Capital Cascades Trail

WEST Florida State Capitol
City Hall
Leon County Courthouse
Civil Rights Heritage Walk
Visitor Information

SOUTHEAST
Smokey Hollow National Historic District
De Soto Encampment Site
Discovery @ Cascades

MAPS A: Downtown B: Cascades Park



DT PP



Pedestrian Pointers, S. Meridian St. at Pensacola, southeast corner

Downtown Wayfinding Signs DRAFT 7/30/2014





DT PP 15

Pedestrian Pointers, S. Meridian St. at Pensacola, southeast corner

Downtown Wayfinding Signs DRAFT 7/30/2014





- # = PEDESTRIAN DIRECTIONALS IN THE VICINITY
- # = VEHICULAR DIRECTIONALS IN THE VICINITY
- # = PARKING TRAILBLAZERS IN THE VICINITY
- # = PARKING IDENTIFIERS IN THE VICINITY

LOCATED IN



Cascades Park

COT R.O.W *New sign on new pole and foundation*

NORTH Historic Waterworks and Leon County

SOUTH Myers Park Historic District
Monroe Street Pedestrian Bridge

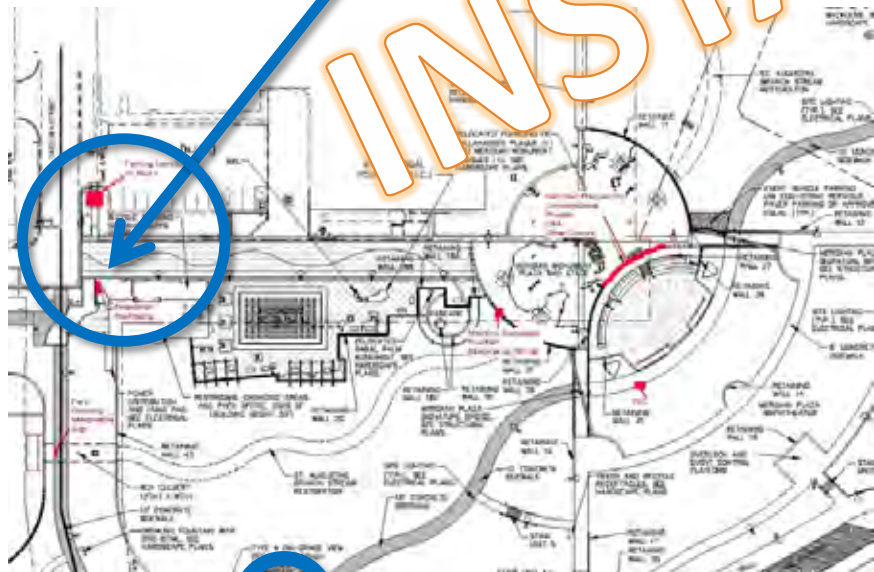
EAST Capital City Amphitheater
Meridian Monument Plaza
Imagination Fountain
Public Restrooms
Discovery @ Cascades

WEST Centennial Field Commemorative Plaza

SOUTHEAST
Electric Building

MAPS A: Downtown B: Cascades Park

INSTALLED



DT PP 16 Pedestrian Pointers, Bloxham St. at S. Gadsden St.

Downtown Wayfinding Signs DRAFT 7/30/2014





DT PP 16

Pedestrian Pointers, Bloxham St. at S. Gadsden St.

RAFT 7/30/2014





- # = PEDESTRIAN DIRECTIONALS IN THE VICINITY
- # = VEHICULAR DIRECTIONALS IN THE VICINITY
- ▲ = PARKING TRAILBLAZERS IN THE VICINITY
- # = PARKING IDENTIFIERS IN THE VICINITY

COT R.O.W *New sign on new pole and foundation*



LOCATED IN
DIA
DOWNTOWN
CRA

Cascades Park

- NORTH **Imperial Fountain**
Public Restrooms
- NORTH-NORTHWEST **Centennial Field Commemorative Plaza**
- SOUTH **Myers Park Historic District**
Monroe Street Pedestrian Bridge
- SOUTHEAST **Electric Building**
- EAST-NORTHEAST **Electric Building**
Public Restrooms
Meridian Monument Plaza
Capital City Amphitheater
Smokey Hollow Commemoration
- WEST **Capital Health Plan Trail and Bike Path**
Monroe Street Gateway
- WEST-NORTHWEST **Boca Chuba Pond**

MAPS **A: Downtown** **B: Cascades Park**

INSTALLED

DT PP **17** **Pedestrian Pointers, S. Gadsden St. at Cascades Park Lane**

Downtown Wayfinding Signs DRAFT 7/30/2014



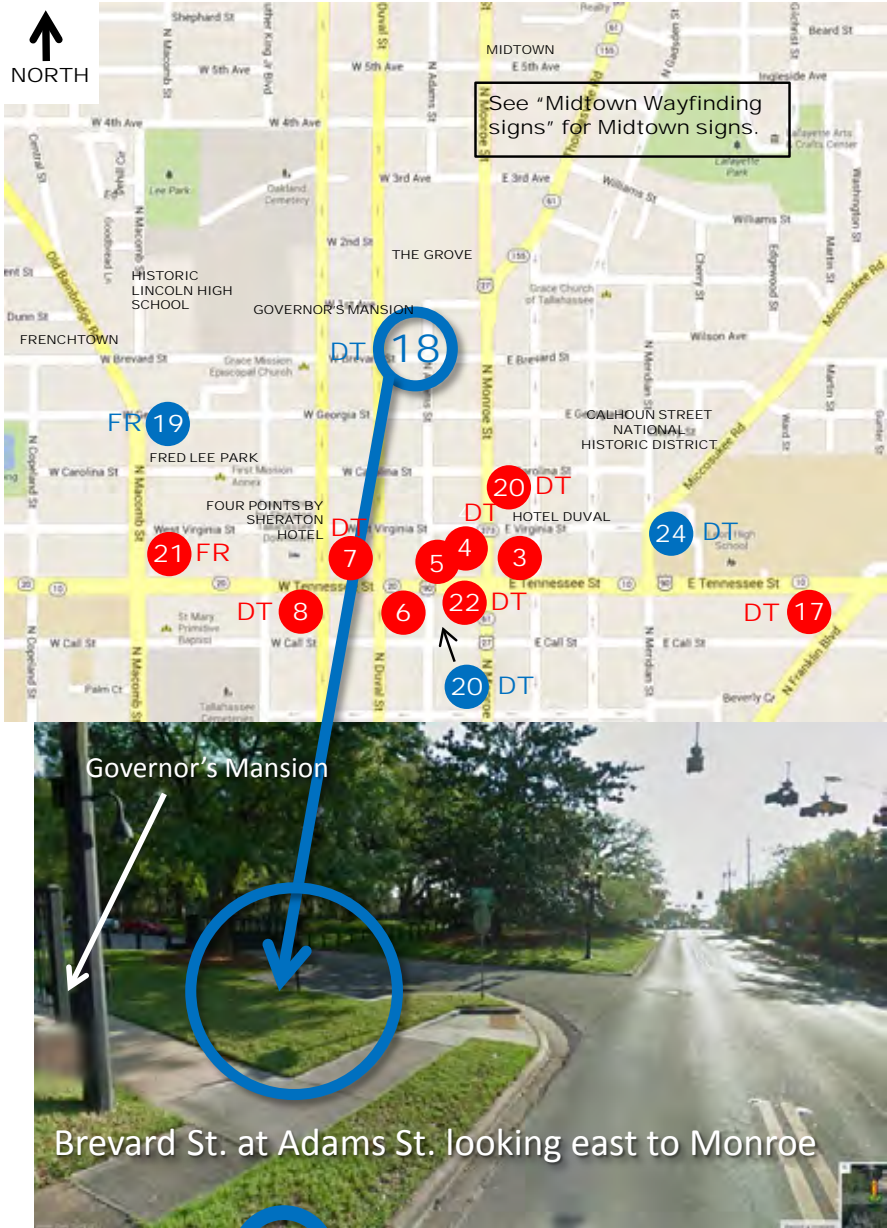


DT PP 17

Pedestrian Pointers, S. Gadsden St.at Cascades Park Lane

Downtown Wayfinding Signs DRAFT 7/30/2014





DT PP 18 Pedestrian Pointers, N. Adams St. at Brevard St.

Downtown Wayfinding Signs DRAFT 7/30/2014

- # = PEDESTRIAN DIRECTIONALS IN THE VICINITY
- # = VEHICULAR DIRECTIONALS IN THE VICINITY
- # = PARKING TRAILBLAZERS IN THE VICINITY
- # = PARKING IDENTIFIERS IN THE VICINITY

NOT located in
DIA
or
CRA

COT R.O.W *New sign on new pole and new foundation*



Downtown

- NORTH** The Grove
Governor's Mansion
- SOUTH** Downtown
Park Avenue Historic District
Florida State Capitol
- EAST** Calhoun Street Historic District
- WEST** Frenchtown
Historic Lincoln High School and Community Center
Oakland Cemetery
- MAPS** A: Downtown B: The Grove and Governor's Mansion vicinity





- # = PEDESTRIAN DIRECTIONALS IN THE VICINITY
- # = VEHICULAR DIRECTIONALS IN THE VICINITY
- ▲ = PARKING TRAILBLAZERS IN THE VICINITY
- # = PARKING IDENTIFIERS IN THE VICINITY

LOCATED IN
**FRENCHTOWN
SOUTHSIDE
CRA**

COT R.O.W *New sign on new pole
and new foundation*

**Theme:
Frenchtown**

NORTH Oakland Cemetery
Lincoln Community Center
Historic Lincoln High School

SOUTH FSU
Frenchtown Renaissance Center

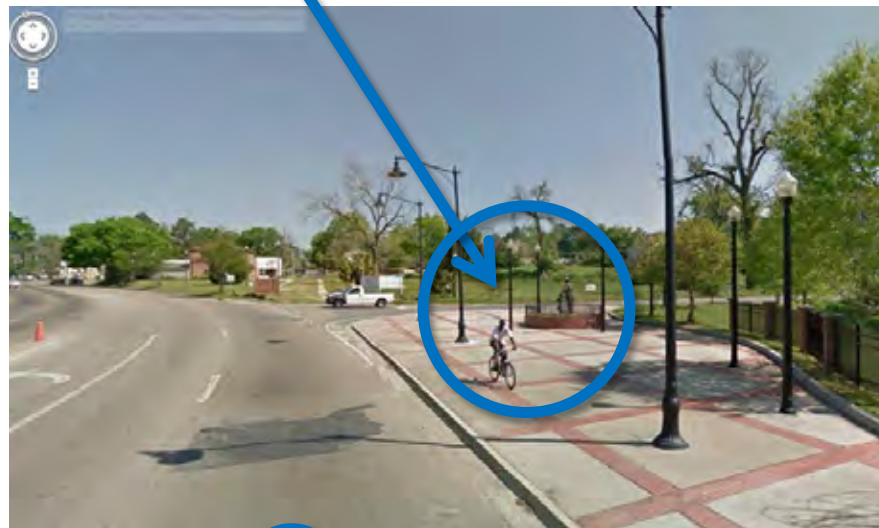
EAST Governor's Mansion
The Grove
Calhoun Street Historic District
Midtown

WEST Carter Howell Strong Park

MAPS

A: Downtown

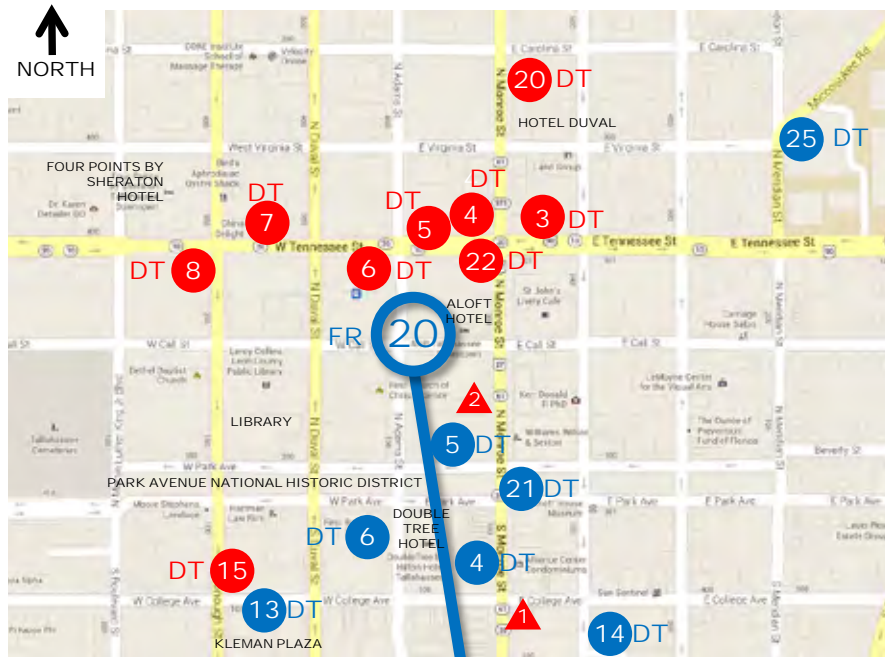
B: Frenchtown or Frenchtown history or Who was Fred Lee?



DT PP **19** Pedestrian Pointers, N. Macomb St. at Georgia St. at Fred Lee Park

Downtown Wayfinding Signs DRAFT 7/30/2014





- # = PEDESTRIAN DIRECTIONALS IN THE VICINITY
- # = VEHICULAR DIRECTIONALS IN THE VICINITY
- ▲ = PARKING TRAILBLAZERS IN THE VICINITY
- # = PARKING IDENTIFIERS IN THE VICINITY

COT R.O.W *New sign on new pole and foundation*



NORTH Frenchtown
Governor's Mansion
The Grove
Midtown

SOUTH Florida State Capitol
City Hall
Chain of Parks
Park Avenue Historic District
Visitor Information

EAST Calhoun Street Historic District

WEST FSU
Old City Cemetery

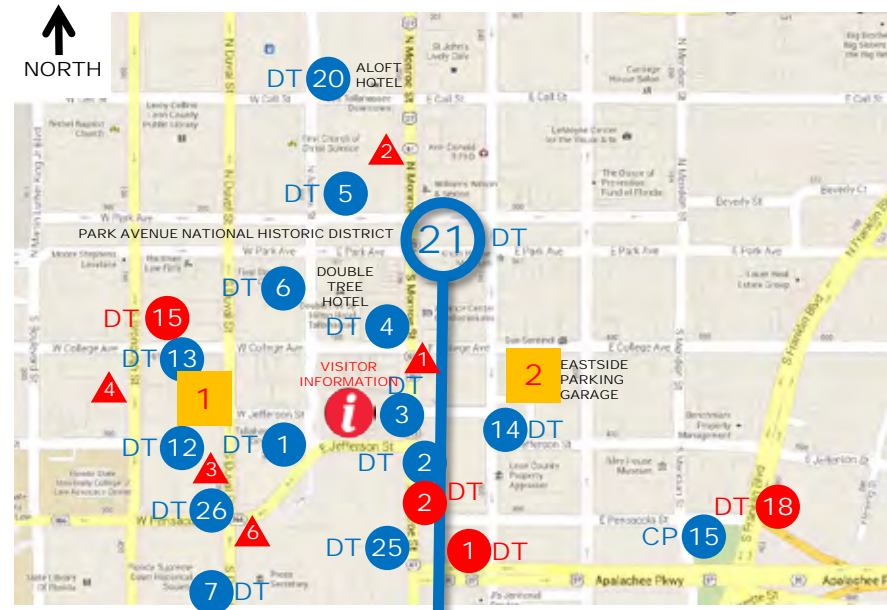
MAPS A: Downtown B: Adams Street



DT PP 20 Pedestrian Pointers, N. Adams St. at Call St., northeast corner

Downtown Wayfinding Signs DRAFT 7/30/2014





- # = PEDESTRIAN DIRECTIONALS IN THE VICINITY
- # = VEHICULAR DIRECTIONALS IN THE VICINITY
- ▲ = PARKING TRAILBLAZERS IN THE VICINITY
- # = PARKING IDENTIFIERS IN THE VICINITY

LOCATED IN
**DIA
DOWNTOWN
CRA**

COT R.O.W *New sign on new pole and new foundation*



Downtown

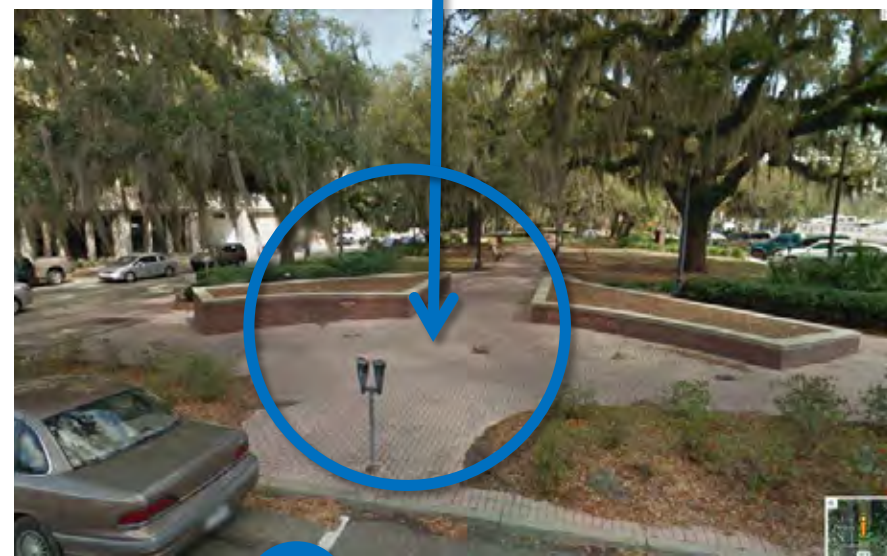
NORTH Calhoun Street National Historic District
Midtown

SOUTH Florida State Capitol
City Hall
Leon County Courthouse
Visitor Information

EAST Lewis Park
Genevieve Randolph Park
LeMoyne Art Foundation

WEST Ponce de Leon Park
McCarty Park
E. Peck Greene Park
Cherokee Park
Old City Cemetery
Governors Walk

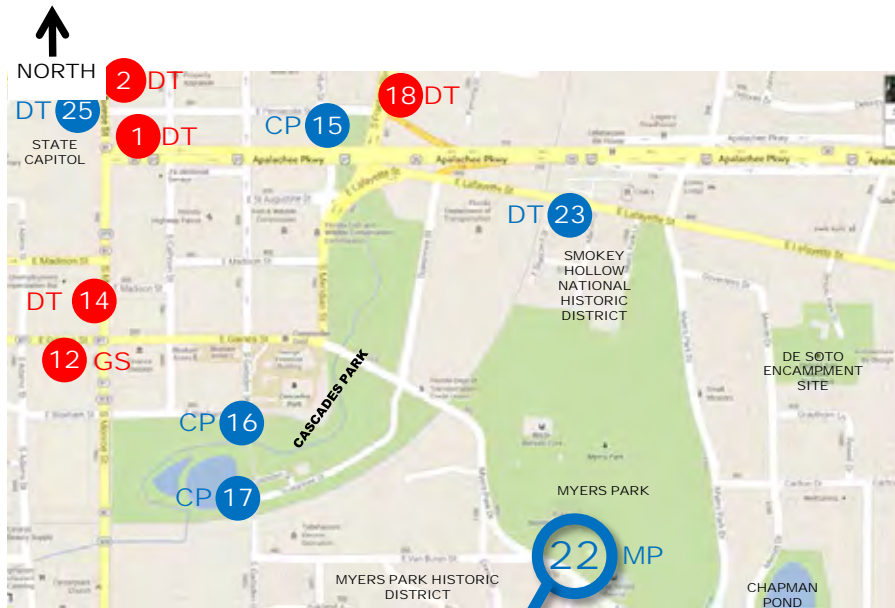
MAPS A: Downtown B: Park Avenue National Historic District



DT PP **21** Pedestrian Pointers, Bloxham Park at Monroe St.

Downtown Wayfinding Signs DRAFT 7/30/2014





- # = PEDESTRIAN DIRECTIONALS IN THE VICINITY
- # = VEHICULAR DIRECTIONALS IN THE VICINITY
- ▲ = PARKING TRAILBLAZERS IN THE VICINITY
- # = PARKING IDENTIFIERS IN THE VICINITY

NOT located in



COT R.O.W *New sign on new pole and new foundation*



Myers Park

NORTH Public Restrooms

SOUTH Capital City Country Club
Country Club Park

EAST Smokey Hollow National Historic District
Chapman Pond
Old Fort Park
De Soto Encampment Site
Governor Martin House

WEST Cascades Park
Wade Wehunt Municipal Pool

MAPS A: Downtown B: Myers Park Historic District



DT PP



Pedestrian Pointers, Myers Park Dr. at Golf Terrace Dr., in Myers Park

Downtown Wayfinding Signs DRAFT 7/30/2014





COT R.O.W *New sign on new pole
and new foundation*



Myers Park

DT PP **22** Pedestrian Pointers, Myers Park Dr. at Golf Terrace Dr., in Myers Park

Downtown Wayfinding Signs DRAFT 7/30/2014





- # = PEDESTRIAN DIRECTIONALS IN THE VICINITY
- # = VEHICULAR DIRECTIONALS IN THE VICINITY
- # = PARKING TRAILBLAZERS IN THE VICINITY
- # = PARKING IDENTIFIERS IN THE VICINITY

LOCATED IN



LC R.O.W *New sign on new pole and new foundation*



Downtown

NORTH (NONE)

SOUTH (NONE)

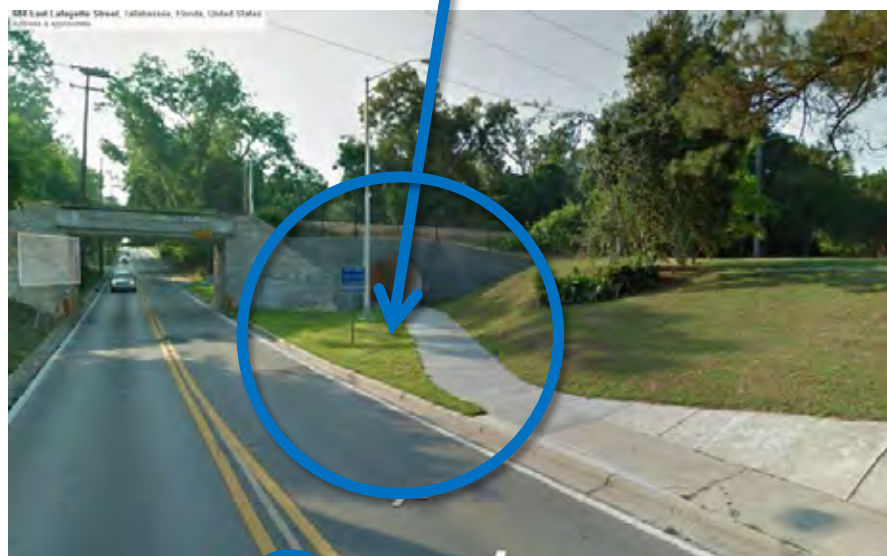
EAST Smokey Hollow National Historic District
Myers Park Historic District
De Soto Encampment Site
Governor Martin House

WEST Cascades Park
John G. Riley House & Museum
State Capitol

MAPS

- A: Downtown including Cascades Park, Myers Park, De Soto
- B: History and Photos, Lafayette Street

Relocate "Adopt A Road" sign as appropriate.



DT PP **23** Pedestrian Pointers, Lafayette St. at pedestrian tunnel, west side

Downtown Wayfinding Signs DRAFT 7/30/2014



NOT located in

DIA
or
CRA

Note:

- The cost of this sign is not included in the Wayfinding System cost estimate.



Standard Florida Historical Marker

Cast aluminum, text area is 30" high by 42" wide; dark blue background; letters and Florida Heritage emblem are white; comes with a 7" concrete post coated with brushed aluminum (three feet of the post goes into the ground). A one-side marker (same text on both sides of the marker) is \$1,920. A two-side marker (text is continued from side one to side two) is \$2,110. Prices vary depending on cost of materials, location where the marker would be shipped and length of text.

Purpose: This is the principal marker used to recognize historic sites of interest throughout Florida.



Download the Florida Historical Marker application (PDF Document)

<http://www.flheritage.com/preservation/markers/apply.cfm>



Marvin St. at Lafayette St. looking south into Smokey Hollow National Historic District

To be installed in conjunction with installing

DT PP **23**

west of Lafayette Street pedestrian tunnel

Standard Florida Historical Marker at Smokey Hollow National Historic District

Downtown Wayfinding Signs DRAFT 7/30/2014





Note:

- This feature is recommended to enhance the visitor's experience of the wayfinding path.

To be installed in conjunction with installing

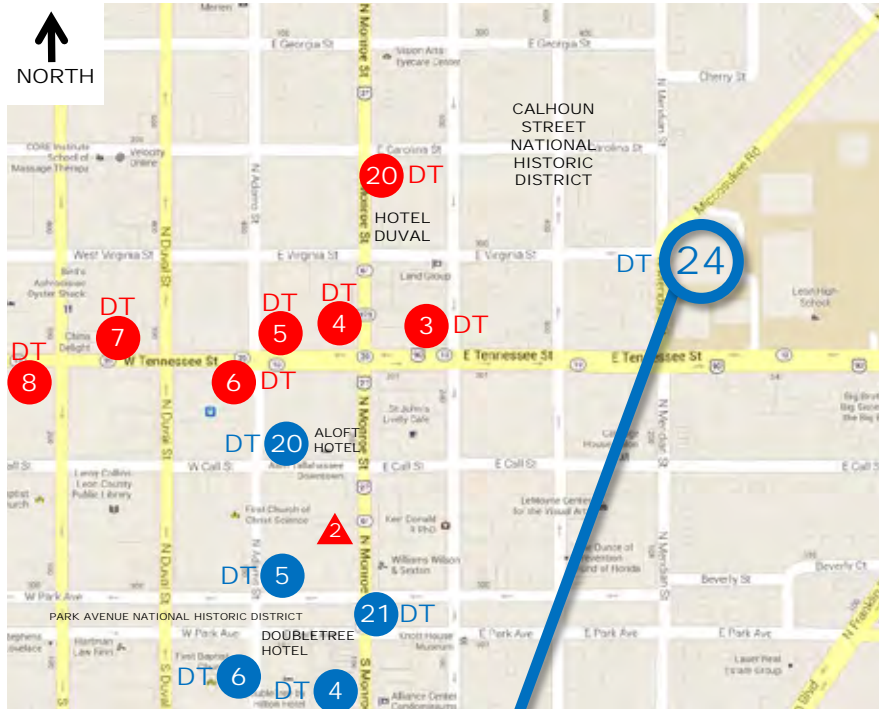


Over both entrances to the Lafayette Street pedestrian tunnel

Date "2011" to be installed over entrances to the Lafayette Street pedestrian tunnel (opened 2011)

Downtown Wayfinding Signs DRAFT 7/30/2014





DT PP 24 Pedestrian Pointers, N. Meridian at Virginia, east side

- # = PEDESTRIAN DIRECTIONALS IN THE VICINITY
- # = VEHICULAR DIRECTIONALS IN THE VICINITY
- # = PARKING TRAILBLAZERS IN THE VICINITY
- # = PARKING IDENTIFIERS IN THE VICINITY

COT R.O.W *New sign on new pole and new foundation*



Downtown

LOCATED IN
DIA

NORTH (NONE)

SOUTH Downtown
Park Avenue National Historic District
Chain of Parks

EAST Brokaw-McDougall House

WEST Calhoun Street National Historic District

MAPS A: Downtown B: Calhoun Street National Historic District

Downtown Wayfinding Signs DRAFT 7/30/2014





- # = PEDESTRIAN DIRECTIONALS IN THE VICINITY
- # = VEHICULAR DIRECTIONALS IN THE VICINITY
- ▲ = PARKING TRAILBLAZERS IN THE VICINITY
- # = PARKING IDENTIFIERS IN THE VICINITY

LOCATED IN
**DIA
DOWNTOWN
CRA**

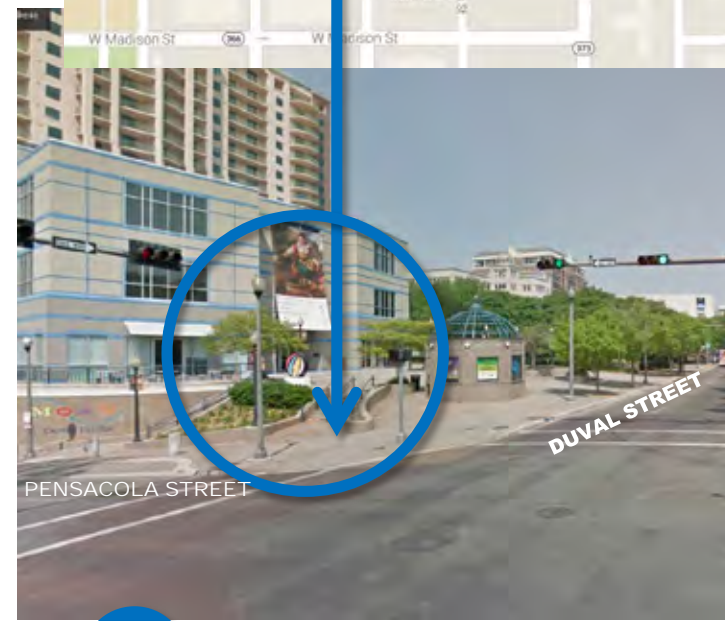
COT R.O.W *New sign on new pole
and new foundation*



Downtown

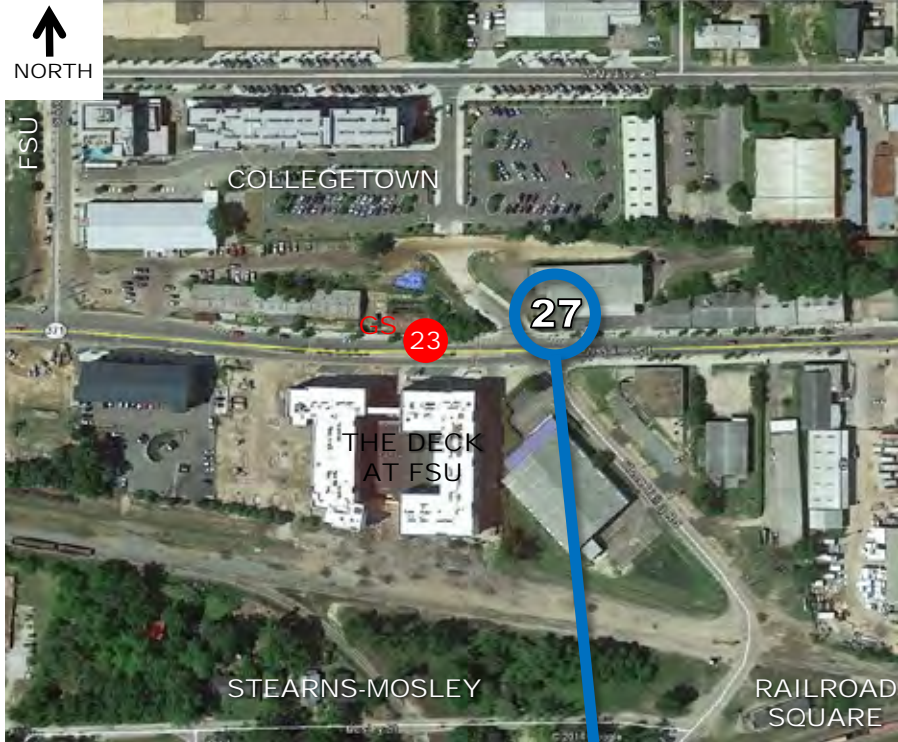
(no pointers)

MAP BOX
A: Downtown
B: Kleman Plaza



DT PK 26 Pedestrian Kiosk, Kleman Plaza, S. Duval St. at Pensacola St., northwest corner
Downtown Wayfinding Signs DRAFT 7/30/2014





- # = PEDESTRIAN DIRECTIONALS IN THE VICINITY
- # = VEHICULAR DIRECTIONALS IN THE VICINITY
- ▲ = PARKING TRAILBLAZERS IN THE VICINITY
- # = PARKING IDENTIFIERS IN THE VICINITY

LOCATED IN



COT R.O.W *New sign on new pole and new foundation*



Gaines Street

NOTE: Is "Collegetown" a legitimate destination on the sign if "The Deck at FSU" and others are not?

NORTH Collegetown
FSU

SOUTHEAST
To FAMU Way
Railroad Square
Stearns-Mosley
FAMU

EAST Downtown
Cascades Park
Civic Center

WEST FSU
Doak Campbell Stadium

MAPS A: Downtown B: Gaines Street



DT PP 27 Pedestrian Pointers, Gaines St. at Stone Valley Way, north side

Downtown Wayfinding Signs DRAFT 7/30/2014



New **SOUTHSIDE** Wayfinding signs and locations

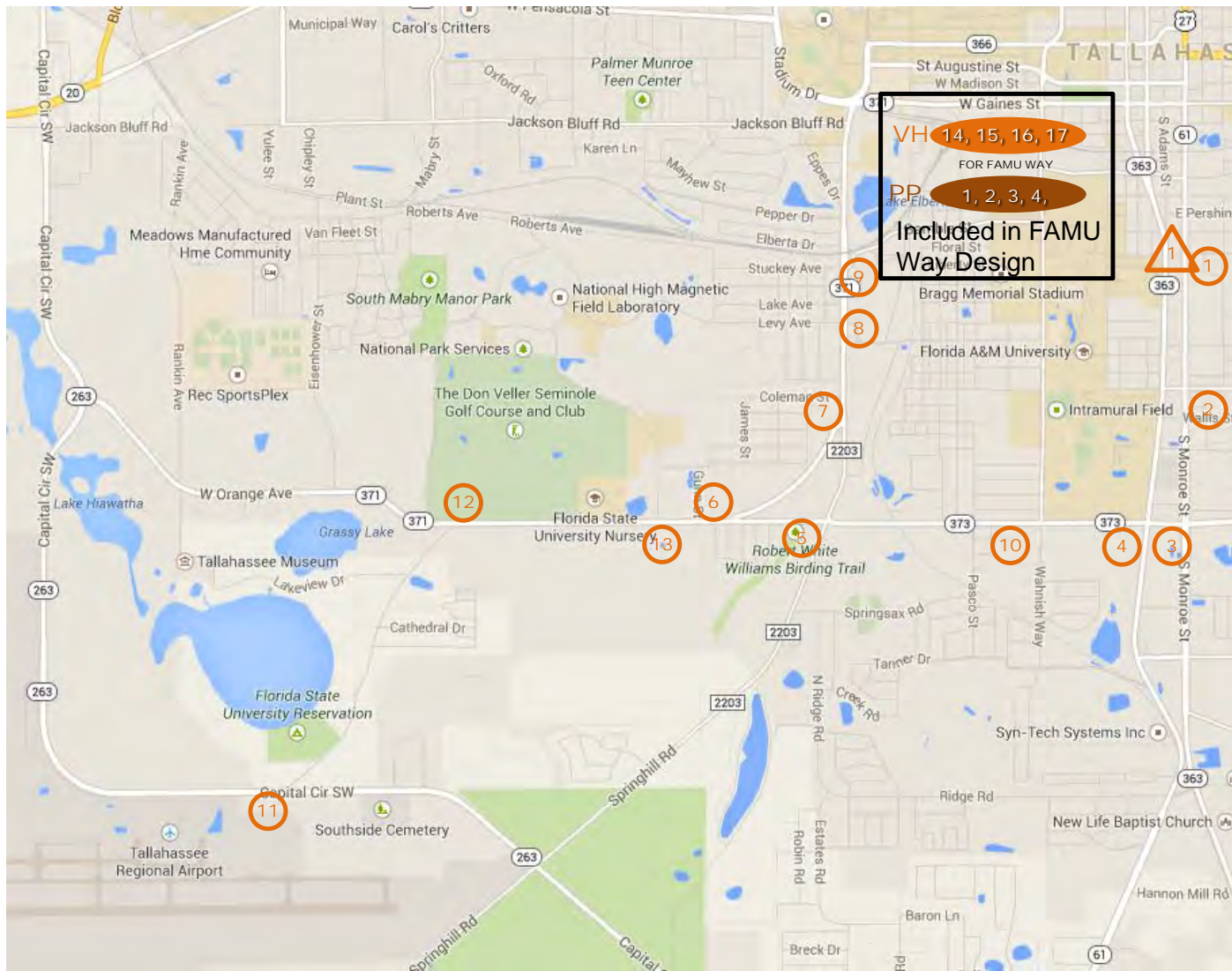
Includes:

VH Vehicular Directionals

DM District Markers

PP Pedestrian Pointers





New
SOUTHSIDE
Wayfinding
signs
locations

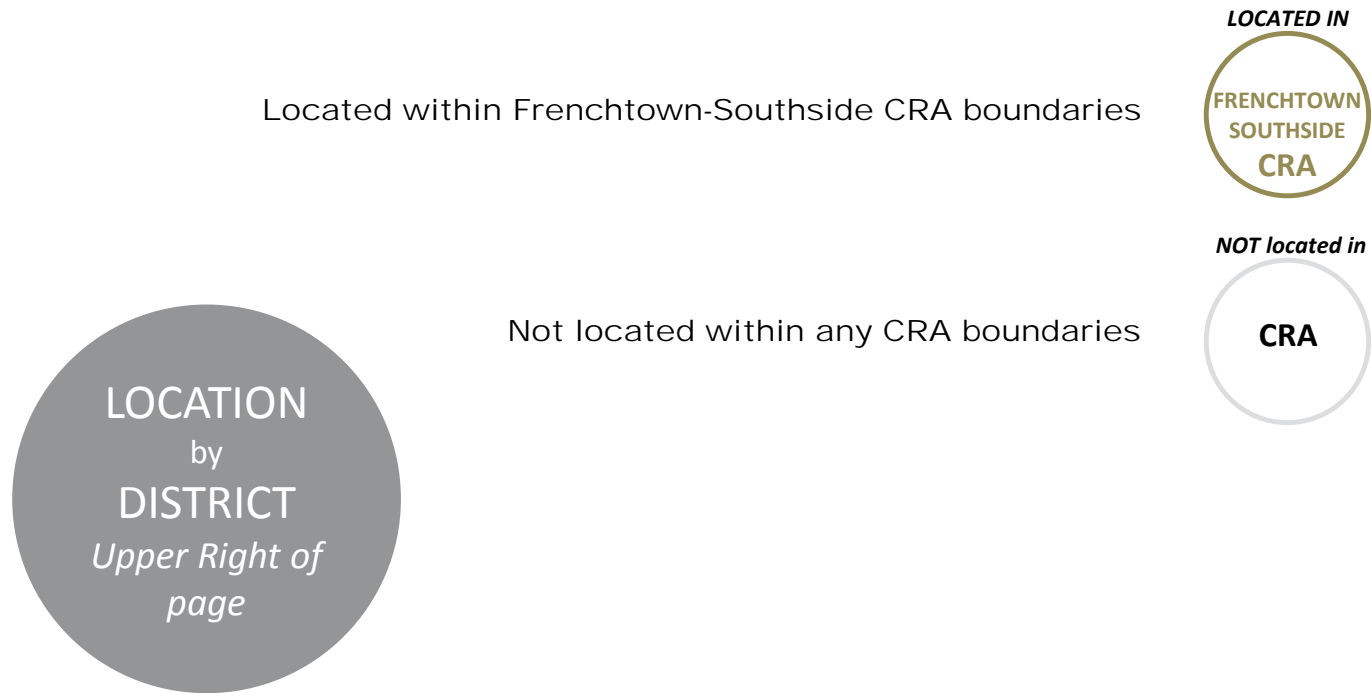
-  VH
Vehicular Directional
-  DM
Destination Marker
-  PP
Pedestrian Pointer

On the following maps:
FW=FAMU Way
SS=Southside

See other maps in the series for complete Downtown, Frenchtown, and Midtown Wayfinding signs.

