

BOARD OF COUNTY COMMISSIONERS LEON COUNTY, FLORIDA

AGENDA

REGULAR MEETING

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

**Tuesday, September 29, 2015
3:00 P.M.**

COUNTY COMMISSIONERS

Mary Ann Lindley, Chairman
At-Large

Jane Sauls
District 2

John Dailey
District 3

Bryan Desloge
District 4



Bill Proctor, Vice Chair
District 1

Kristin Dozier
District 5

Nick Maddox
At-Large

Vincent S. Long
County Administrator

Herbert W. A. Thiele
County Attorney

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

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

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

Board of County Commissioners
Leon County, Florida
Agenda

Regular Public Meeting
Tuesday, September 29, 2015, 3:00 p.m.

INVOCATION AND PLEDGE OF ALLEGIANCE

Chairman Mary Ann Lindley

AWARDS AND PRESENTATIONS

- Proclamation Designating October 2015 as Breast Cancer Awareness Month
(Commissioner Kristin Dozier)
- Proclamation for Misty Green, Library Services Specialist, in Honor of her Retirement After 26 years of Dedicated Public Service to Leon County and its Citizens
(Chairman Mary Ann Lindley)
- Proclamation Recognizing the New Inductees Into the FAMU Sports Hall of Fame
(Chairman Mary Ann Lindley)
- Presentation by Caroll Bewly of the Civil Air Patrol
- Presentation of National Association of Counties 2015 Achievement Awards
(County Administrator Vincent S. Long)

CONSENT

1. Ratification of Board Actions Taken at the September 15, 2015 Workshop on the 2016 State and Federal Legislative Priorities.
(County Administrator/County Administration/Special Projects)
2. Ratification of the Board Actions Taken at the September 15, 2015 Workshop on Providing a Status Report on Council on Culture and Arts Funding and an Update on the Implementation of the Cultural Plan
(County Administrator/Economic Vitality)
3. Approval of Proposed Modifications to the Targeted Business Program and Authorization to Approve Turbocor's Targeted Business Program Application
(County Administrator/Office of Economic Vitality/Economic Development)
4. Approval to Renew the Contract Between Leon County and the State of Florida Department of Health for the Provision of Public Health Services for FY 2015-16
(County Administrator/Office of Human Services & Community Partnerships/Primary Healthcare)
5. Approval to Renew the Agreement Between Leon County and Apalachee Center, Inc. for the Provision of State-Mandated Baker Act and Marchman Act Services for FY 2015/16
(County Administrator/Office of Human Services & Community Partnerships/Primary Healthcare)

6. Approval of Payment of Bills and Vouchers Submitted for September 29, 2015, and Pre-Approval of Payment of Bills and Vouchers for the Period of September 30 through October 12, 2015
(County Administrator/Office of Financial Stewardship/Office of Management & Budget)
7. Acceptance of Fiscal Year 2014/2015 Tangible Personal Property Annual Report
(County Administrator/Office of Financial Stewardship/Purchasing)

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

8. Acceptance of a Status Report on Regulation of “Drones”
(County Attorney)

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

9. Acceptance of the 2015 Leon County Annual Report
(County Administrator)
10. Approval of the December 2015 Board Retreat Agenda
(County Administrator/County Administration)
11. Consideration of Additional Community Human Service Partnership Funding
(County Administrator/Office of Human Services & Community Partnerships/CHSP)
12. Consideration of Adoption of a Resolution Approving Lease Amendment with YMCA to Extend Term of Lease at Lake Jackson Town Center at Huntington
(County Administrator/Public Works/Facilities Management)
13. Consideration of Full Board Appointments to the Tallahassee-Leon County Commission on the Status of Women and Girls
(County Administrator/County Administration/Agenda Coordinator)

SCHEDULED PUBLIC HEARINGS, 6:00 P.M.

14. Second Public Hearing on Adoption of Millage Rates and Budgets for FY 2016 Millage Rates and Tentative Budgets for FY 2016
(County Administrator/Financial Stewardship/Office of Management & Budget)

CITIZENS TO BE HEARD ON NON-AGENDAED ITEMS

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

COMMENTS/DISCUSSION ITEMS

Items from the County Attorney

Items from the County Administrator

Discussion Items by Commissioners

RECEIPT AND FILE

- Capital Region Community Development District – Record of Proceedings for July 9, 2015
- Florida Department of Agriculture and Consumer Services, Florida Forest Service FY 2014/15 Annual Report

ADJOURN

*The next Regular Board of County Commissioners Meeting is scheduled for
Tuesday, October 13, 2015 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

2015

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PUBLIC NOTICE
2015 Tentative Schedule

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

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

<u>Month</u>	<u>Day</u>	<u>Time</u>	<u>Meeting Type</u>
September 2015	Thursday 24	<u>3:00 p.m.</u> <u>5:00 p.m.</u>	Community Redevelopment Agency (CRA) Mtg. CRA Public Hearing City Commission Chambers
	<i>Sunday 27 – Wednesday 30</i>	<i>ICMA Annual Conference</i>	<i>Seattle/King County Washington</i>
	Monday 28	5:00 – 8:00 p.m.	Blueprint Intergovernmental Agency Meeting City Commission Chambers
	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
			First and Only Public Hearing on Adoption of the Annual Update to the Tallahassee Leon County Comprehensive Plan Capital Improvements Schedule
October 2015	Tuesday 13	12:00 – 3:00 p.m.	Workshop with United Way Regarding the Community Human Services Partnership Process
		3:00 p.m.	Regular Meeting
		6:00 p.m.	First and Only Public Hearing to Consider the Adoption of a Proposed Ordinance Amending Chapter 11, Article XIII of the Leon County Code of Laws Entitled "Towing Services"
	Monday 19	9:00 a.m. – 1:00 p.m.	Capital Region Transportation Planning Agency Retreat; <i>Location to be determined</i>
	<i>Thursday 22 – Friday 23</i>	<i>FAC Advanced County Commissioner Program</i>	<i>Part 1 of 3 Gainesville; Alachua County</i>
	Tuesday 27	1:30 – 3:00 p.m.	Workshop on the MWSBE Program
		3:00 p.m.	Regular Meeting
		6:00 p.m.	Joint City/County Transmittal Public Hearing on Cycle 2015-2 Comprehensive Plan Amendments
	Thursday 29	9:30 – 11:30 a.m.	Community Redevelopment Agency City Commission Chambers

<u>Month</u>	<u>Day</u>	<u>Time</u>	<u>Meeting Type</u>
November 2015	Wednesday 11	Offices Closed	VETERAN'S DAY OBSERVED
	Monday 16	1:00 p.m.	Capital Region Transportation Planning Agency City Commission Chambers
	<u>Tuesday 17</u>	<u>7:30 a.m.</u>	<u>Community Legislative Dialogue Meeting</u>
		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
		6:00 p.m.	Joint City/County Adoption Public Hearing on Cycle 2015-2 Comprehensive Plan Amendments
	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

Citizen Committees, Boards, and Authorities 2015 Expirations and Vacancies

www.leoncountyfl.gov/committees/expire.asp

VACANCIES

Affordable Housing Advisory Committee

Board of County Commissioners (2 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.

Development Support & Environmental Management Citizen's User Group

Board of County Commissioners (1 appointment)

A member who represents a business association or organization

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

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

Science Advisory Committee

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

EXPIRATIONS

SEPTEMBER 30, 2015

Commission on the Status of Women and Girls

Board of County Commissioners (4 appointments)

Tallahassee City Commission (4 appointments)

OCTOBER 31, 2015

Canopy Roads Citizens Committee

Board of County Commissioners (2 appointments)

Tourist Development Council

Board of County Commissioners (1 appointment)

Water Resources Committee

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

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

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

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

DECEMBER 31, 2015

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 (4 appointments)
- Tallahassee City Commission (2 appointments)

Library Advisory Board

- Commissioner - At-large I: Lindley, Mary Ann (1 appointment)
- Commissioner - District II: Sauls, Jane (1 appointment)
- Commissioner - District III: Dailey, John (1 appointment)

**Leon County
Board of County Commissioners**


Notes for Agenda Item #1

Leon County Board of County Commissioners

Cover Sheet for Agenda #1

September 29, 2015

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Ratification of Board Actions Taken at the September 15, 2015 Workshop on the 2016 State and Federal Legislative Priorities

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator
Lead Staff/ Project Team:	Shington Lamy, Assistant to the County Administrator Andy Johnson, Special Projects Coordinator

Fiscal Impact:

This item does not have a fiscal impact. However, it recommends requests for state and federal appropriations, as well as substantive policy positions that seek to avoid unfunded mandates and cost shifts to the County.

Staff Recommendations:

- Option #1: Ratify Board actions taken at the September 15, 2015 Workshop on the 2016 State and Federal Legislative Priorities.
- Option #2: Schedule Community Legislative Dialogue meetings for:
- Tuesday, November 17, 2015 at 7:30 a.m.
 - Tuesday, February 2, 2016 at 7:30 a.m.
 - Tuesday, March 22, 2016 at 7:30 a.m.

Report and Discussion

Background:

Each year, the Board conducts a workshop with staff on the County's state and federal legislative priorities. On September 15, 2015, the Board held a workshop to discuss the legislative priorities for the 2016 state and federal sessions.

Analysis:

Staff provided the Board with an oral report on 14 appropriations requests and 13 substantive issues proposed for the 2016 state and federal legislative sessions. As indicated during the workshop, the appropriations requests for 2016 are categorized to mirror the Florida Legislature's conference committee process for appropriations.

Appropriations Requests:

The appropriations requests approved by the Board were as follows:

Agriculture and Natural Resources Appropriations Requests:

**Items marked with an asterisk are identified for funding in more than one category.*

<u>Request:</u>	<u>Amount:</u>	<u>Project Phase:</u>
Woodville Sewer - Phase 1 & 2	\$7.2 million	Design & Construction
Harbinwood Estates Septic to Sewer	\$2.5 million	Design
Leon South Regional Water System	\$1.5 million	Design & Construction
Centerville Trace Septic to Sewer	\$1 million	Design
Fred George Restoration	\$1 million	Construction
Fords Arm Restoration*	\$3.97 million	Construction
Apalachee Regional Park*	\$500,000	Design & Engineering

Transportation, Tourism, and Economic Development Appropriations Requests:

**Items marked with an asterisk are identified for funding in more than one category.*

<u>Request:</u>	<u>Amount:</u>	<u>Project Phase:</u>
Capital Circle Southwest - Segment 1 (Orange Avenue to Springhill Road)	\$30.0 million	Right-of-Way Acquisition
Capital Circle Southwest - Segment 1 (Orange Avenue to Springhill Road)	\$35.4 million	Construction
Capital Circle Southwest - Segment 2 (Springhill Road to Crawfordville Road)	\$31.0 million	Right-of-Way Acquisition
Capital Circle Southwest - Segment 2 (Springhill Road to Crawfordville Road)	\$22.7 million	Construction
Woodville Highway (Capital Circle to Paul Russell Road)	\$3.6 million	Right-of-Way Acquisition
Woodville Highway (Capital Circle to Paul Russell Road)	\$23 million	Construction
Fords Arm Restoration*	\$3.97 million	Construction
Apalachee Regional Park*	\$500,000	Design & Engineering

Health and Human Services Appropriations Requests:

<u>Request:</u>	<u>Amount:</u>	<u>Project Phase:</u>
Community Paramedic Program	\$925,000	Program Funding

Staff has not yet received guidance from the County's legislative delegation regarding the process that will be utilized for submitting appropriations requests for the 2016 Florida legislative session. In recent years, Senator Bill Montford's office has solicited direct appropriations requests for projects within his district, and the House Agriculture and Natural Resources Appropriations Subcommittee has utilized a web-based request form for water projects. Staff has prepared the information that will likely be required to support the County's appropriations requests and will begin advocating for state and federal funding through the appropriate channels upon the Board's approval.

Policy Requests:

The Board discussed state and federal policy issues that are expected to be considered during the 2016 legislative session. Staff presented seven state policy issues and six federal policy issues specific to Leon County. The issues presented by staff to the Board for the County's legislative priorities are as follows:

State Policy Issues:

1. Support the protection of the state workforce and oppose any reductions to state employee benefits.
2. Support legislation and appropriation that enhances the efficiency and effectiveness of the state and local government partnership in economic development.
3. Support the revision of Sec. 125.0104, F.S. to modify the eligibility for levying the local option High Tourism Impact Tax to include counties that are home to Preeminent State Research Universities.
4. Support the prioritization of springs restoration funding, with a program designed to assist local governments with the cost of wastewater facility upgrades, septic tank connections, and septic tank abandonment.
5. Support of the position of the presidents of Florida State University, Florida A&M University, and Tallahassee Community College, based on last year's position, opposing statutory changes to Section 790.06, F.S. that would allow the concealed carrying of weapons into college or university facilities.
6. Support the revision of Section 119.071(4)(d)2, F.S. to provide a similar exemption for personal information of EMTs and paramedics, as well as their immediate family members.
7. Support the 2016 Florida Association of Counties (FAC) legislative program unless specific issues conflict with Leon County's interests.

Additionally, at the September 15, 2015 Board meeting, per the request of the Leon County Clerk of Courts, the Board directed staff to add one additional priority to the list of state policy issues:

8. Support adequate funding for the Clerk of Courts through the Board's legislative efforts.

Federal Policy Issues:

1. Support a long-term surface transportation bill that provides funding at or above the current level of funding for surface transportation programs.
2. Support federal legislation that includes full mandatory funding for PILT in the FY 2016 appropriations package and support a long-term strategy for a sustainable PILT program.
3. Support legislation that promotes an equitable and competitive environment between 'brick and mortar' businesses and remote businesses establishments operating in Florida.
4. Support the preservation of the tax-exempt status of municipal bonds.
5. Support dedicated funding for the future growth of the VA Tallahassee National Cemetery.
6. Support the National Association of Counties' (NACo) 2015-16 legislative efforts unless specific issues conflict with Leon County's interests.

Representatives from both Capital Alliance Group and Squire Patton Boggs gave remarks regarding the upcoming state legislative session and the 114th Congress (2nd Session), respectively. Staff will prepare the Board's legislative priorities in a Quick Reference Guide to assist Commissioners and the lobbying team in advocating at the Capitol with legislators.

Community Legislative Dialogue Meetings:

In an effort to engage the community and regional partners in identifying shared legislative priorities and interests, the Board hosts Community Legislative Dialogue meetings throughout the state legislative session. During the workshop, the Board designated Commissioner Desloge and Commissioner Maddox to co-host these meetings during the 2016 session. Due to the session's early start date, staff proposes the following dates for the Community Legislative Dialogue meetings, which would be held in the Commission Chambers:

- Tuesday, November 17, 2015 at 7:30 a.m.
- Tuesday, February 2, 2016 at 7:30 a.m.
- Tuesday, March 22, 2016 at 7:30 a.m.

Options:

1. Ratify Board actions taken at the September 15, 2015 Workshop on the 2016 State and Federal Legislative Priorities.
2. Schedule Community Legislative Dialogue meetings for:
 - Tuesday, November 17, 2015 at 7:30 a.m.
 - Tuesday, February 2, 2016 at 7:30 a.m.
 - Tuesday, March 22, 2016 at 7:30 a.m.
3. Do not ratify the Board actions taken at the September 15, 2015 Workshop on the 2016 State and Federal Legislative Priorities.
4. Do not schedule Community Legislative Dialogue meetings.
5. Board direction.

Recommendation:

Options #1 and #2.

**Leon County
Board of County Commissioners**

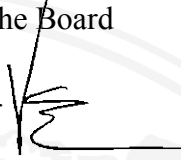
Notes for Agenda Item #2

Leon County Board of County Commissioners

Cover Sheet for Agenda #2

September 29, 2015

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Ratification of the Board's Actions Taken at the September 15, 2015 Workshop on Providing a Status Report on Council on Culture and Arts Funding and an Update on the Implementation of the Cultural Plan

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator Ken Morris, Assistant County Administrator Cristina Paredes, Director of Office of Economic Vitality
Lead Staff/ Project Team:	Lee Daniel, Tourism Development Director

Fiscal Impact:

The County has increased its investment in the cultural arts through the reallocation of Tourist Development Tax (TDT) funds beginning in FY15. The Board's reallocation increased the TDT dedicated to the Council on Culture & Arts (COCA) from approximately ½-cent TDT (\$504,500) to a total 1¼-cent TDT (approximately \$1.13 million), which is used to support the cultural plan and grant programs administered through COCA. A portion of these funds (¼-cent) is available in arrears the following year to support a capital grants program. Specifically, monies accrued from the ¼-cent during FY 2015 will be available during FY 2016 and continue through FY 2020. The expenditure of these funds through COCA shall be in accordance with the First Amended and Restated Grant Funding Agreement between COCA and Leon County (Attachment #1).

Staff Recommendation:

Option # 1 Ratify the Board's actions taken at the September 15, 2015 Workshop on Providing a Status Report on Council on Culture and Arts Funding and an Update on the Implementation of the Cultural Plan.

Report and Discussion

Background:

In FY 2015 the TDT dedicated to COCA increased from a fixed amount of \$504,500 to a total 1¼-cent (approximately \$1.13 million), which is used to support the cultural plan and grant programs administered through COCA. A portion of these funds (¼-cent) is available in arrears the following year to support a capital grants program as recommended in the Cultural Plan. Specifically, monies accrued from the ¼-cent during FY 2015 will be available during FY 2016 and continue through FY 2020. For FY 2016, the County has budgeted \$1.15 million to COCA to administer the cultural grant program and implement the Cultural Plan. Staff continues to work with COCA to ensure all grant dollars are used within the allowable uses of the TDT and routinely develops content with COCA as part of marketing efforts and for use in the visitor guide and Visit Tallahassee website.

In light of the new Cultural Plan, the selection of the new executive director for COCA, and the shifting of resources to implement the Cultural Plan, the Board directed staff to schedule a workshop to provide an update from COCA on the implementation of the Cultural Plan, including the cultural capital improvement grants and increase in tourism funding.

This item seeks to ratify the actions taken by the Board at its September 15, 2015 workshop on the status report on COCA funding and the implementation of the Cultural Plan (Attachment #1).

Analysis:

During the workshop, the Board received presentations by staff and Dr. Audra Pittman, Director of COCA, on funding for cultural arts as well as an update on the implementation of the Cultural Plan. The presentation also included an overview of historical funding for COCA, a comparison of TDT support provided to arts and culture by other counties in Florida, a review of the partnership between Tourism and COCA and COCA's plans for these funds.

Following the two presentations and Board discussion, the Board approved Option #1, as follows:

1. Accept the Status Report on Council on Culture and Arts Funding and an Update on the Implementation of the Cultural Plan.

In addition, the Board directed staff to work with COCA to refine the mid-year/annual report submitted by COCA in order to align the organizational outcomes with elements of the cultural plan and identify the revenue and expenditures utilized. Attachment #2 provides a sample document of the revised mid-year/annual report developed by staff and COCA as requested by the Board. The Board also discussed that specific cultural art programs requested by the City of Tallahassee, which would be implemented by COCA, be funded by the City as opposed to utilizing bed tax funds. Finally, the Board directed staff to bring back a status report on the City's public art acceptance policy.

Options:

1. Ratify the Board's actions taken at the September 15, 2015 Workshop on Providing a Status Report on Council on Culture and Arts Funding and an Update on the Implementation of the Cultural Plan.
2. Do not ratify the Board's actions taken at the September 15, 2015 Workshop on Providing a Status Report on Council on Culture and Arts Funding and an Update on the Implementation of the Cultural Plan.
3. Board direction.

Recommendation:

Option #1.

Attachment:

1. First Amended and Restated Grant Funding Agreement between COCA and Leon County
2. Sample Document of COCA's Mid/Annual Report

FIRST AMENDED AND RESTATED GRANT FUNDING AGREEMENT

This First Amended and Restated Grant Funding Agreement (hereinafter "Agreement"), is made and entered into this ~~29th~~ day of April, 2015, by and between Leon County, Florida, a Charter County and political subdivision of the State of Florida, (hereinafter the "County") and the Council on Culture and Arts, Inc., a Florida not-for-profit corporation (hereinafter the "Grantee"), collectively, the "Parties".

RECITALS

WHEREAS, the Grantee has presented the County with a non-departmental funding request application identifying the community service activities, as well as those persons responsible for overseeing and assuring delivery of those services, to implement the grant funding provided herein; and

WHEREAS, the County, by and through its Board of Commissioners, at its final public hearing on fiscal year 2015 budget held on 23rd date of September, 2014, approved a disbursement in the amount of \$504,500 out of the County's Tourist Development 3-Cent Fund and \$150,000 out of the County's General Fund for the purposes of sub-granting and marketing awards to individual local cultural and arts organizations, assisting with operational costs, marketing materials, and for providing support of overhead costs for the Cultural Tourism Grant Program; and

WHEREAS, the County and Grantee did enter into a Grant Funding Agreement dated October 1, 2014, to further delineate and set out the obligations of the Parties thereto; and

WHEREAS, the Parties do hereby acknowledge and confirm the County did disburse funds to the Grantee, pursuant to the Grant Funding Agreement dated October 1, 2014, in the amount of \$252,250, out of the County's Tourist Development Tax Fund, and \$150,000, out of the County's General Fund, and that any amounts to be provided to the Grantee during the Initial Term shall be adjusted downward to properly reflect the funds previously distributed to the Grantee hereunder; and

WHEREAS, on December 9, 2014, the County, by and through its Board of Commissioners, did approve an Interlocal Agreement with the City of Tallahassee to ensure that the appropriate level of funding by the use of Tourist Development Tax funds is provided to support COCA in its mission to serve the community in the realm of the arts and promote tourism in the County; and

WHEREAS, the County and the Grantee wish by this Agreement to provide for the obligations of the County in regard to providing the grant funds identified herein and the obligations of the Grantee to provide the services set forth herein, and to more fully delineate the agreement reached between the Parties; and

WHEREAS, it is in the best interest of the County and the Grantee to modify and restate the Grant Funding Agreement entered into by and between the Parties, dated October 1, 2014, to provide for the promises, covenants and obligations of the Parties necessary and incidental to the purposes set forth herein.

NOW, THEREFORE, in consideration of the premises and mutual covenants contained herein, the sufficiency of which is acknowledged hereby, the Parties do agree as follows:

I. Recitals. The Recitals to this Agreement are incorporated herein and made a part hereof as if fully set forth below.

II. Effective Date and Term. This Agreement shall commence on October 1, 2014, and shall end at midnight, local time in Tallahassee, Florida, on September 30, 2015, hereinafter "Initial Term". This Agreement shall be subject to four annual renewals, at the sole option of the County, for a term of one year each. Reference to a renewal term, hereinafter "Current Term", shall relate to the subject current period of October 1 through September 30.

III. Services to be Provided.

- A. Grantee shall provide those activities, functions, and services ("Services") identified in the funding request application submitted by Grantee to the County on April 30, 2013, in which the Grantee set out and identified the services that it would undertake and identified the person or persons responsible for overseeing and assuring that those services would be delivered, a copy of which is attached hereto as Exhibit A, and made a part hereof, as if fully set forth below.
- B. The Services to be provided by the Grantee, which are described in Exhibit A, shall include:
1. Services to artists, organizations and the general public, including one-on-one or group consulting in business management, new organization/business start-up, grant-writing, fund raising, board management, marketing, planning, social media, curriculum development, and more; COCA jobs and development weekly e-mail blast; professional development workshops.
 2. Educational services, including COCA's arts and education newsletter; COCA for the Classroom directory; COCA for kids – outside activities for kids directory; and internships.
 3. Marketing services for arts and cultural groups and public information, including "TLH" features for the Sunday section of the Tallahassee Democrat; "TLH" artful questions for the Sunday section of the Tallahassee Democrat; maintaining COCA's website; maintaining the MoreThanYouThought.com website; providing the More Than You Thought this Week newsletter; online media guide; space binder; providing meeting space; and an online artist directory.
 4. Community planning services, including granting services, including managing a grant program, and distributing funds annually to non-profit arts and history organizations; planning, management and execution of grant program, including workshops

to provide instruction on completing the grant process, individual consultations with applicants, recruitment and training of review panelists, disbursement of funds, receipt, review, and evaluation of interim and final reports.

- C. The Services to be provided by the Grantee shall also include operational functions of COCA and implementation of the Cultural Plan, attached hereto as Exhibit B, and made a part hereof as if fully set forth below.
- D. Grantee shall be responsible for all expenses associated with the performance and delivery of Services required by this Agreement.
- E. Grantee shall comply with all applicable laws, ordinances and regulations governing its operation and in the provision of the Services herein required and the expenditure of funds herein granted.

IV. Grant Funds Amount, Distribution and Use.

A. Grant Funds Amount:

- 1. The County agrees to provide to Grantee an amount not to exceed one and twenty-five one hundredths (1.25) cent of the five (5) cent Tourist Development Tax imposed by the County for the Initial Term and each subsequent Current Term, for Services further described in Section III.B., herein, and collected during the then current Fiscal Year. A Fiscal Year is defined as consisting of the dates October 1 – September 30 of each year.
 - a. The funds comprising one (1) cent of the Tourist Development Tax shall be available for the use by the Grantee in accordance with subsection B.1.a.
 - b. The funds comprising twenty-five one hundredths (0.25) cent of the Tourist Development Tax shall be available for the use by the Grantee in the Fiscal Year immediately following the Fiscal Year in which the funds are collected in accordance with subsection B.1.b. For example, the funds comprising twenty-five one hundredths (0.25) cent of the Tourist Development Tax collected in Fiscal Year 2014-15, shall be disbursed to or on behalf of the Grantee in Fiscal Year 2015-16.
- 2. The County agrees to provide Grantee an amount of One Hundred Fifty Thousand Dollars (\$150,000.00), for the Initial Term and each subsequent Current Term, from its General Revenue Fund in accord with subsection B.2. for use by the Grantee for Services related to its operational expenses and implementation of the Cultural Plan, as further described in Section III.C., herein.

B. Distribution:

1. The Grantee shall receive a disbursement of funds from the Tourist Development Tax fund in the amount of one and twenty-five hundredths (1.25) cent of the five (5) cent Tourist Development Tax based upon the amount collected during the then current Fiscal Year, in the following manner:
 - a. The Grantee shall receive funds comprising one (1) cent of the five (5) cent Tourist Development Tax collected, and made in quarterly payments, in arrears, of twenty-five (25%) percent of the amount described herein to occur not later than February 1, May 1, August 1, and November 1, for the Initial Term and each subsequent Current Term. Receipt of such funds is contingent upon an appropriate invoice, Mid-Year report, and Annual report provided to and approved by the County.
 - b. The Grantee shall receive funds comprising twenty-five one hundredths (0.25) cent of the five (5) cent Tourist Development Tax in the Fiscal Year immediately following the then current Fiscal Year of its collection, and the Grantee shall receive the amount described herein within thirty (30) days of any Capital Needs Matching Grant Program funding request(s) approval by the Tourist Development Council. Receipt of such funds is also contingent upon an appropriate invoice, Mid-Year report, and Annual report provided to and approved by the County.
2. The Grantee shall receive a disbursement of funds from the County in the amount of \$150,000.00, and such disbursement will occur by October 30 of the then Current Term.
3. The Grantee shall submit a non-departmental funding request application, which shall delineate Grantee's plan for the expenditure of funds contemplated by this Agreement, not later than May 15th of the Initial Term and each subsequent Current Term.

C. Restrictive Uses:

1. Funds received by the Grantee pursuant to this Agreement shall only be used for those purposes set forth herein.
2. Expenditures relating to the Capital Area Cultural Plan, Cultural Grant Program, and Capital Needs Matching Grant Program utilizing Tourist Development Tax revenues shall be consistent with the authorized uses set forth in section 125.0104(5)(a),

Florida Statutes, and the requirements of Resolution R15-12 of the Board of County Commissioners, attached hereto as Exhibit C, and incorporated herein as if fully set forth below. Further, use of the funds described in subsection B.1.b. shall be restricted solely to expenditures related to the Capital Needs Matching Grant Program.

3. Funds shall be deemed misused when the Grantee does not fully comply with the terms governing the use of such funds, in accordance with the provisions of this Agreement. The Grantee hereby agrees to repay to the County any and all misused funds within fifteen (15) days of delivery of notice of misuse of funds to the Grantee by the County. Misuse of such funds shall be deemed a material breach of this Agreement and grounds for termination thereof.
- D. Return of Unused Funds: Any unused funds shall be carried forward in an appropriate trust fund of the Grantee. Upon expiration of this Agreement, any unused funds must be spent in accordance with the terms of this Agreement, within 180 days thereof, or returned to the County. Upon termination of this Agreement, any unused funds shall be returned to the County within 15 days of the date thereof.
- E. Future distributions of funds to the Grantee will be contingent upon compliance with this Agreement and the status of previously disbursed funds to the Grantee.
- F. The County specifically reserves the right to reduce, increase, or totally withdraw its financial commitment as set forth herein to the Grantee at any time and for any reason.

V. **Order of Precedence.**

Provisions in the following documents shall be considered to take precedence and prevail over one another, when said provisions are in conflict, in the following order:

1. Agreement
2. Exhibit C, Resolution R15-12 of the Board of County Commissioners
3. Exhibit A, Funding Request Application, dated April 30, 2013
4. Exhibit B, Capital Area Cultural Plan, approved by the County on February 12, 2014

VI. Audits, Records and Reports.

- A. Grantee acknowledges and agrees the County reserves the right to conduct financial and program monitoring, as well as the right to perform an audit of the Grantee's records. An audit by the County shall encompass an examination of all financial transactions, all accounts, and all reports, as well as an evaluation of compliance with the terms and conditions of this Agreement. The County reserves the right to inspect all records and conduct audits to ensure both program and fiscal compliance and shall provide written notice of any findings and proposed corrective action, if any, to the Grantee. The Grantee agrees to comply and cooperate immediately with any inspections, reviews, investigations, or audits, when deemed necessary by the County.
- B. Grantee agrees to submit a Mid-Year and Annual report to the County detailing Grantees activities, sub-granting, and use of grant funds. The Annual report shall be submitted to the County by October 15, and the Mid-Year report shall be submitted to the County by April 15 and shall be in a format as prescribed by the County. The Mid-Year and Annual reports shall detail how funds were spent and the results of Grantee's efforts, and shall, at a minimum, include data on sub-granting, marketing awards to individual local cultural and arts organizations, operational costs, overhead costs for the Cultural Tourist grant program, and follow-up information on civic/not-for-profit organizations receiving assistance from the Grantee in previous years. The Grantee shall also provide the County with an annual financial audit for the prior term and a report of all expenditures for the prior term, documenting the details of each expenditure made and Service provided hereunder as part of its Annual report. Grantee shall provide the Leon County Office of Financial Stewardship, for their review, a copy of any audit it has had performed.
- C. Grantee agrees to maintain and keep any and all records necessary to substantiate the expenditure of funds consistent with Services set out in this Agreement. The Grantee shall use an accounting system that meets generally accepted accounting principles. The Grantee shall be required to establish and maintain books, records, and documents (including electronic storage media) sufficient to reflect all income and expenditures of funds provided by the County under this Agreement. This includes the retention of all client records, financial records, supporting documents, statistical records, and any other documents (including electronic storage media) pertinent to this Agreement for a period of six (6) years after completion of the Agreement. If an audit has been initiated, and audit findings have not been resolved at the end of six (6) year period, the records shall be retained until resolution of the audit findings or any litigation which may be based on the terms of this Agreement, at no additional cost to the County. Records shall be retained for longer periods when the retention period required by law exceeds the time frames required by this Agreement.

- D. Upon demand, at no additional cost to the County, Grantee shall facilitate the duplication and transfer of any records or documents during the required retention period, and shall ensure that these records shall be subject at all reasonable times to inspection, review, copying, or audit by Federal, State, or other personnel duly authorized by the County. Grantee also agrees to produce all records requested by the County for its determination that monies distributed by the County are being spent in accordance with this Agreement, at no additional cost to the County.

VII. Public Records.

With regard to the Public Records, the Grantee shall:

- A. Keep and maintain those records that ordinarily and necessarily would be required by the County in order to perform the Services under this Agreement, hereinafter "public records".
- B. Provide the public with access to public records on the same terms and conditions that the County would provide the records and at a cost to the public as set forth in Chapter 119, Florida Statutes, or as otherwise provided by law.
- C. Ensure that the public records that are exempt or confidential and exempt from public records disclosure requirements, are not disclosed, except as authorized by law.
- D. Meet all requirements for retaining public records and transfer, at no cost, to the County all public records in possession of the Grantee upon termination of this Agreement and destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the County in a format that is compatible with the information technology systems of the County.

VIII. Personnel, Subcontracting and Sub-granting.

- A. The Grantee represents that it has and will maintain adequate staffing to carry out the Services to be provided under this Agreement. Such employees shall not be employees of the County or have any contractual relationship with the County.
- B. All Services required hereunder will be performed by the Grantee and all personnel engaged in the performance of work or Services shall be fully qualified and properly authorized under appropriate state and local laws to perform such Services.
- C. Any of the work or Services to be performed under this Agreement which are subcontracted by the Grantee shall be set forth and described with

sufficient particularity and included in the Mid-Year and Annual Report required to be submitted by the Grantee in accordance with Section VI. B.

- D. The Grantee shall require all recipients of sub-granting awards paid out to individual organizations to enter into and fully execute and be bound by a Sub-Grant Agreement.

IX. Reporting and Notices.

- A. Upon execution of the Agreement, the Grantee will provide in writing, the Grantee staff member who will be responsible for the submission of all Grantee reports to the County for the administration of this Agreement.
- B. All reports must be submitted electronically to Lee Daniel, Director, at daniellee@leoncountyfl.gov. All other related correspondence may be submitted to:

Lee Daniel, CDME, Director
Leon County Division of Tourism Development
106 East Jefferson Street
Tallahassee, FL 32301

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

Notice to Grantee: Dr. Audra Pittman, Executive Director
Council on Culture and Arts
816 S. Martin Luther King Jr. Blvd
Tallahassee, FL 32301

Notice to the COUNTY: Lee Daniel, CDME, Director
Leon County Division of Tourism Development
106 East Jefferson Street
Tallahassee, FL 32301

X. Termination.

- A. This Agreement may be terminated by either Party, without cause, upon not less than 30 calendar days' notice in writing to the other Party, unless a sooner time is mutually agreed upon in writing by the Parties.
- B. This Agreement may be terminated immediately by either Party, for cause, upon written notice to the other Party.

- C. In the event that funds for payment pursuant to this Agreement become unavailable or inadequate, the County may terminate this Agreement upon not less than 10 days' notice in writing to the Grantee. The County shall be the final authority as to the availability and/or adequacy of funds. In the event of termination of this Agreement, the Grantee will be compensated only for any work performed under this Agreement which has been satisfactorily completed.
- D. Failure to object to a breach of any provisions of this Agreement shall not be deemed to be a waiver of any other or subsequent breach and shall not be construed to be a modification of the terms and conditions of this Agreement. Failure to have performed any contractual obligations in the Agreement in a manner satisfactory to the County shall be deemed sufficient cause for termination. The provisions herein do not limit the County's right to any other available remedies at law or in equity.

XI. 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 must 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.
- D. 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 superseded 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 advice 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 County is a political subdivision of the State of Florida. Nothing contained herein shall be construed as a waiver or relinquishment by the County 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 attorney's fees incurred in maintaining or defending 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, or part thereof, shall be held to be invalid, the remaining Sections and parts shall continue to be in full force and effect.
- M. Revision. In any case where, in fulfilling the requirements of this Agreement or of any guarantee, embraced or required hereby, it is deemed necessary for the Grantee to deviate from the requirements of this Agreement, the Grantee shall obtain the prior written consent of the County.
- N. Publicity. Without limitation, the Grantee and its employees, agents, and representatives shall not, without prior written approval of the County, in each instance, use in advertisement, publicity or other promotional endeavor any County mark, the name of the County, or any County officer or employee, nor represent directly or indirectly, that any products or Services provided by the Grantee have been approved or endorsed by Leon County or refer to the existence of this Agreement in press releases,

advertising or materials distributed by the Grantee to its respective customers.

- O. Public Entity Crime. Pursuant to section 287.133, Florida Statutes, the following restrictions are placed on the ability of persons convicted of a public entity crime to transact business with Leon County: when a person or affiliate has been placed on the convicted vendor list following a conviction for public entity crime, he/she may not submit a bid on a contract to provide any goods or Services to a public entity, may not submit a bid on a contract with a public entity for the construction or the repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in section 287.017, Florida Statutes, for Category two, for a period of 36 months from the date of being placed on the convicted vendor list.
- P. Civil Rights Requirements. The Grantee shall not discriminate against any employee in the performance of this Agreement or against any applicant for employment because of age, race, religion, color, disability, national origin, or sex. The Grantee further agrees that all subcontractors or others with whom it arranges to provide Services or benefits to participants or employees in conjunction with any of its programs and activities are not discriminated against because of age, race, religion, color, disability, national origin, or sex. The Grantee shall conduct its funded activities in such a manner as to provide for non-discrimination and full equality of opportunity regardless of race, color, religion, national origin, sex, age, handicap, marital status, political affiliation, or beliefs. Therefore, the Grantee agrees to comply with Title VII of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, the Florida Human Rights Act, and the American Disabilities Act of 1990.
- Q. Survival. Any provision of this Agreement which contemplates performance or observance subsequent to any termination or expiration of this Agreement, will survive expiration or termination of this Agreement.
- R. Counterparts. This Agreement may be executed in one or more counterparts, each of which will be deemed an original but all of which taken together will constitute one and the same instrument.
- S. Indemnity. The Grantee agrees to indemnify, defend and hold harmless the County, its officials, officers, employees and agents, from and against any and all claims, damages, liabilities, losses, costs, or suits, of any nature whatsoever arising out of, because of, or due to any acts or omissions of the Grantee, its delegates, employees and agents, arising out of or under this Agreement, including a reasonable attorney's fees. The

County may, at its sole option, defend itself or require the Grantee to provide the defense. The Grantee acknowledges that ten dollars (\$10.00) of the amount paid to the Grantee is sufficient consideration of the Grantee's indemnification of the County.

T. Dispute Resolution.

1. All disputes arising under or relating to this Agreement shall be resolved in accordance with the provisions of this Section. A "dispute" shall be understood to mean any conflict or controversy, and may be an assertion of a right, claim, or demand by any Party, met by contrary claims or allegations by the other Party.
2. The Parties shall attempt to resolve all disputes that arise under this Agreement in good faith and in accordance with the following procedure:
 - a. The aggrieved Party shall give written notice to the other Party setting forth the nature of the dispute, date of occurrence (if known), and proposed equitable resolution.
 - b. Both Parties shall meet at the earliest opportunity to discuss and resolve the dispute. If the dispute is resolved to the mutual satisfaction of both Parties, then such resolution shall be reduced to writing.
 - c. If the Parties are unable to reconcile the dispute to the mutual satisfaction of both Parties, then such impasse shall be reported by the County to the County Administrator.
 - d. The County Administrator, who is charged with deciding the ultimate outcome of the dispute, shall reduce the decision in writing and furnish a copy to both Parties within fifteen (15) business days of notification of the dispute. The decision rendered by the County Administrator shall be final and binding on the Parties.

U. Agency. Nothing herein contained is intended or should be construed as creating or establishing the relationship of agency, partners, or employment between the Parties hereto, or as constituting either Party as the agent or representative of the other for any purpose. Grantee is not authorized to bind the County to any contracts or other obligations and shall not expressly represent to any Party that the Grantee and County are partners or that Grantee is the agent or representative of the County.

V. Sovereign Immunity.

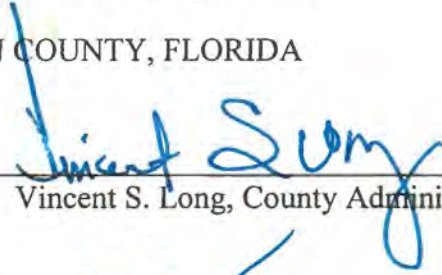
Nothing herein shall be construed as a waiver of any rights and privileges afforded the County under section 768.28, Florida Statutes.


WHERETO, the Parties have set their hands and seals effective the date whereon the last

Party executes this Agreement.

LEON COUNTY, FLORIDA

COUNCIL ON CULTURE AND ARTS

BY: 
Vincent S. Long, County Administrator

By: 
As Its: EXECUTIVE DIRECTOR
Date 4/17/15

DATE: 4.29.15

Attest: _____
As Its: _____

ATTEST:
Bob Inzer
Clerk & Comptroller
Leon County, Florida

BY: 

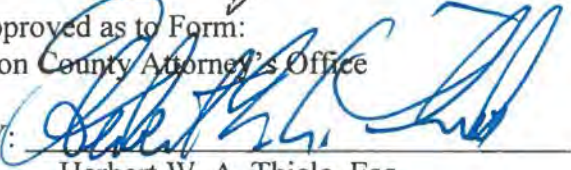
Approved as to Form:
Leon County Attorney's Office
BY: 
Herbert W. A. Thiele, Esq.
County Attorney

EXHIBIT A



2013/2014 Non-Departmental Funding Request Application

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A. Organizational Information

Legal Name of Agency: Council on Culture and Arts (COCA)

Agency Representative: ~~Peggy Brady~~, Executive Director
Audra Pittman HSE CH

Physical Address: 816 South M L King, Jr, Blvd, Tallahassee, FL 32301

Mailing Address: (same as above)

Telephone: (850) 224-2500

Fax: (850) 224-2515

E-mail Address: ~~peggy@cocanet.org~~
Audra@cocanet.org HSE CH

Agency Employer ID Number (FEIN): 59-2644263

Does the Agency have a 501(c) (3) status? Yes: X No: _____

Date of Agency Incorporation: 1985 Incorporated by FL Statute (Attachment 1)
Attach Articles of Incorporation

Please be thorough in your response to questions in the attached application. Also, attach the Agency's most recent 990 Tax Return or most recent completed tax return.

This agency is considered an instrumentality by the IRS and does not file a 990. Independent audit is available for review.



EXHIBIT A



B. Program Information

1. Succinctly describe the program for which funding is being requested. Please include types of services provided. (Attach additional pages as necessary)

COCA is the catalyst and the engine for cultural development in Leon County. In addition to serving as a designated advisor on cultural affairs to both local governments and the school board COCA initiates services based on needs of the community, provides cost saving tools to the local producing and destination organizations in Leon County and leadership training to their staff and volunteers to drive the area's economy and its quality of life.

With mandated objectivity (see Florida Statute) COCA can lead with a global perspective providing the county a pool of diverse and committed volunteers and a staff of professionals in the field. COCA was incorporated by FL Statute 265.32 in 1985 and determined to be a 501(c)3 non-profit organization by the IRS. It was designated by the City and County public arts agency with a County resolution and City Inter local agreement.

COCA serves as the County's only public agency for arts and culture.

County funding is being requested to support COCA for its marketing and grants programs and services which are a component of the additional services COCA provides to the county at large:

COCA SERVICES TO ARTISTS, ORGANIZATIONS, AND THE GENERAL PUBLIC

- One-on-one or group consulting in business management, new organization/business start-up, grant-writing, fundraising, board management, marketing, planning, social media, curriculum development, and more. COCA assists organizations in writing grants not only to the COCA process but national and corporate grants as well. COCA also assists organizations with fundraising they may need help with. It's not only the arts and cultural groups that access this service. Many health and human services organizations utilize some form of arts for their fundraisers as well and seek information from COCA.
- ~~Merchant account for small creative businesses is designed to help working artists make occasional sales they would otherwise lose for not "taking plastic." Artists come in for training and then can use the account from their studios or at art shows.~~ *WJC CH*
- COCA Jobs and Development Weekly E-Mail Blast The COCA Blast debuted in October 2008. COCA staff research and compile listings from dozens of sources every week. The Blast contains job opportunities in arts and culture including staff positions, calls to artists (leads for submissions), auditions, calls to musicians (leads for work), calls to writers (leads for submissions, contests, and awards). Also included are funding and resource development opportunities of all kinds such as, fundraising leads, grant opportunities, calls for volunteers from local organizations, announcements and information for visual, performing, and literary artists of all disciplines, as well as staff, boards, and members of arts and cultural organizations. COCA offers low-cost advertising in these newsletters for organizations needing additional publicity.

EXHIBIT A



- **Field calls from Visitors looking for specific information on the cultural activities and offerings in the area.** Assist trip planners and organizations seeking to hold events in town that need artistic expertise or entertainment.
- **Access to the Arts for Persons with Disabilities** COCA is committed to remaining completely accessible to all citizens, and helping local organizations and facilities become and remain accessible to all audiences.
- **Serve as local government advisors when planning an event or activity or researching a policy issue with arts or creative implications.**
- **Some Enchanted Evenings Program** While our community is rich in arts and cultural opportunities, not everyone can take advantage of that wealth. Many of our local citizens have economic or physical challenges that keep them from attending cultural events. For more than a decade, COCA's *Some Enchanted Evenings* program has matched social service groups with local event producers. Arts groups provide free tickets; social service agencies identify individuals in need of assistance and arrange transportation for them. COCA coordinates the program for all participants.
- **Professional Development Workshops** COCA offers professional development workshops on a wide range of topics of interest to artists and arts organizations. Workshops are often free or very low-cost to COCA members, and modestly priced for the general public. Previous workshop topics have included Conflict Resolution, Cultural Tourism, Fundraising, Intellectual Property for Artists, the Business of Visual and Performing Arts, Liability Insurance for Cultural Events, and many others.

EDUCATION

- **Now in its fourth year, COCA's Arts in Education Newsletter** is sent monthly to arts and non-arts educators, administrators, and others interested in arts education. It focuses on topics such as funding opportunities for teachers and schools, curriculum development, new resources and products, meeting and event reminders, and news at the local, state and national levels. COCA staff researches and compiles opportunities from dozens of sources every month. COCA also offers low-cost advertising in this newsletter for businesses wishing to reach educators.
- **Provide and maintain an open network between teachers and school district with local arts opportunities** in order to assist them in providing arts education to all children. COCA staff contact local teachers and educational administrators personally and regularly attend principals and teachers meetings throughout the district.
- **COCA for the Classroom Directory** COCA's comprehensive arts in education directory gives teachers an in-depth look at the arts in education programs (many of which are free) in Tallahassee, Leon County, and the surrounding areas. In FY11, this directory was converted to also be included as a web-based directory so teachers can easily sort programs by grade level, type of program (field trip, in-class workshop, performance, etc.), category (visual arts, music, dance, etc.), and cost (if any). Directory listings also include how programs address Sunshine State Standards and FCAT focus areas.
- **COCA for Kids- Outside Activities for Kids Directory** ^{NEW} COCA has started a new initiative to create an online database similar to *COCA for the Classroom* for parents, grandparents, and caregivers looking for cultural activities for their children occurring outside the school day. This directory will

EXHIBIT A



2013/2014 Non-Departmental Funding Request Application

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include after-school and weekend arts events, classes, lessons, camps, entertainment and other activities appropriate for children.

- One-on-one and group consulting in all areas of arts education. COCA staff meets individually with teachers, individual artists or organizations developing school programming, and others to advise on curriculum planning, lesson plan development, funding opportunities, artist residencies, student art exhibits, and contacts that may be able to offer further assistance. COCA assists teachers with logistics and hands-on work of special events/ exhibits/programs.
- Internships COCA welcomes interns from FAMU, FSU, and TCC who are interested in learning more about working in the arts field. Most interns are graduate students; however, COCA also has interns who are undergraduates, and occasionally high school students.

MARKETING SERVICES FOR ARTS AND CULTURAL GROUPS & PUBLIC INFORMATION

In this economy, without COCA's free marketing services most of our local cultural organizations would have far fewer opportunities to get their message out, and, Leon County citizens and visitors would be far less informed of the cultural presence that makes it so appealing to live, work and visit here.

- "TLH" Features for Sunday Section of Tallahassee Democrat COCA staff writes feature articles on local artists for the *Tallahassee Democrat* every week, usually in conjunction with a current cultural event. COCA researches and selects local artists, musicians, dancers, theatre directors, writers, actors, museum curators, etc., contacts and interviews them, obtains photos, and writes the articles. COCA also makes these articles available on its online blog, so that community members who are not *Democrat* subscribers can access them in their homes or at the Public Library.
- "TLH" Artful Questions for Sunday Section of Tallahassee Democrat COCA staff interviews well-known people in the community not working as professionals in the arts about how the arts impact their daily lives, and compiles a feature called "A Few Artful Questions from COCA." This weekly column has featured City and County Commissioners and staff, State Representatives, football and basketball coaches, doctors, lawyers, sports figures, television and radio personalities, business owners, and other prominent citizens.
- COCA's website COCA's primary website at www.cocanet.org was completely re-designed in FY11 to better serve its wide array of users. All of the work from research, design, data entry, and programming was done by in-house COCA staff. In addition to providing information on the agency's programs and services, the site contains individual sections of specific interest to tourists, the general public, arts organizations and businesses, artists of all disciplines, educators, social service agencies and other businesses and associations. The website also features a directory of more than 200 local cultural destination and event providers to encourage visitors to further explore what Tallahassee and the surrounding area has to offer.
- MoreThanYouThought.com website A master calendar for the community www.MoreThanYouThought.com was created and is managed daily by COCA. Now averaging 200 events every week with visitors to the site from 30 states and 15 countries this website has continued to grow into a central resource for promoting cultural events. The user-friendly site, designed for both event seekers and event planners, allows users to enter and edit their own events and search by date, type of event, location, and keyword. National magazines like *Southern Living* regularly search the site adding to their content ideas for Leon County. It is an important link used by many local organizations including the Greater Tallahassee Chamber of

EXHIBIT A



Commerce, Visit Tallahassee, and the *Tallahassee Democrat*. At a recent COCA workshop, "Making Media Connections", representatives of television, radio, magazine and newspaper testified to their dependence on *MoreThanYouThought.com* to research possibilities for stories to cover.

- **More Than You Thought This Week E-Newsletter** Sending the info directly to the inbox COCA now creates a weekly summary of arts and cultural events in Leon County taken from the listings on COCA's *MoreThanYouThought* online calendar. Results are showing that this service is having a great impact on increased attendance and inquiries about local events.
- **Online Media Guide** COCA's online Media Guide is a central resource for effectively communicating with 55 of the region's print, radio and television media. It includes up-to-date contact information, tips for reaching visitors. Although the resource is designed with artists and cultural organizations in mind, it's a great tool for anyone needing to communicate with the media.
- **Spacefinder** COCA creates and maintains an online Spacefinder as a resource for individuals and organizations who need space to rehearse, meet, and hold events. The emphasis is on cultural facilities, and places that artists and cultural organizations can use at little or no cost. Facility operators can submit and update their entries online at no cost to them.
- **COCA's own 1,300 square foot meeting space** has become home for many local organizations to hold their Board meetings and serve as rehearsal space and audition space for local performing arts groups. Various state and local government departments in addition to private businesses have also rented it for their meetings and workshops.
- **Online Artist Directory** COCA's online artist directory highlights over 500 local artists of all genres providing the public with a way to search for art from local sources. Those who are learning more about Leon County learn of the caliber and breadth of artists who call Leon County home. Entries include images of the artist or his/her artwork, contact information, a description, and a link to the artist's website, Facebook page, or other online profile.

All of COCA's marketing services have been accomplished through in-house professional COCA staff. There is no other organization in Leon County that offers more information about arts and cultural activities, individual artists and events on a regular basis than COCA.

COCA and Visit Tallahassee each provide important and non-duplicative promotional products that are integral to the economic development of Leon County. Each provides services to attract and inform visitors, while COCA must also accomplish its mission to inform and engage County residents as well.

COMMUNITY PLANNING

COCA convened a think tank of citizens that met weekly from January through March to analyze the national study *Counting New Beans*. The think tank successfully created a survey that will be across arts and cultural disciplines that can collect local data on the intrinsic impact of the arts and culture on this community. The survey will be field tested during the summer of 2013 and launched with the broad community in the Fall of 2013. Clayton Lord, Vice President for Local Arts Advancement of the Americans for the Arts has shown an interest in coming to Tallahassee to assist with the launch and provide more information on how this exciting project may have a national impact.

EXHIBIT A



GRANTING

- Under contract with Leon County COCA manages a grant program distributing \$501,600 annually to non-profit arts and history organizations that contribute significantly to the quality of life and tourism impact in Tallahassee and Leon County. Developed by COCA with a community task force, the grant guidelines are reviewed and revised every year. A diverse panel of community volunteers reviews applications and makes funding recommendations in a rigorous and highly accountable process. Leon County's grants are funded with tourism development funds and projects funded must meet the requirements as set forth in the FL Statute enacting the tourism tax. (see attached description of that year round process) COCA's contract with the County provides all of the planning, management and execution of the grant program including:
 - Workshops to provide instruction on tools for successfully completing the grant process.
 - Individual consultations with applicants as they complete their applications over a three month period of time.
 - Recruitment and training of citizen review panels.
 - Disbursement of checks to each grantee at the beginning of the fiscal year.
 - Disbursement of checks to each grantee at mid-year upon receipt of their mid-year report.
 - Reviews and evaluation of interim and final reports on the use of funding.
 - Annual evaluation and input meeting with panels, applicants and interested citizens to examine issues and make recommendations for a strong and fair grant process.

Managing both the City and County's grant programs COCA has consolidated the work for the applicants.

In conversation with Lee Daniel, COCA has agreed to adjust the Grant Awards for FY14 to County Cultural Grantees to total \$504,500 and COCA's funding for programming will be reduced by \$2900.

2. Why is this funding being requested? If this funding request is not approved, what would be the impact on your agency or program for which funding is sought?

This contract is to provide services for the year round management of the Cultural Grant program and to provide the marketing and training services of the local arts agency. COCA contributes funding to its operation through the collection of memberships, the sales of ads and the rental of its meeting space. Aside from those sources of revenue, COCA submits grants to national funders to pay for the costs of programs and services not funded by the city or county contracts.

Unlike all other local non-profit organizations COCA is also restricted by a unique funding directive. Recognizing from its conception the limited private and corporate sources available in Leon County, COCA was asked to refrain from seeking private funds from local individuals or corporations to support its own operational and administrative costs in order to prevent conflicts of interest to those COCA serves that are also seeking funds from those limited private sources.

Leon County grants for arts and cultural projects are investments in destination building for tourism. These grants are awarded from the tourism tax revenue. COCA's contract to provide the grants program management has come from general revenue.

COCA is extremely grateful for the County's continued investment in the arts and culture through its funding of the catalyst and support engine in COCA and the dollars for individual projects to the local organizations.

EXHIBIT A



3. Projected program impact/outcome results: What is the projected impact on the target population?

Healthier, more stable non-profit cultural organizations, citizens with increased awareness of and access to arts and culture, and visitors who stay longer and return for more will result from COCA's programs and services. In addition to the economic impact/outcomes the cultural element of Leon County has an important social impact as well. As the Knight Foundation study *Soul of the Community* points out, a community's viability is greatly affected by its citizens opportunities to connect to each other. Citing arts and cultural activities as one of the most important ways to accomplish that, COCA understands that its role is of utmost importance to connect the whole community, not just a narrow sector of it.

Serving as the County's first point of contact for information on cultural affairs COCA provides both local governments and citizens with professional expertise in cultural planning and marketing, both commercial and non-profit arts business consultation, and technology expertise particularly as it relates to the arts. COCA's staff also uniquely provides both professional performing arts business experience and professional visual arts experience.

The programs described above are a result of COCA's receipt of the County's funding.

The target population includes both visitors, citizens who call Leon County home, businesses that want to retain or attract workers with our quality of life and our children who deserve opportunities in the arts and culture both in school and out of school. (Again, please see Attachment : Update on Programs and Services to learn how seriously COCA takes these responsibilities)

Following are the voices of some of some of those constituents expressing what they believe are direct impacts/outcomes of COCA's Services from the past six months.

Samples of direct impact/outcomes of COCA Services:

"I honestly don't know what I would do to provide content for our weekly Sunday arts and culture publication TLH without this mutually beneficial relationship between the Council on Culture & Arts and the Tallahassee Democrat. I often consult COCA's excellent and exhaustive online calendar listings at www.morethanyouthought.com when I need to flesh out the calendar listings in the Lighthouse. Peggy is always happy to provide input when I'm wrestling with a cultural dilemma, and she's also supremely accessible as a quotable and knowledgeable source on local cultural matters. COCA truly keeps its collective finger on the pulse of arts and culture in Tallahassee and the surrounding area—I cannot imagine a cultural scene without it."