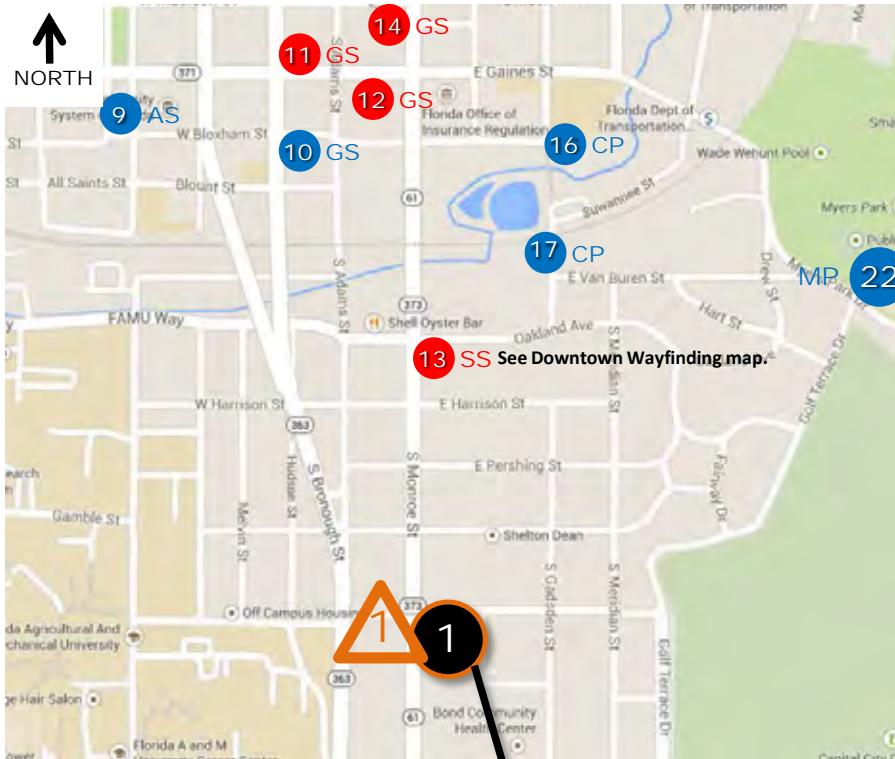
Southside Wayfinding Signs DRAFT 8/8/2014





Southside Wayfinding Signs DRAFT 8/8/2014





- # = PEDESTRIAN DIRECTIONALS IN THE VICINITY
 - # = VEHICULAR DIRECTIONALS IN THE VICINITY
 - # = DESTINATION MARKERS IN THE VICINITY
- NOT located in**
- CRA**

FDOT R.O.W *New sign on new pole and new foundation*



Southside

↑
**Downtown
Florida State Capitol
Cascades Park
Capital Cascades Trail**

← **Florida A&M University**

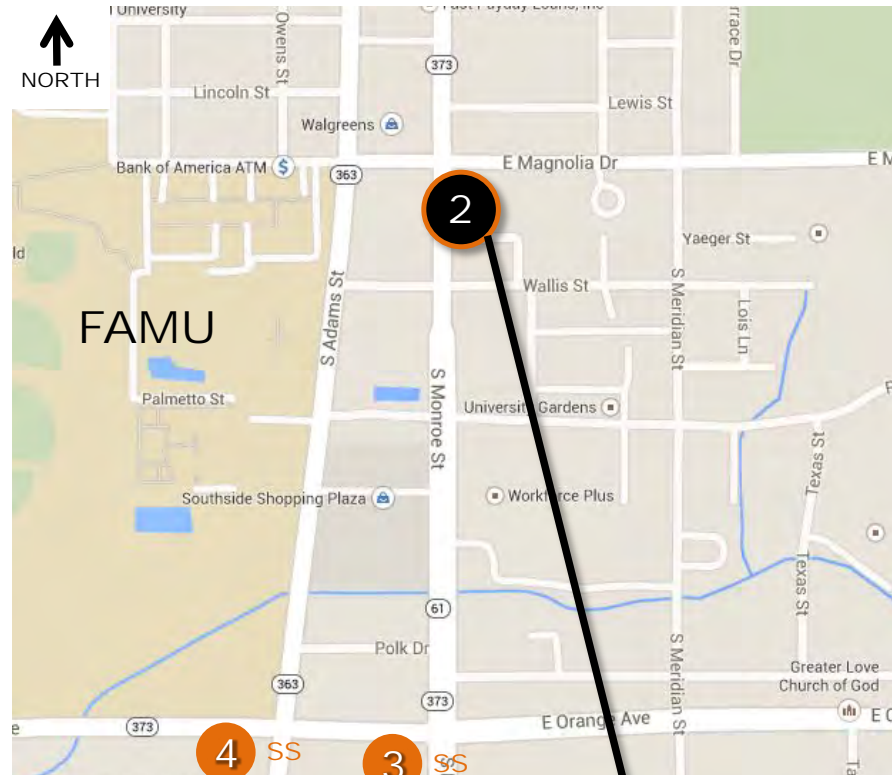
Myers Park Historic District →



SS VH 1 Vehicular directional, S. Monroe St. NB at Palmer Ave., southeast side

Southside Wayfinding Signs DRAFT 8/8/2014





- # = PEDESTRIAN DIRECTIONALS IN THE VICINITY
- # = VEHICULAR DIRECTIONALS IN THE VICINITY
- # = DESTINATION MARKERS IN THE VICINITY

FDOT R.O.W *New sign on new pole and new foundation*



Southside

↑
 Downtown
 Florida State Capitol
 Cascades Park
 Capital Cascades Trail

← Florida A&M University

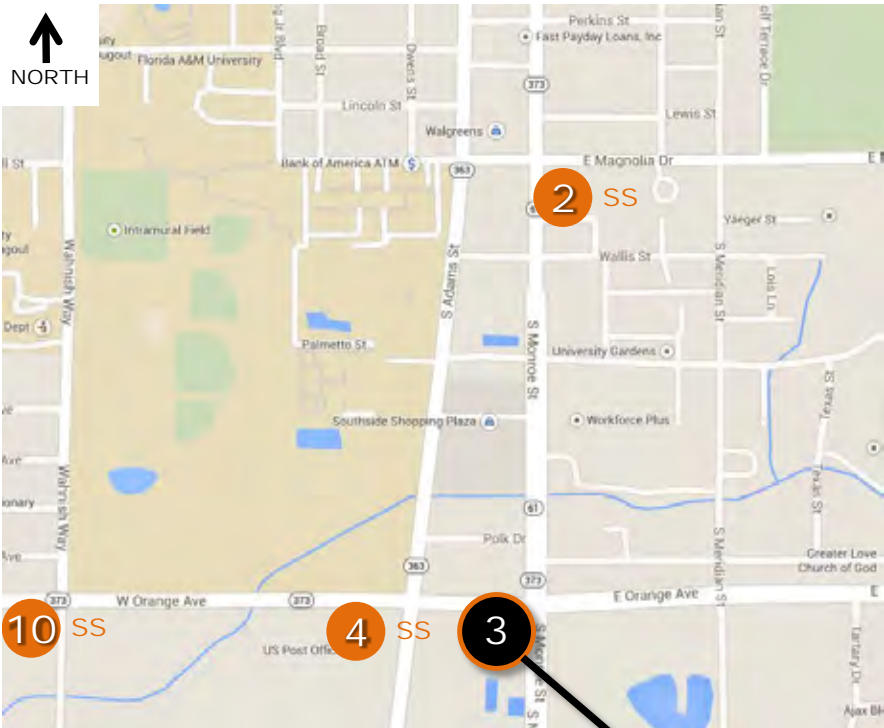
Myers Park Historic District **→**
 Capital City Country Club



SS VH **2** Vehicular directional, S. Monroe St. NB at Magnolia Dr., southeast side

Southside Wayfinding Signs DRAFT 8/8/2014





- # = PEDESTRIAN DIRECTIONALS IN THE VICINITY
- # = VEHICULAR DIRECTIONALS IN THE VICINITY
- # = DESTINATION MARKERS IN THE VICINITY

NOT located in
CRA

FDOT R.O.W *New sign on new pole and new foundation*



Southside

← Downtown
Florida A&M University
Cascades Park
Capital Cascades Trail

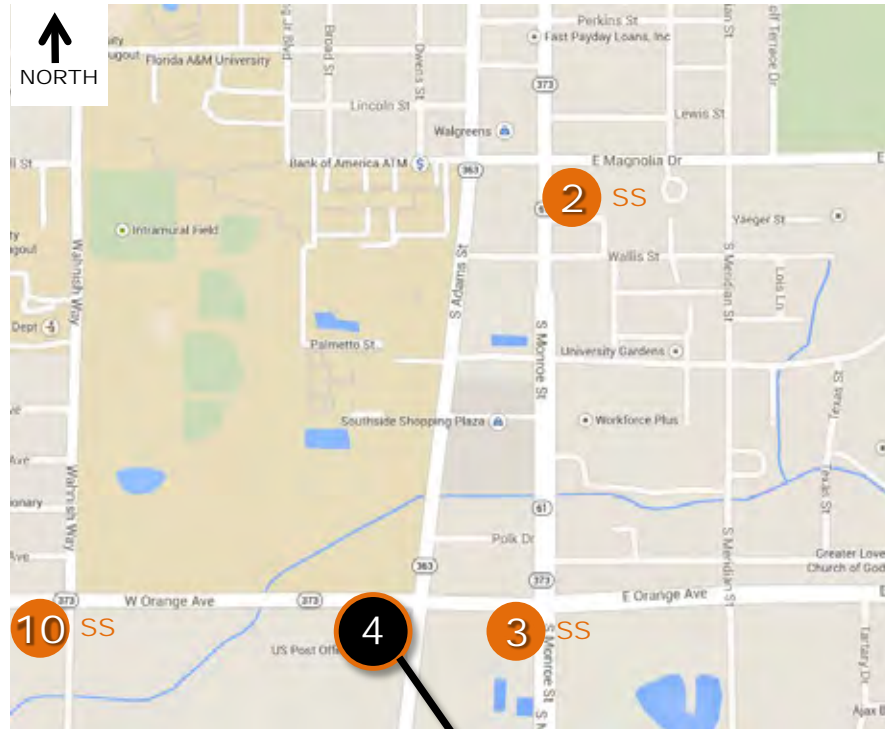
North Florida Fairgrounds →



SS VH **3** Vehicular directional, Orange Ave. EB at S. Monroe St. southwest side

Southside Wayfinding Signs DRAFT 8/8/2014





- # = PEDESTRIAN DIRECTIONALS IN THE VICINITY
- # = VEHICULAR DIRECTIONALS IN THE VICINITY
- # = DESTINATION MARKERS IN THE VICINITY



FDOT R.O.W *New sign on new pole and new foundation*



Southside

← **Downtown
Florida A&M University
Civic Center
Capital Cascades Trail**

North Florida Fairgrounds ↑

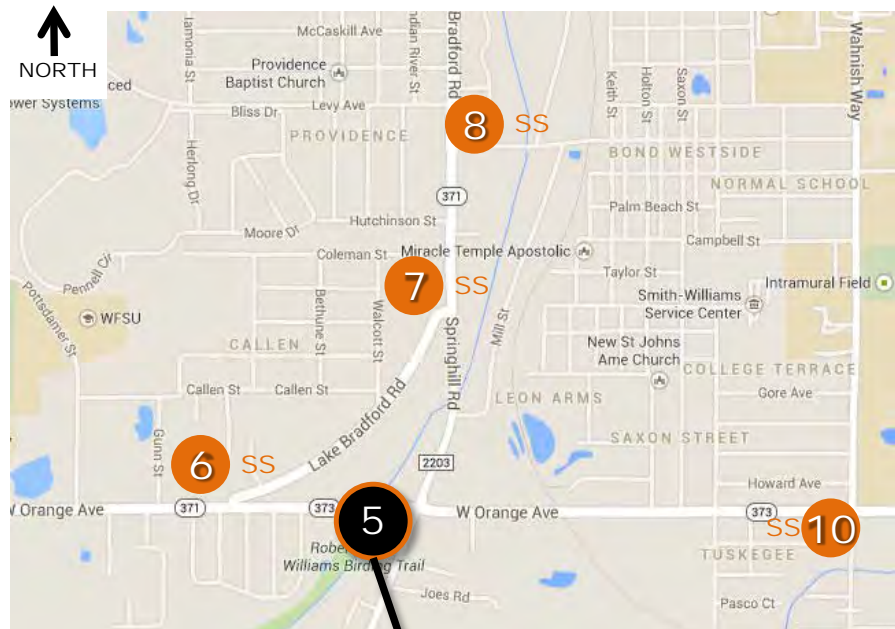
Library →
Post Office



SS VH **4** Vehicular directional, Orange Ave. EB at S. Adams St. southwest side

Southside Wayfinding Signs DRAFT 8/8/2014



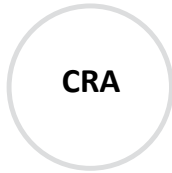


SS VH **5** Vehicular directional, Orange Ave. EB at Springhill Rd., southwest side

Southside Wayfinding Signs DRAFT 8/8/2014

- # = PEDESTRIAN DIRECTIONALS IN THE VICINITY
- # = VEHICULAR DIRECTIONALS IN THE VICINITY
- # = DESTINATION MARKERS IN THE VICINITY

NOT located in



FDOT R.O.W New sign on new pole and new foundation



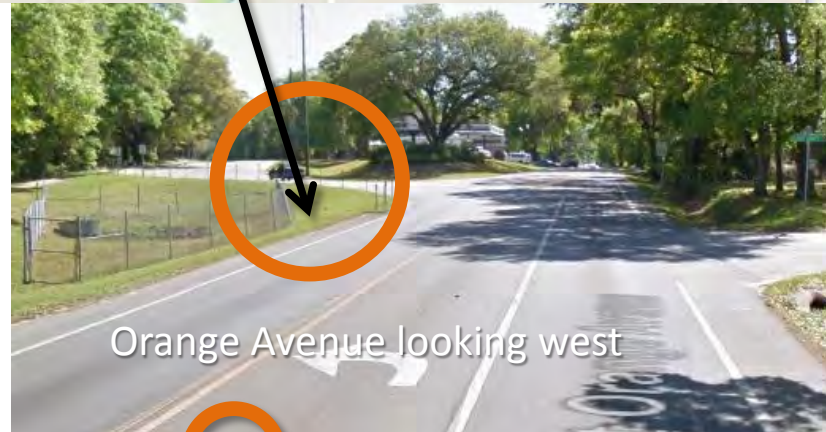
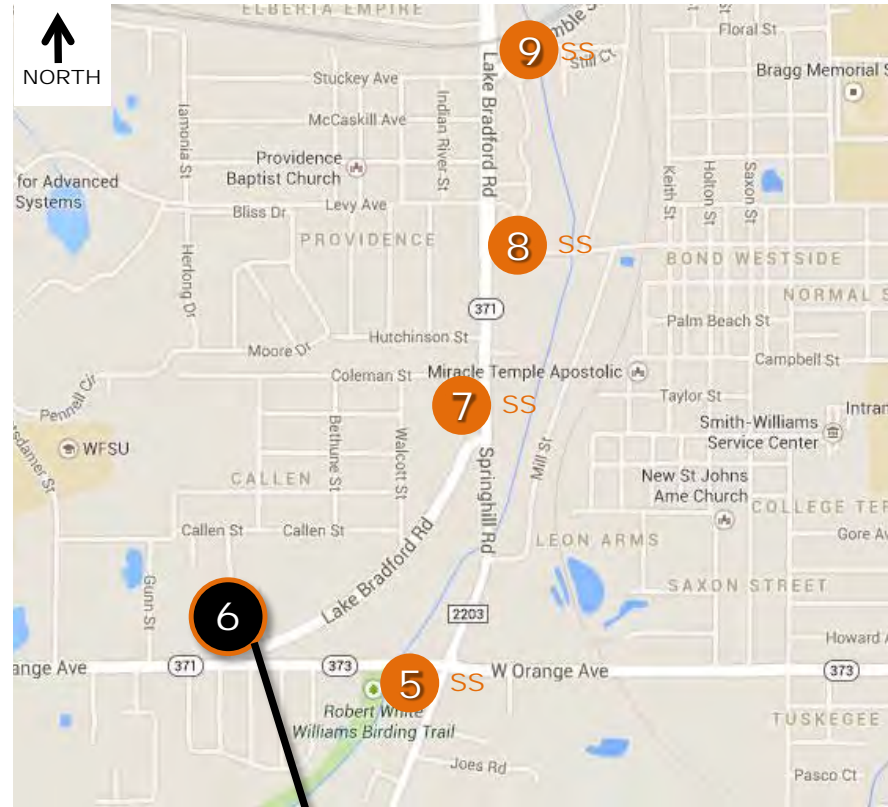
Southside

← Downtown
Florida State University
Doak Campbell Stadium
Civic Center
Lake Elberta Park
Capital Cascades Trail

↑ **Florida A&M University**
Cascades Park

Airport →





SS VH **6** Vehicular directional, Orange Ave. EB at Lake Bradford Rd., north side

- # = PEDESTRIAN DIRECTIONALS IN THE VICINITY
- # = VEHICULAR DIRECTIONALS IN THE VICINITY
- ▲ = DESTINATION MARKERS IN THE VICINITY



FDOT R.O.W *New sign on new pole and new foundation*



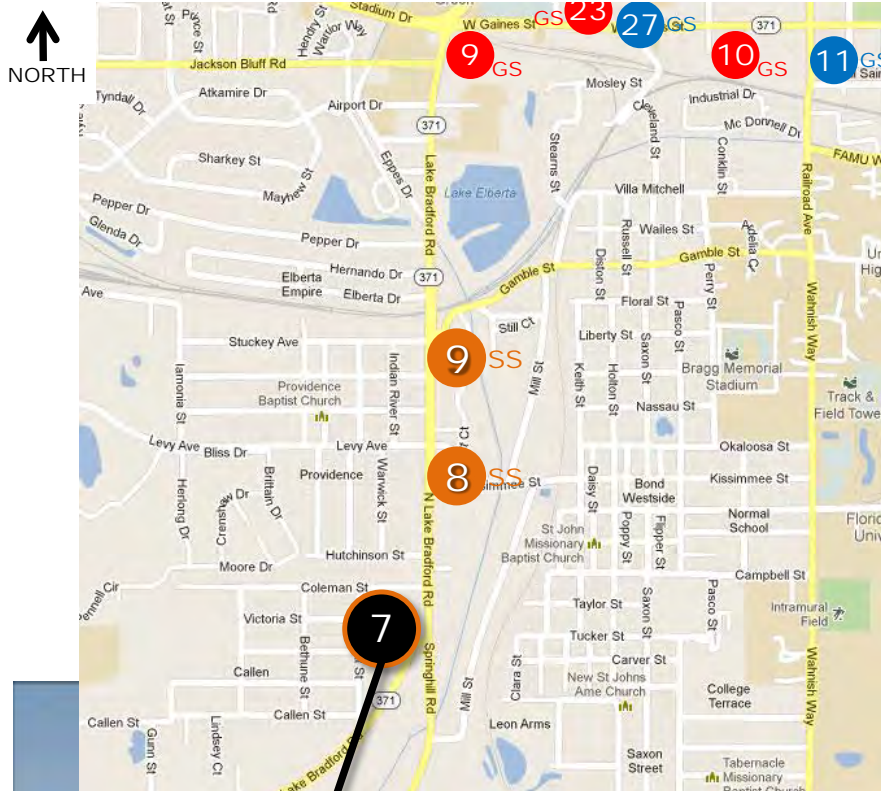
Southside

- ↖ **Downtown**
- Florida State University**
- Doak Campbell Stadium**
- Florida A&M University**
- Civic Center**
- Lake Elberta Park**
- Cascades Park**
- Capital Cascades Trail**

- North Florida Fairgrounds** ↑
- Robert White Williams Birding Trail** ↑

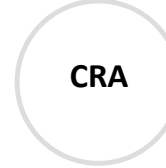
Southside Wayfinding Signs DRAFT 8/8/2014





- # = PEDESTRIAN DIRECTIONALS IN THE VICINITY
- # = VEHICULAR DIRECTIONALS IN THE VICINITY
- # = DESTINATION MARKERS IN THE VICINITY

NOT located in

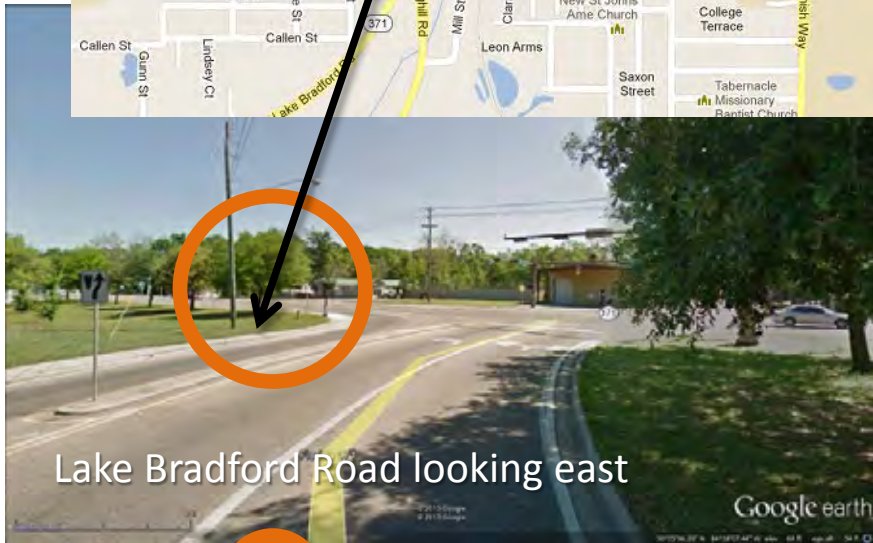


FDOT R.O.W New sign on new pole and new foundation



Southside

- ← Downtown
- Florida State University
- Doak Campbell Stadium
- Florida A&M University
- Civic Center
- Public Parking
- Lake Elberta Park
- Capital Cascades Trail
- Innovation Park
- FAMU/FSU College of Engineering



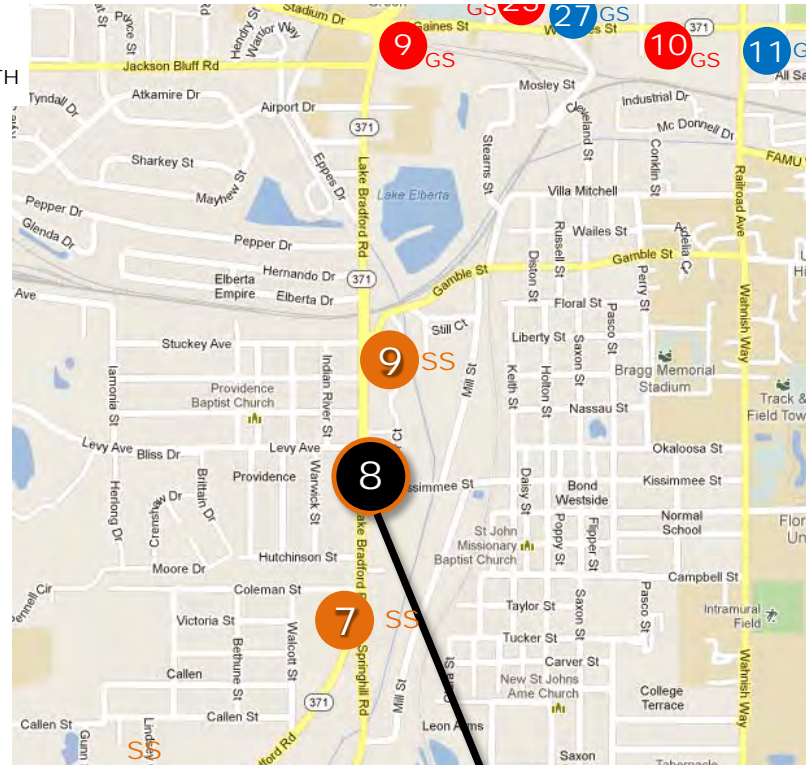
Lake Bradford Road looking east

SS VH **7** Vehicular directional, Lake Bradford Road EB at Spring Hill Road, northwest corner

Southside Wayfinding Signs DRAFT 8/8/2014



FRENCHTOWN
SOUTHSIDE
CRA



- # = PEDESTRIAN DIRECTIONALS IN THE VICINITY
- # = VEHICULAR DIRECTIONALS IN THE VICINITY
- # = DESTINATION MARKERS IN THE VICINITY

FDOT R.O.W *New sign on new pole and new foundation*

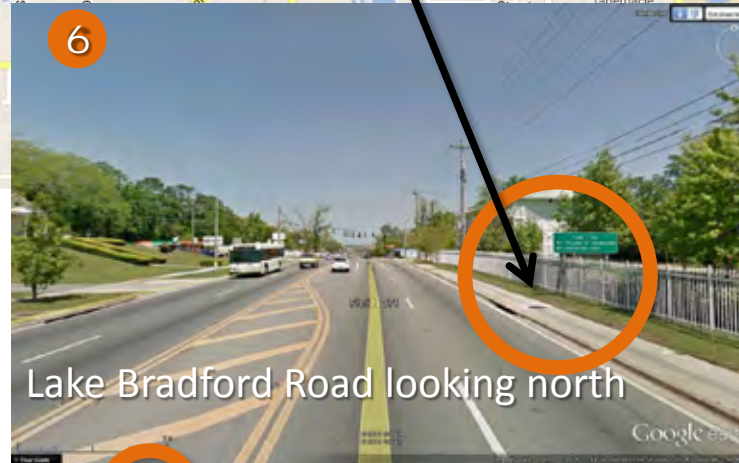


Southside

↑ **Downtown**
Florida State University
Doak Campbell Stadium
Florida A&M University
Civic Center
Public Parking
Lake Elberta Park
Cascades Park
Capital Cascades Trail

← **Innovation Park**
FAMU/FSU College of Engineering

Replaces existing road sign.

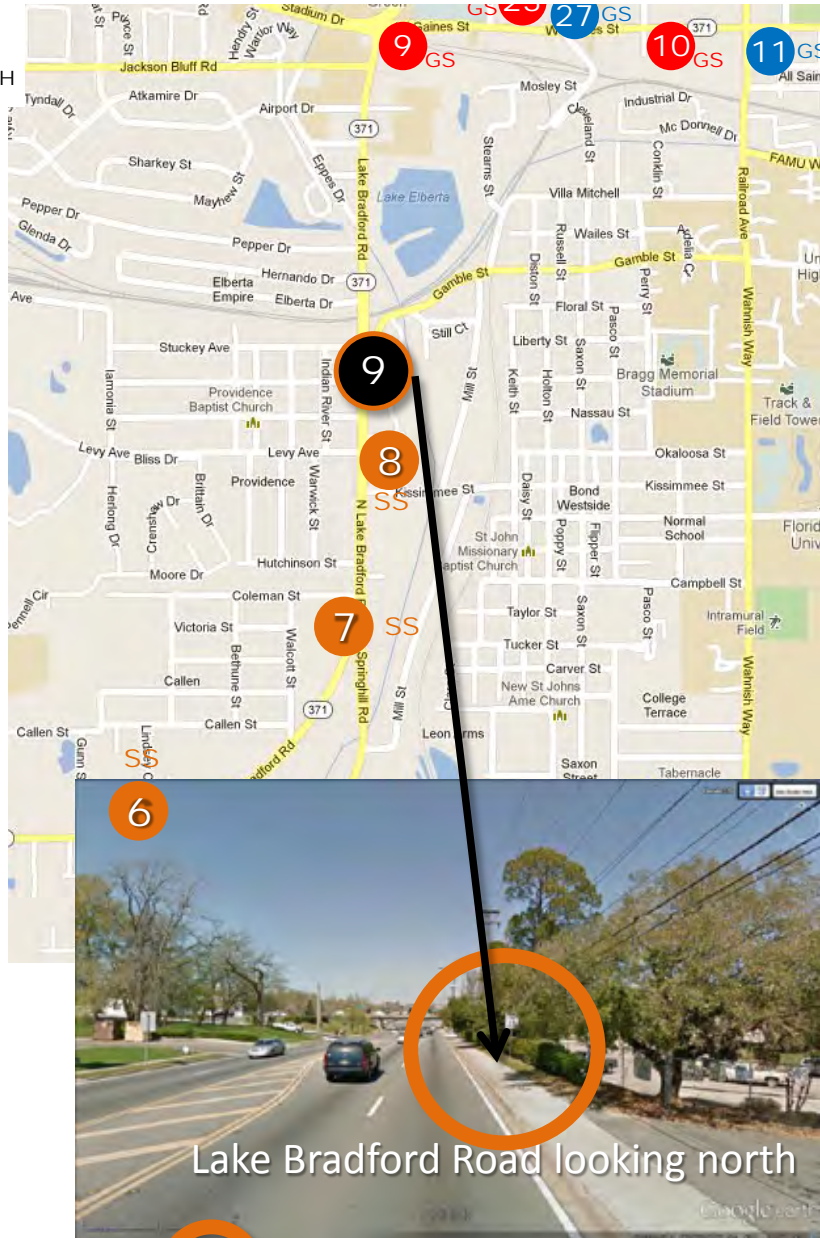


Lake Bradford Road looking north

SS VH **8** Vehicular directional, Lake Bradford Road NB before Levy Avenue, east side

Southside Wayfinding Signs DRAFT 8/8/2014





- # = PEDESTRIAN DIRECTIONALS IN THE VICINITY
- # = VEHICULAR DIRECTIONALS IN THE VICINITY
- # = DESTINATION MARKERS IN THE VICINITY

LOCATED IN

FRENCHTOWN
SOUTHSIDE
CRA

FDOT R.O.W *New sign on new pole and new foundation*



Southside

↑ **Downtown**
Florida State University
Doak Campbell Stadium
Civic Center
Public Parking
Lake Elberta Park

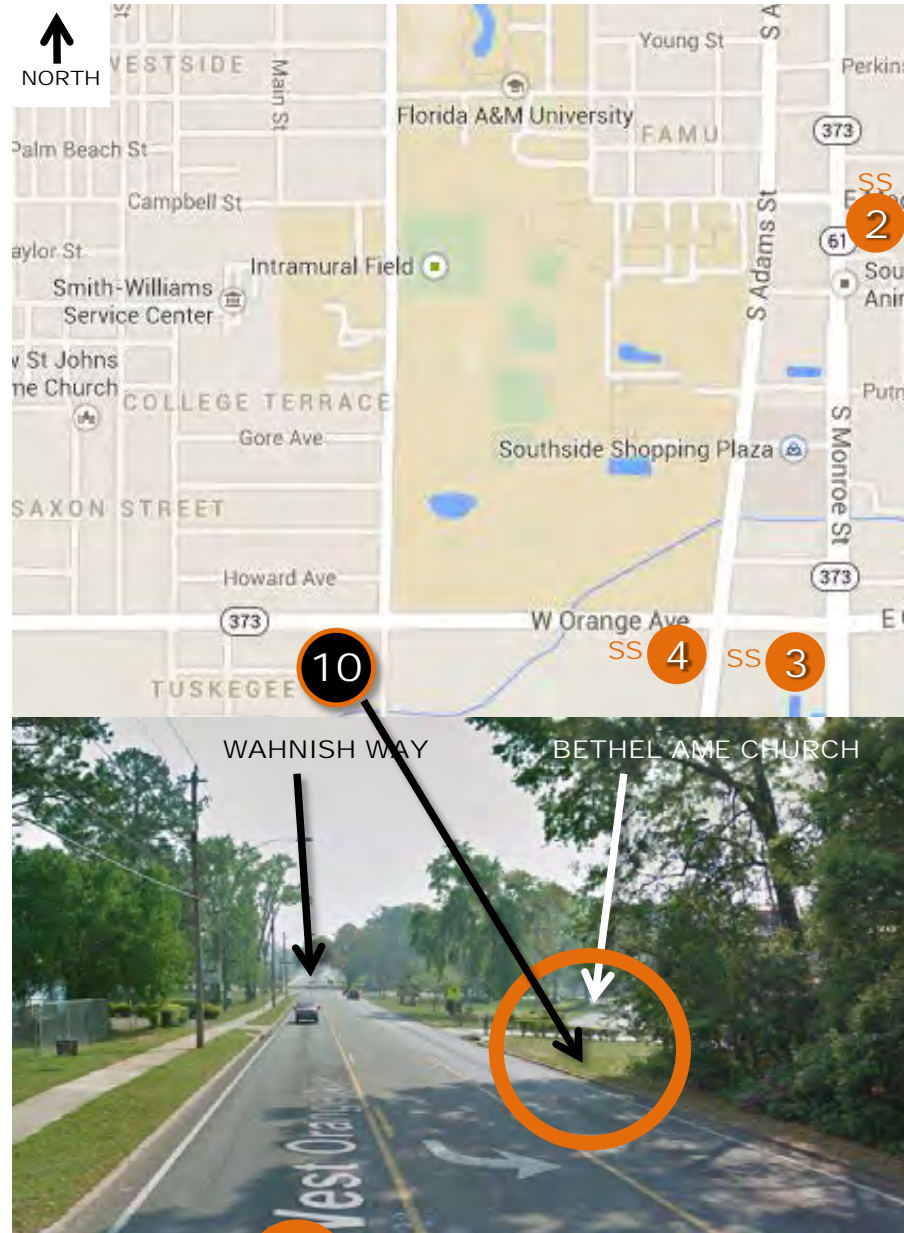
Florida A&M University →
Cascades Park
Capital Cascades Trail
Railroad Square
Myers Park Historic District