Karl Schardt
Visit Florida

EXHIBIT A



"Thank you so much for the most gracious and in depth article. I can't tell you how much that article has helped us with ticket sales. We have received so many compliments."

*Robert A. Stuart
Artistic Director, Young Actors Theatre*

"We are so glad to have the COCA event website available to us. It's very impressive how many activities there are in Tallahassee all the time."

*Sarah Ann Dalley
Tallahassee Active Lifelong Learners*

"Appearing in the COCA blast is totally helping- we have seen a marked up-tick in Tallahassee traffic at the Bookshelf, which is exactly what we're going for. I hear people saying 'I saw this in an email' a lot more now."

*Sarah Turner
Bookshelf & Gallery in Thomasville*

"I and my dancers want to thank you so much for the help with advertising. We all feel that was the one effort we needed to pull the show out of the hole. We had enough last minute ticket sales to make sure we could pay for our venue. And for that we appreciate your help with the ads."

*The Dandara Dancers
Women's Bellydance Center*

"Thanks for all that you do. Your email blasts are one of the few that I actually look over and read. You do a great job!"

*Nelle McCall
Woodstock Festival*

"We got a response to our request on COCA's e-mail blast for a volunteer graphic artist! We're delighted to have the assistance of Frank Dietrich as we prepare for this event to support Refugee House. Bless you for passing on this request for us."

*Linde Collins
MusicFest organizer*

"Thank you for offering such a wide variety of informative information. Your blasts are very useful!"

*Leigh Rodarte
Program Director
Cultural Center at Ponte Vedra Beach*

EXHIBIT A



2013/2014 Non-Departmental Funding Request Application

Page 9

"Our junior club, the Franklin Academy Leos Club have been a participant of this program for many years. Our young adults from economically and socially disadvantaged have been exposed to high profile events they otherwise would not have been able to. These events have boosted their self esteem, education and social life and have taught them that in spite of their social, cultural and economic disposition they can still achieve. You have worked tirelessly in coordinating the program for all participants and we appreciate your efforts."

*Virgil Dawson
Past President
Tallahassee Westside Lions Club
District 35-F*

"Amanda (at COCA) regularly organizes meetings with art educators so we can share ideas and so that she can better understand our needs and concerns, especially during the recent budget crisis. She listens to what our situations are like and responds by supporting our departments. Because of her monthly Arts In Education Newsletter, I have personally received a community classroom grant that assisted my department in purchasing a diamond band saw for our glass workshops."

*Dahl Barrett-Hays
Art Professor
Florida State University Schools*

"From an educational perspective we are getting such a wonderful hands on look into the world of government grant funding. This whole experience has exceeded my expectations and I am learning so much! From a professional perspective you are helping us see how to shape something that is very exciting for the School of Theatre and I am so happy that we are part of this process."

*Ashley Kerns
Graduate Student*

"It was wonderful! Thanks for another great workshop, it was a Saturday well spent. What are we doing next?"

- FSU Master Craftsman Studio

"It was my extreme pleasure to take part in the COCA Media Workshop program. So many great people and new contacts! I'll have enough story ideas to keep me going for at least the next couple of years. Thank you for providing the connection."

*Tom Flanigan
Community Relations Director for News
WFSU-FM/Florida Public Radio Network*

"Many thanks to the panel and to COCA for a wonderful workshop! Good stuff!"

-The Market District

EXHIBIT A



"Just wanted to send a quick note of thanks for offering the budget workshop this afternoon! It was extremely helpful. Even if I once-upon-a-time knew of some of the nitty-gritty details, it's always nice to be refreshed. Thank you for taking time out of your busy day to provide that for us!"

*Emily Brown
Executive Director
The Tallehassie Community Chorus*

"I am so impressed with the help you are providing on our grant proposal. Your detailed review of the "kille" things, as well as your insightful, provocative, and tremendously helpful questions, observations, and recommendations are of tremendous value. I'll be up bright and early tomorrow morning to begin reworking the narrative. I've already emailed the "team" at LeMoyné to give them a status report, and I have sung your praises. THANK YOU."

*Jeanna Kimball
Volunteer
LeMoyné Center for the Visual Arts*

"That great "whcoshing" sound you may have heard yesterday was my sigh of relief after opening the envelope from the Department of Agriculture and Consumer Services and reading the letter that began, "The above-named organization has complied with the registration requirements..." Many thanks to Dave Kennberg, Dan Brinkmann, and Holly Thompson at the Council on Culture and the Arts (the Sweetheart of the Chorus!) for their hands-on help with getting this done this year!"

*Robbie Brunger
Chapter Secretary, The Capital
Chordsmen of Tallehassie*

"Thank you so much for meeting with me, and I appreciate your honest insights and ideas. It helps confirm my five areas of concentration for my term as TLT president. Thanks again for all that you do in our community, and I'll look forward to more discussion throughout the year."

*Bev DeMello
Tallehassie Little Theatre*

EXHIBIT A



4. List the targeted population projected to be served or benefit from this program.

- Citizens of Leon County
- Visitors to Leon County
- Businesses and professionals considering relocating to Leon County
- Non-profit cultural organizations
- Private commercial creative businesses
- Individual artists, professional and amateur of all ages
- Creative business entrepreneurs
- Event producers
- Educators at all levels (arts and non-arts, in schools, after school and in non-traditional settings).
- International dignitaries interested in cultural exchange and opportunities with Leon County
- An active internship program providing experiences in Arts Administration to graduate level students at both FAMU and FSU and local high school students interested in learning more about careers in the arts
- TCC, FSU, FAMU arts administration classes, architectural student projects, and student events

The latest Dunn and Bradstreet data indicates that Leon County currently has 868 arts businesses with 3,277 employees. We are encouraging more cultural businesses to report their data as we know of many that are not included here.

5. Provide the methods that are being used effectively to attain this program's targeted population.

- Meetings and workshops are produced for the public on topics relevant to arts and cultural businesses.
- Individual one on one consultations with an average of 90% of all the organizations who apply to the COCA grants process.
- COCA staff contact local teachers and educational administrators personally, with regular attendance at principals and teachers meetings and with the COCA Arts in Education newsletter
- COCA receives over 500 works of art for review every year, exhibiting the work of over 300 local artists of all ages.
- COCA's comprehensive internet presence including interactive websites, Facebook and Twitter options provide citizens, visitors and local businesses, artists and non-profit organizations information on COCA services and programs.
- COCA staff serves on numerous government and non-government task forces and steering committees, serves as judges and jurors for local events and regular speakers at civic, educational and festival gatherings both locally and around the state and nation.
- COCA has a strong relationship with local media and assists local cultural providers in establishing their media relations through the regularly updated COCA Media Guide on the COCA.net.org website.
- Regular communication with Visit Tallahassee and Tourism representation on the COCA Board of Directors.

EXHIBIT A



6. Outline the phases and time frames in which this program or event will be accomplished if funded.

This application is for funding from Leon County to be applied from October 1, 2012 to September 30, 2013.

7. List the program's short-term, intermediate, and long-term goals.

LONG TERM

Serve as the designated local arts agency for the development and support of arts and culture in Florida's Capital County.

INTERMEDIATE

(Below is from COCA's founding Florida Statute 285.32 - "Leon County" inserted for "Florida")

- (a) Stimulating greater governmental and public awareness and appreciation of the importance of the arts to the people of Leon County.
- (b) Encouraging and facilitating greater and more efficient use of governmental and private resources for the development and support of the arts.
- (c) Encouraging and facilitating opportunities for Leon County residents to participate in artistic activities.
- (d) Promoting the development of Leon County artists, arts institutions, community organizations sponsoring arts activities, and audiences.
- (e) Surveying and assessing the needs of the arts, artists, arts institutions, community organizations sponsoring arts activities, and people of this county relating to the arts.
- (f) Supporting and facilitating the preservation and growth of the county's artistic resources.
- (g) Contracting for artistic services, performances, and exhibits.
- (h) Developing a center or complex of physical facilities for the use of the arts.
- (i) Providing financial and technical assistance to artists, arts institutions, and audiences.
- (j) Otherwise serving the citizens of the county and state in the realm of the arts

SHORT TERM

Support Leon County Commissioners' foresight in providing critical funding for COCA, its designated local arts agency, and support for its non-profit partners in the arts through the COCA Grant Program, developing the cultural products needed to attract visitors, retain businesses and provide quality of life for the citizens in Leon County.

EXHIBIT A



B. What other agencies in Leon County (governmental, non-profit, and private) provide services similar to those which would be provided by this funding?

No agency other than COCA provides arts and cultural expertise on behalf of Leon County, its residents and arts and cultural providers. While marketing and promotion to visitors is a priority of Visit Tallahassee's it is only one of the marketing priorities of COCA. The two agencies collaborate on their visitor efforts that are related to arts and culture, while COCA takes the lead in promotional and public information services for Leon County residents related to arts and culture as well as other services and programs.

B. List any Agency partnerships and collaboration related to this program.

The following is only a representation of some of the partnerships and collaborations:

- Non-Profit Sector Support Task Force- founding member of this coalition of non-profits from all non-profit sectors (arts, history, health, human services, animal, environmental, etc) united to work toward a healthier non-profit community. TCC has now been involved and will be moving forward with the ideas generated from this task force to create a non-profit center.
- Community Redevelopment Agency- under contract provide special services for the coordination of the sculptural component for the Boca Chuba pond and advisor on cultural events and activities.
- Visit Tallahassee/Tourist Development Council- Under contract with Leon County COCA creates and implements a program to award grants funded through the collected tourist tax revenue. In addition Visit Tallahassee utilizes COCA's cultural information in their specialty promotions and online presence. The two entities are collaborating on the expansion of COCA's MoreThanYouThought calendar as a one stop calendar of events for both promotional efforts.
- Parks and Recreation- City Winterfestival arts components; City and County Art in Public Parks; City and County event publicity.
- Leadership Tallahassee-serve as consultant for classes and meetings related to art and culture's impact to the community. Assist with the development of Arts Day and serve as regular presenters.
- Knight Creative Communities - consult with teams and individuals creating new projects for and provide research and other support as they proceed.
- Local Schools- serve as liaison between teachers and cultural organizations; provide regular newsletter and online resources for teachers in the region; reach out to rural areas to survey needs in schools that could benefit from partnerships with Leon County cultural organizations.
- University and Colleges-serve as guest lecturers, adjunct professors, members of task forces and provide internship program for both undergraduate and graduate level students supervising over 15 interns in 2011-2012.
- Florida Department of State, Division of Cultural Affairs-Assist with projects for Secretary of State and Department during Legislative session; serve on statewide grant review panels.
- Education Unit in the Governor's Office of Policy and Budget- COCA coordinates a regional exhibit of young people's artwork representing 5 counties.
- Leon County Department of Place; Tallahassee/Leon County Planning Department- working together on cultural aspects of Cascade Park.

EXHIBIT A



C. Funding Information

10. Agency's current total budget: 2012/13 \$ 844,652 (current) 2013/14 \$943,793 (proposed)
The COCA Board of Directors has not approved the FY14 budget as of the date required for submission of this application

11. Total cost of program: \$ 944,652 current \$943,793 proposed

12. Please list the 2012/13 funding amount and associated expenditures requested from Leon County and other revenue sources:

Please note it is mid-year, so these expenditures are still budgeted rather than Actual

Actual Expenditure Detail	Leon County Funded	Other Agencies Funded	Total
Compensation and Benefits (85% program staff; 15% management)	126,724	172,714	299,438
Professional Fees (audit)	2,000	9,000	11,000
Occupancy/Utilities/Network (less than market rate lease)	20,676	32,704	53,380
Supplies/Postage	1,500	1,500	3,000
Equipment Rental, Maintenance, Purchase	2,000	6,000	8,000
Meeting Costs/Travel/Transportation	0	5,596	5,596
Staff/Board Development/Recruitment	0	0	0
Awards/Grants/Direct Aid-paid out to local organizations	501,600		501,600
Bad Debts/Uncollectible	0	0	0
Bonding/Liability/Directors Insurance	0	1,593	1,593
Other Expenses	0	61,045	61,045
Total	654,500	290,152	944,652

13. Please list the following Revenue Sources for the current year and the upcoming year below:

Revenue Sources	2012/13 (Current) Budgeted not Actual	2013/14 (Proposed)
Leon County (not CHSP)	654,500	654,500
City of Tallahassee (not CHSP)	192,036	192,036
United Way (not CHSP)	0	0
State	33,861	24,594
Federal	0	0
Grants	0	42,400
Contributions/Special Events (includes License Plates)	7,000	7,000
Dues/Memberships	14,000	13,000
Program Service Fees (CRA grant for services)	25,000	0
Other income -estimates for COCA conference room rentals, merchant account, ads, interest	18,255	10,263
Total	944,652	943,793

EXHIBIT A



2013/2014 Non-Departmental Funding Request Application

14. Please list the following expenses for the current year and the upcoming year below:
The COCA Board of Directors has not approved the FY14 budget as of the date required for submission of this application

Expenses same notes on items as above	2012/13 (Current) Budgeted not Actual	2013/14 (Proposed)
Compensation and Benefits (*FY13 some employees began midyear-so lower than full yr would be)	299,438	331,313
Professional Fees	11,000	11,000
Occupancy/Utilities/Network	53,380	53,380
Supplies/Postage	3,000	3,250
Equipment Rental, Maintenance, Purchase	8,000	8,000
Meeting Costs/Travel- includes public workshops, receptions, community events	5,696	3,000
Staff/Board Development/Recruitment	0	0
Awards/Grants/Direct Aid	501,600	504,500
Bad Debts/Uncollectibles	0	0
Bonding/Liability/Directors Insurance	1,593	1,593
Other Expenses (includes special project CRA)	61,045	27,757
Total	944,652	943,793

15. Describe actions and fund-raisers to secure funding.

COCA plans to continue generating revenue from the sales of ads and rentals of meeting room as well as the submission of grants to outside sources. Recognizing from its conception the limited private and corporate sources available in Leon County, COCA was asked to refrain from seeking private funds from local individuals or corporations to support its own operational and administrative costs in order to prevent conflicts of interest to those COCA serves that are also seeking funds from those limited private sources. COCA lost its Grant Writing staff person during the current fiscal and plans to replace that position part time in order to write grants for FY14.

16. Will this program or event recur every year?

No: _____ Yes: annual contract

17. Would funding by Leon County be requested in subsequent years for successful completion of the program?

No: _____ Yes: yes as contract services are desired
If "yes," estimate, the amount of next year's funding request: no estimate possible at this time for FY15

18. Has Leon County ever contributed funds to this program in the past?

No: _____ Yes: annually contracts with COCA to provide services

If "yes," list date(s), recipient or agency, program title and amount of funding:

Date: FY13
Recipient or Agency: Council on Culture and Arts
Program Title: Annual funding investment in culture
Funding Level: \$654,500

Attach a copy of the Agency's most recent financial report. (Independent audit still underway-should be available May 2013)



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: Peggy Brady

Signature: 

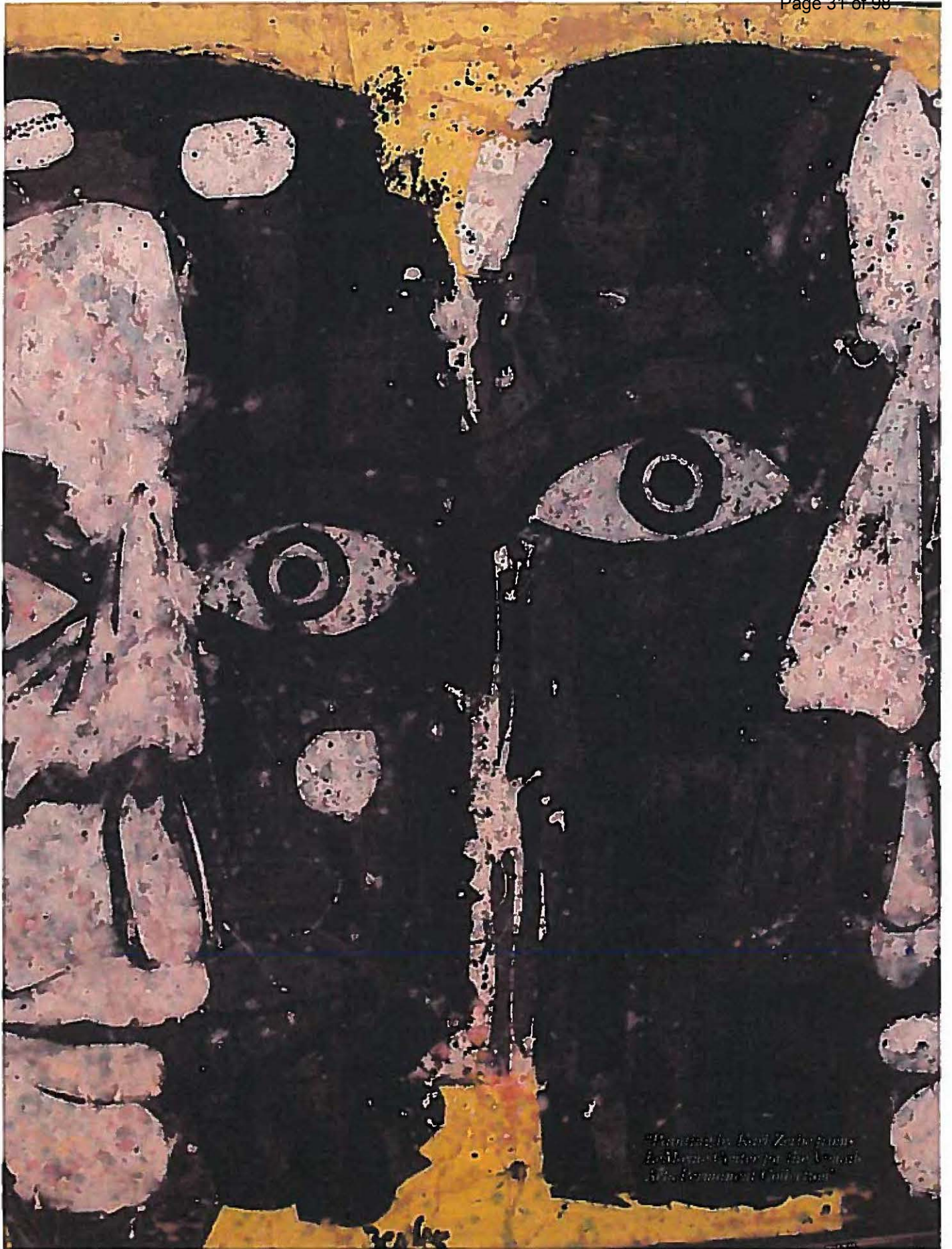
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EXHIBIT A

City of Tallahassee/Leon County
Cultural Plan Review Committee

Capital Area Cultural Plan





*Presented by Karl Zeeke from
Karl Zeeke Center for the Visual
Arts, Permanent Collection*

CITY OF TALLAHASSEE/LEON COUNTY
Cultural Plan Review Committee
CAPITAL AREA CULTURAL PLAN

JANUARY 2014

"During its year of work, The Cultural Plan Review Committee reached out to our community to hear and learn how the original cultural plan worked for them and what changes could be made to make a new plan be successful. This new cultural plan reflects the current state of culture, heritage and arts in the capital area and asks our elected officials in both City and County for strong commitments to support arts and heritage efforts in our community".

*Kelly Dozier, Chair
Cultural Plan Review Committee*

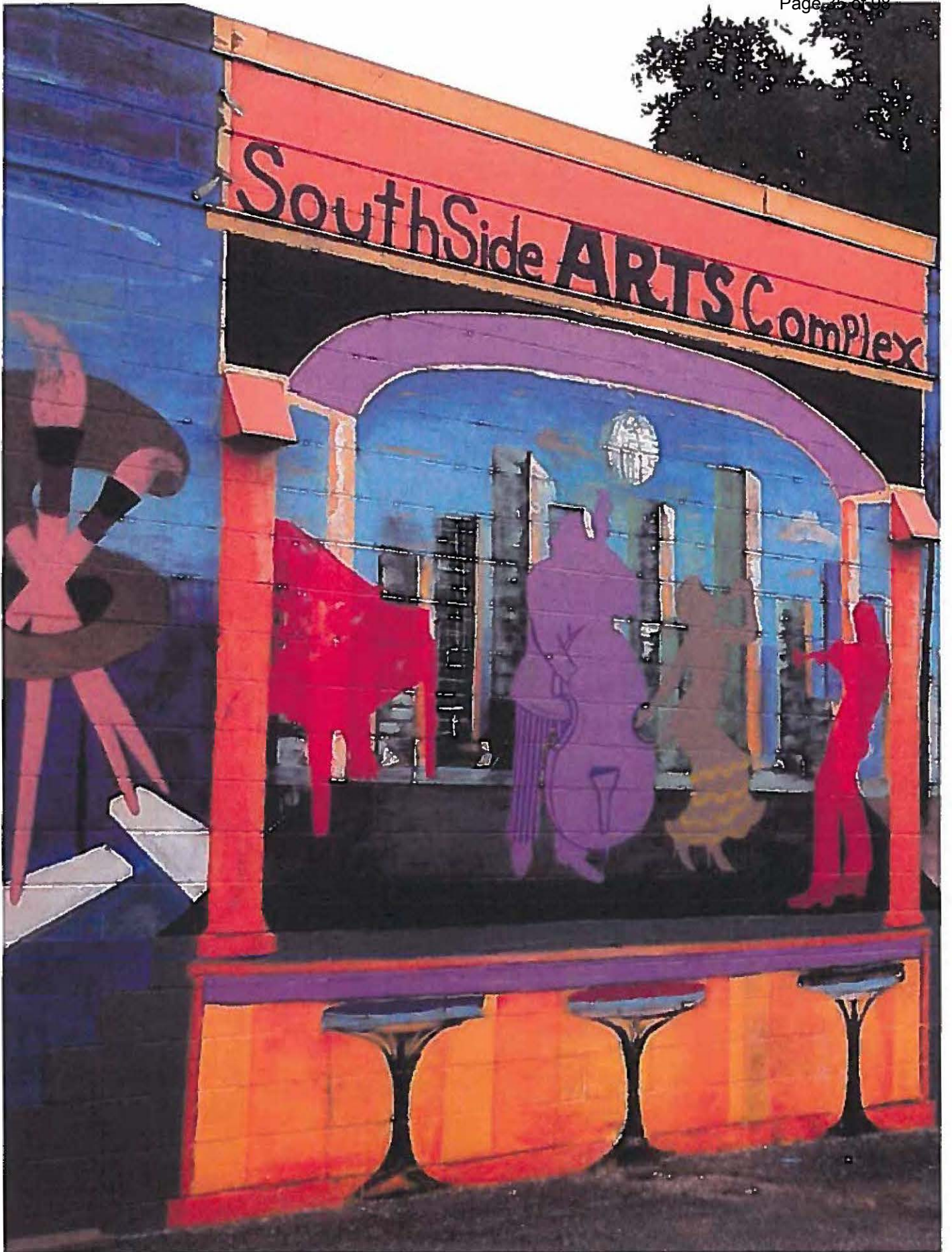


**This plan was unanimously approved by a December 16, 2013
vote of the Cultural Plan Review Committee.**



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THE ROLE AND BENEFITS OF ARTS AND CULTURE IN OUR COMMUNITY

The importance that Committee Members place on the arts industry and its significance to Tallahassee is demonstrated in the countless volunteer hours that have been invested in this process as well as the time, talent and treasure each member has personally provided to organizations of their choice.

Each and every member of the Cultural Plan Review Committee would like to offer their voice to the chorus of support for the importance of arts, culture and heritage which results in our community's sense of place and contributes greatly to economic development. The intrinsic value may not be easy to quantify but the impact our arts community offers is clearly proportional to quality of life experiences. It takes resources and planning to document metrics that link events, attractions, educational outreach, ties to business and family relocations but it only takes a glance at a community calendar to know that this community values the arts.

To place appropriate emphasis on the measurable value of arts to any community, we offer the December 5, 2013 findings of the U.S. Bureau of Economic Analysis and National Endowment for the Arts as stated in a press release on the Impact of Arts include:

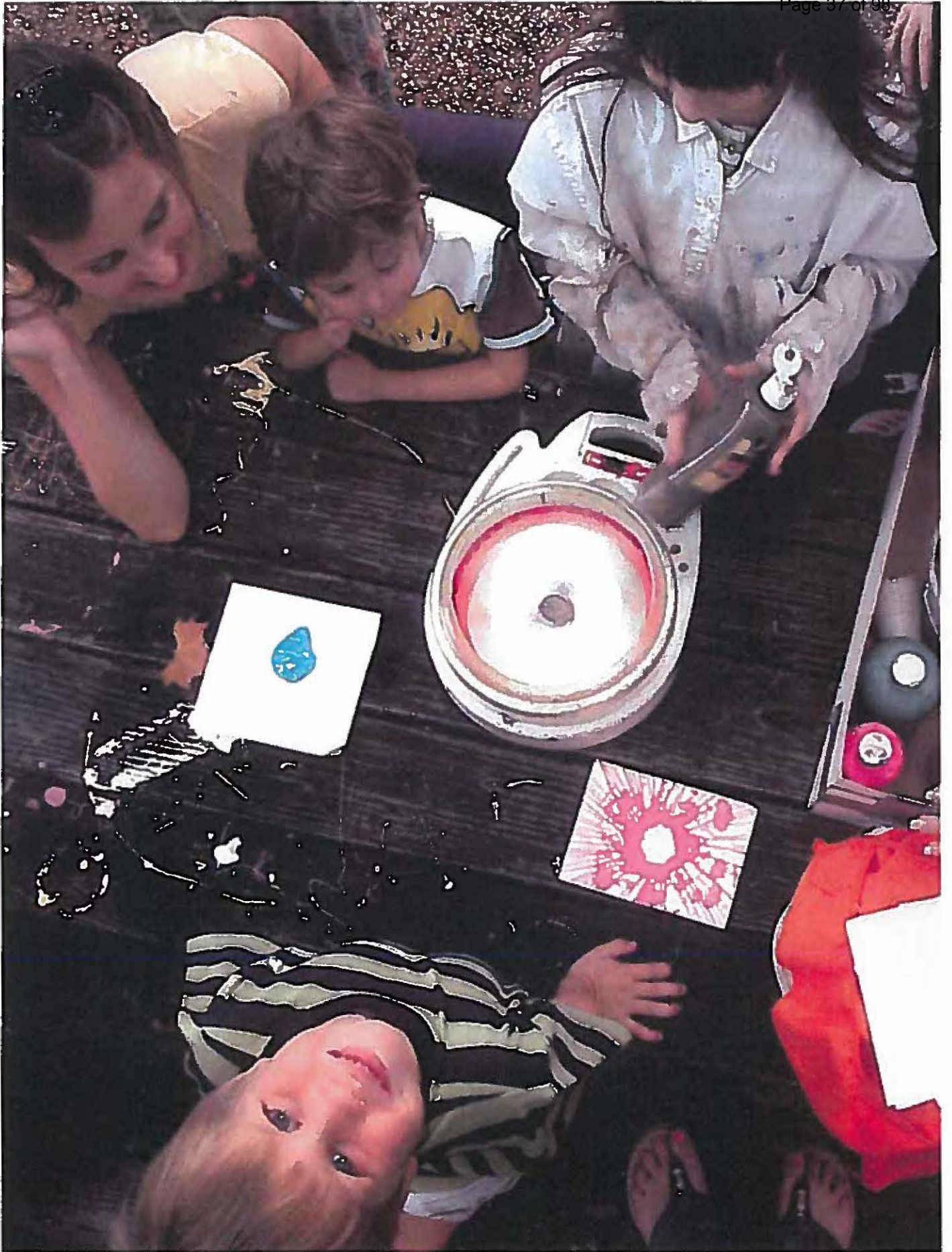
- 3.2% or \$504 billion of current gross domestic product is attributable to the arts
- U.S. Travel and Tourism is an additional 2.8%
- The positive value of arts and culture has been understood on a human level for a millennia
- The impact can be measured
- Arts commodities include advertising and education

- During the recession the arts suffered more than the overall economy
- In 2011 the production of arts and cultural goods employed more than two (2) million workers and generated more than \$289.5 billion of employee compensation

Major community initiatives that included Richard Florida's Creative Class concepts that resulted in the Knight Creative Class Initiative (KCCI) and the recent IMAGINE TALLAHASSEE effort, individually and collectively confirmed the importance of achieving greatness as a community and the role that arts, culture and quality of life experiences play in fulfilling that role. These efforts addressed the concepts of community "brain drain," building on existing resources and creating new collaborations. Sustainable Tallahassee and the Tallahassee Film Festival were two outcomes of KCCI efforts. The initiatives resulted in building a sense of place with "Get Gaines Going" and Cascades Park as two examples. It is very clear that people of all ages believe that art, culture and heritage are critical to developing the character of our community and achieving "Greatness".

If our community adopts and implements a revised cultural plan that includes annual accountability and modifications, we can ensure that we will maintain our respected leadership position in K-college education, keep and attract new residents, create jobs, increase quality of life experiences and build tourism. Increased tourism will result in increased bed tax funds, a principal element of current and future cultural funding.

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SUPPORT OF ARTS AND CULTURE IN OUR COMMUNITY

During a time when almost every municipality in the state of Florida reduced or eliminated funding for arts and culture, the elected leaders of Leon County and the City of Tallahassee demonstrated their commitment to the value of culture, arts and heritage experiences with unwavering and unanimous support. That support is symbolic that culture is part of the very fiber of our community, creating character and offering value for every district of our city and county.

The Cultural Plan Review Committee would like to commend and thank the Leon County Board of County Commissioners as well as the Mayor and City of Tallahassee Commission for their collective leadership to establish the Cultural Plan Review Committee a group of diverse and interested citizens dedicated to providing direction for arts, culture and heritage planning for the benefit of our residents and visitors.

The Cultural Plan Review Committee (CPRC) understands the importance of their recommendations representing the interests of the entire community. Efforts to ensure that the diverse population segments were heard were essential to the process, knowing it would result in strength and vitality for our cultural region.

Cultural Plan Review Committee members' life experiences span seven decades and included important representation from generations defined as "baby boomers," "Generation X," "Generation Y," and "Millenials." Professional experiences and backgrounds included artists, a young professional, corporate officers, small business owners, educators, tourism professionals, representatives of higher education, community volunteers, non-profit executives, a former legislator, media and

marketing professionals, banking and finance, as well as representation from The Council on Culture and Arts. Ethnic representation was also diverse and was additionally complimented by the concerted effort to meet with community stakeholders representing many ethnic groups each serving important demographic sectors.

The report contains some new ideas and a different perspective on some significant elements of the former plan, which was adopted in 2003. The differences are not critical of the original work. In fact, the accomplishments of the first plan are commendable and many elements of that plan continue to serve our community well today. However, there have been many changes in our community over the span of a decade. Some have had great impact on local cultural organizations including the ability to fundraise, meet financial objectives or continue as a sustainable entity.

The findings of the Cultural Plan Review Committee are the result of careful consideration for the impact of the recent financial recession and demographic shifts in populations. Examples include efforts to keep a highly educated workforce in our community (recent college graduates) and our ability to attract an affluent and educated retiree population (Choose Tallahassee) The Committee's recommendations were greatly influenced by the input of leading community organizations that include, but are not limited to: The Tourist Development Council, The Greater Tallahassee Chamber of Commerce, The Capital Chamber of Commerce, Big Bend Minority Chamber of Commerce, Leon County Economic Development Council, The Leon County Public Schools, Florida State University, Florida A&M University, Tallahassee Community

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College, as well as the many arts, cultural and heritage organizations that serve our region.

These important community stakeholders and many others participated in the process by serving as members of the Committee, responding to written surveys, through interviews, e-mails, and by attending meetings. There were more than 100 meetings that were publically noticed, providing opportunity for input from any interested party.



CULTURAL PLAN REVIEW COMMITTEE APPOINTEES:

Marc Bauer	Kelly Simmons Dozier	Jan Sheffield
Althemese Barnes	Christopher Heacox	Bailey Vochastzer
Chucha Barber	Terrence Hinson	Bart Wells
Betsy Couch	Rebecca Lutz	Mayda Williams
Berneice Cox	Anne Mackenzie	Michelle Wilson
Russell Daws	Marion McGee	Rosanne Wood
Karen Wendland Dix	Audra Pittman	
Kevin Doar	Jill Sandler	

CITY OF TALLAHASSEE STAFF ASSISTING THE COMMITTEE:

Michael Parker, Director, Economic & Community Development

Wanda Milton Whitehead, MPA, CPM, Assistant Director, Economic & Community Development

Hetal H. Desai, Assistant City Attorney

Wendy Gray, Public Workshop Facilitator

Mack Rush, Coordinator of Special Projects, Economic & Community Development (Retired)

Deborah L. Craig, Administrative Specialist I, Economic & Community Development

Michele McGee, Administrative Specialist I, Economic & Community Development Department

Jacqueline Riggins, Administrative Specialist II, Economic & Community Development Department

Carol Shirkey, Administrative Specialist III, Economic & Community Development Department

Frank Dietrich, Urban Design Mapping & Graphics Specialist, Tallahassee-Leon County Planning Department



APPROACH AND PROCESS OF THE REVIEW AND RECOMMENDATIONS

Seeking to engage citizens in the planning process and bring an independent perspective to the examination of the existing cultural plan, current programs, and future initiatives, as well as the role of COCA in providing arts and cultural leadership, the Leon County Commission and the Tallahassee City Commission created the 18-member Cultural Plan Review Committee in October 2012. The Committee held its first meeting on Dec. 10, 2012.

The Cultural Plan Review Committee was charged with the responsibility to review the original plan, assess the status of the plan and its implementation, determine what portion of the plan might need to be updated or omitted based on changes that had occurred since its creation and to provide recommendations for modifications to the plan objectives.

Specific areas members were asked to address included:

- How to raise additional funds for arts, culture and heritage communities
- What are the immediate facility needs for arts and cultural organizations in the community and provide specific recommendations to meet those needs recognizing the fiscal limitation of public funding
- How to elevate awareness of arts, cultural and heritage organizations in the community to local and regional audiences
- How can the arts, cultural and heritage communities work more closely with the educational institutions and public and private sectors

Members of the Committee unanimously selected Kelly Dozier to be the Chair and

Audra Pittman to be Vice-chair at the first committee meeting. Each members' areas of interest and expertise were also discussed. It became obvious that to achieve the objectives, members of the Committee would need to work on specific and unique segments of the plan. The original Plan's six (6) objectives became the basis for the sub-committees.

At the second meeting, Chairs for the subcommittees were appointed by the Committee Chair and Vice-Chair and members of each subcommittee were appointed to sub-committees based on their interests and experience. It was agreed that any member could attend any subcommittee meeting and that all members would have the opportunity to discuss and contribute to the recommendations of any subcommittee findings.

The sub-committees began with their respective and detailed review of each of the original Plan's six objectives that correlated to that committee. This process spanned more than six months with each committee laboring to provide both review and recommendations.

Due to the overlap of interests and to consolidate resources ultimately, four of the sub-committees were combined into two. It was impossible to separate recommendations for Marketing and Economic Development as it was to separate recommendations for Facilities and Finance. The interrelationships between



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the objectives and the recommendations resulted in four final sub-committees.

Having met and deliberated for over a year, the Committee is excited to submit this update to the current cultural plan. We have engaged our community over the course of this past year. We have held numerous meetings throughout Leon County and Tallahassee, listened to hours of public testimony, exchanged ideas, discussed options, explored a sampling of current offerings, met with the COCA Board and distilled it into a set of recommendations covering four key areas—Education, Economic Development and Marketing, Facilities and Funding, and Plan Implementation/COCA.

This plan is intended to be a living plan, one that is flexible and responsive to trends and aspirations within Tallahassee and Leon County. It reflects a vision and a deep-seated commitment by our leaders and residents to accelerate the growth of creative opportunity throughout the region. It recognizes the contributions the arts, culture and heritage make to economic development and education of our community.

This plan includes numerous recommendations. While these are an important first step, implementation is the most important next step. We recognize that success will require continued leadership from the Leon County Commission and the Tallahassee City Commission. COCA has a critical role in implementation. As detailed in the recommendation (Plan Implementation/COCA) they are essential to that process working in cooperation and collaboration with other community stakeholders. Not all aspects of implementation have been allocated to a particular individual or organization as funding priorities and funding availability will determine how best implementation strategies can be realized. It is clear, and the Committee would like to emphasize, that it will take all

stakeholders to implement and execute the plan including strong advocacy resources.

The Committee respectfully requests that you accept this plan, and that through your local arts agency—COCA—and its strategic planning process and current programming, the proposals that are within your control are integrated into our existing cultural plan, programs and offerings as resources permit.

Setting priorities among many competing proposals within the plan will be a critical component and require a strategic roadmap. The Committee has not prioritized the recommendations in any particular order and has not assigned a cost to these initiatives. It is our intention that COCA, as your local arts agency, working on your behalf, at your direction will have the opportunity to lead the prioritization of the recommendations in tandem with the further development of their strategic plan. The Cultural Plan Advisory Committee and COCA will co-host a workshop to take the important next step of establishing those priorities. The workshop and future meetings will consider implementation requirements, explore associated financial resources and needs, and work towards incorporating recommendations that are within the control of the county and city into a strategic plan developed and approved by the COCA Board. This can be implemented in phases as resources allow, beginning with the fiscal year 2014/2015.

Finally, the Committee recommends that you also appoint a Citizens' Cultural Plan Advisory Committee to meet bi-annually with the COCA Board to review community progress towards the implementation of the programs and initiatives in this plan, exchange ideas and identify additional strategies for expanding arts, cultural and heritage opportunities.

The Committee is unanimous in its belief that we have a vibrant art, cultural and heritage community that must be maintained and strengthened. The successful future of our community is directly proportional to quality of life experiences that attract and keep residents and grow successful businesses. Art means business and the business of protecting and growing our arts community must remain a critical priority for all stakeholders especially the men and women who are elected and charged with the trust placed in them for this important purpose. The Committee would like to express gratitude for the support provided to-date, including the opportunity to share a collective voice about the rewards of our current and future art, culture and heritage offerings.



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THE CULTURAL PLAN REVIEW COMMITTEE CONTRIBUTING MEMBERS

Kelly Simmons Dozier, Committee Chair
Funding & Facilities and Plan Implementation
Subcommittee Member
City Commission Appointee
Senior Vice President/Chief Community
Officer, Mad Dog Construction

Dr. Audra Pittman, Committee Vice-Chair
Education Subcommittee Member
City Commission Appointee
Artist/Professor, Savannah College of Arts & Design

Chucha Barber, Facilities Subcommittee Chair
County Commission Appointee
Principal, Chucha Barber Productions

Betsy Couch, Education Subcommittee Chair
Knight Creative Community Initiative Appointee
Adjunct Professor, Florida State University

**Berneice Cox, Economic Development and Marketing
Subcommittee Chair**
County Commission Appointee
President and CEO, The Bacall Group

**Christopher Heacox, Plan Implementation
Subcommittee Chair**
County Commission Appointee
Executive Director, Seven Days of Opening Nights, FSU

Jan Sheffield, Funding Subcommittee Chair
Economic Development Commission Appointee
Chief of Staff, First Commerce Credit Union

**Marc Bauer, Marketing Subcommittee Chair
(12/12 – 5/13)**
Tallahassee Tourist Development Council Appointee
Former Managing Partner, Hunter+Harp Hospitality

**Karen Wendland Dix, Facilities Subcommittee Chair
(12/12-5/13)**
City Commission Appointee
Marketing and PR Consultant/Arts Volunteer

**Athemese Barnes, Funding and Facilities
Subcommittee Member**
Heritage Organization Representative
Executive Director, John G. Riley House and Museum

**Russell Daws, Funding and Facilities
Subcommittee Member**
County Commission Appointee
Executive Director, Tallahassee Museum

**Kevin Doar, Funding and Facilities
Subcommittee Member**
City Commission Appointee to replace Karen
Wendland Dix President, Theatre Tallahassee Board
of Directors
Auditor, Florida Department of Transportation

**Rebecca Lutz, Economic Development and Marketing
Subcommittee Member**
City Commission Appointee
Multimedia News Editor, Tallahassee
Democrat/Tallahassee.com

**Anne Mackenzie, Economic Development and
Marketing Subcommittee Member**
COCA Appointee
Member, Florida House of Representatives (retired)

Jill Sandler, Education Subcommittee Member
Tallahassee Active Lifelong Learning/Leadership
Tallahassee Appointee
Member, City of Tallahassee Senior
Citizen Advisory Board

**Bart Wells, Economic Development and Marketing
Subcommittee Member**
Leadership Tallahassee Appointee
Executive Vice President, Sperry and Associates

**Mayda Williams, Plan Implementation Subcommittee
(12/12-8/13)**
Greater Tallahassee Chamber of Commerce Appointee
Founder, Target Copy, Community Volunteer

**Rosanne Wood, Economic Development and
Marketing Subcommittee Member**
COCA Appointee (7/13-9/13 Filling in for
Anne Mackenzie)
Founding Principal, SAIL High School

THE GOALS OF OUR CULTURAL PLAN

ECONOMIC DEVELOPMENT & MARKETING

Position and market the arts, culture and heritage as a strategic partner of Tallahassee/ Leon County economic development efforts. This shall be achieved through public and private funding for arts, arts organizations and cultural assets.

EDUCATION

Capitalize on the area's art, cultural and heritage attributes in order to strengthen art, culture and heritage opportunities in schools and the community. This effort recognizes the importance of expanding current education-related initiatives and implementing new opportunities.

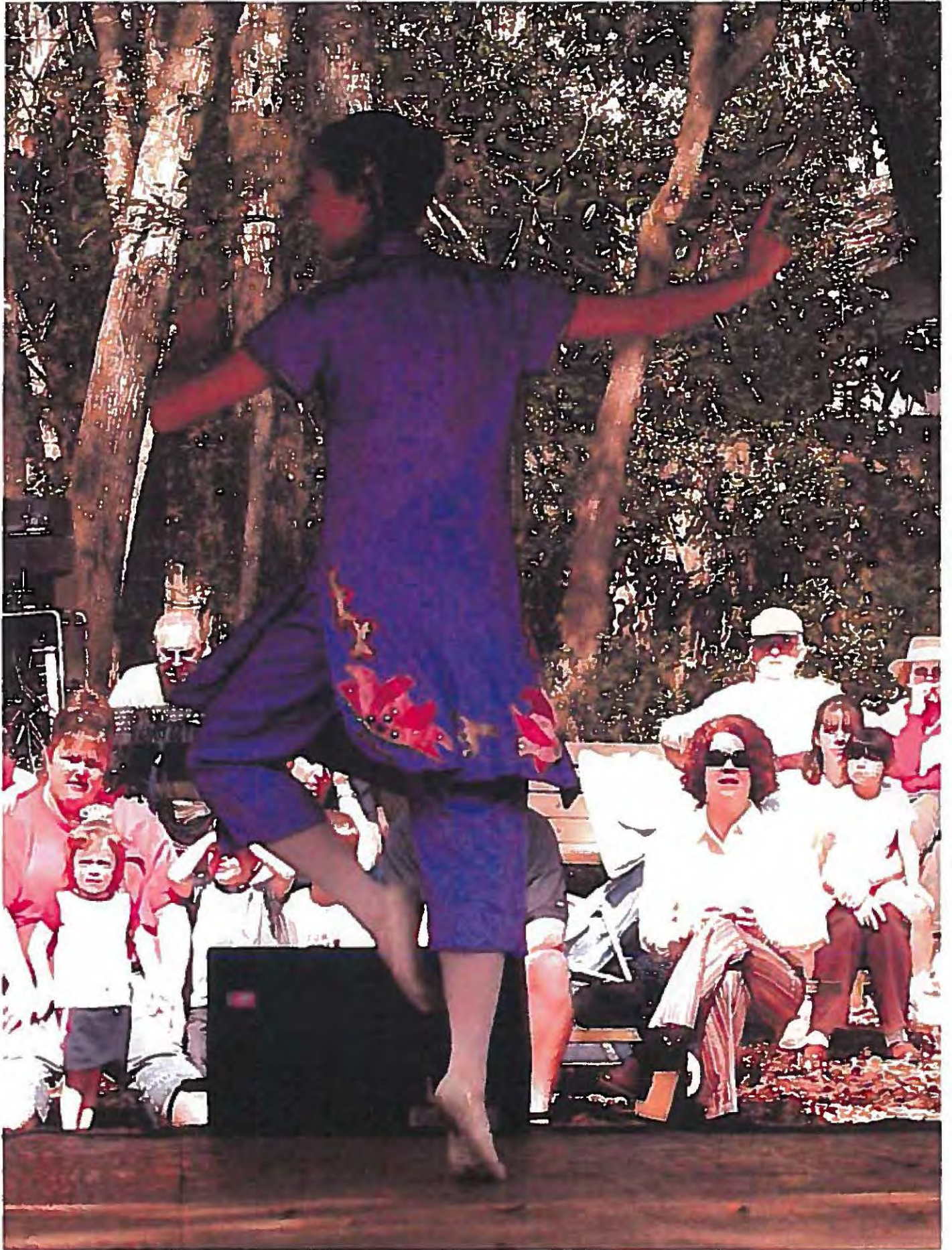
FUNDING & FACILITIES

Provide sustainable public and private funding to preserve and improve arts, cultural and heritage organizations and experiences. This effort acknowledges the importance of growing new and emerging projects and facilities, but will give priority to existing organizations.

PLAN IMPLEMENTATION

The Council on Culture and Arts for Tallahassee/Leon County (COCA) will realize its mission as the local arts agency representing culture, arts, and heritage for ALL in Tallahassee and Leon County through grant-making, advocacy, marketing, and education.

"When Winston Churchill was asked to cut arts funding in favour of the war effort, he simply replied, "then what are we fighting for?"





ECONOMIC DEVELOPMENT AND MARKETING

GOAL

Position and market the arts, culture and heritage as a strategic partner of Tallahassee/Leon County economic development efforts. This shall be achieved through public and private funding for arts, arts organizations and cultural assets.

FINDINGS

Investing in arts, culture and heritage in Tallahassee/Leon County is yielding substantial economic benefits. The arts community is an industry that supports jobs, local businesses, tourism, and generates government revenue. Spending by arts and culture organizations and their audiences totaled \$74.6 million in Tallahassee/Leon County during 2008. (2009 Arts and Economic Prosperity in Tallahassee Report – Americans for the Arts).

Arts, culture and heritage enhances the quality of life and serves as an integral part of regional economic development. Every segment of our community deserves the benefit of great art, culture, and heritage experiences, which also make our area an exciting place to live, learn, work and visit. Businesses planning to relocate consider arts, culture and heritage when assessing quality of life for their employees. Arts, culture and heritage also develop a community identity and provide the community with a sense of collective pride, which will attract a dynamic workforce and businesses.

Opportunities exist for a collaborative relationship between COCA, Leon County Tourist Development (Visit Tallahassee), Greater Tallahassee Chamber of Commerce, Big Bend Minority Chamber of Commerce and the Economic Development Council, and other groups.

COCA has partnered with United Partners for Human Services and The North Florida Community Foundation to provide a series of workshops on best business practices for non-profits. To assist its members, COCA publicizes Leadership Tallahassee's Building Better Boards program.

Merchant account services were established as a way to assist individual artists and small businesses make additional sales using this COCA resource.

"As part of our overall evaluation of where to site our new Operations Center, quality of life for our employees was clearly a factor. As home to one of the country's largest universities, Tallahassee offers a rich cultural and arts community that we greatly value."

Kaye Scholer Chief of Operations Jeff Hunter, who spearheaded the search

Arts, culture and heritage should be valued as vital contributors to Tallahassee/Leon County's character, quality of life and economy. Individual artists, as well as arts, culture and heritage organizations, represent potential for small business development that contributes to the overall economic vitality of Tallahassee and the surrounding communities.



RECOMMENDATIONS: OBJECTIVES AND STRATEGIES

1. Create a unified marketing and advertising campaign for promoting Tallahassee and the Capital Area as a cultural hub.

- Establish a steering committee including representatives from COCA, Greater Tallahassee Chamber of Commerce, Big Bend Minority Chamber of Commerce, Leon County Tourist Development (Visit Tallahassee), Leon County, City of Tallahassee, Florida State University, Florida A&M University and Tallahassee Community College to work together on this effort. The collective assets of each of these institutions create a synergy which will allow our community to speak with a strong and common voice.
- Each organization will appoint one representative to the steering committee. Each organization will contribute toward the funds required for the advertising campaign. This marketing campaign will be used by the organizations represented on the steering committee to provide a cohesive message.

2. Support a Trolley system and transportation linkages to further connect the districts with cultural components, which have been and are being developed throughout Tallahassee. Examples include: Midtown, Frenchtown, Downtown, Cascades Park, Southside, College Town, Gaines Street, The Market District and others.

- Providing accessible public transportation options will facilitate and encourage participation and attendance in our cultural districts.
- Encourage City and CRA to continue funding the trolley system/transportation linkages.

3. City of Tallahassee and Leon County should continue to identify and support districts with cultural components by providing appropriate wayfinding, parking opportunities and transportation links for ease of accessibility to arts, culture and heritage entities.

- Funding should continue to be provided by the City and the CRA.

4. In order to improve the business skills of arts and culture executives, COCA will continue to provide training workshops to assist artists and arts/cultural organizations in ways to implement effective business practices

- To facilitate this effort, COCA should partner with business organizations such as the Economic Development Council's Entrepreneurial Excellence Program and the Jim Moran Institute and others that become available.

5. COCA should continue to collaborate with Leon County Tourist Development (Visit Tallahassee) to promote local heritage and cultural destinations. COCA and Visit Tallahassee should continue their efforts to combine their events calendar and create a mobile user-friendly website as well as an app for smart phone users to easily access the information. Information should be presented in a professional and attractive format.

- Create a centralized location for calendar of events.
- COCA, Visit Tallahassee, City and County funds should be used to support this project.

6. Leon County Tourist Development (Visit Tallahassee) should continue to market Tallahassee as a "location site" for the film industry, as an economic driver, in cooperation with the FSU Film School, The Film Society, Florida A&M Journalism/Film Program, TCC Film Program, the Tallahassee Film Festival and other film oriented organizations.

- Visit Tallahassee should create a list of location sites for Tallahassee and Leon County. As funding resources become available, Visit Tallahassee should work with the City of Tallahassee, Leon County and the State to position Tallahassee as a location site.

7. Every three years, COCA should use real data collected through an economic impact report to provide current information on the economic impact of arts and culture in our community. (Refer to #9 of the Operations/Implementation)

- City and Leon County should provide funds for this report.

8. Increase the concept of community arts liaisons including the expansion of the existing arts liaisons program of the Economic Development Council to include leaders of the arts community in an effort to be proactive and look for economic development opportunities that may present themselves as a result of cultural and heritage events in our community.

- Identify decision makers and influencers that are participating in our many cultural and arts events and facilitate the proactive development of relationships between them and local economic development leaders.
- Establish a business oriented liaison between COCA, the Chambers of Commerce and the Economic Development Council to serve on the appropriate committee.

9. Working with the City of Tallahassee Police Department and others involved in Festival permitting and planning, COCA should create a guide and checklist for event or festival planning and hold workshops to assist those interested in creating new events or sustaining existing events in our community.


- To assist event and festival planners in organizing and sustaining events through understanding best practices, permits needed, and where to find resources, etc.
- The guide and checklist will be posted on COCA's website. Workshops would be held based on interest or requests.

10. COCA should develop an annual marketing and communications plan that includes an analysis and determination of its brand, strategic messages, target audiences, the best media channels to reach those audiences and quantifiable goals to determine the efficacy of its marketing strategies.

- COCA's marketing efforts would be organized under the umbrella of a strategic marketing plan that communicates its brand and mission to the public, to key community stakeholders and to culture, heritage and arts organizations. The efficacy of this plan would be evaluated annually by monitoring key indicators, such as, but not limited to, online page views, social media engagement, media placement, e-mail opens, responses to direct mail, event attendance, etc.

11. COCA to work alongside Leon County Tourist Development (Visit Tallahassee) and other organizations to help identify and promote destination defining events which help define the brand and spotlight arts, culture and heritage.

- Maintain open lines of communication and collaboration between COCA



and Visit Tallahassee to ensure that the region's destination defining events are being advertised and promoted in the best way possible.

- COCA staff and Visit Tallahassee staff would meet at least quarterly to discuss upcoming events and to strategize ways to promote and market them within Tallahassee and outside the region.

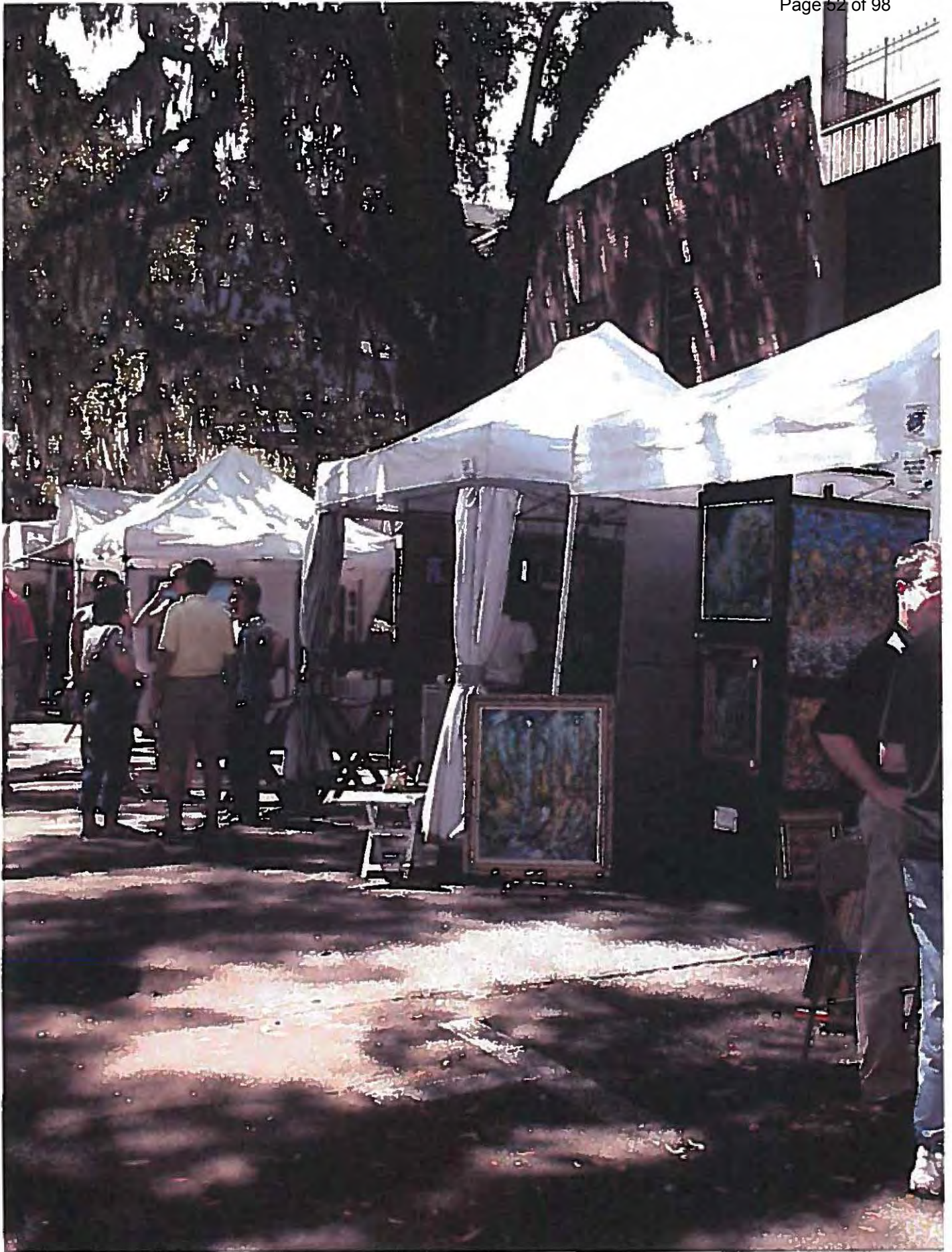
12. COCA will work with Leon County Tourist Development (Visit Tallahassee) and local businesses, arts organizations and hoteliers to package arts, culture and heritage resources wherever possible and practical to expand the geographic footprint and reach of our local offerings beyond our community.

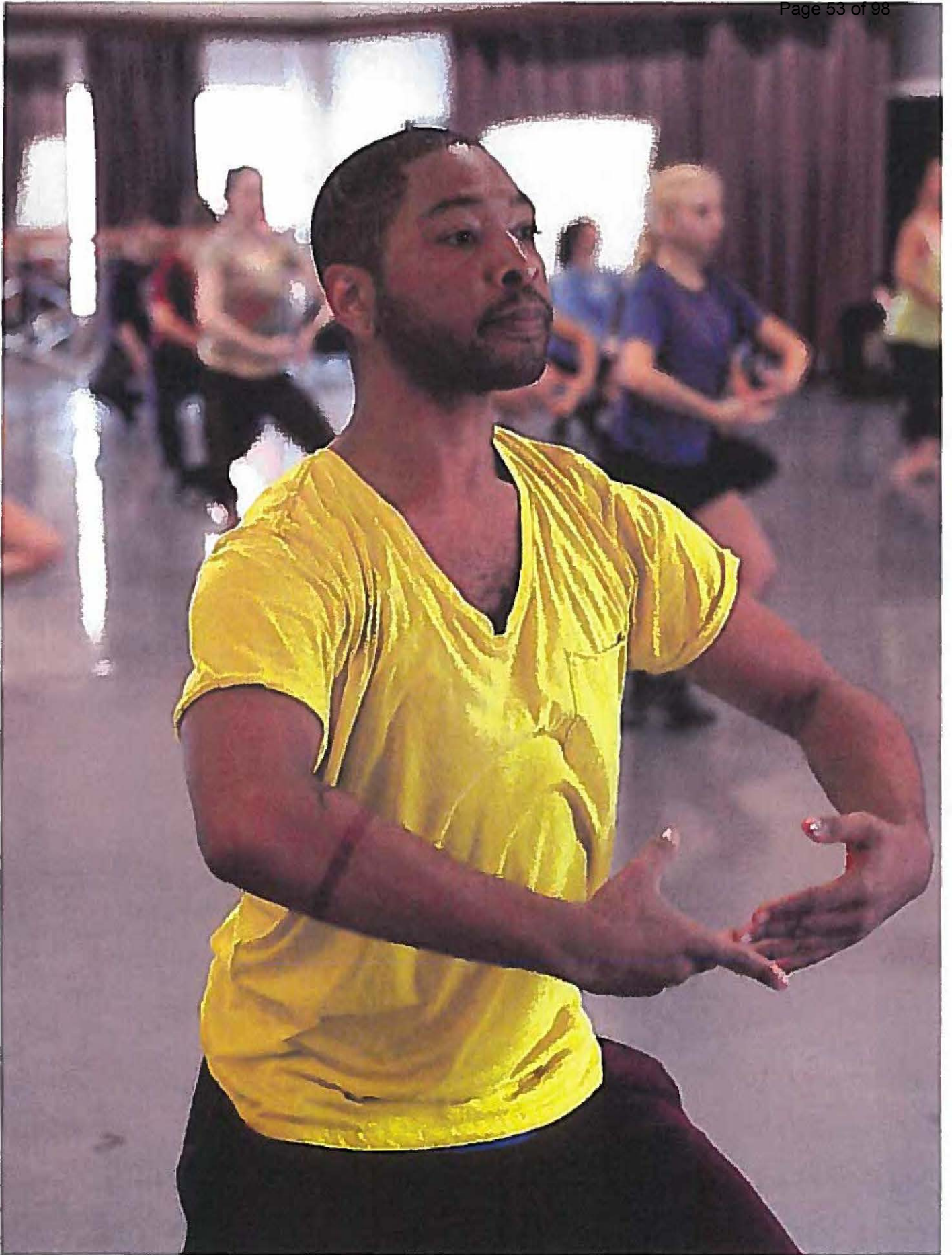
- COCA will continue to work with Visit Tallahassee and local businesses, arts organizations and hoteliers to disseminate information regarding our many art and cultural offerings using tools such as in-house hotel TV channel, destination maps, and cultural events magazine and other marketing efforts whenever possible.

"As Chairman of the Oklahoma Chamber of Commerce, I visited almost every city and town in the state. There is a visible difference in places with an active cultural community. I see people looking for places to park, stores staying open late, and restaurants packed with customers. The business day is extended and the cash registers are ringing."

*Ken Fergeson
Chairman and CEO, NBanC*

*Past President, American
Bankers Association*







EDUCATION

GOAL:

Capitalize on the area's art, cultural and heritage attributes in order to strengthen art, culture and heritage opportunities in schools and the community.

FINDINGS:

- One can learn in and about arts, culture and heritage during school programs as well as through their exposure in the community and at home.
- Research has proven that children with access to art, culture and heritage programs tend to score better on standardized tests, have increased graduation rates and many more positive benefits.
 - ✓ A report by the Arts Education Partnership (2002) revealed that schoolchildren exposed to drama, music and dance are often more proficient at reading, writing and math.
 - ✓ "The empirical classroom experience of arts integration subjectively suggests that carefully structured arts-based pedagogy can improve students' learning and academic experiences, resulting in demonstrably positive outcomes that include deeper engagement in subject matter and better retention of content; greater emotional involvement in the learning process and deeper social awareness; and the ability to apply principles across disciplines." – From "Neuroeducation: Learning, Arts and the Brain," by Johns Hopkins researchers findings.
- Arts education is important because: "1) the arts transform the learning environment; 2) the arts reach students who are not

otherwise being reached; 3) the arts reach students in ways they are not otherwise being reached; 4) the arts connect students to themselves and each other; and 5) the arts provide new challenges for those students already considered successful." – Champions for Change

- Cultural, heritage and artistic experiences are key in the community.
- Tallahassee is host to a variety of art, culture and heritage organizations where education is central to their mission – from the Challenger Learning Center, Riley House Museum and Tallahassee Museum to Mission San Luis and the Tallahassee Senior Center for the Arts.
- Tallahassee is rich in cultural opportunities, but the community as a whole is not aware of all the offerings.
- Currently, there is not an over-arching network of arts and heritage education providers that spans from home-schools, private schools, LCS and the Universities.
- Funding for arts and heritage education programs has decreased at the state level.
- In the past, several local cultural organizations historically had benefit of funding from LCS. This had come in the

"As a lifetime educator, I have witnessed time and time again what a difference it makes when a student is part of an arts program. For some, it may be the only thing that motivates them to do well in school. Ensuring that every student has that opportunity is a priority for us."
Superintendent Jackie Pons



form of a designated line item funding for services or, in some instances, funds to pay for a Leon County School District employee to work at the institution. The reason there were variables is, for example, when a teacher was assigned to the Challenger Learning Center, they were still in the state employee retirement system.

Art, culture and heritage education can happen anywhere and everywhere at any age and setting.

If a teacher were assigned to The Brogan Museum, that Institution could not offer those benefits so the value was paid to the institution for staff, in lieu of assigning a permanent employee of the district. These positions are no longer in place.

- During one of the worst recessions in recent history, Leon County Schools have undergone tremendous budget cuts, more than \$100 million. However, LCS works to maintain arts and cultural programs in K-12.
- All LCS schools offer at least one fine or performing arts class, as varied as African drumming and a blue grass band.
- 70% LCS children participate in cultural and art programs.
- There are more than 100 visual art, music, drama and dance educators in Leon County public elementary and secondary schools.
- Local schools are left to provide support for their arts and heritage curriculum with auxiliary funding (private donor donations, business donations, fundraisers, discretionary district funds, etc.).
- Often times the success of a school's art, culture and heritage programs depends on the strength of the principal and/or teachers and their ability to fundraise to create the creative learning environments that are envisioned.

- It is important that for school-age children cultural, heritage and artistic experiences are also offered outside of educational organizations. Tallahassee is fortunate to have top-notch community arts, cultural, heritage organizations that offer educational opportunities to enrich and complement the education offered in our area schools, home schools and Universities.
- COCA has created a variety of successful education-related programs, which should be continued such as: COCA for the Classroom, COCA for children and COCA's Arts in Education Newsletter.
- LCS have a variety of great partnerships with arts, culture and heritage organization in town such as COCA; FAMU; FSU – Master Craftsmen studio, Museum of Fine Arts, foreign languages departments; TCC; Lemoyne; Killearn Kiwanis Club; Goodwood Museum; the Holocaust Education Research Council; the Buffalo Soldiers Troupe, area Churches; Lee's Place; Junior League of Tallahassee; Mission San Luis; Riley House Museum; Tallahassee Museum; the Florida Supreme Court; the Florida Capitol; Leon County Public Library; and more.



RECOMMENDATIONS: OBJECTIVES AND STRATEGIES

1. To create a collective place that serves as a conduit between teachers, schools and the business community so schools and teachers can share needs and businesses can directly respond to help with these needs.

Objective: To promote the Foundation for Leon County School's find it & fund it, leon! program, www.finditfunditflorida.com/leon. Individuals, organizations and businesses are encouraged to invest in the creativity of a teacher to bring amazing learning experiences to their students. To get started, simply click on a grant listed and view the details and fund online. Using this easy-to-use module, teachers can request funds for projects from parents and businesses within the community to help fulfill their individual classroom needs. It's a virtual wish list that allows donors to instantly fulfill a classroom need with just a few key strokes.

This program offers a variety of community opportunities as it can be used by business, nonprofit organizations, and schools within a community to post opportunities such as student internships, volunteer opportunities, scholarships, and teacher externships. In addition, businesses can post offers of equipment, materials, and guest speakers for our public schools. Our teachers can also make requests from the community. It's a one-stop-shop clearinghouse of opportunities for our local students and teachers.

Strategy: 1) Foundation for Leon County Schools to work with COCA and LCS to promote the website and program to arts, heritage and cultural education providers. Also to provide a learning opportunity and training seminar annually for area teachers so they are all aware of the program and understand how to apply.

Strategy 2) Foundation for Leon County Schools to coordinate with the Greater Tallahassee Chamber of Commerce to provide information about "find it, fund it, leon!"

- The successes of "find it & fund it, leon!" program depends on community awareness.

2. Arts, heritage and education organizations should be encouraged to share their expertise with public, private and with home schools.

Objective: This can be measured and encouraged by asking organizations to share their intent on COCA grant requests and/or other methods. COCA should encourage organizations to provide experiences for the community and/or children, from performances to executive internships.

3. Increase commitment to Leon County's youth and strengthen art and business relationships by creating an Arts at Work program, which is a comprehensive youth program that promotes the arts.

- This is modeled after the successful Fulton County, Ga. program, which has received numerous accolades. This program would target students, ages 14-18, and provides arts education and job training.
- Throughout Arts at Work, students are exposed to various aspects of the arts industry-- from learning how to properly write an artist's bio and learning simple accountability such as being on time all the way to viewing an art gallery and putting on an art show. The program dedicates the focus of its activities to studying and producing art and throughout the 8-week program where the students become



"artists" with weekly training from a local artist. Leon County could successfully follow the model started in Fulton County, Georgia, which has received national accolades. Participants have to apply to participate in the program in a process similar to Youth Leadership Tallahassee.

- LCS supports the idea of an Arts at Work program.

Strategy: Work together with partners such as the Foundation for Leon County Schools, Leon County Schools and Northwood Arts Project to investigate this program more and provide

"In fact, all people today, youth and adult, spend the majority of their lives learning outside the walls of formal classrooms." -- Institute of Museum and Library Services

recommendations to the COCA board of directors for implementation by January 2015, assuming available funding, with the

first program launching no later than fall 2015.

4. Local festivals should showcase student accomplishments in the arts by featuring a COCA/LCS booth that showcases work from K-12.

Objective: To have participation at minimum at Springtime Tallahassee and Winter Festival celebrations as well as LeMoyné Chain of Parks Art Festival. Create opportunities to highlight the arts in schools (public, private and home schools) and support business in the City of Tallahassee.

Strategy: The advisory board of COCA, The Education Director, and current LCS individual responsible for supervising arts educators could partner with Governor's Square Mall and merchants to begin an annual art show. Partnering with merchants and driving business to the mall could also bring added visibility to the arts by having each school provide a display board that features art from participating schools.

5. An arts, culture and heritage curricula coordinator position at Leon County Schools should be created to serve as the business conduit between the schools, businesses and arts, heritage and cultural organizations. A designated arts, culture and heritage representative with experience in education would significantly expand arts, culture and heritage opportunities, continuing education and resources for teachers and their schools.

Objective: To create the arts, culture and heritage curricula coordinator position before the 2015-2016 school year.

Strategy: The position could assume a variety of responsibilities. Primarily, they could identify teacher development needs and provide resource in the arts, culture and heritage and work with area cultural organizations as a liaison to all schools and much more. They could also work with LCS administration and COCA to expand signature programs and create new signature programs such as a community Arts Extravaganza that showcases LCS talent from K-12 annually. On a smaller basis the position could coordinate a Performing Arts Nights at each LCS. This position would also serve as the "go to" for the local arts, culture and heritage organizations, among other duties.

- This is a new position which will require additional funding as well as additional funding for potential event expense, which may be offset by corporate sponsorships.

6. A Coalition for Arts, Culture and Heritage Professionals should be established providing networking, collaborative, and cooperative opportunities to community arts, culture, and heritage executives.

- This will allow a variety of individuals and organizations to come together to share ideas, discuss upcoming activities and network.



- Education contacts from the area schools should also be invited to attend and network.
- It is important that more structured networking events are coordinated and implemented monthly throughout the year.
- For more information, see page 44 of the COCA Implementation Subcommittee section.

7. A Youth & Education Network should be formulated as mentioned in the COCA Implementation Subcommittee section on page 45. This group will bring greater awareness of and advocate for the importance of arts, culture and heritage education in the community.

8. Promote more "Art in Public Spaces," and where there currently is art, provide educational opportunities such as signage at the site of public artworks or guided/self-guided tours.

- Expand the current art in public spaces in the community.
- Specifically with LCS, build upon LCS art in community spaces programs. For example, the successful SAIL High School program where students created art in public spaces throughout campus that identify the subject taught in each building.
- In addition to the strategies mentioned on page 45 this should be expanded to include non-traditional art in public places opportunities that are complimented with educational signage.
- Provide artistic elements and educational-related signage in everyday spaces such as bus shelters, intersections and more.

- Create a standardized style of small educational sign, which has basic information such as title, artist, date and QR code to get more information.

Example 1): In 2013, with the bus shelters, Tallahassee expanded creative art in unique public spaces with the City of Tallahassee's bus shelter at the SE corner of Gaines St. and Railroad Ave. intersection. There is not currently signage explaining the artistic aluminum enclosure or how it is made, but that could be further developed.

Strategy: To incorporate art into Tallahassee's bus shelters and provide educational signage explaining the artistic element, creation, the artist, etc.

Example 2): With intersections there is an opportunity to encourage the community to do more creative art projects such as the Fall 2013 Market District's Paint the Pavement project, which was organized by the Market District Merchant's Association in partnership with the City of Tallahassee. There is no current signage explaining the project or how this artistic medium was created.

Strategy: To further expand Tallahassee's Sense of Place initiative by working to secure unique artistic elements in creative places and educate the public about the art. This could be installed or virtual signage that engages the community and explains the artistic medium and more.

Strategy: Create a coalition between COCA, Florida State University Department of Art Education, FAMU Department of Visual Arts, Humanities and Theatre, and LCS arts educators to develop appropriate signage for art in public places. This coalition could be managed by the Education Director and or chaired by an active member of the COCA board.

Strategy: Provide additional grant support through COCA to encourage the Florida State University Department of Art Education, 7 Days of Opening Nights, and other artists and art organizations willing to collaborate on to art murals in public places and provide educational signage and information related to public art.

Strategy: Expand COCA's Outdoor Public Art Directory and Map to include an easy to use web application for additional access to information about each piece of artwork.

9. Formulate creative partnerships with organizations that are able to provide volunteers to assist in school arts/heritage classes and activities on a regular and consistent basis.

Objective: To establish a cadre of volunteers who can expand arts and heritage opportunities for students in and out of the school setting. Volunteers with experience in the arts, heritage or education can be recruited from service organizations, colleges, COCA's online listings, Tallahassee Senior Center, etc. This would be staffed by staff person or a volunteer(s).

Examples of activities could include:

- Work with arts and heritage organizations to expand their outreach efforts. For example, the FSU Museum of Fine Arts has initiated outreach projects with schools where interns, arts students, teachers and other volunteers created information packets and lesson plans on specific exhibitions which are shared with schools to promote field trips or bring aspects of the exhibits into the schools. Materials can also be sent home with students for family participation. Not all cultural organizations have the staff to devote to such efforts.
- Work with cultural and heritage organizations and the schools to develop lesson plans which integrate

the arts/heritage into core curriculum such as history or English lessons.

- Volunteer artists such as musicians, poets, actors, story tellers can put on performances in classrooms and assemblies. These can be integrated into core curriculum such as history or English lessons.
- Such activities can be shared with more than just schools. Exposure to arts/heritage activities should be available in recreational centers, Boys and Girls Clubs, after school programs as well as families.
- Peer groups of students with special artistic skills or heritage interests can be organized and trained to share their skills and interests with fellow students.

10. Promote lifelong learning for arts, culture and heritage by providing a variety of professional development workshops and continuing education opportunities for the community to attend at affordable prices.

Objective: To continue the success of past workshops; promote future workshops and offer a minimum of 4 workshops annually.

Strategy: The COCA Arts advisory group could help drive awareness of these opportunities. Support from Florida State University College of Visual Arts, Theatre, and Dance and FAMU's Department of Visual Arts, Humanities and Theatre, Osher Life Long Learning Center and volunteer members could drive the interest and success of future workshops. Social Media campaigns and information would also generate interest. Sponsors from local businesses like Ulrecht Art Supply, Michael's, Jo-Ann Fabrics, and Hobby Lobby could be reached for support and presentations that would help waive the cost of supplies. Current COCA facilities or LCS spaces could host these learning opportunities.







FUNDING AND FACILITIES

GOAL:

Provide sustainable public and private funding to preserve and improve arts, cultural and heritage organizations and experiences. This effort acknowledges the importance of growing new and emerging projects and facilities but will give priority to existing organizations.

FINDINGS:

Leon County and the City of Tallahassee should be commended for their steadfast support of local arts, cultural and heritage organizations during economic conditions that have sometimes been referred to as the greatest recession since "The Great Depression." Unlike many communities throughout the region, the state, and the nation, funding for these organizations remained a priority for our community, with on-going support of elected Commissioners, the Mayor of Tallahassee, the current and former County Administrators, as well as the City Manager.

While the City of Tallahassee had a stable revenue base from which to identify general funds, Leon County Commissioners identified funds to replace declining general operating revenues. Cultural funding from the County was maintained through a creative solution, the use of Bed Tax funding.

Arts, cultural and heritage organizations, special events, festivals and educational conferences have diversified funding needs. Currently, the City and the County provide program and operational support through the COCA re-granting program. Under current COCA guidelines, a festival must host activities at multiple times during a single year to be eligible for funding. If that criteria is not met, festival, special event and educational

conference organizers may apply for limited funding from the Tourists Development Council, the Community Redevelopment Agency, or the Downtown Improvement Authority.

There are limited resources for capital improvements. The Committee found that this funding need is an important priority.

Likewise, there is currently no designated funding source for innovative new ideas or projects. The TDC sometimes provides grant support for these emerging initiatives, but TDC funds are restricted to tourism impact, which is difficult to demonstrate as a start-up event.

Imagine Tallahassee is considering a "Quantum Leaps" grant program as a possible concept for future funding of this type. "Quantum Leaps" are defined as highly significant advances or breakthroughs.

State statutes strictly govern the use of Bed Tax dollars. These statutes limit funding support to organizations and events that promote tourism. This is an important point, as there are many

"In creative placemaking, partners from public, private, nonprofit, and community sectors strategically shape the physical and social character of a neighborhood, town, tribe, city, or region around arts and cultural activities. Creative placemaking animates public and private spaces, rejuvenates structures and streetscapes, improves local business viability and public safety, and brings diverse people together to celebrate, inspire, and be inspired."

*Ann Markusen, Markusen Economic Research Services
Anne Gadwa Nicodemus, Metris Arts Consulting
From Creative Placemaking*

“quality of life” experiences that drive economic development and ensure a strong community. Some significant events and organizations are not eligible to apply for the Bed Tax funds. The current pool from general funds available through the COCA grant process is not sufficient to provide the funding needed for non-tourist, more locally centered cultural offerings.

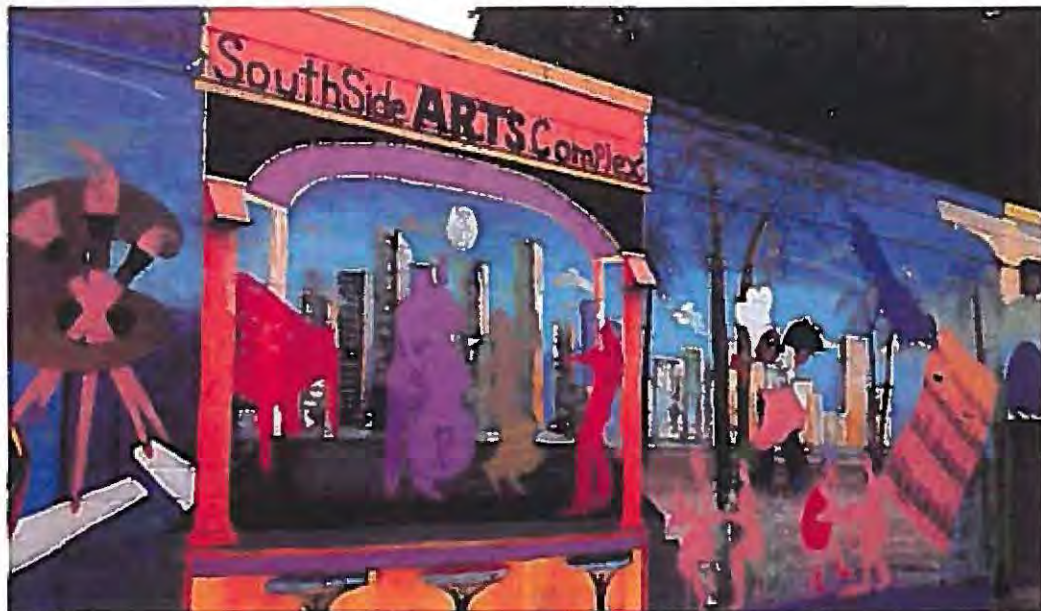
The City’s portion of arts, heritage and culture funding from its general fund is available for more flexible funding strategies. These are valued by our community, including many cultural organizations, cultural activities and events. Some organizations provide significant quality of life experiences, but cannot easily demonstrate their impact on tourism.

Many of these organizations and events have been cited as examples of rationale to live here, move here, relocate a business, or start a business in our community. Thus, there is a need for continued support of these, as well as new and emerging events and organizations that serve our residents, all having the potential to increase quality of life,

tourism, and revenue for our city and county.

Of equal importance is the value of State cultural organizations in our community. The experiences they offer truly make a dynamic cultural environment for our residents and visitors. Increased support of these facilities and events would further the bridge building between “town and gown” and ensure we remain a community of rich and diversified cultural offerings. The Committee does not recommend modification to the current COCA regranting program for this purpose, as it would significantly deplete the ability of municipal funding to support existing non-state entities. The Committee feels strongly that there are inadequate available dollars for both state and non-state cultural organizations that should be addressed with careful planning and new strategies.

Recent national studies indicate the fastest growing division of tourism is historic facilities and tours. Increased collaboration between local arts, cultural and heritage organizations and municipal governments and state



agencies, has the potential to significantly grow tourism and bed tax revenues for the collective benefit of all community stakeholders.

There are specific funding sources for festivals, special events, and conferences. These important activities create a “sense of place” and contribute significantly to the identity of our community, while providing promotional value to attract tourists and promote economic development.

There is clearly a need in our community for improved or additional performance spaces. Performance organizations that require seating for more than 1,200, as well as large rehearsal spaces, have the most difficult needs to be met. The community must go forward with an effort to create one or more new performance venues with a realistic plan, including the affordability for local groups to utilize the space.

In recent years, significant funds were set aside, and other efforts made, regarding the support for two specific cultural facilities (The Performing Arts Center and ArtsExchange).

While these specific initiatives sought out and received significant financial support from local government, existing facilities failed to generate support resulting in a lack of balance between the efforts to create new facilities and the preservation and improvement of existing facilities. During the economic downturn of the past five years, existing organizations found it difficult to fund ongoing facility needs, let alone make improvements or add to their facilities. This has left an urgent need to identify capital improvement funds for existing facilities, while also providing funds for new facilities.





RECOMMENDATIONS: OBJECTIVES AND STRATEGIES

1. Leon County and the City of Tallahassee should continue to provide financial support for arts, heritage, cultural programs, festivals special events and educational conferences that add to the quality of life and help make Tallahassee a desirable destination.

2. In addition to local government funding, COCA should continue to seek additional public and private funding to support its programs and grants, while not competing with other local arts, cultural and heritage organizations.

- These sources of funding may include NEA funds, private endowments and collaborative grants for which only a Local Arts Agency can qualify.

3. Recognizing that there are several local government-funded grant programs, as well as varied conditions and criteria regarding eligibility for funding, the committee recommends that there be increased collaborations between all parties including, but not limited to, more effective sharing of information between funding agencies and improved dissemination of information about funding opportunities with all potential applicants. (See PAGE 39 Chart Local Government Funding).

- Create a designated web site with all grant opportunities and deadlines, including a link to (and from) every grantor's webpage. Each grantor should be required to provide this information and monitor its accuracy. The site will be created, managed and hosted by COCA.

4. The committee recommends funding be made available for current and future festivals, which will be subject to annual assessment and evaluation determined by the grantor.

- Consolidation of existing festival funding as reasonable and appropriate. (It is understood that CRA and DIA have geographical considerations that could limit consolidation)
- Comprehensive information and funding sources should be available on a designated site that will be created, managed and hosted by COCA.

5. Establish a new matching grant program for capital improvements for arts, cultural and heritage organizations. (See Addendum A1 for Grant Guidelines)

- Follow the guidelines within the attached addendum
- A dedicated source of funding should be identified for this purpose, such as the use of Bed Tax dollars formerly set aside for the Performing Arts Center

6. The on-going need for performance venues must be addressed.

- Create collaborations and partnerships between performing arts organizations, universities, community colleges public schools and private venues
- Identify underused sites that are affordable and can be repurposed

7. If we can strengthen our existing cultural organizations and events, demonstrating a record of success, it will be their constituents who will ultimately be the strongest supporters of a future Performing Arts Center.

- Strategies for going forward with a future Performing Arts Center in our community should include a realistic business plan, workshops with community stakeholders, and efforts to unite the arts community,, and creating an affordable, well equipped, appropriately large, performing arts venue available for the community.
- The need for performance venues is a critical priority for performance arts organizations in our community. The community must go forward with the effort to create one or more new performance venues, but there must be a realistic plan, including the affordability for local groups to utilize the space.

8. There have been some wonderful and unique installations in our community. There should be a cohesive vision for art in public spaces, such as the gateways to our community or roundabouts creating our "sense of place."

- The community should establish a diversified committee to create a strategic plan for art in public places including desirable objectives for gateways, large and small.
- Partnerships with private and public funding sources should be established.

9. Recognizing that the arts, culture and heritage are a central part of what makes up our community; and recognizing that organizations which provide vital experiences in arts, culture and heritage, like other non-profits, have traditionally faced a myriad of challenges in establishing

and maintaining financial sustainability and therefore must rely on governmental support; it is a desirable vision to someday see this segment of our community become financially strong and more self-sustaining.

- COCA and the Community Foundation of North Florida should collaborate to create educational programming for arts, culture and heritage organizations to learn about establishing and growing endowments for long-term financial sustainability.
- All arts, culture and heritage organizations should strive for the goal of achieving institutional financial sustainability.

10. Create a funding source that provides competitive grants to art, and cultural and heritage organizations, as well as state and local government in our community, for projects and programs that would allow those organizations to achieve a desired "quantum leap" (highly significant advance or breakthrough) in their offerings or level of self-



sustainability. This game changing opportunity grant is essential to the economic development and quality of life of the community. (See Addendum A2 for More Information)

The Committee recommends a level of funding that would provide \$5,000,000 over the 20-year life of the sales tax extension, or \$250,000 per year, and be administered through an existing granting infrastructure, such as the one in place at the Council on Culture and Arts (COCA).

- Examples of the types of programs or projects that may be supported through this grant are:
 1. Installation of Art in Public Places, such as at gateways and roundabouts
 2. Projects that promote a sense of place or identity in the community (Signature Festivals, Public Exhibitions, etc.)
 3. Projects that propel an organization to a new level of service to the community
 4. Projects that propel an organization to a new level of sustainability
 5. Projects/Programs that attract Regional or National media attention to the Tallahassee area as a visitor destination
 6. Future KCCI initiatives
- The Leon County Sales Tax Committee has tentatively set aside up to 15% of the future proposed sales tax extension (currently the Blueprint 2000 tax) for economic development and is awaiting the recommendations by IMAGINE Tallahassee to make the final decisions regarding the allocation of funds towards economic development projects and initiatives.

- The Cultural Plan Review Committee has submitted this grant proposal to IMAGINE Tallahassee for inclusion in their recommendations to the Leon County Sales Tax Committee, as it meets several of the Goals and Strategies that have been identified through the IMAGINE Tallahassee visioning process.
- Some of the Goals and Strategies that are met by this grant funding proposal are:

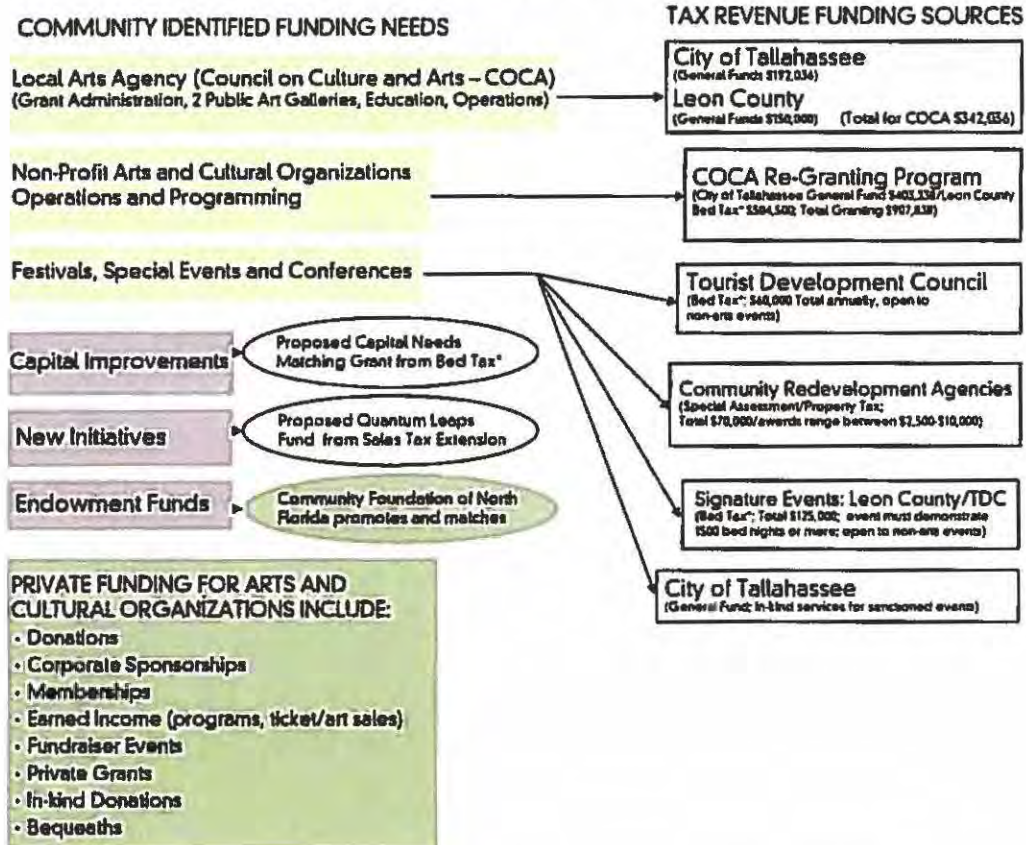
Goals:

1. Increased visitor and tourist spending.
2. Media recognition as a cultural destination for in-state and out of state travelers.
3. Increase financial sustainability within our arts and cultural institutions.
4. Recognition of Greater Tallahassee as a metropolitan area "on the rise."
5. Increased employment in "creative industries."
6. Improved perception of Tallahassee as a place to live among young professionals.

Strategies:

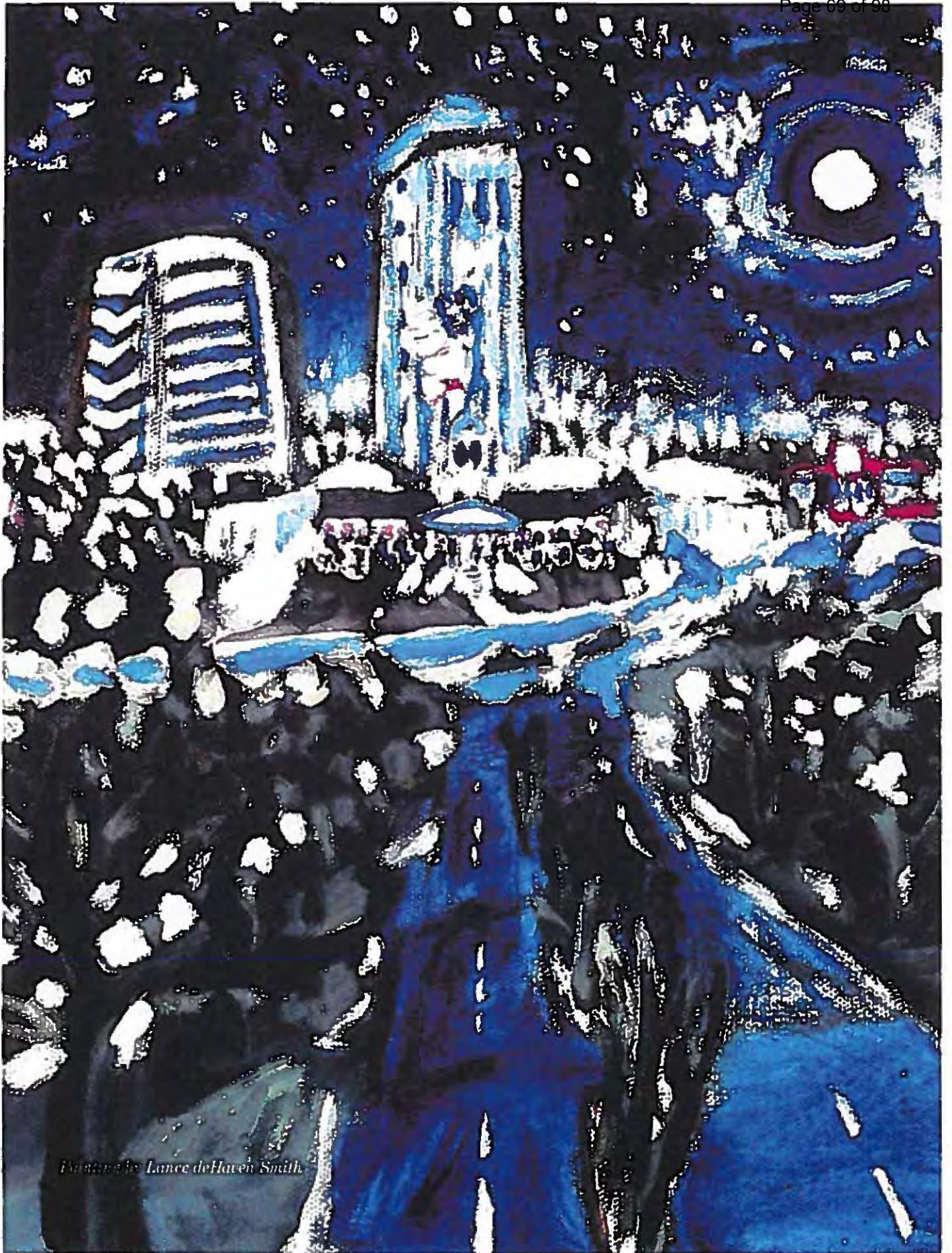
1. Ensure a level of "coolness" within downtown and surrounding urban areas.
2. Promote art in public places.
3. Foster the development of creative young professionals as catalysts for economic growth.
4. Foster financial sustainability in our arts and culture organizations.

CURRENT LOCAL PUBLIC FUNDING AVAILABLE TO ARTS AND CULTURAL ORGANIZATIONS (12/2013)



***Bed Tax dollars are limited by State of Florida Statute:**
 "if tax revenues are expended for an activity, service, venue, or event, the activity, service, venue, or event must have as one of its main purposes the attraction of tourists as evidenced by the promotion of the activity, service, venue, or event to tourists;"

This chart is prepared by the Leon County/City of Tallahassee
Cultural Plan Review Committee



Painting by Lance deHaven Smith.

PLAN IMPLEMENTATION

GOAL

The Council on Culture and Arts for Tallahassee/Leon County (COCA) will realize its mission as the local arts agency representing culture, arts, and heritage for ALL in Tallahassee and Leon County through grant-making, advocacy, marketing, and education.

FINDINGS:

The original Cultural Plan (2003) set forth goals, objectives, and strategies that were delegated to COCA to implement, manage, and evaluate. Some of the goals, objectives, and strategies included:

- The construction of the Arts Exchange and a community Performing Arts Center.
- An Arts Trolley serving the First Friday Gallery Hop.
- A Community Arts, Culture and Heritage Map of Tallahassee.
- Capital Culture Magazine published by COCA.

The Cultural Plan was overseen by an Audit Committee, which was appointed by the City and County Commissioners to guide the implementation of the plan for the first three years. They provided reports to the joint commissions in six and twelve month intervals. The Audit Committee adjourned at the beginning of 2007.

At the end of the Audit Committee's governance of the plan, the nation and community experienced one of the worst recessions in recent history. The economic downturn and other circumstances effected the implementation of the plan moving forward as several goals, objectives, and strategies were tied to financial resources that were either reduced significantly or ceased to exist.

Even with the financial impact of the recession, it is noted that COCA was able to provide many

valuable resources to the community. These resources include, but are not limited to:

- One of the only local arts agencies in Florida to maintain level grant funding to local culture, arts, and heritage organizations in the City of Tallahassee and Leon County.
- Professional development and assistance to the cultural community (i.e. "Marketing Mondays", merchant service accounts for local artists, technical assistance workshops).
- Marketing and promotional services to the arts, culture, and heritage community (i.e. "More Than You Thought This Week" and "COCA Opportunities" email blasts, www.MoreThanYouThought.com calendar, and "COCA Buzz" in TLH Magazine (Sunday, Tallahassee Democrat)).
- Administer the "Art in Public Places" program, which includes curating art exhibitions at City Hall and the Tallahassee Regional Airport.
- Support for arts, culture, and heritage educators and learners through the monthly "Arts in Education Newsletter", the annual "COCA for the Classroom" resource guide, and the "COCA for Kids" directory.

The Cultural Plan Review Committee determined from assessment of the original plan and best practices of other community cultural plans (see Austin, Texas; Asheville, North Carolina; et. al.), that an annual review of

the new plan will provide the arts, culture, and heritage community and stakeholders a “living plan” and allow for changes in the plan when they are deemed necessary.

The Cultural Plan Implementation Subcommittee met with the Board of Directors and Staff of COCA, representatives from the Tourist Development Council/Visit Tallahassee, the Greater Tallahassee Chamber of Commerce, the Economic Development Council, Leadership Tallahassee, and City and County Commissioners, as well as community stakeholders in culture, arts, and heritage and one message was overarching in all conversations – COCA, as our community’s designated local arts agency, should take the lead as the umbrella agency for culture, arts, and heritage in the City of Tallahassee and Leon County.

Community leaders agree that COCA should operate as the local arts agency for all in the City of Tallahassee and Leon County. That being said, it is noted that the statements below, gleaned in the review process, represent some of the concerns about COCA in the past. These concerns of the past should not reflect on perception of COCA moving forward. Our local arts agency should be:

- **Advocate for arts, culture, and heritage organizations in our community and avoid competition with arts, culture, and heritage organizations and individuals.**
- **Agency whose mission is driven by an organizational strategic plan and in step with the Cultural Plan of the City of Tallahassee and Leon County avoiding projects not at the core of their mission and Cultural Plan.**
- **Agency, which fosters operational and collaborative relationships with various organizations, individuals, and governmental agencies.**

During the review of the original Cultural Plan, the Executive Director of COCA tendered her resignation to embark on a new phase of her professional life. With a new cultural plan and in seeking a new director, COCA’s Board of Directors has a unique opportunity to engage a new leader that can guide the organization forward and elevate culture, arts, and heritage in our community by:

- **The adoption of the new Cultural Plan for the City of Tallahassee and Leon County.**
- **Collaborative, cooperative, and networking engagement opportunities with civic, cultural, and educational organizations and individuals in the community.**



RECOMMENDATIONS: OBJECTIVES AND STRATEGIES

1. COCA will continue to re-grant annually contracted funds from the City of Tallahassee and Leon County through a competitive grant process for culture, arts, and heritage organizations supporting the superlative work these organizations provide the entire community.

- Recognizing the limitations in place by Statute, the City of Tallahassee and Leon County should attempt to ease requirements in the COCA Grant Program providing a collective pool of grant dollars to assist local culture, arts, and heritage organizations with general operations grant funding.
- COCA should continue to annually evaluate grant-funding requirements for culture, arts, and heritage organizations that contribute to the advancement of culture, arts, and heritage in Tallahassee and Leon County, which meet the needs of the entire community.

2. Create grant programs for individual artists through creative funding streams to support individuals in our community who contribute to culture, arts, and heritage.

- COCA will work with local, regional, and national foundations and re-granting organizations to secure grant funding for individuals advancing culture, arts, and heritage programs in the City of Tallahassee and Leon County.

For Example:

- Governmental and Regional (National Endowment for the Arts, National Endowment for the Humanities, South Arts, Division of Cultural Affairs, Florida Humanities Council, et. al.)
- National foundations (Doris Duke Foundation, Knight Foundation, Wallace Foundation, Ford Foundation, Andrew W. Mellon Foundation, et. al.)
- Other funding opportunities that only COCA can apply as the local arts agency for the City of Tallahassee and Leon County.

3. COCA shall continue to seek out collaborative granting opportunities to partner with organizations and individual artists in the community for grant dollars and public/private funding for which they alone can apply to bring in more funds into our community to help elevate culture, arts, and heritage.

- This may be a National Endowment for the Arts "Our Town" grant that promotes Creative Placemaking. Creative Placemaking is defined by the NEA as, "leveraging the arts to create a distinct sense of place through increased creative activities, produce vibrant local economies that together capitalize on existing assets, and/or make communities more livable through enhanced quality of life."
- Examples of collaborative grants COCA has applied for (2000-2015), include but are

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Capital
Area
Cultural
Plan

not limited to, the National Endowment for the Arts, ArtPlace America: Innovation Grants, Visit Florida, John S. and James L. Knight Foundation, Gannett Foundation, and Division of Cultural Affairs, State of Florida.

4. Acting as the local arts agency for all citizens in the City of Tallahassee and Leon County, COCA will advocate for and champion all culture, arts, and heritage organizations and individuals.

- The executive director of COCA will seek partnerships and collaborations through networking, professional opportunities, and board and committee seats (appointed, ad hoc, ex officio, etc.) with the Tourist Development Council/Visit Tallahassee, the Greater Tallahassee Chamber of Commerce, the Economic Development Council, Leadership Tallahassee, Network of Young Professionals, Big Bend Minority Chamber of Commerce, and other civic organizations.

5. A Coalition for Arts, Culture, and Heritage Professionals should be established providing networking, collaborative, and cooperative opportunities to community arts, culture, and heritage executives.

- This group will consist of community leaders (i.e., executive directors of arts, culture, and heritage organizations) and businesses in the City of Tallahassee and Leon County with the membership setting goals and objectives through a shared vision.
- This network will be administered through COCA and facilitated by their executive director to seek improved communication between leaders in the arts, culture, and heritage community providing a platform for synergy, collaboration, cooperation, communication, and advocacy.

- This network can provide a forum for professionals from organizations to:
- Encourage and enable program providers to seek opportunities for collaboration and cooperation,
- To build a support network for professionals working in the arts; and
- To create comprehensive systems of presenting the arts to our community.

6. As the local arts agency, COCA will create an ongoing conversation in the community regarding the value of public and private financial support for arts, culture, and heritage.

- COCA will use the quantitative and qualitative data provided by local arts, culture, and heritage organizations participating in the COCA Grant Programs and information from other arts, culture, and heritage businesses and state partners to create a "One Sheet" to educate local governments, businesses, and individuals about the intrinsic and extrinsic value of arts, culture, and heritage in the City of Tallahassee and Leon County.
- This "One Sheet" report is different than the Annual Reports issued to the City of Tallahassee and Leon County per COCA's contracts with said agencies in that it:
 - Includes information by local arts, culture, and heritage businesses and state partners, not participating in the COCA Grant Program, but have a cultural and economic impact in the City of Tallahassee and Leon County.
 - Is more of a "one-sheet" document that can provide information to individuals, organizations, and

businesses on the impact arts, culture, and heritage has in our community. *(See example in Addendum A3)*

- Uses more quantitative data provided by organizations and local artists to exhibit the economic, educational, and community impact of arts, culture, and heritage in the City of Tallahassee and Leon County.
- Would use the results of the “Economic Impact Study,” which COCA would conduct every five years *(See Goal #8)*.
- As referenced above, COCA provides an Annual Report to the commissions of the City of Tallahassee and Leon County reporting back the progress of their previous year’s contract. It is recommended that COCA’s reporting to the commissions of the City of Tallahassee and Leon County be streamlined to one report that provides the information needed and necessary to satisfy both contracts; in one document.

7. A Youth & Education Network should be established to provide networking, collaborative, and cooperative opportunities to community arts, culture, and heritage educators and administrators.

- This group will consist of arts, culture, and heritage educators and administrators seeking to elevate educational opportunities, share resources, and advocate for arts, culture, and heritage education in the community. This may include:
 - o PK – 12 educators and administrators in private, public, and home school education.

- o Public, private, and non-profit arts, culture, and heritage organizations including but not limited to museums, after-school programs, community arts programs, private arts instruction (music, art, dance, theatre, etc.), and other arts, culture, and heritage educational opportunities available in the City of Tallahassee and Leon County.

- o Florida State University, Florida A&M University, and Tallahassee Community College departments, programs, and colleges supporting arts, culture, and heritage education in the community.

- The network may also be responsible for recognizing “arts educators of the year” in the community and should be facilitated by COCA’s Education Director.

For Example:

- The Brevard Cultural Alliance acknowledges excellence in arts education to build an understanding of the importance of the arts, culture, and heritage in the schools.
- www.artsbrevard.org/programs-and-grants/for-educators/excellence-in-visual-arts.html

8. The Board of Directors and Staff of COCA will align their strategic vision and long-term organizational plan with the Cultural Plan and collaborate with the Cultural Plan Advisory Committee and community stakeholders to evaluate the implementation and progress of the Goals, Recommendations, and Strategies in the Cultural Plan to best serve all communities in the City of Tallahassee and Leon County.

9. In aligning their strategic vision and long-term organizational plan with the Cultural Plan, COCA will provide the community

with an “Economic Impact Study” every three years that demonstrates the role arts, culture, and heritage organizations and individuals play in the local economy.

- These studies can be produced in partnership with the Americans for the Arts as was the Arts and Economic Prosperity study that COCA conducted in 2008, which was published in 2009.
- At the time of this report, the cost of the study through the Americans for the Arts is \$8,500.
- o More information is available at: www.americansforthearts.org/information_services/research/services/economic_impact/iv/custom.asp

10. With the adoption of the new Cultural Plan a Cultural Plan Advisory Committee will be created by the City and County Commissions to:

- Collaborate with plan implementation stakeholders and community on organizational and community needs assessments addressed in the Cultural Plan.
- Provide advisement to plan implementation stakeholders and community with possible amendments, improvements, or changes to the Cultural Plan for the betterment of arts, culture, and heritage in our community.
- Report the annual progress of the Cultural Plan to the commissions of the City of Tallahassee and Leon County.

The Cultural Plan Advisory Committee (CPAC) is charged with reporting progress and assisting stakeholders with implementation of the Cultural Plan for the City of Tallahassee and Leon County. The committee is not established to provide oversight, supervision,

or management of any individual, organization, or stakeholder named in the Cultural Plan.

This advisory committee will consist of individuals in our community who have a vested interest in arts, culture, and heritage and represent diverse communities including but not limited to visual arts, music, dance, theatre, heritage, education, film, and creative writing.

o The Cultural Plan Advisory Committee will be made up of 13 members, who are arts, culture, and heritage stakeholders in the community:

o Community leaders initially drawn from Subcommittee chairs of CPRC and/or Arts, Culture, and Heritage Community Stakeholders (4 total)

o Community leaders/administrators in arts, culture, and heritage (2 total)

o COCA board member and executive director (2 total)

o Leon County School teacher and/or administrator (1 total)

o Greater Tallahassee Chamber of Commerce/EDC (1 total)

o Visit Tallahassee/Tourist Development Council (1 total)

o Colleges and Universities (TCC, FSU, FAMU) (2 total)

- The committee and key stakeholders will meet every six months to discuss successes and challenges of the plan implementation, suggest possible changes and amendments to the plan, and determine any unmet needs. Annually, the committee will present a Cultural Plan Progress Report which will include success findings, suggested modifications, and needs assessments to the commissions of the City of Tallahassee and Leon County and other key stakeholders.



- o The CPAC will meet with the COCA Board in a timely manner to assist in recommendations for funding to the Leon County and City of Tallahassee Commissions prior to their annual budget workshops.
- o The committee will operate in the calendar year.

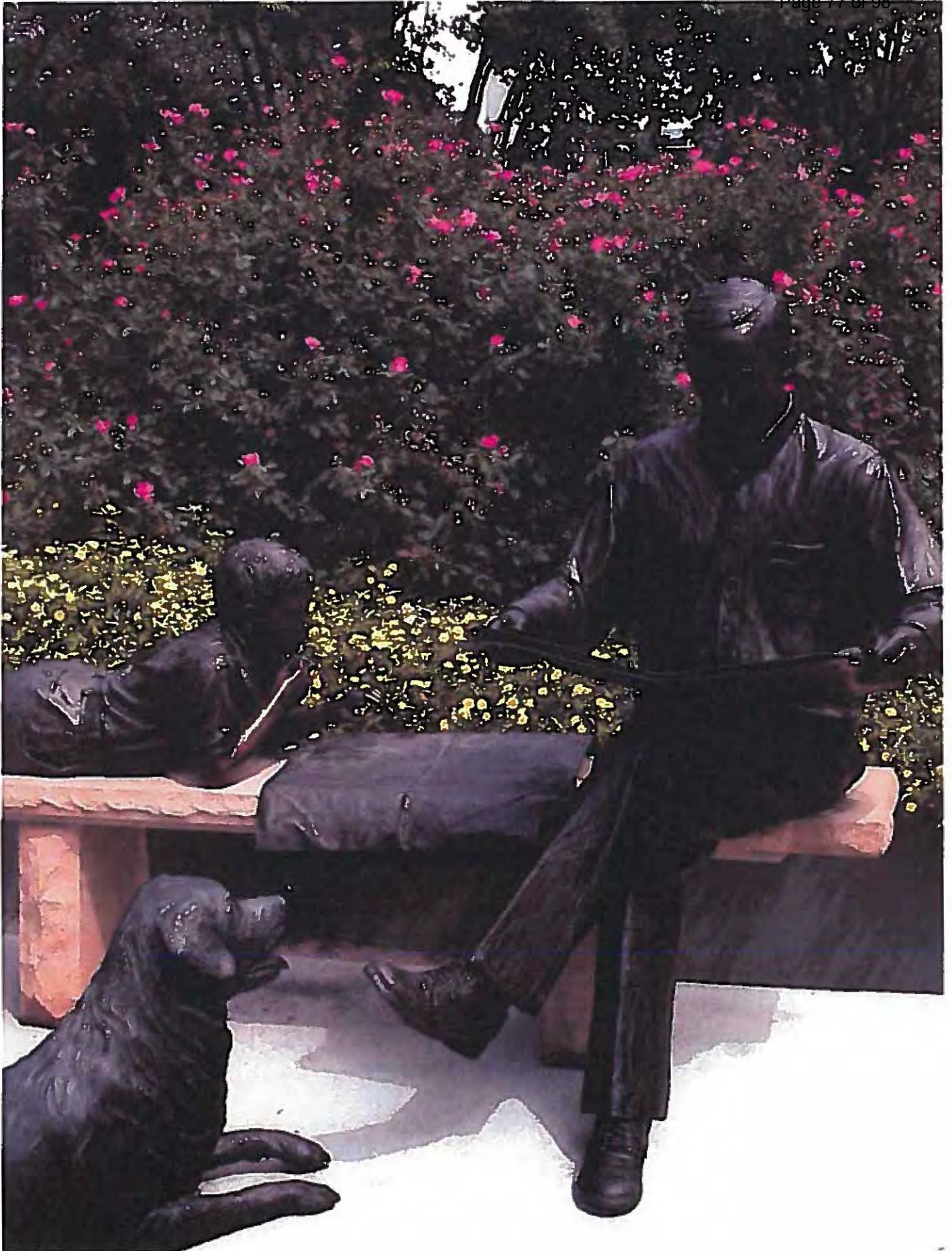
After two years under the new Cultural Plan, the Cultural Plan Advisory Committee will sunset as an independent committee and become an ad hoc committee of the COCA Board.

11. Upon acceptance of the new Cultural Plan, in anticipation of budget preparation and budget workshops at the City of Tallahassee and Leon County, and with the hiring of the new executive director of COCA and other key arts, culture, and heritage staff discussed in the Cultural Plan; funders, policy makers, organizations, individuals and governmental groups, which contribute to the implementation of the Cultural Plan shall conduct a workshop, co-led by COCA Executive Director and Chair of Cultural Plan Advisory Committee, to collectively understand and discuss the implementation of the Cultural Plan and begin the process of collaboration in implementation.

- Participation in this workshop should include members of:
 - o Cultural Plan Advisory Committee
 - o Council on Culture and Arts
 - o Tourist Development Council
 - o Greater Tallahassee Chamber of Commerce
 - o City of Tallahassee Government
 - o Leon County Government
 - o Leon County Schools
 - o Florida State University

- o Tallahassee Community College
- o Florida A&M University
- o Economic Development Council
- o Community Redevelopment Authority
- o Others who may be in a position to move the plan forward
- The goals of this workshop would include:
 - o Establishing funding needs for the implementation of the Cultural Plan, which may need to be considered during the budgeting process of the City of Tallahassee and Leon County.
 - o Establish opportunities for collaboration.
 - o Understand and begin the creation partnerships needed to implement the Cultural Plan.

12. It is recognized by the CPRC that the implementation of some of the recommendations included in the Capital Area Cultural Plan may require additional staffing and funding for COCA. The COCA Board as the governing entity of COCA, with support from the Cultural Plan Advisory Committee, will determine and recommend any additional positions and funding which it deems necessary to effectively implement the plan.



ADDENDUM

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Addendum A-1

PROPOSED CAPITAL NEEDS MATCHING GRANT FOR ARTS AND CULTURAL FACILITIES

Purpose of the Program – To offer support and funding for renovation, new construction, or acquisition of cultural facilities located in Leon County or the City of Tallahassee.

A Cultural Facility is a building that shall be used primarily for the programming, production, presentation, exhibition, or any combination of the above functions of any of the arts and cultural disciplines including, but perhaps not limited to: music, dance, theater, creative writing, literature, architecture, painting, sculpture, folk arts, photography, crafts, media arts, visual arts, programs of museums, historical sites, and heritage experiences.

The intent of this grant program is capital improvement that, for the purpose of this application, is defined as an addition or renovation of a permanent structural improvement or the restoration of some aspect of a property that will either enhance the property's overall value or increases its useful life.

Basic Eligibility: All applicants must meet the following basic legal and program eligibility requirements at the time of the application.