Lake Bradford Road looking north

SS VH 9 Vehicular directional, Lake Bradford Road NB before FAMU Way, east side

Southside Wayfinding Signs DRAFT 8/8/2014





- # = PEDESTRIAN DIRECTIONALS IN THE VICINITY
- # = VEHICULAR DIRECTIONALS IN THE VICINITY
- # = DESTINATION MARKERS IN THE VICINITY



FDOT R.O.W *New sign on new pole and new foundation*



Southside

- ↑ Downtown
Florida State Capitol
Cascades Park
Capital Cascades Trail
- ← Florida A&M University
Bragg Stadium

SS VH 10 Vehicular directional, Orange Ave. EB at Wahnish Way, southeast side

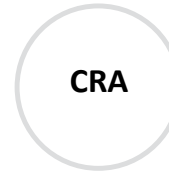
Southside Wayfinding Signs DRAFT 8/8/2014





- # = PEDESTRIAN DIRECTIONALS IN THE VICINITY
- # = VEHICULAR DIRECTIONALS IN THE VICINITY
- # = DESTINATION MARKERS IN THE VICINITY

NOT located in

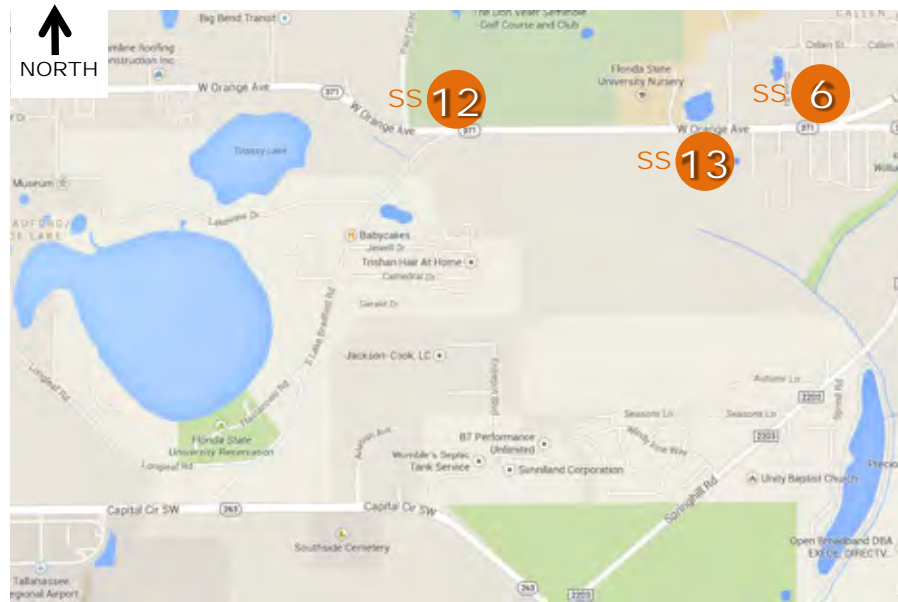


Exact Location to be Determined

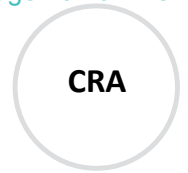
SS VH **11** Vehicular directional, Capital Circle EB at S. Lake Bradford Road, south side

Southside Wayfinding Signs DRAFT 8/8/2014





- # = PEDESTRIAN DIRECTIONALS IN THE VICINITY
- # = VEHICULAR DIRECTIONALS IN THE VICINITY
- # = DESTINATION MARKERS IN THE VICINITY



Exact Location to be Determined

SS VH **12** Vehicular directional, Capital Circle EB at S. Lake Bradford Road, north side

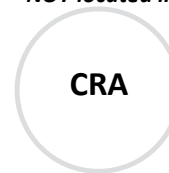
Southside Wayfinding Signs DRAFT 8/8/2014





- # = PEDESTRIAN DIRECTIONALS IN THE VICINITY
- # = VEHICULAR DIRECTIONALS IN THE VICINITY
- # = DESTINATION MARKERS IN THE VICINITY

NOT located in



Exact Location to be Determined

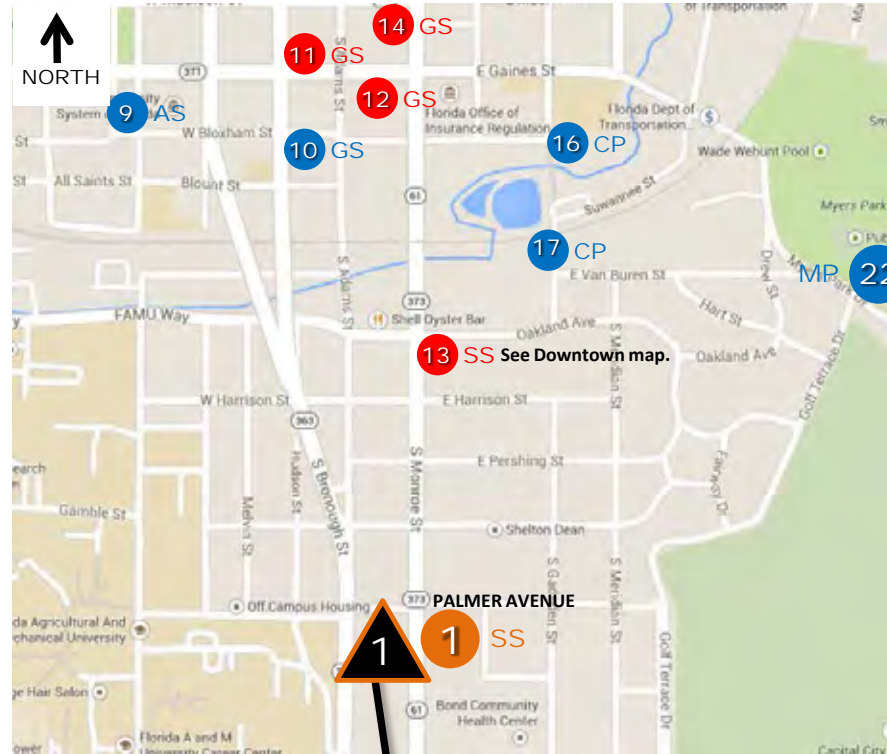
SS VH 13 Vehicular directional, Capital Circle EB at S. Lake Bradford Road, south side

Southside Wayfinding Signs DRAFT 8/8/2014



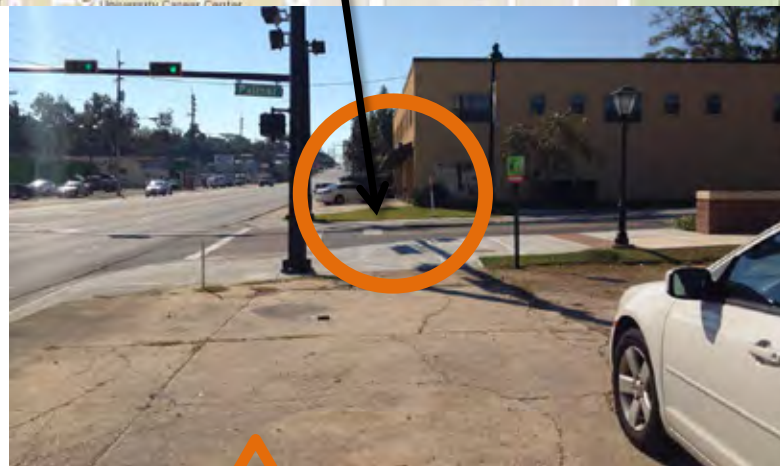
FRENCHTOWN
SOUTHSIDE
CRA

- # = PEDESTRIAN DIRECTIONALS IN THE VICINITY
- # = VEHICULAR DIRECTIONALS IN THE VICINITY
- ▲ = DESTINATION MARKERS IN THE VICINITY



FDOT R.O.W New sign on new pole and new foundation

Florida A&M University
➔



SS DM 1 Destination Marker, S. Monroe St. SB at Palmer Ave., southwest side

Southside Wayfinding Signs DRAFT 8/8/2014



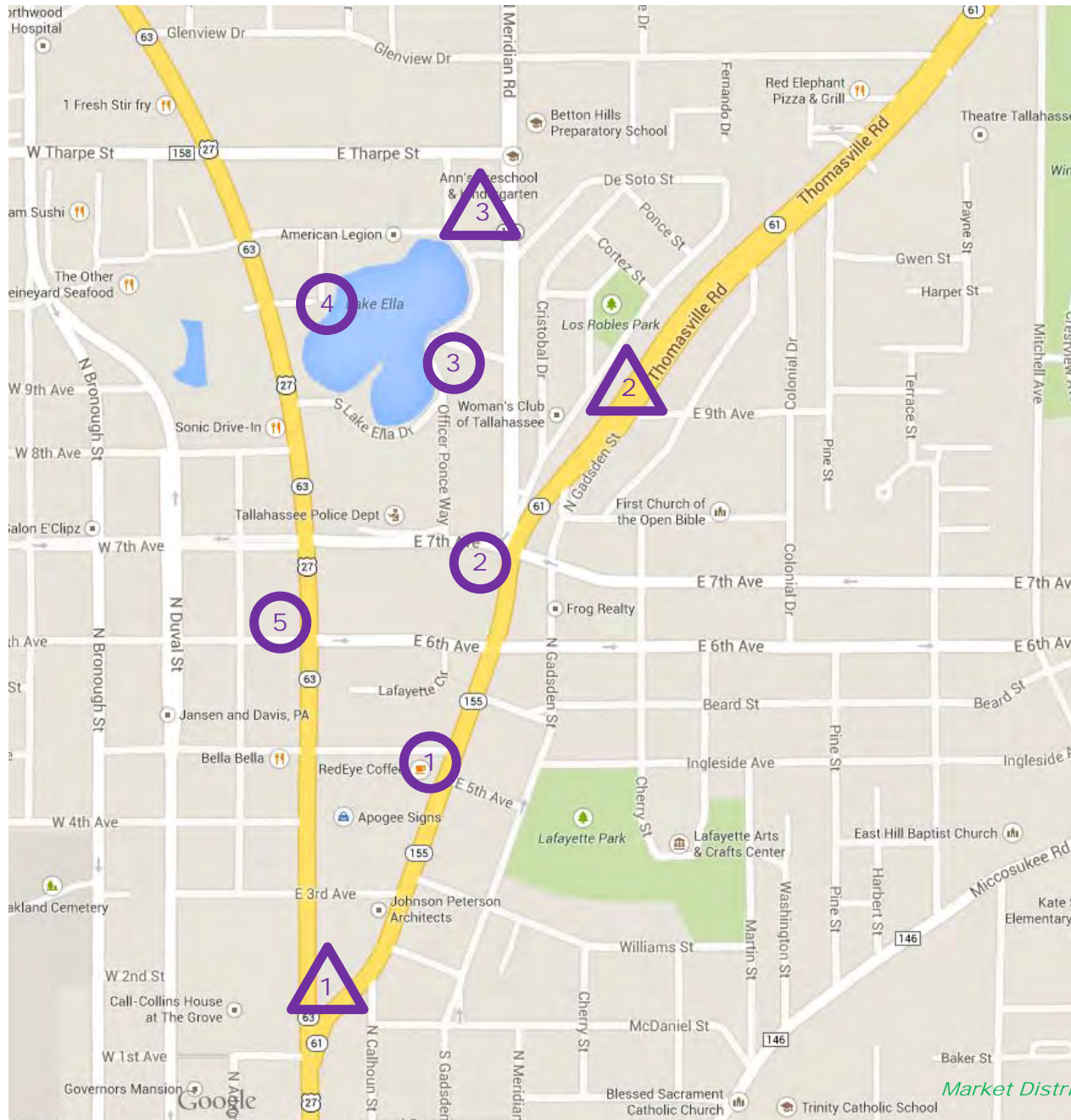
New **MIDTOWN** Wayfinding signs and locations

Includes:

DM District Markers

PP Pedestrian Pointers





Market District Wayfinding Signs DRAFT 10/31/2013



New
MIDTOWN
signs
locations

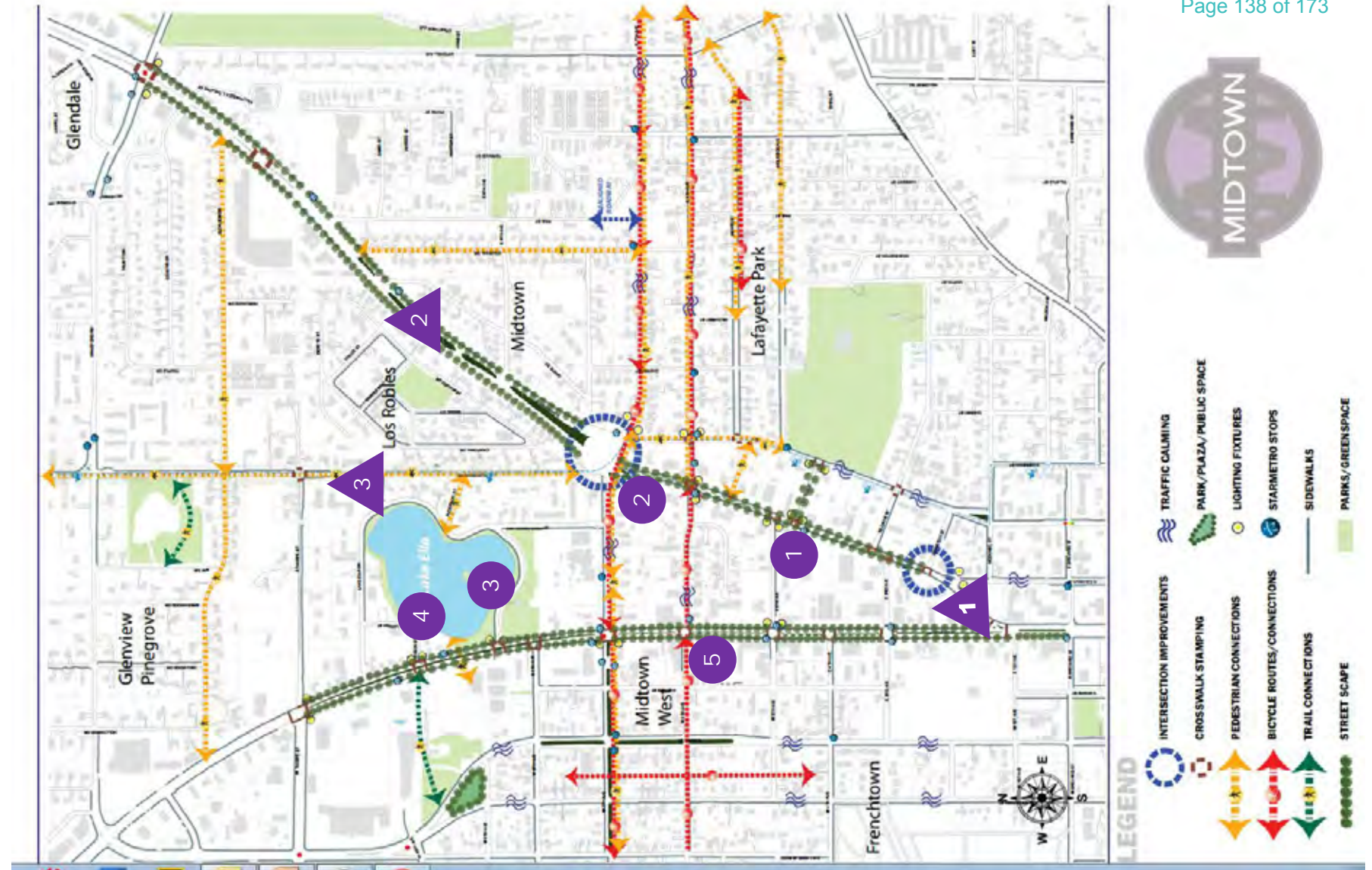


Destination marker



Pedestrian directional





Midtown Action Plan map, March 30, 2011



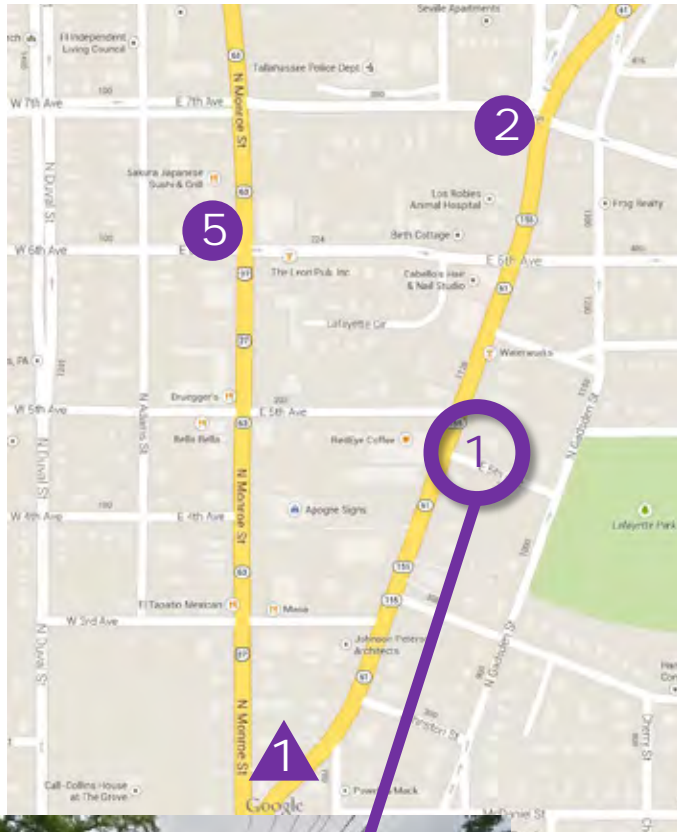
Destination marker



Pedestrian directional

DRAFT 10/31/2013





MT PP 1 Pedestrian Pointer, Thomasville Road at 5th Avenue, northeast corner



= PEDESTRIAN DIRECTIONALS

= DESTINATION MARKERS

FDOT R.O.W *New sign on new pole and new foundation*

Midtown theme

NORTH Los Robles Park
Woman's Club of Tallahassee
Lake Ella

SOUTH Shops & Restaurants
Downtown

SOUTH Lafayette Park

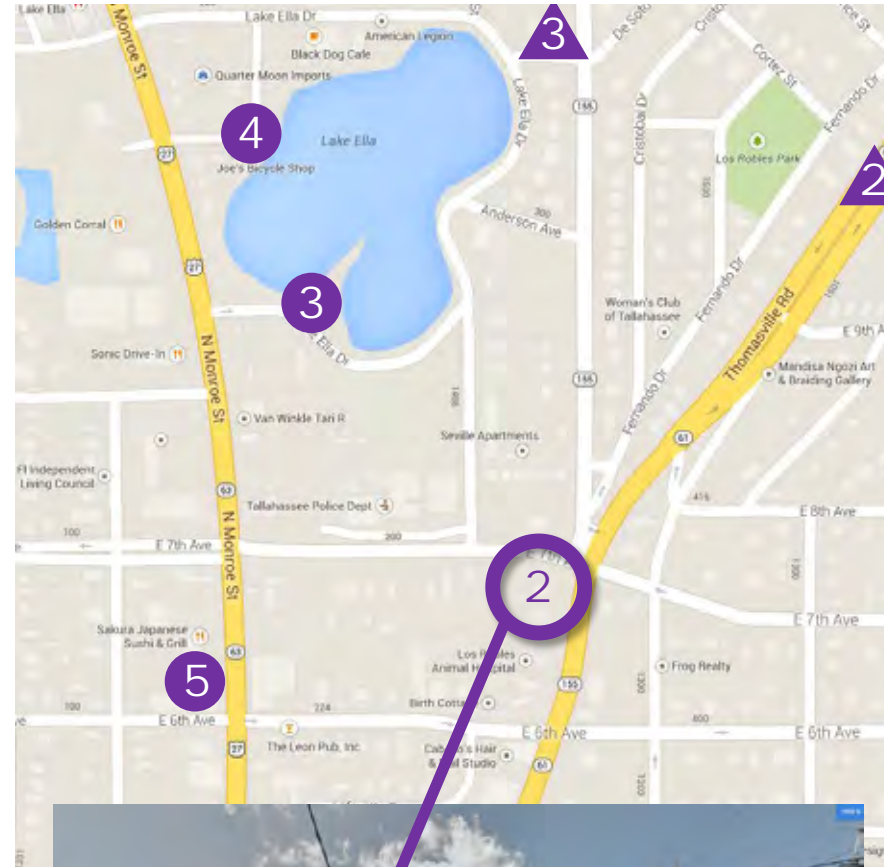
NORTH Senior Center
To Monroe Street
Shops & Restaurants

MAP BOX
A: Midtown
B: History and photos

Note: Align north-south direction of sign parallel to Thomasville Road.

DRAFT 10/31/2013





↑ NORTH

= PEDESTRIAN DIRECTIONALS

= DESTINATION MARKERS

FDOT R.O.W *New sign on new pole and new foundation*

Midtown
theme

NORTH Lake Ella

NORTHEAST

Los Robles Park
Woman's Club of Tallahassee

SOUTH Shops & Restaurants
Lafayette Park

EAST Tallahassee Memorial Hospital

WEST Shops & Restaurants
Senior Center
Levy Park

MAP BOX

A: Midtown

B: History and photos

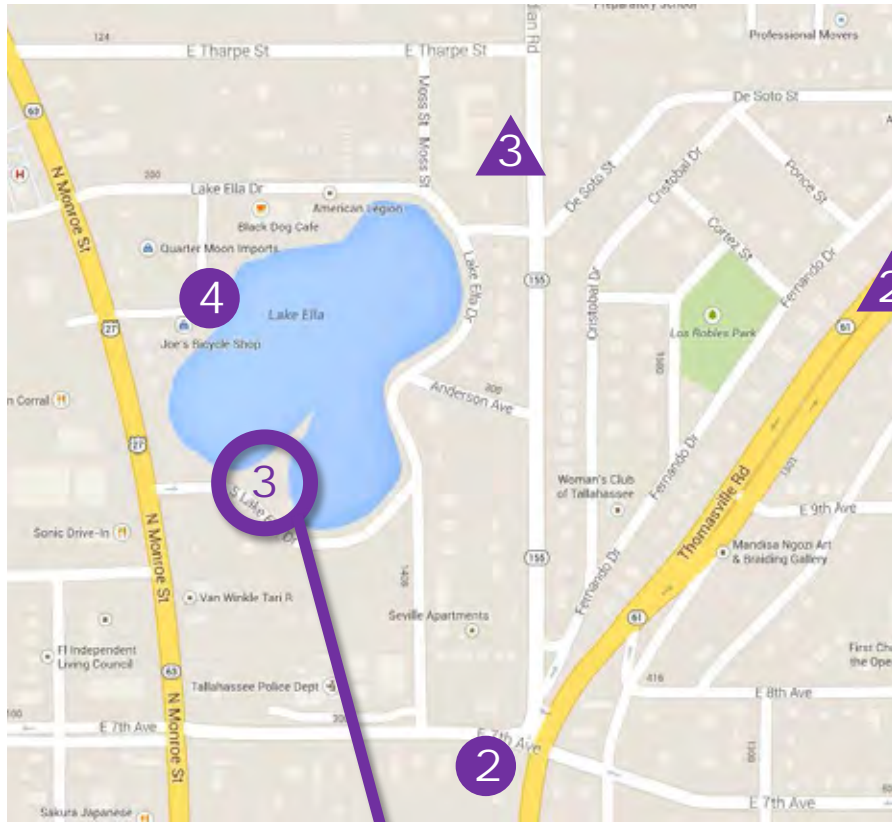
Note: Final location and disposition of this sign depends on planned intersection improvements.



MT PP 2 Pedestrian Pointer, Thomasville Road at 7th Avenue

DRAFT 10/31/2013





↑ NORTH

= PEDESTRIAN DIRECTIONALS

= DESTINATION MARKERS

COT R.O.W *New sign on new pole and new foundation*

Midtown theme

NORTH American Legion Hall

SOUTH Tallahassee Police Department
Public Restrooms

EAST Los Robles Park
Tallahassee Woman's Club

WEST Shops & Restaurants

MAP BOX
A: Midtown
B: Lake Ella

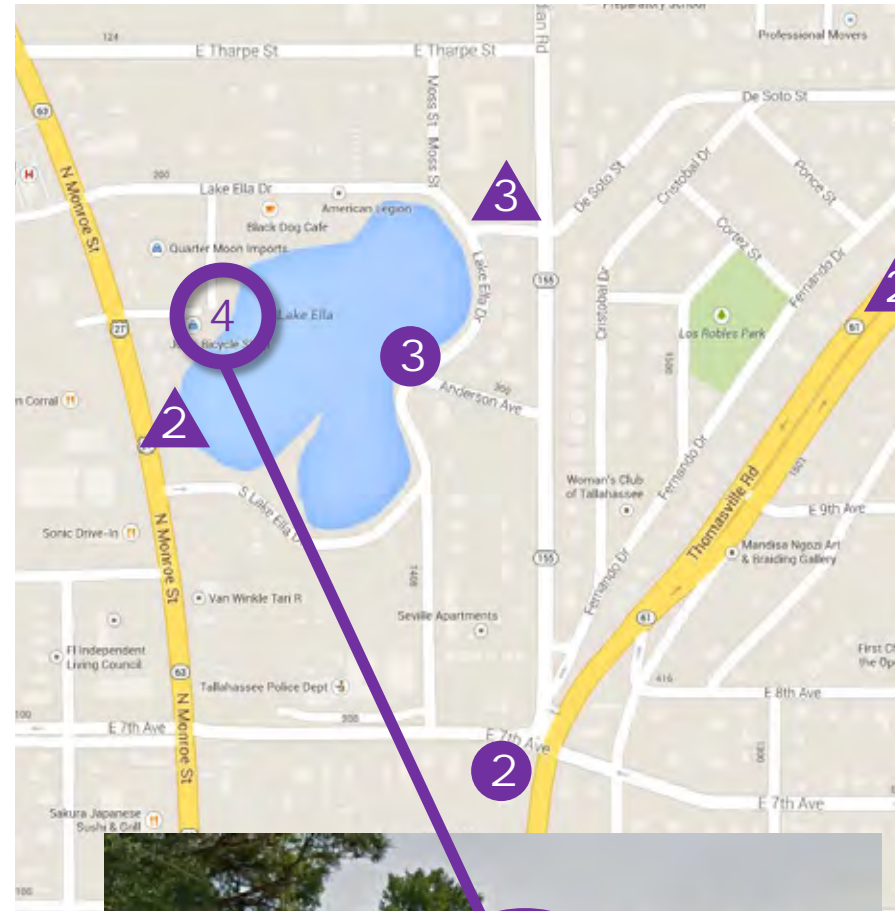


MT PP 3 Pedestrian Pointer, Lake Ella Drive, east side of lake

*Locate in the sidewalk in C.O.T. right-of-way.
Install map box perpendicular to curb, with maps facing pedestrian traffic.*

DRAFT 10/31/2013





↑ NORTH

= PEDESTRIAN DIRECTIONALS

= DESTINATION MARKERS

COT R.O.W *New sign on new pole and new foundation*

NORTH Shops & Restaurants

SOUTH Shops & Restaurants
Public Restrooms

EAST Los Robles Park

WEST Shops & Restaurants

MAP BOX

A: Midtown

B: Lake Ella

Midtown
theme

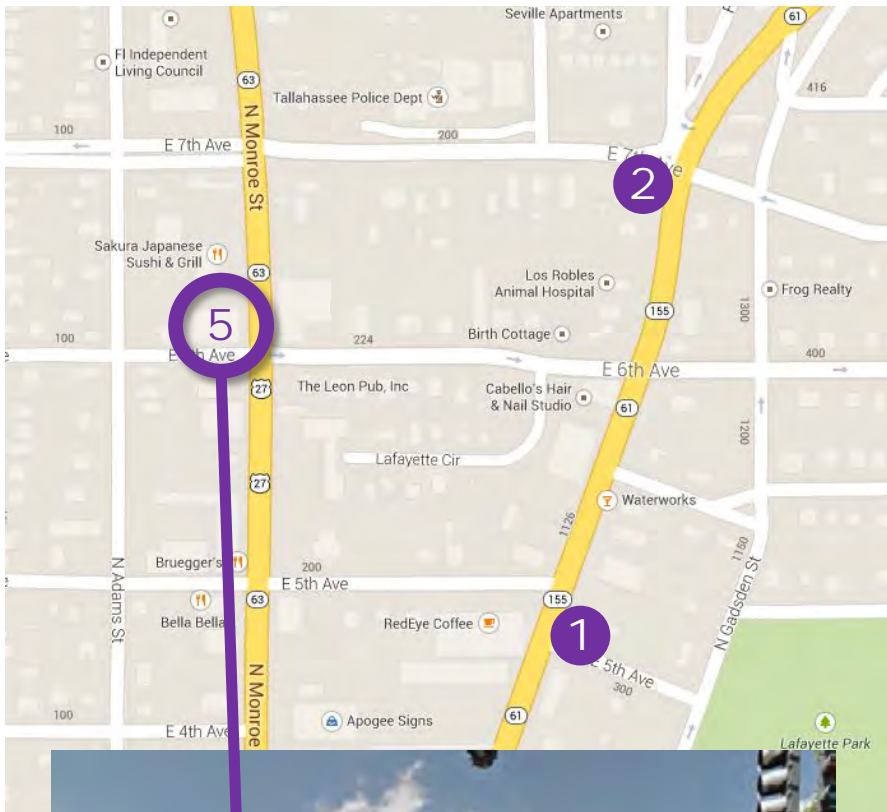
Locate in C.O.T. right-of-way near the sidewalk, to be visible from point of view of this photograph.



MT PP 4 Pedestrian Pointer, Lake Ella Drive, west side of lake

DRAFT 10/31/2013





↑ NORTH

= PEDESTRIAN DIRECTIONALS

= DESTINATION MARKERS

COT R.O.W *New sign on new pole and new foundation*

Midtown theme

NORTH Senior Center
Lake Ella Park
Shops & Restaurants

SOUTH Shops & Restaurants
Downtown

EAST Shops & Restaurants

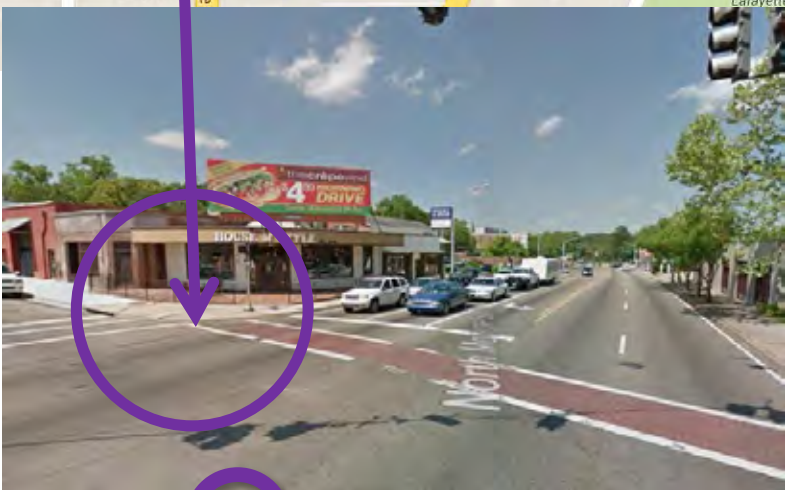
WEST Levy Park

MAP BOX

A: Midtown

B: History and photos

Locate in C.O.T. right-of-way in new sidewalk bulb-out to be installed at this corner.



MT PP 5

Pedestrian Pointer, N. Monroe Street at 6th Avenue, northeast corner

DRAFT 10/31/2013





↑ NORTH

= PEDESTRIAN DIRECTIONALS

= DESTINATION MARKERS

VERIFY R.O.W New sign on new pole
and new foundation

Midtown
theme

Midtown



MT DM



Destination marker, N. Monroe Street at Thomasville Road

DRAFT 10/31/2013





↑ NORTH

= DESTINATION MARKERS

FDOT R.O.W *New sign on new pole
and new foundation*

Midtown
theme

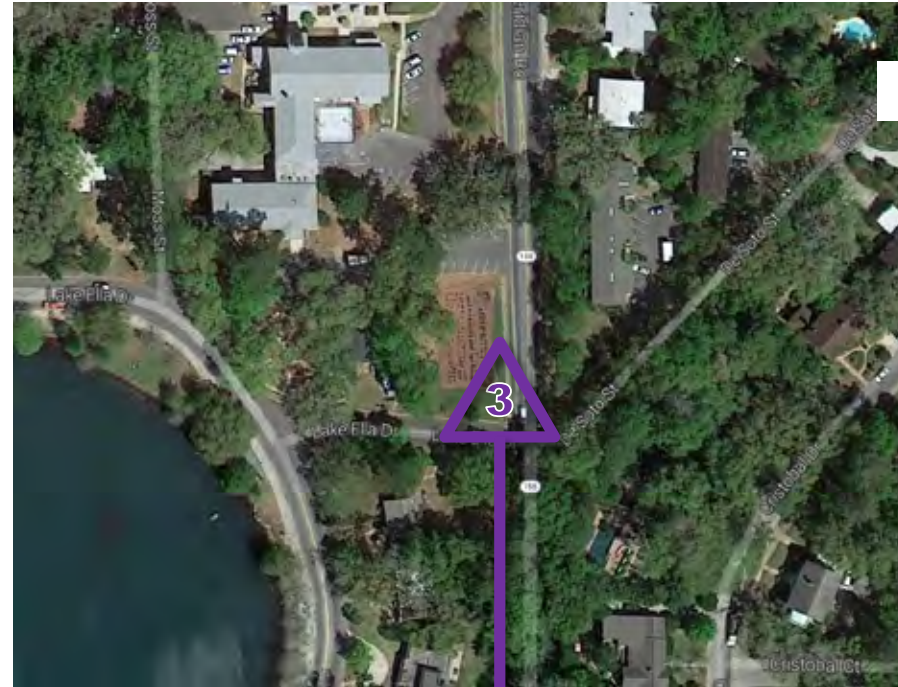
Midtown



MT DM  Destination marker, Thomasville Road median south of Grape Street

DRAFT 10/31/2013



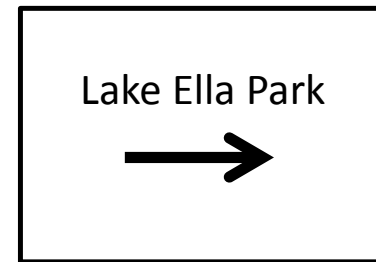


↑ NORTH

= DESTINATION MARKERS

COT R.O.W *New sign on new pole
and new foundation*

Midtown
theme



MT DM  Destination marker, Meridian Road SB at Lake Ella Drive, northwest corner

DRAFT 10/31/2013



New MARKET DISTRICT Wayfinding signs and locations

Includes:

DM District Markers

PP Pedestrian Pointers

Market District Wayfinding Signs DRAFT 7/30/2014





2014:
Wayfinding signs are
proposed at these locations.

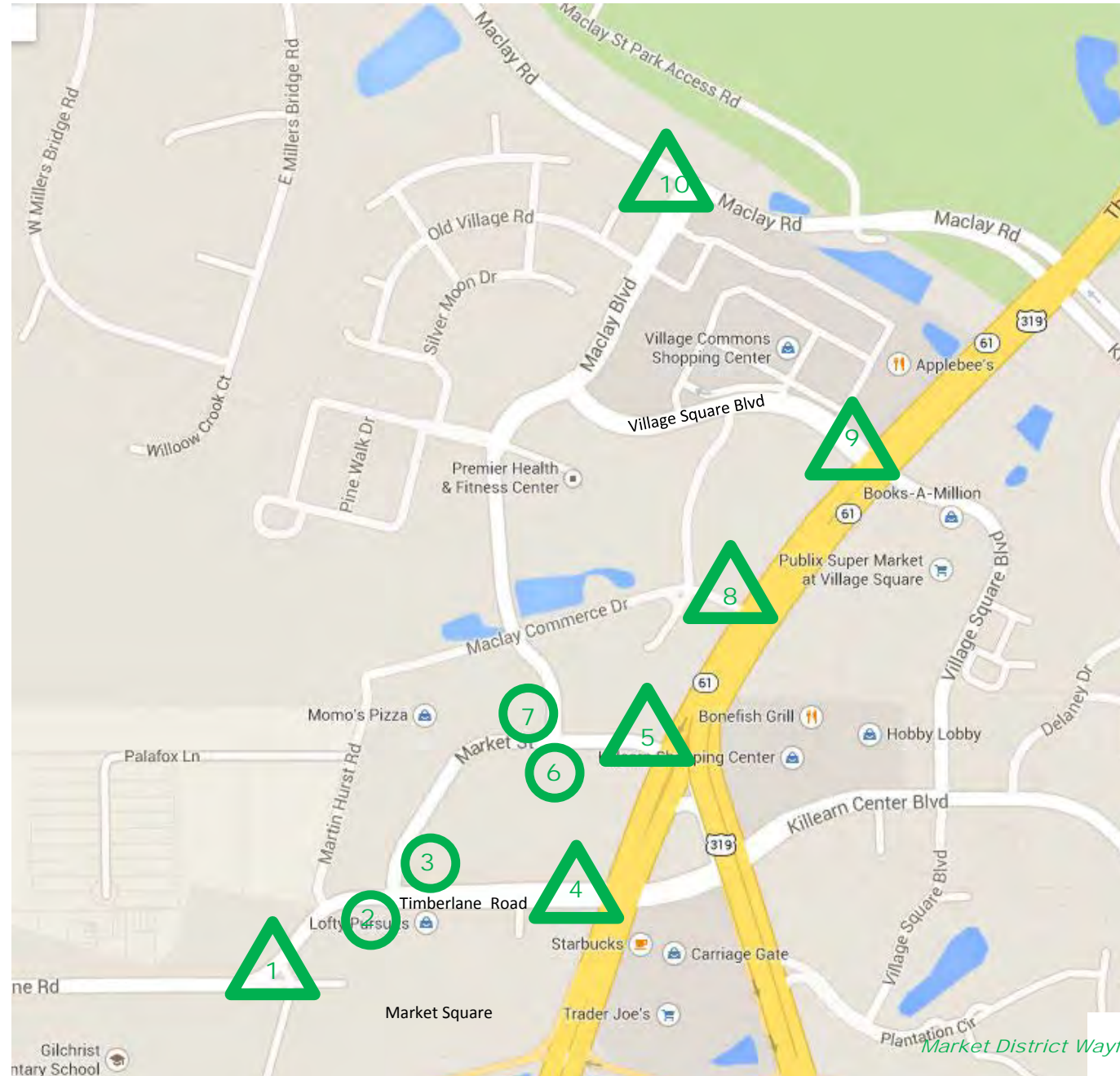
LEGEND

CROSSWALK SIGNAGE	TRAFFIC CALMING
NEW SIDEWALKS	PARK, PLAZA, PUBLIC SPACE
BICYCLE ROUTES/CONNECTIONS	STREETScape
TRAIL CONNECTIONS	BICYCLE LANES
BICYCLE ROUTE	BICYCLE ROUTE + SIDEWALK
SIDEWALK	SIDEWALK + BICYCLE LANE
SIDEWALK	

Area Map from the Market District Action Plan document, adopted October 12, 2011

Market District Wayfinding Signs DRAFT 7/30/2014





New
MARKET
DISTRICT
Wayfinding
signs
locations

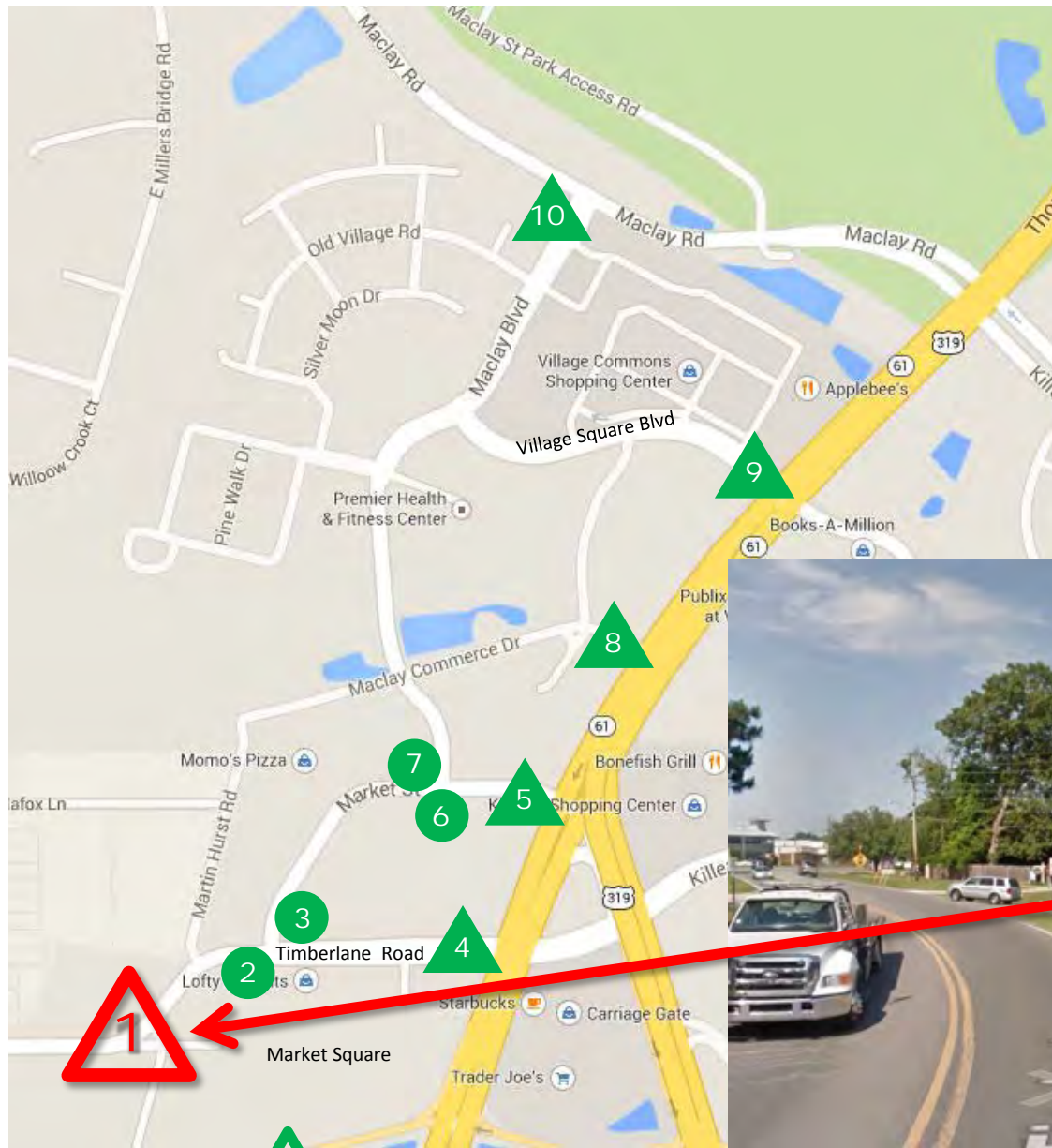
MD DM 
Destination Marker

MD PK 
Pedestrian Kiosk

All signs should
be located in the
public right-of-
way.

Market District Wayfinding Signs DRAFT 7/30/2014

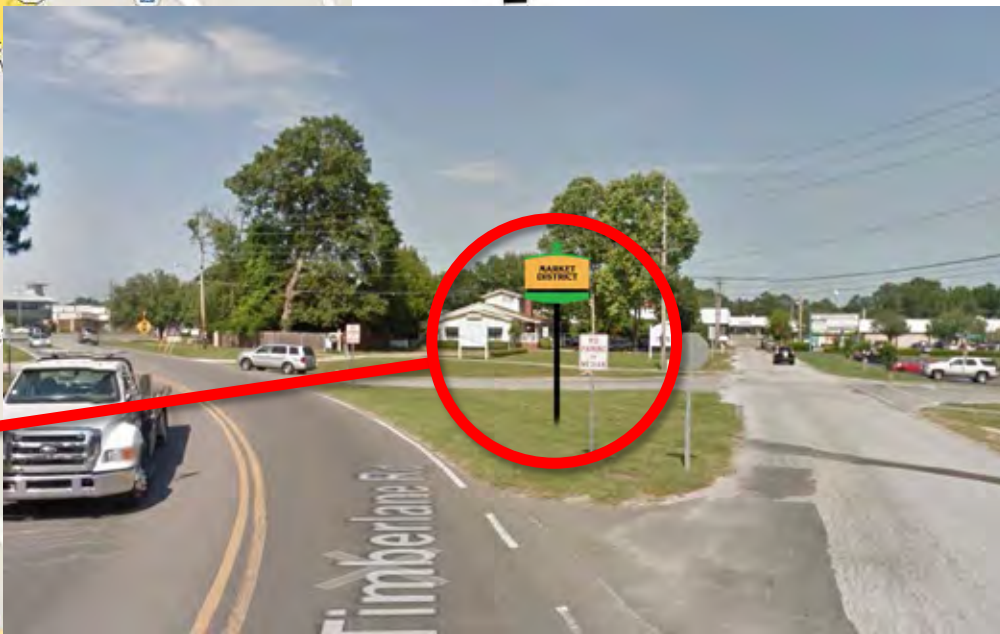
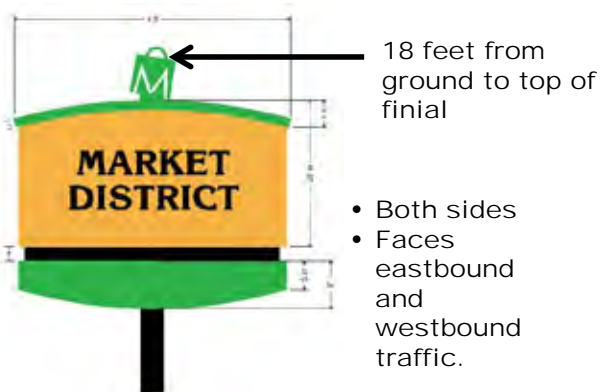




↑ NORTH

● = PEDESTRIAN KIOSKS

▲ = DESTINATION MARKERS



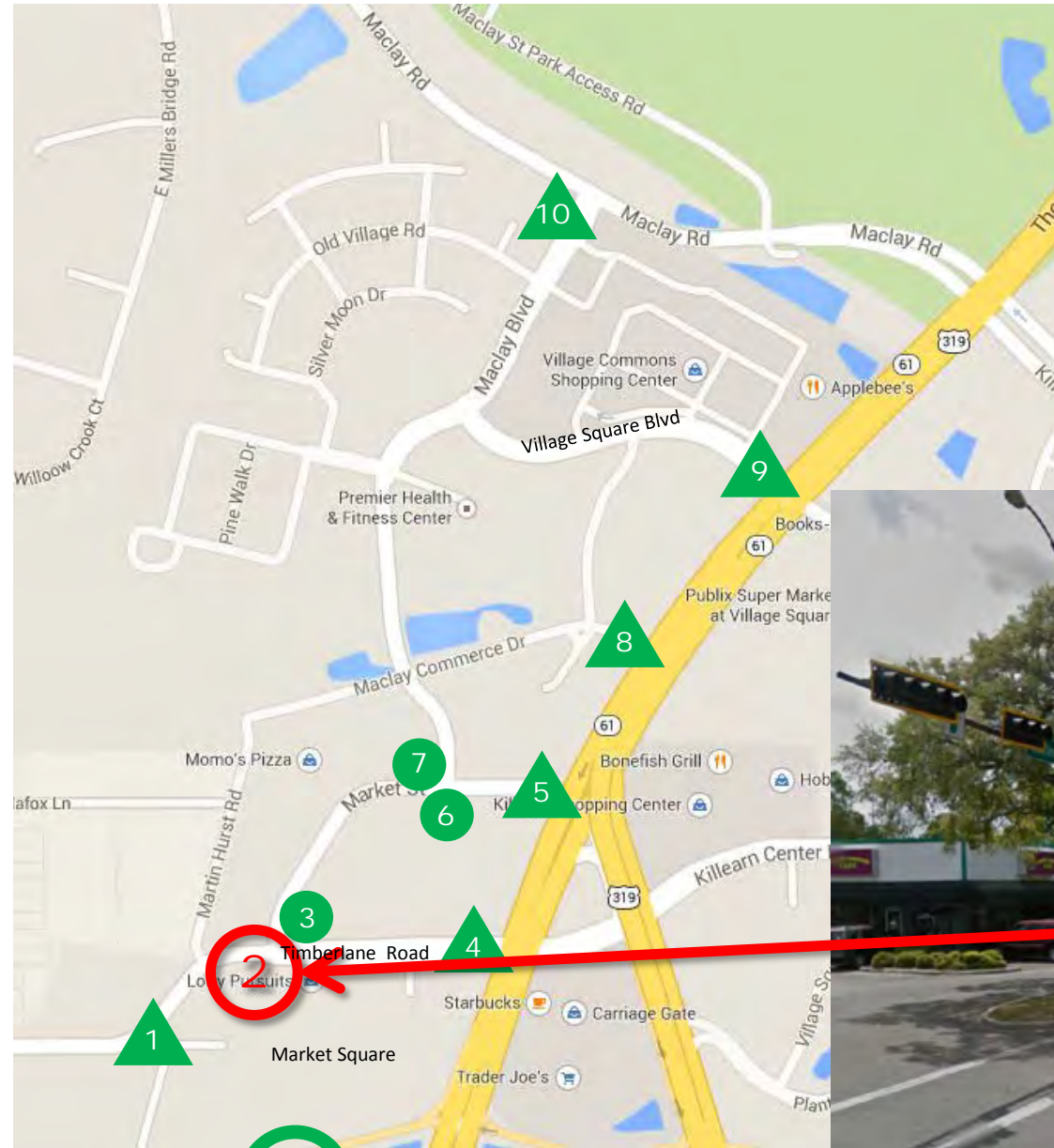
MD DM



Destination marker, Timberlane Road at Market Square west entrance

Market District Wayfinding Signs DRAFT 7/30/2014





↑ NORTH

● # = PEDESTRIAN KIOSKS

▲ # = DESTINATION MARKERS



MAP ON ONE SIDE ONLY
CENTER OF MAP
IS AT EYE LEVEL

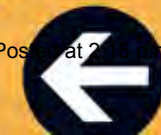


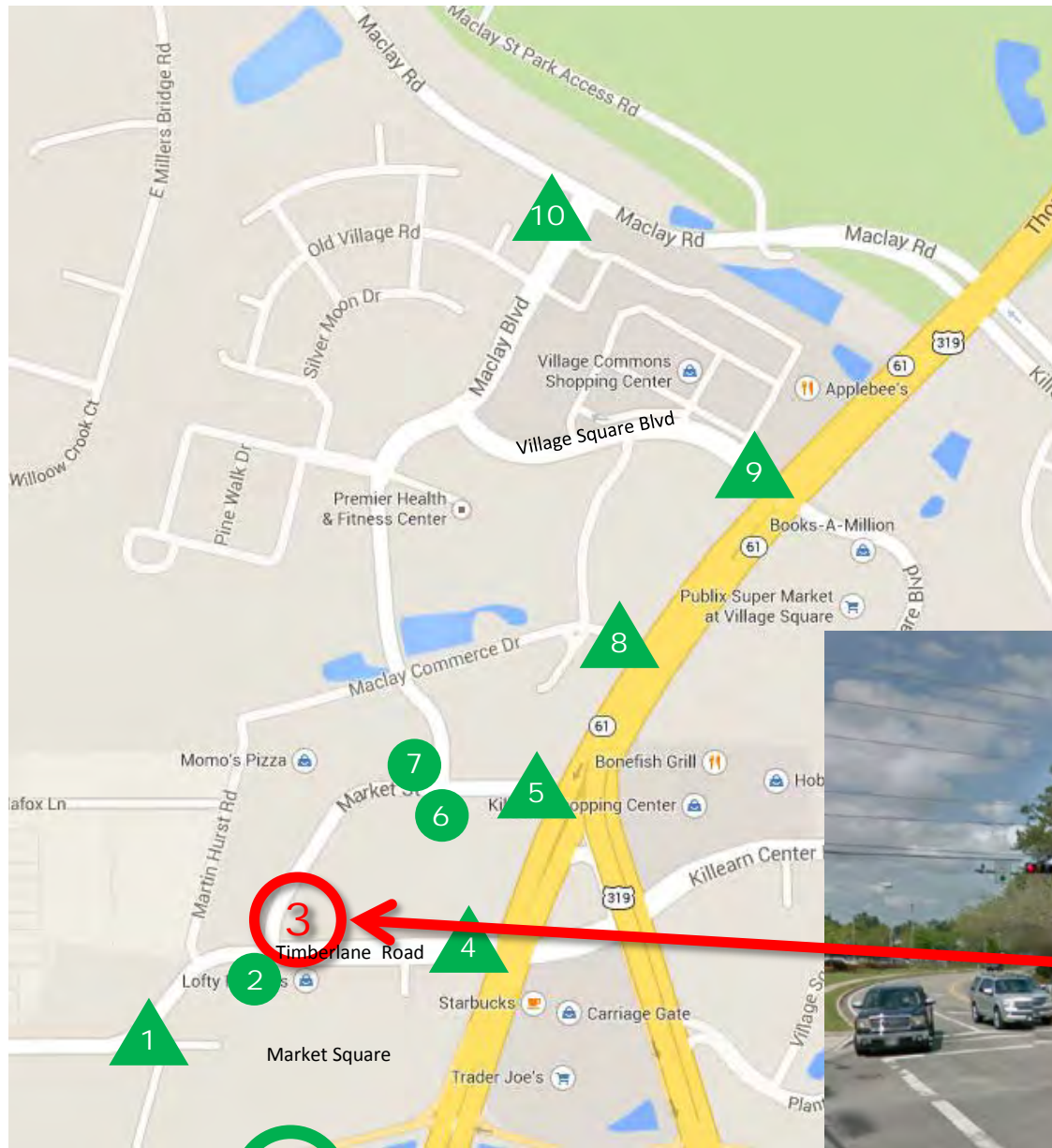
MD PK



Pedestrian Kiosk, Timberlane Road at Market Square north entrance

Market District Wayfinding Signs DRAFT 7/30/2014





- ↑ NORTH
- # = PEDESTRIAN KIOSKS
- ▲ # = DESTINATION MARKERS



MAP ON ONE SIDE ONLY
CENTER OF MAP
IS AT EYE LEVEL



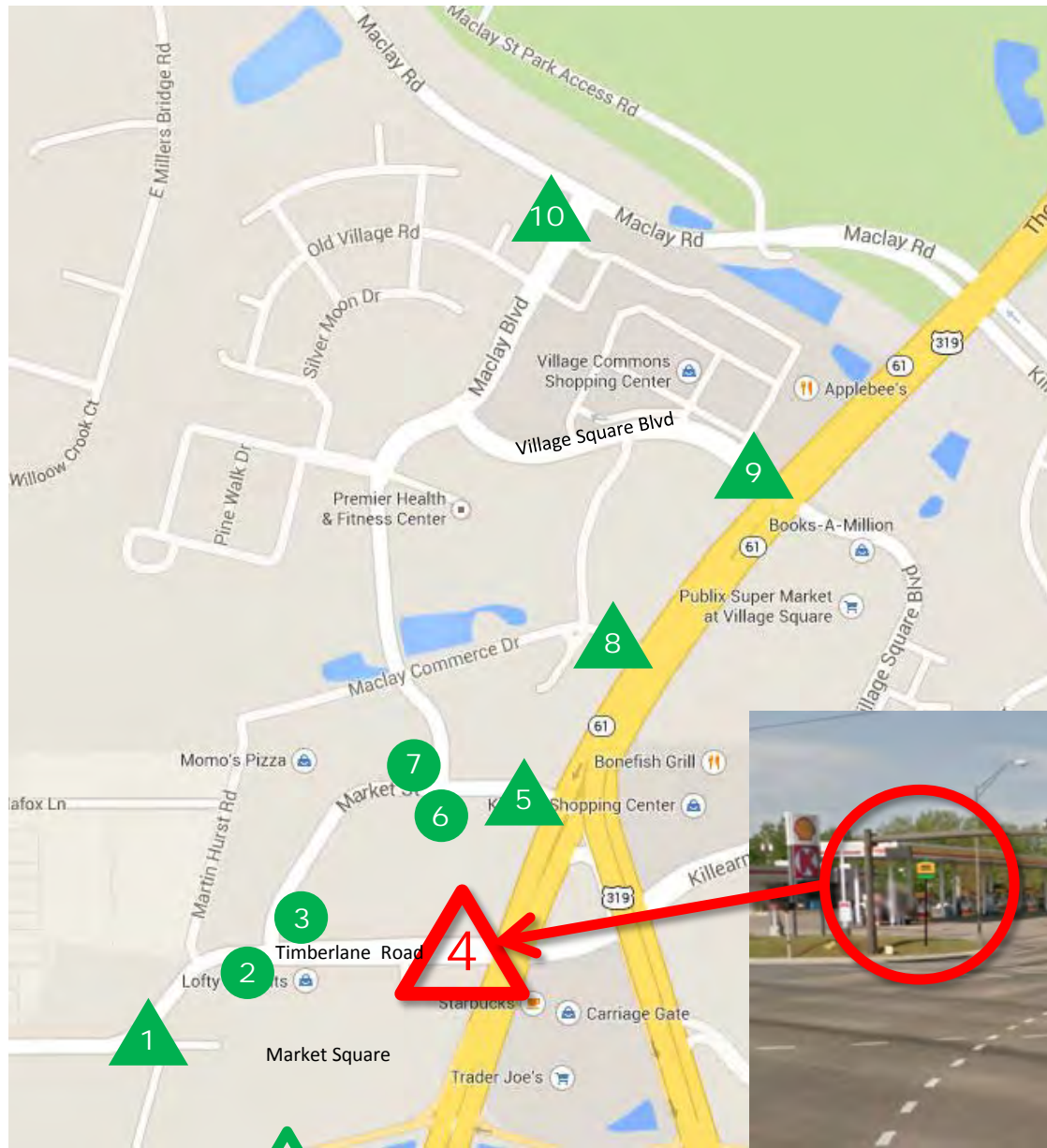
MD PK



Pedestrian Kiosk, Timberlane Road at Market Street, northeast corner

Market District Wayfinding Signs DRAFT 7/30/2014





= PEDESTRIAN KIOSKS

= DESTINATION MARKERS

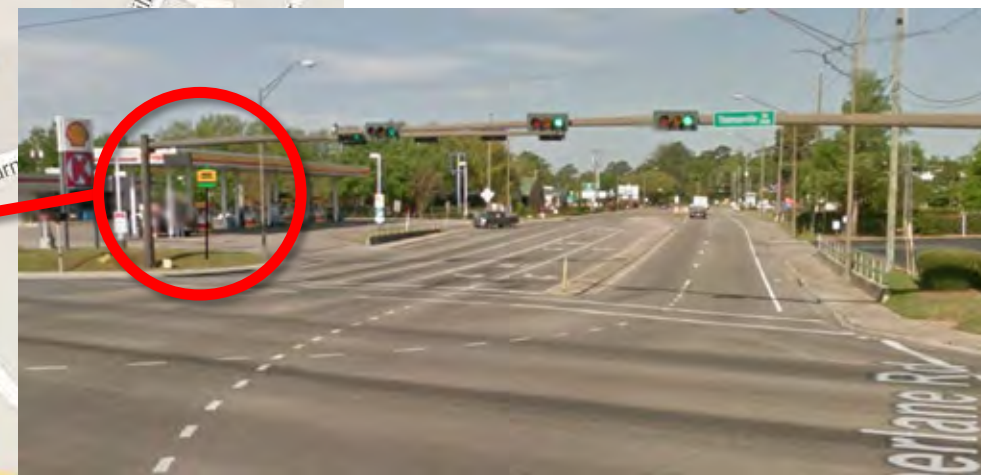


18 feet from ground to top of finial

- One side only, faces southbound and westbound traffic.