All applicant organizations must:

- 1) Be physically located in the City of Tallahassee or Leon County, Florida.
- 2) Be a non-profit, tax exempt Florida corporation according to these definitions:

Incorporated as an active nonprofit Florida corporation, pursuant to Chapter 617, Florida Statutes;

Designated as a tax-exempt organization as defined in Section 501(c)(3) or 501(c)(4), of the Internal Revenue Code of 1954; and

Allowed to receive contributions pursuant to the provisions of s. 170 of the Internal Revenue Code of 1954.

- It is understood that the source of grant funds may result in additional requirements that affect eligibility for applicants.

Grant Requirements:

- A. Own or have an executed lease for the undisturbed use of the land or buildings or both. In cases where either the land or buildings or both are leased by the applicant, the owners must also meet the criteria in number 1 above. **Exception:** Unless land or buildings or both are owned by the City of Tallahassee and/or Leon County and leased to an eligible applicant.
- B. Retain ownership of all improvements made under the grant. **Exception:** Unless land or buildings or both are owned by the City of Tallahassee and/or Leon County and leased to an eligible applicant.

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- C. An organization operating budget showing total revenue and support for the last completed fiscal years.
- D. A digital file reduction of current architectural plans.
- E. Support letters indicating project impact and worthiness (5 letters or fewer.)

Grant Restrictions:

The Cultural Facilities program grant does not fund feasibility studies, architectural drawings or operational support.

Any applicant requesting and receiving grant funds from this program for the purpose of construction, rehabilitation, remodeling, or preservation of a historic property, must do so in conformance with the Secretary of the Interior's Standards for Historic Preservation. Please see these standards and additional information at www.nps.gov/history/hps/tps/tax/rhb/.

Although applicants may apply for more than one project, applicants can only have one "open" cultural facilities grant at a time.

Submissions and Review Calendar – to be determined

Request Amount: The maximum grant amount that may be requested is \$500,000. There is no minimum amount. Only a single application for any applicant may be submitted in the same year.

Match Requirements: Organizations must demonstrate SECURED funds equal to the amount requested (\$1 to \$1 match). The funds must be placed in a designated account for the sole purpose of the project and there will be

accountability requirements before, during and after the release of grant funds. Alternative or additional match requirements may be required depending on the funding source.

Single Phase and Multi-Phase Projects:

Single Phase Projects are defined as those which will be completed within 21 months after grant funds are available.

Multi-Phase Projects are defined as those for which funding will be requested for different phases of the *same* project over a period not to exceed 3 years. Multi-phase projects *must* have activities in each year for which funding is requested. Requested total amount may not exceed \$500,000, but grant funds may be allocated to the applicant in varied amounts, subject to project needs and availability of matching funds.

All required matching funds must be secured prior to grant approval.

Applicant must define phases of the project and submit a separate request for each project phase over the 3-year period. Phases must be numbered in keeping with the order of the project and application submissions.

For multi-phase projects, applicants should describe all construction or renovation work to be done (i.e., all additional phases), beyond the construction or renovation described in the original proposal. Applicants should describe a clear understanding of the entire project. Applications that are not identified as "multi-phase" will be determined to be single phase, which could result in forfeiture of funding if project is not completed on time.

Changes in Project Scope or Venue:

Anything that substantially reduces the scope or character of the funded project is not allowed. Organizations wishing to change the scope or venue of their project must submit a new application, in accordance with application guidelines and calendar, for a subsequent application cycle.

Project Extensions: Grant period extensions for single-phase and multiphase projects may be requested by the organization. An extension of the completion date must be requested at least 30 days prior to the end of the grant period.

Extensions may not exceed 120 days for any single-phase project or 120 days for any phase of a multiphase project unless the Grantee can clearly demonstrate extenuating circumstances. An extenuating circumstance is one that is beyond the control of the Grantee, and one that prevents timely completion of the project, such as a natural disaster, death or serious illness of the individual responsible for the completion of the project, litigation related to the project, or failure of the contractor or architect to provide the services for which they were hired. An extenuating circumstance does not include failure to read or understand the administrative requirements of a grant, or failure to raise sufficient matching funds.

Multiphase projects remain subject to the original overall time limitation (i.e. 3 consecutive years), regardless of the number of approved grant extensions. A Grant Amendment Request (GAR) form (see Grant Forms) should be used when requesting an extension.

Non-Allowable Costs: Grant funds may not be spent on the following:

- A. General Operating Expenses (GOE).
Administrative costs for running the organization (including but not limited

to salaries, travel, personnel, office supplies, mortgage or rent, operating overhead or indirect costs, etc.).

- B. Costs associated with representation, proposal, or grant application preparation.
- C. Costs incurred or obligated before project timeline approved in the grant process.
- D. Costs for lobbying or attempting to influence federal, state or local legislation, the judicial branch, or any state agency.
- E. Costs for planning, including those for preliminary and schematic drawings, and design development documents necessary to carry out the project.
- F. Costs for bad debts, contingencies, fines and penalties, interest, and other financial costs.
- G. Costs for travel, private entertainment, food, beverages, plaques, awards, or scholarships.
- H. Projects restricted to private or exclusive participation, including restriction of access to programs on the basis of sex, race, creed, national origin, disability, age, or marital status.
- I. Re-granting, contributions, and donations.
- J. Reimbursement of costs that are paid prior to the execution of the Grant Award Agreement.

Review Criteria and Scoring:

Each eligible application will be evaluated on competitive criteria.

Criteria	Application section(s)	Worth
Scope of Work	Scope of Work: Project Narrative and Phases	up to 25 points
	<ul style="list-style-type: none"> • Describe the project for which you are requesting support. • Describe how the board has been engaged in using an inclusive, thorough planning process to make informed decisions about the project. • Describe the ability to operate and maintain equipment/facility after the project is complete. • Provide a detailed construction schedule for the project. • Describe how the project corresponds to the organization's long-term facilities plan. • Have permits been secured, if applicable? 	
Project Budget and Matching Funds	Proposal Budget Detail: Expenses Proposal Budget Detail: Income	up to 25 points
	<p>Matching Funds Statement</p> <ul style="list-style-type: none"> • Describe the administrative and financial capabilities to implement the project, including budget. • Demonstrate financial need for a grant. • Provide three years organizational and financial data. • Have matching funds committed to the project or demonstrate an ability to raise funds to complete the project. • Have capital reserves in place or demonstrate an ability to successfully fund depreciation. • Include a project budget that identifies all sources of funding (committee, pending and/or projected). • Include a project budget where the costs are prioritized and informed by construction drawing phase engineers/estimates or professional third party bids. • Have identified and/or hired the project's leadership and key contracted personnel, as needed, and demonstrate they have the appropriate skills and capacity to implement the project. • Demonstrate that there is a current capital campaign for this project and how additional funds to complete the project will be obtained. 	

<p>Need for Project</p>	<p>Need for Project and Operating Forecast Detail</p> <ul style="list-style-type: none"> • There must be a demonstrated need for the project that is integral to the mission and overall strategic organizational plan. • Demonstrate that the project is appropriately sized relative to the capacity and needs of the organization. • For projects that either expand programming or square footage, or both, provide evidence of market demand for said expansion. • For maintenance and/or repair projects, demonstrate that it is in the context of an overall capital needs assessment and replacement schedule. • Describe the project's use of energy efficient products and/or technologies. • Describe the project's impact on accessibility, quality of life, job creation, economic growth, cultural tourism or other issues deemed relevant. • Describe how the project will sustain and/or enhance the future operating stability/capability of the facility. • Describe the broad-based community support the project has and the number of constituents affected. • Demonstrate cooperation between local community groups, professional companies, organizations and local government authorities to ensure the most efficient use of available resources, as well as high level of community support for the project. 	<p>up to 25 points</p>
<p>Project Impact</p>	<p>Project Impact</p> <ul style="list-style-type: none"> • Demonstrate expected increase in visitor draw to the facility being improved. • How will the project be evaluated? What goals or outcomes are you expecting? • Detail how this project will affect the audience and communities served by your organization. • Demonstrate ability of project to have a positive impact on cultural awareness on a local, regional or statewide basis. • Thoroughly analyze the impact the capital project will have on the organization's future finances if expanding square footage or programming. 	<p>up to 25 points</p>

Possible Bonus Points for Length of operational service:

- 10 to 15 years – 2
- 15 to 20 years – 3
- More than 20 years - 5

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The total possible number of points is 105. The Application Review Committee's evaluation will be based on the information contained in the application and required attachments. The Committee members' individual ratings will be averaged to determine a final score for each application.

Applications receiving a score of 75 or higher will be considered for funding.

Addendum A-2

RECOMMENDATION PRESENTED TO IMAGINE TALLAHASSEE ON 10/14/13 FROM THE FUNDING AND FACILITIES SUBCOMMITTEE OF THE CULTURAL PLAN REVIEW COMMITTEE

Growing our destination product for travel and tourism while supporting a creative culture and urban lifestyle

Goals:

1. Increased visitor and tourist spending.
2. Media recognition as a cultural destination for in-state and out of state travelers.
3. Increase financial sustainability within our arts and cultural institutions.
4. Recognition of Greater Tallahassee as a metropolitan area "on the rise".
5. Increased employment in "creative industries."
6. Improved perception of Tallahassee as a place to live among young professionals.

Strategies:

1. Ensure a level of "coolness" within downtown and surrounding urban areas.
2. Promote art in public places.
3. Foster the development of creative young professionals as catalysts for economic growth.
4. Foster financial sustainability in our arts and culture organizations.

Create a funding source that provides competitive grants to arts and cultural organizations, as well as state and local government, for projects or programs that allow the organization to achieve

a "quantum leap" (highly significant advance or breakthrough) in their offerings or level of self-sustainability.

Examples of projects or programs that could be eligible:

1. Art in Public Places
2. Projects that promote a sense of place or identity in the community
3. Projects that propel an organization to a new level of service to the community
4. Projects that propel an organization to a new level of sustainability (investment now, save money over time)
5. Projects/Programs that attract Regional or National media attention to the Tallahassee area as a visitor destination
6. KCCI initiatives

Executive Summary: Economic Development efforts for our region rely on competitive assets. A highly educated workforce, thriving high-tech presence, and a community committed to visual arts, performing arts, science, and historical experiences are all essential factors. To maintain the ability to grow and attract new business, our community must offer outstanding quality-of-life experiences that include cultural facilities, programs, and events.

Culture is essential economic development unto itself. According to the most recent regional analysis (Americans for the Arts Economic Prosperity Report, 2009), combined with its complimentary thriving tourism market, culture is an industry that supports

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2,720 FTE employees in our community with a unique economic impact of \$74,567,307. It is simply good business to support and grow the benefits of culture and historic resources.

HOW CULTURE ADDRESSES THE SALES TAX THEMES

Sense of Community- Art and historic experiences offer an immeasurable mechanism for growing its creative class. When artists, performers, historians and other related professionals are valued, offered competitive salaries, have opportunities for employment and are encouraged to be both artists as well as successful entrepreneurs, business prospers. To earn a reputation and “sense of community” where extraordinary art abounds, there must be thriving, attractive facilities, events, experiences and spaces, both indoors and in the natural environments that foster the creation of art and celebrate its presence.

Connectivity – There is a physical connection between spaces when sidewalks, bikes, and trails link neighborhoods and sections of our community. Art offers the opportunity to make emotional connections. Some cities have used “Cows on Parade,” “Flamingos on Parade”, or other iconic community symbols to unite what the community values with original art.

This results in making unique connections between streets, shopping districts and an overall sense of unity. Some municipalities have used street pavers to create artistic messages. Landscaping can also be artistic renderings.

There should be careful consideration to what types of art might define our community and make these types of connections. But, the purpose of this proposal is to promote consideration for the importance of incorporating art into the Connectivity plan.

Economic Vitality – All firms contemplating relocation or expansion consider the many

resources a community offers. Families require good schools, activities, and quality of life experiences, as well as diversified employment opportunities for spouses. Graduating students from institutions of higher education consider salary and opportunities for advancement, as well as the “livability” of the community. Seniors look for life-long learning and volunteer opportunities to remain engaged and active members of society. It is not unreasonable to think a family’s need to relocate for one member’s professional advancement may bring multiple generations of its members.

When there are rich cultural experiences, a vibrant night life and activities that are valued by people of all demographic groups, the chances to build on the economy flourish. In every culture throughout history, one of the most important aspects of the economy has been the value placed on artistic achievement and offerings. Today in Tallahassee, as well as the world, that remains true. The importance of culture should not be underestimated regarding the economic vitality of our community.

Parks/Ecotourism –The “other Florida” is the one we call home. The mighty Apalachicola, Wacissa, and Aucilla rivers tie to lakes, streams and ponds, while offering a plethora of ecotourism experiences. We are home to one of the greatest natural history museums in the state, national and state parks, and we are a city with nationally acclaimed parks and related programs. Cultural experiences abound in these locations and must be supported.

There are opportunities to expand our offerings. Heritage trails, the site of the “First Christmas”, and an expansion of collaboration between destinations, state and municipal agencies, the Leon County Tourist Development Council and other stakeholders will flourish, if cultural organizations can be strengthened to increase programs offered in our parks and the number and quality of eco-tourism experiences.

Gateways – Art in Public Spaces is the most obvious example of how culture can positively impact gateways to our community. While there have been some wonderful and unique installations, there is no cohesive vision for art in public spaces to enhance our gateways. Imagine art at interstate exit and entrance ramps that make a statement about our “sense of place.” Art can also be installed in roundabouts to create community gateways.

It would be ideal if the community would establish a diversified committee to create a strategic plan for art in public places, including desirable objectives for gateways, large and small.

ADDENDUM A-3

A Strong Return on Investment

Twenty-two organizations were funded through the City's Cultural Council in 2014. Last year, for a total of 7.55 million dollars, approximately one-third of the percent of the City's budget.

The Arts and Culture Industry:

- Supports 750 jobs
- Generates 29 million in the local economy
- Provided 304 RFP free and reduced price tickets
- Achieved an overall economic impact of 5.8 million

Arts and Culture Fuel the Economy by:


- Strengthening Education
- Promoting Economic Development
- Energizing Downtown
- Attracting Tourists

All Yours for \$3.27

A Great Return on Investment.


Let this fact make you know that you value investments in arts and culture.

City Council 630-1277 | www.jaxcc.org
Mayor Alvin Brown | 630-1276 | www.jacksonville.gov



Cultural Council
A 501(c)(3) Non-Profit Organization
PHONE: 630-1277 | FAX: 630-1276

Jacksonville INVESTS \$3.27 PER PERSON in the ARTS



CULTURAL ORGANIZATIONS FUNDED BY THE CITY OF JACKSONVILLE

<p>4 COMPANIES OF WHICH THEIR EMPLOYEES ARE JOINT OWNERS</p> <ul style="list-style-type: none"> • 1,000+ employees • 1,000+ employees • 1,000+ employees <p>COMMUNITY DEVELOPMENT</p> <ul style="list-style-type: none"> • 1,000+ employees • 1,000+ employees <p>EDUCATION</p> <ul style="list-style-type: none"> • 1,000+ employees • 1,000+ employees <p>ENTERTAINMENT</p> <ul style="list-style-type: none"> • 1,000+ employees • 1,000+ employees <p>HEALTH CARE</p> <ul style="list-style-type: none"> • 1,000+ employees • 1,000+ employees <p>MANUFACTURING</p> <ul style="list-style-type: none"> • 1,000+ employees • 1,000+ employees <p>RETAIL</p> <ul style="list-style-type: none"> • 1,000+ employees • 1,000+ employees 	<p>ADULT EDUCATION</p> <ul style="list-style-type: none"> • 1,000+ employees • 1,000+ employees <p>ARTS AND CULTURE</p> <ul style="list-style-type: none"> • 1,000+ employees • 1,000+ employees <p>CHILDREN'S SERVICES</p> <ul style="list-style-type: none"> • 1,000+ employees • 1,000+ employees <p>COMMUNITY DEVELOPMENT</p> <ul style="list-style-type: none"> • 1,000+ employees • 1,000+ employees <p>EDUCATION</p> <ul style="list-style-type: none"> • 1,000+ employees • 1,000+ employees <p>ENTERTAINMENT</p> <ul style="list-style-type: none"> • 1,000+ employees • 1,000+ employees <p>HEALTH CARE</p> <ul style="list-style-type: none"> • 1,000+ employees • 1,000+ employees <p>MANUFACTURING</p> <ul style="list-style-type: none"> • 1,000+ employees • 1,000+ employees <p>RETAIL</p> <ul style="list-style-type: none"> • 1,000+ employees • 1,000+ employees 	<p>CITY OF JACKSONVILLE</p> <ul style="list-style-type: none"> • 1,000+ employees • 1,000+ employees <p>EDUCATION</p> <ul style="list-style-type: none"> • 1,000+ employees • 1,000+ employees <p>ENTERTAINMENT</p> <ul style="list-style-type: none"> • 1,000+ employees • 1,000+ employees <p>HEALTH CARE</p> <ul style="list-style-type: none"> • 1,000+ employees • 1,000+ employees <p>MANUFACTURING</p> <ul style="list-style-type: none"> • 1,000+ employees • 1,000+ employees <p>RETAIL</p> <ul style="list-style-type: none"> • 1,000+ employees • 1,000+ employees
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Arts and Culture: A Great Return on Investment

ADDENDUM A-4

SOME OF THE INDIVIDUALS INTERVIEWED, ORGANIZATIONS THAT PRESENTED AND DOCUMENTS STUDIED BY THE COMMITTEE

Economic Development and Marketing

Anne Mackenzie, Board Member, Past Chair COCA Board

Amanda Thompson, COCA

Christopher Heacox, Executive Director, Seven Days of Opening Nights

Erica Thaler, Education and Marketing, COCA

Jane Barron, Red Hills Horse Trials

Jay Revell, Downtown Improvement Authority

Kay Stephenson, Board Chair, COCA Board

Kelly Dozier, Chair, LeMoyne Chain of Parks Art Festival

Lee Daniel, Tourist Development Council/Visit Tallahassee

Marvin Mayer, Red Hills Horse Trials

Michael Parker, Director, City of Tallahassee Economic Development

Ni'Cole McRae, Owner, Ni'Coles Performing Arts Center

Peggy Brady, Executive Director, COCA

Quincie Hamby, Local Artist

Raoul Clarke, President of Springtime Tallahassee

Roxanne Manning, City of Tallahassee

Sean Pittman, Big Bend Minority Chamber of Commerce

Sue Dick, Greater Tallahassee Chamber of Commerce

Also spoke with or obtained information from:

Athens, Georgia Cultural Plan

Austin, Texas Cultural Master Plan

Asheville, North Carolina Cultural Plan

Boulder, Colorado Cultural Plan

Charlotte, North Carolina Cultural Plan

Chattanooga, Tennessee Cultural Plan

Denver, Colorado Cultural Plan

Houston, Texas Cultural Plan

Madison, Wisconsin Cultural Plan

Portland, Oregon Cultural Plan

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Education

Althemese Barnes, Executive Director, Riley House Museum
Amanda Thompson, COCA
Amanda Whitaker, Gilchrist Elementary
Barbara Willis, Assistant Superintendent, Leon County Schools
Christopher Heacox, Seven Days of Opening Nights
Donna Callaway, Former Principal, Raa Middle School
Gil Ziffer, City Commissioner
Jackle Pons, Superintendent, Leon County Schools
Janet Pichard, Tallahassee Ballet
Judy Arthur, Teacher, Leon High School
Judy Crews, Retired Leon County Art Teacher and Guidance Counselor
Leslie Puckett, Tallahassee Senior Center Art Coordinator
Lori Danello Roberts, Northwood Arts Project
Michi Meko, Fulton County Arts Council
Nancy Miller, City Commissioner
Ni'cole McCrae, Nicole's Performing Arts Center
Rosanne Wood, former SAIL Principal, COCA Board Member
Russell Daws, Executive Director, Tallahassee Museum
Sheila Costigan, Executive Director, Foundation for Leon County Schools
Viki D. Thompson Wylder, PhD, Curator of Education, FSU Museum of Fine Arts

Also spoke with or obtained information from:

Savannah College of Business
Brevard Council of the Arts
Arts Foundation of Martin County
Fulton County, Art-At-Work program
Cultural Arts Alliance Walton County
Palm Beach County Cultural Council
United Arts of Central Florida
St. Johns Cultural Council
Miami/Dade Department of Cultural Affairs

Funding and Facilities

Allys Paladino Craig, Director, FSU Fine Arts Museum
Althamese Barnes, Executive Director of Riley House Museum
Beth Lewis, Executive Director of Goodwood Museum
Bob Inzer, President, Board of Directors -The Florida Center for Performing Arts and Education
Chris Heacox, Executive Director of 7 Days of Opening Nights
Danny Langston, Board President, Challenger Learning Center
Susan Borland, Education Manager – Challenger Learning Center
Jevelle Robinson, Executive Director – African Caribbean Dance Theater, Inc.
David Watson, Treasurer, Tallahassee Symphony Orchestra
Terry Galloway – Director and Founder Mickee Faust Club
Donna Nudd –Member Board of Directors – Mickee Faust Club
Felicia Leborgne Nowels – President, Board of Directors –
The Mary Brogan Museum of Art and Science
Marcus Rhodes – Executive Director, Southside Arts Complex
Gil Ziffer, Commissioner, City of Tallahassee
Janet Pichard, Executive Director, Tallahassee Ballet
Lee Daniel, Executive Director, Leon County Tourist Development Council
Kerri Post, Deputy Director, Florida Department of State
Larry Fuchs, Board President, LeMoyne Center for the Visual Arts
Mandy Sauer, Executive Director, Tallahassee Symphony Orchestra
David Watson, Treasurer, Board of Directors – Tallahassee Symphony Orchestra
World Ballet
Valerie Arsenault, Music Director – The Tallahassee Bach Parley
Peggy Brady, COCA Executive Director
Russell Daws, Executive Director, Tallahassee Museum of History and Natural Science
Teresa Davis, Executive Director, Tallahassee Little Theatre now Theatre Tallahassee

The Facilities Committee contacted all 2012 COCA grant recipients requesting their input regarding current and future facilities needs.

Reviewed materials, studied data, attended meetings of:

Historical budget data from City of Tallahassee and Leon County

Reports and information provided by COCA

Sales Tax Committee meeting/presentation by proponents of proposed Performing Arts Center

Imagine Tallahassee Steering Committee Meetings

Form 990 tax returns for COCA grant recipients

Various cultural plans from other cities

Capital Improvement and other Grants provided to arts and culture efforts from various states

Plan Implementation

Anne McKenzie, COCA Board

Barbara Boone, Greater Tallahassee Chamber of Commerce

Gil Ziffer, City Commissioner

Johanna Money, COCA Board

John Lawrence, COCA Board

Kay Stephenson, COCA Board Chair

Kristin Dozier, County Commissioner

Lee Daniel, Tourist Development Council/Visit Tallahassee

Dr. Matthew Shaftel, Florida State University

Mike Pate, KCCJ and original plan committee member

Miriam Burns, Former Director of Tallahassee Symphony Orchestra

Peggy Brady, Executive Director of COCA

Ramon Alexander, COCA Board

Rosanne Wood, COCA Board

Russell Daws, Executive Director of Tallahassee Museum

Scott Maddox, Tallahassee City Commissioner

Sue Dick, Greater Tallahassee Chamber

Stephen Hogge, COCA Board

Presentations Made to the Whole Committee:

Gil Ziffer, Tallahassee City Commission

Jackie Pons, Superintendent and Barbara Wills, Assistant Superintendent, Leon County Schools

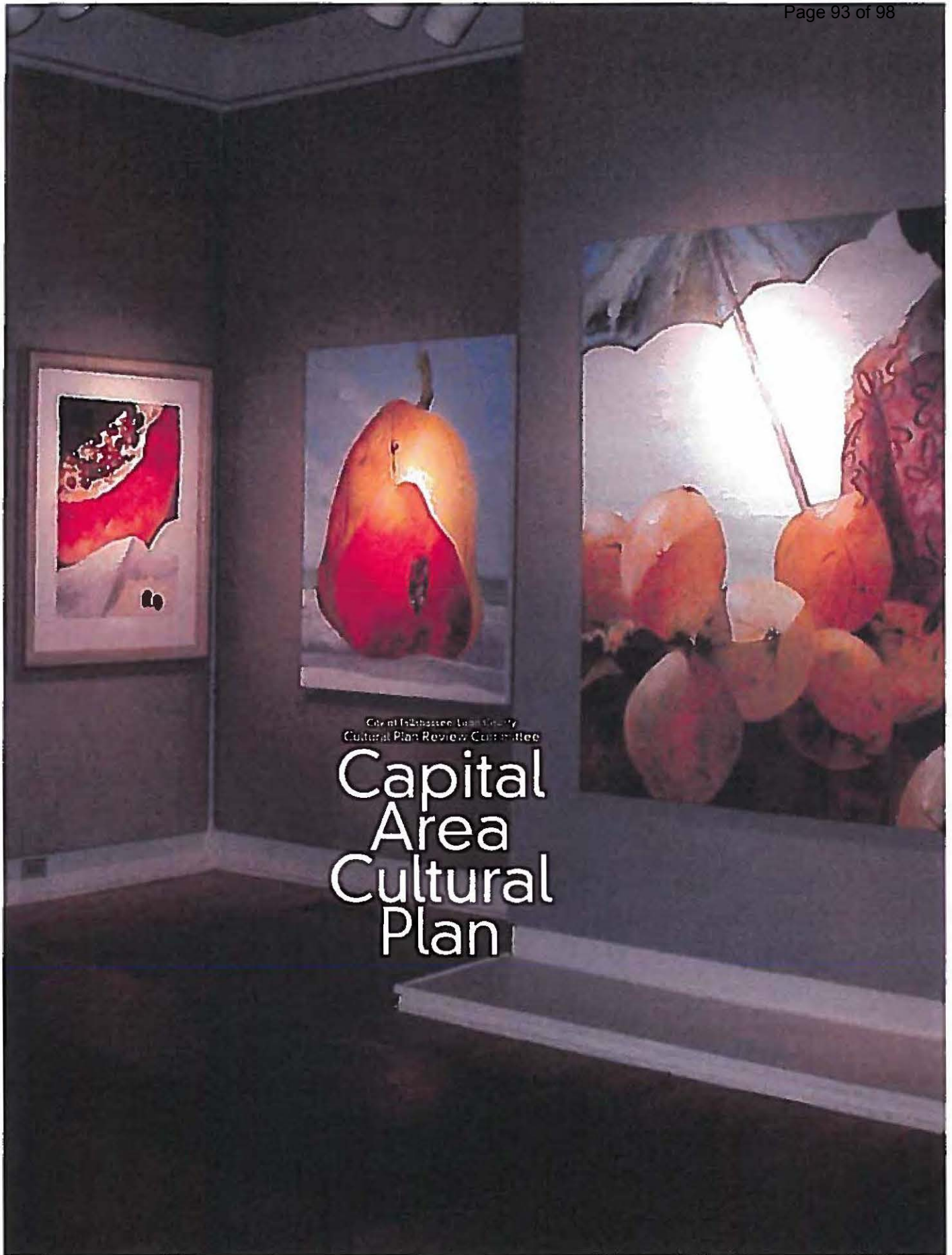
Kay Stevenson, Chair COCA Board

Lee Daniels, Executive Director, Visit Tallahassee

Peggy Brady, Executive Director of COCA

Robert Bendus, Florida Department of State





City of Houston, Houston Community College,
Cultural Plan Review Committee

Capital Area Cultural Plan

RESOLUTION NO. R15 - 12

RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF LEON COUNTY, FLORIDA, MAKING LEGISLATIVE FINDINGS TO ENSURE THAT TOURIST DEVELOPMENT TAX FUNDS WHICH ARE ALLOCATED FOR THE CULTURAL GRANT PROGRAM, THE CAPITAL NEEDS MATCHING GRANTS FOR ARTS AND CULTURAL FACILITIES PROGRAM, AND COMPONENTS OF THE CAPITAL AREA CULTURAL PLAN THAT SUPPORT ECONOMIC DEVELOPMENT THROUGH TOURISM AND RELATED MARKETING, ARE UTILIZED IN ACCORDANCE WITH SECTION 125.0104, FLORIDA STATUTES.

WHEREAS, section 125.0104, Florida Statutes, provides procedures for levying a tourist development tax and for the authorized uses of the tax; and

WHEREAS, in accordance with section 125.0104, Florida Statutes, the Board has adopted ordinances imposing a tourist development tax, which ordinances are codified at Chapter 11, Article III, Sections 11-46 through 11-53 of the Leon County Code of Laws; and

WHEREAS, Section 11-47 of the Leon County Code of Laws provides that tourist development tax revenues shall be used to fund the Leon County Tourist Development Plan; and

WHEREAS, the Board has amended the Tourist Development Plan to provide for the allocation of tourist development tax funds to support the cultural grant program, the capital needs matching grants for arts and cultural facilities program, and components of the Capital Area Cultural Plan that support economic development through tourism and related marketing; and

WHEREAS, the Tourist Development Council shall make recommendations to the Board on the appropriate requirements for the capital needs matching grants for arts and cultural facilities program; and

WHEREAS, the Board does hereby make by this Resolution, legislative findings to ensure that tourist development tax revenues which are allocated for the cultural grant program, the capital needs matching grants for arts and cultural facilities program, and components of the Capital Area Cultural Plan that support economic development through tourism and related marketing, shall be utilized in accordance with the uses authorized in section 125.0104, Florida Statutes.

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

Section 1. Recitals. The Recitals to this Resolution are incorporated herein and made a part hereof as if fully set forth below.



Section 2. Definitions. For purposes of this Resolution, the following definitions apply.

A. "Promotion" means marketing or advertising designed to increase tourist related business activities.

B. "Tourist" means a person who participates in trade or recreation activities outside the county of his or her permanent residence, or who rents or leases transient accommodations (such as a hotel, motel, apartment, rooming house, mobile home park, recreational vehicle park, condominium, or timeshare resort) for a term of six months or less.

C. "Tourism Marketing" means the action or business of promoting and selling products or services, including market research, advertising, public relations, promotions, social media, direct sales and visitor services.

Section 3. Components of the Capital Area Cultural Plan that support economic development through tourism and related marketing.

a. **Description of program.** The goal of economic development through tourism and related marketing is to position and market the arts, culture and heritage as a strategic partner of Leon County economic development efforts. This is achieved through public and private funding of arts, arts organizations and cultural assets.

b. **Expenditure: relationship to promotion of tourism.** Expenditures shall be consistent with the authorized uses of tourist development tax revenues set forth in section 125.0104(5)(a), Florida Statutes (2014), which include the following:

- (i) To maintain, operate, or promote one or more:
 - (a) Publicly owned and operated convention centers, sports stadiums, sports arenas, coliseums, or auditoriums within the boundaries of the County; or
 - (b) Aquariums or museums that are publicly owned and operated or owned and operated by not-for-profit organizations and open to the public, within the boundaries of the County.
- (ii) To promote zoological parks that are publicly owned and operated or owned and operated by not-for-profit organizations and open to the public.
- (iii) To promote and advertise tourism in this state and nationally and internationally. However, if tax revenues are expended for an activity, service, venue, or event, the activity, service, venue, or event must have as one of its main purposes the attraction of tourists as evidenced by the promotion of the activity, service, venue, or event to tourists.

c. Allowable expenditures include: a portion of general operating expenses to support the implementation of the Capital Area Cultural Plan, which may include, but is not limited to the following: tourism marketing; promotion; exhibit costs and rentals; guest artists; printing and graphic design; sets and costumes; lumber supplies and equipment (pertaining to exhibit production); production and technical expenses; site fees/costs; rights fees; postage and freight; a percentage of facility costs as they directly relate to an activity, service, venue or event in support of the program, which has as one of its main purposes the attraction of tourists; any other expenses directly attributable to the program, with the exception of those shown as not allowable; promotion, marketing and programming expenses; and paid advertising that reaches beyond Leon County with potential to drive overnight visitation.

Section 4. Cultural grant program.

a. Description of program. The purpose of the cultural grant program shall be to provide sub-grants and marketing awards to individual local cultural and arts organizations.

b. Expenditure: relationship to promotion of tourism. Expenditures shall be consistent with the authorized uses of tourist development tax revenues set forth in section 125.0104(5)(a), Florida Statutes (2014), which include the following:

- (i) To promote one or more:
 - (a) Publicly owned and operated convention centers, sports stadiums, sports arenas, coliseums, or auditoriums within the boundaries of the County; or
 - (b) Aquariums or museums that are publicly owned and operated or owned and operated by not-for-profit organizations and open to the public, within the boundaries of the County.
- (ii) To promote zoological parks that are publicly owned and operated or owned and operated by not-for-profit organizations and open to the public.
- (iii) To promote and advertise tourism in this state and nationally and internationally. However, if tax revenues are expended for an activity, service, venue, or event, the activity, service, venue, or event must have as one of its main purposes the attraction of tourists as evidenced by the promotion of the activity, service, venue, or event to tourists.

c. Allowable expenditures include but are not limited to: tourism marketing; promotion; exhibit costs and rentals; guest artists; printing and graphic design; sets and costumes; lumber supplies and equipment (pertaining to exhibit production); production and technical expenses; site fees/costs; rights fees; postage and freight; a percentage of facility costs as they directly relate to an activity, service, venue or event in support of the grant program, which has as one of its main purposes the attraction of tourists; other expenses directly attributable to the grant program, with the exception of those shown as not allowable; promotion, marketing and programming expenses; and paid advertising that reaches beyond Leon County with potential to drive overnight visitation.

d. Non-allowable expenditures include: feasibility studies; architectural drawings; operational support and general operating expenses (administrative costs for running the organization, including but not limited to, salaries, travel, personnel, office supplies, mortgage, rent, operating overhead or indirect costs); costs associated with representation, proposal, or grant application preparation; lobbying; costs for bad debts, contingencies, fines, penalties, interest and other financial costs; costs for travel, private entertainment, food, beverages, plaques, awards, or scholarships; programs restricted to private or exclusive participation, including restriction of access to programs on the basis of sex, race, religion, creed, national origin, disability, age, or marital status; re-granting, contributions, and donations; reimbursement of costs that are paid prior to the execution of any grant agreement; capital expenses, including building projects, acquisitions, renovations, land acquisition, and other permanent improvements to physical plant (i.e. new roof, air conditioning systems, security fence, lighting grid). Capital expenses also include the purchase of equipment that is not directly related to the production of events or exhibits, and general overhead that is unrelated to programming and/or promotion (i.e. financial audit, board retreats, etc.).

Section 5. Capital needs matching grants for arts and cultural facilities program.

a. Description of program. The purpose of this program is to provide funding for renovation, new construction, or acquisition of cultural facilities located in Leon County. A cultural facility is a building that is to be used primarily for the programming, production, presentation, and/or exhibition, of arts and cultural disciplines, including but limited to, music, dance, theater, creative writing, literature, architecture, painting, sculpture, folk arts, photography, crafts, media arts, visual arts, programs of museums, historical sites, and heritage experiences. Capital improvement to a cultural facility would be an addition or renovation of a permanent structural improvement or the restoration of some aspect of the facility that will either enhance the overall value of the property or increase the useful life of the facility.

b. Expenditure: relationship to promotion of tourism. Expenditures shall be consistent with the authorized uses of tourist development tax revenues set forth in section 125.0104(5)(a), Florida Statutes (2014), which include the following:

- (i) To acquire, construct, extend, enlarge, remodel, repair, improve, or maintain one or more:
 - (a) Publicly owned and operated convention centers, sports stadiums, sports arenas, coliseums, or auditoriums within the boundaries of the County; or
 - (b) Aquariums or museums that are publicly owned and operated or owned and operated by not-for-profit organizations and open to the public, within the boundaries of the County.

c. Allowable expenditures include: building construction projects, acquisitions, renovations, land acquisition, and other permanent improvements to the subject site (i.e. new roof, air conditioning systems, security fence, lighting grid). Capital expenses also include the purchase of equipment; architectural drawings; and costs for planning, including preliminary and schematic

drawings and design development documents necessary to carry out any such improvements to the site.

d. Non-allowable expenditures include: feasibility studies; general operating expenses (administrative costs for running the organization, including but not limited to, salaries, travel, personnel, office supplies, mortgage, rent, operating overhead or indirect costs); costs associated with representation, proposal, or grant application preparation; lobbying; costs incurred or obligated before the project timeline approved is in the grant process; costs for bad debts, contingencies, fines, penalties, interest and other financial costs; costs for travel, private entertainment, food, beverages, plaques, awards, or scholarships; projects restricted to private or exclusive participation, including restriction of access to programs on the basis of sex, race, creed, religion, national origin, disability, age, or marital status; re-granting, contributions, and donations; reimbursement of costs that are paid prior to the execution of the grant agreement; private or exclusive entertainment (i.e. parties, receptions or benefits that are not open and accessible to the general public).

Section 6. Effective date. This Resolution shall become effective upon adoption.

DONE AND ADOPTED BY the Board of County Commissioners of Leon County, Florida, this 10th day of February, 2015.

LEON COUNTY, FLORIDA



By: Mary Ann Lindley
Mary Ann Lindley, Chairman
Board of County Commissioners

ATTESTED BY:
BOB INZER, CLERK OF THE COURT
AND COMPTROLLER

By: [Signature]
CLERK

APPROVED AS TO FORM:
COUNTY ATTORNEY'S OFFICE
LEON COUNTY, FLORIDA

By: [Signature]
HERBERT W.A. THIELE
COUNTY ATTORNEY

COCA Contract for Services - FY15 Mid Year Report

Objectives and Strategies Alignment	Recommendations: Objectives and Strategies	Outcomes/Actions	Funding Source: City General Revenue: CGR County General Revenue: LCGR Tourist Development Tax: TDT Other Grants: OG Private Funding: PRV	Expenditure	Status
	<i>COCA will serve as the designated local arts agency for the City of Tallahassee and Leon County and will adhere to the standards of such an agency (See Section 265.32, Florida Statutes). As a local arts agency COCA will, as stated in FL Statute 265.32:</i>	Service continues			
	Meet at least quarterly (4 times a year) pursuant to notice and at such times and places as the Council shall determine	Board meetings were held at COCA in November, January, and March; Executive Committee meetings were held in October, December, January, and February			
	Maintain the Board membership of fifteen (15) members in positions as described in the cultural plan and as directed through the appointment process.	As of March 31, Board members appointed as per statute and serving in designated positions			
	Provide programs and services within the stated purposes outlined in the originating Statute.	COCA provides as per statutory purpose (see statute.org)			
	<i>Within the funding earned in this annual contract with the City, COCA will deliver a portion of the services and programming as introduced as a part of the Tallahassee Cultural Plan (Cultural Plan) approved by the City Commission on July 2, 2003, and determined feasible through research and applications from 2003 to 2012. It is understood that it is not possible to provide all services and programming contained in the Cultural Plan within the budgeted funds through this contract alone. Cultural Plan related milestones for this contract include:</i>	In 2011, a new Cultural Plan was accepted by the City of Tallahassee and Leon County. A Cultural Plan Advisory Committee was created and recommended and they are currently working to prioritize initiatives and identify potential funding strategies for the most current Cultural Plan. Contract deliverables will be updated in the 16 contracts with the City of Tallahassee and Leon County.			

SAMPLE

COCA Contract for Services - FY15 Mid Year Report

Objectives and Strategies Alignment	Recommendations: Objectives and Strategies	Outcomes/Actions	Funding Source: City General Revenue: CGR County General Revenue: LCGR Tourist Development Tax: TDT Other Grants: OG Private Funding: PRV	Expenditure	Status
1. Economic Development and Marketing Deliverables (ED&M)					
<i>Goal: Position and market the arts, culture and heritage as a strategic partner of Tallahassee/Leon County economic development efforts. This shall be achieved through public and private funding for arts organizations and cultural assets.</i>					
	Weekly research that provides at least five-hundred annual (500) prospects for: job opportunities, travel opportunities, volunteer opportunities, calls for musicians, call to visual artists, grant opportunities, and job openings.	Weekly research has been provided for more than 500 opportunities to date			
	Weekly creation of enews that includes the research findings from above to a subscription base of five-thousand (4,000).	Email Blasts have been sent weekly from October 1-March 30. Examples are available at COCANet.org. To date, subscription base is more than 5,000.			
	Documentation of the local economic impact of cultural organizations participating in the City Grant program through surveys are included as a part of the grant process.	Grant application process for 2015 has not begun to date. This information will be provided in the end of year report.			
	Presentation of at least two (2) public workshops on topics supporting the capacity building of local cultural organizations and individual artists.	To date, one (1) workshop has been held on capacity building and strategies to increase tourism impact. Local government officials participated in the public discussion and think tank exercises.			
	At least thirty five (35) individual consultations with local artists, arts administrators and entrepreneurs to provide guidance and information on starting a business, available resources, starting a 501C3 vs. private business, etc.	COCA staff has engaged more than 350 individual consultations between October and March			

SAMPLE

COCA Contract for Services - FY15 Mid Year Report					
Objectives and Strategies Alignment	Recommendations: Objectives and Strategies	Outcomes/Actions	Funding Source: City General Revenue: CGR County General Revenue: LCGR Tourist Development Tax: TDT Other Grants: OG Private Funding: PRV	Expenditure	Status
2. Education Deliverables (ED)					
<i>Goal: Captialize on the area's art, cultural and heritage attributes in order to strengthen art, culture and heritage opportunities in schools and the community.</i>					
	Continue the employment of an arts and heritage education coordinator.	Amanda Thompson continues to be employed as COCA's Education Director			
	Locate funding sources and job and lesson plans that will be provided in individual consultations monthly group meetings and through twelve (12) enews distributed to at least 1,000 subscribers including regional teachers, principals and individuals.	Subscribers now total more than 2,300 educators monthly email newsletters which have been sent each month from October-March. Monthly arts education meetings are attended and individual consultations occur on a regular basis.			
	Assist in the administration of the Arts in Public Places Program by helping to conduct ten (10) art exhibits in City Galleries each year.	COCA manages all tasks to conduct art exhibits in City Galleries. Ten exhibits have been curated, installed, work registered for insurance purposes, receptions held, promoted and accomplished. Due to the temporary closure of the Artport Gallery, a total of eight (8) exhibits have been planned for the City Hall Gallery during FY15.			
	Create and print (# as needed) interactive guides for the ten (10) art exhibits held in the galleries. Each guide will have an average of nine (9) interactive challenges for a child and parent to participate with together.	The interactive guides have been printed for each of the ten (10) exhibits. Each guide has had more than nine (9) interactive challenges.			
	Create and update an annual publication of COCA for the Classroom listing over 70 opportunities in arts, culture and heritage for grades K-12; connecting arts, culture and heritage organizations with schools and educational outlets.	COCA for the Classroom has listings for 79 opportunities to date from 50 providers.			
	Continue to update COCA for Kids, an introductory to the variety of kid- and teen-friendly arts and cultural offerings throughout the COCA area, adding new activities as they are created, and updating those that are continuing to maintain a listing for at least 130 providers and 150 individual programs.	Though this guide is continually updated, currently, COCA for Kids is going through it's annual update of all programs. As of March, are more than 500 individual programs and their information available to parents, grandparents and guardians.			

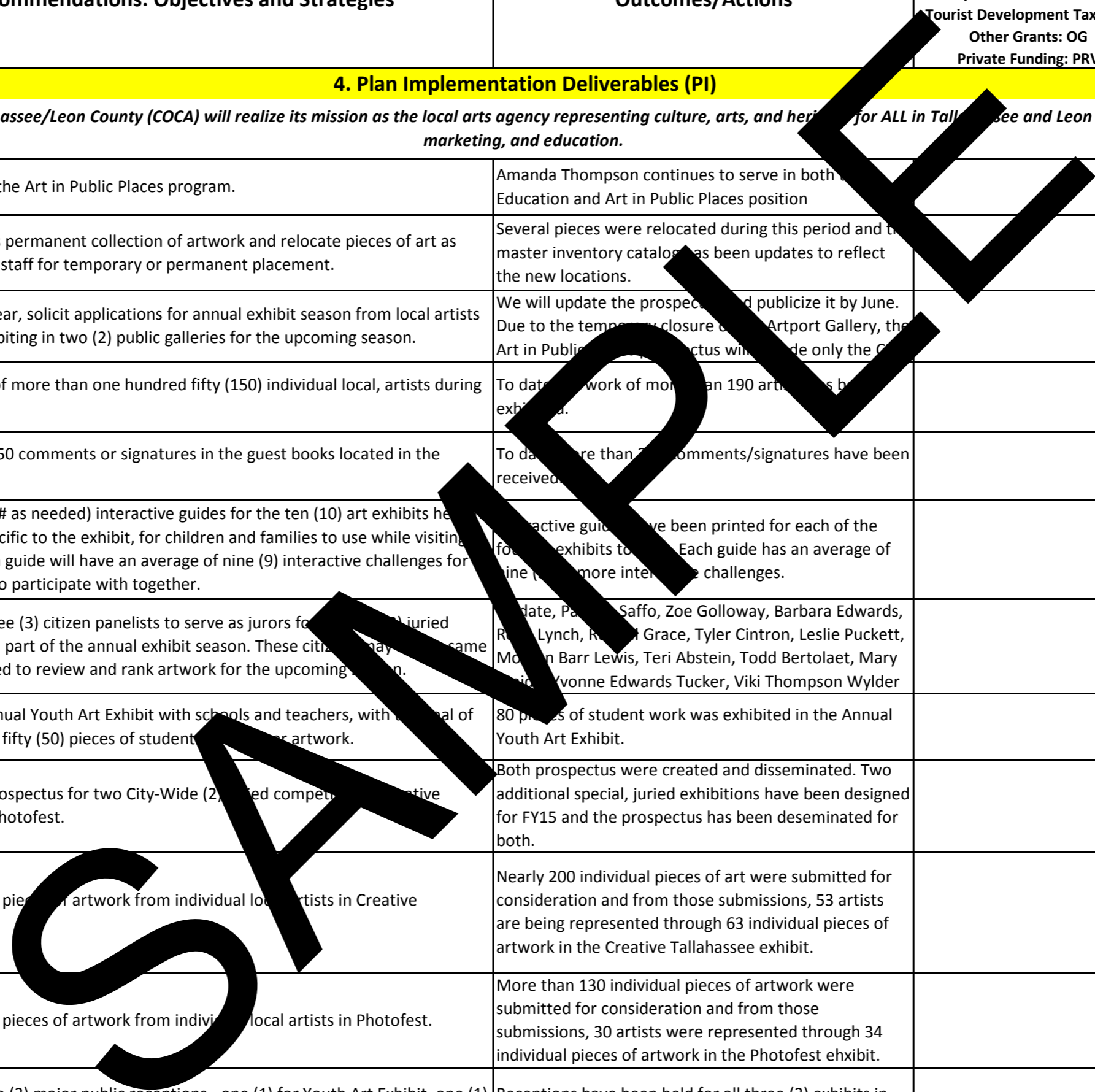
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COCA Contract for Services - FY15 Mid Year Report					
Objectives and Strategies Alignment	Recommendations: Objectives and Strategies	Outcomes/Actions	Funding Source: City General Revenue: CGR County General Revenue: LCGR Tourist Development Tax: TDT Other Grants: OG Private Funding: PRV	Expenditure	Status
3. Funding and Facilities Deliverables (FF)					
<i>Goal: Provide sustainable public and private funding to preserve and improve arts, cultural and heritage organizations and experiences. This effort acknowledges the importance of growing new and emerging projects and facilities but will give priority to existing organizations.</i>					
	Continue the employment of a Grants Specialist to provide direct contact with applicants throughout the process and to maintain accountability through the analysis of reports and applications.	Kevin Carr continues to be employed as COCA's Program Director.			
	Manage the Cultural Arts Grant Program, including providing instructions on how to apply for grants, noticing grant application timelines, providing applicant with at least a four (4) week period in which to prepare a grant application, and recommending the award of City-funded grants to successful applicants.	All grant guidelines are FY15 and being revised and finalized now.			
	Design, reproduce and make available electronically all application materials and guidelines for the grant program.	The revised FY15 grant guidelines and all application materials will be available in May.			
	Use the grant program as an educational tool in business development by providing consultations to any grant applicant who indicates a desire for that service with an average of twenty (20) individual cultural business applicants on presentation of technically superior applications that will also provide them with tools to write other successful applications to other funding organizations, and bringing in more cultural grant funds to Tallahassee.	Consultations will take place after the FY15 grant guidelines have been published and will continue through the application period until the deadline.			
	Solicit the participation of seven (7) panelists with at least five years of experience serving on the panel.	Panelists will be solicited after the FY15 grant guidelines are finalized and published.			
	Analyze use of funds by each grantee two (2) times per year in mid-term and final reports.	Final reports from FY14 were reviewed by staff in this period. Mid year reports for FY15 will be received and reviewed by the deadline of April 15.			

SAMPLE

COCA Contract for Services - FY15 Mid Year Report

Objectives and Strategies Alignment	Recommendations: Objectives and Strategies	Outcomes/Actions	Funding Source: City General Revenue: CGR County General Revenue: LCGR Tourist Development Tax: TDT Other Grants: OG Private Funding: PRV	Expenditure	Status
4. Plan Implementation Deliverables (PI)					
<i>Goal: The Council on Culture and Arts for Tallahassee/Leon County (COCA) will realize its mission as the local arts agency representing culture, arts, and heritage for ALL in Tallahassee and Leon County through grant-making, advocacy, marketing, and education.</i>					
	Continue to staff the Art in Public Places program.	Amanda Thompson continues to serve in both Education and Art in Public Places position			
	Oversee the City's permanent collection of artwork and relocate pieces of art as requested by City staff for temporary or permanent placement.	Several pieces were relocated during this period and the master inventory catalog has been updated to reflect the new locations.			
	By June of each year, solicit applications for annual exhibit season from local artists interested in exhibiting in two (2) public galleries for the upcoming season.	We will update the prospectus and publicize it by June. Due to the temporary closure of the Artport Gallery, the Art in Public Places prospectus will include only the City Hall Gallery.			
	Exhibit the work of more than one hundred fifty (150) individual local, artists during the fiscal year	To date, work of more than 190 artists has been exhibited.			
	Receive at least 750 comments or signatures in the guest books located in the galleries.	To date, more than 750 comments/signatures have been received.			
	Create and print (# as needed) interactive guides for the ten (10) art exhibits held in City Galleries, specific to the exhibit, for children and families to use while visiting the galleries. Each guide will have an average of nine (9) interactive challenges for child and parent to participate with together.	Interactive guides have been printed for each of the ten exhibits to date. Each guide has an average of nine (9) more interactive challenges.			
	Solicit at least three (3) citizen panelists to serve as jurors for juried exhibits that are a part of the annual exhibit season. These citizens may be the same as those who asked to review and rank artwork for the upcoming season.	Update, Patricia Saffo, Zoe Golloway, Barbara Edwards, Ryan Lynch, Robert Grace, Tyler Cintron, Leslie Puckett, Morgan Barr Lewis, Teri Abstein, Todd Bertolaet, Mary Ann Barr Lewis, Yvonne Edwards Tucker, Viki Thompson Wylder			
	Coordinate an annual Youth Art Exhibit with schools and teachers, with a goal of exhibiting at least fifty (50) pieces of student artwork.	80 pieces of student work was exhibited in the Annual Youth Art Exhibit.			
	Create two (2) prospectus for two City-Wide (2) juried competitions in Tallahassee and Photofest.	Both prospectus were created and disseminated. Two additional special, juried exhibitions have been designed for FY15 and the prospectus has been disseminated for both.			
	Exhibit at least 40 pieces of artwork from individual local artists in Creative Tallahassee.	Nearly 200 individual pieces of art were submitted for consideration and from those submissions, 53 artists are being represented through 63 individual pieces of artwork in the Creative Tallahassee exhibit.			
	Exhibit at least 30 pieces of artwork from individual local artists in Photofest.	More than 130 individual pieces of artwork were submitted for consideration and from those submissions, 30 artists were represented through 34 individual pieces of artwork in the Photofest exhibit.			
	Hold at least three (3) major public receptions - one (1) for Youth Art Exhibit, one (1) for the Creative Tallahassee and one (1) for Photofest Juried Exhibits.	Receptions have been held for all three (3) exhibits in addition to other receptions held for additional exhibits.			
	Produce a Season of at least ten (10) exhibits between the City Hall and Airport Galleries for which the following will be accomplished for each exhibit:	Due to the temporary closure of the Artport Gallery, a total of eight (8) exhibits have been planned for the City Hall Gallery during FY15; four (4) have been exhibited to			



COCA Contract for Services - FY15 Mid Year Report					
Objectives and Strategies Alignment	Recommendations: Objectives and Strategies	Outcomes/Actions	Funding Source: City General Revenue: CGR County General Revenue: LCGR Tourist Development Tax: TDT Other Grants: OG Private Funding: PRV	Expenditure	Status
<i>All of the below tasks with X have been carried out for the exhibits to date</i>					
	Coordinate and schedule of installation of artwork, two public receptions and deinstallation with artists; finalize contracts to secure their shows.	X			
	Schedule the installation and de-installation of each exhibit with the City Facilities office and the artists.	X			
	Provide required paperwork to City for insurance, registration and security to applicable City Office	X			
	Curate (select artwork) for each individual show with artist or group of artists in advance of show and schedule the dates for their exhibits.	X			
	Secure a signed contract of agreement with each artist at the beginning of the season committing to the time and dates of their exhibits and the terms of agreement including preparation of all artwork in a proper way for hanging on	X			
	Install each individual exhibit with all artwork securely in place on Walker system.	X			
	Gather information from artist on title, medium, date of creation and title of piece with their prices for sale to provide the public inquiring about purchasing artwork	X			
	Create and photocopy a simple catalog for each exhibit for the public to inform them of the artist and artwork's information.	X			
	Create, print and place labels for each work with information to be installed in advance of show opening.	X			
	Create signage for galleries providing public information on artist and how to contact them for sales	X			
	Reserve the facility, tables, chairs and other props with City Facilities for event of at least two (2) public receptions; host each event	X			
	De-install each exhibit and complete final report for City risk management.	X			
	File claim for any artwork that is damaged or stolen during an exhibit set up with artist		no claims have been filed to date		

SAMPLE

COCA Contract for Services - FY15 Mid Year Report

Objectives and Strategies Alignment	Recommendations: Objectives and Strategies	Outcomes/Actions	Funding Source: City General Revenue: CGR County General Revenue: LCGR Tourist Development Tax: TDT Other Grants: OG Private Funding: PRV	Expenditure	Status
5. Additional Accomplishments					
	COCA staff continue to partner and meet regularly with local, state and national organizations, businesses, individuals and leaders on various initiatives including the Non-Profit Sector group, FSU, FAMU, Leon County Schools, OLLI, KCCI, EDC, CRA, Visit Tallahassee, Blue Water Resources, Tallahassee Magazine, Tallahassee Woman Magazine, Congresswoman Gwen Graham, INIE, Tallahassee Music Week, Community Foundation of North Florida, Downtown Business Association, Choose Tallahassee, Lively Technical Institute, Leadership Tallahassee, Youth Leadership Tallahassee, Tallahassee Democrat, the Downtown Improvement Authority, TDC, Tallahassee Active Lifelong Learners, Com...				
	COCA facilitated the new outdoor public mural located at Gaines and Gadsden on the Waterworks site. COCA worked closely with the artist and the project was awarded an NEA grant. Acting as a liaison, COCA assisted with the coordination and documentation of the project, negotiated the contract, and aided in the actual painting of the mural.				
	As part of the Art in Public Places Program, COCA not only manages the City Hall and Artport Gallery spaces, COCA also manages the City's permanent art collection, which is comprised of about 80 artworks by local artists, displayed in public areas throughout City buildings and outdoors. Some of these artworks have been acquired through donations to the City but the majority were purchased from the artists in the late 1980s and early 1990s. COCA and the Mayor's staff have worked together to create a new space for the annual Creative Tallahassee...				
	Twenty-six (26) COCA produced articles have been published in the TLH section of the Tallahassee Democrat to balance and represent artists, artistic disciplines and businesses and organizations have been represented. The program (13) arts educators/administrators and arts students have been represented to date.				
	COCA and Raa Middle School have teamed up to develop a Mentoring in the Arts Pilot Program. COCA is recruiting local visual artists, musicians, dancers, and theater professionals to provide mentoring to middle school arts students in Raa's Magnet Program. COCA is also assisting with the training process and the ongoing support for art mentors.				
	From October 1-March 31, COCA's web site has received more than 45,000 page views and more than 10,000 unique visitors. Currently the most popular content are the City Hall Gallery page, Things To Do page, COCA for the guide, COCA blog (updates weekly), the Artist Directory (including 760 listings of local artists to date), the Outdoor Public Art Directory (more than 100 listings to date), and the COCA for the Classroom (addressed above).				