- Back of sign



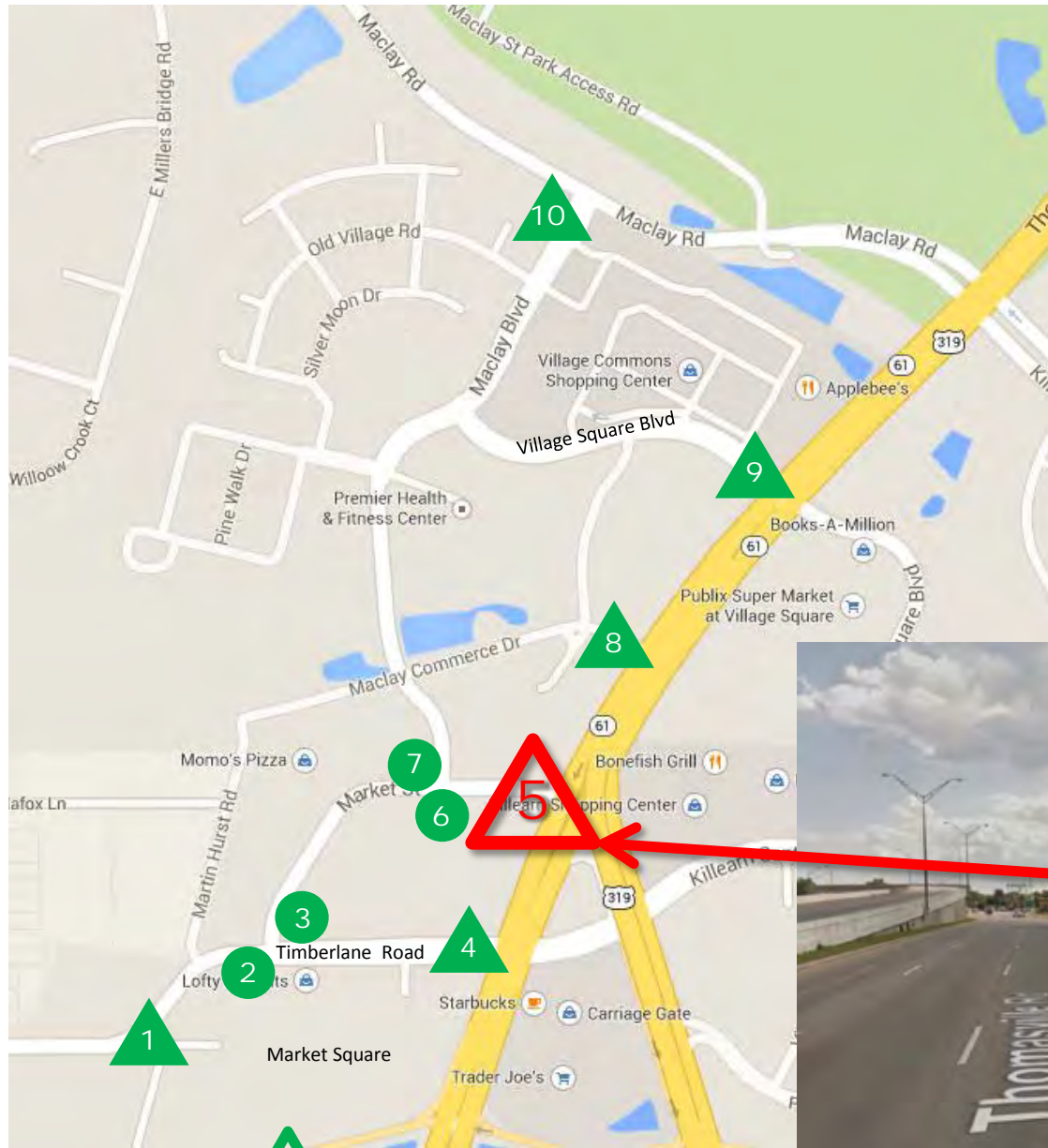
MD DM



Destination marker, Thomasville Road at Timberlane Road, SW corner

Market District Wayfinding Signs DRAFT 7/30/2014

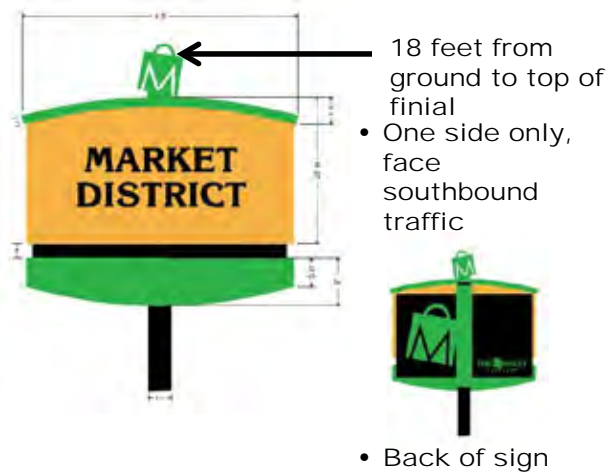




↑ NORTH

● = PEDESTRIAN KIOSKS

▲ = DESTINATION MARKERS



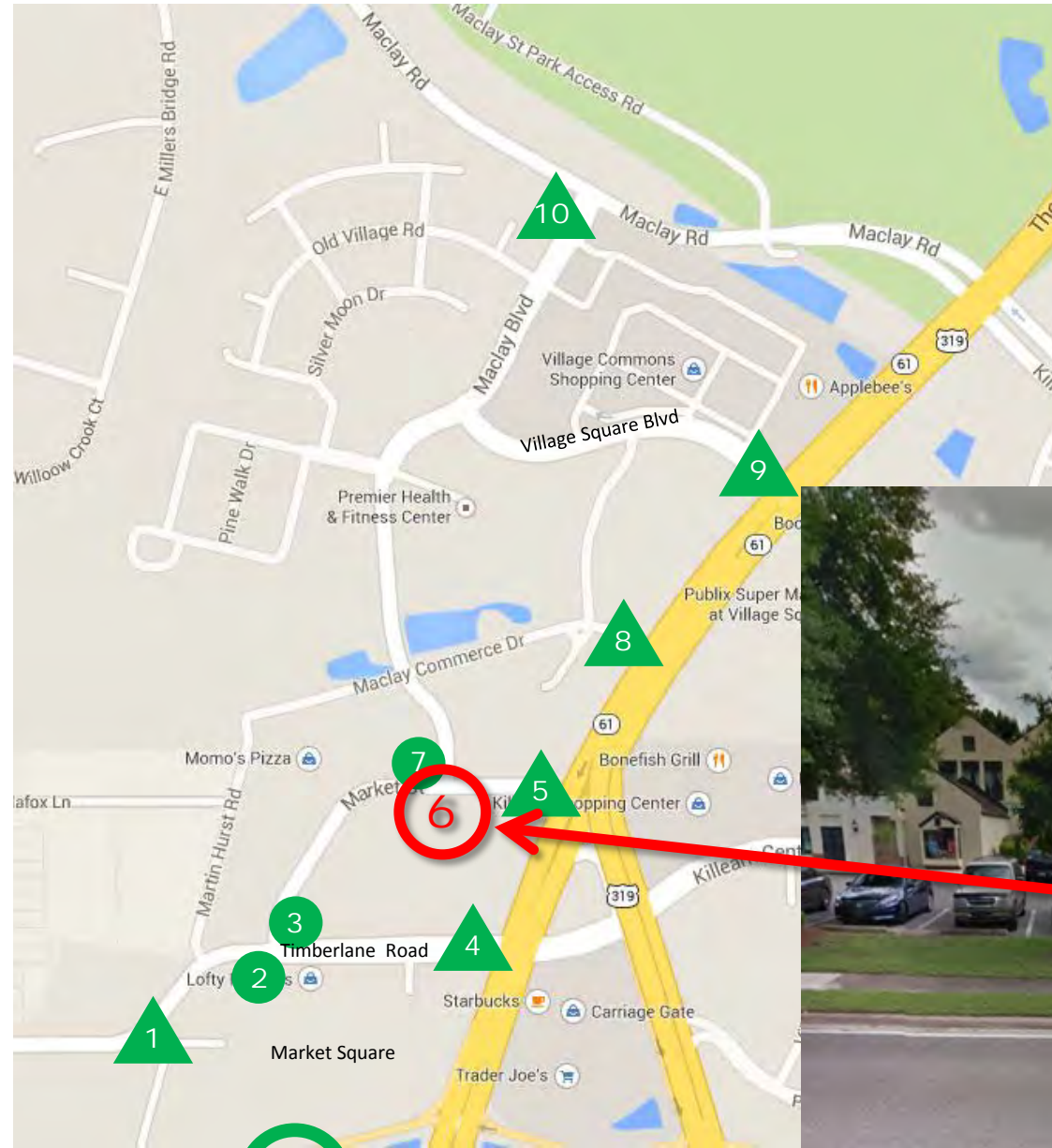
MD DM



Destination marker, Thomasville Road at Market Street

Market District Wayfinding Signs DRAFT 7/30/2014





↑ NORTH

= PEDESTRIAN KIOSKS

= DESTINATION MARKERS



MAP ON ONE SIDE ONLY
CENTER OF MAP
IS AT EYE LEVEL



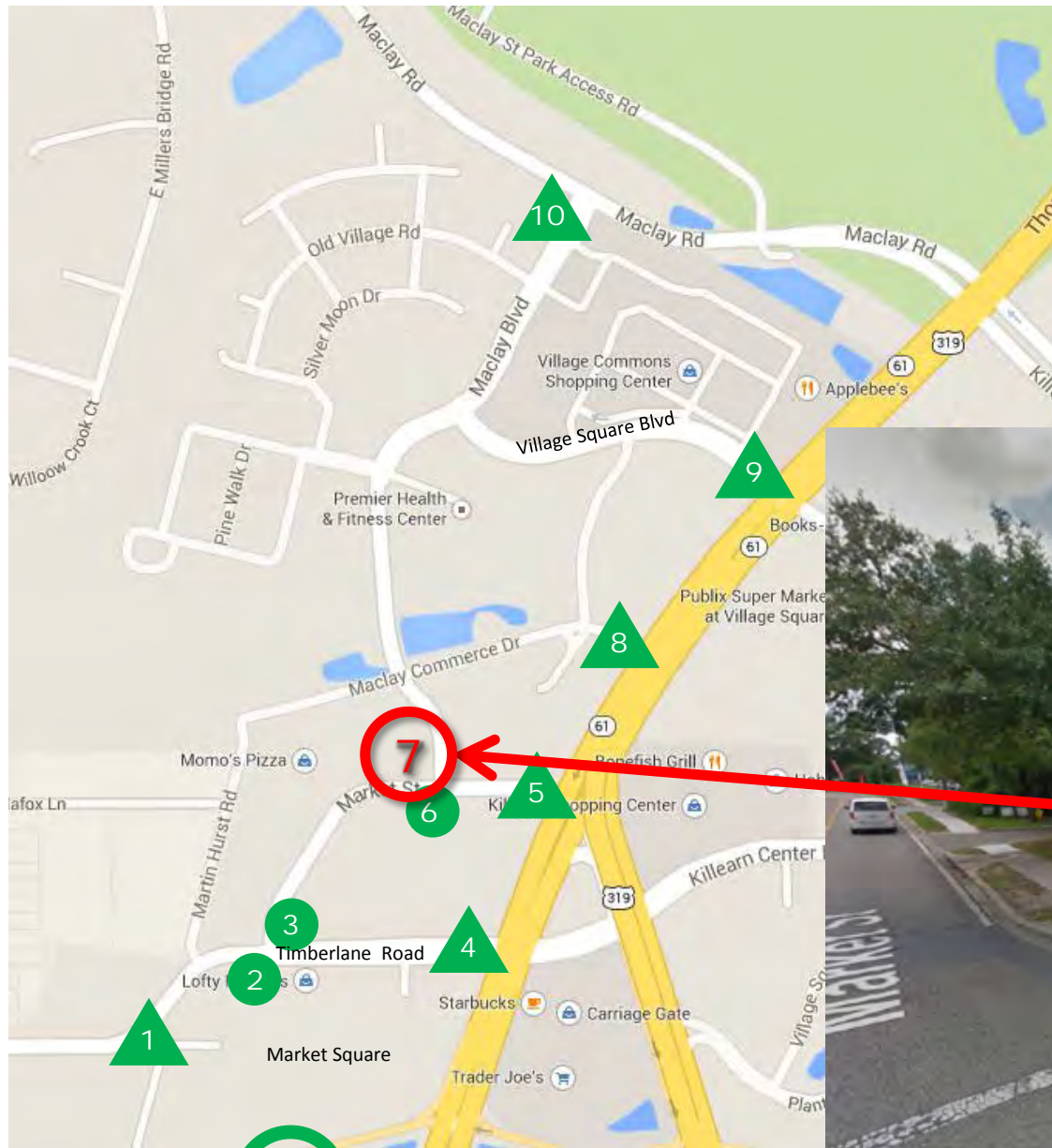
MD PK



Pedestrian Kiosk, Market Street at the foot of Maclay Boulevard

Market District Wayfinding Signs DRAFT 7/30/2014





- ↑ NORTH
- = PEDESTRIAN KIOSKS
- ▲ = DESTINATION MARKERS



MAP ON ONE SIDE ONLY
CENTER OF MAP
IS AT EYE LEVEL

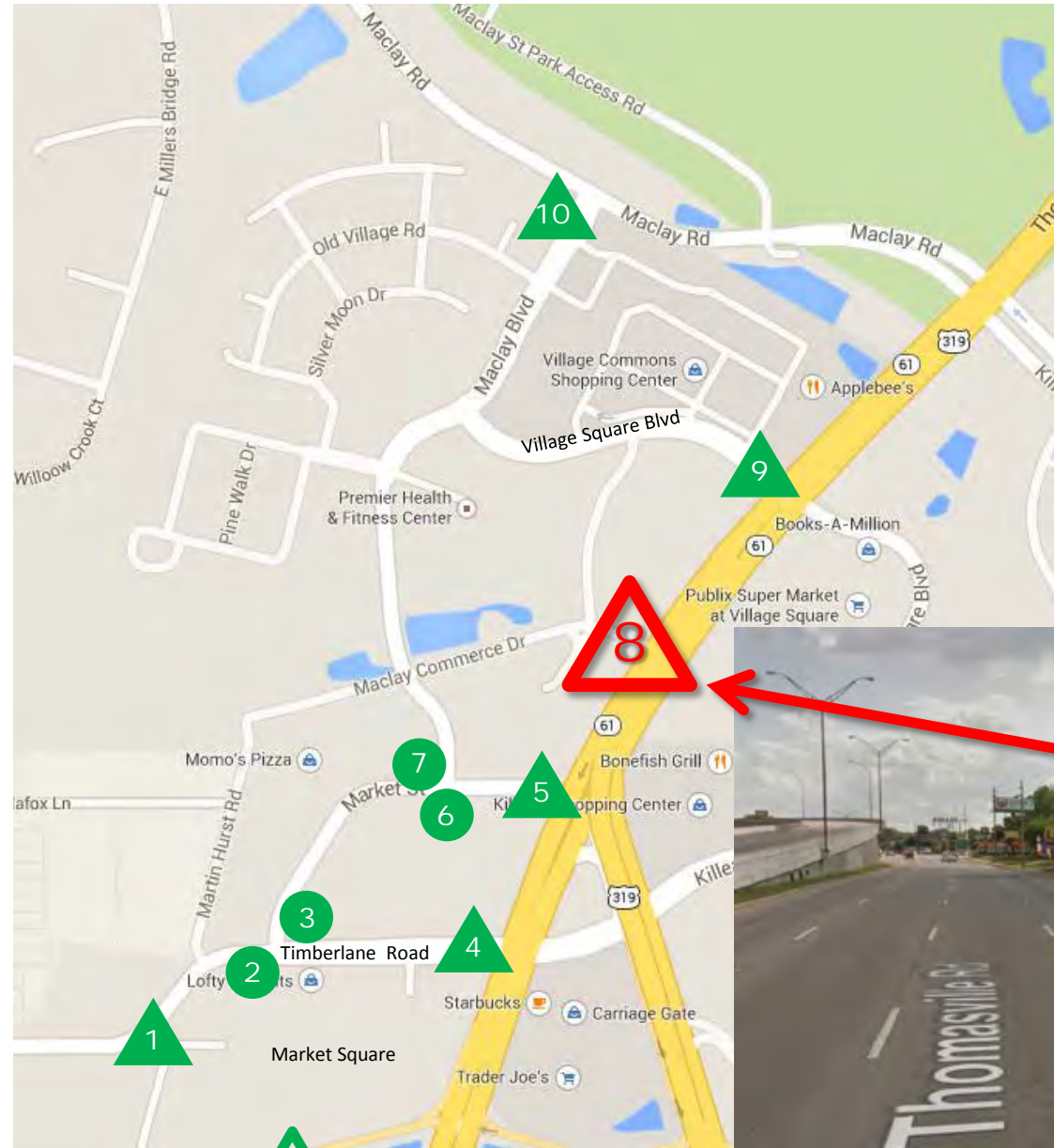


MD PK 7

Pedestrian Kiosk, Market Street at Maclay Boulevard, northwest corner

Market District Wayfinding Signs DRAFT 7/30/2014

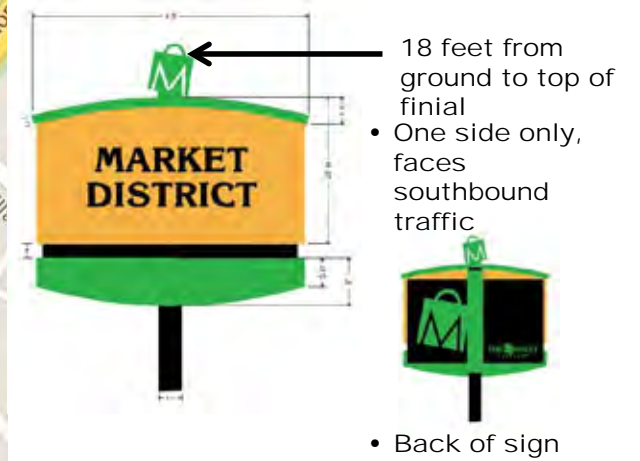




↑ NORTH

● # = PEDESTRIAN KIOSKS

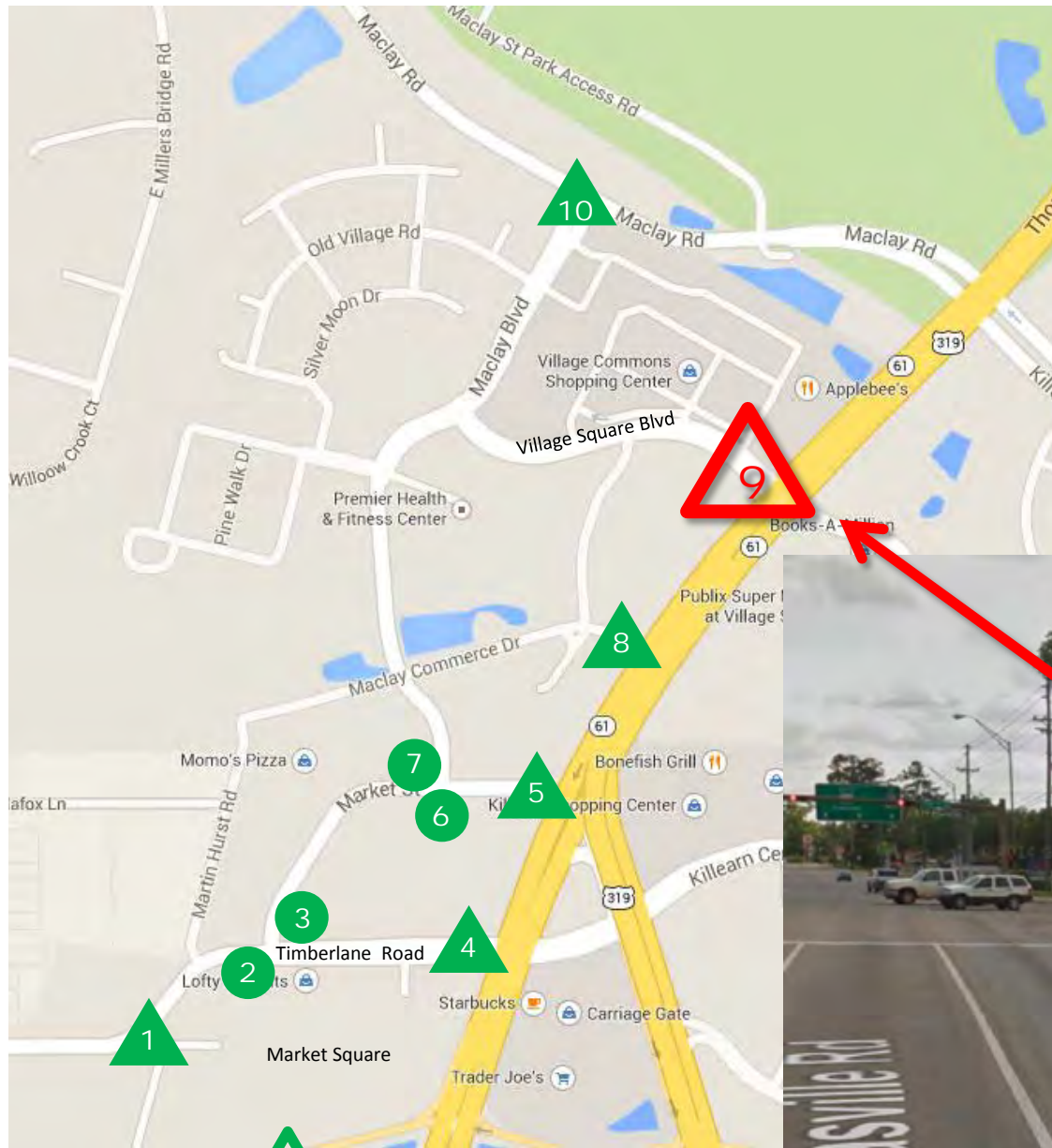
▲ # = DESTINATION MARKERS



MD DM 8 Destination marker, Thomasville Road at Maclay Commerce Drive

Market District Wayfinding Signs DRAFT 7/30/2014

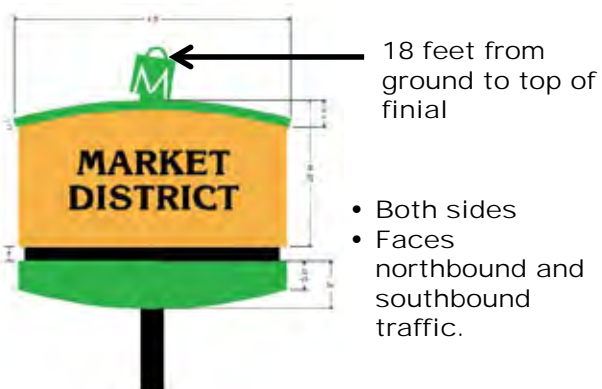




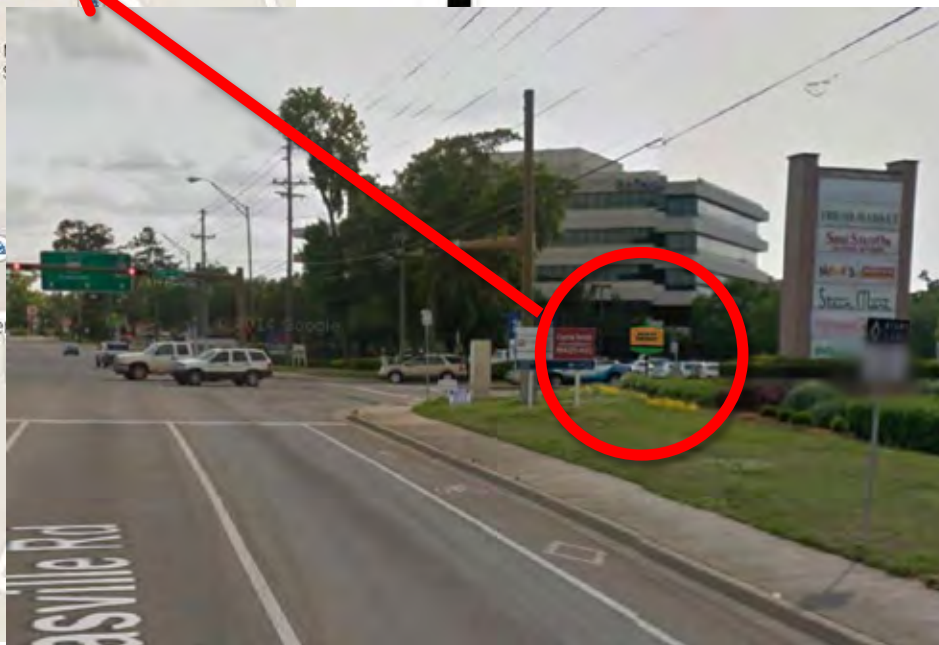
↑ NORTH

● = PEDESTRIAN KIOSKS

▲ = DESTINATION MARKERS



- Both sides
- Faces northbound and southbound traffic.



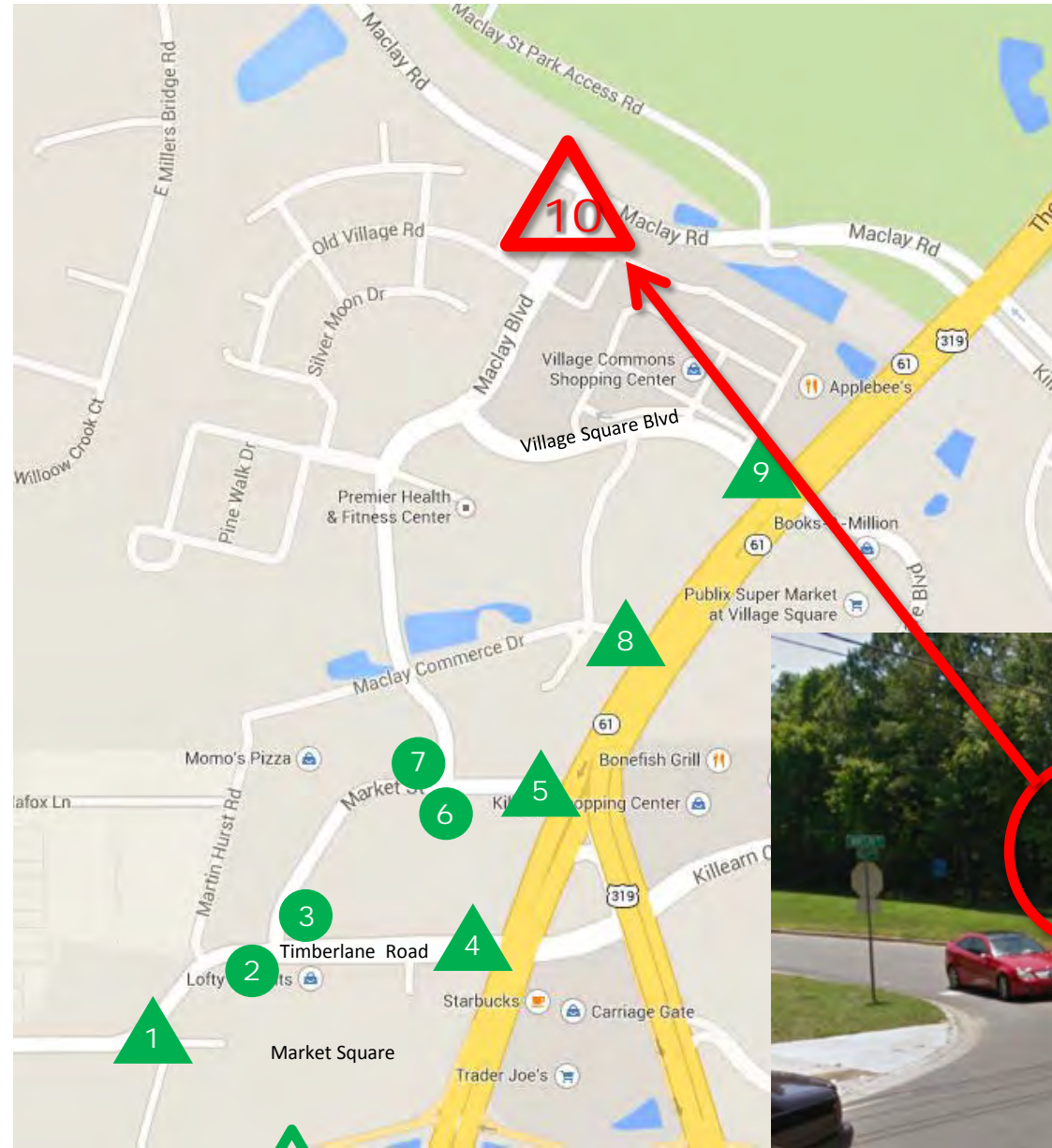
MD DM



Destination marker, Thomasville Road at Village Square Boulevard

Market District Wayfinding Signs DRAFT 7/30/2014





↑ NORTH

● # = PEDESTRIAN KIOSKS

▲ # = DESTINATION MARKERS



18 feet from ground to top of finial

- Both sides
- Faces eastbound and westbound traffic.
- Install perpendicular to Maclay Road.



MD DM



Destination marker, Maclay Road at Maclay Boulevard, in median

Market District Wayfinding Signs DRAFT 7/30/2014



New HUNTINGTON Wayfinding signs and locations

Includes:

VH Vehicular Directionals

PK Pedestrian Kiosks





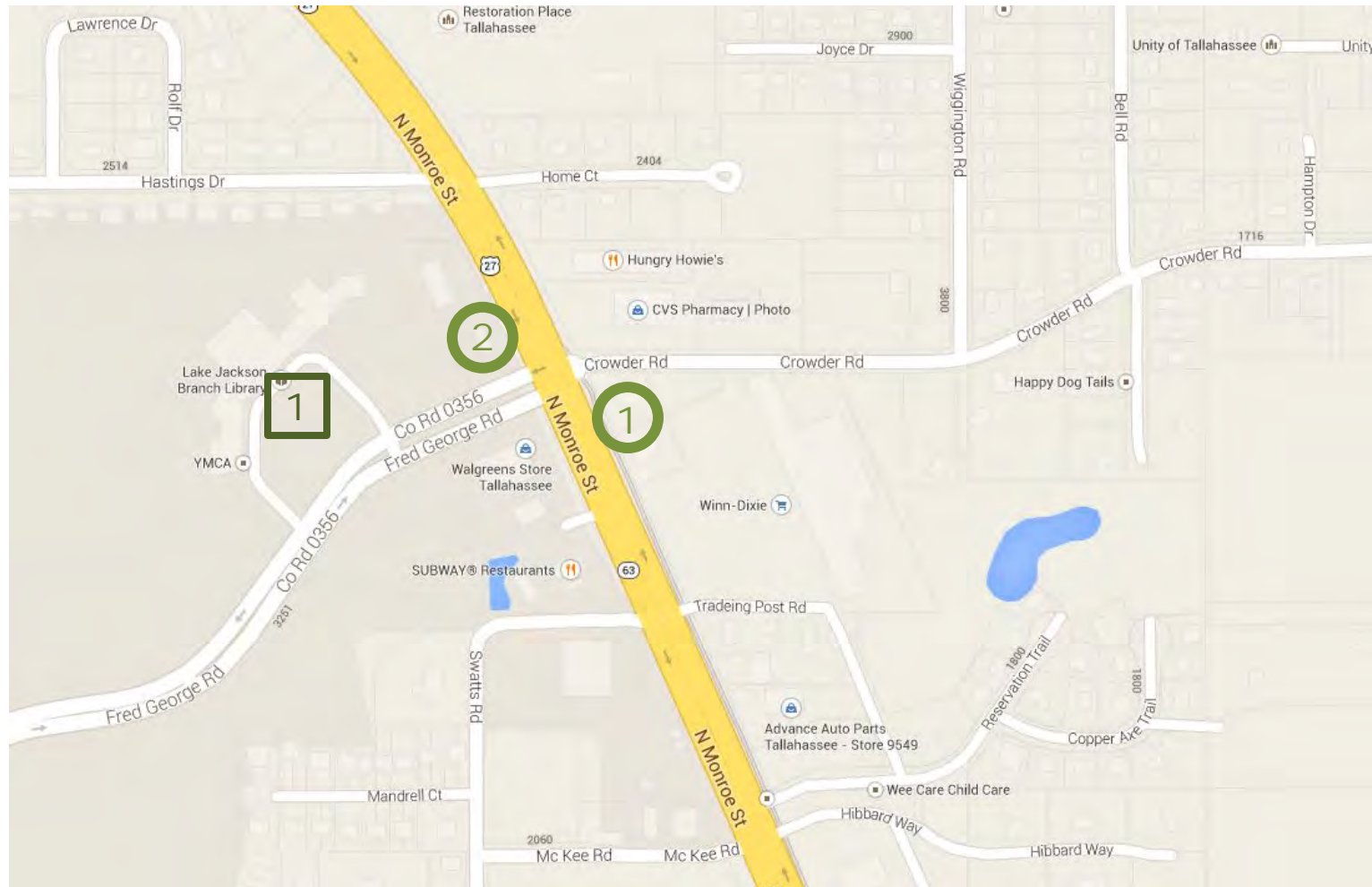
New HUNTINGTON Wayfinding signs locations



Vehicular directional



Pedestrian kiosk



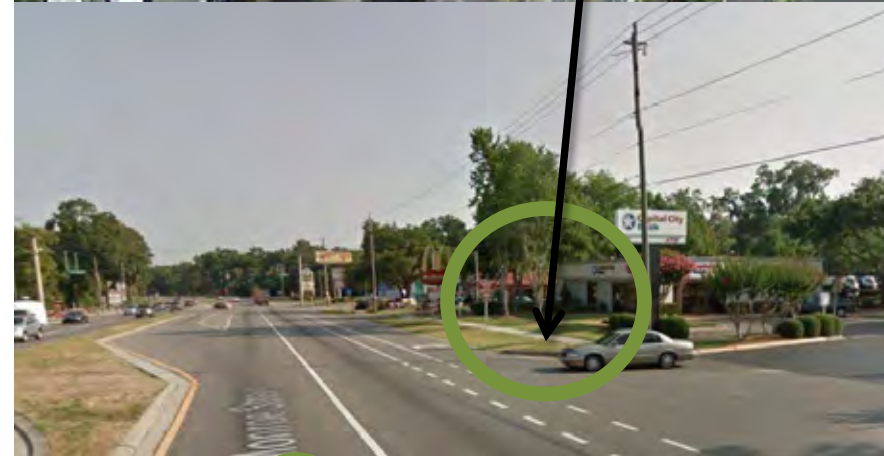


FDOT R.O.W *New sign on new pole and new foundation*

Huntington theme

← Huntington Town Center
Library

Lake Jackson Mounds →
Archaeological State Park
Boat Ramp



HT VH 1 Vehicular directional, N. Monroe St. NB at Crowder Road, southeast side





↑ NORTH

FDOT R.O.W *New sign on new pole and new foundation*

Huntington theme

Huntington Town Center Library →

← Lake Jackson Mounds Archaeological State Park Boat Ramp

HT VH

2

Vehicular directional, N. Monroe St. SB at Fred George Road, northwest side





LC R.O.W *New sign on new pole and
new foundation*

Huntington theme

MAP BOX
A: Huntington Town Center
B: TBD

1

HT PK 1 Vehicular directional, Huntington Town Center



Appendix B: Sign Design Graphics Specifications



Sign Font



ITC Korinna Std Extra Bold

Regular

ABCDEFGHIJKLMNOPQRSTUVWXYZ

abcdefghijklmnopqrstuvwxyz 01234567890 &\$%¥æœßµ?

Italic

ABCDEFGHIJKLMNOPQRSTUVWXYZ

abcdefghijklmnopqrstuvwxyz 01234567890 &\$%¥æœßµ?

Vinyl Symbol Graphics



Colors



C37 M65 Y80 K 29

FAMU Way



C0 M100 Y100 K 0

Gaines Street



C67 M100 Y23 K 33

Midtown



C20 M100 Y100 K20

Frenchtown



C0 M57 Y100 K 0

Southside



C20 M77 Y86 K 9

Downtown



C60 M38 Y0 K0

All Saints



BLACK

Pole color



C87 M22 Y30 K 0

Cascades Park



C49 M 56 Y76 K 35

Myers Park



C80 M2 Y100 K0

Market District



C3 M33 Y84 K 0

Blade base Color

Pole

6in diameter pole

Sign or logo top decorative finial water jet cut and powder coated

Blades

Painted/powder coated metal with applied vinyl text and graphics.

Note: Dimensions of Vehicular signs and Pedestrian Pointer signs shall match those of the Vehicular signs and Pedestrian Pointer signs installed at Cascades Park.





The Wayfinding Signage Plan



**Leon County
Board of County Commissioners**


Notes for Agenda Item #14

Leon County Board of County Commissioners

Cover Sheet for Agenda #14

October 28, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Acceptance of Leon County Bicycle Friendly Action Plan

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 & Community Development Wayne Tedder, Director of P.L.A.C.E Cherie Bryant, Manager, Tallahassee-Leon County Planning Department
Lead Staff/ Project Team:	Megan Doherty, Principal Planner Josh Pascua, Management Analyst

Fiscal Impact:

This item has no fiscal impact.

Staff Recommendation:

Option #1: Accept the Leon County Bicycle Friendly Action Plan.

Report and Discussion

Background:

For the past several years, the City and County have held meetings to engage members of the bicycling community, and have adopted policy initiatives to take a more proactive role in incorporating bicycling into the transportation planning process to become a more “bicycle-friendly” community. At the Board of County Commissioners meeting on July 8, 2014, the Board accepted a Status Report on Improving Leon County’s Bicycle Friendliness. This item builds on that status report to present an action plan to make Leon County more bicycle-friendly.

The Leon County Bicycle Friendly Action Plan is essential to addressing the following FY 2012 – FY 2016 Strategic Initiative that the Board approved at the January 21, 2014 meeting:

- Focus on improving Leon County’s ranking as a bicycle-friendly community (2014).

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

- Grow our tourism economy, its economic impact and the jobs it supports, including a regional hub for sports and cultural activities. (EC4, 2012)
- Maintain and enhance our recreational offerings associated with parks and greenway system for our families, visitors and residents. (Q1, revised 2013).

Analysis:

The Bicycle Friendly Community program is coordinated by the League of American Cyclists, whose mission is “to promote bicycling for fun, fitness and transportation and work through advocacy and education for a bicycle-friendly America.” The Bicycle Friendly Community program helps build recognition for what communities have accomplished to date and the League also provides feedback in the form of a community report card to help communities build on existing achievements. In 2009, the City of Tallahassee was awarded a Bronze Bicycle Friendly Community designation. In 2012, Leon County expressed an interest in submitting an application at the next available opportunity, which was July 2013. The submittal of a joint City-County application was discussed with Bicycle Friendly Communities (BFC) staff. Due to the scoring system and calculations of bicycle facilities per roadway mile for each jurisdiction, it was recommended by BFC staff that the City and County submit separate applications. Consistent with Board of County Commissioner approval on July 9, 2013, the BFC application for the unincorporated area of Leon County was submitted.

In response to the BFC application, Leon County received an Honorable Mention designation from the League of American Bicyclists in November 2013. Communities designated as ‘Honorable Mention’ by the League are listed on the website for a one-year period, but are not formally recognized as a bicycle friendly community. The Community Feedback Report detailing the League’s assessment of Leon County’s current efforts to improve bicycle friendliness and the League’s basis for recommending an Honorable Mention designation was received in March 2014 (Attachment #1). The report includes a set of key recommendations and a list of other suggested programs and policies that the League of American Bicyclists supports for improving local cycling. The intent of the report is to provide a general roadmap to becoming a more bicycle-friendly community.

Current Initiatives to Improve Bicycle Friendliness

Consistent with the programs and policies identified by the League as integral to creating a more bicycle-friendly community, Leon County has been proactive in pursuing the following bicycle-related programs, projects, and initiatives.

Joint City-County Bicycle Workgroup

On June 26, 2012, the Board created the Joint City/County Bicycle Workgroup (Workgroup). The Workgroup provides recommendations through Planning staff regarding proposed cycling-related projects, improvements, events, and ordinances that are considered to be of community interest. The Workgroup is composed of 12 members: six members appointed by the County and six members appointed by the City.

Leon County Bicycle Route Network

In an effort to establish a well-connected, user-friendly bicycle network, the City of Tallahassee and Leon County worked with local cycling groups and the Joint City-County Bicycle Workgroup between 2011 and 2013 to identify potential bicycle routes and connections to existing cycling facilities with the goal of adopting and designating a comprehensive bicycle network throughout the urban areas of Leon County. The Board adopted the Leon County Bicycle Route Network on May 28, 2013, and the City Commission subsequently approved the Network on June 26, 2013.

Currently, the Leon County Bicycle Route Network and related bicycle enhancements have been recommended for inclusion in the proposed sales tax extension by the Leon County Sales Tax Committee, the Board appointed citizen group responsible for collecting public input and making recommendations regarding public policy for infrastructure sales tax issues. As funding becomes available, in part or whole, the Joint City-County Bicycle Workgroup will be engaged to assist in establishing a priority for signing route segments.

Incorporating Bicycle Improvements into Public Roadway and Resurfacing Projects

Currently, there are a variety of policies and programs to ensure bicycle facilities are incorporated into new roadway designs or resurfacing projects as opportunities arise. Specifically, when roadways are scheduled for resurfacing in the City of Tallahassee and Leon County, staff coordinates to determine if there are opportunities to incorporate bicycle facilities or other improvements into the programmed resurfacing project. This is consistent with Policy 1.2.2 of the Tallahassee-Leon County Comprehensive Plan, which mandates that:

Safe and convenient facilities for pedestrians, cyclists, and transit users shall be evaluated for all new road and road widening projects. Specifically, all road projects, including resurfacing projects, shall be evaluated for the addition of bicycle lanes or paved shoulders, and transit shelters where they did not previously exist.

Leon County Bicycle-Friendly Action Plan

In addition to incorporating existing Leon County efforts to improve bicycle comfort and safety, the Action Plan to create a more bicycle-friendly Leon County has identified the following programs and projects to make cycling easier and more enjoyable in Leon County, consistent with recommendations from the League of American Bicyclists.

2014 Safe Routes to School Report

The purpose of the Safe Routes to School plan is to provide recommendations to improve student walking and bicycling rates to and from school. In addition, the plan identifies enhancements to improve the overall travel safety and convenience for students, parents and the school. The updated 2014 report, recently adopted by the Capital Regional Transportation Planning Agency Board at their September 15, 2014 meeting, includes a number of recommendations that could improve bicycle safety and improve bicycling rates in areas around schools.

Recommendation: Bicycle-related improvements should be reviewed by Leon County Public Works Department and incorporated into the Capital Improvements Program schedule, as appropriate.

Bike Tallahassee – Website Update

The Leon County Bicycle Route Network is the first step towards making roadways and trails work for cyclists in a network that offers opportunities beyond recreation. Staff has been working to bring the Bicycle Route Network data to the public by updating the existing Bike Tallahassee website content and map application (www.biketallahassee.com). The goal of this update is to create a central access point for all cycling-related information in Leon County. Website content has been updated to include information on Leon County's cycling culture and economy, including:

- Local Cycling Shops and Makers
- Community Calendar featuring scheduled rides and local/regional cycling events
- Bikes and Buses
- Project Updates and New Cycling-related Improvements
- Commuting Tips
- Local Non-profit Bike Shops
- Emergency Ride Home Program Information
- Cycling Laws
- Links to Citizens Connect app to report issues

Recommendation: Maintain Bike Tallahassee as a current resource for cycling in Leon County through regular updates and review by the Joint City-County Bicycle Workgroup.

Bike Tallahassee – Interactive Map Update

Working with Tallahassee-Leon County Geographic Information Systems (TLCGIS), the Bike Tallahassee map has been updated to be more user-friendly and to implement a mapping methodology consistent with the adoption of the Leon County Bicycle Route Network. New features added to the Bike Tallahassee map application include destination specific routes, such as the Huntington-Lake Elberta Route, which identify comfortable, bicycle-friendly routes between community attractions and places. Additionally, the updated map application promotes trip planning by adding a feature class that allows users to view the 'comfort rating' of a roadway. The goal of this new feature is to provide current and future cyclists with more useful information for route planning, compared to traditional bicycle facility maps.

Currently, the Bike Tallahassee interactive map simply displays existing on-road and off-road cycling facilities within Leon County. Using the traditional mapping methodology, Call Street, Stadium Drive, and Capital Circle Southeast all have bike lanes, and appear as equal facilities on traditional bike maps. However, two of these roads (Stadium Drive and Capital Circle Southeast) are six-lane divided facilities with average speeds of 40 – 50 MPH. In contrast, Call Street is a much different facility with two lanes and average speeds between 25 – 30 MPH. Mapping by comfort facilitates easy communication of this distinction, and sets the stage for providing routing services to map users. TCGIS and the Planning Department will continue to work towards the goal of providing user-specific routing information as part of the Bike Tallahassee website. In addition to the destination-specific routes and comfort rating, the Bike Tallahassee map application will continue to display on and off-street bicycle facilities to enable users to view where on-street bicycle lanes, shared roadways, multi-use trails, and paved shoulders are located along a route.

Recommendation: Invite the public to preview the new Bike Tallahassee website and map application at a community presentation in November/December 2014.

Recommendation: Work with TCGIS to proceed to Phase 2 of the Bike Tallahassee update, which includes routing services for the bicycle route network that will allow users to enter specific start and end locations for cycling trips and obtain customized bike route instructions to reach their specific destination.

Connectivity with Trailahassee

Connections to parks, trails, and greenways are an essential component of the Leon County Bicycle Route Network. In an effort to assist the community in realizing these connections, Leon County's *Trailahassee* website featured and linked on the Bike Tallahassee website. Connections between the on-street network of signed bicycle routes and the off-road paths and trails will be easily visible for users of both websites, as *Trailahassee* will also incorporate functions that allow users to view trail connections to the bicycle route network, as well as provide a link to the Bike Tallahassee website.

Recommendation: Work with TCGIS and the Leon County Tourism Development Division to ensure connectivity between Bike Tallahassee and *Trailahassee* websites.

Bicycle Education

An important component to improving bicycle friendliness is expanded bicycle education that promotes bicycle use and safety. Such bicycle education might include bicyclist road safety, driver awareness, and bicycle maintenance with the goal of helping beginner bicyclists overcome their fear of riding in traffic and teaching basic skills. This can be accomplished through classes, safety fairs, and group rides.

Leon County is fortunate to have a wide array of organizations in the community already offering bicycle education. For example, the Capital City Cyclists club has partnered with Leon County Schools to provide bicycle safety education at elementary schools as part of physical education classes.

Large bicycle-oriented events are important because they can raise the awareness of bicycling, in addition to providing bicycle education resources. Leon County Emergency Medical Services helps to educate children and families on bicycle safety at their annual EMS Safety Fair. The community's largest bicycle education event is the annual Tallahassee-Leon County Bike Week, a week of events to celebrate bicycling and the numerous reasons to ride. Promoting and supporting bicycle events, such as Tallahassee-Leon County Bike Week and the EMS Safety Fair, are an important component in bicycle education.

The Workgroup represents many of the entities that are currently organizing bicycle-oriented events. Through the Workgroup, these entities are better able to collaborate and cross-promote bicycle education resources and events, which will be instrumental in creating a bicycle-friendly Leon County.

Recommendation: Support and promote community bicycle education events.

Bike Route and Bike Parking Signage

As the Leon County Bike Route Network is implemented, routes will be identified by directional and informational signage identifying the roadway as a bicycle route. This designation will alert motorists to expect cyclists along the roadway, with the intended effect of increasing safety for all users. Additionally, bike route signs will provide distance information as well as alert cyclists to nearby destinations and attractions. A draft concept of the bike route signage among the Wayfinding signage system is included as Attachment #2.

Once cyclists reach their destination, visibility is an important component of safe and secure bike parking. Cyclists need to be able to easily identify available bike parking and installing 'Bike Parking' signage increases visibility and security. 'Bike Parking' signs are a way to efficiently and economically upgrade existing bike parking and promote installations of new bike racks. Consistent with the Wayfinding signage system, an example of 'Bike Parking' signs that could be installed at existing bike racks at community centers is included as Attachment #3.

Recommendation: Develop bike route signage for the Leon County Bike Route Network consistent with the Wayfinding signage system.

Recommendation: Increase the visibility and security of existing bike parking by installing 'Bike Parking' signage consistent with the Wayfinding signage system.

Public Bike Parking

Residents and visitors are increasingly using bicycles to get around Tallahassee-Leon County and local business owners are seeing more and more customers patronizing their businesses by bike. Provision of appropriate bicycling amenities, such as safe parking, encourages people to bike. Availability of bicycle parking adds convenience for the entire cycling community: businesses, commuters, shoppers, messengers, and students. The availability of bicycle parking also discourages cyclists from blocking sidewalks by parking at mailboxes, parking meters, trees, and other sidewalk structures. As part of the Leon County Bicycle Friendly Action Plan initiative, staff assessed the availability and quality of bicycle parking at Leon County public facilities to determine if County bicycle parking improvements are needed.

A summary of bicycle parking conditions at County facilities can be found in the following Table 1. County facility bike parking was evaluated based on bicycle parking guidelines developed by the Association of Pedestrian and Bicycle Professionals (APBP) (Attachment #4).

Table 1: Bike Parking at Major Leon County Facilities

Facility	# Bike Parking Spaces	Type of Bike Parking	Bike Parking Easily Accessible*?
Community Centers			
Dorothy Cooper Spence Community Center	20	Inverted U	Yes
Bradfordville Community Center	None - Under Construction		
Miccosukee Community Center		None	
Fort Braden Community Center	12	Comb	No
**Woodville Community Center	7	Wave	Yes
**Lake Jackson Community Center	8	Toast	Yes
Community Room at the Amtrak Center		None	
Libraries			
Collins Main Library	7	Wave	Yes
Dr. B.L. Perry, Jr. Branch Library	7	Wave	Yes
Eastside Branch Library	16	Inverted U	Yes
Fort Braden Branch Library	12	Comb	Yes
**Lake Jackson Community Center	8	Toast	Yes
Northeast Branch Library	7/14	Wave/ Comb	Yes
**Woodville Community Center	7	Wave	Yes
Courthouse	12	Comb	Yes
Public Works (Main Office)	12	Comb	Yes
Cooperative Extension		None	
Public Safety Complex	14	Wave	Yes***
Jail		None	

*Easily accessible is defined as within 120ft. of entrance and clearly visible from entrance.

**Community Center and Branch Library are co-located; shared bike parking.

*** Bike parking located at employee entrance, behind gate; not accessible by the public.

The lack of a secure bicycle parking space keeps many people from using their bikes for basic transportation. Of the County's community centers, all but the Amtrak Community Room, the Miccosukee Community Center, and the Bradfordville Community Center had bike parking. However, the Bradfordville Community Center was under construction at the time of analysis and Parks and Recreation staff indicate that bike parking will be located at the Center when construction is complete. All libraries have bicycle parking, as does the Courthouse. This is important because these facilities see the most use by the public. The Cooperative Extension building does not have bike parking although there is demand for it, as evidenced by the many bikes parked inside and around the building.

Being able to securely lock a bike is important because leaving a bicycle unattended, even for short periods, could easily result in damage or theft. Finding a bike rack that does not work or is not conveniently located makes for a frustrating experience. Of the four types of bike racks used at County facilities, the APBP does not recommend the 'Wave' or 'Toast' rack designs because they do not provide proper support of the bike and more easily allow damage and/or theft of the bike. Attachment #4 provides for further description of 'Wave' or 'Toast' rack designs. APBP-recommended racks support the bike with at least two points of contact; minimize the potential for damage by not binding the wheel; and, allow the user to lock the frame and at least one wheel. Bicycle parking location is also important; if bike racks are located far from the destination, in an inconvenient location, they are less likely to be used. Bike racks should be placed in close proximity to the bicyclists' destination (i.e. 120 feet from the front door of a business) in a highly visible location (visible from windows) that is illuminated. Of the County facilities that have bike parking, only the Fort Braden Community Center did not meet this guideline (the bike rack was placed several hundred feet away from the side of building).

Recommendation: Ensure all major Leon County facilities have secure and easily accessible bike parking.

Recommendation: Create policy that directs County staff to only purchase and install bike racks that meet APBP guidelines.

Recommendation: As resources become available, replace 'Wave & Toast' bike racks with rack designs approved by the APBP.

Bike Parking for Local Business - Planning Department Public Assistance

Similar to the current customer service provided by the Design Works team, Planning staff will be available to consult with customers regarding bike parking. Whether a commercial developer is looking to add some flair to the required bicycle parking or a local business owner is looking to incorporate bike parking at an existing site, Planning staff would be available to assist businesses with selecting a location for bike rack installation and provide information regarding design alternatives for creating small or large bike racks unique to each business or environment. Additionally, staff would draft a bike parking guide to encourage more businesses and employers in Tallahassee-Leon County to provide bike racks.

Recommendation: Publish a Tallahassee-Leon County Bike Parking Guide available online for local business owners and developers.

Options:

1. Accept the Leon County Bicycle Friendly Action Plan.
2. Do not accept Leon County Bicycle Friendly Action Plan.
3. Board direction.

Recommendation:

Option #1.

Attachments:

1. Bicycle Friendly Community Feedback Report
2. Wayfinding Signage System
3. Bike Parking Signage
4. Association of Pedestrian and Bicycle Professionals Bicycle Parking Guidelines



BICYCLE FRIENDLY COMMUNITY FEEDBACK REPORT

LEON COUNTY, FL

Spring 2013

The Bicycle Friendly Community review committee was impressed with the growing commitment to make **Leon County** a great place for bicyclists. The **Honorable Mention** given by the reviewers reflects their view that some of the key building blocks of creating a Bicycle Friendly Community are in place.

Reviewers were very pleased to see the current efforts and dedication to make Leon County a great place for cyclists.

Below, reviewers provided key recommendations to further promote bicycling in Leon County and a menu of additional pro-cycling measures that can be implemented in the short and long term. We strongly encourage you to use this feedback to build on your momentum and improve your community for bicyclists. There may also be initiatives, programs, and facilities that are not mentioned here that would benefit your bicycling culture, so please continue to try new things to increase your ridership, safety, and awareness!

To learn more about what federal funds are available for bicycle projects, use Advocacy Advance's interactive [Find it, Fund it tool](#) to search for eligible **funding** programs by bike/ped project type or review the same information as a PDF [here](#).

The key measures Leon County should take to improve cycling:

- Increase the amount of [high quality bicycle parking](#) at popular destinations throughout the community. Residents of multi-family dwellings and public housing should have access to high quality bike parking as well. Also consider adding some [artistic bike racks](#) to enhance the sense of place of your community.
- Promote active transportation by reducing traffic speeds. Consider lowering the speed limit to 25 mph or lower on non-arterial roads, especially in denser areas, around schools and shopping centers, and in neighborhoods. Use traffic calming measures and low speed design principles to achieve higher compliance rates. Speed [has been identified](#) as a key risk factor in road traffic injuries, influencing both the risk of a road traffic crash as well as the severity of the injuries that result from crashes. For instance, pedestrians and cyclists have a 90% chance of survival if hit by a car travelling at a speed of 20 mph or below, but less than a 50% chance of surviving an impact of 30 mph or above. [Studies](#) also generally report a positive association between traffic safety (perceived and/or measured) and walking and cycling, particularly among women.

- Continue to expand the bike network and to increase network connectivity through the use of different types of [bike lanes](#), [cycle tracks](#) and [shared lane markings](#). On-street improvements coupled with the expansion of the off-street system [will encourage more people to cycle](#) and will improve safety. Ensure smooth transitions for bicyclists between the trail network and the street network. These improvements will also increase the effectiveness of encouragement efforts by providing a broader range of facility choices for users of various abilities and comfort levels.
- Offer the League's Cycling Skills classes, Traffic Skills 101 classes and bike commuter classes in addition to Cycling Savvy classes or encourage a local bicycle advocacy group or shop to do so. Cycling Savvy classes teach fit adults how to safely ride in traffic while the League's curriculum takes a broader approach that focuses on everyday riders of all ages and abilities, and includes instructions on how to safely navigate bicycle-specific infrastructure in addition to riding in traffic. For more information visit: www.bikeleague.org/programs/education/
- Expand encouragement efforts during Bike Month in partnership with local bicycle advocacy groups. Host, sponsor and encourage bicycle-themed community events, campaigns and programs. Increase your efforts on Bike to Work Day and Bike to School Day. Ensure to widely advertise all bicycle-themed community events and programs. For ideas and more information, visit <http://www.bikeleague.org/programs/bikemonth/>.
- Encourage local public agencies, businesses and organizations to promote cycling to the workplace and to seek recognition through the free [Bicycle Friendly Business program](#). Businesses will profit from a [healthier, happier and more productive workforce](#) while the community would profit from less congestion, better air quality, public bike parking in prime locations provided by businesses, new and powerful partners in advocating for bike infrastructure and programs on the local, state and federal level, and business-sponsored public bike events or classes. Your community's government should be the model employer for the rest of the community. See what the Colorado-based New Belgium Brewing Company is doing [here](#).
- Ensure that police officers are initially and repeatedly educated on the "Share the Road" message and traffic law as it applies to bicyclists and motorists. Training is offered by the International Police Mountain Bike Association, the Law Enforcement Bicycle Association and the National Highway Traffic Safety Administration. Here are some recommended Law Enforcement Products: Bicycle Safety [seminar](#); National Highway Traffic Safety Administration [video](#); Law Enforcement's [Roll Call Video: "Enforcing Law for Bicyclists"](#); and [Enhancing Bicycle Safety: Law Enforcement's Role](#) (CD-ROM Training).

- Ask police officers to target both motorist and cyclist infractions to ensure that laws are being followed by all road users. Ensure that bicycle/car crashes are investigated thoroughly and that citations are given fairly.
- Ensure that police officers report cyclist crash data and potential hazards to the public works department, traffic engineers and transportation planners to timely identify sites in need of safety improvements for cyclists.

Menu of additional recommendations to further promote bicycling:

Engineering

Low hanging fruit and fast results

- Consider passing an ordinance or policy that would require larger employers to provide shower facilities and other end-of-trip amenities.
- Implement [road diets](#) in appropriate locations to make streets more efficient and safe. Use the newly created space for bicycle and pedestrian facilities.
- Install a [bicycle wayfinding system](#) at strategic locations around the community.

- Implement more transportation policies and programs that encourage alternative transportation choices, such as no minimum car parking standards, to complement your community's infrastructure investments and programs.
- Adequately maintain your off road bicycle infrastructure to ensure usability and safety. Address potholes and other hazards faster.

Long Term Goals

- Develop solutions to physical barriers such as highways in order to provide convenient bicycle access to all parts of the community.
- Develop a system of bicycle boulevards, utilizing quiet neighborhood streets, that creates an attractive, convenient, and comfortable cycling environment welcoming to cyclists of all ages and skill levels. Learn how to do it at <http://www.ibpi.usp.pdx.edu/guidebook.php>. Use the [Bicycle Boulevards section](#) of the NACTO Urban Bikeway Design Guide for design guidelines.

Benefits of Further Improving Leon County for Cycling

- Since arterial and collector roads are the backbone of every transportation network, it is essential to provide designated bicycle facilities along these roads and calm traffic speeds to allow bicyclists of all skill levels to reach their destinations quickly and safely. On roads with posted speed limits of more than 35 mph, it is recommended to provide protected bicycle infrastructure, such as [cycle tracks](#), [buffered bike lanes](#) or parallel 10ft wide shared-use paths.
- Make intersections safer and more comfortable for cyclists. Include elements such as color, signage, medians, signal detection, and pavement markings. The level of treatment required for bicyclists at an intersection will depend on the bicycle facility type used, whether bicycle facilities are intersecting, the adjacent street function and land use. See the [NACTO design guidelines](#) and the 2012 [AASHTO Guide for the Development of Bicycle Facilities](#) for recommended intersection treatments.

Education

Low hanging fruit and fast results

- It is essential to make both motorists and cyclists aware of their rights and responsibilities on the road. Continue to expand your public education campaign promoting the share the road message through the “Alert Today Alive Tomorrow” campaign and beyond. Take advantage of your local bicycle groups for content development and

Further increasing bicycle use can **improve the environment** by reducing the impact on residents of pollution and noise, limiting greenhouse gases, and improving the quality of public spaces; **Reduce congestion** by shifting short trips (the majority of trips) out of cars. This will also make communities more accessible for public transport, walking, essential car travel, emergency services, and deliveries; **Save lives** by creating safer conditions for bicyclists and as a direct consequence improve the safety of all other road users. [Research shows](#) that increasing the number of bicyclists on the street improves bicycle safety; **Increase opportunities** for residents of all ages to participate socially and economically in the community, regardless of income or ability.

Greater choice of travel modes also increases independence, especially among [seniors](#) and [children](#); **Boost the economy** by creating a community that is an attractive destination for new residents, tourists and businesses; **Enhance recreational opportunities**, especially for children, and further contribute to the quality of life in the community; **Save public funds** by increasing the efficient use of public space, reducing the need for costly new road infrastructure, preventing crashes, improving the health of the community, and increasing the use of public transport; **Enhance public safety and security** by increasing the number of “eyes on the street” and providing more options for movement in the event of emergencies, natural disasters, and major public events; **Improve the health and well being** of the population by promoting routine physical activity.

manpower. Also, see the excellent “[Look](#)” campaign in New York City or the “[Don’t be a Road Hog](#)” campaign in Colorado.

- Bicycle-safety education should be a routine part of public education, and schools and the surrounding neighborhoods should be particularly safe and convenient for biking. Work with your Bicycle Advisory Committee, local bicycle groups or interested parents to expand the Safe Routes to School program to all elementary schools, middle schools and high schools. For more information, see the [National Highway Traffic Safety Administration's Safe Routes To School Toolkit](#), www.bikeleague.org/programs/saferoutes/index.php or visit www.saferoutesinfo.org.
- Start a bicyclist ticket diversion program. Road users given a citation are offered an opportunity to waive fees for violations by attending a bicycling education course. This course should include a classroom and on-road component. See what [Pima County](#) and [San Diego County](#) have done.
- Expand your Share the Road motorist education program for professional drivers to city staff and taxi drivers. See San Francisco’s [Frequent Driver Education](#).
- Increase your efforts to ensure your bicycle education programs reach traditionally underserved populations, particularly seniors, women, adult minorities and non-English speakers, and the disabled.

Encouragement

Low hanging fruit and fast results

- Host, sponsor and/or encourage a greater variety of social and family-friendly bicycle-themed community events year-round, such as a bike movie festival, a 4th of July bike parade, an “increase-your-appetite” Thanksgiving community ride, a dress-like-Santa community ride before Christmas, a bicycle fashion show (stylish alternatives to spandex), a Halloween bike decoration competition, a bike to the arts event, etc. Work closely with local bicycle groups, bike shops and schools. Provide appropriate safety measures such as road closures or police escorts.
- Consider offering a ‘Ciclovía’ or ‘Summer Streets’ type event, closing off a major corridor to auto traffic and offering the space to cyclists, pedestrians and group exercise events. Check out LA’s [CicLAvia!](#)
- Set up and promote a bicycle-themed community celebration or social ride each time a new bicycle related project is completed. This is a great way to show off the community’s good efforts and introduces new users to the improvement.
- Ensure that visitors and residents are able to rent bicycles in your community.

- Encourage local institutions of higher education to promote cycling and to seek recognition through the [Bicycle Friendly University program](#). Many colleges and universities have embraced the growing enthusiasm for more bicycle-friendly campuses by incorporating bike share programs, bike co-ops, bicycling education classes and policies to promote bicycling as a preferred means of transportation.

Long Term Goals

- Develop a series of short (2-5 mi.) (themed) loop routes around the community and provide appropriate way-finding signage. Integrate these routes into local bike maps. See what Arlington, VA has done at <http://www.bikearlington.com/tasks/sites/bike/assets/File/Arlington-Loop.jpg>
- Consider launching an automated bike share system in partnership with the City of Tallahassee that is open to the public. Bike sharing is a convenient, cost effective, and healthy way of encouraging locals and visitors to make short trips by bike and to bridge the “last mile” between public transit and destinations. See what is being done across the country at <http://nacto.org/bikeshare/>

Enforcement

Low hanging fruit and fast results

- Have police officers distribute helmets, bike lights and bike locks (or coupons to the local bike shop for each item) to encourage all types of cyclists to ride more safely, discourage bike theft and remove the barriers to attaining these essential bike accessories.
- Ask police officers to use targeted information and enforcement to encourage motorists and cyclists to share the road safely. This could be in the form of a brochure or tip card explaining each user’s rights and responsibilities. Have information material available in Spanish, if applicable.
- Enforcement practices could also include positive enforcement ticketing. Police officers could team up with local stores to reward safe cycling practices by handing out gift certificates to cyclists who are “caught” following the law.
- Increase the number of officers that patrol streets on bikes, as it gives officers a better understanding of the conditions for cyclists. Also ensure that secluded off road paths are regularly patrolled to improve personal safety and encourage more people to take advantage of this amenity.

- Provide safety amenities such as emergency call boxes, and offer services such as non-mandatory bike registration and missing bike recovery assistance.
- Pass more laws that protect cyclists, e.g. implement specific penalties for motorists for failing to yield to a cyclist when turning, implement penalties for motor vehicle users that 'door' cyclists, ban cell phone use while driving, specifically protect all vulnerable road users, and make it illegal to harass a cyclist.

Evaluation/Planning

Low hanging fruit and fast results

- Continue to actively involve the local bicycle community in community planning efforts, policy development and public outreach.
- Regularly conduct research on bicycle usage beyond the U.S. Census' Journey to Work report to more efficiently distribute resources according to demand. Conduct yearly counts using automated or manual counters in partnership with advocacy organizations. Consider

participating in the [National Bicycle and Pedestrian Documentation Project](#).

- Routinely conduct pre/post evaluations of bicycle-related projects in order to study the change in use, car speed and crash numbers. This data will be valuable to build public and political support for future bicycle-related projects.
- Expand your community-wide trip reduction program or ordinance. See good examples [here](#).
- Consider individualized marketing to identify and support current and potential bike commuters in your community. See what Bellingham, WA is doing: www.whatcomsmarttrips.org
- Consider conducting an economic impact study on bicycling in your community. [Read about](#) what Portland, OR has done.

For more ideas and best practices please visit the [Bicycle Friendly Community Resource Page](#).

Figure 9: Shared Use Path Signs





BICYCLE PARKING



GUIDELINES

A set of recommendations from the Association of Pedestrian and Bicycle Professionals [apbp]



"I would ride to work if there was a safe place to lock my bike."

INTRODUCTION

The lack of a secure parking space keeps many people from using their bikes for basic transportation. Leaving a bicycle unattended, even for short periods, can easily result in damage or theft. Finding a bike rack that doesn't work or isn't conveniently located makes for a frustrating experience.

The purpose of this document is to assist with the selection and placement of appropriate bicycle racks for short-term parking. Four major components will be discussed.

1. The rack element. This device supports the bicycle.
2. The rack. It is important to understand how bikes interact with each other when rack elements are assembled together.
3. Combining of multiple racks into a bicycle parking lot.
4. Locating the rack, and the relationship of the rack to the building entrance it serves and the cyclists' approach to that entrance.



The discussion will focus on outdoor installations. The racks are intended to accommodate conventional, upright, single-rider bicycles. It is assumed the cyclist will use a solid, U-shaped lock, or a cable lock, or a combination of the two.

The abbp Task Force that developed this guide is also developing recommendations for other important bicycle parking-related issues including:



- a. Assessing the appropriate number of bicycle parking spaces for different buildings and land uses, including the use of bicycle parking ordinances.
- b. Long-term bicycle storage facilities such as lockers and bicycle parking garages.
- c. Indoor bicycle parking and the carriage of bicycles in transit vehicles.

1. THE RACK ELEMENT

Definition: the rack element is the part of the bike rack that supports one bicycle.

The rack element should:

- Support the bicycle upright by its frame in two places
- Prevent the wheel of the bicycle from tipping over
- Enable the frame and one or both wheels to be secured
- Support bicycles without a diamond-shaped frame with a horizontal top tube (e.g. a mixte frame)
- Allow front-in parking: a U-lock should be able to lock the front wheel and the down tube of an upright bicycle
- Allow back-in parking: a U-lock should be able to lock the rear wheel and seat tube of the bicycle



Comb, toast, school-yard, and other wheel-bending racks that provide no support for the bicycle frame are NOT recommended.

The rack element should resist being cut or detached using common hand tools, especially those that can be concealed in a backpack. Such tools include bolt cutters, pipe cutters, wrenches, and pry bars.



INVERTED "U"

One rack element supports two bikes.



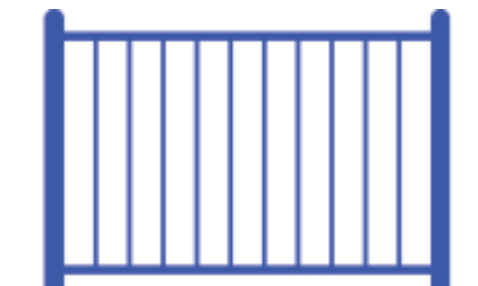
"A"

One rack element supports two bikes.



POST AND LOOP

One rack element supports two bikes.



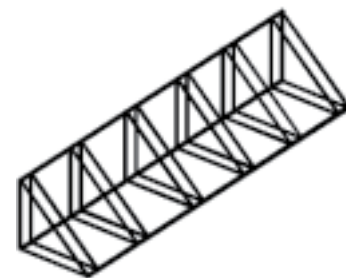
COMB

One rack element is a vertical segment of the rack.



WAVE

One rack element is a vertical segment of the rack.



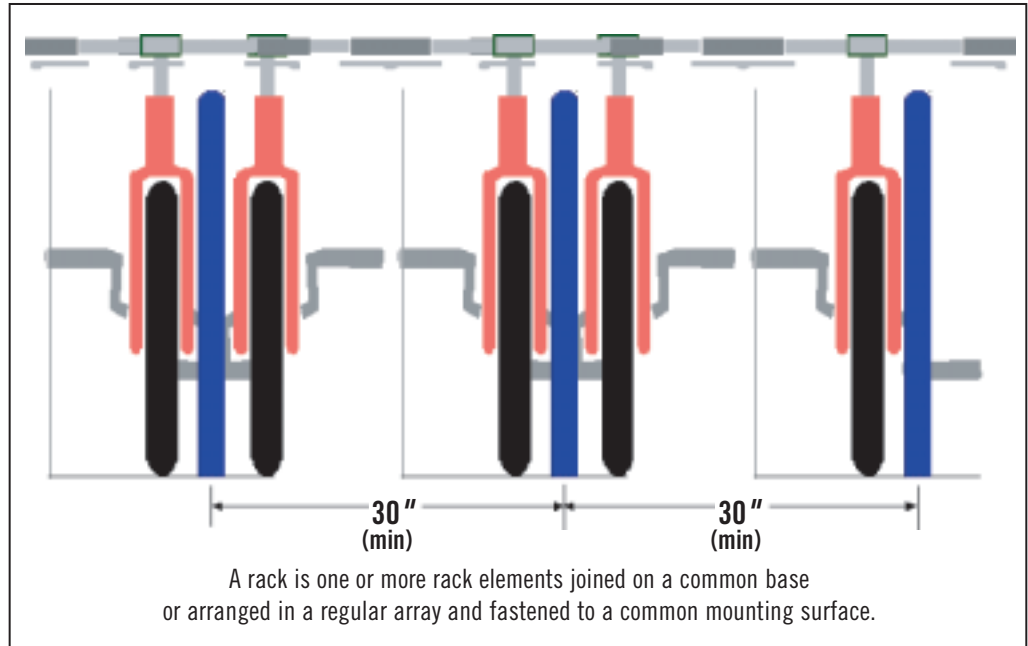
TOAST

One rack element holds one wheel of a bike.

2. THE RACK

Definition: a rack is one or more rack elements joined on any common base or arranged in a regular array and fastened to a common mounting surface.

The rack should consist of a grouping of rack element. The rack elements may be attached to a single frame or remain single elements mounted within close proximity to each other. The rack elements should not be easily detachable from the rack frame or easily removed from the mounting surface. The rack should be anchored so that it cannot be stolen with the bikes attached—vandal-resistant fasteners can



be used to anchor a rack in the ground. An exception is a rack that is so large and heavy that it cannot be easily moved or lifted with the bicycles attached.

The rack should provide easy, independent bike access. Inverted “U” rack elements mounted in a row should be placed on 30” centers. This allows enough room for two bicycles to be secured to each rack element. Normally, the handlebar and seat heights will allow two bicycles to line up side-by-side if one of them is reversed. When there is a conflict, the bikes can be placed slightly offset from one another as shown. If the elements are placed too close together, it becomes difficult to attach two bikes to the same element. If it is too inconvenient and time consuming to squeeze the bikes into the space and attach a lock, cyclists will look for an alternative place to park or use one rack element per bike and reduce the projected parking capacity by 50 percent.

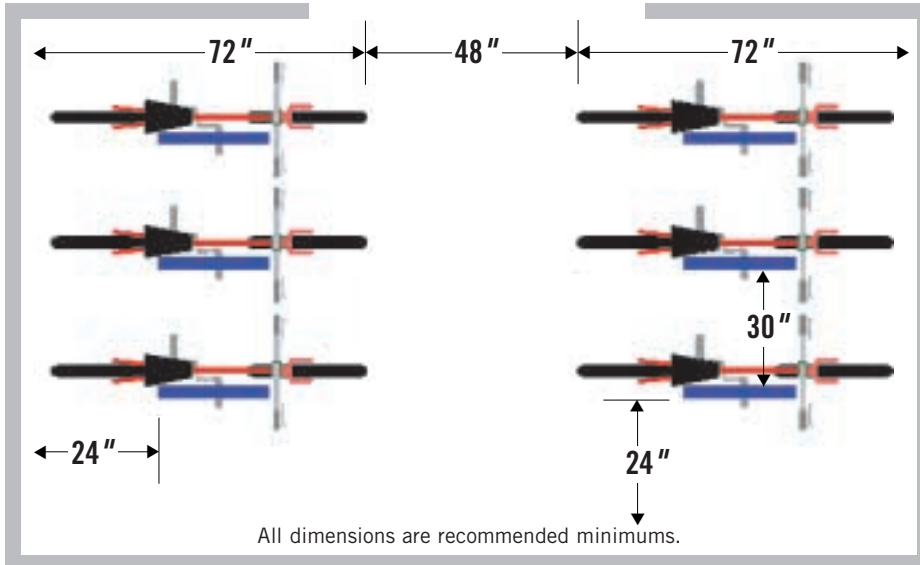


Wave style racks are not recommended. Bicyclists commonly use a “wave” rack as if it were a single inverted “U.” This limits the actual capacity of the rack to two bikes regardless of the potential or stated capacity. Bicycles parked perpendicular to a wave rack (as intended by the manufacturer) are not supported in two places and are more likely to fall over in the rack. The advertised capacity of a wave rack is usually much higher than the practical capacity.

An empty rack should not create a tripping hazard for visually impaired individuals.

3. THE RACK AREA

Definition: the rack area is a bicycle parking lot where racks are separated by aisles.



A rack area or “bicycle parking lot” is an area where more than one rack is installed. Aisles separate the racks. The aisle is measured from tip to tip of bike tires across the space between racks. The minimum separation between aisles should be 48 inches. This provides enough space for one person to walk one bike. In high traffic areas where many users park or retrieve bikes at the same time, such as a college classroom, the recommended minimum aisle width is 72 inches.

The rack area is a bicycle parking lot where racks are separated by aisles.

72 inches (six feet) of depth should be allowed for each row of parked bicycles. Conventional upright bicycles are just less than 72 inches long and can easily be accommodated in that space. Some rack types will allow the racks to be mounted closer to the wall. This will not change the space required by the bicycles or the aisles.

Large rack areas with a high turnover rate should have more than one entrance. This will help facilitate the arriving and departing of cyclists and pedestrians.

If possible, the rack area should be protected from the elements. Racks along building walls can be sheltered by an awning. Even though cyclists are exposed to sun, rain, and snow while en route, covering the rack area keeps the cyclist more comfortable while parking, locking the bike, and loading or unloading cargo. An awning will also help keep the bicycle dry, especially the saddle.

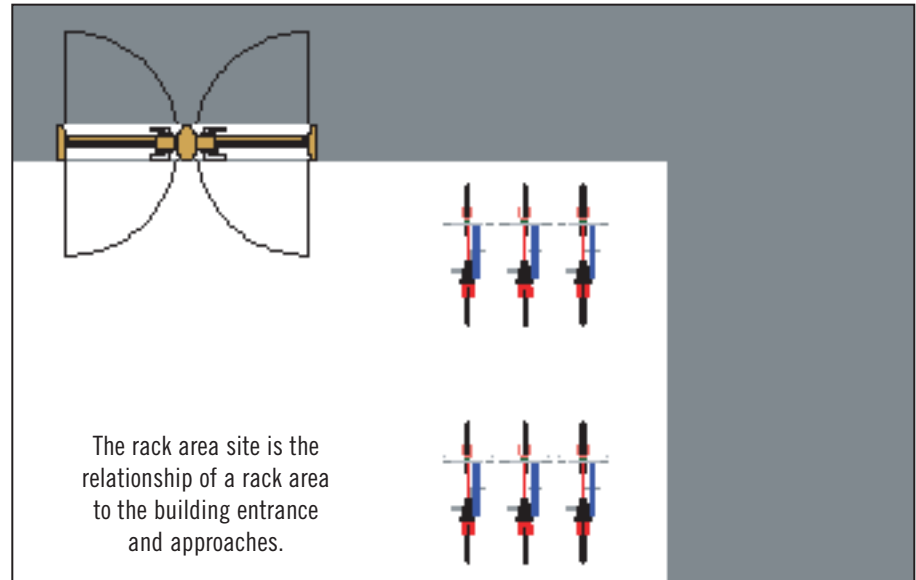


4. THE RACK AREA SITE

Definition: the rack area site is the relationship of the rack area to a building entrance and approach.

The location of a rack area in relationship to the building it serves is very important. The best location for a rack area is immediately adjacent to the entrance it serves. Racks should not be placed so that they block the entrance or inhibit pedestrian flow in or out of the building. Racks that are far from the entrance, hard to find, or perceived to be vulnerable to vandalism will not be used by most cyclists.

It is important to understand the transition a cyclist makes from vehicle to pedestrian. The cyclist approaches the building mounted on the bicycle. At some point, the cyclist stops, dismounts, and walks the bike to a rack. The bicycle is attached to the rack and any cargo is removed. The cyclist now walks into the building carrying the cargo. Adequate space must be provided to allow for this transition.



The rack area should be located along a major building approach line and clearly visible from the approach. The rack area should be no more than a 30-second walk (120 feet) from the entrance it serves and should preferably be within 50 feet.

A rack area should be as close or closer than the nearest car parking space. A rack area should be clearly visible from the entrance it serves. A rack area should be provided near each actively used entrance. In general, multiple buildings should not be served with a combined, distant rack area. It is preferred to place smaller rack areas in locations that are more convenient.

5. CREATIVE DESIGNS



The recommended practices above are not intended to stifle creativity. There are many creative, three-dimensional bicycle parking racks that work very well. Whether the rack is a type of “hanger”, “helix” or another configuration, the critical issue is that the rack element supports the bike in two places and allows the bicycle to be securely locked.

Creative designs should carefully balance form with function. For example, the distinctive “croquet

set” rack shown here likely has a smaller effective capacity than might be immediately apparent because one or more of the rack elements is not accessible. Similarly, the “hanger” racks shown below must be carefully manufactured and maintained to prevent weaknesses at the joints of the hanger and rack—such weakness might compromise the security of bicycles locked to the rack. In addition, the “coat hanger” elements should be spaced at least 30” apart.

CONCLUSION

More information about bicycle parking is available from a wide variety of sources. Visit www.bicyclinginfo.org to access many of those sources, and to find a list of bicycle parking manufacturers.

More information about the Association of Pedestrian and Bicycle Professionals is available at www.apbp.org.



BICYCLE PARKING GUIDELINES

Adopted by the Association of Pedestrian and Bicycle Professionals
Spring 2002

ACKNOWLEDGMENTS

apbp wishes to acknowledge and thank Reed Kempton, Bicycle/Multi-modal Planner with the Maricopa County Department of Transportation, for his work as the primary author of the recommended practice. Members of the Best Practices Task Force ably assisted Reed in this task.

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ASSOCIATION OF PEDESTRIAN
AND BICYCLE PROFESSIONALS

**Leon County
Board of County Commissioners**


Notes for Agenda Item #15

Leon County Board of County Commissioners

Cover Sheet for Agenda #15

October 28, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Acceptance of the 2013 Status Report on the Leon County Water Quality Monitoring Program

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:	Theresa B. Heiker, P.E., Stormwater Management Coordinator Johnny Richardson, Water Resource Scientist

Fiscal Impact:

This item has no fiscal impact.

Staff Recommendations:

Option #1: Accept the 2013 Status Report on the Leon County Water Quality Monitoring Program.

Report and Discussion

Background:

In 1988, the FSU Center for Aquatic Research and Resource Management undertook sampling of various Leon County lakes and stormwater ponds to document the response of natural lakes to stormwater runoff. Beginning in 1991, Leon County provided grant funding when the research focused on Lakes Jackson, Hall, Ella, Lafayette, McBride/No-Name Pond, Munson, and Talquin. In 1996, the County standardized the sampling program and solicited bids for the work. The first Leon County contract for ambient water quality monitoring was awarded in April 1998, and required monthly sampling of 13 lakes.

Since 1996, the Public Works Department sampled stormwater runoff as required by the County's National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm Sewer System (MS4) permit. The permit requires sampling of streams, stormwater facilities, and sediment to document the impacts of stormwater runoff on the natural waterbodies.

The ambient and stormwater sampling programs were consolidated in 2005. The program includes quarterly water quality sampling and annual sediment and biological assessments of 13 lakes, 27 streams, and 2 river systems for a total of 73 stations (Attachment #1). Field sampling efforts were moved in-house in FY 2010 to reduce program expense; laboratory analysis continues to be contracted. Providing water quality testing supports the County's efforts in being a responsible steward of its natural resources.

This Water Quality Monitoring Report is essential to the following FY 2012-2016 Strategic Initiative that the Board approved at the January 21, 2014 meeting:

- Implement strategies that protect the environment and promote orderly growth, including develop Countywide Minimum Environmental Standards (2012).

This particular Strategic Initiative aligns with the Board's Strategic Priority - Environment:

- Protect our water supply, conserve environmentally sensitive lands, safeguard the health of our natural ecosystems, and protect our water quality, including the Floridan Aquifer, from local and upstream pollution. (EN1, rev. 2013)

Analysis:

The current program collects quarterly data on approximately 39 water chemistry parameters at each of the stations. The annual lake sediment analysis involves eight laboratory parameters. County staff is certified to perform the fieldwork for the annual biological assessments (Stream Condition Indices and Lake Vegetation Indices). Stream Condition Indices require laboratory verification of the biological samples.

The program data allows the County to monitor the ecosystem health of the lakes, streams, and rivers of Leon County. This is necessary to document waterbody conditions for potential Total Maximum Daily Load (TMDL) consideration, identify the most effective means of stormwater management, and guide appropriate land use decisions. The data is entered into the Florida STorage and RETrieval (STORET) database for use by local, state, and federal agencies.

Leon County's program is the primary source of data for the Florida Department of Environmental Protection (FDEP) and the U.S. Environmental Protection Agency (USEPA) TMDL programs regarding waterbodies in the unincorporated areas of the County. This is based on the volume of data collected historically, as well as the number of lakes and streams sampled. The Leon County program is the only systematic effort to monitor the health of waterbodies in the unincorporated areas of the County.

The extensive monitoring network records the impact of development in the unincorporated area. Local corrective action could be taken, if needed, to address water quality or habitat impacts before the waterbody is identified for state or federal action. Corrective action could range from modifying future land use designations to developing a capital project to reduce pollutant loads in sensitive areas.

Long-term data is critical to identify trends in waterbody health. Areas with limited development, such as Miccosukee and Ft. Braden, are monitored to establish a "baseline" condition. Data collected demonstrates that relatively healthy systems, like Lake Miccosukee and Freeman Creek, did not always meet former state minimum oxygen level standards. Because of this type of situation, the FDEP utilized data collected by Leon County and other entities across the state to modify the state water quality dissolved oxygen standard to more accurately reflect natural conditions. In addition, past data will be compared to future data to identify the impacts of development and to prepare any corrective action, which may be required to protect these areas.

Algal blooms remain a problem for local lakes. Lakes Munson, Talquin, and Piney Z were reported to have algal blooms in 2013. Leon County staff has been working with the FDEP to determine the type of algae and potential human and ecological effects of the algal blooms. In the case of Lake Munson the dominant algae is often *Microcystis* sp., a known microcystin toxin producer.

Monitoring in heavily developed areas, such as the Lake Munson Basin, is required by regulatory agencies under state and federal permits. Monitoring may demonstrate the benefits of capital projects and non-structural efforts to reduce pollutant loads to all waterbodies. This is seen with the improving water chemistry downstream of the new Harbinwood Facility in Jackson Heights Creek. In addition, monitoring shows where targeted improvements might be made. For example, the Munson Slough and Lake Munson water quality results continue to show the effects of upstream urbanization, despite the construction/restoration of Lake Henrietta and the Lake Munson 2010-2011 drawdown.