SAMPLE

**Leon County
Board of County Commissioners**


Notes for Agenda Item #3

Leon County Board of County Commissioners

Cover Sheet for Agenda #3

September 29, 2015

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Approval of Proposed Modifications to the Targeted Business Program and Authorization to Approve Turbocor's Targeted Business Program Application

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator Ken Morris, Assistant County Administrator
Lead Staff/ Project Team:	Cristina Paredes, Director of Office of Economic Vitality Joshua Pascua, Management Analyst

Fiscal Impact:

This item has a fiscal impact beginning in FY 2017. Under the Targeted Business Program, Turbocor could receive up to \$37,900 annually in ad valorem reimbursements from both the County and City, over ten years based upon Turbocor's corporate performance, metric fulfillment, and reimbursement request(s). The appraised value for the Turbocor facility is \$7 million.

Staff Recommendation:

- Option #1: Approve proposed revision to the Tallahassee/Leon County Targeted Business Program.
- Option #2: Approve Turbocor's Targeted Business Program application (Attachment #1), based upon the proposed revisions to the program.

Report and Discussion

Background:

On November 27, 2001, the Board of County Commissioners unanimously approved participating in the Targeted Business Program (TBP, formerly the Targeted Business Pilot Program), jointly with the City, to help induce business growth and expansion of high wage jobs in the community. The program was initially established as a three-year pilot program. On January 14, 2003, the Board approved the continuation of the TBP and since that time, the TBP has been included as part of the annual agreement with the Economic Development Council (EDC).

The TBP is a local incentive based program to induce business growth that is beneficial to Leon County and the City of Tallahassee. The program is designed to help implement the County and City's long-term vision for economically viable and environmentally sustainable growth. The TBP offers incentives to new and existing businesses that create value-added jobs that will diversify the economy suited to the County and City's business mix and will generate revenue growth from the sales of goods and services outside the local economy. The program also seeks to reward businesses that locate in designated target areas for economic growth and development, build environmentally sensitive projects, and do business with other local businesses.

Analysis:

This item seeks the Board's approval of proposed revisions to the Tallahassee/Leon County Targeted Business Program. Additionally, this item seeks authorization for the County Administrator to approve Turbocor's Targeted Business Program application and its eligibility upon approval of the Targeted Business Program Review Committee and the City of Tallahassee Commission.

Targeted Business Program

To be eligible to participate in the TBP a business must be a qualified targeted industry as identified by the State Qualified Targeted Industry (QTI) Program. The current list of QTI eligible industries include Clean Technology, Life Sciences, Information Technology, Aviation and Aerospace, Homeland Security and Defense, Financial and Professional headquarters, Emerging Technologies, and other selected manufacturing areas. To qualify for assistance the proposed project from a targeted industry must involve one or more of the following activities; manufacturing, corporate headquarters, research and development and/or global logistics. The rationale for using the QTI Program criteria is that (a) this allowed the TBP incentives to be leveraged with State QTI tax incentives, (b) the list of targeted industries compliment the Tallahassee/Leon County economic development assets, and (c) the targeted industries generally provide salaries and benefits that meet or exceed the average salaries for this area.

TBP assistance is provided in the form of reimbursements up to 100% of the associated City development fees. Additionally, TBP incentives include ad valorem taxes reimbursements from both the County and the City; the policy has the County matching the City's millage rate. The amount of reimbursement is determined by the "Business Profile Scoring System" which measures: the number of number of jobs created, the average salary levels for those jobs, the amount of capital investment, the location of the project, the level of environmental sensitivity used in the new construction, local business promotion efforts and good corporate citizenship. Additionally, the EDC prepares an economic impact analysis to determine whether the project shows a return on investment to the community.

A review committee composed of representatives from the City, County, and Tallahassee-Leon County Economic Development Council (EDC) determines the reimbursement amount, with final approval and award granted by the County and City Commissions. The reimbursement amount ranges from 50% over five years up to 100% over 10 years depending on the application score. The reimbursement rate is based on the information submitted in the program application. The actual reimbursements are provided based on documentation submitted by the applicant demonstrating that the job creation, salary levels, and other factors listed in the application have been achieved. The current Business Profile Scoring System and ranking criteria for the TBP uses a 100 points scale and the level of reimbursement that is available is based on the applicant's final score.

Proposed Modifications to Targeted Business Program

Working closely with City and EDC, staff is recommending several modifications to the TBP, specifically to the Business Profile Scoring System, which will allow the program to continue to be an effective economic development incentive tool. These revisions include the following:

- Eliminate the "Good Corporate Citizenship" category, as this criterion is difficult to evaluate and monitor.
- Increase the points for "Capital Investment" category from 15 to 20 points. The current "Capital Investment" category provides points on a sliding scale with 5 points for capital investment of up to \$1 million going up to 15 points for capital investment of \$5 million or more. The proposed revision would provide for 20 points for capital investment of \$10 million or more.
- Modify the description for the "Location" category to provide 10 points if the project is located in an area that has been identified by a program or policy of the City and/or County as an area targeted for economic growth and development. This would include such things as the CRA, the Southern Strategy Area, the Promise Zone, and others. The current Location category only recognizes the Southern Strategy Area and the Central City Area. This would still provide a possible 100 points under the Business Profile Scoring System, but would reduce the scoring factors from seven to six.

These changes would provide for a possible 100 points using six scoring criteria: number of new employees, salary levels, capital investment, location, environmental sensitivity, and local business promotion.

Finally, staff is recommending adding two additional evaluation criteria to the Business Profile Scoring System, "Priority Business Area," and "Economic Development Impact Return On Investment (ROI)." These additional factors would add a possible 20 points to the scoring criteria and would be considered additional factors that are would be available for projects to score additional points in during the evaluation process.

- Priority Business Area: This criterion would provide for a total of up to 10 points. Projects located within Innovation Park or the Tallahassee International Airport would receive 10 points and projects located within an identified industrial or commercial park would receive 5 points.
- Economic Development Impact ROI: This criterion would provide up to 10 points for projects that resulted in a positive return on investment. This analysis would compare the estimated value of the incentives against the estimated economic impact of the project. As part of the TBP application process, the EDC conducts an economic impact analysis on proposed projects. The EDC contracts with Florida State University for the analysis using the IMPLAN computer program to estimate the economic impact. IMPLAN calculates the direct, indirect, and induced economic impact based on projected payroll and capital investment. Under this criterion, points would be awarded on a sliding scale, with one point if the annual economic impact is 100% of the estimated value of the annual incentives and increasing up to 10 points if the annual economic impact is 200% or more of the estimated value of the annual incentives.

Attachment #2 provides a comparison of the current Business Profile Scoring System and the proposed modifications.

Turbocor Targeted Business Program Application

Turbocor is an international research and development facility. The project anticipates forging partnerships with established local entities that would further define our region as a global research and development destination for business. Turbocor also anticipates supporting the local tourism industry by hosting an average of 10 domestic and international clients on a weekly basis. The project is anticipated to create 25 permanent jobs with an income over \$1.5 million and economic impact of over \$3.6 million. Additionally, Turbocor will create 44 temporary construction jobs with an income more than \$2 million and economic impact more than \$4.7 million.

On July 7, 2015, the Board approved a Resolution supporting Project Gold (Turbocor) as a QTI applicant with the State and approved a local match of up to \$7,000 as required under the State program (Attachment #3). The total QTI benefit to Turbocor is \$70,000. Turbocor is also anticipated to benefit from the following economic development programs:

- Enterprise Zone: \$20,000
- Quick Response Training: \$20,000 (\$2,000 per new FTE created)
- Sales Tax Exemption: \$390,000
- Land Lease Extension: \$485,000 (to be approved by Leon County R&D Authority)

Should Turbocor be approved for proposed modified Targeted Business Program benefits, it is anticipated that Turbocor would receive \$100,000 in permit and development fee rebates. The appraised value for the Turbocor facility is \$7 million. Under the modified Targeted Business Program, Turbocor could receive up to \$37,900 annually in ad valorem reimbursements from both the County and from the City. This would amount to \$758,000 over ten years based upon Turbocor's corporate performance, metric fulfillment, and reimbursement request(s). If the Board chooses not to approve the TBP proposed changes, Turbocor could receive a projected TBP benefit award of 80% of ad valorem assessment and development fees reimbursement over eight years as opposed to 100% over 10 years.

Staff is recommending approval of the proposed revisions to the TBP and approval of the Turbocor application under the revised TBP. The TBP Review Committee is anticipated to meet on September 29, 2015 to review the Turbocor TBP application. Based upon a preliminary review and analysis, it is anticipated that the review committee will recommend approval of the application. It should be noted that City staff anticipates that the City's Economic Development Target Issues Committee will review the proposed modifications to the TBP on September 28, 2015, and the City Commission is anticipated to consider the proposed revisions to the TBP and the Turbocor TBP application during their October 14 meeting.

Options:

1. Approve proposed revisions to the Tallahassee/Leon County Targeted Business Program.
2. Approve Turbocor's Targeted Business Program application (Attachment #1), based upon the proposed revisions to the program.
3. Do not approve proposed revision to the Tallahassee/Leon County Targeted Business Program.
4. Do not approve Turbocor's Targeted Business Program application, based upon the proposed revisions to the program.
5. Board direction.

Recommendation:

Option #1 and #2.

Attachments:

1. Turbocor's Targeted Business Program Application
2. Comparison of the Current and Proposed Modifications to the TBP Business Profile Scoring System
3. July 7, 2015 Project Gold QTI Agenda Item



ECONOMIC DEVELOPMENT COUNCIL
OF TALLAHASSEE/LEON COUNTY, INC.

September 18, 2015

OFFICERS

Jim Murdaugh
Chair

Cecilia Homison
Chair-Elect

Bill Moor
Secretary / Treasurer

Karen Moore
Past-Chair

EXECUTIVE COMMITTEE

Kathy Bell

Sue Dick

Rick Moore

Benjamin H. Pingree

Cristina Paredes, Office of Economic Vitality Director
Leon County Administration
301 South Monroe Street
Tallahassee, FL 32301

RE: Project Gold Update, as of September 18, 2015

Dear Ms. Paredes,

In accordance with our conversation yesterday and in preparation for the Leon County Commission's final action to approve the Targeted Business Program application for Project Gold, please find the most current analysis and estimates for the project as prepared by the Economic Development Council of Tallahassee/Leon County, Inc. in attachment one and the Leon County Research and Development Authority in attachment two. Reference attachment three for the Targeted Business Program updated application submitted on behalf of the business.

Do not hesitate to let me know if you have any additional questions or concerns. We value your partnership and appreciate your consideration of the attached information.

Sincerely,

Benjamin H. Pingree

Executive Vice President

Economic Development Council of Tallahassee/Leon County, Inc.



ECONOMIC DEVELOPMENT COUNCIL OF TALLAHASSEE/LEON COUNTY, INC.

PROJECT GOLD

Targeted Business Program Update - August 11, 2015

Previous Estimate / Background:

For historical accuracy, the prior estimate provided by the EDC for the TBP program and Project Gold (as presented on July 10th) had a monetary value of \$758,000. Key factors included: a) an estimate of \$7M new construction, a city millage rate (then accurate) of 4.7 mils and presumption of qualification for 100% benefit over 10 years. Finally, the earliest that the TBP benefit could be approved was August 19th (City) and September 15th (County).

New Information / Update to Estimate:

Through today, there has been a handful of new information provided:

- City has reduced their millage rate proposal to 4.55 mils (which impacts benefit estimate)
- Turbocor has increased their construction estimate to \$8.5M new construction, and
- New discussion regarding benefit qualification (re: 100% over 10 years) and process to achieve this level.

New Estimate for TBP at 100% given New Information:

At a \$8.5M appraised value (on the new construction/property at both buildings) X 4.55 mils city and 4.55 mils county X 10 years @100% qualification = \$773,500 total. This equates to \$38,675 by both the city and the county, each respectively, over a projected term of 10 years based upon corporate performance given the new City millage rate and presuming it remains constant. Additionally, there is a potential for \$100,000 in projected development fee reimbursement for qualification in this program at 100%. In sum, the new information provided raises the projected benefit of the TBP an additional \$15,500 to up to a cumulative \$873,500 (projected) over ten years.

Timeline Update:

To secure the 100% for this application, it has recently arisen that a modification to the program (note: the TBP program's criteria has NOT been updated since its creation over a decade ago) will be necessary. That process is already underway and is expected to occur commensurate with the application approval process. Net Impact to prior timeline: It is likely that final TBP approval for Project Gold will be no sooner than September 29th (County) and October 14th (City).

Additional Note:

In acknowledgement of the above timeline impact and the importance of maintaining a productive construction and implementation schedule, the City and County are willing to:

- 1) Establish an expedited permitting meeting, solely with Turbocor, during the next business week (now) to insure that all preparations for timely and seamless construction implementation is underway, and
- 2) To schedule a TBP Staff Committee meeting, to recommend the approval at 100% prior to September. The benefit of this point is to provide Turbocor with continued confidence with the process and that all formal recommendations are in accordance to prior Project Gold discussions.

Danfoss Turborcor
 Application Development Center
 Project Incentives

<u>Incentive</u>	<u>LCRDA</u>	<u>State</u>	<u>City</u>	<u>County</u>	<u>Total</u>
Land price reduction	\$ 485,000	\$ -	\$ -	\$ -	\$ 485,000
Qualified Target Industry Tax Refund		56,000	7,000	7,000	70,000
Quick Response Training		20,000			20,000
TBP Ad Valorem Benefit			379,000	379,000	758,000
TBP Business development fee rebate			50,000	50,000	100,000
Sales tax exemption on equipment		390,000			390,000
Enterprise Zone Credit		20,000			20,000
Total	\$ 485,000	\$ 486,000	\$ 436,000	\$ 436,000	\$ 1,843,000
	26%	26%	24%	24%	100%

Prepared by LCRDA

Attachment #3

Preliminary Application for Targeted Business Pilot Program

1. Date of Application: JULY 22, 2015
2. Name of Business: DANFOSS TURBOCHARGERS INC
3. Type of Business (see targeted industry list): _____
4. Mailing Address: 1769 E PAUL DIRAC DRIVE
TALLAHASSEE FL 32310
5. Contact Person and Phone Number: Ricardo Schneider 850-504-4851
6. Name of Parent/Partner Company (if applicable): DANFOSS AIS
7. Business's federal employer identification number: 20-3640979
8. Business's Florida sales tax registration number: 47-8013626302-2
9. Is the business new to Leon County? Yes No
An expansion of an existing business? Yes No
10. a. Proposed location of the business or expansion (a map would be helpful):
1769 E PAUL DIRAC DRIVE
TALLAHASSEE FL 32310
- b. Is this within the Central City Area? Yes No
The Southern Strategy Area? Yes No
11. If an expansion, how many persons are currently employed within Leon County?
166
12. Please fully describe the proposed project (attach additional sheets as necessary):
In line with Project "Gold".
DANFOSS will build a 22000 SQ FT STATE-OF-THE-ART
APPLICATION DEVELOPMENT CENTER to support
CUSTOMERS IN TESTING EQUIPMENT to meet new and
Future ENERGY regulations and serve as an
R&D TEST CENTER for future innovation.
In Addition the current facility will be expanded 14000 sq ft
to provide additional R&D, TRAINING and production
expans. lines for existing and new products.

13. Please list the NAICS and SIC codes of all activities of the business to be located or expanded, the estimated number of employees, and the *annualized* average wage (not including benefits) for activities for all *new* positions*:

NAICS/SIC	<u>541700</u>	Est. Employment	<u>10</u>	Annualized Wage	<u>\$74,758</u>
NAICS/SIC	_____	Est. Employment	_____	Annualized Wage	_____
NAICS/SIC	_____	Est. Employment	_____	Annualized Wage	_____
NAICS/SIC	_____	Est. Employment	_____	Annualized Wage	_____

14. Please list the anticipated annualized average wage (not including benefits) of the new positions: \$ 74,758

15. Please list the capital investment of the project:

<u>New Building</u>	<u>\$ 4.0 mil</u>
<u>RFD EQUIP</u>	<u>\$ 5.8 mil</u>
<u>Building Expansion</u>	<u>\$ 4.5 mil</u>

16. a. When is construction expected to start? SEPTEMBER 2015

b. When do you expect to receive a Certificate of Occupancy? APRIL 2016

17. Please list all projected major suppliers and their location:

<u>SPEERY - BUILDING CONTRACTOR</u>	<u>-TALLAHASSEE</u>
<u>GILCHRIST ROSS CROWE - ARCHITECTS</u>	<u>-TALLAHASSEE</u>
<u>EQUIPMENT SOURCING</u>	<u>TO be determined</u>
<u>LIST ATTACHED</u>	

18. Please list the projected providers of goods and services and which, if any, are Certified Minority Business Enterprises with Leon County or the City of Tallahassee:

SEE 17.

*"NAICS" is the North American Industry Classification System; "SIC" is the Standard Industry Code; "annualized" means the amount expected to be paid a full time, permanent employee over 12 months, not including benefits.

19. Please list the projected construction contractors and which, if any, are Certified Minority Business Enterprises with Leon County or the City of Tallahassee:

SPERRY

20. Please list all charitable contributions and/or services projected to be provided to the Leon County community on an annual basis:

• Coordinate R&D using FSU DEPT OF ENGINEERING
• EMPLOY ENGINEER INTERNS FROM FSU
• Utilize TCC EMPLOYEE DEVELOPMENT SERVICES

21. Please list all efforts projected to be made by the business to encourage employee volunteerism:

Participation in: United Way
: Children's Home Society - North Central
: Boys Town

22. Please attach audited financial statements for the past two years.

www.danfoss.com/about/financial-reports/

23. Please include any other information about your company that is relevant to this program:

I certify that the above is a correct and accurate representation of the project to the best of my knowledge.

Signature of Authorized Officer: [Signature]

Title: PRESIDENT DANFOSS TURBOLOR INC

This form should be returned to the Economic Development Department, City Hall, Tallahassee, FL 32301. If you have any questions, please call the City of Tallahassee Economic Development Department at 850-891-8886 or the Economic Development Council at 224-8116.

Florida Suppliers to Danfoss Turbocor Compressors: Annual amount \$7 million

DMG Mori Seiki USA Sales Inc	Clearwater	FL
Forgotten Coast Machine Works, LLC	Crawfordville	FL
HPE Automation	Deerfield Beach	FL
Heat Transfer Systems of North Florida	Fernandina Beach	FL
Baker Broom Investment Group LLC	Gainesville	FL
Teligent EMS	Havana	FL
Aruki Services, LLC	Havana	FL
Ironwood Construction Co. Inc	Havana	FL
Flotech Inc.	Jacksonville	FL
Air Centers of Florida	Jacksonville	FL
Mackinnon Equipment & Services	Jacksonville	FL
Miller Bearings	Jacksonville	FL
Florida Metrology	Jupiter	FL
AA Electric	Lakeland	FL
Hardware Specialty Company	Largo	FL
Maruka USA Inc.	Largo	FL
Network Cabling Services, Inc.	Midway	FL
EMS Technologies Co.	Mt. Dora	FL
Air Products & Equipment Inc.	Orlando	FL
HD Supply Power Solutions	Orlando	FL
Inceptra LLC	Pembroke Pines	FL
Engineered Cooling Services	Pensacola	FL
Precision Brazing and Welding Inc.	Pompano Beach	FL
East Coast Plastics	Port St. Lucie	FL
Crawford & Sons Oil Co., Inc.	Quincy	FL
Renco Electronics, Inc.	Rockledge	FL
Allied Electronics	Seminole	FL
Velocity Machine Works LLC	Tallahassee	FL
Fastenal Company	Tallahassee	FL
Graybar Electric	Tallahassee	FL
Grainger Supplies	Tallahassee	FL
Baker Distributing	Tallahassee	FL
Unisource	Tallahassee	FL
Office Depot	Tallahassee	FL
Shimansky Specialty Machining Inc	Tallahassee	FL
Ferguson	Tallahassee	FL
Welch Forklift Company, LLC	Tallahassee	FL
Minuteman Press	Tallahassee	FL
Artistic Landscaping & Lawn Maint.	Tallahassee	FL
Hayes Computer Systems	Tallahassee	FL
Sherwin-Williams	Tallahassee	FL
Sonitrol	Tallahassee	FL
Johnstone Supply	Tallahassee	FL
Osceola Supply Inc	Tallahassee	FL
Tallahassee Welding Machine Shop	Tallahassee	FL
Associated Services & Supplies Inc	Tallahassee	FL

Capital Rubber & Industrial Supply Co.	Tallahassee	FL
Kelly Sheet Metal Inc.	Tallahassee	FL
Lance Maxwell Plumbing	Tallahassee	FL
Fouraker Electronics, Inc	Tallahassee	FL
United Rentals, Inc.	Tallahassee	FL
Lawson & Lawson Electric	Tallahassee	FL
Eyecatcher	Tallahassee	FL
Harvest Printing & Copy Center Inc	Tallahassee	FL
Interstate Fire Systems, Inc.	TALLAHASSEE	FL
Gulf Controls, LLC	Tampa	FL
Adams Air & Hydraulics Inc.	Tampa	FL
Measurement Supply Co Inc	Tampa	FL

Comparison of the Current and Proposed Modifications to the TBP Business Profile Scoring System


Current			Proposed Modifications			
Category	Criteria	Points	Criteria	Points		
Number of Employees	<i>Maximum 25 Points</i>		<i>Maximum 25 Points</i>			
	<i>New Business</i>	<i>Business Expansion</i>	No change			
	10-20	10% increase			10	
	21-60	15% increase			15	
	61-99	20% increase			20	
	100+	25% increase	25			
Salary Levels	<i>Maximum 25 Points</i>		<i>Maximum 25 Points</i>			
	20% or less of new jobs at or above area average		0			
	<i>More than 20% new jobs at or above area average and the average salary of the new jobs</i>		No change			
	Below Area Average				0	
	Average to 25% Above Average				10	
	25% to 50% Above Average				15	
	50% to 100% Above Average				20	
100% Above Average		25				
Amount of Capital Investment	<i>Maximum 15 Points</i>		<i>Maximum 20 Points</i>			
	\$0 - \$1,000,000	5	\$0 - \$1,000,001	5		
	\$1,000,001 - \$5,000,000	10	\$1,000,001 - \$5,000,001	10		
	\$5,000,001 and up	15	\$5,000,001 - \$10,000,000	15		
			\$10,000,001 and up	20		
Location in Designated Target Areas	<i>Maximum 10 Points</i>		<i>Maximum 10 Points</i>			
	Within Southern Strategy Area	10	Area Targeted by County/City program	10		
	Within Central City Area	10				
Environment Sensitivity	<i>Maximum 10 Points</i>		<i>Maximum 10 Points</i>			
	<u>Option A: New Construction</u>	10 (Max)	No Change			
	Urban forest protection	2				
	Preservation of significant grades	2				
	Canopy Coverage	2				
	Tree Preservation	2				
	Minimum pervious surface	2				
	<u>Option B: Redevelopment</u>	10 (Max)				
Exceeds Redevelopment Code						
Local Business Promotion	<i>Maximum 10 Points</i>		<i>Maximum 10 Points</i>			
	25% of Major Supplies are Local	5	No Change			
	10% of Goods & Services from Certified MBE's	2.5				
10% of Construction Contractor from Certified MBE's	2.5					
Corporate Citizenship	<i>Maximum 5 Points</i>		<i>Maximum 0 Points</i>			
	Supports community charities/Community Svc.	2.5	Removed			
	Encourages employee volunteerism	2.5				
Economic Development Impact ROI	<i>Maximum 0 Points</i>		<i>Maximum 10 Points</i>			
	N/A		Positive Return on Investment	10		
Priority Business Area	<i>Maximum 0 Points</i>		<i>Maximum 10 Points</i>			
	N/A		Located within Innovation Park or Tallahassee International Airport	10		
			Located within identified industrial or commercial park	5		

Leon County Board of County Commissioners

Cover Sheet for Agenda #31

July 7, 2015

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Approval of Resolution Supporting Project Gold as a “Qualified Target Industry” Applicant and the County’s Required Local Match of up to \$7,000

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator Ken Morris, Assistant County Administrator
Lead Staff/ Project Team:	Josh Pascua, Management Analyst

Fiscal Impact:

Adequate funds are available in the County’s Qualified Targeted Industry (QTI) account to commit up to \$7,000 as the County’s required local match for this project, as requested, over the next three to five years.

Staff Recommendation:

Option #1: Approve the Resolution supporting Project Gold as a Qualified Target Industry applicant and the County’s required local match of up to \$7,000 from the County’s QTI escrow account (Attachment #1) managed by the Tallahassee-Leon County Economic Development Council.

Title: Approval of Resolution Supporting Project Gold as a “Qualified Target Industry” Applicant and the County’s Required Local Match of up to \$7,000.
July 7, 2015
Page 2

Report and Discussion

Background:

The State’s QTI tax refund incentive program is available to companies that create high wage jobs in targeted high value-added industries. The program includes refunds on corporate income, sales, ad valorem and certain other taxes for pre-approved applicants who create the targeted jobs. QTI refunds range from \$3,000 to \$8,000 per net new job created. Companies can increase its QTI “per job” refund by establishing its business within certain geographically targeted areas and/or offering wages that are increasingly above average annual salaries. Applications for this program are processed by the State Department of Economic Opportunity for approval.

Traditionally, a QTI local match of 20% is required from the local community where the job creation is occurring, which is split evenly between the County and the City of Tallahassee (City). The EDC manages an escrow account on behalf of Leon County for the County’s portion of the QTI “local match.”

Analysis:

Project Gold is an international research and development facility, which would create 10 new research and development positions. Project Gold anticipates forging partnerships with established local entities that would further define the Big Bend region as a global research and development destination for business. Additionally, Project Gold anticipates supporting the local tourism industry by hosting an average of 10 domestic and international clients on a weekly basis.

Project Gold has been identified as a Target Industry Business and falls within one of the high-impact sectors designated under section 288.108, Florida Statutes, specifically Research and Development. As such, it is eligible to apply for the Qualified Target Industry Tax Refund with a High-Impact Sector Bonus, pursuant to section 288.106. Additionally, it is anticipated that, at the appropriate time, Project Gold will make significant capital investments and seek additional incentives through the County and City’s Targeted Business Program.

The EDC, together with staff from the County and City, are seeking action from the County and City Commissions to independently approve a Resolution supporting Project Gold’s application for state incentives under the QTI Program (Attachment #1). As part of the QTI application process, the County and City must indicate their support of the project in the Resolution through the required match. The City is expected to consider this issue on July 8, 2015.

Due to the sensitive nature of its current site selection process, the company has requested that, at this time, its name not be disclosed for the purpose of the Resolution. Section 288.075 allows specific company information to be kept confidential during the negotiation of an economic incentive opportunity. Protected information, including the name of the qualified business, is exempt from disclosure for up to 180 days after a final project order for an economic incentive agreement is issued. More detailed information regarding the business will be shared well in advance of its site selection and long before the County would make a QTI payment.

Title: Approval of Resolution Supporting Project Gold as a “Qualified Target Industry” Applicant and the County’s Required Local Match of up to \$7,000.
July 7, 2015
Page 3

The total estimated QTI incentive for this project is \$70,000 over a three to five-year period. Under the traditional 80/20 formula (80% state; 20% local government(s)), the County and City would split the 20% local match requirement of \$14,000. As a result, the County match requirement of 10% would be up to \$7,000. The QTI incentive is provided on a reimbursement basis and is only released once the required jobs have been created. The County’s unencumbered QTI fund balance for use in attracting new high-paying jobs to Leon County is \$299,154; so, adequate funds are available to fulfill the required local match. Staff recommends that the Board approve the 10% match of up to \$7,000 over a three to five-year period.

Options:

1. Approve the Resolution supporting Project Gold as a Qualified Target Industry applicant and the County’s required local match of up to \$7,000 from the County’s QTI escrow account (Attachment #1) managed by the Tallahassee-Leon County Economic Development Council.
2. Do not approve the Resolution supporting Project Gold as a “Qualified Target Industry” applicant.
3. Board direction.

Recommendation:

Option #1.

Attachment:

1. Project Gold Resolution

RESOLUTION No. _____

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF LEON COUNTY, FLORIDA, RECOMMENDING THAT **PROJECT GOLD**, BE APPROVED AS A QUALIFIED TARGET INDUSTRY BUSINESS PURSUANT TO SECTION 288.106, FLORIDA STATUTES; PROVIDING FOR LOCAL FINANCIAL SUPPORT IN THE AMOUNT OF UP TO \$7,000 AS A LOCAL MATCH FOR PARTICIPATION IN THE QUALIFIED TARGETED INDUSTRY TAX REFUND PROGRAM WITH HIGH-IMPACT SECTOR BONUS; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Board of County Commissioners of Leon County, Florida (the Board) recognizes and acknowledges the importance of expanding the creation of Qualified Target Business in Leon County; and

WHEREAS, the business under consideration is an international research & development facility, specifically, **PROJECT GOLD**; and

WHEREAS, PROJECT GOLD will create 10 new research and development positions, forge partnerships with existing local research and development entities further defining our region as a global research and development destination for business and will increase tourism through hosting an average of 10 domestic and international clients on a weekly basis; and

WHEREAS, the basis of this project's average private sector wage commitment calculation shall be approximately 200% of the Tallahassee MSA average annual wage; and

WHEREAS, PROJECT GOLD has been identified as a Target Industry Business and, moreover, falls within one of the high-impact sectors designated under section 288.108, Florida Statutes, specifically Research and Development, and is eligible to apply for the Florida Qualified Target Industry Tax Refund with a High-Impact Sector Bonus, pursuant to section 288.106; and

WHEREAS, PROJECT GOLD plans to construct a new facility with an investment of \$5 million toward construction and new equipment purchases; and

WHEREAS, LEON COUNTY hereby acknowledges that local financial support of 20% of the total tax refund is required under the provisions of section 288.106, governing the State's Qualified Target Industry Tax Refund Program; and

WHEREAS, The City of Tallahassee has agreed to participate in the provision of local financial support by committing \$7,000, which is 50% of the total required QTI local financial support;

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BOARD OF LEON COUNTY, FLORIDA, that:

1. The Board hereby recommends **PROJECT GOLD** be approved as a Qualified Target Industry Business with a High-Impact Sector Bonus pursuant to section 288.106, Florida Statutes.
2. The Board expresses its intent to commit up to \$7,000 as a local match for the application, this amount representing 50% of the total required local match for the creation of up to 140 new jobs under the QTI program, to be dispersed from the EDC account, reserved for this purpose on behalf of the Board. Should the project be approved by the State of Florida for the tax refund under the QTI program in amount less than the total of the \$70,000 requested, the local match herein shall be reduced accordingly to represent half of the full 20% local match that is required and shall be split evenly between the Board and the City of Tallahassee.
3. The necessary cash commitment of local financial support for the Qualified Target Industry Tax Refund Program with a High-Impact Sector Bonus exists for **PROJECT GOLD** in the amount of \$7,000, which includes \$5,000 for the Qualified Target Industry Tax Refund and \$2,000 for the High-Impact Sector Refund. This amount will be made available in accordance with the guidelines set forth by the Florida Department of Economic Opportunity with the stipulation that these funds are intended to represent local financial support pursuant to section 288.106, Florida Statutes.

This Resolution shall take effect immediately upon its adoption.

DONE, ADOPTED, AND PASSED by the Board of County Commissioners of Leon County, Florida this Seventh day of July, 2015.

LEON COUNTY, FLORIDA

By: _____
Mary Ann Lindley, Chairman
Board of County Commissioners

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

By: _____

Approved as to Form:
County Attorney's Office
Leon County, Florida

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

**Leon County
Board of County Commissioners**


Notes for Agenda Item #4

Leon County Board of County Commissioners

Cover Sheet for Agenda #4

September 29, 2015

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Approval to Renew the Contract Between Leon County and the State of Florida Department of Health for the Provision of Public Health Services for FY 2015-16

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator Ken Morris, Assistant County Administrator
Lead Staff/ Project Team:	Eryn D. Calabro, Director, Office of Human Services and Community Partnerships

Fiscal Impact:

This item has a fiscal impact to the County. The County appropriated \$237,345 from general fund revenue for state-mandated public health services. Funds have been included in the FY2015-16 Budget.

Staff Recommendation:

Option #1: Approve the renewal of the FY2015-16 Contract between Leon County and the State of Florida Department of Health for the provision of public health services in an amount not to exceed \$237,345 (Attachment #1), and authorize the County Administrator to execute.

Report and Discussion

Background:

Chapter 83-177, Laws of Florida and Chapter 154, F.S., requires the execution of an annual contract between the State of Florida Department of Health (DOH), and Leon County, stipulating the services that would be provided by the Florida Department of Health in Leon County (DOH-Leon). The County's contribution is a general appropriation of \$237,345 for state-mandated public health services. DOH-Leon is charged by the State with providing the following public health services:

- Environmental health services
- Communicable disease control services
- Primary care services

Analysis:

The Contract between Leon County and DOH-Leon outlines the sources and the amounts of funding that will be committed to provide public health services in Leon County for FY 2015-16 (Attachment #1). As specified in the Contract, the County's contribution is a general fund appropriation not to exceed \$237,345 for state-mandated services. The Contract is effective from October 1, 2015 through September 30, 2016.

Environmental health services provided by DOH-Leon include the following:

- Facility and Food Programs ensure the safety of selected food service facilities; migrant labor camps; group care facilities; biomedical waste generators, storage facilities, and transporters; tanning facilities; and mobile home and recreational vehicle parks.
- Water Programs manages DOH responsibilities under the State Underground Petroleum Environmental Response Act (SUPER Act), Drycleaner Solvent Surveillance Program, and the Drinking Water Toxics Program. In addition, it sets standards for the operation of public swimming pools.
- Onsite Sewage Programs helps ensure the safety of the installation and repair of all onsite sewage treatment and disposal systems within Leon County. One of the programs is the licensing of septic tank contractors.

Communicable disease control services include the following:

- Detect disease outbreaks and respond promptly to prevent the spread
- Perform field investigations of cases, disasters, and outbreaks of diseases
- Identify sources of infection and provide control measures
- Manage cases of infants and women exposed to Hepatitis B
- Manage cases of children exposed to lead poisoning
- Consult with citizens and physicians on cases of possible Rabies exposure
- Consult with local medical providers on disease prevention and infection
- Educate and train the community to prevent disease

Primary care services include the following:

- Maternal and child health services
- Immunizations for children and adults
- Family planning
- Breast and cervical cancer screenings
- STD tests and screenings
- School health services
- Supplemental food assistance for Women, Infants, and Children (WIC)
- Children's dental services

Options:

1. Approve the renewal of the FY2015-16 Contract between Leon County and the State of Florida Department of Health for the provision of public health services in an amount not to exceed \$237,345 (Attachment #1), and authorize the County Administrator to execute.
2. Do not approve the renewal of the FY2015-16 Annual Contract between Leon County and the State of Florida Department of Health for the provision of public health services in an amount not to exceed \$237,345.
3. Board direction.

Recommendation:

Option #1.

Attachment:

1. FY 2015-16 Contract between Leon County and the State of Florida Department of Health

**CONTRACT BETWEEN
LEON COUNTY, FLORIDA
AND
STATE OF FLORIDA DEPARTMENT OF HEALTH
FOR OPERATION OF THE
LEON COUNTY HEALTH DEPARTMENT
CONTRACT YEAR 2015-2016**

This contract is made and entered into between the State of Florida, Department of Health (“State”) and Leon County, Florida (“County”), through their undersigned authorities, effective October 1, 2015.

RECITALS

A. Pursuant to Chapter 154, Florida Statutes, the intent of the legislature is to “promote, protect, maintain, and improve the health and safety of all citizens and visitors of this state through a system of coordinated county health department services.”

B. County Health Departments were created throughout Florida to satisfy this legislative intent through “promotion of the public’s health, the control and eradication of preventable diseases, and the provision of primary health care for special populations.”

C. Leon County Health Department (“CHD”) is one of the created County Health Departments.

D. It is necessary for the parties hereto to enter into this contract in order to ensure coordination between the State and the County in the operation of the CHD.

NOW THEREFORE, in consideration of the mutual promises set forth herein, the sufficiency of which are hereby acknowledged, the parties hereto agree as follows:

1. RECITALS. The parties mutually agree that the forgoing recitals are true and correct and incorporated herein by reference.

2. TERM. The parties mutually agree that this contract shall be effective from October 1, 2015, through September 30, 2016, or until a written contract replacing this contract is entered into between the parties, whichever is later, unless this contract is otherwise terminated pursuant to the termination provisions set forth in paragraph 8. below.

3. SERVICES MAINTAINED BY THE CHD. The parties mutually agree that the CHD shall provide those services as set forth on Part III of Attachment II hereof, in order to maintain the following three levels of service pursuant to section 154.01(2), Florida Statutes, as defined below:

a. “Environmental health services” are those services which are organized and operated to protect the health of the general public by monitoring and regulating activities in the environment which may contribute to the occurrence or transmission of disease.

Environmental health services shall be supported by available federal, state and local funds and shall include those services mandated on a state or federal level. Examples of environmental health services include, but are not limited to, food hygiene, safe drinking water supply, sewage and solid waste disposal, swimming pools, group care facilities, migrant labor camps, toxic material control, radiological health, and occupational health.

b. "Communicable disease control services" are those services which protect the health of the general public through the detection, control, and eradication of diseases which are transmitted primarily by human beings. Communicable disease services shall be supported by available federal, state, and local funds and shall include those services mandated on a state or federal level. Such services include, but are not limited to, epidemiology, sexually transmissible disease detection and control, HIV/AIDS, immunization, tuberculosis control and maintenance of vital statistics.

c. "Primary care services" are acute care and preventive services that are made available to well and sick persons who are unable to obtain such services due to lack of income or other barriers beyond their control. These services are provided to benefit individuals, improve the collective health of the public, and prevent and control the spread of disease. Primary health care services are provided at home, in group settings, or in clinics. These services shall be supported by available federal, state, and local funds and shall include services mandated on a state or federal level. Examples of primary health care services include, but are not limited to: first contact acute care services; chronic disease detection and treatment; maternal and child health services; family planning; nutrition; school health; supplemental food assistance for women, infants, and children; home health; and dental services.

4. FUNDING. The parties further agree that funding for the CHD will be handled as follows:

a. The funding to be provided by the parties and any other sources is set forth in Part II of Attachment II hereof. This funding will be used as shown in Part I of Attachment II.

- i. The State's appropriated responsibility (*direct contribution excluding any state fees, Medicaid contributions or any other funds not listed on the Schedule C*) as provided in Attachment II, Part II is an amount not to exceed \$ 5,598,469.00 (*State General Revenue, State Funds, Other State Funds and Federal Funds listed on the Schedule C*). The State's obligation to pay under this contract is contingent upon an annual appropriation by the Legislature.
- ii. The County's appropriated responsibility (*direct contribution excluding any fees, other cash or local contributions*) as provided in Attachment II, Part II is an amount not to exceed \$237,345.00 (*amount listed under the "Board of County Commissioners Annual Appropriations section of the revenue attachment*).

b. Overall expenditures will not exceed available funding or budget authority, whichever is less, (either current year or from surplus trust funds) in any service category. Unless requested otherwise, any surplus at the end of the term of this contract in the County Health

Department Trust Fund that is attributed to the CHD shall be carried forward to the next contract period.

c. Either party may establish service fees as allowed by law to fund activities of the CHD. Where applicable, such fees shall be automatically adjusted to at least the Medicaid fee schedule.

d. Either party may increase or decrease funding of this contract during the term hereof by notifying the other party in writing of the amount and purpose for the change in funding. If the State initiates the increase/decrease, the CHD will revise the Attachment II and send a copy of the revised pages to the County and the Department of Health, Office of Budget and Revenue Management. If the County initiates the increase/decrease, the County shall notify the CHD. The CHD will then revise the Attachment II and send a copy of the revised pages to the Department of Health, Office of Budget and Revenue Management.

e. The name and address of the official payee to whom payments shall be made is:

County Health Department Trust Fund
Leon County
2965 Municipal Way
Tallahassee, FL 32304

5. CHD DIRECTOR/ADMINISTRATOR. Both parties agree the director/administrator of the CHD shall be a State employee or under contract with the State and will be under the day-to-day direction of the Deputy Secretary for County Health Systems. The director/administrator shall be selected by the State with the concurrence of the County. The director/administrator of the CHD shall ensure that non-categorical sources of funding are used to fulfill public health priorities in the community and the Long Range Program Plan. A report detailing the status of public health as measured by outcome measures and similar indicators will be sent by the CHD director/administrator to the parties no later than October 1 of each year (*This is the standard quality assurance "County Health Profile" report located on the Division of Public Health Statistics and Performance Management Intranet site*).

6. ADMINISTRATIVE POLICIES AND PROCEDURES. The parties hereto agree that the following standards should apply in the operation of the CHD:

a. The CHD and its personnel shall follow all State policies and procedures, except to the extent permitted for the use of County purchasing procedures as set forth in subparagraph b., below. All CHD employees shall be State or State-contract personnel subject to State personnel rules and procedures. Employees will report time in the Health Management System compatible format by program component as specified by the State.

b. The CHD shall comply with all applicable provisions of federal and state laws and regulations relating to its operation with the exception that the use of County purchasing procedures shall be allowed when it will result in a better price or service and no statewide Department of Health purchasing contract has been implemented for those goods or services. In such cases, the CHD director/administrator must sign a justification therefore, and all County purchasing procedures must be followed in their entirety, and such

compliance shall be documented. Such justification and compliance documentation shall be maintained by the CHD in accordance with the terms of this contract. State procedures must be followed for all leases on facilities not enumerated in Attachment IV.

c. The CHD shall maintain books, records and documents in accordance with the Generally Accepted Accounting Principles (GAAP), as promulgated by the Governmental Accounting Standards Board (GASB), and the requirements of federal or state law. These records shall be maintained as required by the Department of Health Policies and Procedures for Records Management and shall be open for inspection at any time by the parties and the public, except for those records that are not otherwise subject to disclosure as provided by law which are subject to the confidentiality provisions of paragraph 6.i., below. Books, records and documents must be adequate to allow the CHD to comply with the following reporting requirements:

- i.* The revenue and expenditure requirements in the Florida Accounting Information Resource (FLAIR) System;
- ii.* The client registration and services reporting requirements of the minimum data set as specified in the most current version of the Client Information System/Health Management Component Pamphlet;
- iii.* Financial procedures specified in the Department of Health's Accounting Procedures Manuals, Accounting memoranda, and Comptroller's memoranda;
- iv.* The CHD is responsible for assuring that all contracts with service providers include provisions that all subcontracted services be reported to the CHD in a manner consistent with the client registration and service reporting requirements of the minimum data set as specified in the Client Information System/Health Management Component Pamphlet.

d. All funds for the CHD shall be deposited in the County Health Department Trust Fund maintained by the state treasurer. These funds shall be accounted for separately from funds deposited for other CHDs and shall be used only for public health purposes in Leon County.

e. That any surplus/deficit funds, including fees or accrued interest, remaining in the County Health Department Trust Fund account at the end of the contract year shall be credited/debited to the State or County, as appropriate, based on the funds contributed by each and the expenditures incurred by each. Expenditures will be charged to the program accounts by State and County based on the ratio of planned expenditures in this contract and funding from all sources is credited to the program accounts by State and County. The equity share of any surplus/deficit funds accruing to the State and County is determined each month and at contract year-end. Surplus funds may be applied toward the funding requirements of each participating governmental entity in the following year. However, in each such case, all surplus funds, including fees and accrued interest, shall remain in the trust fund until accounted for in a manner which clearly illustrates the amount which has been credited to each participating governmental entity. The planned use of surplus funds shall be

reflected in Attachment II, Part I of this contract, with special capital projects explained in Attachment V.

f. There shall be no transfer of funds between the three levels of services without a contract amendment unless the CHD director/administrator determines that an emergency exists wherein a time delay would endanger the public's health and the Deputy Secretary for County Health Systems has approved the transfer. The Deputy Secretary for County Health Systems shall forward written evidence of this approval to the CHD within 30 days after an emergency transfer.

g. The CHD may execute subcontracts for services necessary to enable the CHD to carry out the programs specified in this contract. Any such subcontract shall include all aforementioned audit and record keeping requirements.

h. At the request of either party, an audit may be conducted by an independent CPA on the financial records of the CHD and the results made available to the parties within 180 days after the close of the CHD fiscal year. This audit will follow requirements contained in OMB Circular A-133 and may be in conjunction with audits performed by County government. If audit exceptions are found, then the director/administrator of the CHD will prepare a corrective action plan and a copy of that plan and monthly status reports will be furnished to the contract managers for the parties.

i. The CHD shall not use or disclose any information concerning a recipient of services except as allowed by federal or state law or policy.

j. The CHD shall retain all client records, financial records, supporting documents, statistical records, and any other documents (including electronic storage media) pertinent to this contract for a period of five (5) years after termination of this contract. If an audit has been initiated and audit findings have not been resolved at the end of five (5) years, the records shall be retained until resolution of the audit findings.

k. The CHD shall maintain confidentiality of all data, files, and records that are confidential under the law or are otherwise exempted from disclosure as a public record under Florida law. The CHD shall implement procedures to ensure the protection and confidentiality of all such records and shall comply with sections 384.29, 381.004, 392.65 and 456.057, Florida Statutes, and all other state and federal laws regarding confidentiality. All confidentiality procedures implemented by the CHD shall be consistent with the Department of Health Information Security Policies, Protocols, and Procedures. The CHD shall further adhere to any amendments to the State's security requirements and shall comply with any applicable professional standards of practice with respect to client confidentiality.

l. The CHD shall abide by all State policies and procedures, which by this reference are incorporated herein as standards to be followed by the CHD, except as otherwise permitted for some purchases using County procedures pursuant to paragraph 6.b.

m. The CHD shall establish a system through which applicants for services and current clients may present grievances over denial, modification or termination of services. The CHD will advise applicants of the right to appeal a denial or exclusion from services, of failure to take account of a client's choice of service, and of his/her right to a fair hearing to the final governing authority of the agency. Specific references to existing laws, rules or program manuals are included in Attachment I of this contract.

n. The CHD shall comply with the provisions contained in the Civil Rights Certificate, hereby incorporated into this contract as Attachment III.

o. The CHD shall submit quarterly reports to the County that shall include at least the following:

- i.* The DE385L1 Contract Management Variance Report and the DE580L1 Analysis of Fund Equities Report;
- ii.* A written explanation to the County of service variances reflected in the DE385L1 report if the variance exceeds or falls below 25 percent of the planned expenditure amount. However, if the amount of the service specific variance between actual and planned expenditures does not exceed three percent of the total planned expenditures for the level of service in which the type of service is included, a variance explanation is not required. A copy of the written explanation shall be sent to the Department of Health, Office of Budget and Revenue Management.

p. The dates for the submission of quarterly reports to the County shall be as follows unless the generation and distribution of reports is delayed due to circumstances beyond the CHD's control:

- i.* March 1, 2016 for the report period October 1, 2015 through December 31, 2015;
- ii.* June 1, 2016 for the report period October 1, 2015 through March 31, 2016;
- iii.* September 1, 2016 for the report period October 1, 2015 through June 30, 2016; and
- iv.* December 1, 2016 for the report period October 1, 2015 through September 30, 2016.

7. FACILITIES AND EQUIPMENT. The parties mutually agree that:

a. CHD facilities shall be provided as specified in Attachment IV to this contract and the County shall own the facilities used by the CHD unless otherwise provided in Attachment IV.

b. The County shall ensure adequate fire and casualty insurance coverage for County-owned CHD offices and buildings and for all furnishings and equipment in CHD offices through either a self-insurance program or insurance purchased by the County.

c. All vehicles will be transferred to the ownership of the County and registered as County vehicles. The County shall ensure insurance coverage for these vehicles is available through either a self-insurance program or insurance purchased by the County. All vehicles will be used solely for CHD operations. Vehicles purchased through the County Health Department Trust Fund shall be sold at fair market value when they are no longer needed by the CHD and the proceeds returned to the County Health Department Trust Fund.

8. TERMINATION.

a. Termination at Will. This contract may be terminated by either party without cause upon no less than one-hundred eighty (180) calendar days notice in writing to the other party unless a lesser time is mutually agreed upon in writing by both parties. Said notice shall be delivered by certified mail, return receipt requested, or in person to the other party's contract manager with proof of delivery.

b. Termination Because of Lack of Funds. In the event funds to finance this contract become unavailable, either party may terminate this contract upon no less than twenty-four (24) hours notice. Said notice shall be delivered by certified mail, return receipt requested, or in person to the other party's contract manager with proof of delivery.

c. Termination for Breach. This contract may be terminated by one party, upon no less than thirty (30) days notice, because of the other party's failure to perform an obligation hereunder. Said notice shall be delivered by certified mail, return receipt requested, or in person to the other party's contract manager with proof of delivery. Waiver of breach of any provisions of this contract shall not be deemed to be a waiver of any other breach and shall not be construed to be a modification of the terms of this contract.

9. MISCELLANEOUS. The parties further agree:

a. Availability of Funds. If this Agreement, any renewal hereof, or any term, performance or payment hereunder, extends beyond the fiscal year beginning July 1, 2015, it is agreed that the performance and payment under this Agreement are contingent upon an annual appropriation by the Legislature, in accordance with section 287.0582, Florida Statutes.

b. Contract Managers. The name and address of the contract managers for the parties under this contract are as follows:

For the State:

Claudia Blackburn
Name
CHD Health Officer
Title

For the County:

Vincent S. Long
Name
County Administrator
Title

2965 Municipal Way
Tallahassee, Florida 32304
Address
(850) 606-8150
Telephone

301 South Monroe
Tallahassee, Florida 32301
Address
(850) 606-5300
Telephone

If different contract managers are designated after execution of this contract, the name, address and telephone number of the new representative shall be furnished in writing to the other parties and attached to originals of this contract.

c. Captions. The captions and headings contained in this contract are for the convenience of the parties only and do not in any way modify, amplify, or give additional notice of the provisions hereof.

In WITNESS THEREOF, the parties hereto have caused this 19 page contract, with its attachments as referenced, including Attachment I (two pages), Attachment II (six pages), Attachment III (one page), Attachment IV (one page), and Attachment V (one page), to be executed by their undersigned officials as duly authorized effective the 1st day of October, 2015.

LEON COUNTY, FLORIDA

**STATE OF FLORIDA
DEPARTMENT OF HEALTH**

SIGNED BY: _____

SIGNED BY: _____

NAME: Vincent S. Long

NAME: John H. Armstrong, MD

TITLE: County Administrator

TITLE: Surgeon General/Secretary of Health

DATE: _____

DATE: _____

ATTESTED TO:

SIGNED BY: _____

SIGNED BY: _____

NAME: Bob Inzer, Clerk of the Court
and Comptroller

NAME: _____

TITLE: Leon County Florida

TITLE: CHD Director/Administrator

DATE: _____

DATE: _____

APPROVED AS TO FORM:

SIGNED BY: _____

NAME: Herbert W.A. Thiele Esq., County Attorney

TITLE: Leon County Attorney's Office

DATE: _____

ATTACHMENT I
LEON COUNTY HEALTH DEPARTMENT
PROGRAM SPECIFIC REPORTING REQUIREMENTS AND PROGRAMS REQUIRING
COMPLIANCE WITH THE PROVISIONS OF SPECIFIC MANUALS

Some health services must comply with specific program and reporting requirements in addition to the Personal Health Coding Pamphlet (DHP 50-20), Environmental Health Coding Pamphlet (DHP 50-21) and FLAIR requirements because of federal or state law, regulation or rule. If a county health department is funded to provide one of these services, it must comply with the special reporting requirements for that service. The services and the reporting requirements are listed below:

<u>Service</u>	<u>Requirement</u>
1. Sexually Transmitted Disease Program	Requirements as specified in F.A.C. 64D-3, F.S. 381 and F.S. 384.
2. Dental Health	Periodic financial and programmatic reports as specified by the program office.
3. Special Supplemental Nutrition Program for Women, Infants and Children (including the WIC Breastfeeding Peer Counseling Program)	Service documentation and monthly financial reports as specified in DHM 150-24* and all federal, state and county requirements detailed in program manuals and published procedures.
4. Healthy Start/ Improved Pregnancy Outcome	Requirements as specified in the 2007 Healthy Start Standards and Guidelines and as specified by the Healthy Start Coalitions in contract with each county health department.
5. Family Planning	Requirements as specified in Public Law 91-572, 42 U.S.C. 300, et seq., 42 CFR part 59, subpart A, 45 CFR parts 74 & 92, 2 CFR 215 (OMB Circular A-110) OMB Circular A-102, F.S. 381.0051, F.A.C. 64F-7, F.A.C. 64F-16, and F.A.C. 64F-19. Requirements and Guidance as specified in the Program Requirements for Title X Funded Family Planning Projects (Title X Requirements)(2014) and the Providing Quality Family Planning Services (QFP): Recommendations of CDC and the U.S. Office of Population Affairs published on the Office of Population Affairs website. Programmatic annual reports as specified by the program office as specified in the annual programmatic Scope of Work for Family Planning and Maternal Child Health Services, including the Family Planning Annual Report (FPAR), and other minimum guidelines as specified by the Policy Web Technical Assistance Guidelines.
6. Immunization	Periodic reports as specified by the department pertaining to immunization levels in kindergarten and/or seventh grade pursuant to instructions contained in the Immunization Guidelines-Florida Schools, Childcare Facilities and Family Daycare Homes (DH Form 150-615) and Rule 64D-3.046, F.A.C. In addition, periodic reports as specified by the department pertaining to the surveillance/investigation of reportable vaccine-preventable diseases, adverse events, vaccine accountability, and assessment of immunization

ATTACHMENT I (Continued)

- levels as documented in Florida SHOTS and supported by CHD Guidebook policies and technical assistance guidance.
7. Environmental Health Requirements as specified in Environmental Health Programs Manual 150-4* and DHP 50-21*
 8. HIV/AIDS Program Requirements as specified in F.S. 384.25 and F.A.C. 64D-3.030 and 64D-3.031. Case reporting should be on Adult HIV/AIDS Confidential Case Report CDC Form DH2139 and Pediatric HIV/AIDS Confidential Case Report CDC Form DH2140.

Requirements as specified in F.A.C. 64D-2 and 64D-3, F.S. 381 and F.S. 384. Socio-demographic and risk data on persons tested for HIV in CHD clinics should be reported on Lab Request DH Form 1628 in accordance with the Forms Instruction Guide. Requirements for the HIV/AIDS Patient Care programs are found in the Patient Care Contract Administrative Guidelines.
 9. School Health Services Requirements as specified in the Florida School Health Administrative Guidelines (May 2012). Requirements as specified in F.S. 381.0056, F.S. 381.0057, F.S. 402.3026 and F.A.C. 64F-6.
 10. Tuberculosis Tuberculosis Program Requirements as specified in F.A.C. 64D-3 and F.S. 392.
 11. General Communicable Disease Control Carry out surveillance for reportable communicable and other acute diseases, detect outbreaks, respond to individual cases of reportable diseases, investigate outbreaks, and carry out communication and quality assurance functions, as specified in F.A.C. 64D-3, F.S. 381, F.S. 384 and the CHD Epidemiology Guide to Surveillance and Investigations.
 12. Refugee Health Program Programmatic and financial requirements as specified by the program office.

*or the subsequent replacement if adopted during the contract period.

ATTACHMENT II
LEON COUNTY HEALTH DEPARTMENT
PART I. PLANNED USE OF COUNTY HEALTH DEPARTMENT TRUST FUND BALANCES

	Estimated State Share of CHD Trust Fund Balance	Estimated County Share of CHD Trust Fund Balance	Total
1. CHD Trust Fund Ending Balance 09/30/15	626838	461044	1087882
2. Drawdown for Contract Year October 1, 2015 to September 30, 2016	-20752	-60342	-81094
3. Special Capital Project use for Contract Year October 1, 2015 to September 30, 2016	0	0	0
4. Balance Reserved for Contingency Fund October 1, 2015 to September 30, 2016			
	606086	400702	1006788

Special Capital Projects are new construction or renovation projects and new furniture or equipment associated with these projects, and mobile health vans.