As the data collection program continues to mature, it will serve as a key component of the County's environmental stewardship efforts by guiding the County on where to focus and by providing documented/verifiable results of improvements resulting from the efforts.

The broadest distribution of the water quality data and report can be achieved by using the Leon County website rather than printing copies of the documents. As a result, the full water quality report can be accessed on the County website at: www.leoncountyfl.gov/waterresources

Options:

1. Accept the status report on the Leon County Water Quality Monitoring Program.
2. Do not accept the status report on the Leon County Water Quality Monitoring Program.
3. Board direction.

Recommendation:

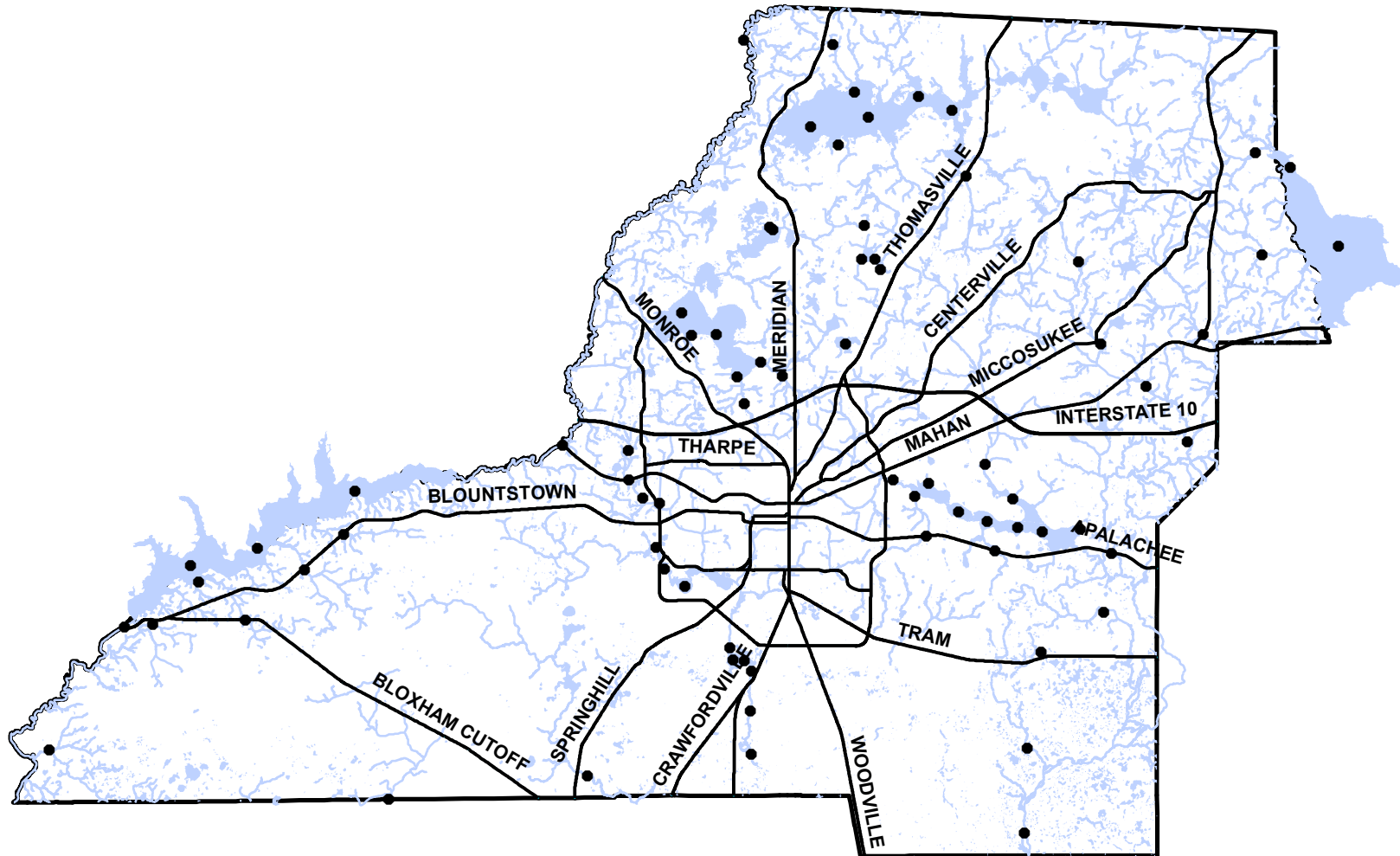
Option #1.

Attachment:

1. Location Map – Leon County Water Quality Stations

VSL/AR/TP/KB/TH/JR/la

Leon County Water Quality Monitoring Stations



**Leon County
Board of County Commissioners**


Notes for Agenda Item #16

Leon County Board of County Commissioners

Cover Sheet for Agenda #16

October 28, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Acceptance of the County Administrator's Proposed Reorganization

County Administrator Review and Approval:	Vincent S. Long, County Administrator
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Fiscal Impact:

This item has a fiscal impact. Annualized, through the reorganization, the County will save approximately \$104,000.

Staff Recommendation:

Option #1: Accept the County Administrator's reorganization and approve the associated position reclassifications.

Report and Discussion

Background:

As Chief Executive Officer of the County, the County Administrator continuously assesses and seeks to strengthen the capacity of the organization to fulfill its responsibilities to its citizens, to carry out the policy direction of the Board of County Commissioners, and to create an environment where employees thrive. The County Administrator was appointed by the Board approximately three and a half years ago, at the low point of the Great Recession. This was the birth of the "new normal" in local government, a time of continuously decreasing revenues, correspondingly increasing needs, and a growing discontent among citizens in government in general. At his first meeting of July 12, 2011, the County Administrator addressed the Board and spoke of a "new model" for the new normal. This model necessitated an organizational transformation to place the Board of County Commissioners in the best position to realize its vision for this community and to have an organization capable of doing so amid the unprecedented challenges of that time and the slow economic recovery that would follow.

Working with the Board of County Commissioners, the County Administrator led a strategic overhaul of the organization. This was a critical first step because until the organization's strategic direction was clear, decision-making about virtually everything else would be more complicated and more contentious. That process began immediately with the Board's 2011 retreat at which time the Board developed a vision statement and strategic priorities. Following that, all county divisions' mission statements were revised to reinforce the vision statement so that all employees know where they fit in the big picture. Since that time, virtually all actions of the County are aligned with the Board's strategic plan to ensure the optimized resources of the organization are focused on the Board's top priorities.

With the strategic framework in place, the County Administrator proceeded to the next essential element of the organizational transformation, which was to facilitate an organizational culture shift. Without this essential element, the County, like so many other organizations, would be a collection of people pursuing individual goals, guided by their own values. The County's culture was put in place to ensure that Leon County would not be distracted by the challenges of the day, but would focus on the things we control and that which could help the County be successful even in difficult times. This culture embraced challenges as an opportunity for the County to convey greater relevance, prove our value, and strengthen our relationships. The County Administrator established core practices to ensure the persistence and consistency of this culture throughout the organization. He then instituted Leon LEADS, to codify and create a structure to support and sustain this people focused, performance driven culture and to ensure that no detail is too small to escape it.

With the strategic framework implemented and organizational culture instilled, the County Administrator continuously works to ensure that: 1). the various strategies and operational activities of the County remain aligned with the Board's top priorities across all functions; 2). all County employees continue to share a common set of values and practices which reinforce our people focused, performance driven culture; and, 3). the right people continue to be in the right roles at the right time. To do this, periodic changes to the organizational structure are required.

Analysis:

The following analysis provides the details of the organizational realignment proposed by the County Administrator. It is important that the Board of County Commissioners be fully apprised of all significant organizational restructuring. In fact, one of the key elements included in the County Administrator's Strategic Intent Section of Leon LEADS: A Structure for Success, states:

"...County Commissioners are continually growing in their confidence that County staff and the organization have the capacity to carry out the Board's vision on the behalf of citizens. They are prepared, receiving timely, accurate and complete information and analysis upon which to make the best policy decisions. They recognize that County employees, at all levels, are innovative problem solvers who respect the will of the Board and are committed to exceeding the highest expectations of customer service."

In continuously assessing the organization, the County Administrator must periodically make changes to the organizational structure to address current and foreseeable strategic and operational challenges and opportunities, and to ensure that the right people are in the right roles at the right time.

The specific organizational and personnel changes, which follow, address issues and ideals critical to continued organizational effectiveness including:

1. Succession Management
2. Talent Retention and Recruitment
3. Diversity

Succession Management

For any organization to sustain a high level of performance over time requires a conscious and ongoing commitment to succession management. Succession management generally consists of identifying job vacancies that can be expected to occur through retirement or attrition and the strategic consideration of where and how internal candidates might fill those vacancies. This is critical because when people retire or exit for other reasons, their knowledge, expertise, and the cultural characteristics and core practices, which they have honed and come to exemplify over many years, exit with them. But there is more to succession management. Rather than just being a way of averting the dangers of a foreseeable skill or knowledge vacuum, it can be an opportunity to refresh, revitalize, and reposition our human resources to best meet the changes and challenges we will face as an organization.

The County Administrator regularly reviews key senior level positions for anticipated retirements. Over the next five years, 10 senior level employees who are in DROP will retire, with an average of more than 21 years of experience with Leon County government. The DROP program offers an incentive for employees that would otherwise retire to remain working for up to five more years; however, at the conclusion of the DROP period, the employee must retire. Staff projects 17 additional senior level employees *may* retire within this same five-year window, which results in a projected total of 27 senior management level employees who may retire over the next five years. This represents 19% of the 143 senior management positions level analyzed, with an average of 17 years of experience with Leon County government.

The graying of the government workforce is not unique to Leon County. According to an article published by Deloitte, "Few sectors are more highly impacted by the aging population than government." Deloitte's statement is consistent with other industry research that indicates, as more baby boomers reach retirement age, local governments face the likelihood of higher workforce turnover. These observations are reinforced by a 2014 survey of state and local government human resources managers that state several of their top concerns include recruitment and retention of qualified personnel and succession planning. Like other jurisdictions, the survey also indicates positions that are difficult to fill include paramedics, technology professionals, public works positions, and mid/upper management positions in general. To address these issues, Leon County is focused on succession management, talent retention and the continued diversification of the organization; each of which are discussed in detail later in this item.

As reflected in the following reorganization section, the County is engaging in a deliberate process to provide for planned knowledge transfers for key positions by allowing adequate time for employees to "overlap" and cross-train prior to the retirement (or transfer) occurring. The knowledge transfer is essential for these positions as it allows the organization to continue to perform at its expected high level. This also reduces the timeline for the typical on the job "learning curve" which allows the new employee to instead focus on opportunities for improvements and enhancements. By filling these positions through promotions where appropriate, the County positions itself to enhance the capacity of the organization by expanding the institutional know-how and expertise of individual employees, to capitalize on the investment already made in our people, and to retain talent into the future.

Talent Retention

Retaining talented employees is essential to any high performing organization, but even more so in Leon County government. In County government, our product is our people. As such, we exhaust great efforts to recruit the best possible candidate for each position when initially hiring them into the organization. We put such emphasis on this initial hiring because we also maintain a very lean workforce with "working managers" and because of our emphasis on succession management. Once with the County, we actively invest in developing these employees over a long period of time. The collateral benefit of our lean workforce, in addition to efficiency, is that while individual employees have more individual responsibilities, they also have more opportunities to develop expertise. This builds highly valuable and highly sought after employees.

Because of the inherent complexity, importance, and ever-changing nature of the issues unique to County government, the retention of knowledgeable and proven employees is essential. Also, talent retention in the unique work environment of county government is critical when you consider the long term nature of large-scale projects (including capital projects, etc.) and the importance of building trust and relationships with our community partners (i.e. businesses, the universities, not-for-profits, etc.) over time.

Leon County has been extremely successful in the retention of its most talented employees. This is accomplished by providing the opportunity for these employees to continue to grow professionally within the organization. However, with an improving economy, the County must remain vigilant in protecting this investment and retaining this talent.

Diversity

Leon County places deliberate focus on being an organization that values and embraces workforce diversity as a key strength. We acknowledge that diversity in the organization:

- increases productivity by bringing different talents together
- increases creativity and problem solving
- allows us to attract and retain talent by making all employees having a feeling of belonging
- allows us to build synergy in teams and enhances communications skills by having different attitudes and perspectives
- affords the County the ability to leverage our full potential

Specific to diversity, the proposed reorganization includes a total of seven promotions. Four of the promotions are females and three are males. Four of the promotions are African-American and three are white. Of the total promotions, two are African-American females, two are white females, two are African-American males, and one is a white male.

Reorganization

As previously mentioned, the County Administrator must periodically make changes to the organizational structure to address strategic and operational challenges and changes, and to continuously align the optimized resources of the organization with the highest priorities of the Board. This proposed reorganization makes relatively few changes to the organizational chart, with the majority of the changes facilitating the proper planning for anticipated vacancies.

Organizational Structure Changes:

Attachment #1 provides a new organizational chart for Leon County. All of the changes associated with this reorganization were accomplished through the reclassification of existing positions resulting in no net increase in positions and a recurring cost savings of \$104,000. Organizational structure changes include the following:

- The reclassification of a position to be titled **Assistant to the County Administrator for Organization & Citizen Solutions**. Responsibilities include: providing leadership and coordination to many of the County's internal continuous improvement efforts including the management of the County's Strategic Plan, oversight of Leon LEADs, the Board's Annual Retreat, etc. The position is also responsible to act as an ombudsman to help solve citizens' problems, providing organization-wide coordination of efforts and enhance the overall customer service experience.
- The reclassification of a position to be titled **Assistant to the County Administrator for Intergovernmental and Community Initiatives**. Responsibilities include: providing leadership and coordination to County's legislative program and policy analysis and staffing to large-scale recurring policy initiatives (including - charter revisions, sales tax extensions, redistricting processes, etc.). The position is also responsible for providing leadership and continuous focus on creating opportunities for meaningful citizen engagement and leveraging the talents of our community members (including – the citizen engagement series, the revitalization of VolunteerLeon, implementation of the new Summer Youth Corp. Program, etc.).
- The reclassification of a position to the titled **Assistant County Administrator**. This position will be responsible for the management of high priority issues requiring organization wide coordination and necessitates a high level of professional competency. The position provides a more manageable and effective span of leadership to the following offices: Intervention and Detention Alternatives, Public Safety, Human Services and Community Partnerships, Library Services and Economic Vitality.

Programmatic Restructuring:

In addition to the reclassification of positions, this reorganization also included an evaluation of existing programs and functions to ensure the optimization of resources, which resulted in the following organizational realignments:

- The existing Office of Economic Development and Business Partnerships is to be renamed the Office of Economic Vitality. This change reflects a more holistic array of functions important to a growing, talent-rich and vital economy to be organized and more closely coordinated under this office, including: Economic Development, Tourism Development, Cultural Arts and Heritage, and Minority, Women and Small Business Enterprise.
- Within the Office of Resource Stewardship, the Office of Sustainability and the County's Solid Waste recycling program will be consolidated. This will allow for optimized resource utilization and a coordinated focus on strategic priorities in this area including meeting the statewide recycling goals.
- Volunteer Services ("VolunteerLeon") will report directly to the Assistant to the County Administrator for Intergovernmental and Community Initiatives. Through this positioning, the County will further maximize our utilization of volunteers and community partners in supporting our numerous community events. This alignment also allows VolunteerLeon to be more visible as a resource to the entire organization and the community.

- Animal Control will be aligned under the EMS Chief. This realignment has two direct benefits. First, Animal Control will physically be housed at the Public Safety Complex and EMS Operations Center, which places them adjacent to the Animal Shelter. Second, Animal Control and EMS administrative staffs will be better able to support each other on a day-to-day basis. Currently, Animal Control has one administrative position that also functions as the dispatcher. Through this move, Animal Control and EMS will be better able to share and manage staff resources. In addition, The Consolidated Dispatch Agency (CDA) is currently evaluating the possibility of dispatching calls for both the City and County animal control divisions.
- The reorganization more tightly integrates Facilities Management into Public Works. Through the reorganization, Facilities Management will become a division of Public Works. One specific area of opportunity is for greater collaboration and coordination on construction related projects and activities.
- Through the reorganization, the existing Intergovernmental Affairs and Special Projects Coordinator position will be reclassified to the Special Projects position. This position will be utilized to develop policy analysis, support state and federal legislative activities, support community events, and provide additional professional research and analysis capabilities. This position will also provide the opportunity to continue to develop talented, career-track professionals internally.

Personnel Changes

As previously stated, the preceding organizational restructuring addresses current and foreseeable strategic and operational challenges and opportunities, and better aligns programs and functions to ensure the optimization and coordination of resources. However, perhaps more importantly, it reflects a long-term conscious and continuous effort to ensure that the organization is actively developing professionals uniquely prepared to not only fill anticipated vacancies, but to build the capacity of the organization by expanding the institutional know-how and expertise of individual employees, to capitalize on the investment already made in our people, and to retain talent into the future. Again, all of these changes reflect the County's strong emphasis on succession management, talent retention, and diversity. Following are the specific details related to the personnel changes of the reorganization:

- **Ken Morris, Assistant County Administrator:** Ken is currently the Director of Economic Development and Business Partnerships and has been with Leon County for more than 10 years. During Ken's decade with Leon County, he has continued to take on increasingly greater levels of responsibility on key Board issues such as; property tax reform; jail overcrowding issues; and, the restructuring and in-sourcing of the Tourism Division, proving to be an essential member of our executive team. Most recently, Ken was the lead staff in the community-wide expansion of Entrepreneur Month, the inclusion of economic development funding associated with the sales tax extension, the ongoing re-development of the Amtrak Station, and the formal partnership with a multi-million dollar venture capital firm, Domi Ventures.

Ken has earned a reputation in the community as an expert on economic development matters and meets regularly with representatives of the universities, City, and EDC in his role as chairman of the Town and Gown Committee. Through his current economic development responsibilities, previous role as the County's point person on legislative matters, and his volunteer efforts with organizations such as Leadership Tallahassee, the Tallahassee Film Festival, and Startup Quest, Ken has developed relationships with a number of key community members. Ken's involvement ensured the successful negotiations with the City in establishing the oversight and management of the concerts at the Capital City Amphitheater at Cascades Park. In promoting Ken, the County develops greater capacity by expanding Ken's knowledge of additional departments and offices, while at the same time benefitting from Ken's existing institutional knowledge.

Ken has long had a passion for County government dating back to his academic years when he was awarded the prestigious B. Harold Farmer Scholarship by the Florida City and County Managers Association and selected for the esteemed Speaker's Fellowship Program to serve as a legislative analyst for the Florida House of Representatives' Local Government Committee. Prior to his employment with Leon County, Ken honed his analytical prowess in policy development for the Florida Legislature's Office of Program Policy Analysis and Government Accountability (OPPAGA), while he earned his Master's degree from the Askew School of Public Administration. His promotion to Assistant County Administrator allows Leon County and Ken the opportunity to mutually benefit from the County's current ten-year investment.

- **Candice Wilson, Director of Human Resources:** Candice is currently the Director of Human Services and Community Partnerships (HSCP) and has been with Leon County for over 24 years. Since the introduction of Leon LEADs, the revision to the County's core practices, the establishment of our wellness program, and the recently approved Innovator/Inspirator (I²) award, Leon County Human Resources continues the shift towards becoming employee-centric and focused. Candice's extensive County experience and overall outlook/attitude align perfectly with advancing this employee-centric cultural of Human Resources. Candice's promotion to the Director of Human Resources recognizes not only her extensive length of service, but also her diverse understanding of the entire organization. During her tenure with Leon County, Candice has continuously progressed into greater areas of responsibility; during her service, she has worked in a number of County Departments: the Office of Management and Budget, Public Works, Development Support and Environmental Management, and HSCP. While with OMB, Candice worked extensively on Human Resource-related issues, including salary studies and annual benefit calculations. Recently, Candice has managed the County's primary health care program, addressed veteran's issues, conducted numerous community forums and events, and has dealt head on with a number of challenging employee-related matters. During the transition, Candice will have the ability to work closely with the acting Human Resources Director to ensure the necessary knowledge transfer occurs.

- **Maggie Theriot, Assistant to the County Administrator for Organization and Citizen Solutions:** Maggie is currently the Director of Resource Stewardship and has been with Leon County for over 11 years. During this time, Maggie has shown keen insight into organizational and community issues, while taking on greater areas of day-to-day responsibility. Prior to her current position, Maggie was an Analyst with the Office and Management & Budget and Operations Manager in the Division of Facilities Management. She holds Masters Degrees in both Public Administration and Urban Planning. During Maggie's tenure, she launched the County's Office of Sustainability and positioned the County to be a leader, not only locally, but also nationally through the County's Sustainability Summit and PACE initiatives. Since being promoted to the Director of Resource Stewardship, Maggie has been instrumental in working closely with Solid Waste Management in addressing the Waste Pro contract and solving constituent related issues. In Maggie's new position, she will expand on her role and function as an ombudsman to constituent matters. She is uniquely prepared to provide leadership and coordination to many of the County's internal continuous organizational improvement processes, as well as to provide a coordinated focus to a wide array of constituent issues.
- **Shington Lamy, Assistant to the County Administrator for Intergovernmental and Community Initiatives:** Shington has been with the County for almost 9 years. During this time, Shington has proven to be an invaluable member of the leadership team. Prior to coming to the County, he earned a Masters Degree in Public Administration and was awarded the prestigious B. Harold Farmer Scholarship for the state's top MPA graduate. Shington's primary work has focused on developing community partnerships; he created and implemented the County's award winning Citizen Engagement Series, lead the partnership with Village Square and the County's efforts on our annual Operation Thank You events. Through the reorganization, additional staff resources will be supporting Shington in conducting these and future community initiatives. Specifically, VolunteerLeon will be realigned and report directly to Shington. Through this alignment, the County is raising the profile of VolunteerLeon and positioning ourselves to maximize our ability to leverage community volunteers. By aligning these additional resources, this allows Shington to assume the lead role in support of the County's legislative program (both state and federal). In his new role, Shington will support the County Administrator in preparing policy analysis for the highest priority issues of the County Commission.
- **Cristina Paredes, Director, Office of Economic Vitality:** Cristina has been with the County for over 9 years. Through her promotion, Cristina will head the Office of Economic Vitality that consists of economic development, Tourism Development, M/WSBE and Cultural Arts & Heritage. As the lead staff person on the Sales Tax Extension, Cristina is uniquely qualified as to her depth of knowledge related to all aspects of the economic development component of the extension being considered by the voters in November. The promotion of Cristina to the Director of Economic Vitality commits the necessary resources of the County to ensure the successful implementation of the sales tax extension. During Cristina's tenure with Leon County, she has worked in the Office of Management and Budget and advanced to her current position of Intergovernmental Affairs Coordinator. Cristina brings a strong fiscal and operational background that will be instrumental in supporting the County's M/WSBE program in advancing the priorities of the Board. Prior to her County experience, Cristina earned a Masters in Public Administration.

- **Robert Mills, Director of Resource Stewardship:** Robert is currently the Solid Waste Director. When filling positions, Leon County deliberately recruits and hires the best qualified candidates for the job. Robert has exceeded all expectations in his role as Solid Waste Director. During Robert's year and half with the County, he has been the lead in the transition to Waste Pro and the implementation of the rural waste service center automation. Robert has focused on developing his staff, providing exceptional customer service, and consistently seeking better ways at delivering services. Prior to joining the County, Robert earned an MBA and was a successful manager in top Fortune 500 companies in the waste management and automobile sectors.
- **Eryn Calabro, Director of Human Services and Community Partnerships:** Eryn is currently the Financial Compliance Administrator for the Office of Human Services and Community Partnerships. During her almost two years with the County, Eryn has exceeded all expectations. By hiring the best qualified candidate for her current position, the County is able to implement a deliberate succession management plan for the office. During her tenure, Eryn has immersed herself in all aspects of the office and provided leadership during the NACO Day of Dialogue, 9/11 Day of Service and numerous healthcare related agenda items/workshops. Eryn works closely with the Housing and Veterans Directors on a day-to-day basis in administering the many complex financial aspects of their programs. Eryn brings a thoughtful and deliberate approach to the many complex issues her office addresses. Prior to joining the County, Eryn earned a Masters and had progressively responsible positions working for non-profits, state and local agencies.
- Leon County is also addressing the impending retirement of our Public Works and Community Development Director, Tony Park. Tony Park is scheduled to retire April 30, 2015. The ability to retain the indispensable knowledge Mr. Park has developed during his 35 years with the County was a priority of the County Administrator. In discussions with Mr. Park, Mr. Park has indicated that he would like to continue his service with Leon County. In compliance with FRS rules, upon his retirement, Mr. Park intends to sever employment with the County for at least six months and then come back to work at the County in January 2016. Mr. Park has ensured that Public Works is positioned to continue to deliver exemplary and timely service during his absence by hiring and training talented and highly competent Public Works senior managers. As the County Engineer, Kathy Burke has proven to be a dedicated employee committed to problem solving and addressing constituent issues. During Tony's absence, Ms. Kathy Burke will be the acting Public Works Director.

Moving Forward

As part of the reorganization, the County Administrator identified the necessity of building organizational capacity through knowledge transfer and succession planning. We realize that by creating an environment that formally recognizes these needs will only further enhance our capability as an organization. We currently have incorporated a series of succession management questions as part of all senior management annual evaluations. An expansion of this effort will be accomplished through a number of approaches, such as, internal mentoring programs, the creation of a future leadership training team, and formal and informal training opportunities.

Through the identification of staff members that desire to become future managers, division directors and directors, we can provide these employees the resources and opportunities to further grow and develop. To accomplish these goals, the County Administrator has directed Human Resources to develop a policy that formally establishes an established program for knowledge transfer and succession management.

Options:

1. Accept the County Administrator's reorganization and approve the associated position reclassifications.
2. Board direction.

Recommendation:

Option #1.

Attachment:

1. Organizational Chart

Leon County Government Organization Chart

People Focused. Performance Driven.



- Voter Elected**
- Judicial
 - Clerk of the Court Circuit and Comptroller
 - Property Appraiser
 - Supervisor of Elections
 - Tax Collector
 - Sheriff
 - Emergency Management



Citizens of Leon County

Board of County Commissioners



Herbert W. A. Thiele

County Attorney



Vincent S. Long

County Administrator



Alan Rosenzweig

Deputy County Administrator



Scott Ross
Director

Office of Financial Stewardship



Maggie Theriot

Assistant to the County Administrator
Organization and Citizen Solutions



Shington Lamy

Assistant to the County Administrator
Intergovernmental and Community Initiatives



Jon D. Brown
Director

Community and Media Relations



Candice Wilson
Director

Human Resources



Ken Morris

Assistant County Administrator



Tony Park
Director

- Department of Public Works**
- Operations
 - Mosquito Control
 - Engineering Services
 - Parks & Recreation
 - Fleet Management
 - Facilities Management
 - Real Estate Mngmt



David McDevitt
Director

- Department of Development Support & Environmental Management**
- Environmental Services
 - Petroleum Storage Tanks
 - Development Services
 - Building Plans Review and Inspection
 - Permit/Code Services



Wayne Tedder
Director

- Department of PLACE***
- Planning
 - Blueprint 2000

* PLACE = Planning, Land Management & Community Enhancement



Robert Mills
Director

- Office of Resource Stewardship**
- Sustainability
 - Solid Waste and Recycling
 - Cooperative Extension



Pat Curtis
Director

- Office of Information and Technology**
- MIS
 - GIS



Wanda Hunter
Director

- Office of Intervention and Detention Alternatives**
- Probation
 - Supervised Pretrial Release
 - Drug and Alcohol Testing
 - PSCC
 - Liaison - Judiciary, State Attorney, Public Defender, Law Enforcement



Tom Quillin
Chief

- Office of Public Safety**
- Emergency Medical Services
 - Consolidated Dispatch Agency
 - Animal Control



Eryn Calabro
Director

- Office of Human Services & Community Partnerships**
- Housing Services
 - Human Services
 - Primary Healthcare
 - Veteran Services
 - CHSP



Cay Hohmeister
Director

- Office of Library Services**
- Extension Services (Branch Libraries)
 - Circulation
 - Collections Management
 - Reference



Cristina Paredes
Director

- Office of Economic Vitality**
- Economic Development
 - Tourism Development
 - M/WSBE
 - Cultural Arts & Heritage

**Leon County
Board of County Commissioners**


Notes for Agenda Item #17

Leon County Board of County Commissioners

Cover Sheet for Agenda #17

October 28, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Consideration of Renewal of the Tallahassee Memorial HealthCare, Inc. Trauma Center Contract and Approval of the Letter of Agreement with the Agency for Health Care Administration for the FY 14-15 Low Income Pool Award

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:	Eryn D. Calabro, Financial Compliance Manager Rosemary F. Evans, Healthcare Services Coordinator

Fiscal Impact:

This item has a fiscal impact. Through a partnership with Tallahassee Memorial Hospital (TMH), by leveraging the \$200,000 allocated for the TMH Trauma Center and \$128,300 that is allocated in the Primary Healthcare Program, approximately \$1.2 million in additional healthcare funding will be shared by TMH, Neighborhood Medical Center (NMC), and Bond Community Health Center (Bond).

Staff Recommendation:

Option #1: Approve the renewal of the Tallahassee Memorial HealthCare, Inc. Trauma Center Contract (Attachment #1), and authorize the County Administrator to execute; and, authorize the County Administrator to execute any and all amendments to the Contract, if necessary, in a form approved by the County Attorney's Office.

Option #2: Approve the Letter of Agreement with the Agency for Health Care Administration for the FY 14-15 Low Income Pool Award on behalf of Tallahassee Memorial HealthCare, Inc. (Attachment #2), and authorize the County Administrator to execute.

Report and Discussion

Background:

Leon County continuously seeks opportunities to work with community partners in leveraging our limited resources. Over the past four years, Tallahassee Memorial Healthcare (TMH) has been able to use the \$200,000 provided by the County for its Trauma Center, as well as funding from the County's primary healthcare program, to leverage state funding. Specifically, the leveraging comes through the "Enhanced Access to Primary Care" project, which is funded by the Agency for Health Care Administration's (AHCA) Low Income Pool (LIP) award. This project expands primary care services for the Medicaid, uninsured, and underinsured residents of the County.

Analysis:

Through the County's partnership with TMH, TMH will again be able to leverage approximately an additional \$1.2 million in LIP funding this fiscal year. Through the leveraging, Bond Community Health Center (Bond) and Neighborhood Medical Center (NMC) will each receive approximately \$190,000 of additional funding through this partnership; final numbers will be determined based on AHCA's LIP funding formula. Bond and NMC will use the funds for primary care services to uninsured and underinsured populations. Consistent with TMH and ACHA's current approach, additional funding will be utilized to support TMH's Transition Center and Family Residency Program. TMH's programs are both upheld as models of care statewide by AHCA.

A portion of the funds used to leverage the additional dollars are subject to the County's existing contracts with both Bond and NMC. Consistent with the County contracts, County staff will work in partnership with TMH and the primary care providers to certify that the providers have met the required visit numbers before funds are released.

TMH, as a local nonprofit hospital, is eligible to receive an annual LIP award from AHCA. These award amounts vary per year and are calculated based on the funds available. TMH can only draw down these funds through partnership with a local government entity that provides the funding through an Intergovernmental Transfer (IGT). The funding requested from the County this year is \$328,300. For FY 14-15, TMH seeks to use its Trauma Center funding in the amount of \$200,000 combined with \$64,150 each from Bond and NMC to draw down LIP funding for the benefit of the community.

Title: Consideration of Renewal of the Tallahassee Memorial HealthCare, Inc. Trauma Center Contract and Approval of the Letter of Agreement with the Agency for Health Care Administration for the FY 14-15 Low Income Pool Award

October 28, 2014

Page 3

Options:

1. Approve the renewal of the Tallahassee Memorial HealthCare, Inc. Trauma Center Contract (Attachment #1), and authorize the County Administrator to execute; and, authorize the County Administrator to execute; and, authorize the County Administrator to execute any and all amendments to the Contract, if necessary, in a form approved by the County Attorney's Office..
2. Approve the Letter of Agreement with the Agency for Health Care Administration for the FY 14-15 Low Income Pool Award on behalf of Tallahassee Memorial HealthCare, Inc. (Attachment #2), and authorize the County Administrator to execute.
3. Do not approve the renewal of the Tallahassee Memorial HealthCare, Inc. Trauma Center Contract.
4. Do not approve the Letter of Agreement with the Agency for Health Care Administration for the FY 14-15 Low Income Pool Award on behalf of Tallahassee Memorial HealthCare, Inc.
5. Board direction.

Recommendation:

Options #1 and #2.

Attachments:

1. Tallahassee Memorial HealthCare, Inc. Trauma Center Contract
2. Letter of Agreement with the Agency for Health Care Administration

AGREEMENT

THIS AGREEMENT is made and entered into on the 28th day of October, 2014, by and between Leon County, Florida, a political subdivision of the State of Florida, (hereinafter referred to as the "County") and Tallahassee Memorial Healthcare, Inc., a Florida not-for-profit corporation, (hereinafter referred to as "TMH").

WHEREAS, TMH operates a hospital licensed under Chapter 395, Florida Statutes; and

WHEREAS, TMH, in conjunction with the County, believes it is desirable to provide health care services to the Medicaid, uninsured, and underinsured residents of the County; and

WHEREAS, Senate Bill 2000, the General Appropriations Act of the State of Florida for Fiscal Year 2011-2012, establishes primary care services as an eligible category for participation in the Low Income Pool (LIP) Enhanced Primary Care Grant (hereinafter referred to as the "LIP Grant"), as administered for the State of Florida, Agency for Health Care Administration ("AHCA"); and

WHEREAS, TMH has instituted and operated the Enhanced Access to Primary Care Project (hereinafter referred to as the "Project"), funded by the LIP Grant for primary care services for the Medicaid, uninsured, and underinsured residents of the County; and

WHEREAS, TMH will partner with Neighborhood Medical Center, Inc. (hereinafter referred to as "NMC") and Bond Community Health Center, Inc. (hereinafter referred to as "Bond") to provide primary care support services in the community, in the furtherance of the Project; and

NOW THEREFORE, be it resolved that it is in the best interest of TMH and the County to enter into this Agreement for the provision of primary care to the Medicaid, uninsured, and underinsured residents of Leon County with LIP Grant funds. In consideration of the mutual promises and covenants herein contained, and the other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereby agree as follows:

1. **TERM:**

The term of this Agreement shall commence on July 1, 2014, and terminate on June 30, 2015.

2. **COUNTY OBLIGATIONS:**

The County authorizes \$328,300 (reallocation of \$200,000 for the TMH Regional Trauma Center and, \$128,300 designated for primary health care) of health care funding as matching funds for the LIP Grant, which requires local government matching funds. The match would provide a total of \$1,500,000 to TMH for the provision of health care services for the Medicaid, uninsured, and underinsured residents of the County. Funding provided in this agreement shall be prioritized so that designated funding shall first be used to fund the Medicaid program (including LIP) and used secondarily for other purposes.

3. **TMH OBLIGATIONS:**

- A. TMH through the Project will provide primary care services as outlined in the LIP Grant to the Medicaid, uninsured, and underinsured residents of the county, funds in this agreement shall be used for no other purpose.
- B. Subject to final disbursement from AHCA, TMH will pay an estimated \$509,126 which will be evenly distributed between NMC and Bond, the sole use for which shall be to fund the provision of primary care services to the Medicaid, uninsured, and underinsured residents of the county as authorized by the LIP Grant and which shall be used for no other purpose.
- C. TMH will ensure that designated funding shall first be used to fund the Medicaid program (including LIP) and used secondarily for other purposes.
- D. TMH will ensure that funding provided to NMC and Bond is utilized in compliance with all provisions of the LIP Grant.
- E. TMH is required to comply with all provisions of the LIP Grant.
- F. TMH will provide a copy of its final grant report to the County.

4. **CONTINGENCY:**

This Agreement and the obligations set forth herein are contingent upon all required local, state and federal approval of this Agreement and the Florida Title XIX Inpatient Hospital

Reimbursement Plan, Version XX and fulfillment of the State's obligations under the General Appropriations Act of 2011-12. This Agreement is also contingent upon the receipt, in full, by TMH of all funds to be delivered to TMH hereunder.

5. **INDEMNIFICATION:**

TMH shall indemnify, hold harmless, and defend the County, its officials, officers, agents and employees from and against any and all liabilities, losses, claims, damages, demands, expenses or actions, either at law or in equity, including court costs and attorneys' fees, that may hereafter at any time be made or brought by anyone on account of personal injury, property damage, loss of monies, or other loss, allegedly caused or incurred, in whole or in part, as a result of any negligent, reckless, wrongful, or intentional act or omission, or based on any act of fraud or defalcation by TMH, its agents, subcontractors, assigns, heirs, and employees during performance under this Agreement. The extent of this indemnification shall not be limited in any way as to the amount or types of damages or compensation payable to the County on account of any insurance limits contained in any insurance policy procured or provided in connection with this Agreement. In any and all claims against the County or any of its officials, officers, agents or employees by any employee of TMH, any subcontractor, heir, assign, anyone directly or indirectly employed by any of them, or anyone for whose acts any of them may be liable, the indemnification obligation under this paragraph shall not be limited in any way as to the amount or type of damages, compensation or benefits payable by or for TMH or any subcontractor under worker's compensation acts, disability benefit acts or other employee benefit acts. The County may, at its sole option, defend itself or require TMH to provide the defense. TMH acknowledges that the sum of ten dollars (\$10.00) of the amount paid to TMH constitutes sufficient consideration for the indemnification of the County, its officials, officers, agents and employees. The provisions of this Section shall survive the expiration or termination of this Agreement.

5. **MISCELLANEOUS:**

A. **ASSIGNMENT:** The parties shall not assign any portion of this Agreement without first

obtaining the written consent of the non-assigning party. Any assignment made contrary to the provisions of this section shall be cause for termination of the Agreement and, shall not convey any rights to the assignee.

- B. ENTIRE AND COMPLETE AGREEMENT: This Agreement constitutes the entire and complete Agreement of the parties with respect to the obligations required hereunder. This Agreement, unless provided hereunto the contrary, may be modified only by written agreement duly executed by the parties with the same formality as this Agreement.
- C. APPLICABLE LAW: The law of the State of Florida shall govern the validity, interpretation, construction, and performance of this Agreement.
- D. VENUE: Venue for all actions at law or in equity shall lie in Leon County, Florida.
- E. SEVERABILITY: In the event that any provision of this agreement shall, for any reason, be determined to be invalid, illegal, or unenforceable in any respect, the parties hereto shall negotiate in good faith and agree to such amendments, modifications, or supplements of or to this Agreement or such other appropriate actions as shall, to the maximum extent practical in light of such determination, implement and give effect to the intentions of the parties, as reflected herein, and the other provisions of this Agreement shall, as amended, modified, supplemented, or otherwise affected by such actions, remain in full force and effect.

IN WITNESS WHEREOF the parties have duly executed this Agreement on this 28th day of October, 2014.

LEON COUNTY, FLORIDA

BY: _____
VINCENT S. LONG
COUNTY ADMINISTRATOR

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

TALLAHASSEE MEMORIAL HEALTHCARE, INC.

BY: _____
G. MARK O'BRYANT, PRESIDENT/CEO

(CORPORATE SEAL)

\$34 Million Primary Care Award Alternative LIP Letter of Agreement

THIS LETTER OF AGREEMENT (LOA) made and entered into in duplicate on the _____ day of _____ 2014, by and between Leon County (the County) on behalf of TMH, and the State of Florida, through its Agency for Health Care Administration (the Agency),

1. Per House Bill 5001, the General Appropriations Act of State Fiscal Year 2014-2015, passed by the 2014 Florida Legislature, County and the Agency, agree that County will remit to the State an amount not to exceed a grand total of \$328,300.
 - a. The County and the Agency have agreed that these funds will only be used to increase the provision of health services for the Medicaid, uninsured, and underinsured people of the County and the State of Florida at large.
 - b. The increased provision of Medicaid, uninsured, and underinsured funded health services will be accomplished through the following Medicaid programs:
 - i. Medicaid LIP payments to hospitals in the approved appropriations categories.
 - ii. Medicaid LIP payments to Federally Qualified Health Centers.
 - iii. Medicaid LIP payments to County Health Departments
 - iv. Medicaid LIP payments for the expansion of primary care services to low income, uninsured individuals.
2. The County will pay the State an amount not to exceed the grand total amount of \$328,300. The County will transfer payments to the State in the following manner:
 - a. The first quarterly payment of \$82,075 for the months of July, August, and September is due upon notification by the Agency.
 - b. Each successive payment of \$82,075 is due as follows, November 30, 2014, March 31, 2015 and May 25, 2015.
 - c. The State will bill the County when each quarterly payment is due.
3. Attached is the LIP schedule reflecting the anticipated annual distributions for State Fiscal Year 2014-2015.
4. The County and the State agree that the State will maintain necessary records and supporting documentation applicable to Medicaid, uninsured, and underinsured health services covered by this LOA. Further, the County and State agree that the County shall have access to these records and the supporting documentation by requesting the same from the State.
5. The County and the State agree that any modifications to this LOA shall be in the same form, namely the exchange of signed copies of a revised LOA.

6. The County confirms that there are no pre-arranged agreements (contractual or otherwise) between the respective counties, taxing districts, and/or the providers to re-direct any portion of these aforementioned Medicaid supplemental payments in order to satisfy non-Medicaid, non-uninsured, and non-underinsured activities.
7. The County agrees the following provision shall be included in any agreements between the County and local providers where funding is provided for the Medicaid program. Funding provided in this agreement shall be prioritized so that designated funding shall first be used to fund the Medicaid program (including LIP) and used secondarily for other purposes.
8. This LOA covers the period of July 1, 2014 through June 30, 2015 and shall be terminated June 30, 2015.

\$34 Million Primary Care Award Alternative LIP Local Intergovernmental Transfers (IGTs)	
State Fiscal Year 2014-2015	
Total Funding	\$328,300

WITNESSETH:

IN WITNESS WHEREOF the parties have duly executed this Letter of Agreement on the day and year above first written.

Leon County

State of Florida

Vincent S. Long
County Administrator

Stacey Lampkin
Assistant Deputy Secretary for Medicaid Finance,
Agency for Health Care Administration

Attest:
Bob Inzer, Clerk of the Circuit Court and Comptroller
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 #18

Leon County Board of County Commissioners

Cover Sheet for Agenda #18

October 28, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Acceptance of Status Update Regarding Rural Waste Service Center Hours of Operation

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, Office of Resource Stewardship Robert Mills, Director, Solid Waste

Fiscal Impact:

This item has no current fiscal impact.

Staff Recommendation:

Option #1: Accept the status update regarding Rural Waste Service Centers, including the recommended change in hours of operation for Miccosukee, Ft. Braden, and Woodville on Friday to be open one hour later (6 p.m.) and close Saturday one hour earlier (4 p.m.).

Report and Discussion

Background:

At the October 14, 2014 meeting Commissioner Daily requested, and the Board approved, staff exploring opportunities to shift the Rural Waste Service Center (RWSC) hours of operation and to identify opportunities to educate residents on the proper handling of garbage and recycling containers after servicing.

Analysis:

To address a significant budget shortfall associated with the operation of the RWSCs at June's budget workshop, the hours of operation were modified, effective October 1, 2014, to Friday through Sunday 9:00 a.m. to 5:00 p.m. Previously, the hours of operation were 9:00 a.m. to 7:00 p.m. Thursday through Sunday. The new hours of operations were recommended based on a detailed analysis of activity occurring at the RWSCs. The hours were set to accommodate 81% of the citizens who utilize the RWSCs. The changed hours were implemented for Ft. Braden, Miccosukee, and Woodville. The hours of operation for Apalachee Parkway RWSC are the same as operating hours for accepting yard debris and hazardous waste and remained unchanged at 7:00 a.m. to 5:00 p.m., Monday through Saturday. With the other three sites open on Sunday, this provides at least one location throughout the County being open every day of the week.

Table #1 provides average aggregate usage patterns at Ft. Braden, Miccosukee, and Woodville since the change in hours went into effect October 1, 2014. The averages are very consistent with the previous usage prior to the change in hours of operation.

**Table #1: Transaction Activity at Rural Waste Service Centers
 Average Usage October 1, 2014 through October 16, 2014**

	Friday		Saturday		Sunday		Total Transactions
	Transactions	% of Total	Transactions	% of Total	Transactions	% of Total	
9:00 am	49	4.6%	35	3.3%	45	4.2%	129
10:00 am	57	5.3%	42	3.9%	43	4.0%	141
11:00 am	41	3.8%	59	5.5%	56	5.3%	155
12:00 pm	29	2.7%	35	3.3%	68	6.4%	132
1:00 pm	24	2.3%	30	2.8%	63	5.9%	116
2:00 pm	26	2.4%	25	2.3%	68	6.4%	118
3:00 pm	20	1.9%	28	2.6%	76	7.2%	124
4:00 pm	26	2.4%	31	2.9%	88	8.3%	145
Totals	270	25.5%	283	26.7%	505	47.7%	1,058

Note: Data for Miccosukee, Ft. Braden, and Woodville.

As shown in Table #1, on average, almost half of all transactions occur on Sunday and the balance evenly distributed between Friday and Saturday. The original intent in the establishment of the hours of operation was to have three consecutive days with the same hours to provide consistency for the users. Outside of the constituent issue raised at the Board meeting, staff has received very few requests for change to the new hours of operation.

However, if the County were to extend hours until 6 p.m. on Fridays this would allow users to have the benefit of the service being available beyond the normal workday. To accommodate this change, staff would recommend closing one hour earlier on Saturday; closing at 4:00 p.m. instead of the current 5:00 p.m. Staff evaluated where to reduce a corresponding hour over the three days to address the increased hour. The 4:00 p.m. to 5:00 p.m. on Saturday has the least activity of any of three days at either the beginning or ending hours of operation.

During the October 14 meeting, the Board also requested staff evaluate opportunities to educate Waste Pro subscribers in the unincorporated area on the storage of garbage and recycling containers after their weekly service. Currently, some residents do not regularly remove their carts from the curbside after being serviced; but, rather, leave the carts by the curb continuously. In discussions with Waste Pro, Waste Pro has agreed to partner with the County by including an information brochure in their quarterly billing, reminding residents to return their carts after their regular service. Additionally, the County will place similar information on both Waste Pro and Leon County's Solid Waste websites and include information in the monthly "County Link."

A final request was made at the Commission meeting by the constituent seeking a refund of a pre-payment. The request was based on the County reducing the hours of operation after the resident had pre-paid for a year of service. The County will, of course, provide a refund to any resident that has pre-paid and no longer wishes to utilize the RWSCs. However, there are no partial refunds based on the change in hours of operation. The RWSCs continue to receive a significant general revenue subsidy to support the operation; the rates were not established based on the total costs of operation but based on having the service available.

Options:

1. Accept the status update regarding Rural Waste Service Centers, including the recommended change in hours of operation for Miccosukee, Ft. Braden, and Woodville on Friday to be open one hour later (6:00 p.m.) and close Saturday one hour earlier (4:00 p.m.).
2. Accept the status report and take no further action in changing hours of operation.
3. Board direction.

Recommendation:

Option #1

**Leon County
Board of County Commissioners**


Notes for Agenda Item #19

Leon County Board of County Commissioners

Cover Sheet for Agenda #19

October 28, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Consideration of Funding to Whole Child Leon for the South City Revitalization Initiative

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:	Eryn D. Calabro, Financial Compliance Manager Rosemary F. Evans, Healthcare Services Coordinator

Fiscal Impact:

This item has a fiscal impact. Whole Child Leon is requesting funding of \$30,000 in addition to its budgeted funding of \$38,000. Funding is available in the General Fund contingency account to support this request (Attachment #1.)

Staff Recommendation:

Board direction

Report and Discussion

Background:

At the October 14, 2014 Commission meeting, Commissioner Maddox requested, and the Board approved, staff preparing an agenda item regarding a request from Whole Child Leon for additional funding. The Board approved considering matching funding from the City of Tallahassee up to \$40,000.

Analysis:

Staff contacted Courtney Atkins, Whole Child Leon Executive Director to provide additional information on how the additional funding would be used. Ms. Atkins submitted a Leon County Program and Budget Questionnaire regarding the funding request (Attachment #2).

Whole Child Leon (WCL) has engaged residents of the South City neighborhood to form the South City Revitalization Council and South City Neighborhood Association. In partnership with these new organizations, WCL is working to eliminate health disparities and improve conditions for residents by improving access to and utilization of needed services. This new initiative will provide comprehensive and integrated delivery of services through a broad range of programs and activities. Some of the goals include:

- Educate neighbors about the decision making process in business and government
- Conduct door-to-door health impact assessments
- Increase education and empowerment of the community regarding health issues and the determinants of health
- Identify and train block champions for the neighborhood
- Secure funding for a community garden on a vacant County-owned land parcel
- Complete an environmental assessment
- Grow and sustain the South City Multi-Sport Club
- Ensure 100% of preschool age children in South City and the broader Southside Tallahassee community are in early intervention or education programs.

The target population for this effort is adults and children residing in South City, and secondarily, in the broader Southside community.

WCL seeks \$30,000 to fund a part-time project coordinator to work with WCL and the South City Revitalization Council. This “boots on the ground” person would participate in the above activities, as well as engage community partners. WCL is also seeking additional funding from the City of Tallahassee (City).

Staff contacted the City Office of Budget and Policy regarding funding for Whole Child. For FY 2015 the City has budgeted \$38,800 for WCL. As with the County, WCL has requested additional funding from the City. Funding in the amount of \$40,000 was requested.

During the budget process, the City established \$100,000 to fund a crime prevention initiative. After the WCL funding request, this funding allocation was increased to \$125,000. Later this fiscal year, the City of Tallahassee Police Department will bring back recommendations to the City Commission regarding how the \$125,000 could be spent as part of the initiative. At this time, it is unknown whether WCL's additional funding request will be included in the initiative. Alternatively, the City may provide the additional \$25,000 to WCL prior to the crime prevention initiative being finalized.

Leon County's Discretionary Funding Guidelines Ordinance (Attachment #3) states that non-profits may seek funding from the County when the non-profit is requesting funding "for an activity that is not Community Health Services Partnership (CHSP) eligible..." The County's current allocation to WCL is allowed under the ordinance in that the funding supports a non-direct service activity; CHSP funding can only be used to support direct service programs.

In reviewing the information provided by WCL, the requested funding would be utilized to support a project coordinator. A majority of the activity appears to be in a coordinating role with the neighborhood and community partners. The outcome of the initial work efforts may lead to more direct service provision. Based on this assessment, the funding request appears to be consistent with the County's ordinance. However, as the program evolves and develops it will most likely be eligible for CHSP funding and therefore would no longer be eligible for County funds. If funding is approved for the current year through the County, staff would recommend that WCL apply for program support through CHSP during the next budget cycle. Additionally, staff will reach out directly to WCL to consider leveraging existing County resources, such as the Office of Human Services and Community Partnerships, the Perry Branch Library, and the Council of Neighborhood Associations (CONA) for assistance and support as it moves forward with its plan.

Funds are available in the County's General Fund Contingency account to support this funding request.

Options:

1. Approve a one-time allocation of \$30,000 in funding to South City Revitalization Council/Whole Child Leon Project, contingent upon a like amount being provided by the City of Tallahassee, and approve the associated budget amendment (Attachment #1).
2. Direct Whole Child Leon to seek funding through CHSP for the South City Revitalization Council/Whole Child Leon Project as part of the 2015 CHSP grant cycle.
3. Accept staff's report on the Whole Child funding request and take no further action at this time.
4. Board direction.

Recommendation:

Board direction.

Attachments:

1. Budget Amendment Request and Contingency Statement
2. Whole Child Leon/South City Revitalization Initiative Program and Budget Questionnaire
3. Discretionary Funding Guidelines Ordinance

FISCAL YEAR 2014/2015 BUDGET AMENDMENT REQUEST

No: BAB15003
Date: 10/17/2014

Agenda Item No: _____
Agenda Item Date: 10/28/2014

County Administrator

Deputy County Administrator

Vincent S. Long

Alan Rosenzweig

Request Detail: Revenues

Account Information				Title	Current Budget	Change	Adjusted Budget	
Fund	Org	Acct	Prog					
Subtotal:								-

Expenditures

Account Information				Title	Current Budget	Change	Adjusted Budget	
Fund	Org	Acct	Prog					
001	990	59900	599	General Fund Contingency Reserves	250,000	(30,000)	220,000	
001	370	58247	569	Whole Child Leon	38,000	30,000	68,000	
Subtotal:								-

Purpose of Request:

This budget amendment appropriates \$30,000 from general fund contingency to support an increase in funding for Whole Child Leon for a part-time project coordinator.

Group/Program Director

Senior Analyst

Scott Ross, Director, Office of Financial Stewardship

Approved By: Resolution Motion Administrator

BUDGET "OPERATING" CONTINGENCY RESERVES CONTINGENCY FUND UPDATE (FY 2014/15)				
		GENERAL FUND 001-990-59900-599		Beginning Balance: \$250,000.00
No.	APPROVAL DATE	AGENDA DATE	AMENDMENT TITLE	BALANCE
1		<i>28-Oct-14</i>	<i>\$30,000 for Whole Child Leon</i>	<i>\$30,000</i>
2				
3				
4				
5				
6				
7				
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10				
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17				
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21				
22				
23				
24				
25				
<i>Bold, Italic items are pending Board Approval</i>				
USAGE TO DATE (TOTAL AMENDMENTS)				<u>\$30,000.00</u>
ENDING BALANCE				220,000.00
END BALANCE AS % OF BEGIN BALANCE				88%
USAGE BALANCE AS % OF BEGIN BALANCE				12%



B. Program Information

1. Succinctly describe the program for which funding is being requested. Please include types of services provided.

Organized in January 2014 – the South City Revitalization Council/Whole Child Leon Project has worked to bring together public and nonprofit partners, private business leaders, government officials, and neighborhood residents to form a solid foundation needed to create systemic change in South City in order to eliminate health disparities and improve conditions for its residents. We set out to build community commitment to help support the well-being of children and families living on the south side of Tallahassee by improving access to and utilization of services in an effort to eliminate the health disparities plaguing this community. The South City Revitalization Council/Whole Child Leon Project aims to:

- Be a CHANGE AGENT to improve the mental, physical, social, spiritual, and emotional health of South City.
- Engage community residents to have a voice in efforts to improve conditions in South City.
- Engage community residents to co-establish a neighborhood association.
- Facilitate organizational development and capacity.
- Facilitate the aggregation of data.

Services Provided:

The South City Revitalization Council/Whole Child Leon Initiative, a non-profit, non-partisan community development organization was formed to:

(1) serve as an advocate for the legitimate needs and aspirations of all persons, specifically those in the South City service area and for the broader south side Tallahassee Community

(2) provide a comprehensive and integrated delivery of services to those we serve, through a broad range of programs and activities

(3) endorse and advocate the economic and political empowerment of the citizens we serve so that they may share more equally in the responsibilities and rewards of full citizenship

(4) invest in community and economic development to improve the quality of life in the community.

The South City Revitalization Council/Whole Child Leon Project will determine the focus of all our programs and activities, as determined through study (research and other), experienced needs and problems, and citizen expressions for social and community improvements. South City Revitalization Council/Whole Child Project will work to assist neighbors, property owners, churches, business, universities and the city, county and/or state government(s) in the following:

- To ensure the maintenance of a safe neighborhood
- To promote sound community revitalization and development

- To foster positive interaction among neighbors, property owners, churches, business, universities and the city, county and state government(s)
- To educate neighbors about the decision making process in business and government
- To work toward greater involvement and influence in issues that affect life in the neighborhood

2. List the targeted population projected to be served or benefit from this program.

Target Populations:

- Adults and children(0 to 18 years of age) residing in South City
- Agencies and organizations within Tallahassee and Leon County providing services to individuals and children 0 to 18 years of age

Secondary Target Population:

- Adults and children(0 to 18 years of age) residing in the broader south side community

3. Projected program impact/outcome results: What is the projected impact on the target population?

The South City Revitalization Council//Whole Child Leon Project was established so that:

- Community needs and service gaps are identified, allowing us to seek resources and providers to satisfy those need
- Families are empowered to address their needs proactively, not only when faced with a crisis
- Families have one-stop access to a wide range of service providers
- More families receive services they need
- The health of the people in South City and the environment in which they live is improved
- South City can go from a place of high infant mortality, high repeat teen pregnancy, high crime, low early childhood education, and high poverty to a healthy place

4. Provide the methods used to attain this program's target population.

Whole Child Leon staff has been actively engaged in the South City neighborhood since November of 2013 and has been successful in building and establishing trusted relationships within the community. In January, Whole Child Leon organized the South City Revitalization Council (SCRC) in order to engage and encourage residents to become change agents for the community and to encourage them to organize a neighborhood association. Today, we have strong relationships with community leaders such as Pastor Franklin, Pastor Johnson and the President and Vice President of the South City Neighborhood Association (SCNA). Additionally, the SCRC members work closely with the SCNA and attend their monthly meetings. In June 2014, WCL and partners established the South City Multi-sport Club whose members are 4th and 5th grade children residing in the neighborhood. The 15 youth train in the neighborhood 3 days a week and WCL staff and SCRC members have spent a good deal of time with the children and their parents.

We will continue to engage community members when we begin conducting door-to-door health impact assessments and will solicit the residents input on what is most needed in their communities. Thi

s method will help us obtain "buy-in" for successful implementation, sustainability of the project, in order to produce long-lasting impacts.

List the program's short-term, intermediate, and long-term goals.

Short-term:

- **To hire a project coordinator to support and assist WCL staff in South City efforts**
- To establish a stronger SC Neighborhood Association to allow the residents to have an active voice in the community
- Increase education and empowerment of the community regarding health issues and the determinants of health.
- Work with the community to examine, prioritize, and implement multi-level intervention activities that can effect wide-spread change, enhance impact, and maximize reach
- To develop a "boots on the ground" research team, compile data, enhance knowledge of the overall community to allow partners and others to be able to work closely together
- To identify and train block champions for the neighborhood
- Engage non-traditional partners (faith-based, community, civic organizations, businesses, parents, neighborhood associations, community leaders)
- To secure funding to develop a Community Garden based on the i-Grow model.
- Collaborate with stakeholders to complete an environmental assessment and takes steps to make it safe and healthy for living.

Intermediate:

- Improve access to fresh food that is affordable and attainable
- To grow and sustain the South City Multi-Sport Club.
Secure property lease for Community Resources House that has been located on Texas Street
- Develop strategies to deal with poverty, its causes, and elimination
- Reports based on collected data related to the health of the SC community after 1 year of project

Long-term:

- Eradicate the black infant mortality disparity and ultimately infant mortality in South City and the broader south-side Tallahassee community.
- Ensure 100% percent of preschool age children in South City and the broader south-side Tallahassee community are in early intervention or education programs.
- To ensure that South City and the broader south-side Tallahassee community residents can live in safe affordable housing; have access to good nutrition including fresh fruits and vegetables and clean water; afford to meet their needs including medical and dental needs and childcare; have access to safe sidewalks and playgrounds in the community; live in environments free of pollution and debris; and have access and the desire to access preventive, acute, and chronic disease care.

5. What other agencies in Leon County (governmental, non-profit, and private) provide services similar to those which would be provided by this funding?

Whole Child Leon is not a direct service provider that provides services similar to those which The South City Revitalization Council/Whole Child Leon Initiative is providing

6. List any Agency partnerships and collaboration related to this program.

Agency	Partnership/Collaboration
Foundation Leon County Schools	Fiscal Agent, collaborating on the implementation of 95210-The Whole Picture of Health in elementary schools district-wide, School Health Advisory Committee , Pre K grant partner
Leon County Schools	Provides office space for WCL staff (including utilities, phones, furniture and maintenance) at Wesson School Peggy Youngblood, Divisional Director Elementary Schools is a member of WCL Steering Committee and provides expertise and leadership to the Quality Educ. Action Team. Partner in Free Community Wide Developmental Screening
Greater Love Church of God & Christ, Inc	Provide Spiritual Growth and guidance for the neighborhood and community Provide Land for South City Community Garden
Goodwill Industries – Big Bend, Inc.	Enhance Community Knowledge and Resources
Career Source Capital Region	Workforce Development and Education
Office of the Mayor	Provides knowledge and Support
Blue Cross Blue Shield Foundation Florida	Awarded a grant to WCL and other partners to address the prevention and education of childhood obesity in Leon County children
Dept. of Children and Families	Early Childhood System of Care
Leon County Health Department	Community Health Action and Response Team and MAPP Community Assessment Partner in Free Community Wide Developmental Screening
Capital Area Community Action Agency	Head Start and 95210- The Whole Picture of Health
FAMU	Institute of Public Health, College of Pharmacy, Dr Cynthia Harris member of SC revitalization Council, Public Health students for health impact assessments
Frenchtown Revitalization Council	Miaisha Mitchell provides mentorship and support to SC Revitalization Council related to community organizing and iGrow model community garden
FSU College of Medicine	South City Initiative, Health Impact Assessment, Infant and Maternal Health, Partner in Free Community Wide Developmental Screening
Children’s Medical Services	Healthy Infant Partnership, Partner in Free Community Wide Developmental Screening
Tallahassee Food Network	South City Community Garden Initiative, Partner In BCBSFF Childhood Obesity
Project Food Now	Partner In BCBSFF Childhood Obesity Education and Prevention grant
Childhood Obesity Prevention Coalition (COPE)	Partner In BCBSFF Childhood Obesity Education and Prevention grant
City of Tallahassee	Funder and partner in South City Initiative
Early Learning Coalition of the Big Bend and the Florida Agency for Workforce Innovation	Partner in Screening and Childcare Center initiatives
Big Bend Community Based Care	PACT Partner
Friendship Primitive Baptist Church	Pastor Franklin is a member of the SC Revitalization Council and provides in-kind support to through use of church and bus for SC Project activities
Florida Diagnostic & Learning Resource System	Partner in Free Community Wide Developmental Screening
Tallahassee Community College	Partner in Free Community Wide Developmental Screening

C. Funding Information

7. **Agency's current total budget:** 2013/14 \$226,310(current) 2014/15 \$149,960 (proposed)

8. **Total request for program:** \$30,000

9. **Please list the 2013/14 funding amount and associated expenditures requested from Leon County and Other Revenue Sources:**

The funding request for the South City Project will be used to pay for a part-time project coordinator position whose responsibilities would include engaging with the South City Revitalization Council, the South City Neighborhood Association and other collaborating partners to assist with health impact assessments and data collection, the implementation and coordination of program initiatives, and to provide administrative support to the South City Revitalization Council.

Actual Expenditure Detail	Leon County Funded	Other Revenue Sources	Total
Compensation for Project Coordinator-South City Initiative	\$30,000		
Professional Fees			
Occupancy/Utilities/Network			
Supplies/Postage			
Equipment Rental, Maintenance, Purchase			
Meeting Costs/Travel/Transportation			
Staff/Board Development/Recruitment			
Awards/Grants/Direct Aid			
Bad Debts/Uncollectible			
Bonding/Liability/Directors Insurance			
Other Expenses (please itemize)			
Total	\$30,000		

Use your response to Question 11 to answer Questions 12-13

10. Please list the following Revenue Sources for the current year and the upcoming year below:

Revenue Sources	2013/14 (Current)	2014/15 (Proposed)
Leon County (not CHSP)	\$38,800	\$68,800
City of Tallahassee (not CHSP)	\$38,000	\$38,000
United Way (not CHSP)		
CHSP		
State		
Federal		
Grants	\$17,777	

Dues/Memberships		
Program Service Fees		
Utilized Reserves		
Other Income (please itemize) Lawton Chiles Foundation fee for service	\$25,000	\$25,000
Leon County Schools Kidcare project grant	\$106,733.	\$48,160(carry over)
Total	\$226,310	\$179,960

11. Please list the following expenses for the current year and the upcoming year below:

Expenses	2013/14 (Current)	2014/15 (Proposed)
Compensation and Benefits	\$132,000	\$148,310
Professional Fees		
Occupancy/Utilities/Network	<in-kind -\$22,000>	<in-kind \$22,000>
Supplies/Postage	\$550	\$550
Equipment Rental, Maintenance, Purchase	\$5300	\$1000
Meeting Costs/Travel/Transportation	\$1500	\$1500
Staff/Board Development/Recruitment	\$1000	\$1000
Bad Debts/Uncollectible	n/a	n/a
Bonding/Liability/Directors Insurance	\$1800	\$1600
Other Expenses (please itemize) Administrative/Fiscal Agent	\$14,000	\$14,000
Program Costs	\$22,000	\$12,000
Total	178,150	179,960

12. Describe actions to secure additional funding. Please be specific.

On October 14, 2014, WCL participated in the Florida NEXT Impact Forum at FSU Turnbull Center to “pitch” initiatives under way in South City. Our pitch was the top vote-getting idea and WCL will receive implementation support, promotion, and mentoring from Ned Pope, President, Florida Next Foundation for 12 months to help secure financial and in-kind Support for initiatives in South City.

Actively seeking funding from local grantors including Leon County, the City of Tallahassee, Knight Community Foundation and FL DOH Minority Health and Childhood Obesity Prevention Education Coalition (COPE) and from regional and national grantors like the Robert wood Johnson Foundation and the Kresge Foundation

13. Attach a copy of the Agency’s most recent financial report or audit if available. Please include the management letter with the audit.

See previously Whole Child Leon FY 2014-15 Direct Agency Program and Budget Questionnaire

CERTIFICATION

I, the undersigned representative of the Agency, organization or individual making this request, certify that to the best of my knowledge all statements contained in this request and its attachments are true and correct.

Print Name: Courtney Atkins, Whole Child Leon Executive Director

Signature: F. Courtney Atkins

Date Signed: 10-16-14

Leon County, Florida, Code of Ordinances >> - CODE OF LAWS >> Chapter 2 - ADMINISTRATION >>
ARTICLE XI. DISCRETIONARY FUNDING GUIDELINES >>

ARTICLE XI. DISCRETIONARY FUNDING GUIDELINES

[Sec. 2-600. Application of article.](#)

[Sec. 2-601. Annual appropriation.](#)

[Sec. 2-602. Definitions.](#)

[Sec. 2-603. Application process.](#)

[Sec. 2-604. Funding category guidelines.](#)

[Secs. 2-605—2-699. Reserved.](#)

Sec. 2-600. Application of article.

This article shall govern the allocation of discretionary funds and provide the board a maximum amount of annual funding available in each of the following fund categories:

- (a) Community human services partnership fund;
- (b) Community human services partnership—Emergency fund;
- (c) Commissioner district budget fund;
- (d) Midyear fund;
- (e) Non-departmental fund; and
- (f) Youth sports teams fund.

(Ord. No. 06-34, § 1, 11-14-06)

Sec. 2-601. Annual appropriation.

Funding for the purposes set forth in this article shall be subject to an annual appropriation by the board in accordance with this article.

(Ord. No. 06-34, § 1, 11-14-06)

Sec. 2-602. Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning.

Community human services partnership fund shall mean funds eligible for allocation to social service programs.

Community human services partnership—Emergency fund shall mean funds eligible for allocation for one time funding to meet an emergency situation.

Commissioner district budget fund shall mean funds eligible for allocation to each commissioner for activities relating to his or her district or the county at large.

Emergency situation shall mean those exigent circumstances that would prohibit or severely impact the ability of a currently funded community human services partnership (CHSP) agency to provide services.

Midyear fund shall mean funds eligible for allocation for requests that occur outside of the regular budget process.

Non-departmental fund shall mean funds eligible for allocation for non-profit entities that are included, by direction of the board, as part of the regular adopted budget.

Non-profit shall mean an entity that has been designated as a 501(c)(3) eligible by the U.S. Internal Revenue Services and/or registered as a non-profit entity with the Florida Department of State.

Youth sports teams fund shall mean funds eligible for allocation for temporary and nonrecurring youth sporting events such as tournaments and playoffs, and events recognizing their accomplishments.

(Ord. No. 06-34, § 1, 11-14-06)

Sec. 2-603. Application process.

- (a) The county administrator or his designee is authorized to develop forms and procedures to be used by a non-profit, group or individual when submitting a request for funding consistent with the provisions herein.
- (b) The county administrator or his designee shall establish a process for evaluating requests for funding made pursuant to this article.

(Ord. No. 06-34, § 1, 11-14-06)

Sec. 2-604. Funding category guidelines.

- (a) *Community human services partnership program fund.*
 - (1) Non-profits eligible for community human service partnership (CHSP) funding are eligible to apply for funding for other programs or specific event categories as long as the organization does not receive multiple county awards for the same program or event, or when requesting funding for an activity that is not CHSP eligible, such as capital improvements.
 - (2) Annually, as part of the budget process, the board shall confirm the allocation of funding set aside for the community human services program.
- (b) *Community human services partnership program—Emergency fund.*
 - (1) Non-profits that are funded through the CHSP process are eligible to apply for emergency, one-time funding through the community human services partnership program—Emergency fund.
 - (2) Annually, as part of the budget process, the board shall confirm the allocation of funding set aside for the community human services partnership program—Emergency fund.
 - (3) These funds are available to any agency that is currently funded through the CHSP process.
 - (4) The request for emergency funding shall be made at a regular meeting of the board. If deemed appropriate, the request for emergency funding shall then go before a CHSP

sub-committee consisting of members from the CHSP review boards of each of the partners (Leon County, the City of Tallahassee, and the United Way of the Big Bend). The sub-committee shall determine if the situation would qualify as an emergency situation and what amount of financial support would be appropriate. The CHSP shall then make a recommendation to the county administrator, who is authorized to approve the recommendation for funding.

- (5) In the event the board does not meet in a timely manner, as it relates to an agency's request, the county administrator shall have the authority to appropriate expenditures from this account.
- (c) *Commissioner district budget fund.*
- (1) Annually, as part of the budget process, the board shall determine the allocation of funding set aside for the commissioner district budget fund.
 - (2) Expenditures shall only be authorized from this account for approved travel, and office expenses.
- (d) *Midyear fund.*
- (1) Non-profits, groups or individuals that do not fit into any of the other categories of discretionary funding as outlined in this article are eligible to apply for midyear funding.
 - (2) Annually, as part of the budget process, the board shall determine the allocation of funding set aside for the midyear fund.
 - (3) In the event the board does not meet in a timely manner, as it relates to a funding request, the county administrator shall have the authority to appropriate expenditures from this account. Such action is thereafter required to be ratified by the board.
- (e) *Non-departmental fund.*
- (1) Non-profits eligible for non-departmental funding are eligible to apply for funding in any other program or specific event categories as long as the organization does not receive multiple county awards for the same program or event. Eligible funding activities in this category are festivals and events and outside service agencies.
 - (2) Annually, as part of the budget process, the board shall determine the allocation of funding set aside for the non-departmental fund.
 - (3) Non-profits eligible for funding through the cultural resources commission (CRC) Leon County Grant Program (funded through the non-departmental process) are eligible for funding in other program or specific event categories as long as the organization does not receive multiple county awards for the same program or event.
- (f) *Youth sports teams fund.*
- (1) Non-profits or athletic teams of the Leon County School System that are eligible for the county's youth athletic scholarship program are not eligible for funding pursuant to this article.
 - (2) Annually, as part of the budget process, the board shall determine the amount of funding pursuant to this article.
 - (3) The award for youth sports teams shall not exceed \$500.00 per team.
 - (4) Youth sports teams requesting funding from the board shall first submit their requests in writing to the county administrator or his or her designee for review and evaluation. The request must include certified documentation establishing the legitimacy of the organization.
 - (5) Funding will be allocated on a first-come, first-served basis. In the event that more than one request is received concurrently when the fund's balance is reduced to

\$500.00, the remaining \$500.00 will be divided equally among the applicants meeting the evaluation criteria.

- (6) Applicants must have participated in a city, county, or school athletic program during the year in which funding is sought.
 - (7) Team participants must be 19 years of age or younger.
 - (8) The requested funding shall support post-season activity, e.g., tournaments, playoffs, or awards banquets associated with extraordinary performance.
 - (9) After the youth sports team funding level is established by the board during the budget process, the county administrator shall have the authority to appropriate expenditures from this account.
- (g) *Appropriation process.* Annually, prior to March 31, the board shall:
- (1) Determine the amount of funding set aside for each funding category identified in this article;
 - (2) Determine the list of permanent line item funded entities that can submit applications for funding during the current budget cycle; and
 - (3) Provide direction to staff on additional appropriation requests that should be considered as part of the tentative budget development process.

(Ord. No. 06-34, § 1, 11-14-06; Ord. No. 11-04, § 1, 2-8-11; Ord. No. 11-08, § 1, 5-24-11; Ord. No. 13-08, § 1, 3-12-13)

Secs. 2-605—2-699. Reserved.