ATTACHMENT II

LEON COUNTY HEALTH DEPARTMENT

Part II, Sources of Contributions to County Health Department

October 1, 2015 to September 30, 2016

	State CHD Trust Fund (cash)	County CHD Trust Fund	Total CHD Trust Fund (cash)	Other Contribution	Total
1. GENERAL REVENUE - STATE					
015040 AIDS PATIENT CARE	170,000	0	170,000	0	170,000
015040 AIDS PREVENTION & SURVEILLANCE - GENERAL REVENUE	62,619	0	62,619	0	62,619
015040 CHD - TB COMMUNITY PROGRAM	53,690	0	53,690	0	53,690
015040 SEXUALLY TRANSMITTED DISEASE CONTROL PROGRAM GR	77,104	0	77,104	0	77,104
015040 DENTAL SPECIAL INITIATIVE PROJECTS	5,477	0	5,477	0	5,477
015040 FAMILY PLANNING GENERAL REVENUE	65,140	0	65,140	0	65,140
015040 PRIMARY CARE PROGRAM	327,014	0	327,014	0	327,014
015040 SCHOOL HEALTH SERVICES - GENERAL REVENUE	217,686	0	217,686	0	217,686
015050 CHD GENERAL REVENUE NON-CATEGORICAL	1,904,264	0	1,904,264	0	1,904,264
GENERAL REVENUE TOTAL	2,882,994	0	2,882,994	0	2,882,994
2. NON GENERAL REVENUE - STATE					
015010 STATE UNDERGROUND PETROLEUM RESPONSE ACT	8,763	0	8,763	0	8,763
015010 ENVIRONMENTAL BIOMEDICAL WASTE PROGRAM	8,146	0	8,146	0	8,146
015010 TOBACCO STATE AND COMMUNITY INTERVENTIONS	6,000	0	6,000	0	6,000
015010 TOBACCO STATE AND COMMUNITY INTERVENTIONS	178,380	0	178,380	0	178,380
NON GENERAL REVENUE TOTAL	201,289	0	201,289	0	201,289
3. FEDERAL FUNDS - STATE					
007000 AIDS DRUG ASSISTANCE PROGRAM ADMIN	44,578	0	44,578	0	44,578
007000 AIDS DRUG ASSISTANCE PROGRAM ADMIN HQ	12,434	0	12,434	0	12,434
007000 BREAST & CERVICAL CANCER - ADMIN/CASE MANAGEMENT	52,354	0	52,354	0	52,354
007000 BIOTERRORISM HOSPITAL PREPAREDNESS	37,034	0	37,034	0	37,034
007000 WIC BREASTFEEDING PEER COUNSELING PROG	47,022	0	47,022	0	47,022
007000 COMPREHENSIVE COMMUNITY CARDIO - PHBG	34,794	0	34,794	0	34,794
007000 FAMILY PLANNING TITLE X - GRANT	147,616	0	147,616	0	147,616
007000 ADULT VIRAL HEPATITIS PREVENTION & SURVEILLANCE	24,780	0	24,780	0	24,780
007000 IMMUNIZATION FIELD STAFF	4,000	0	4,000	0	4,000
007000 IMMUNIZATION ACTION PLAN	17,756	0	17,756	0	17,756
007000 MCH SPECIAL PROJECT PRAMS	12,806	0	12,806	0	12,806
007000 MCH SPEC PRJ SOCIAL DETERMINANTS HLTH COMM EDU	54,232	0	54,232	0	54,232
007000 PHP - PREPAREDNESS CARRY FORWARD - PHEF	197	0	197	0	197
007000 PHP PUBLIC HEALTH PREPAREDNESS BASE ALLOC	155,251	0	155,251	0	155,251
007000 AIDS PREVENTION	291,807	0	291,807	0	291,807
007000 RYAN WHITE TITLE II CARE GRANT	53,877	0	53,877	0	53,877
007000 RAPE PREVENTION & EDUCATION GRANT	31,561	0	31,561	0	31,561
007000 IMPROVING STD PROGRAMS	20,909	0	20,909	0	20,909
007000 FLORIDA STD SURVEILLANCE NETWORK PART A	5,288	0	5,288	0	5,288
007000 TB CONTROL PROJECT	60,666	0	60,666	0	60,666
007000 WIC PROGRAM ADMINISTRATION	1,523,713	0	1,523,713	0	1,523,713
015075 INSPECTIONS OF SUMMER FEEDING PROGRAM - DOE	4,000	0	4,000	0	4,000
015075 SUPPLEMENTAL SCHOOL HEALTH	215,701	0	215,701	0	215,701
FEDERAL FUNDS TOTAL	2,852,376	0	2,852,376	0	2,852,376

ATTACHMENT II

LEON COUNTY HEALTH DEPARTMENT

Part II, Sources of Contributions to County Health Department

October 1, 2015 to September 30, 2016

	State CHD Trust Fund (cash)	County CHD Trust Fund	Total CHD Trust Fund (cash)	Other Contribution	Total
4. FEES ASSESSED BY STATE OR FEDERAL RULES - STATE					
001020 CHD STATEWIDE ENVIRONMENTAL FEES	166,426	0	166,426	0	166,426
001092 CHD STATEWIDE ENVIRONMENTAL FEES	93,000	0	93,000	0	93,000
001206 ON SITE SEWAGE DISPOSAL PERMIT FEES	6,000	0	6,000	0	6,000
001206 SANITATION CERTIFICATES (FOOD INSPECTION)	3,602	0	3,602	0	3,602
001206 SEPTIC TANK RESEARCH SURCHARGE	708	0	708	0	708
001206 SEPTIC TANK VARIANCE FEES 50%	400	0	400	0	400
001206 PUBLIC SWIMMING POOL PERMIT FEES-10% HQ TRANSFER	5,120	0	5,120	0	5,120
001206 DRINKING WATER PROGRAM OPERATIONS	400	0	400	0	400
001206 REGULATION OF BODY PIERCING SALONS	105	0	105	0	105
001206 TANNING FACILITIES	930	0	930	0	930
001206 ONSITE SEWAGE TRAINING CENTER	2,000	0	2,000	0	2,000
001206 TATTO PROGRAM ENVIRONMENTAL HEALTH	840	0	840	0	840
001206 MOBILE HOME & RV PARK FEES	954	0	954	0	954
FEES ASSESSED BY STATE OR FEDERAL RULES TOTAL	280,485	0	280,485	0	280,485
5. OTHER CASH CONTRIBUTIONS - STATE:					
	0	0	0	0	0
090001 DRAW DOWN FROM PUBLIC HEALTH UNIT	-20,752	0	-20,752	0	-20,752
OTHER CASH CONTRIBUTION TOTAL	-20,752	0	-20,752	0	-20,752
6. MEDICAID - STATE/COUNTY:					
001148 CHD CLINIC FEES	0	1,506,000	1,506,000	0	1,506,000
MEDICAID TOTAL	0	1,506,000	1,506,000	0	1,506,000
7. ALLOCABLE REVENUE - STATE:					
	0	0	0	0	0
ALLOCABLE REVENUE TOTAL	0	0	0	0	0
8. OTHER STATE CONTRIBUTIONS NOT IN CHD TRUST FUND - STATE					
ADAP	0	0	0	1,173,713	1,173,713
PHARMACY DRUG PROGRAM	0	0	0	193,569	193,569
WIC PROGRAM	0	0	0	3,790,099	3,790,099
BUREAU OF PUBLIC HEALTH LABORATORIES	0	0	0	42,874	42,874
IMMUNIZATIONS	0	0	0	280,348	280,348
OTHER STATE CONTRIBUTIONS TOTAL	0	0	0	5,480,603	5,480,603
9. DIRECT LOCAL CONTRIBUTIONS - BCC/TAX DISTRICT					
008005 CHD LOCAL REVENUE & EXPENDITURES	0	237,345	237,345	0	237,345
DIRECT COUNTY CONTRIBUTIONS TOTAL	0	237,345	237,345	0	237,345
10. FEES AUTHORIZED BY COUNTY ORDINANCE OR RESOLUTION - COUNTY					
001077 CHD CLINIC FEES	0	22,000	22,000	0	22,000
001094 CHD LOCAL ENVIRONMENTAL FEES	0	14,000	14,000	0	14,000

ATTACHMENT II

LEON COUNTY HEALTH DEPARTMENT

Part II, Sources of Contributions to County Health Department

October 1, 2015 to September 30, 2016

	State CHD Trust Fund (cash)	County CHD Trust Fund	Total CHD Trust Fund (cash)	Other Contribution	Total
001110 VITAL STATISTICS CERTIFIED RECORDS	0	235,000	235,000	0	235,000
FEES AUTHORIZED BY COUNTY TOTAL	0	271,000	271,000	0	271,000
11. OTHER CASH AND LOCAL CONTRIBUTIONS - COUNTY					
001029 CHD CLINIC FEES	0	173,000	173,000	0	173,000
001090 CHD CLINIC FEES	0	4,500	4,500	0	4,500
008050 SCHOOL HEALTH CLINICS FUNDED BY SCHOOL BOARD	0	694,675	694,675	0	694,675
010300 CHD SALE OF SERVICES IN OR OUTSIDE OF STATE GOVT	0	750	750	0	750
011001 CHD HEALTHY START COALITION CONTRACT	0	195,711	195,711	0	195,711
011001 HEALTHY START MEDIPASS WAIVER - COALITION TO CHD	0	288,000	288,000	0	288,000
090002 DRAW DOWN FROM PUBLIC HEALTH UNIT	0	-60,342	-60,342	0	-60,342
OTHER CASH AND LOCAL CONTRIBUTIONS TOTAL	0	1,296,294	1,296,294	0	1,296,294
12. ALLOCABLE REVENUE - COUNTY					
	0	0	0	0	0
COUNTY ALLOCABLE REVENUE TOTAL	0	0	0	0	0
13. BUILDINGS - COUNTY					
ANNUAL RENTAL EQUIVALENT VALUE	0	0	0	1,313,930	1,313,930
OTHER (Specify) custodial	0	0	0	176,937	176,937
UTILITIES	0	0	0	144,175	144,175
BUILDING MAINTENANCE	0	0	0	137,840	137,840
GROUNDS MAINTENANCE	0	0	0	9,427	9,427
INSURANCE	0	0	0	1,989	1,989
OTHER (Specify)	0	0	0	0	0
OTHER (Specify)	0	0	0	0	0
BUILDINGS TOTAL	0	0	0	1,784,298	1,784,298
14. OTHER COUNTY CONTRIBUTIONS NOT IN CHD TRUST FUND - COUNTY					
EQUIPMENT / VEHICLE PURCHASES	0	0	0	0	0
VEHICLE INSURANCE	0	0	0	0	0
VEHICLE MAINTENANCE	0	0	0	0	0
OTHER COUNTY CONTRIBUTION (SPECIFY)	0	0	0	0	0
OTHER COUNTY CONTRIBUTION (SPECIFY)	0	0	0	0	0
OTHER COUNTY CONTRIBUTIONS TOTAL	0	0	0	0	0
GRAND TOTAL CHD PROGRAM	6,196,392	3,310,639	9,507,031	7,264,901	16,771,932

ATTACHMENT II

LEON COUNTY HEALTH DEPARTMENT

Part III, Planned Staffing, Clients, Services and Expenditures By Program Service Area Within Each Level of Service

October 1, 2015 to September 30, 2016

	Quarterly Expenditure Plan							State	County	Grand Total
	FTE's (0.00)	Clients Units	Services/ Visits	1st	2nd (Whole dollars only)	3rd	4th			
A. COMMUNICABLE DISEASE CONTROL:										
IMMUNIZATION (101)	6.23	2,389	3,019	96,227	112,238	96,227	112,238	318,430	98,500	416,930
SEXUALLY TRANS. DIS. (102)	5.31	1,962	3,138	88,687	103,442	88,687	103,441	374,572	9,685	384,257
HIV/AIDS PREVENTION (03A1)	8.05	1	259	104,329	121,687	104,329	121,686	452,031	0	452,031
HIV/AIDS SURVEILLANCE (03A2)	1.33	1	1	15,677	18,286	15,677	18,286	67,926	0	67,926
HIV/AIDS PATIENT CARE (03A3)	2.58	1	83	55,103	64,271	55,103	64,270	238,747	0	238,747
ADAP (03A4)	0.67	1	1	13,648	15,918	13,648	15,918	59,132	0	59,132
TUBERCULOSIS (104)	2.00	14	168	45,401	52,955	45,401	52,956	177,107	19,606	196,713
COMM. DIS. SURV. (106)	1.16	2	493	22,024	25,688	22,024	25,689	75,425	20,000	95,425
HEPATITIS (109)	0.10	28	29	3,333	3,888	3,333	3,888	14,442	0	14,442
PREPAREDNESS AND RESPONSE (116)	2.56	0	6	49,710	57,981	49,710	57,982	215,383	0	215,383
REFUGEE HEALTH (118)	0.17	14	15	2,806	3,273	2,806	3,274	12,159	0	12,159
VITAL RECORDS (180)	3.21	12,995	26,664	42,564	49,645	42,564	49,645	0	184,418	184,418
COMMUNICABLE DISEASE SUBTOTAL	33.37	17,408	33,876	539,509	629,272	539,509	629,273	2,005,354	332,209	2,337,563
B. PRIMARY CARE:										
CHRONIC DISEASE PREVENTION PRO (210)	2.45	0	0	25,078	29,250	25,078	29,250	108,656	0	108,656
WIC (21W1)	32.58	17,606	117,787	389,739	454,583	389,739	454,583	1,688,644	0	1,688,644
TOBACCO USE INTERVENTION (212)	3.27	0	0	43,988	51,307	43,988	51,306	190,589	0	190,589
WIC BREASTFEEDING PEER COUNSELING (21W2)	1.94	0	5,158	14,676	17,118	14,676	17,119	63,589	0	63,589
FAMILY PLANNING (223)	11.71	2,614	5,530	166,636	194,361	166,636	194,361	644,994	77,000	721,994
IMPROVED PREGNANCY OUTCOME (225)	0.33	1	35	3,589	4,187	3,589	4,187	15,552	0	15,552
HEALTHY START PRENATAL (227)	7.81	1,981	8,062	94,401	110,108	94,401	110,108	0	409,018	409,018
COMPREHENSIVE CHILD HEALTH (229)	0.00	0	0	0	0	0	0	0	0	0
HEALTHY START CHILD (231)	3.12	783	3,937	35,746	41,694	35,746	41,694	0	154,880	154,880
SCHOOL HEALTH (234)	29.18	0	371,680	281,570	328,417	281,570	328,416	525,298	694,675	1,219,973
COMPREHENSIVE ADULT HEALTH (237)	2.32	1,588	2,040	36,807	42,930	36,807	42,930	158,724	750	159,474
COMMUNITY HEALTH DEVELOPMENT (238)	1.09	0	0	21,417	24,981	21,417	24,981	92,796	0	92,796
DENTAL HEALTH (240)	21.02	7,695	17,249	385,519	449,661	385,519	449,661	140,360	1,530,000	1,670,360
PRIMARY CARE SUBTOTAL	116.82	32,268	531,478	1,499,166	1,748,597	1,499,166	1,748,596	3,629,202	2,866,323	6,495,525
C. ENVIRONMENTAL HEALTH:										
Water and Onsite Sewage Programs										
COSTAL BEACH MONITORING (347)	0.00	0	0	0	0	0	0	0	0	0
LIMITED USE PUBLIC WATER SYSTEMS (357)	0.08	47	105	1,961	2,287	1,961	2,288	5,497	3,000	8,497
PUBLIC WATER SYSTEM (358)	0.00	0	0	0	0	0	0	0	0	0
PRIVATE WATER SYSTEM (359)	0.00	0	0	75	87	75	87	324	0	324
ONSITE SEWAGE TREATMENT & DISPOSAL (361)	4.93	632	1,109	66,098	77,095	66,098	77,094	286,385	0	286,385
Group Total	5.01	679	1,214	68,134	79,469	68,134	79,469	292,206	3,000	295,206
Facility Programs										
TATTOO FACILITY SERVICES (344)	0.03	0	27	471	550	471	550	2,042	0	2,042

ATTACHMENT II

LEON COUNTY HEALTH DEPARTMENT

Part III, Planned Staffing, Clients, Services and Expenditures By Program Service Area Within Each Level of Service

October 1, 2015 to September 30, 2016

	Quarterly Expenditure Plan								State	County	Grand Total
	FTE's	Clients	Services/	1st	2nd	3rd	4th				
	(0.00)	Units	Visits	(Whole dollars only)							
FOOD HYGIENE (348)	1.65	225	977	23,722	27,669	23,722	27,669	44,522	58,260	102,782	
BODY PIERCING FACILITIES SERVICES (349)	0.01	0	0	112	131	112	131	486	0	486	
GROUP CARE FACILITY (351)	0.74	101	158	11,094	12,939	11,094	12,939	0	48,066	48,066	
MIGRANT LABOR CAMP (352)	0.01	2	12	141	165	141	165	0	612	612	
HOUSING & PUB. BLDG. (353)	0.00	0	0	0	0	0	0	0	0	0	
MOBILE HOME AND PARK (354)	0.12	71	157	1,529	1,784	1,529	1,784	6,626	0	6,626	
POOLS/BATHING PLACES (360)	0.89	405	1,061	12,858	14,997	12,858	14,996	55,709	0	55,709	
BIOMEDICAL WASTE SERVICES (364)	0.30	188	213	3,757	4,383	3,757	4,383	16,280	0	16,280	
TANNING FACILITY SERVICES (369)	0.05	33	72	802	935	802	935	3,474	0	3,474	
Group Total	3.80	1,025	2,677	54,486	63,553	54,486	63,552	129,139	106,938	236,077	
Groundwater Contamination											
STORAGE TANK COMPLIANCE SERVICES (355)	0.00	0	0	0	0	0	0	0	0	0	
SUPER ACT SERVICES (356)	0.17	14	54	2,517	2,935	2,517	2,935	10,904	0	10,904	
Group Total	0.17	14	54	2,517	2,935	2,517	2,935	10,904	0	10,904	
Community Hygiene											
COMMUNITY ENVIR. HEALTH (345)	0.00	0	0	0	0	0	0	0	0	0	
INJURY PREVENTION (346)	0.00	0	0	0	0	0	0	0	0	0	
LEAD MONITORING SERVICES (350)	0.00	0	0	0	0	0	0	0	0	0	
PUBLIC SEWAGE (362)	0.00	0	0	0	0	0	0	0	0	0	
SOLID WASTE DISPOSAL SERVICE (363)	0.00	0	0	0	0	0	0	0	0	0	
SANITARY NUISANCE (365)	0.04	30	74	501	584	501	583	0	2,169	2,169	
RABIES SURVEILLANCE (366)	1.61	1,068	2,906	20,749	24,201	20,749	24,201	89,900	0	89,900	
ARBORVIRUS SURVEIL. (367)	0.00	0	0	0	0	0	0	0	0	0	
RODENT/ARTHROPOD CONTROL (368)	0.00	0	0	0	0	0	0	0	0	0	
WATER POLLUTION (370)	0.00	0	0	0	0	0	0	0	0	0	
INDOOR AIR (371)	0.00	0	0	0	0	0	0	0	0	0	
RADIOLOGICAL HEALTH (372)	0.00	0	0	0	0	0	0	0	0	0	
TOXIC SUBSTANCES (373)	0.00	0	0	0	0	0	0	0	0	0	
Group Total	1.65	1,098	2,980	21,250	24,785	21,250	24,784	89,900	2,169	92,069	
ENVIRONMENTAL HEALTH SUBTOTAL	10.63	2,816	6,925	146,387	170,742	146,387	170,740	522,149	112,107	634,256	
D. NON-OPERATIONAL COSTS:											
NON-OPERATIONAL COSTS (599)	0.00	0	0	1,905	2,222	1,905	2,223	8,255	0	8,255	
ENVIRONMENTAL HEALTH SURCHARGE (399)	0.00	0	0	4,947	5,769	4,947	5,769	21,432	0	21,432	
MEDICAID BUYBACK (611)	0.00	0	0	2,308	2,692	2,308	2,692	10,000	0	10,000	
NON-OPERATIONAL COSTS SUBTOTAL	0.00	0	0	9,160	10,683	9,160	10,684	39,687	0	39,687	
TOTAL CONTRACT	160.82	52,492	572,279	2,194,222	2,559,294	2,194,222	2,559,293	6,196,392	3,310,639	9,507,031	

ATTACHMENT III
LEON COUNTY HEALTH DEPARTMENT
CIVIL RIGHTS CERTIFICATE

The applicant provides this assurance in consideration of and for the purpose of obtaining federal grants, loans, contracts (except contracts of insurance or guaranty), property, discounts, or other federal financial assistance to programs or activities receiving or benefiting from federal financial assistance. The provider agrees to complete the Civil Rights Compliance Questionnaire, DH Forms 946 A and B (or the subsequent replacement if adopted during the contract period), if so requested by the department.

The applicant assures that it will comply with:

1. Title VI of the Civil Rights Act of 1964, as amended, 42 U.S.C., 2000 Et seq., which prohibits discrimination on the basis of race, color or national origin in programs and activities receiving or benefiting from federal financial assistance.
2. Section 504 of the Rehabilitation Act of 1973, as amended, 29 U.S.C. 794, which prohibits discrimination on the basis of handicap in programs and activities receiving or benefiting from federal financial assistance.
3. Title IX of the Education Amendments of 1972, as amended, 20 U.S.C. 1681 et seq., which prohibits discrimination on the basis of sex in education programs and activities receiving or benefiting from federal financial assistance.
4. The Age Discrimination Act of 1975, as amended, 42 U.S.C. 6101 et seq., which prohibits discrimination on the basis of age in programs or activities receiving or benefiting from federal financial assistance.
5. The Omnibus Budget Reconciliation Act of 1981, P.L. 97-35, which prohibits discrimination on the basis of sex and religion in programs and activities receiving or benefiting from federal financial assistance.
6. All regulations, guidelines and standards lawfully adopted under the above statutes. The applicant agrees that compliance with this assurance constitutes a condition of continued receipt of or benefit from federal financial assistance, and that it is binding upon the applicant, its successors, transferees, and assignees for the period during which such assistance is provided. The applicant further assures that all contracts, subcontractors, subgrantees or others with whom it arranges to provide services or benefits to participants or employees in connection with any of its programs and activities are not discriminating against those participants or employees in violation of the above statutes, regulations, guidelines, and standards. In the event of failure to comply, the applicant understands that the grantor may, at its discretion, seek a court order requiring compliance with the terms of this assurance or seek other appropriate judicial or administrative relief, to include assistance being terminated and further assistance being denied.

ATTACHMENT IV
LEON COUNTY HEALTH DEPARTMENT
FACILITIES UTILIZED BY THE COUNTY HEALTH DEPARTMENT

<u>Facility</u> <u>Description</u>	<u>Location</u>	<u>Owned By</u>
Headquarters Building -Department of Health-Leon	2965 Municipal Way, Tallahassee Florida	Leon County
Roberts & Stevens Medical Services Center	1515 Old Bainbridge Road, Tallahassee Florida	Leon County
Richardson-Lewis Clinic	872 W Orange Avenue, Tallahassee Florida	Leon County
Environmental Health	435 N Macomb Street, Tallahassee Florida	Leon County
Center for Dental Care and Prevention-Molar Express	912 Railroad Avenue, Tallahassee Florida	Leon County
Fairview Middle School Clinic	3415 Zillah Road, Tallahassee Florida	Leon County School Board
Deerlake Middle School	9902 Deerlake Way, Tallahassee Florida	Leon County School Board
Griffin Middle School	800 Alabama Street, Tallahassee Florida	Leon County School Board
Montsford Middle School	5789 Pimlico Drive, Tallahassee Florida	Leon County School Board
Nims Middle School	723 W Orange Avenue, Tallahassee Florida	Leon County School Board
Raa Middle School	401 West Tharpe Street, Tallahassee Florida	Leon County School Board
Swift Creek Middle School	2100 Pedrick Road, Tallahassee Florida	Leon County School Board
Cobb Middle School	915 Hill Crest Street, Tallahassee Florida	Leon County School Board
Ghazvini School	860 Blountstown Highway, Tallahassee Florida	Leon County School Board
Bond	2204 Saxon Street, Tallahassee Florida	Leon County School Board
Bucklake	1600 Pedrick Road, Tallahassee Florida	Leon County School Board
Canopy Oaks	3250 Pointview Drive, Tallahassee Florida	Leon County School Board
Conley	2400 E Orange Avenue, Tallahassee Florida	Leon County School Board
DeSoto Trail	2930 Velda Dairy Road, Tallahassee Florida	Leon County School Board
Hartsfield	1414 Chowkeebin Nen, Tallahassee Florida	Leon County School Board
Hawks Rise	205 Meadow Ridge Drive, Tallahassee Florida	Leon County School Board
Kate Sullivan	927 Miccosukee Road, Tallahassee Florida	Leon County School Board
Pace School	3413 Zillah Road, Tallahassee Florida	Leon County School Board
Pineview	22330 Lake Bradford Road, Tallahassee Florida	Leon County School Board
Riley	1400 Indiana Street, Tallahassee Florida	Leon County School Board
Ruediger	526 West 10th Avenue, Tallahassee Florida	Leon County School Board
Sabal Palm	2813 Ridgeway Road, Tallahassee Florida	Leon County School Board
Sealey	2815 Allen Road, Tallahassee Florida	Leon County School Board
Springwood	3801 Fred George Road, Tallahassee Florida	Leon County School Board
Woodville	9373 Woodville Highway, Tallahassee Florida	Leon County School Board

**Leon County
Board of County Commissioners**

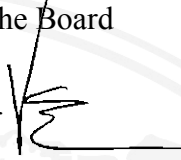
Notes for Agenda Item #5

Leon County Board of County Commissioners

Cover Sheet for Agenda #5

September 29, 2015

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Approval to Renew the Agreement Between Leon County and Apalachee Center, Inc. for the Provision of State-Mandated Baker Act and Marchman Act Services for FY 2015/16

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator Ken Morris, Assistant County Administrator Eryn D. Calabro, Director, Office of Human Services and Community Partnerships
Lead Staff/ Project Team:	Rosemary Evans, Financial Compliance Manager

Fiscal Impact:

This item has a fiscal impact to the County in the amount of \$638,156. Funding for the Agreement with Apalachee Center is included in the FY2015/16 Budget.

Staff Recommendation:

Option #1: Approve the renewal of the Agreement with Apalachee Center, Inc. for Baker and Marchman Act mandated services in the amount of \$638,156 for FY 2015/16, and authorize the County Administrator to execute (Attachment #1).

Report and Discussion

Background:

Chapter 394 of the Florida Statutes is known as “The Baker Act” and as “The Florida Mental Health Act.” The Baker Act provides an individual with emergency services and temporary detention for mental health evaluation and treatment, either on a voluntary or involuntary basis. Chapter 397 of the Florida Statutes is known as the “Hal S. Marchman Alcohol and Other Drug Services Act of 1993.” The Marchman Act provides for the involuntary or voluntary assessment and stabilization of a person allegedly abusing drugs, alcohol, or other substances and provides for treatment of substance abuse.

Florida Administrative Code, Chapter 65E-14, Community Substance Abuse and Mental Health Services-Financial Rules, requires that State funds expended for mental health, alcohol and drug abuse services be matched on a 75% State to 25% local basis. The Marchman Act outlines a means of providing an individual, in need of substance abuse services, with emergency services and temporary detention for substance abuse evaluation and treatment when required, either on a voluntary or involuntary basis.

The County Attorney's Office has researched and analyzed the relevant law in this matter and stated that it appears Leon County has an obligation to a pro-rata share of the 25% local match to the Center. (Attachment #2)

Analysis:

Apalachee Center, Inc. (ACI) is the only Leon County healthcare facility designated by the Department of Children and Families as a public-receiving facility for individuals experiencing a mental health and/or substance abuse crisis. Additionally, authority for this designation is provided in legislation. ACI provides alcohol and drug detoxification and crisis stabilization services under the Baker and Marchman Acts to Leon, Franklin, Gadsden, Jefferson, Liberty, Madison, Taylor, and Wakulla Counties. Collectively, these counties provide the 25% local match which is based on a historical bed-day utilization rate (total bed-days used/bed-days used by County). Leon County’s utilization rate is approximately 76%. Other funding sources include the Leon, Gadsden, and Wakulla County school boards; Medicare; and other first and third party payer fees.

Table 1 displays inpatient screening and admission data reported by ACI for Leon County residents during the period October 1, 2014 – September 10, 2015. FY 2014/15 year-end data will be available in October.

Table 1: FY 2014/15 Screening and Admission

Screened by the Evaluations & Admissions Unit	1,968
Admitted to PATH – Publicly Funded Baker Act Unit	773
Admitted to Detox – Publicly Funded Marchman Act Unit	469
Admitted to EPH – Private Facility, Not Publicly Funded	564
Admitted to All Inpatient Units (PATH, DETOX, EPH)	1,806
Number of residents not admitted	162

Of the 1,968 residents screened, 162 were not admitted. Table 2 provides the reasons screened patients were not admitted.

Table 2: Reasons Not Admitted

Referred to Life Management / Bay Behavioral	0	Referred to Medical Hospital	16
Did Not Need Inpatient Services or Declined Services	124	Detox Beds Full	0
Became Physically Violent and Was Arrested	0	Referred to TMH Behavioral Health	4
Other	18	Total Not Admitted	162

ACI reports that clients who did not need inpatient services or declined services were given referrals and/or appointments to programs such as its outpatient programs, FSU Counseling Center, Alcoholics Anonymous, Narcotics Anonymous, Disc Village, primary care physicians, private practitioners, assisted living facilities, the Shelter/Kearney Center, and VA outpatient programs.

Table 3 represents funding by Leon County and utilization by residents over the past four years. During FY 2014/15, the County allocated \$638,156 to ACI for these services.

Table 3: Leon County Funding and Residents Screened

County Fiscal Year	County Local Match	Residents Screened
FY 10/11	\$638,156	2,560
FY 11/12	\$638,156	2,314
FY 12/13	\$638,156	2,106
FY 13/14	\$638,156	2,101

ACI has requested level funding in the amount of \$638,156 for FY 2015/16. The Agreement is for one year, beginning October 1, 2015, and expiring September 30, 2016 (Attachment #1).

Options:

1. Approve the renewal of the Agreement with Apalachee Center, Inc. for Baker Act and Marchman Act services in the amount of \$638,156 for FY 2015/16, and authorize the County Administrator to execute (Attachment #1).
2. Do not approve the renewal of the Agreement with Apalachee Center, Inc. for Baker Act and Marchman Act services in the amount of \$638,156 for FY 2015/16.
3. Board direction.

Recommendation:

Option #1.

Attachment:

1. FY 2015/16 Contract between Leon County and Apalachee Center, Inc.
2. Memorandum from the County Attorney's Office

AGREEMENT

This Agreement is entered into this ____ day of _____ 2015 between LEON COUNTY, FLORIDA, a Charter-County and Political Sub-division of the State of Florida (hereafter "LEON COUNTY") and APALACHEE CENTER, INC., (hereafter "APALACHEE") a non-profit entity located at 2634-J Capital Circle NE, Tallahassee, FL 32308.

WHEREAS, APALACHEE has for a number of years contracted with the Department of Children and Families for the provision of mental health services under Chapter 394, Florida Statutes; and

WHEREAS, Section 394.76, Florida Statutes, requires that state funds expended for mental health, alcohol and drug abuse services, subject to certain specified exemptions, be matched on a 75% to 25% state to local basis; and

WHEREAS, the local governing body is required to provide that amount of funds when added to other available local matching funds, is necessary to match state funds; and

WHEREAS, APALACHEE has identified certain funds raised and expended by it as matching funds which it agrees may be used by LEON COUNTY to reduce the amount of matching funds it is obligated to provide; and

WHEREAS, LEON COUNTY is desirous of continuing its long and harmonious relationship with APALACHEE CENTER, INC.

NOW, THEREFORE, APALACHEE CENTER, INC. AND LEON COUNTY, FLORIDA, agree as follows:

(1) Commencing October 1, 2015 through September 30, 2016, LEON COUNTY will provide APALACHEE with matching funds in the full amount of \$638,156, to be paid in twelve (12) successive monthly installments of 1/12 of the full amount.

(2) APALACHEE agrees to seek other funding from other local governing bodies in accordance with Florida Law.

(3) The expenditure of matching funds provided by LEON COUNTY to APALACHEE shall be audited annually either in conjunction with an audit of other expenditures or by a separate audit. Such annual audits shall be furnished to LEON COUNTY within thirty (30) days of the completion thereof for its examination.

(4) APALACHEE agrees to submit a report to include demographic data and the number of clients served, clients denied admission and reason for denial and referral information on a quarterly basis and to submit invoices monthly.

(5) A material breach of this agreement by either party would entitle the other to pursue any and all remedies and to assert all defenses which would have been available to either in the absence of such agreement.

(6) Nothing in this agreement shall be construed as establishing or creating a relationship of agency, partners or employment between the parties, or as constituting either party as the agent or representative of the other for any purpose. APALACHEE is not authorized to bind LEON COUNTY to any contract or other obligations, and shall not expressly or impliedly represent to any party that APALACHEE is the agent or representative of LEON COUNTY.

(7) APALACHEE hereby agrees to indemnify, defend and hold harmless LEON COUNTY, its officials, officers, employees and agents, from and against any and all claims, damages, liabilities, losses, costs, or suits, of any nature whatsoever arising out of, because of, or due to any acts or omissions of APALACHEE, its delegates, employees and agents, arising out of or under this Agreement, including a reasonable attorney's fees. The LEON COUNTY may, at its sole option, defend itself or require APALACHEE to provide the defense. APALACHEE acknowledges that ten dollars (\$10.00) of the amount paid to APALACHEE is sufficient consideration of APALACHEE's indemnification of LEON COUNTY.

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

Notice to the Apalachee Center, Inc.:

Jay Reeve, PhD
Chief Executive Officer
Apalachee Center, Inc.
2634-J Capital Circle NE
Tallahassee, FL 32308

Notice to LEON COUNTY:

Eryn D. Calabro, Director
Leon County
Office of Human Services and Community
Partnerships
918 Railroad Avenue
Tallahassee, FL 32310

(9) This agreement shall be governed by, construed, and enforced in accordance to the laws of the State of Florida.

(10) In accordance with Section 287.133, Florida Statutes, APALACHEE certifies to the best of its knowledge that neither APALACHEE nor its affiliates have been convicted of a public entity crime. Violation of the section by APALACHEE shall be grounds for cancellation of this agreement by LEON COUNTY.

(11) APALACHEE shall:

1. Keep and maintain those records that ordinarily and necessarily would be required by the LEON COUNTY in order to perform the Services under this Agreement, hereinafter “Public Records”.
2. Provide the public with access to public records on the same terms and conditions that the County would provide the records and at a cost to the public as set forth in Chapter 119, Florida Statutes, or as otherwise provided by law.
3. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law.
4. Meet all requirements for retaining public records and transfer, at no cost, to LEON COUNTY all public records in possession of the APALACHEE upon termination of this Agreement and destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to LEON COUNTY in a format that is compatible with the information technology systems of LEON COUNTY.

(12) The performance of LEON COUNTY of its obligations under this agreement shall be subject to and contingent upon the availability of funds budgeted by LEON COUNTY or otherwise lawfully expendable for the purposes of this agreement for the current and future periods.

[The remainder of this page is intentionally blank.]

IN WITNESS THEREOF, the parties hereto have caused this instrument to be executed on the day and first year written above.

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

Herbert W. A. Thiele, Esq.
County Attorney

APALACHEE CENTER, INC.

BY: _____
Jay Reeve, PhD
Chief Executive Officer

ATTEST:

BY: _____
Virginia Kelly
Chief Financial Officer

BOARD OF COUNTY COMMISSIONERS

INTER-OFFICE MEMORANDUM

TO: Alan Rosenzweig, Deputy County Administrator
Candice M. Wilson, Director of Human Services & Community Partnerships

FROM: Patrick T. Kinni, Esq.
Deputy County Attorney

DATE: September 27, 2013

SUBJECT: Local Match Funding of the Apalachee Center, Inc. for State-Mandated
Provision of Community Substance Abuse and Mental Health Services

Pursuant to your request, the County Attorney's Office is providing the following legal analysis of the statutory local match funding requirements for substance abuse and mental health services provided in Leon County. As you know, the Apalachee Center, Inc. is the designated healthcare facility that provides substance abuse and mental health services to Leon County, as well as to the surrounding counties of Franklin, Gadsden, Jefferson, Liberty, Madison, Taylor, and Wakulla.

Chapter 394, Part IV, Florida Statutes (2012) is known as "The Community Substance Abuse and Mental Health Services Act." Section 394.76, Florida Statutes, addresses the financing for substance abuse and mental health services within a particular district, and specifies the means for determining the local match funding level, if the local match funding level is not provided by the State. Section 394.76(9)(a), Florida Statutes, provides as follows:

State funds for community alcohol and mental health services shall be matched by local matching funds as provided in paragraph (3)(b). The governing bodies within a district or subdistrict shall be required to participate in the funding of alcohol and mental health services under the jurisdiction of such governing bodies. The amount of the participation shall be at least that amount which, when added to other available local matching funds, is necessary to match state funds.

Section 394.76(3)(b) then sets forth that community alcohol and mental health services and programs "shall require local participation on a 75-to-25 state-to-local ratio." "Local matching funds" is defined to mean funds received from governing bodies of local governments, as well as funds received from other sources, such as private hospital funds and private gifts from corporations and individuals. § 394.67(13), Fla. Stat. (2013).

Thus, it is clear that the statute requires local participation on a 75%-to-25% state-to-local ratio for funding community alcohol and mental health services. However, the amount of funding required by a local governing body is that amount which, *when added to other available local*

matching funds, is necessary to make up the 25% match. § 394.76(9)(a), Fla. Stat. (2012). (Emphasis supplied.) If the full 25% match has been provided by other local sources, then no additional funding would be necessary. In any given year, then, the amount of actual funding required of Leon County could be anywhere from zero dollars to the full 25% match, depending on the amount of funding received from the other sources.

Where there are two or more counties that are being served by a provider of substance abuse and mental health services, the following also applies:

When a service district comprises two or more counties or portions thereof, it is the obligation of the planning council to submit to the governing bodies, prior to the budget submission date of each governing body, an estimate of the proportionate share of costs of alcohol, drug abuse, and mental health services proposed to be borne by each such governing body.

§ 394.73(3), Fla. Stat. (2012). In other words, when multiple counties are involved, which is the case for Leon County and the surrounding counties, the costs of substance abuse and mental health services are to be shared on a proportionate basis by the counties. Although the statute does not set forth a specific formula for determining the proportionate share, it could be, for example, based on the number of beds being utilized by the various counties in providing substance abuse and mental health services. Another basis could simply be the amount of funds required to make up the full 25% match, divided by the number of participating counties.

Pursuant to Sections 394.75(3)(f) and 394.75(4)(h), Florida Statutes, each county that contributes funds for substance abuse and mental health services is to provide input and is to be consulted in formulating the plan for delivery of the services. In addition, each county that contributes funds for the services is to require annual audits. § 394.76(10), Fla. Stat. (2012). Finally, in the event of a dispute concerning the plan for delivery of services and the budget for same, the disputed issues are to be submitted directly to the Department of Children and Family Services for immediate resolution. § 394.75(11), Fla. Stat. (2012). *See also*, Fla. Atty. Gen. Op. 2011-23.

Should you have any questions or require additional information, please contact our office.

PTK/plp

**Leon County
Board of County Commissioners**


Notes for Agenda Item #6

Leon County Board of County Commissioners

Cover Sheet for Agenda #6

September 29, 2015

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Approval of Payment of Bills and Vouchers Submitted for September 29, 2015 and Pre-Approval of Payment of Bills and Vouchers for the Period of September 30 through October 12, 2015

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

Fiscal Impact:

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

Staff Recommendation:

Option #1: Approve the payment of bills and vouchers submitted for September 29, 2015, and pre-approve the payment of bills and vouchers for the period of September 30 through October 12, 2015.

Report and Discussion

This agenda item requests Board approval of the payment of bills and vouchers submitted for approval September 29, 2015 and pre-approval of payment of bills and vouchers for the period of September 30 through October 12, 2015. The Office of Financial Stewardship/Management and Budget (OMB) reviews the bills and vouchers printout, submitted for approval during the September 29, 2015 meeting, the morning of Monday, September 28, 2015. 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 first Tuesday in October, it is advisable for the Board to pre-approve payment of the County's bills for September 30 through October 12, 2015, so that vendors and service providers will not experience hardship because of delays in payment. The OMB office will continue to review the printouts prior to payment and if for any reason questions payment, then payment will be withheld until an inquiry is made and satisfied, or until the next scheduled Board meeting. Copies of the bills/vouchers printout will be available in OMB for review.

Options:

1. Approve the payment of bills and vouchers submitted for September 29, 2015, and pre-approve the payment of bills and vouchers for the period of September 30 through October 12, 2015.
2. Do not approve the payment of bills and vouchers submitted for September 29, 2015, and do not pre-approve the payment of bills and vouchers for September 30 through October 12, 2015.
3. Board direction.

Recommendation:

Option #1.

VSL/AR/SR/cc

**Leon County
Board of County Commissioners**


Notes for Agenda Item #7

Leon County Board of County Commissioners

Cover Sheet for Agenda #7

September 29, 2015

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Acceptance of Fiscal Year 2014/2015 Tangible Personal Property Annual 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 Shelly Kelley, Director, Purchasing Division
Lead Staff/ Project Team:	Don Tobin, Purchasing and Contract Administrator Jay Kirkland, Purchasing Agent and Property Control Specialist

Fiscal Impact:

This item has no current fiscal impact. Annually, as part of the budget process, projected sales of auctioned or surplus goods are included in the budget.

Staff Recommendations:

- Option #1: Accept the FY14/15 Tangible Personal Property Annual Report.
- Option #2: Authorize the deletion of 847 tangible personal property items from the Property Control records.

Report and Discussion

Background:

Property Control is required to provide an annual report of the County's tangible personal property. Florida Statutes and the Rules of the Chief Financial Officer require that each board of county commissioners conduct an annual physical inventory of all tangible personal property items. The Board is responsible for maintaining inventory control on all items under its authority, as well as items of the Property Appraiser, the Tax Collector, the Clerk of Courts, Supervisor of Elections, and the Health Department. The Sheriff is charged by Florida Statutes with maintaining his own inventory control system.

Analysis:

Surplus Auctions

Disposition of tangible personal property of local governments is tightly controlled by Chapter 274, Florida Statutes. The statute requires counties to dispose of tangible personal property by public sale, either to other government units or to the public. Several sales were held this year via onsite auctions, and utilization of PublicSurplus.com internet auction site.

Net proceeds were as follows:

Auction Date	Auction Type	Sale Amount
October 13, 2014	On-site Vehicle/Heavy Equipment	\$53,802
January 23, 2015	On-site Vehicle/Heavy Equipment	\$93,802
May 15, 2015	On-site Vehicle/Heavy Equipment	\$203,399
July 24, 2015	On-site Vehicle/Heavy Equipment	\$48,461
Throughout FY15	Internet Vehicle/Heavy Equipment & Office Equipment	\$20,107
		\$419,453

The sale of vehicles and heavy equipment accounted for \$417,745 of all auction proceeds. Annually, revenues from the surplus auctions are contemplated in the annual budget and are used to offset the cost of new vehicle purchases.

Annual Inventory

Purchasing division staff and department custodians have recently completed the FY14/15 annual inventory of 7,472 tangible personal property assets valued at \$58,132,990. All items were found.

Deletion of Property Items

There are various reasons items need to be deleted from the property records. Reasons for deletion include being sold, donated, traded-in, dealer buy-back, returned, discarded, cannibalized, lost, recycled, transfer, and inventory not found for two years.

Listed in the following table are the reasons for deletion and the number of items by category. The total number of property items to be deleted is 847 (Attachment #1). Deletion of tangible personal property requires Board approval.

Reason	Number of Items
Sold	40
Donated to Goodwill Pursuant to Board Direction	253
Traded-in, dealer buy-back, returned *	525
Discarded, cannibalized, junked, recycled	29
Total	847

* Large number of trade-ins associated with voting machine replacement project

Options:

1. Accept the FY14/15 Tangible Personal Property Annual Report.
2. Authorize deletion of the listed 847 tangible personal property items from the Property Control records (Attachment 1#).
3. Board direction.

Recommendation:

Options #1 and #2.

Attachment:

1. List of Tangible Personal Property to be deleted from the Property Control Records.

**TANGIBLE PERSONAL PROPERTY TO BE DELETED FROM PROPERTY
CONTROL RECORDS**

TRADED ASETS

28873	2004 GMC SIERRA
27389	ACCU VOTE BASES
27390	ACCU VOTE BASES
27391	ACCU VOTE BASES
27392	ACCU VOTE BASES
27393	ACCU VOTE BASES
27394	ACCU VOTE BASES
27395	ACCU VOTE BASES
27396	ACCU VOTE BASES
27397	ACCU VOTE BASES
27398	ACCU VOTE BASES
27399	ACCU VOTE BASES
27400	ACCU VOTE BASES
27401	ACCU VOTE BASES
27402	ACCU VOTE BASES
27403	ACCU VOTE BASES
27404	ACCU VOTE BASES
27405	ACCU VOTE BASES
27406	ACCU VOTE BASES
27407	ACCU VOTE BASES
27408	ACCU VOTE BASES
27409	ACCU VOTE BASES
27410	ACCU VOTE BASES
27411	ACCU VOTE BASES
27412	ACCU VOTE BASES
27413	ACCU VOTE BASES
27364	ACCU VOTE UNITS
27365	ACCU VOTE UNITS
27366	ACCU VOTE UNITS
27367	ACCU VOTE UNITS
27368	ACCU VOTE UNITS
27369	ACCU VOTE UNITS
27370	ACCU VOTE UNITS
27371	ACCU VOTE UNITS
27372	ACCU VOTE UNITS
27373	ACCU VOTE UNITS
27374	ACCU VOTE UNITS
27375	ACCU VOTE UNITS
27376	ACCU VOTE UNITS
27377	ACCU VOTE UNITS
27378	ACCU VOTE UNITS
27379	ACCU VOTE UNITS
27380	ACCU VOTE UNITS
27381	ACCU VOTE UNITS

**TANGIBLE PERSONAL PROPERTY TO BE DELETED FROM PROPERTY
CONTROL RECORDS**

27382 ACCU VOTE UNITS
27383 ACCU VOTE UNITS
27384 ACCU VOTE UNITS
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27387 ACCU VOTE UNITS
27388 ACCU VOTE UNITS
28315 ACCU VOTE UNITS
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28317 ACCU VOTE UNITS
28318 ACCU VOTE UNITS
28319 ACCU VOTE UNITS
31988 ACCUVOTE OSX
31989 ACCUVOTE OSX
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31992 ACCUVOTE OSX
31993 ACCUVOTE OSX
32000 ACCUVOTE OSX
32001 ACCUVOTE OSX
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31976 ACCUVOTE OSX
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31982 ACCUVOTE OSX
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31984 ACCUVOTE OSX
31985 ACCUVOTE OSX
31205 ACCUVOTE TABULATOR
31206 ACCUVOTE TABULATOR
31207 ACCUVOTE TABULATOR
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31213 ACCUVOTE TABULATOR
31214 ACCUVOTE TABULATOR

**TANGIBLE PERSONAL PROPERTY TO BE DELETED FROM PROPERTY
CONTROL RECORDS**

31215 ACCUVOTE TABULATOR
31216 ACCUVOTE TABULATOR
31217 ACCUVOTE TABULATOR
31218 ACCUVOTE TABULATOR
31219 ACCUVOTE TABULATOR
31220 ACCUVOTE TABULATOR
31221 ACCUVOTE TABULATOR
31222 ACCUVOTE TABULATOR
27750 ACCU-VOTE UNIT WHITE
27751 ACCU-VOTE UNIT WHITE
27752 ACCU-VOTE UNIT WHITE
27753 ACCU-VOTE UNIT WHITE
27754 ACCU-VOTE UNIT WHITE
30988 AVTSX VOTING MACHINE
30989 AVTSX VOTING MACHINE
30990 AVTSX VOTING MACHINE
30991 AVTSX VOTING MACHINE
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31000 AVTSX VOTING MACHINE
31001 AVTSX VOTING MACHINE
31002 AVTSX VOTING MACHINE
31003 AVTSX VOTING MACHINE
31004 AVTSX VOTING MACHINE
31005 AVTSX VOTING MACHINE
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31007 AVTSX VOTING MACHINE
31008 AVTSX VOTING MACHINE
31009 AVTSX VOTING MACHINE
31010 AVTSX VOTING MACHINE
31011 AVTSX VOTING MACHINE
31012 AVTSX VOTING MACHINE
31013 AVTSX VOTING MACHINE
31014 AVTSX VOTING MACHINE
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31019 AVTSX VOTING MACHINE

**TANGIBLE PERSONAL PROPERTY TO BE DELETED FROM PROPERTY
CONTROL RECORDS**

31020 AVTSX VOTING MACHINE
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**TANGIBLE PERSONAL PROPERTY TO BE DELETED FROM PROPERTY
CONTROL RECORDS**

31065 AVTSX VOTING MACHINE
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31109 AVTSX VOTING MACHINE

**TANGIBLE PERSONAL PROPERTY TO BE DELETED FROM PROPERTY
CONTROL RECORDS**

31110	AVTSX VOTING MACHINE
31111	AVTSX VOTING MACHINE
31112	AVTSX VOTING MACHINE
31133	AVTSX VOTING MACHINE
31134	AVTSX VOTING MACHINE
31135	AVTSX VOTING MACHINE
31136	AVTSX VOTING MACHINE
31137	AVTSX VOTING MACHINE
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31139	AVTSX VOTING MACHINE
31140	AVTSX VOTING MACHINE
31141	AVTSX VOTING MACHINE
31142	AVTSX VOTING MACHINE
31143	AVTSX VOTING MACHINE
31144	AVTSX VOTING MACHINE
31145	AVTSX VOTING MACHINE
31146	AVTSX VOTING MACHINE
31147	AVTSX VOTING MACHINE
31233	BALLOT BOX
31234	BALLOT BOX
31235	BALLOT BOX
31236	BALLOT BOX
31237	BALLOT BOX
31238	BALLOT BOX
31239	BALLOT BOX
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**TANGIBLE PERSONAL PROPERTY TO BE DELETED FROM PROPERTY
CONTROL RECORDS**

32040	BALLOT BOX
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32046	BALLOT BOX
32047	BALLOT BOX
32048	BALLOT BOX
32049	BALLOT BOX
32050	BALLOT BOX
27745	BALLOT BOXES
27746	BALLOT BOXES
27747	BALLOT BOXES
27748	BALLOT BOXES
27749	BALLOT BOXES
28320	BLACK PLASTIC VOTING BOXES
28321	BLACK PLASTIC VOTING BOXES
28322	BLACK PLASTIC VOTING BOXES
28323	BLACK PLASTIC VOTING BOXES
28324	BLACK PLASTIC VOTING BOXES
28343	BRUSH CHIPPER VERMEER 1400
27654	CATALYST 2950
27656	CATALYST 2950
29890	CATALYST, 2950-12
29913	CATALYST, 2950-24
29915	CATALYST, 2950-24
29926	CATALYST, 2950-48
29927	CATALYST, 2950-48
28414	CISCO SWITCH 3550
30966	EXCAVATOR, JD 350D
27042	FLUKE, OPTIVIEW PRO GIGABIT
28174	GMC TRUCK
30109	ROLLING BRIDGE JACK
31907	ROLLING BRIDGE JACK
30935	ROUTER, CISCO 2950
30936	ROUTER, CISCO 2950
19978	VOTING COUNTER, MOBILE
19979	VOTING COUNTER, MOBILE
21168	VOTING MACHINE (ACCU VOTE)
21169	VOTING MACHINE (ACCU VOTE)
21170	VOTING MACHINE (ACCU VOTE)
21171	VOTING MACHINE (ACCU VOTE)
21172	VOTING MACHINE (ACCU VOTE)
21173	VOTING MACHINE (ACCU VOTE)

**TANGIBLE PERSONAL PROPERTY TO BE DELETED FROM PROPERTY
CONTROL RECORDS**

21174 VOTING MACHINE (ACCU VOTE)
15723 VOTING MACHINE (ACCU-VOTE)
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15744 VOTING MACHINE (ACCU-VOTE)
15745 VOTING MACHINE (ACCU-VOTE)
15746 VOTING MACHINE (ACCU-VOTE)
15747 VOTING MACHINE (ACCU-VOTE)
15748 VOTING MACHINE (ACCU-VOTE)
15749 VOTING MACHINE (ACCU-VOTE)
15750 VOTING MACHINE (ACCU-VOTE)
15751 VOTING MACHINE (ACCU-VOTE)
15752 VOTING MACHINE (ACCU-VOTE)
15753 VOTING MACHINE (ACCU-VOTE)
15754 VOTING MACHINE (ACCU-VOTE)
15755 VOTING MACHINE (ACCU-VOTE)
15756 VOTING MACHINE (ACCU-VOTE)
15757 VOTING MACHINE (ACCU-VOTE)
23590 VOTING MACHINE (ACCU-VOTE)
23591 VOTING MACHINE (ACCU-VOTE)
23592 VOTING MACHINE (ACCU-VOTE)
15215 VOTING MACHINE BOX(BOOTH), BLA
15216 VOTING MACHINE BOX(BOOTH), BLA
15217 VOTING MACHINE BOX(BOOTH), BLA
15218 VOTING MACHINE BOX(BOOTH), BLA
15220 VOTING MACHINE BOX(BOOTH), BLA
15221 VOTING MACHINE BOX(BOOTH), BLA

**TANGIBLE PERSONAL PROPERTY TO BE DELETED FROM PROPERTY
CONTROL RECORDS**

15222 VOTING MACHINE BOX(BOOTH), BLA
15223 VOTING MACHINE BOX(BOOTH), BLA
15224 VOTING MACHINE BOX(BOOTH), BLA
15225 VOTING MACHINE BOX(BOOTH), BLA
15226 VOTING MACHINE BOX(BOOTH), BLA
15227 VOTING MACHINE BOX(BOOTH), BLA
15228 VOTING MACHINE BOX(BOOTH), BLA
15229 VOTING MACHINE BOX(BOOTH), BLA
15231 VOTING MACHINE BOX(BOOTH), BLA
15232 VOTING MACHINE BOX(BOOTH), BLA
15233 VOTING MACHINE BOX(BOOTH), BLA
15234 VOTING MACHINE BOX(BOOTH), BLA
15235 VOTING MACHINE BOX(BOOTH), BLA
15236 VOTING MACHINE BOX(BOOTH), BLA
15237 VOTING MACHINE BOX(BOOTH), BLA
15238 VOTING MACHINE BOX(BOOTH), BLA
15239 VOTING MACHINE BOX(BOOTH), BLA
15241 VOTING MACHINE BOX(BOOTH), BLA
15242 VOTING MACHINE BOX(BOOTH), BLA
15244 VOTING MACHINE BOX(BOOTH), BLA
15245 VOTING MACHINE BOX(BOOTH), BLA
15247 VOTING MACHINE BOX(BOOTH), BLA
15248 VOTING MACHINE BOX(BOOTH), BLA
15249 VOTING MACHINE BOX(BOOTH), BLA
15250 VOTING MACHINE BOX(BOOTH), BLA
15251 VOTING MACHINE BOX(BOOTH), BLA
15252 VOTING MACHINE BOX(BOOTH), BLA
15253 VOTING MACHINE BOX(BOOTH), BLA
15254 VOTING MACHINE BOX(BOOTH), BLA
15255 VOTING MACHINE BOX(BOOTH), BLA
15256 VOTING MACHINE BOX(BOOTH), BLA
15257 VOTING MACHINE BOX(BOOTH), BLA
15258 VOTING MACHINE BOX(BOOTH), BLA
15259 VOTING MACHINE BOX(BOOTH), BLA
15260 VOTING MACHINE BOX(BOOTH), BLA
15261 VOTING MACHINE BOX(BOOTH), BLA
15262 VOTING MACHINE BOX(BOOTH), BLA
15263 VOTING MACHINE BOX(BOOTH), BLA
15264 VOTING MACHINE BOX(BOOTH), BLA
15265 VOTING MACHINE BOX(BOOTH), BLA
15266 VOTING MACHINE BOX(BOOTH), BLA
15267 VOTING MACHINE BOX(BOOTH), BLA
15269 VOTING MACHINE BOX(BOOTH), BLA
15270 VOTING MACHINE BOX(BOOTH), BLA
15271 VOTING MACHINE BOX(BOOTH), BLA

**TANGIBLE PERSONAL PROPERTY TO BE DELETED FROM PROPERTY
CONTROL RECORDS**

15272 VOTING MACHINE BOX(BOOTH), BLA
15273 VOTING MACHINE BOX(BOOTH), BLA
15274 VOTING MACHINE BOX(BOOTH), BLA
15275 VOTING MACHINE BOX(BOOTH), BLA
15276 VOTING MACHINE BOX(BOOTH), BLA
15277 VOTING MACHINE BOX(BOOTH), BLA
15278 VOTING MACHINE BOX(BOOTH), BLA
15279 VOTING MACHINE BOX(BOOTH), BLA
15280 VOTING MACHINE BOX(BOOTH), BLA
15281 VOTING MACHINE BOX(BOOTH), BLA
15282 VOTING MACHINE BOX(BOOTH), BLA
15283 VOTING MACHINE BOX(BOOTH), BLA
15284 VOTING MACHINE BOX(BOOTH), BLA
15286 VOTING MACHINE BOX(BOOTH), BLA
15288 VOTING MACHINE BOX(BOOTH), BLA
VOTING MACHINE BOX/BOOTH,
15690 BLAC
VOTING MACHINE BOX/BOOTH,
15691 BLAC
VOTING MACHINE BOX/BOOTH,
15692 BLAC
VOTING MACHINE BOX/BOOTH,
15695 BLAC
VOTING MACHINE BOX/BOOTH,
15696 BLAC
VOTING MACHINE BOX/BOOTH,
15697 BLAC
VOTING MACHINE BOX/BOOTH,
15698 BLAC
VOTING MACHINE BOX/BOOTH,
15699 BLAC
VOTING MACHINE BOX/BOOTH,
15701 BLAC
VOTING MACHINE BOX/BOOTH,
15702 BLAC
VOTING MACHINE BOX/BOOTH,
15703 BLAC
VOTING MACHINE BOX/BOOTH,
15704 BLAC
VOTING MACHINE BOX/BOOTH,
15705 BLAC
VOTING MACHINE BOX/BOOTH,
15706 BLAC
VOTING MACHINE BOX/BOOTH,
15707 BLAC
VOTING MACHINE BOX/BOOTH,
15708 BLAC
15709 VOTING MACHINE BOX/BOOTH,

**TANGIBLE PERSONAL PROPERTY TO BE DELETED FROM PROPERTY
CONTROL RECORDS**

BLAC
VOTING MACHINE BOX/BOOTH,
15710 BLAC
VOTING MACHINE BOX/BOOTH,
15711 BLAC
VOTING MACHINE BOX/BOOTH,
15712 BLAC
VOTING MACHINE BOX/BOOTH,
15714 BLAC
VOTING MACHINE BOX/BOOTH,
15715 BLAC
VOTING MACHINE BOX/BOOTH,
15716 BLAC
VOTING MACHINE BOX/BOOTH,
15717 BLAC
VOTING MACHINE BOX/BOOTH,
15718 BLAC
VOTING MACHINE BOX/BOOTH,
15719 BLAC
VOTING MACHINE BOX/BOOTH,
15720 BLAC
VOTING MACHINE BOX/BOOTH,
15721 BLAC
VOTING MACHINE BOX/BOOTH,
15722 BLAC
VOTING MACHINE BOX/BOOTH,
23594 BLAC
VOTING MACHINE BOX/BOOTH,
23595 BLAC
VOTING MACHINE W/BATTERY
15140
VOTING MACHINE W/BATTERY
15141
VOTING MACHINE W/BATTERY
15142
VOTING MACHINE W/BATTERY
15143
VOTING MACHINE W/BATTERY
15144
VOTING MACHINE W/BATTERY
15145
VOTING MACHINE W/BATTERY
15146
VOTING MACHINE W/BATTERY
15147
VOTING MACHINE W/BATTERY
15148
VOTING MACHINE W/BATTERY
15149
VOTING MACHINE W/BATTERY
15150
VOTING MACHINE W/BATTERY
15151
VOTING MACHINE W/BATTERY
15152
VOTING MACHINE W/BATTERY
15153
VOTING MACHINE W/BATTERY
15154
VOTING MACHINE W/BATTERY
15155
VOTING MACHINE W/BATTERY
15156
VOTING MACHINE W/BATTERY
15157

**TANGIBLE PERSONAL PROPERTY TO BE DELETED FROM PROPERTY
CONTROL RECORDS**

15158 VOTING MACHINE W/BATTERY
15159 VOTING MACHINE W/BATTERY
15160 VOTING MACHINE W/BATTERY
15161 VOTING MACHINE W/BATTERY
15162 VOTING MACHINE W/BATTERY
15163 VOTING MACHINE W/BATTERY
15164 VOTING MACHINE W/BATTERY
15165 VOTING MACHINE W/BATTERY
15166 VOTING MACHINE W/BATTERY
15167 VOTING MACHINE W/BATTERY
15168 VOTING MACHINE W/BATTERY
15169 VOTING MACHINE W/BATTERY
15170 VOTING MACHINE W/BATTERY
15171 VOTING MACHINE W/BATTERY
15172 VOTING MACHINE W/BATTERY
15173 VOTING MACHINE W/BATTERY
15174 VOTING MACHINE W/BATTERY
15175 VOTING MACHINE W/BATTERY
15176 VOTING MACHINE W/BATTERY
15177 VOTING MACHINE W/BATTERY
15178 VOTING MACHINE W/BATTERY
15179 VOTING MACHINE W/BATTERY
15180 VOTING MACHINE W/BATTERY
15181 VOTING MACHINE W/BATTERY
15182 VOTING MACHINE W/BATTERY
15183 VOTING MACHINE W/BATTERY
15184 VOTING MACHINE W/BATTERY
15185 VOTING MACHINE W/BATTERY
15186 VOTING MACHINE W/BATTERY
15187 VOTING MACHINE W/BATTERY
15188 VOTING MACHINE W/BATTERY
15189 VOTING MACHINE W/BATTERY
15190 VOTING MACHINE W/BATTERY
15191 VOTING MACHINE W/BATTERY
15192 VOTING MACHINE W/BATTERY
15193 VOTING MACHINE W/BATTERY
15194 VOTING MACHINE W/BATTERY
15195 VOTING MACHINE W/BATTERY
15196 VOTING MACHINE W/BATTERY
15197 VOTING MACHINE W/BATTERY
15198 VOTING MACHINE W/BATTERY
15199 VOTING MACHINE W/BATTERY
15200 VOTING MACHINE W/BATTERY
15201 VOTING MACHINE W/BATTERY
15202 VOTING MACHINE W/BATTERY

**TANGIBLE PERSONAL PROPERTY TO BE DELETED FROM PROPERTY
CONTROL RECORDS**

15203 VOTING MACHINE W/BATTERY
15204 VOTING MACHINE W/BATTERY
15205 VOTING MACHINE W/BATTERY
15206 VOTING MACHINE W/BATTERY
15207 VOTING MACHINE W/BATTERY
15208 VOTING MACHINE W/BATTERY
15209 VOTING MACHINE W/BATTERY
15210 VOTING MACHINE W/BATTERY
15211 VOTING MACHINE W/BATTERY
15212 VOTING MACHINE W/BATTERY
15213 VOTING MACHINE W/BATTERY
15214 VOTING MACHINE W/BATTERY

ASSETS DONATED TO GOODWILL PER BOARD DIRECTION

13727 TABLE, MARBLE-TOP OAK-BASE 2'
13730 TABLE, MARBLE-TOP OAK-BASE 2'
22736 PRINTER (H.P. LASERJET 5
24076 SWITCH, 24-PORT BAYSTACK 303
24707 PRINTER, LASER JET
25092 CPU GATEWAY LAPTOP 9300LS
25136 CATALYST 3524XL-A
25926 PRINTERS, HP 4050N
26645 PRINTER, HP 4050TN
26809 PRINTER, HP 2200DN
27066 LAPTOP, GATEWAY 9500LS
27294 PROJECTOR, HITACHI CPX325W
27431 PROJECTOR, PROXIMA DP6155
27826 LASERJET 4100 PRINTER
27839 LAPTOP DELL 4150
27941 CPU, DELL LAPTOP C400
27978 ATX MINI TOWER 300W
28047 PROJECTOR, LCD EIKI
28126 SUPER MINI TOWER COMPUTER
29127 CHEVY SUBURBAN
29414 COMPUTER DELL D800
29593 CPU, LAPTOP DELL D800
29597 PRINTER,HP 5500DN
29682 PRINTER, HP 8150
29842 COMPUTER, OPTIPLEX SX280
29843 COMPUTER, OPTIPLEX SX280
29849 COMPUTER, OPTIPLEX SX280
29864 COMPUTER,LATITUDE D800
29866 COMPUTER,LATITUDE D800
29869 CPU, DELL LAPTOP D800

**TANGIBLE PERSONAL PROPERTY TO BE DELETED FROM PROPERTY
CONTROL RECORDS**

29872 CPU, LAPTOP DELL D800
29873 COMPUTER,LATITUDE D800
29874 COMPUTER,LATITUDE D800
29880 COMPUTER, TOUGHBOOK
29957 COMPUTER, OPTIPLEX SX280
29972 COMPUTER, OPTIPLEX SX280
29973 COMPUTER, OPTIPLEX SX280
29975 COMPUTER, OPTIPLEX SX280
30003 COMPUTER, OPTIPLEX SX280
30064 COMPUTER,DELL OPTIPLEX SX280
30068 COMPUTER,DELL OPTIPLEX SX280
30069 COMPUTER,DELL OPTIPLEX SX280
30070 COMPUTER,DELL OPTIPLEX SX280
30136 CPU,DELL SX280
30138 CPU,DELL SX280
30139 CPU,DELL SX280
30141 CPU,DELL SX280
30142 CPU,DELL SX280
30143 CPU,DELL SX280
30144 CPU,DELL SX280
30145 CPU,DELL SX280
30146 CPU,DELL SX280
30147 CPU,DELL SX280
30149 CPU,DELL SX280
30150 CPU,DELL SX280
30209 CPU,DELL PRECISION 370
30236 CPU,DELL SX280
30247 CPU,DELL SX280
30251 CPU,DELL SX280
30254 CPU,DELL SX280
30269 CPU,DELL D810 LAPTOP
30315 IMAGE MASTER 3000
30316 CPU, TOSHIBA TABLET
30318 CPU, DELL D610 LAPTOP
30321 CPU, LAPTOP DELL D810
30399 CPU, DELL 380
30465 CPU,DELL GX620
30466 CPU,DELL GX620
30512 CPU,DELL PRECISION 380
30574 CPU, DELL GX620
30582 CPU, DELL GX620
30583 CPU, DELL GX620
30594 CPU, DELL GX620

**TANGIBLE PERSONAL PROPERTY TO BE DELETED FROM PROPERTY
CONTROL RECORDS**

30609	CPU, DELL GX620
30612	CPU, DELL GX620
30613	CPU, DELL GX620
30616	CPU, DELL GX620
30627	CPU, DELL GX620
30628	CPU, DELL GX620
30632	CPU, DELL GX620
30644	CPU, DELL GX620
30645	CPU, DELL GX620
30646	CPU, DELL GX620
30647	CPU, DELL GX620
30782	CPU, DELL GX620
30784	CPU, DELL GX620
30795	CPU, DELL GX620
30797	CPU, DELL GX620
30802	CPU, DELL GX620
30806	CPU, DELL GX620
30807	CPU, DELL GX620
30820	CPU, DELL GX620
30827	CPU, DELL GX620
30835	CPU, DELL GX620
30844	CPU, DELL GX620
30886	CPU, DELL GX620
30902	SCANNER, B&H TRUPER 3600
30929	CPU, DELL GX620
30930	CPU, DELL GX620
30965	CPU, LAPTOP DELL D820
31159	CPU, LAPTOP DELL D810
31183	CPU, DELL GX620
31188	CPU, DELL GX620
31224	CPU, DELL GX620
31230	CPU, DELL GX620
31273	CPU, DELL PRECISION 390
31281	CPU, DELL OPTIPLEX GX620
31284	CPU, DELL GX620
31306	CPU, DELL OPTIPLEX 745
31343	CPU, GATEWAY PROFILE 6
31381	CPU, GATEWAY PROFILE 6
31411	CPU, DELL OPTIPLEX 745
31412	CPU, DELL OPTIPLEX 745
31453	CPU, DELL OPTIPLEX 745
31454	CPU, DELL OPTIPLEX 745
31457	CPU, DELL OPTIPLEX 745

**TANGIBLE PERSONAL PROPERTY TO BE DELETED FROM PROPERTY
CONTROL RECORDS**

31459 CPU, DELL OPTIPLEX 745
31461 CPU, DELL OPTIPLEX 745
31465 CPU, DELL OPTIPLEX 745
31472 CPU, DELL OPTIPLEX 745
31474 CPU, DELL OPTIPLEX 745
31475 CPU, DELL OPTIPLEX 745
31476 CPU, DELL OPTIPLEX 745
31478 CPU, DELL OPTIPLEX 745
31479 CPU, DELL OPTIPLEX 745
31481 CPU, DELL OPTIPLEX 745
31482 CPU, DELL OPTIPLEX 745
31493 CPU, DELL 390
31501 CPU, DELL OPTIPLEX 745
31506 CPU, DELL OPTIPLEX 745
31528 CPU, DELL OPTIPLEX 745
31536 CPU, DELL OPTIPLEX 745
31559 CPU, DELL LAPTOP D820
31569 CPU, DELL OPTIPLEX 745
31633 CPU, LAPTOP IBM LENOVO
31646 CPU, DELL 745
31648 CPU, DELL 745
31650 CPU, DELL 745
31665 CPU, LAPTOP DELL D820
31676 CPU, DELL 745
31688 CPU, DELL OPTIPLEX 745
31693 PROJECTOR, DELL 2400MP DLP
31700 CPU, DELL 745
31701 CPU, DELL 745
31702 CPU, DELL 745
31721 CPU, DELL 745
31733 CPU, DELL 745
31734 CPU, DELL 745
31741 CPU, LAPTOP DELL D820
31743 CPU, DELL 745
31744 CPU, DELL 745
31745 CPU, DELL 745
31746 CPU, DELL 745
31747 CPU, DELL 745
31748 CPU, TOUGHBOOK 19
31749 CPU, TOUGHBOOK 19
31750 CPU, TOUGHBOOK 19
31751 CPU, TOUGHBOOK 19
31754 CPU, TOUGHBOOK 19

**TANGIBLE PERSONAL PROPERTY TO BE DELETED FROM PROPERTY
CONTROL RECORDS**

31758	CPU, TOUGHBOOK 19
31760	CPU, TOUGHBOOK 19
31764	PRINTER, HP 4250N
31770	CPU, DELL 745
31771	CPU, DELL 745
31816	CPU, DELL 745
31850	CPU, LAPTOP DELL M3600
31994	ACCUVOTE OSX
31995	ACCUVOTE OSX
31996	ACCUVOTE OSX
31997	ACCUVOTE OSX
31998	ACCUVOTE OSX
31999	ACCUVOTE OSX
32002	ACCUVOTE OSX
32003	ACCUVOTE OSX
32004	ACCUVOTE OSX
32005	ACCUVOTE OSX
32006	ACCUVOTE OSX
32007	ACCUVOTE OSX
32008	ACCUVOTE OSX
32009	ACCUVOTE OSX
32010	ACCUVOTE OSX
32011	ACCUVOTE OSX
32012	ACCUVOTE OSX
32013	ACCUVOTE OSX
32014	ACCUVOTE OSX
32015	ACCUVOTE OSX
32016	ACCUVOTE OSX
32017	ACCUVOTE OSX
32055	SCANNER, B&H TRUPER 3600
32418	CPU, DELL 755
32421	CPU, DELL 755
32426	CPU, DELL 755
32428	CPU, DELL 755
32433	CPU, DELL 755
32434	CPU, DELL 755
32436	CPU, DELL 755
32437	CPU, DELL 755
32453	CPU, DELL 755
32456	CPU, DELL 755
32458	CPU, DELL 755
32459	CPU, DELL 755
32460	CPU, DELL 755

**TANGIBLE PERSONAL PROPERTY TO BE DELETED FROM PROPERTY
CONTROL RECORDS**

32461 CPU, DELL 755
32462 CPU, DELL 755
32465 CPU, DELL 755
32466 CPU, DELL 755
32558 CPU, DELL PRECISION T3400
32608 CPU, DELL 760
32680 CPU, DELL 760
32682 CPU, DELL 760
32683 CPU, DELL 760
32707 CPU, LAPTOP HP MINI 2140
32708 CPU, LAPTOP HP MINI 2140
32732 CPU, DELL 760
32733 CPU, DELL 760
32734 CPU, DELL 760
32735 CPU, DELL 760
32764 CPU, DELL 760
32817 CPU, HP MINI 2140
32841 CPU, LAPTOP GETAC P470
32873 CPU, DELL 760
32884 CPU, DELL PRECISION T3500
32887 CPU, DELL PRECISION T3500
32905 CPU, DELL 760
32908 CPU, DELL 760
32913 CPU, DELL 760
32954 SCANNER, BELL-HOWELL SIDEKICK
32984 CPU, LAPTOP HP 2510P
32989 CPU, LAPTOP HP 2510P
32995 PRINTER, RICOH COLOR C820DN
32998 CPU, DELL 760
33511 CPU, DELL 380
33525 CPU, DELL 380
33526 CPU, DELL 380
33536 CPU, DELL 380
33548 CPU, DELL 380
33658 IPAD
33668 IPAD
33705 IPAD
33706 IPAD
33754 CPU, DELL 780
33902 IPAD
33922 IPAD
33951 SERVER, HP ML350 G6
33953 SERVER, HP ML350 G6

**TANGIBLE PERSONAL PROPERTY TO BE DELETED FROM PROPERTY
CONTROL RECORDS**

34092 IPAD
34122 CPU, DELL 780
34151 CPU, DELL780
34179 PRINTER, HP 4015
34212 PRINTER, HP 4015N
34215 CPU DELL T3500
34291 PRINTER, HP 4015N
34339 CPU, TOUGHBOOK

DISCARDED, RECYCLED, TOTALED ASSETS

10320 PUMP, SOUTHWEST MODEL E-435-4S
11102 FILING SYSTEM, ELECTRIC
12249 SOUND SYSTEM FOR COMMISSIONERS
18118 CALCULATOR,HP 48SX
18122 ICE MACHINE HOSHIZAKI
18185 ICE MACHINE, HOSHIZAKI MANITOW
24028 DIGITAL CAMERA (KODAK DC120)
26200 LATERAL FILE CABINET, 4-DRAWER
26212 TRASH COMPACTOR
28701 COMPUTER FURNITURE
29535 POWER TECH GENERATOR
30701 ICE-O-MATIC
31182 EXECUTIVE DESK & HUTCH
31256 FILING SYSTEM, ELECTRIC
32869 HAND FOGGER, COLT
32870 HAND FOGGER, COLT
33623 COLT HAND FOGGER
33624 COLT HAND FOGGER
33626 COLT HAND FOGGER
33961 COLT HAND FOGGER
33962 COLT HAND FOGGER
33963 COLT HAND FOGGER
33964 COLT HAND FOGGER
33965 COLT HAND FOGGER
33966 COLT HAND FOGGER
33967 COLT HAND FOGGER
33968 COLT HAND FOGGER
34110 DRIP TORCH
34660 PLATE COMPACTOR

SOLD ASSETS

11919 BAND SAW (JET HVBS-712)
22700 BOOM MOWER, MID-MOUNT
24842 CHEVY LUMINA, 4-DOOR
33625 COLT HAND FOGGER

**TANGIBLE PERSONAL PROPERTY TO BE DELETED FROM PROPERTY
CONTROL RECORDS**

30017	COPIER, WIDE FORMAT, RICH
31866	DODGE RAM 1500
26374	F-250
27931	F-250
28943	F-350
29393	F-350
29418	F-350
29743	F-350
29744	F-350
30419	F-350
30743	F-350
30854	F-350
31400	F-350
31401	F-350
31427	F-350
30875	F-750
31698	F-750
31722	F-750
31738	F-750
29143	FORD CROWN VICTORIA
29125	FORD EXPEDITION
28641	FORD EXPLORER
33271	FORD GARBAGE TRUCK
28036	FORD RANGER
29638	GMC YUKON
29793	GRIZZLY FOGGER
28339	JOHN DEERE SKID STEER
22880	LOUISVILLE DUMP TRUCK
30092	MACK DUMP TRUCK
35037	MODERN AG FLEX MOWER
26182	MOWER, BUSH HOG 3610
31302	MOWER, FERRIS 61" 28HP CAT
27674	PRINTER/PLOTTER HP 1055CM
24286	TRUCK, RED CHEVY C1500
28648	VAN, FORD E-150
31831	VOLVO ROLL-OFF TRUCK

**Leon County
Board of County Commissioners**


Notes for Agenda Item #8

Leon County Board of County Commissioners

Cover Sheet for Agenda #8

September 29, 2015

To: Honorable Chairman and Members of the Board

From: Herbert W. A. Thiele, County Attorney 

Title: Acceptance of a Status Report on Regulation of “Drones”

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

Fiscal Impact:

This item has no fiscal impact to the County.

Staff Recommendation:

Option #1: Acceptance of a status report on regulation of “Drones”

Report and Discussion

Background:

At the June 9, 2015 Board of County Commission meeting Commissioner Bryan Desloge requested, under Commissioner’s time, that a report on regulation of “Drones” be brought back to the Board at an upcoming meeting. The following is an update on the status UAS/Drone regulation here in Florida and elsewhere in the Country.

Analysis:

Due to the production of small, inexpensive “Unmanned Aircraft Systems” (UAS), also known as “Drones”, and their unauthorized use by individuals and organizations, including companies, there has been considerable discussion involving local regulation, regulation by the various States, and regulation by the Federal Aviation Administration. While state and local law enforcement agencies are often in the best position to deter and investigate unauthorized or unsafe UAS operations, the FAA retains the responsibility for enforcing federal aviation regulations, including those applicable to the use of UAS. The benefits offered by this type of aircraft are substantial and are used, or there is interest in using, by all variety of organizations and private individuals. However, safety and security considerations must also be taken into consideration.

The safety mandate for the Federal Aviation Administration is set forth in Title 49 U.S.C., Section 40103, which requires that the FAA regulate aircraft operations conducted within the common network of the United States airspace, and which includes UAS operations, to protect persons and property on the ground, and to prevent collisions between aircraft and other aircraft or objects.

A UAS is an “aircraft” as defined in the FAA’s authorizing statutes and is therefore subject to regulation by the FAA. Since an unmanned aircraft is a contrivance/device that is invented, used, and designed to fly in the air, it meets the definition of “aircraft”. The FAA has promulgated regulations that apply to the operation of all aircraft, whether manned or unmanned, and irrespective of the altitude at which the aircraft is operating.

An important distinction is whether the UAS is being operated for hobby or recreations purposes or some other purpose. This distinction is important because there are specific requirements in the FAA Modernization and Reform Act of 2012 (Public Law 112-95) that pertained to model aircraft operations which are conducted solely for hobby or recreational purposes. While flying model aircraft for hobby or recreational purposes does not require FAA approval, all model aircraft operations must operate safely in an accordance with the law. The Federal Act defines model aircraft as an unmanned aircraft that is

1. capable of sustained flight in the atmosphere;
2. flown within visual line of sight of the person operating the aircraft; and,
3. flown for hobby or recreational purposes.

In accord with Section 336(a) of the Act, these aircraft must be flown strictly for hobby or recreational use, operated in accord with a set of safety guidelines, be limited to not more than 55 pounds, or operated in a manner that does not interfere with and gives way to any manned aircraft, and have other significant restrictions when flown within five miles of an airport.

Note that operations of UAS that do not meet the definition of model aircraft as defined in Section 336(c) of the Act may only be operated with specific authorization from the FAA. These include the issuance of a certificate of waiver, a certificate of airworthiness, and other potential exemptions. In order to stop unauthorized UAS operations, the FAA must, in addition to its aviation safety inspectors, rely upon local law enforcement entities which are able to provide assistance by providing witness identification and interview, identification of operators, viewing and recording the location of the event, identifying sensitive locations, events, or activities, and evidence collection.

However, even with these restrictions by the FAA there have been significant concerns still expressed over both safety and privacy by persons on the ground or who have other model aircraft. Generally most commercial users are not permitted to use UAS aircraft. However, exemptions have been provided for the film industry, aerial surveying, construction site monitoring, and oil rig inspections. Local governments have also been utilizing “Drones” for law enforcement, zoning, utilities, first responders, and natural resources monitoring. The FAA uses a case by case evaluation of the utilization of UAS by local governments.

In response to the concerns of privacy and safety, a number of local governments nation-wide have also considered adopting local ordinances, but only a handful have passed. Approximately twenty states to date have adopted regulations, primarily on limiting UAS use by law enforcement, as well as preventing public or private users from using UAS for surveillance or observation without either permission or warrant.

During the 2015 Florida Legislative Session, the Legislature adopted CS/CS/CS/SB766 entitled, “An Act Relating to surveillance by a drone”. This Legislation amended Section 934.50 of the Florida Statutes and is now to be cited as the “Freedom from Unwarranted Surveillance Act”. In general, this new legislation, which became effective July 1, 2015, prohibits a person, a state agency, or a political subdivision from using a drone to capture an image of privately owned real property or of the owner, tenant, occupant, invitee, or licensee of such property with the intent to conduct surveillance without his or her written consent if a reasonable expectation of privacy exists. For purposes of the legislation, a person is presumed to have a reasonable expectation of privacy on his or her privately owned real property if he or she is not observable by persons located at ground level in a place where they have a legal right to be, regardless of whether he or she is observable from the air with the use of a drone.

The exceptions to the prohibition include: the use by law enforcement (including the United States Secretary of Homeland Security to counter terrorists attacks), if a law enforcement agency first obtains a search warrant signed by a judge authorizing the use of a drone, if the law enforcement agency has reasonable suspicion that quick action is needed to prevent imminent danger to life or serious damage to property, or by a person or an entity engaged in a business or has a professional license by the state if the drone is used only to perform reasonable tasks within the scope of practice or activities permitted under such persons or entities license. The legislation also provides an exception for employees or contractors of property appraisers’ use of a drone solely for the purpose of assessing property for ad-valorem taxation purposes, in addition to capturing images by or for an electric, water, or natural gas utility, for aerial mapping, and to deliver cargo.

In Section 5 of the legislation, remedies for violation are set forth allowing an aggrieved party to initiate a civil action a law enforcement agency to prevent or to remedy a violation or for private actions by owners of real property. The prevailing party in such an action is entitled to reasonable attorney’s fees.

Finally, evidence which is obtained or collected in violation of this legislation is deemed not admissible as evidence in a criminal prosecution in any court in the State of Florida.

Whether or not this new legislation will have an effect on concerns about safety or privacy is yet to be determined until the law has been given a chance to take effect and be enforced.

The County Attorney’s Office will continue to monitor the legislation and any new information that comes to light about local regulatory authority and shall provide and update to the Board at an appropriate time within the next year.

Options:

1. Accept the status report on regulation of “Drones” and take no further action at this time.
2. Do not accept the status report on regulation of “Drones” and direct the County Attorney’s Office to pursue additional information.
3. Board direction.

Recommendation:

Option #1.

Attachment:

1. CS/CS/CS/SB766 entitled, “An Act Relating to surveillance by a drone”

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1
2 An act relating to surveillance by a drone; amending
3 s. 934.50, F.S.; defining terms; prohibiting a person,
4 a state agency, or a political subdivision from using
5 a drone to capture an image of privately owned real
6 property or of the owner, tenant, occupant, invitee,
7 or licensee of such property with the intent to
8 conduct surveillance without his or her written
9 consent if a reasonable expectation of privacy exists;
10 specifying when a reasonable expectation of privacy
11 may be presumed; authorizing the use of a drone by a
12 person or entity engaged in a business or profession
13 licensed by the state in certain circumstances;
14 authorizing the use of a drone by an employee or
15 contractor of a property appraiser for the purpose of
16 assessing property for ad valorem taxation;
17 authorizing the use of a drone by or on behalf of
18 certain utilities for specified purposes; authorizing
19 the use of a drone for aerial mapping under certain
20 circumstances; authorizing the use of a drone for
21 delivering cargo under certain circumstances;
22 authorizing the use of a drone to capture certain
23 images under certain circumstances; providing that an
24 owner, tenant, occupant, invitee, or licensee may
25 initiate a civil action for compensatory damages and
26 may seek injunctive relief against a person, a state
27 agency, or a political subdivision that violates the
28 act; providing for construction; providing for the
29 recovery of attorney fees and punitive damages;

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CODING: Words ~~stricken~~ are deletions; words underlined are additions.

2015766er

30 specifying that remedies provided by the act are
31 cumulative to other remedies; providing an effective
32 date.

33

34 Be It Enacted by the Legislature of the State of Florida:

35

36 Section 1. Section 934.50, Florida Statutes, is amended to
37 read:

38 934.50 Searches and seizure using a drone.—

39 (1) SHORT TITLE.—This act may be cited as the "Freedom from
40 Unwarranted Surveillance Act."

41 (2) DEFINITIONS.—As used in this act, the term:

42 (a) "Drone" means a powered, aerial vehicle that:

- 43 1. Does not carry a human operator;
44 2. Uses aerodynamic forces to provide vehicle lift;
45 3. Can fly autonomously or be piloted remotely;
46 4. Can be expendable or recoverable; and
47 5. Can carry a lethal or nonlethal payload.

48 (b) "Image" means a record of thermal, infrared,
49 ultraviolet, visible light, or other electromagnetic waves;
50 sound waves; odors; or other physical phenomena which captures
51 conditions existing on or about real property or an individual
52 located on that property.

53 (c) "Imaging device" means a mechanical, digital, or
54 electronic viewing device; still camera; camcorder; motion
55 picture camera; or any other instrument, equipment, or format
56 capable of recording, storing, or transmitting an image.

57 (d) ~~(b)~~ "Law enforcement agency" means a lawfully
58 established state or local public agency that is responsible for

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59 the prevention and detection of crime, local government code
60 enforcement, and the enforcement of penal, traffic, regulatory,
61 game, or controlled substance laws.

62 (e) "Surveillance" means:

63 1. With respect to an owner, tenant, occupant, invitee, or
64 licensee of privately owned real property, the observation of
65 such persons with sufficient visual clarity to be able to obtain
66 information about their identity, habits, conduct, movements, or
67 whereabouts; or

68 2. With respect to privately owned real property, the
69 observation of such property's physical improvements with
70 sufficient visual clarity to be able to determine unique
71 identifying features or its occupancy by one or more persons.

72 (3) PROHIBITED USE OF DRONES.—

73 (a) A law enforcement agency may not use a drone to gather
74 evidence or other information.

75 (b) A person, a state agency, or a political subdivision as
76 defined in s. 11.45 may not use a drone equipped with an imaging
77 device to record an image of privately owned real property or of
78 the owner, tenant, occupant, invitee, or licensee of such
79 property with the intent to conduct surveillance on the
80 individual or property captured in the image in violation of
81 such person's reasonable expectation of privacy without his or
82 her written consent. For purposes of this section, a person is
83 presumed to have a reasonable expectation of privacy on his or
84 her privately owned real property if he or she is not observable
85 by persons located at ground level in a place where they have a
86 legal right to be, regardless of whether he or she is observable
87 from the air with the use of a drone.

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88 (4) EXCEPTIONS.—This section ~~act~~ does not prohibit the use
89 of a drone:

90 (a) To counter a high risk of a terrorist attack by a
91 specific individual or organization if the United States
92 Secretary of Homeland Security determines that credible
93 intelligence indicates that there is such a risk.

94 (b) If the law enforcement agency first obtains a search
95 warrant signed by a judge authorizing the use of a drone.

96 (c) If the law enforcement agency possesses reasonable
97 suspicion that, under particular circumstances, swift action is
98 needed to prevent imminent danger to life or serious damage to
99 property, to forestall the imminent escape of a suspect or the
100 destruction of evidence, or to achieve purposes including, but
101 not limited to, facilitating the search for a missing person.

102 (d) By a person or an entity engaged in a business or
103 profession licensed by the state, or by an agent, employee, or
104 contractor thereof, if the drone is used only to perform
105 reasonable tasks within the scope of practice or activities
106 permitted under such person's or entity's license. However, this
107 exception does not apply to a profession in which the licensee's
108 authorized scope of practice includes obtaining information
109 about the identity, habits, conduct, movements, whereabouts,
110 affiliations, associations, transactions, reputation, or
111 character of any society, person, or group of persons.

112 (e) By an employee or a contractor of a property appraiser
113 who uses a drone solely for the purpose of assessing property
114 for ad valorem taxation.

115 (f) To capture images by or for an electric, water, or
116 natural gas utility:

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117 1. For operations and maintenance of utility facilities,
118 including facilities used in the generation, transmission, or
119 distribution of electricity, gas, or water, for the purpose of
120 maintaining utility system reliability and integrity;

121 2. For inspecting utility facilities, including pipelines,
122 to determine construction, repair, maintenance, or replacement
123 needs before, during, and after construction of such facilities;

124 3. For assessing vegetation growth for the purpose of
125 maintaining clearances on utility rights-of-way;

126 4. For utility routing, siting, and permitting for the
127 purpose of constructing utility facilities or providing utility
128 service; or

129 5. For conducting environmental monitoring, as provided by
130 federal, state, or local law, rule, or permit.

131 (g) For aerial mapping, if the person or entity using a
132 drone for this purpose is operating in compliance with Federal
133 Aviation Administration regulations.

134 (h) To deliver cargo, if the person or entity using a drone
135 for this purpose is operating in compliance with Federal
136 Aviation Administration regulations.

137 (i) To capture images necessary for the safe operation or
138 navigation of a drone that is being used for a purpose allowed
139 under federal or Florida law.

140 (5) REMEDIES FOR VIOLATION.—

141 (a) An aggrieved party may initiate a civil action against
142 a law enforcement agency to obtain all appropriate relief in
143 order to prevent or remedy a violation of this section ~~act~~.

144 (b) The owner, tenant, occupant, invitee, or licensee of
145 privately owned real property may initiate a civil action for

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146 compensatory damages for violations of this section and may seek
147 injunctive relief to prevent future violations of this section
148 against a person, state agency, or political subdivision that
149 violates paragraph (3)(b). In such action, the prevailing party
150 is entitled to recover reasonable attorney fees from the
151 nonprevailing party based on the actual and reasonable time
152 expended by his or her attorney billed at an appropriate hourly
153 rate and, in cases in which the payment of such a fee is
154 contingent on the outcome, without a multiplier, unless the
155 action is tried to verdict, in which case a multiplier of up to
156 twice the actual value of the time expended may be awarded in
157 the discretion of the trial court.

158 (c) Punitive damages for a violation of paragraph (3)(b)
159 may be sought against a person subject to other requirements and
160 limitations of law, including, but not limited to, part II of
161 chapter 768 and case law.

162 (d) The remedies provided for a violation of paragraph
163 (3)(b) are cumulative to other existing remedies.

164 (6) PROHIBITION ON USE OF EVIDENCE.—Evidence obtained or
165 collected in violation of this act is not admissible as evidence
166 in a criminal prosecution in any court of law in this state.

167 Section 2. This act shall take effect July 1, 2015.

**Leon County
Board of County Commissioners**


Notes for Agenda Item #9

Leon County Board of County Commissioners

Cover Sheet for Agenda #9

September 29, 2015

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Acceptance of the 2015 Leon County Annual Report

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator
Lead Staff/ Project Team:	Mathieu Cavell, Director, Community and Media Relations

Fiscal Impact:

This item does not have a fiscal impact.

Staff Recommendation:

Option #1: Accept the 2015 Leon County Annual Report.

Report and Discussion

Background:

Policy No. 11-6, “County Administrator Performance Evaluation and Annual Reporting Process” requires the County Administrator to prepare an annual report, which provides a detailed analysis, summarizing the state of the County, based upon the prior fiscal year, and present the report for acceptance by the Board at the second regularly scheduled Board meeting in September of each year. Additionally, the policy requires presentation of the annual report to at least two community meetings conducted outside of the Courthouse, and to publish a summary of the annual report in a newspaper of general circulation.

The reporting requirements set forth in Policy No. 11-6 are consistent with Section 125.85(1), Florida Statutes (2012), to “Report annually, or more often if necessary, to the board of county 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.”

Analysis:

Consistent with Policy No. 11-6, the County Administrator has prepared the 2015 Leon County Annual Report. The annual report will be distributed during the September 29, 2015 Board meeting, and a brief presentation has been prepared for the meeting.

Additionally, consistent with Board policy, the County Administrator will present the annual report at two meetings outside of the Courthouse, and a summary of the annual report will be published in a newspaper of general circulation.

Options:

1. Accept the 2015 Leon County Annual Report.
2. Do not accept the 2015 Leon County Annual Report.
3. Board direction.

Recommendation:

Option #1.

**Leon County
Board of County Commissioners**

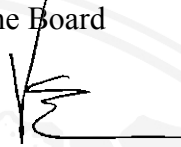
Notes for Agenda Item #10

Leon County Board of County Commissioners

Cover Sheet for Agenda #10

September 29, 2015

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Approval of the December 2015 Board Retreat Agenda

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator
Lead Staff/ Project Team:	Maggie Theriot, Assistant to the County Administrator

Fiscal Impact:

This item does not have a fiscal impact.

Staff Recommendation:

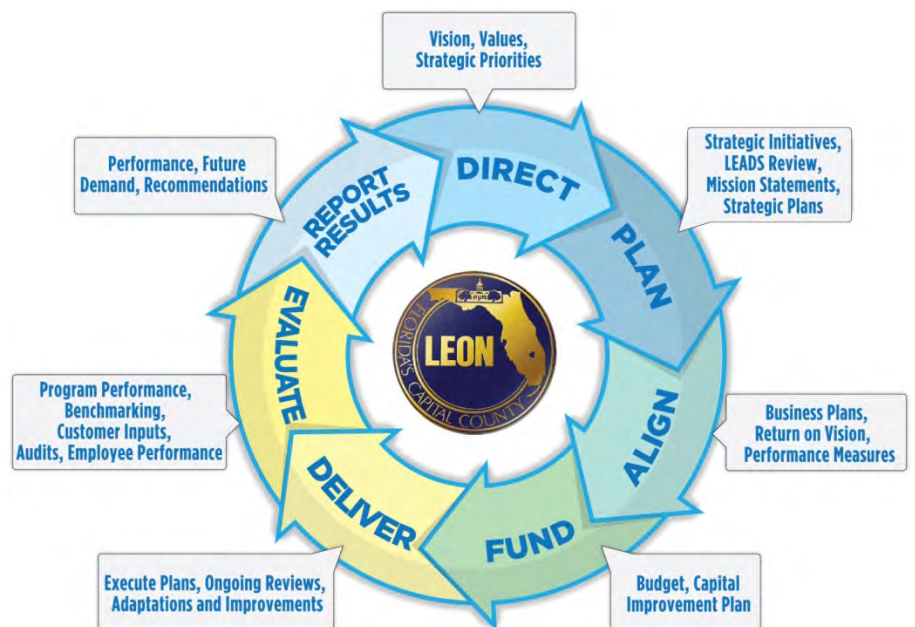
- Option #1: Approve the proposed agenda for the December 7, 2015 Board Retreat (Attachment #1).
- Option #2: Cancel the Workshop with the United Way on the Community Human Service Partnership process for October 13, 2015 from 12:00 p.m. to 3:00 p.m.

Report and Discussion

Background:

At the Board workshop of August 23, 2011, the County Administrator introduced Leon LEADS (Listens for Changing Needs, Engages Citizens and Employees, Aligns Key Strategic Processes, Delivers Results & Relevance, Strives for Continuous Improvement), a comprehensive strategic process to align the Board's top priorities with the optimized resources of the organization while instilling the County's people focused performance driven culture. During the December 2011 annual retreat, the Board initiated a key element of Leon LEADS by establishing the County's strategic direction through the creation of an initial two year strategic plan.

2011 Retreat - During the December 2011 retreat, the Board began to align its strategic processes by defining its Vision Statement. The Board then participated in a SWOT process (strengths, weaknesses, opportunities, and threats). Utilizing the SWOT analysis, the Board established four strategic priority areas for the next two years. The four Strategic Priorities, Economy, Environment, Quality of Life, and Governance, are high-level categories of focus, which consider the desired future condition and the major areas



of County government's responsibilities, critical to the success of the community. Strategic Priorities determine the entire direction of Leon County government.

Subsequent to receiving the Board's direction during its December 2011 retreat, extensive efforts were undertaken by staff from December 2011 through February 2012 to identify 84 Strategic Initiatives that would bring the Board's four Strategic Priorities into action. Countywide departments and divisions also revised their missions to align with the County's Vision Statement. Those Strategic Initiatives and the County's core practices were approved by the Board on February 28, 2012.

2012 Retreat - As approved by the Board, the December 2012 retreat provided an opportunity to update the plan it established in 2011, as it was the second year of the two-year plan. During the retreat, the Board refined its Vision Statement and some of its Strategic Priorities and existing Strategic Initiatives, and identified 25 new Strategic Initiatives. Additionally, the Board engaged in a meaningful discussion facilitated by John Streitmatter, Principal with Leadership Research Institute.

During the discussion, opportunities to enhance the leadership capacity of the Commission were identified, with respect to how Commissioners work together; how the Board works with community partners; how the Board engages with citizens; and how the Board works and engages with staff. Through this effort, the Board became better positioned to deal with issues that cannot be planned for.

2013 Retreat - For the December 2013 retreat, the Board approved holding a conversation with FSU President Eric Barron regarding the redevelopment of the Civic Center district; and, a conversation with Liz Joyner and Bob Jones (Florida Conflict Resolution Consortium) regarding moving citizen engagement to “the next level”, which led to the ultimate creation of the “Club of Honest Citizens.” Also during the retreat, the Board approved transitioning to a five-year planning cycle with continued annual reviews and updates, and semi-annual status reports. Leon County’s current Strategic Planning cycle shifted to FY 2012 through FY 2016.

2014 Retreat – For the December 2014 retreat included FSU President John Thrasher who shared his vision for the university and continued the discussion of the Madison Mile Convention District redevelopment project. The Commission discussed “Finding the Community’s Common Ground” with speaker Steve Seibert. Additionally four key topics were considered: mental health delivery in the community, the solid waste management facility, partnering to promote skilled workforce opportunities and the comprehensive plan. Reflective of the day’s discussions the Commission added 12 new Strategic Initiatives to the FY 2012 through FY 2016 Strategic Plan (Attachment #2).

Analysis:

As previously noted, through the Board's significant strategic planning efforts and the LEADS structure, Leon County government has an approved vision, direction, and acceptable behaviors and standards for accomplishing our priorities. The Board has adopted clear goals which are carried out by empowered employees. Progress is measured, tracked and routinely reported to the Board. These are the traits of a highly performing organization: everyone in the organization knowing where we are going and how we are getting there.

2015 Board Retreat Agenda – As with previous years, the annual retreat is a time for the Commission to work as a collegial body on important policy issues; away from the normal day-to-day agendas, budgets, and workshops. Given the five year planning cycle, the strategic planning update portion of the retreat will not consume the entire day, which therefore, allows sufficient time for substantive long-term policy matters to be discussed. Based on previous direction from the Board, staff has provided a summary of five significant policy issues that the Board may wish to consider for discussion at the retreat. Staff is prepared to develop retreat items for these issues, or any other matters that the Board would like to address at the retreat. Of course, the Board may provide any other direction or guidance on how the Board would like to utilize your time at the retreat. The following topics help to form the Retreat’s theme *Shaping Our Community*.

1. Further Enhancing Resources of the Cascades Amphitheatre – As a component of the May 12, 2015 STAGE Committee report, a series of capital improvements were recommended. Enhancements include items such as weatherproofing, sound mitigation, and permanent restrooms. Funding for these projects has not yet been allocated. Since the May report, Leon County has accepted a settlement agreement with BP for impacts to the local economy resulting from the BP Deepwater Horizon oil spill.

The Board may wish to consider utilizing these funds, in part, to achieve site enhancements, specifically regarding weatherproofing the amphitheater stage. Additionally these funds can provide opportunity to develop marque events featuring high level headlining artists and events that would otherwise be viewed as cost prohibitive, to be held at the Capital City Amphitheatre. The combined enhancements would directly promote tourism through economic development and further leverage the effects of the BP settlement funds.

2. Crafting the L.I.F.E. Program – The Livable Infrastructure For Everyone (L.I.F.E.) program recognizes that, given the considerable investment of the penny sales tax, no one should be without basic infrastructure in Leon County in the 21st century. Two percent of the penny sales tax proceeds, an estimated \$15.1 million, will be dedicated to funding L.I.F.E. projects that address small-scale infrastructure needs within incorporated or unincorporated Leon County. A formal framework for the selection and prioritization of potential projects that could be funded through the L.I.F.E program have not yet been identified. The Retreat will provide a platform to discuss these protocols and programmatic standards.
3. Examining the Community Human Service Partnership (CHSP) Program Standards - As part of the July 7, 2015 Budget Workshop the Board directed staff to schedule a CHSP workshop with the United Way to receive an update and gain an understanding of the procedures regarding the eligibility or organizations for funding, and the process of applying for funding through the CHSP process. The workshop is currently scheduled for October 13, 2015, however should the Board wish to include discussion of CHSP as a component of the 2015 Board Retreat it is recommended that the Workshop be canceled in lieu of the Retreat. An invitation will be extended to the Director of the United Way reflective of Board direction.
4. A Look Ahead: The Urban Services Boundary and Available Future Housing – The Planning Department is prepared to present an update on the capacity of and challenges of the existing boundaries of the Urban Services Area (USA) and the related housing stock. Having a common understanding of major housing projects and long range planning considerations can help to ensure continued smart growth. The existing USA was adopted to support growth that is fiscally responsible to the tax payers of the County as a whole by supporting urban infill while preserving rural and agricultural resources.
5. Development of the Community Paramedic Program - At the December 10, 2013 meeting, the Board directed staff to modify the Strategic Initiative regarding EMS so that the county can continue to pursue assistance for the start-up costs of a Community Paramedic Program. The Department of Health has since awarded the County a matching grant in the amount of \$57,735 towards the cost of implementation of the program. Due to the extensive nature of the Community Paramedic Program and the need to ensure it is developed to meet the unique healthcare needs of the community the Board approved the hiring of a consultant. A community meeting is tentatively scheduled for November to seek input and support by key industry stakeholders. A preliminary report and findings can be presented as a component of the Board Retreat.

During the 2015 Board Retreat staff recommends that the Board utilize the afternoon segment to perform the necessary annual update to the County's Strategic Plan by:

- Reviewing the current Vision Statement and Strategic Priorities, and amend these if necessary;
- Reviewing the progress that has been made on the 136 Strategic Initiatives adopted by the Board (84 – FY 2012, 25 – FY 2013, 15 – FY 2014, and 12 – FY2015); and
- Amending any of the Strategic Initiatives that the Board previously approved, and identifying and adding new Strategic Initiatives.

The 2015 Board Retreat serves as the last in a 5-year cycle in guiding the FY 2012 – 2016 Strategic Plan. Next year's December 2016 Board Retreat will provide the reflection and guidance necessary to generate the FY 2017 – 2021 Strategic Plan. As with the establishment of the current strategic plan, in late fall 2016, the Board will again participate in an in-depth reflection and planning effort, which may utilize established planning techniques such as SWOT process (strengths, weaknesses, opportunities, and threats). Utilizing this reflection and feedback, the Board will have the opportunity to establish new strategic priority areas, giving life to a fresh slate of Strategic Initiatives for staff to act on.

Proposed 2015 Agenda Outline - The annual Board retreat is a day for the Commission to interact outside the confines of structured bi-weekly meetings and workshops. Although staff has provided specific recommendations, the retreat should fulfill the Board's needs as a collective governing body. In addition to recommendations presented, there may be other approaches the Board may wish to take for the retreat, and staff is ready to implement the direction provided by the Board. As presented, staff recommends the Board proceed with Attachment #1 for its 2015 annual retreat.

Options:

1. Approve the proposed agenda for the December 7, 2015 Board Retreat (Attachment #1).
2. Cancel the Workshop with the United Way on the Community Human Service Partnership process for October 13, 2015 from 12:00 p.m. to 3:00 p.m.
3. Do not approve the proposed agenda for the December 7, 2015 Board Retreat.
4. Do not cancel the Workshop with the United Way on the Community Human Service Partnership process for October 13, 2015.
5. Board direction.

Recommendation:

Options #1 and #2.

Attachments:

1. Proposed Agenda Outline for the December 7, 2014 Board Retreat
2. FY 2012 - FY 2016 Strategic Plan

Serving Citizens. Shaping Community.
FY 2015/16 Board of County Commissioners Strategic Planning Retreat
Monday, December 7, 2015
9:00 a.m. – 3:00 p.m. (Breakfast/Refreshments Available at 8:30 a.m.)

OPENING

1. Welcome
 - Goals for the Day
 - Ground Rules

2. Introduction

SECTION ONE: Shaping Our Community

3. Board Retreat Issues
 - a. Further Enhancing Resources of the Cascades
 - b. Crafting the L.I.F.E. Program
 - c. Examining the Community Human Service Partnership (CHSP) Program Standards
 - d. A Look Ahead: The Urban Services Boundary and Available Future Housing
 - e. Development of the Community Paramedic Program

LUNCH BREAK

SECTION TWO: Building Upon Prior Retreats

4. Strategic Plan Update
 - a. Vision Statement – Review, Affirm or Amend
 - b. Strategic Priorities – Review, Affirm, Amend or Add
 - c. Strategic Initiatives
 - Status Report
 - Review, Affirm, Amend, or Add
5. Closing Comments & Adjournment



LEON COUNTY BOARD OF COUNTY COMMISSIONERS

STRATEGIC PLAN

FY 2012 - FY 2016

Vision

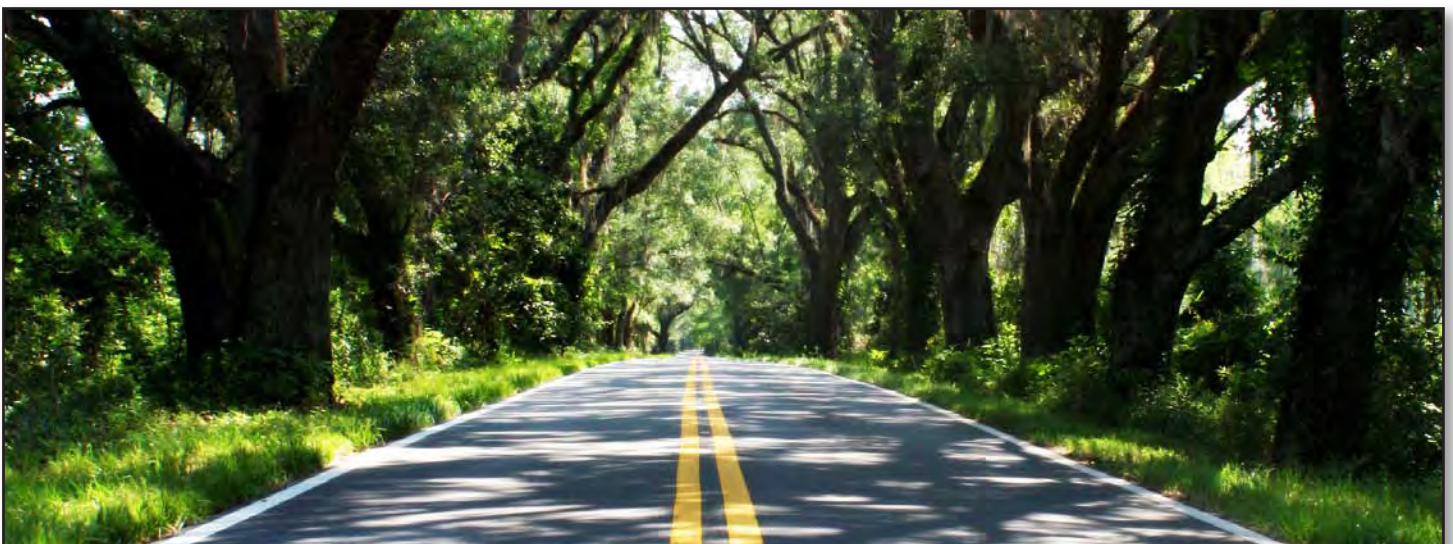
As home to Florida’s capitol, Leon County is a welcoming, diverse, healthy, and vibrant community, recognized as a great place to live, work and raise a family. Residents and visitors alike enjoy the stunning beauty of the unspoiled natural environment and a rich array of educational, recreational, cultural and social offerings for people of all ages. Leon County government is a responsible steward of the community’s precious resources, the catalyst for engaging citizens, community, business and regional partners, and a provider of efficient services, which balance economic, environmental, and quality of life goals.

Core Values

We are unalterably committed to demonstrating and being accountable for the following core organizational values, which form the foundation for our people focused, performance driven culture:

SERVICE
RELEVANCE
INTEGRITY
ACCOUNTABILITY
RESPECT

COLLABORATION
STEWARDSHIP
PERFORMANCE
TRANSPARENCY
VISION



Strategic Priority - Economy

To be an effective leader and a reliable partner in our continuous efforts to make Leon County a place which attracts talent, to grow and diversify our local economy, and to realize our full economic competitiveness in a global economy. (EC)

- ▶ (EC1) - Integrate infrastructure, transportation, redevelopment opportunities and community planning to create the sense of place which attracts talent. (2012)
- ▶ (EC2) - Support business expansion and job creation, including: the implementation of the Leon County 2012 Job Creation Action Plan, to include evaluating the small business credit program. (2012)
- ▶ (EC3) - Strengthen our partnerships with our institutions of higher learning to encourage entrepreneurship and increase technology transfer and commercialization opportunities, including: the Leon County Research and Development Authority at Innovation Park. (2012) (rev. 2015)
- ▶ (EC4) - Grow our tourism economy, its economic impact and the jobs it supports, including: being a regional hub for sports and cultural activities. (2012)
- ▶ (EC5) - Focus resources to assist local veterans, especially those returning from tours of duty, in employment and job training opportunities through the efforts of County government and local partners. (2012)
- ▶ (EC6) - Ensure the provision of the most basic services to our citizens most in need so that we have a “ready workforce.” (2012)
- ▶ (EC7) - Promote the local economy by protecting jobs and identifying local purchasing, contracting and hiring opportunities. (2013)

Strategic Initiatives - Economy

- (EC1, G3, G5) - Evaluate sales tax extension and associated community infrastructure needs through staff support of the Leon County Sales Tax Committee (2012)
- (EC1, G3, G5) - Develop a proposed economic development component for the Sales Tax extension being considered (2013)
- (EC1, G5) - Ensure projects being considered for funding associated with the infrastructure Sales Tax extension represent geographic diversity throughout the County (2014)
- (EC1, G5) - Ensure projects being considered for funding associated with the infrastructure Sales Tax extension address core infrastructure deficiencies in rural areas (2014)
- (EC1, G5) - Work with the City of Tallahassee and Blueprint to implement the Sales Tax extension, including the Economic Development portion (2015)
- (EC1, G5) - Identify projects that may be advance-funded as part of the Sales Tax extension (2015)
- Implement strategies that encourage highest quality sustainable development, business expansion and redevelopment opportunities, including:
 - (E2) - Identify revisions to future land uses which will eliminate hindrances or expand opportunities to promote and support economic activity (rev. 2013);
 - (EC2) - Consider policy to encourage redevelopment of vacant commercial properties (2012); and
 - (EC2) - Consider policy to continue suspension of fees for environmental permit extensions (2012)
- Implement strategies that support business expansion and job creation, including:
 - (EC2) - Evaluate start-up of small business lending guarantee program (2012);
 - (EC2) - Identify local regulations that may be modified to enhance business development;
 - (EC2) - Implement Leon County 2012 Job Creation Plan (2012);
 - (EC2) - Engage with local economic development partners to build and expand upon the success of Entrepreneur Month and community connectors (2014);
 - (EC2, EC6) - Evaluate and identify the projected unmet local market for middle-skill job opportunities (2015); and



Cascades Park

- (EC2, EC6) - Based upon the projected unmet local market for middle-skill jobs, and with Board approval, collaborate with community and regional partners to host a new “Leon Works” exposition to educate high school students (15-18 years old) on the diverse and exciting middle-skill career and jobs anticipated locally, while raising awareness regarding a wide range of career opportunities (2015)
- (EC2, EC3) - Implement strategies to support the Leon County Research and Development Authority at Innovation Park and promote commercialization and technology transfer, including being a catalyst for a stakeholder’s forum (2012) (rev. 2015)
- (EC3) - Coordinate efforts, with institutions of higher learning and other partners, to support local entrepreneurs (2015)
- Implement strategies that promote the region as a year round destination, including:
 - (EC4, Q1, Q4) - Evaluate competitive sports complex with the engagement of partners such as KCCI (2012);
 - (EC4) - Support VIVA FLORIDA 500 (2012);
 - (EC4) - Support Choose Tallahassee initiative (2012); and
 - (EC4, Q1) - Continue to work with FSU to bid and host NCAA cross country national and regional championships at Apalachee Regional Park (2014)
- Implement strategies that assist local veterans, including:
 - (EC5) - Hold “Operation Thank You!” celebration annually for veterans and service members (rev. 2013);
 - (EC5, EC6) - Develop job search kiosk for veterans (2012);
 - (EC5, EC6, Q3) - Consider policy to allocate a portion of Direct Emergency Assistance funds to veterans (2012); and
 - (EC5, EC6, Q3) - Consider policy to waive EMS fees for uninsured or underinsured veterans (2012)
- (E6, Q2) - Implement strategies to promote work readiness and employment, including: provide job search assistance for County Probation and Supervised Pretrial Release clients through private sector partners (2012)
- (EC7) - Extend the term of Leon County’s Local Preference Ordinance (2013)
- (EC1, EC4) - Work with FSU on the Civic Center District Master Plan to include the potential partnership to realize the convention center space desired by the County and to bring back issues related to the County’s financial and programming roles and participation for future Board consideration (2014)
- (EC1, Q6, Q7) – Support sector planning for the area surrounding Veterans Affairs’ outpatient clinic (2014)
- (EC1, Q6, Q7) – Engage in a needs assessment for the Bradfordville Study Area (2014)

Ongoing Support (Highlights) - Economy

- (EC1, Q2) - Develop and maintain County transportation systems, including roads, bike lanes, sidewalks, trails, and rights-of-way (2012)
- (EC2, G2) - Implement Department of Development Support & Environmental Management Project Manager, and dual track review and approval process (2012)



Domi Station's Grand Opening



College Town Grand Opening

- (EC2) - Partner with and support the Economic Development Council, Qualified Targeted Industry program, Targeted Business Industry program, and Frenchtown/Southside and Downtown Redevelopment Areas (2012)
- (EC3) - Support and consider recommendations of Town and Gown Relations Project (2012)
- (EC4) - Promote region as a year round destination through the Fall Frenzy Campaign, and by identifying niche markets (2012)
- (EC5, EC6, Q3) - Collaborate with United Vets and attend monthly coordinating meetings, support Honor Flights, provide grants to active duty veterans, assist veterans with benefits claims, provide veterans hiring preference, waive building permit fees for disabled veterans, and fund Veterans Day Parade as a partner with V.E.T., Inc. (2012)
- (EC6, G3) - Provide internships, Volunteer LEON Matchmaking, Summer Youth Training program, 4-H programs, EMS Ride-Alongs, and enter into agreements with NFCC and TCC which establish internship programs at EMS for EMS Technology students (2012)



Veterans Resource Center

Strategic Priority - Environment

To be a responsible steward of our precious natural resources in our continuous efforts to make Leon County a place which values our environment and natural beauty as a vital component of our community's health, economic strength and social offerings. (EN)

- ▶ (EN1) - Protect our water supply, conserve environmentally sensitive lands, safeguard the health of our natural ecosystems, and protect our water quality, including the Floridan Aquifer, from local and upstream pollution. (rev. 2013)
- ▶ (EN2) - Promote orderly growth which protects our environment, preserves our charm, maximizes public investment, and stimulates better and more sustainable economic returns. (2012)
- ▶ (EN3)- Educate citizens and partner with community organizations to promote sustainable practices. (2012)
- ▶ (EN4) - Reduce our carbon footprint, realize energy efficiencies, and be a catalyst for renewable energy, including: solar. (2012)

Strategic Initiatives - Environment

- Implement strategies that protect the environment and promote orderly growth, including:
 - (EN1, EN2) - Develop Countywide Minimum Environmental Standards (2012);
 - (EN1, EN2) - Develop minimum natural area and habitat management plan guidelines (2012);
 - (EN1, EN2,Q9) - Integrate low impact development practices into the development review process (2012);
 - (EN1, EN2) - Consider mobility fee to replace the concurrency management system (2012);
 - (EN1, EN2, G2) - Develop examples of acceptable standard solutions to expedite environmental permitting for additions to existing single-family homes (2012) ;
 - (EN1, EN2, G2) - Develop examples of acceptable standard solutions to expedite environmental permitting for new construction (2013); and
 - (EN1, EN2, G2) - Develop solutions to promote sustainable growth inside the Lake Protection Zone (2013)
- (EN1, EN2) - Implement strategies to protect natural beauty and the environment, including: update 100-year floodplain data in GIS based on site-specific analysis received during the development review process (2012)
- Implement strategies which plan for environmentally sound growth in the Woodville Rural Community, including:
 - (EN1, Q5) - Bring central sewer to Woodville consistent with the Water and Sewer Master Plan, including consideration for funding through Sales Tax Extension (2012); and



Leon County 4-H Horticulture Club

- (EN1, EN2, Q5) - Promote concentrated commercial development in Woodville (2012)
- Continue to work with regional partners to develop strategies to further reduce nitrogen load to Wakulla Springs, including:
 - (EN1, EC4) - Conduct workshop regarding Onsite Sewage Treatment and Disposal and Management Options report (2012); and
 - (EN1) - Extend central sewer or other effective wastewater treatment solutions to the Primary Springs Protection Zone area within Leon County (2013)
- Implement strategies to promote renewable energy and sustainable practices, including:
 - (EN4) - Complete construction of Leon County Cooperative Extension net-zero energy building (2012);
 - (EN2, EN3, EN4) - Pursue opportunities to fully implement a commercial and residential PACE program (2012);
 - (EN3, Q5, EC6) - Consider policy for supporting new and existing community gardens on County property and throughout the County (2012);
 - (EN3, Q5, EC6) - Expand the community gardens program (2013);
 - (EN4, G5) - Develop energy reduction master plan (2012); and
 - (EN4) - Further develop clean - green fleet initiatives, including compressed natural gas (rev. 2013)
- Develop and implement strategies for 75% recycling goal by 2020, including:
 - (EN4) - Evaluate Waste Composition Study (2012);
 - (EN4) - Identify alternative disposal options (2012);
 - (EN4) - Explore renewable energy opportunities at Solid Waste Management Facility (rev. 2013); and
 - (EN4) - Seek competitive solicitations for single stream curbside recycling and comprehensively reassess solid waste fees with goals of reducing costs and increasing recycling (2013)

Ongoing Support (Highlights) - Environment

- (EN1) - Develop and maintain County stormwater conveyance system, including enclosed systems, major drainage ways, stormwater facilities, and rights-of-way (2012)
- (EN1, EN3) - Provide Greenspace Reservation Area Credit Exchange (GRACE) (2012)
- (EN2) - Provide canopy road protections (2012)
- (EN1, EN4) - Provide Adopt-A-Tree program (2012)
- (EN1, EN3) - Provide hazardous waste collection (2012)
- (EN) - Provide water quality testing (2012)
- (EN1) - Implement the fertilizer ordinance (2012)
- (EN3) - Provide state landscaping and pesticide certifications (2012)
- (EN3) - Conduct Leon County Sustainable Communities Summit (2012)



J. R. Alford Greenway



Leon County Net-Zero Facility



J. Lee Vause Park

Strategic Priority - Quality of Life

To be a provider of essential services in our continuous efforts to make Leon County a place where people are healthy, safe, and connected to their community. (Q)

- ▶ (Q1) - Maintain and enhance our recreational offerings associated with parks and greenway system for our families, visitors and residents. (rev. 2013)
- ▶ (Q2) - Provide essential public safety infrastructure and services which ensure the safety of the entire community. (2012)
- ▶ (Q3) - Maintain and further develop programs and partnerships necessary to support and promote a healthier community, including: access to health care and community-based human services. (rev. 2013)
- ▶ (Q4) - Enhance and support amenities that provide social offerings for residents and visitors of all ages. (rev. 2013)
- ▶ (Q5) - Create senses of place in our rural areas through programs, planning and infrastructure, phasing in appropriate areas to encourage connectedness. (2012)
- ▶ (Q6) - Support the preservation of strong neighborhoods through appropriate community planning, land use regulations, and high quality provision of services. (2012)
- ▶ (Q7) - Further create connectedness and livability through supporting human scale infrastructure and development, including: enhancing our multimodal districts. (2012)
- ▶ (Q8) - Maintain and enhance our educational and recreational offerings associated with our library system, inspiring a love of reading and lives of learning. (2013)
- ▶ (Q9) - Support the development of stormwater retention ponds that are aesthetically pleasing to the public and located in a manner that protects strong neighborhoods. (2013)



Leon County's New Mobile Website

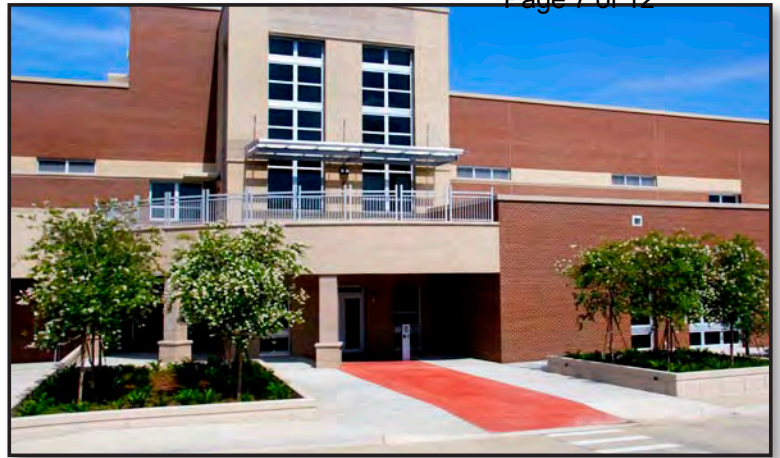
Strategic Initiatives - Quality of Life

- Implement strategies through the library system which enhance education and address the general public's information needs, including:
 - (Q8, EC1, EC6) - Complete construction of the expanded Lake Jackson Branch Library and new community center (2012); and
 - (Q8, EC1, EC6) - Relocate services into the expanded facility (2012)
- Implement strategies which advance parks, greenways, recreational offerings, including:
 - (Q1, EC1, EC4) - Explore extension of parks and greenways to incorporate 200 acres of Upper Lake Lafayette (2012);
 - (Q1, EC1, EC4) - Update Greenways Master Plan (2012);
 - (Q1, EC1, EC4) - Develop Miccosukee Greenway Management Plan (2012); and
 - (Q1, EC1, EC4) - Develop Alford Greenway Management Plan (2012)
- Expand recreational amenities, including:
 - (Q1, Q5, EC1, EC4) - Complete construction of Miccosukee ball fields (2012);
 - (Q1, EC1, EC4) - Continue to plan acquisition and development of a North East Park (2012);
 - (Q1, EC1, EC4) - Develop Apalachee Facility master plan to accommodate year-round events (rev. 2013);
 - (Q1, Q5, EC1, EC4) - Continue to develop parks and greenways consistent with management plans including Okeehoopkee Prairie Park, Fred George Park and St. Marks Headwater Greenway (2012);
 - (Q1, EC1) - In partnership with the City of Tallahassee and community partners, conduct a community-wide conversation on upper league competition with the goal of a higher degree of competition and more efficient utilization of limited fields (2013); and
- (Q4) - Further establish community partnerships for youth sports development programs (2014)



Residents read together at Leon County's Lake Jackson Branch Library

- (Q1, EC1,Q9) - Redevelop Huntington Oaks Plaza, which will house the expanded Lake Jackson Branch Library and new community center, through a sense of place initiative (2012)
- Provide essential public safety infrastructure and services, including:
 - (Q2, EC2) - Complete construction of Public Safety Complex (2012);
 - (Q2) - Consolidate dispatch functions (2012);
 - (Q2) - Successfully open the Public Safety Complex (2013); and
 - (Q2) - Develop a Leon County "Crisis Management Communication Plan" (2015)



Leon County Public Safety Complex

- (Q1, Q2) - Implement strategies to improve medical outcomes and survival rates, and to prevent injuries, including: continue to pursue funding for community paramedic telemedicine (2012) (rev. 2014)
- Implement strategies to maintain and develop programs and partnerships to ensure community safety and health, including:
 - (Q2, Q3) - Participate in American Society for the Prevention of Cruelty to Animals (ASPCA) Partnership, and in ASPCA ID ME Grant (2012);
 - (Q3) - Implement procedures for residents to take full advantage of the NACO Dental Card program (2013);
 - (Q3) - Consider establishing a Domestic Partnership Registry (2013); and
 - (Q3, G2) - Provide an early budget discussion item regarding primary health care, including mental health care services, and options to maximize resources to meet the healthcare needs of the community including those individuals served through the local criminal justice system (2015)
- Implement strategies that support amenities which provide social offerings, including:
 - (Q4, EC1, EC4) - Consider constructing Cascade Park amphitheatre, in partnership with KCCI (2012);
 - (Q4, EC4) - Consider programming Cascade Park amphitheatre (2012);
 - (Q4) - Work with the city to celebrate the opening of Cascades Park (2014);
 - (Q4) - Develop unified special event permit process (2012); and
 - (Q4, EC4, G5) - Evaluate opportunities to maximize utilization of Tourism Development taxes and to enhance effectiveness of County support of cultural activities, including management review of COCA (2012)
- (Q6) - Implement strategies to promote homeownership and safe housing, including: consider property registration for abandoned real property (2012)
- Implement strategies that preserve neighborhoods and create connectedness and livability, including:
 - (Q6, 7) - Implement design studio (2012);
 - (Q6, Q7) - Implement visioning team (2012);
 - (Q6, Q7) - Develop performance level design standards for Activity Centers (2012);
 - (Q6) - Revise Historic Preservation District Designation Ordinance (2012);
 - (Q6, Q7) - Develop design standards requiring interconnectivity for pedestrians and non-vehicular access (2012);
 - (Q7) - Develop bike route system (2012);
 - (Q7) - Establish Bicycle & Pedestrian Advisory Committee (2012);
 - (Q6, Q7) - Conduct a workshop that includes a comprehensive review of sidewalk development and appropriate funding (2013);
 - (Q1, Q5, EC1, EC4) - Expand, connect and promote "Trailhassee" and the regional trail system (2013);
 - (Q7, EC1) - Promote communication and coordination among local public sector agencies involved in multi-modal transportation, connectivity, walkability, and related matters (2013);
 - (Q1, EC4) - Focus on improving Leon County's ranking as a bicycle friendly community (2014);

- (Q6, Q7) - Initiate a comprehensive review and revision to the Land Use Element of the Comprehensive Plan (2015); and
- (Q6, Q7) - Protect the rural character of our Rural Land use category. (2015)
- (Q4) - Seek community involvement with the VIVA FLORIDA 500 Time Capsule (2013)
- (Q4, EC1, EC4) - Institute a Sense of Place initiative for the fairgrounds (2014)

Ongoing Support (Highlights) - Quality of Life

- (Q1, Q9, EC1, EC6) - Maintain a high quality of offerings through the library system, including public access to books, media, digital resources, computers, Internet, reference resources, targeted programming, mobile library, and literacy training (2012)
- (Q2) - Fund Sheriff's operations, consisting of law enforcement, corrections, emergency management, and enhanced 9-1-1 (2012)
- (Q2) - Implement alternatives to incarceration (2012)
- (Q2) - Initiate county resources as part of emergency response activation (2012)
- (Q2) - Provide, support and deploy the geographic information system, integrated Justice Information System, Jail Management system, case management and work release management information systems for Probation, Supervised Pretrial Release and the Sheriff's Office, and the pawnshop network system (2012)
- (Q2, G5) - Provide for information systems disaster recovery and business continuity (2012)
- (Q2, Q3) - Provide Emergency Medical Services (2012)
- (Q2, Q3) - Support programs which advocate for AED's in public spaces (2012)
- (Q2, Q3) - Provide community risk reduction programs (such as AED/CPR training) (2012)
- (Q3) - Support Community Human Services Partnerships (CHSP) (2012)
- (Q3) - Support Leon County Health Departments (2012)
- (Q3) - Support CareNet (2012)
- (Q3) - Support DOH's Closing the Gap grant (including "Year of the Healthy Infant II" campaign, and Campaign for Healthy Babies) (2012)
- (Q3) - Maintain oversight of state-mandated programs, such as Medicaid and Indigent Burial, to ensure accountability and compliance with state regulations (2012)
- (Q3, EC6) - Educate at risk families to build healthy lives through the Expanded Food and Nutrition Education Program and other family community programs (2012)
- (Q3) - Support of Regional Trauma Center (2012)
- (Q3, G5) - Leverage grant opportunities with community partners (2012)
- (Q3) - Support of Palmer Monroe Teen Center in partnership with the City (2012)
- (Q3) - Provide targeted programs for Seniors (2012)
- (Q6) - Provide foreclosure prevention counseling and assistance (2012)
- (Q6) - Provide first time homebuyer assistance (2012)



Leon County Eastside Branch Library and Pedrick Pond



Leon County's 2014 Operation Thank You honors our World War II Veterans

Strategic Priority - Governance

To be a model local government which our citizens trust and to which other local governments aspire. (G)

- ▶ (G1) - Sustain a culture of transparency, accessibility, accountability, civility, and the highest standards of public service. (rev. 2013)
- ▶ (G2) - Sustain a culture of performance, and deliver effective, efficient services that exceed expectations and demonstrate value. (2012)
- ▶ (G3) - Sustain a culture that respects, engages, and empowers citizens in important decisions facing the community. (2012)
- ▶ (G4) - Retain and attract a highly skilled, diverse and innovative County workforce, which exemplifies the County's Core Practices. (2012)
- ▶ (G5) - Exercise responsible stewardship of County resources, sound financial management, and ensure that the provision of services and community enhancements are done in a fair and equitable manner. (2012)



The Club of Honest Citizens

Strategic Initiatives - Governance

- Implement strategies which promote access, transparency, and accountability, including:
 - (G1) - Explore providing On Demand - Get Local videos (2012);
 - (G1) - Explore posting URL on County vehicles (2012);
 - (G1) - Instill Core Practices through: providing Customer Engagement training for all County employees, revising employee orientation, and revising employee evaluation processes (2012);
 - (G1) - Reformat the existing on-line Comprehensive Plan to modernize its appearance and increase usability (2015); and
 - (G1) - Evaluate the existing Comprehensive Plan amendment process, and identify opportunities for further streamlining (2015)
- Implement strategies to gain efficiencies or enhance services, including:
 - (G2) - Conduct LEADS Reviews (2012);
 - (G2) - Develop and update Strategic Plans (2012); and
 - (G5) - Convene periodic Chairman's meetings with Constitutional Officers regarding their budgets and opportunities to gain efficiencies (2013)
- Implement strategies to further utilize electronic processes which gain efficiencies or enhance services, including:
 - (G2) - Develop process by which the public may electronically file legal documents related to development review and permitting (2012);
 - (G2) - Expand electronic Human Resources business processes including applicant tracking, timesheets, e-Learning, employee self-service (2012);
 - (G2, EN4) - Investigate expanding internet-based building permitting services to allow additional classifications of contractors to apply for and receive County permits via the internet (2012);
 - (G2, EN4) - Institute financial self-service module, document management, and expanded web-based capabilities in Banner system (2012);
 - (G5) - Consider options to gain continuity of Commissioners' representation on committees, such as multi-year appointments (2013); and
 - (G5) - Periodically convene community leadership meetings to discuss opportunities for improvement (2013)
- (G2) - Investigate feasibility of providing after hours and weekend building inspections for certain types of construction projects (2012)
- Implement strategies to further engage citizens, including:
 - (G3) - Develop and offer Citizens Engagement Series (2012);
 - (G3) - Identify the next version of "Citizens Engagement" to include consideration of an "Our Town" Village Square concept (2013);
 - (G3) - Develop a proposed partnership for the next iteration of Citizen Engagement, possibly with the Village Square, which would be renewable after one year (2014); and
 - (G1, G3) - Expand opportunities for increased media and citizen outreach to promote Leon County (2013).

- (G4) - Implement healthy workplace initiatives, including: evaluate options for value-based benefit design (2012)
- Implement strategies to retain and attract a highly skilled, diverse and innovative workforce, which exemplifies the County's Core Practices, including:
 - (G4) - Revise employee awards and recognition program (2012);
 - (G4) - Utilize new learning technology to help design and deliver Leadership and Advanced Supervisory Training for employees (2012); and
- (G4, G1) - Pursue Public Works' American Public Works Association (APWA) accreditation (2012)
- Implement strategies which ensure responsible stewardship of County resources, including:
 - (G5) - Revise program performance evaluation and benchmarking (2012);
 - (G5) - Identify opportunities whereby vacant, unutilized County-owned property, such as flooded-property acquisitions, can be made more productive through efforts that include community gardens (2013);
 - (G5) - Develop financial strategies to eliminate general revenue subsidies for business operations (i.e., Stormwater, Solid Waste and Transportation programs) (2013);
 - (G5, EC1) - Create a capital projects priority list for the fifth-cent gas tax (program) (2014);
 - (G5) - Engage with the private sector to develop property at the corner of Miccosukee and Blair Stone, to include the construction of a Medical Examiner facility (2014);
 - (G1) - Pursue expansion for whistleblower notification (2013); and
 - (G5, Q1, EN4) - Evaluate the long-term policy implications of the following options, taking into consideration the potential fiscal, environmental, operational and neighborhood impacts: a complete closure of the landfill; re-direct all Class I Solid Waste from the Transfer Station to the landfill; and a hybrid solution that includes both Class I Solid Waste disposal at the landfill and through the Transfer Station (2015)
- Implement strategies to maximize grant funding opportunities, including:
 - (G5) - Institute Grants Team (2012); and
 - (G5) - Develop and institute an integrated grant application structure (2012)
- (G5) - Consider approval of the local option to increase the Senior Homestead Exemption to \$50,000 for qualified seniors (2013)
- (G2) - Pursue Sister County relationships with Prince George's County, Maryland and Montgomery County, Maryland (2013)



The Club of Honest Citizens

Ongoing Support (Highlights) - Governance

- (G1) - Develop and deploy website enhancements (2012)
- (G1) - Provide and expand online services, such as Customer Connect, Your Checkbook, and Board agenda materials (2012)
- (G1) - Provide televised and online Board meetings in partnership with Comcast (2012)
- (G1, G2, G5) - Provide technology and telecommunications products, services and support necessary for sound management, accessibility, and delivery of effective, efficient services, including maintaining financial database system with interfaces to other systems (2012)
- (G3) - Organize and support advisory committees (2012)
- (G4) - Support and expand Wellness Works! (2012)
- (G4, Q2) - Maintain a work environment free from influence of alcohol and controlled illegal substances through measures including drug and alcohol testing (2012)
- (G4) - Support employee Safety Committee (2012)
- (G4) - Conduct monthly Let's Talk "brown bag" meetings with cross sections of Board employees and the County Administrator (2012)
- (G1, G2, G4) - Utilize LEADS Teams to engage employees, gain efficiencies or enhance services, such as: the Wellness Team, Safety Committee Team, Citizen Engagement Series Team, HR Policy Review & Development Team, Work Areas' Strategic Planning Teams (2012)
- (G5) - Prepare and broadly distribute the Annual Report (2012)
- (G5) - Conduct management reviews (2012)
- (G5) - Provide and enhance procurement services and asset control (2012)
- (G5) - Manage and maintain property to support County functions and to meet State mandates for entities such as the Courts (2012)



- L**ISTENS FOR CHANGING NEEDS
- E**NGAGES CITIZENS AND EMPLOYEES
- A**LIGNS KEY STRATEGIC PROCESSES
- D**ELIVERS RESULTS & RELEVANCE
- S**TRIVES FOR CONTINUOUS IMPROVEMENT





CORE PRACTICES

Core Practices put our Core Values in action. Leon County employees are committed to the following Core Practices:

- **Delivering the “Wow” factor in Customer Service**

Employees deliver exemplary service with pride, passion and determination; anticipating and solving problems in “real time” and exceeding customer expectations. Customers know that they are the reason we are here.

- **Connecting with Citizens**

Employees go beyond customer service to community relevance, engaging citizens as stakeholders in the community’s success. Citizens know that they are part of the bigger cause.

- **Demonstrating Highest Standards of Public Service**

Employees adhere to the highest standards of ethical behavior, avoid circumstances that create even an appearance of impropriety and carry out the public’s business in a manner which upholds the public trust. Citizens know that we are on their side.

- **Accepting Accountability**

Employees are individually and collectively accountable for their performance, adapt to changing conditions and relentlessly pursue excellence beyond the current standard, while maintaining our core values.

- **Exhibiting Respect**

Employees exercise respect for citizens, community partners and each other.

- **Employing Team Approach**

Employees work together to produce bigger and better ideas to seize the opportunities and to address the problems which face our community.

- **Exercising Responsible Stewardship of the Community’s Resources**

Employees engage in the continuous effort to create and sustain a place which attracts talent, fosters economic opportunity and offers an unmatched quality of life, demonstrating performance, value and results for our citizenry.

- **Living our “People Focused, Performance Driven” Culture**

Employees have a structure in place to live all of this as our organizational culture and are empowered to help the people they serve.

Adopted: February 28, 2012

Revised: January 29, 2013

Revised: January 21, 2014

Revised: January 27, 2015

FOR MORE INFORMATION ONLINE, VISIT:

www.LeonCountyFL.gov

**Leon County
Board of County Commissioners**


Notes for Agenda Item #11

Leon County Board of County Commissioners

Cover Sheet for Agenda Item #11

September 29, 2015

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Consideration of Additional Community Human Service Partnership Funding

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator Ken Morris, Assistant County Administrator Scott Ross, Director, Office of Financial Stewardship
Lead Staff/ Project Team:	Eryn Calabro, Director, Office of Human Services and Community Partnerships Rosemary Evans, Financial Compliance Manager

Fiscal Impact:

This agenda item provides an analysis of the additional \$175,000 allocated by the Board to the Community Human Service Partnership for FY 2016.

Staff Recommendation:

Option #1: Develop a mini-grant process and invite Emergency Services and Basic Needs Community Human Service Partnership agencies funded for FY 2016 to apply, and authorize the County Administrator to execute the agreements, in a form to be approved by the County Attorney.

Report and Discussion

Background:

In 1997, Leon County, the City of Tallahassee, and the United Way of the Big Bend joined together to form the Community Human Service Partnership (CHSP), which serves as a joint planning and funding distribution process, and established the Joint Planning Board (JPB) as the governing body for the Community Human Service Partnership. The goal of CHSP is to allow the public funding partners to pool their resources to better address the human service needs of Leon County. By developing a consolidated funding process, CHSP reduced the amount of time and effort that human service agencies had to invest in applying to the funding partners independently and provided for more coordination and collaboration among the program participants.

CHSP activities begin in October of the prior year with mandatory workshops beginning in January to assist the agencies that will be applying for funding (Attachment #1). This year, the entire process was streamlined and all applications were submitted electronically. This resulted in a considerable time savings for applicant agencies. Applications are submitted in late February and the training of citizen volunteers occurs in March. These citizen volunteers form the Citizen Review Teams (CRTs), which are created to allow the review of programs that provide services to the same population, such as the Children's Services Team or the Persons with Disabilities Team. Ten teams are created. The members of the CRTs review the applications and perform site visits to the agencies in April, May, and June. At the end of the site visits, each team develops funding recommendations that utilize the estimated available funding at the time of deliberations. After the CRTs finish their process, CHSP staff determines which agency will be funded by each partner. Although each partner retains control of the funding it has contributed to the process, it is important to note that all CHSP funding received by an agency is considered to be funding from all three partners.

As the community's needs have evolved, the Board has shown its commitment to human services through increased funding to CHSP over the last 18 years, more than doubling between 1996 and 2015 (Attachment #2). As part of the CHSP process, the County is required to estimate the amount of funding that will be made available for distribution in the next fiscal year. On September 23, 2014, the Board approved CHSP funding in the amount of \$825,000 (same as the previous year) to be allocated to the CHSP process for FY 2015. Utilizing this number, the CHSP process moved forward with site visits and recommended allocations for distribution of County funds by the CRTs.

At its June 23, 2015 Budget Workshop, the Board voted to increase the FY 2016 CHSP funding level by \$175,000 to an even \$1 million (21% increase). The CHSP allocation process for FY 2016 began in December 2014 and CRTs reviewed and started allocating funding for FY 2016 in April 2015. Generally, the funding level budgeted for the current fiscal year is used to determine agency funding for the following fiscal year. Therefore, staff prepared this item seeking the Board's guidance for the distribution of the additional \$175,000 for the CHSP program in FY 2016.

Analysis:

When the Board voted to increase the FY 2016 CHSP funding by \$175,000, the FY 2016 CHSP funding process was already underway. Final deliberations are complete and funding recommendations and contracts on the original funds of \$825,000 are being prepared to come before the respective boards in September/October. Additionally, the CHSP process includes a time period for appeals after award letters have been sent. Staff is seeking direction on how to allocate the additional \$175,000 that could not be contemplated by the CRTs during the normal CHSP process.

Increased Funding Options

This item offers options on how to distribute the additional funding. A simple percentage split among the funded agencies would not be effective since it will result in low ranked agencies receiving additional funds regardless of how they ranked in the process by the CRTs. This would reward programs that the CRTs recommended to receive decreased funding.

This fiscal year, the requests for Emergency Services and Basic Needs more than doubled the amount of funding available. \$1,232,960 was requested but only \$578,882 was allocated. This put Emergency Services and Basic Needs as the least funded category by percentage (Attachment #3). In particular, two agencies in this category, Second Harvest and the Shelter, have experienced significant decreases in revenue and unanticipated increases in operational costs. Second Harvest missed the CHSP grant deadline for fiscal year 2014/15, which left them with a \$160,000 deficit in revenue, and the entity experienced a move necessitated by a rodent infestation. The Kearney Center/Shelter opened in its new location and services and costs are higher than anticipated, with the agency reporting a \$900,000 operating deficit. The County and the community at large have shown support to these agencies with the County having contributed \$100,000 per year for five years to the Kearney Center/Shelter for capital cost associated with its relocation; and, granting \$50,000 to Second Harvest for capital costs associated with the facility move. Subsequent to approval of this funding, Second Harvest provided the County with an updated sustainability plan (Attachment #4). Other funded agencies in this category this year include:

- American Red Cross,
- Big Bend Homeless Coalition,
- Capital City Youth Services,
- ECHO,
- Good News Outreach, and
- Project Annie.

Consistent with prior years, the Board has previously directed additional funds for this category; and, through an approved mini-grant process, distributed the additional funds with an established cap on the grant funds available per program for emergency services and basic needs.

The following are options for the distribution of the additional CHSP funding:

- a. CHSP staff can develop a mini-grant process that focuses the \$175,000 for those agencies that provide Emergency Services and Basic Needs. This method would allow FY 2016 funded CHSP agencies to apply for the additional funding and, by limiting it to those agencies, would ensure that they have been thoroughly reviewed, and meet the basic standards that have been adopted by CHSP.
- b. CHSP staff can develop a mini-grant process and invite all FY 2016 funded CHSP agencies to apply. This method would allow FY 2016 funded CHSP agencies to apply for the additional funding and, by limiting it to those agencies, would ensure that they have been thoroughly reviewed, and meet the basic standards that have been adopted by CHSP.
- c. Leon County Discretionary Funding Guidelines include a CHSP Emergency Fund in which funds are eligible for allocation for one time funding to meet an emergency situation. Since deliberations are complete for the FY 2016 application cycle and awards letters have been distributed, the Board can elect to allocate the additional CHSP funding for FY 2016 to the Emergency Fund in order to have funds available for a CHSP funded agency in the event of an emergency. This has typically been used for capital costs.

Summary

The Board's investment in CHSP provides critical funding for local human service agencies who serve the most vulnerable citizens. The timing of the additional \$175,000 to the CHSP budget created an unusual situation since the funding could not be allocated during the CRT deliberations. Given the significant increase in requests for Emergency Services and Basic Needs funding, staff recommends allocating the \$175,000 to a mini-grant process that focuses on these services. FY 2016 Emergency Services and Basic Needs CHSP-funded agencies would be eligible to apply.

Options:

1. Develop a mini-grant process and invite Emergency Services and Basic Needs CHSP agencies funded for FY 2016 to apply, and authorize the County Administrator to execute the agreements, in a form approved by the County Attorney.
2. Develop a mini-grant process and invite all CHSP agencies funded for FY 2016 to apply, and authorize the County Administrator to execute the agreements, in a form approved by the County Attorney.
3. Direct staff to allocate the additional CHSP funding for FY 2016 to the Emergency Fund in order to have funds available for a CHSP funded agency in the event of an emergency.
4. Board direction.

Recommendation:

Option #1.

Attachments:

1. Community Human Service Partnership 2015-2016 Time Line
2. Leon County CHSP Funding Levels 1997-2015
3. FY 2015/2016 Community Human Service Partnership Requests and Recommended Allocations
4. America's Second Harvest of the Big Bend Sustainability Plan



CHSP 2015/2016 TIME LINE

DECEMBER 2014

- Agency workshop notification advertised in the Tallahassee Democrat and emailed.

JANUARY 2015

- RFP agency workshops. Applications available at the workshop.
- Citizens Review Team (CRT) volunteers recruited.
- Staff available for technical assistance to agencies in application preparation.

FEBRUARY 2015

- Staff available for technical assistance to agencies in application preparation.
- **Grant application deadline is Friday, February 27, 2015, by 5:00 p.m.**
- Limited technical review of applications by Joint staff.
- Volunteer and agency assignments to CRTs.

MARCH 2015

- Funding sources determine funds available for allocation.
- Notify agencies of the site visit schedule.
- Review Team volunteer training sessions conducted.
- Review Team Leader volunteer training sessions conducted.

APRIL/ MAY/JUNE 2015

- Review team site visits/deliberations are conducted.

JUNE/JULY 2015

- Funding sources review CRT recommendations.
- CHSP partner funding split is determined.
- Compilation of agency award letters.
- Agencies are notified of 2015/2016 allocations and opportunity to appeal.

AUGUST/ SEPTEMBER 2015

- Agency appeals hearings, if needed.
- County Commission's approval of final recommendations.
- United Way Board approval of final recommendations.
- City Commission's approval of final recommendations.
- Agencies receive Leon County and City of Tallahassee contracts.

OCTOBER 2015

- Funding cycle begins.

Leon County CHSP Funding Allocations 1997 -2015

Fiscal Year	Funding Level
2014-2015	\$825,000
2013-2014	\$825,000
2012-2013	\$825,000
2011-2012	\$825,000
2010-2011	\$725,000
2009-2010	\$750,000
2008-2009	\$690,000
2007-2008	\$750,000
2006-2007	\$671,000
2005-2006	\$671,000
2004-2005	\$671,400
2003-2004	\$671,400
2002-2003	\$610,400
2001-2002	\$610,400
2000-2001	\$663,000
1999-2000	\$508,000
1998-1999	\$508,000
1997-1998 (first year of CHSP)	\$500,000
1996-1997	\$400,000

CHSP Partner Funding Allocations 1997-2015

Fiscal Year	Leon County Funding	City Funding	United Way Funding
2014-2015	\$825,000	\$1,139,817	2,355,501
2013-2014	\$825,000	\$1,140,184	\$2,455,990
2012-2013	\$825,000	\$1,152,902	\$2,814,784
2011-2012	\$825,000	\$1,185,095	\$3,076,008
2010-2011	\$725,000	\$1,112,873	\$3,304,547
2009-2010	\$750,000	\$1,112,873	\$3,304,547
2008-2009	\$690,000	\$1,117,075	\$3,079,810
2007-2008	\$750,000	\$1,074,339	\$3,307,184
2006-2007	\$671,000	\$1,054,339	\$3,161,992
2005-2006	\$671,000	\$1,008,800	\$3,075,151
2004-2005	\$671,400	\$1,093,936	\$3,010,083
2003-2004	\$671,400	\$1,065,510	\$2,853,882
2002-2003	\$610,400		
2001-2002	\$610,400		
2000-2001	\$663,000	\$1,038,295	\$2,603,684
1999-2000	\$508,000	\$1,052,241	\$2,427,873
1998-1999	\$508,000	\$263,193	\$1,958,286
1997-1998 (first year of CHSP)	\$500,000	\$269,193	\$1,623,676
1996-1997	\$400,000	--	--

Team One - Children's Services							
	2014/2015 Allocation	2015/2016 Request	2015/2016 Allocation	City	County	United Way	Total
Capital Area Community Action	85,000	85,000	80,000	60,000	0	20,000	80,000
Head Start	85,000	85,000	80,000	60000		20000	80,000
Early Learning Coalition, Inc.	95,000	200,000	98,000	0	68,000	30,000	98,000
Child_Care_Tuition_Assistance	95,000	200,000	98,000		68000	30000	98,000
Kids Incorporated of the Big Bend	250,000	300,000	256,687	46,687	0	210,000	256,687
Early Head Start Match	250,000	300,000	256,687	46687		210000	256,687
Pivotal Point Enterprises	87,694	121,175	85,000	85,000	0	0	85,000
The Big-Headed Beaver and Friends	87,694	121,175	85,000	85000			85,000
Refuge House, Inc.	56,694	56,694	56,694	0	0	56,694	56,694
Children's Program	56,694	56,694	56,694			56694	56,694
The Children's Home Society of FI	75,500	165,000	70,500	25,000	18,500	27,000	70,500
Adoptions	5,000	25,000	0				0
Early Steps	16,500	25,000	18,500		18500		18,500
Family Connections	4,000	30,000	7,000			7000	7,000
Treehouse	30,000	65,000	25,000	25000			25,000
VOCA	20,000	20,000	20,000			20000	20,000
TOTAL	649,888	927,869	646,881	216,687	86,500	343,694	646,881
Available for Allocation			646,881				
Over/Under			0				

Team Two - Community Support							
Agency Name/Programs	2014/2015 Allocation	2015/2016 Request	2015/2016 Allocation	City	County	United Way	Total
2-1-1 Big Bend, Inc.	149,669	191,018	149,669	29,823	103,177	16,669	149,669
Helpline 2-1-1 (including National Suicide Prevention Lifeline & Help Me Grow)	149,669	191,018	149,669	29823	103177	16669	149,669
A Life Recovery Center, Inc	70,000	107,528	50,000	27,000	0	23,000	50,000
A Life Recovery Center, Inc.	70,000	107,528	50,000	27000		23000	50,000
Big Bend Habitat for Humanity, Inc.	20,000	65,000	20,000	0	20,000	0	20,000
Home_ConstructionRehab	20,000	65,000	20,000		20000		20,000
Big Bend Hospice	70,015	110,000	65,627	0	0	65,627	65,627
Community Bereavement	70,015	110,000	65,627			65627	65,627
Capital Area Community Action	0	56,906	0	0	0	0	0
Getting Ahead-Staying Ahead	0	56,906	0				0
Dress for Success Tallahassee, Inc.	0	27,000	0	0	0	0	0
Professional Suiting and Workforce Training Program	0	27,000	0				0
Legal Aid Foundation	10,000	29,725	15,000	0	0	15,000	15,000
Pro Bono Legal Services	10,000	29,725	15,000			15000	15,000
Legal Services of North Florida	38,000	55,000	38,000	0	0	38,000	38,000
Legal Services to the Poor (LSP)	38,000	55,000	38,000			38000	38,000
Literacy Volunteers of Leon County	23,000	23,000	18,000	0	0	18,000	18,000
Adult literacy, English for speakers of other languages, Family Literacy	23,000	23,000	18,000			18000	18,000
Lutheran Social Services of N FL	8,000	16,000	8,000	0	8,000	0	8,000
CRTA	8,000	16,000	8,000		8000		8,000
Refuge House, Inc.	40,000	115,000	62,404	22,404	40,000	0	62,404

24 Hour Crisis Response	40,000	40,000	40,000		40000		40,000
Leon Intimate Violence Enhanced Service Team (Leon InVEST)	0	75,000	22,404	22404			22,404
TOTAL	428,684	796,177	426,700	79,227	171,177	176,296	426,700
Available for Allocation			426,700				
Over/Under			0				

Team Three - Services for Persons with Disabilities							
Agency Name/Programs	2014/2015 Allocation	2015/2016 Request	2015/2016 Allocation	City	County	United Way	Total
Epilepsy Association of the Big Bend	22,000	22,000	22,000	0	0	22,000	22,000
Epilepsy Services Program Client Services	22,000	22,000	22,000			22000	22,000
Florida Disabled Outdoors Association	14,700	20,500	14,484	0	0	14,484	14,484
Miracle Sports	5,000	7,500	5,000			5000	5,000
SportsAbility	9,700	13,000	9,484			9484	9,484
Lighthouse of the Big Bend	20,000	20,000	20,000	0	0	20,000	20,000
Services to People who are Blind or Visually Impaired in Leon County	20,000	20,000	20,000			20000	20,000
Office of Public Guardian, Inc.	18,250	18,250	18,250	0	0	18,250	18,250
Office of Public Guardian, Inc.	18,250	18,250	18,250			18250	18,250
Special Olympics Florida-Leon County	25,000	30,000	24,000	0	0	24,000	24,000
Athletic	25,000	30,000	24,000			24000	24,000
The Center for Independent Living	65,573	75,000	73,000	40,000	0	33,000	73,000
Access to Independence	65,573	75,000	73,000	40000		33000	73,000
The Dick Howser	103,000	125,000	95,500	0	0	95,500	95,500
The Dick Howser Center for Childhood Services, Inc.	103,000	125,000	95,500			95500	95,500
Wave, Inc	10,000	11,350	10,000	10,000	0	0	10,000
Life Skills	7,000	7,350	7,000	7000			7,000
Social Activities	3,000	4,000	3,000	3000			3,000
TOTAL	278,523	322,100	277,234	50,000	0	227,234	277,234
Available for Allocation			277,234				
Over/Under			0				

Team Four - Emergency & Basic Needs							
Agency Name/Programs	2014/2015 Allocation	2015/2016 Request	2015/2016 Allocation	City	County	United Way	Total
American Red Cross	8,562	50,000	13,534	0	0	13,534	13,534
Disaster Services	8,562	50,000	13,534			13534	13,534
Americas Second Harvest	0	224,440	43,416	16,947	0	26,469	43,416
Food Bank Operations	0	205,000	43,416	16947		26469	43,416
Shelter Support	0	19,440	0				0
Big Bend Homeless Coalition	81,311	95,000	78,733	0	37,564	41,169	78,733
HOPE Community	81,311	95,000	78,733	0	37564	41169	78,733
Capital City Youth Services, Inc.	33,000	36,000	26,000	16,500	0	9,500	26,000
Transitional Living Program (TLP)	33,000	36,000	26,000	16500		9500	26,000
Emergency Care Help Organization	67,500	82,500	53,500	26,500	27,000	0	53,500
Emergency Resources Program	17,500	22,500	15,000		15000		15,000
Renaissance Community Center	35,000	40,000	26,500	26500			26,500
Weekend Meals	15,000	20,000	12,000		12000		12,000
Families Restoring the Homefront Inc	0	60,000	0	0	0	0	0
Food and Clothes Distribution	0	60,000	0				0
Good News Outreach	48,200	53,020	41,000	41,000	0	0	41,000
Food Outreach	15,200	16,720	13,000	13000			13,000
Mercy House	22,000	24,200	19,000	19000			19,000
Mission Oaks	11,000	12,100	9,000	9000			9,000
Project Annie, Inc.	8,000	12,000	6,000	6,000	0	0	6,000
Elder & Disabled Feeding Program	8,000	12,000	6,000	6000			6,000
Tallahassee-Leon Shelter, Inc	335,000	620,000	316,699	0	0	316,699	316,699
The Shelter 24-Hour Services Program	335,000	620,000	316,699			316699	316,699

TOTAL	581,573	1,232,960	578,882	106,947	64,564	407,371	578,882
Available for Allocation			578,882				
Over/Under			0				

Team Five - Family Support							
Agency Name/Programs	2014/2015 Allocation	2015/2016 Request	2015/2016 Allocation	City	County	United Way	Total
Boys Town North Florida Inc.	32,000	32,644	32,000	32,000	0	0	32,000
Treatment Family Home Program	32,000	32,644	32,000	32000			32,000
Brehon Institute for Family Services	101,193	106,725	100,500	20,189	59,811	20,500	100,500
Brehon House (maternity home)	94,500	99,225	94,500	20189	59811	14500	94,500
Healthy Families Leon	6,693	7,500	6,000			6000	6,000
Capital City Youth Services, Inc.	107,000	124,000	102,000	46,000	0	56,000	102,000
Somplace Else Shelter	107,000	124,000	102,000	46000		56000	102,000
Emergency Care Help Organization	30,000	40,000	25,000	0	14,682	10,318	25,000
Family_Services_Program	30,000	40,000	25,000		14682	10318	25,000
Good News Outreach	0	20,000	4,500	4,500	0	0	4,500
Maryland Oaks	0	20,000	4,500	4500			4,500
Lutheran Social Services of N FL	18,000	28,000	18,000	0	18,000	0	18,000
InnBetween Transitional Housing	18,000	28,000	18,000		18000		18,000
PACE Center for Girls, Inc.	5,000	17,425	5,000	5,000	0	0	5,000
Reach Program	5,000	17,425	5,000	5000			5,000
Refuge House, Inc.	104,420	104,420	103,773	0	19,353	84,420	103,773
Outreach Counseling and Courthouse Services	20,000	20,000	19,353		19353		19,353
Residential Services	84,420	84,420	84,420			84420	84,420
The Oasis Center for Women & Girls	0	58,187	5,000	5,000	0	0	5,000
Counseling and Support Services	0	58,187	5,000	5000			5,000
TOTAL	397,613	531,401	395,773	112,689	111,846	171,238	395,773
Available for Allocation			395,773				
Over/Under			0				

Team Six - Physical Health Services							
Agency Name/Programs	2014/2015 Allocation	2015/2016 Request	2015/2016 Allocation	City	County	United Way	Total
Big Bend Cares	143,329	143,329	143,329	57,000	0	86,329	143,329
HIV Prevention, Education, Testing and Outreach	48,329	48,329	48,329			48329	48,329
HIV+ CLIENT CARE	95,000	95,000	95,000	57000		38000	95,000
Big Bend Hospice	0	20,000	0	0	0	0	0
Emergency_Patient_and_Family_Special_Needs_Program	0	20,000	0				0
Bond Community Health Center, Inc.	0	70,000	0	0	0	0	0
Substance Abuse Prevention and Referral	0	70,000	0				0
Capital Area Healthy Start Coalition	34,200	60,000	0	0	0	0	0
Preconception Health Education Program	34,200	60,000	0				0
Capital Medical Society Foundation	65,000	65,000	65,000	32,500	0	32,500	65,000
We Care Network	65,000	65,000	65,000	32500		32500	65,000
Neighborhood Medical Center, Inc.	84,000	168,000	97,058	49,000	0	48,058	97,058
Healthcare Services	84,000	168,000	97,058	49000		48058	97,058
Sickle Cell Foundation, Incorporated	95,000	95,000	95,000	95,000	0	0	95,000
Health, Wellness & Case Management	95,000	95,000	95,000	95000			95,000
Tallahassee-Leon Shelter, Inc	68,210	87,086	87,086	0	0	87,086	87,086
The Shelter's Medical Clinic	68,210	87,086	87,086			87086	87,086
TOTAL	489,739	708,415	487,473	233,500	0	253,973	487,473
Available for Allocation			487,473				
Over/Under			0				

Team Seven - Senior Services							
Agency Name/Programs	2014/2015 Allocation	2015/2016 Request	2015/2016 Allocation	City	County	United Way	Total
Alzheimers Project, Inc.	94,906	94,906	94,906	0	65,000	29,906	94,906
Caregiver Support Services	94,906	94,906	94,906		65000	29906	94,906
Elder Care Services, Inc.	339,300	381,200	337,672	92,000	0	245,672	337,672
Elder Day Stay	42,300	51,000	42,300			42300	42,300
In-Home	60,000	80,000	60,000			60000	60,000
Nutrition	185,000	187,000	185,372	85000		100372	185,372
SOS	45,000	50,000	43,000			43000	43,000
RSVP	7,000	13,200	7,000	7000			7,000
Good News Outreach	9,480	10,248	9,480	9,480	0	0	9,480
Elder Services	9,480	10,248	9,480	9480			9,480
Smith-Williams Service Center Fdn	11,520	20,000	11,000	11,000	0	0	11,000
Senior Solutions Expansion Program	11,520	20,000	11,000	11000			11,000
Tallahassee Senior Citizens Foundation	9,000	12,000	9,000	0	9,000	0	9,000
Southside Senior Outreach Program	9,000	12,000	9,000		9000		9,000
TOTAL	464,206	518,354	462,058	112,480	74,000	275,578	462,058
Available for Allocation			462,058				
Over/Under			0				

Team Nine - Youth Recreation & Character Building							
Agency Name/Programs	2014/2015 Allocation	2015/2016 Request	2015/2016 Allocation	City	County	United Way	Total
African Caribbean Dance Theatre	17,500	31,500	10,000	10,000	0	0	10,000
Transforming Lives Through Dance	17,500	31,500	10,000	10000			10,000
Big Brothers Big Sisters	137,500	167,500	125,000	0	0	125,000	125,000
Community Based 1-to-1 Mentoring Prog	85,000	85,000	85,000			85000	85,000
Enhanced School Based 1-to-1 Mentoring Prog	10,000	40,000	10,000			10000	10,000
Mentoring Children of Prisoners Program	42,500	42,500	30,000			30000	30,000
Boys Choir of Tallahassee, Inc.	20,000	43,000	30,000	0	0	30,000	30,000
Boys' Choir of Tallahassee	20,000	43,000	30,000			30000	30,000
Boys Scouts of America	12,000	25,000	13,861	0	0	13,861	13,861
Youth Recreation & Character Building	12,000	25,000	13,861			13861	13,861
Capital Area Healthy Start Coalition	40,000	40,000	35,000	0	20,000	15,000	35,000
STRONGER Girls Program	40,000	40,000	35,000		20000	15000	35,000
Distinguished Young Gentlemen	17,824	72,977	18,000	0	18,000	0	18,000
Distinguished Young Gentlemen	17,824	72,977	18,000		18000		18,000
Girl Scouts of the Florida Panhandle	5,000	17,622	2,500	0	0	2,500	2,500
Girl Scout Leadership Experience	5,000	17,622	2,500			2500	2,500
Imani Dance Program	35,000	44,500	40,000	0	40,000	0	40,000
Imani Afterschool Dance Program	35,000	44,500	40,000		40000		40,000
Lincoln Center Foundation, Inc.	45,000	60,000	50,000	50,000	0	0	50,000
Lincoln Center Boxing Club	45,000	60,000	50,000	50000			50,000
The Boys & Girls Clubs	210,000	240,000	210,000	45,000	117,000	48,000	210,000
Great Futures Start Here	210,000	240,000	210,000	45000	117000	48000	210,000

The Oasis Center for Women & Girls	0	40,270	7,525	7,525	0	0	7,525
Girls Program	0	40,270	7,525	7525			7,525
Turn About Inc of Tallahassee	95,000	95,000	90,000	0	0	90,000	90,000
Intensive Outpatient Program	15,000	15,000	10,000			10000	10,000
School Intervention and Prevention Program	80,000	80,000	80,000			80000	80,000
TOTAL	634,824	877,369	631,886	112,525	195,000	324,361	631,886
Available for Allocation			631,886				
Over/Under			0				

Team Ten - Youth Education							
Agency Name/Programs	2014/2015 Allocation	2015/2016 Request	2015/2016 Allocation	City	County	United Way	Total
Florida State University	30,000	50,000	29,234	29,234	0	0	29,234
Collegiate Division	10,000	15,000	5,000	5000			5,000
Pre-Collegiate Division	20,000	35,000	24,234	24234			24,234
John G. Riley Center - Museum	45,000	75,000	46,441	0	46,441	0	46,441
YCCLAP	45,000	75,000	46,441		46441		46,441
Living Stones International, Inc.	7,500	35,000	7,500	7,500	0	0	7,500
Children of Importance (COI) After School Tutoring & Mentoring Program	7,500	35,000	7,500	7500			7,500
Miccosukee Youth Education Fdn	35,000	70,175	35,000	0	35,000	0	35,000
Academic Achievement Program for Grades K-12	35,000	70,175	35,000		35000		35,000
PACE Center for Girls, Inc.	71,760	103,801	71,760	23,500	25,500	22,760	71,760
Family Reach Program	5,500	17,425	5,500		5500		5,500
Spirited Girls	46,260	50,670	46,260	23500		22760	46,260
Transition Program	20,000	35,706	20,000		20000		20,000
Pivotal Point Enterprises	65,000	74,750	68,060	68,060	0	0	68,060
Character Kids	65,000	74,750	68,060	68060			68,060
Professional Opportunities Program	25,000	59,892	14,973	0	14,973	0	14,973
Professional Opportunities Program for Students, Inc.	25,000	59,892	14,973		14973		14,973
TCC Take Stock in Children	0	18,000	5,000	5,000	0	0	5,000
Take Stock in Children	0	18,000	5,000	5000			5,000
TOTAL	279,260	486,618	277,968	133,294	121,914	22,760	277,968
Available for Allocation			277,968				
Over/Under			0				

2015/2016 SUMMARY							
Agency Name/Programs	2014/2015 Allocation	2015/2016 Request	2015/2016 Allocation	City	County	United Way	Total
01 - Childrens Services	649,888	927,869	646,881	216,687	86,500	343,694	646,881
02 - Community Support	428,684	796,177	426,700	79,227	171,177	176,296	426,700
03 - Persons with Disabilities	278,523	322,100	277,234	50,000	0	227,234	277,234
04 - Emergency & Basic Needs	581,573	1,232,960	578,882	106,947	64,564	407,371	578,882
05 - Family Support	397,613	531,401	395,773	112,689	111,846	171,238	395,773
06 - Physical Health Services	489,739	708,415	487,473	233,500	0	253,973	487,473
07 - Senior Services	464,206	518,354	462,058	112,480	74,000	275,578	462,058
09 - Youth Recreation & Character Bld	634,824	877,369	631,886	112,525	195,000	324,361	631,886
10 - Youth Education	279,260	486,618	277,968	133,294	121,914	22,760	277,968
TOTAL	4,204,310	6,401,263	4,184,854	1,157,349	825,000	2,202,505	4,184,854
Available for Allocation				1,157,349	825,000	2,202,505	4,184,854
Over/Under				0	0	0	0

**Sustainability Plan for America's Second Harvest of the Big Bend
Executive Summary
9-17-2015**

Background

The mission of America's Second Harvest of the Big Bend (ASHBB) is to feed the hungry in the Big Bend area through our network of partner agencies and to educate and engage the community in the fight against hunger. We currently operate eight hunger relief programs in our local communities to meet the needs of hungry children, families and seniors. We source and distribute food for 130 agencies in 11 counties to help feed an average of 55,000 people each month with 64 agencies in Leon County serving 34,000.

Mortgaged Facility – 110 Four Points Way

At the start of 2015, ASHBB was making monthly mortgage payments on its facility at Four Points Way of \$10,000 each month. Since that time, ASHBB has restructured the existing mortgage on its former facility with the lender. The modification features interest-only payments over a term of 15 years, followed by a balloon payment at maturity. The balance on the mortgage has been reduced by approximately \$354,000, to \$1,000,000. For the first 15 months starting on October 1, 2015, the interest rate is fixed at 1.20%, resulting in a monthly payment of only \$1,000. After 2016, the interest rate is tied to CPI and will reset annually on that basis.

As a result of this restructuring, the new mortgage payment on the former facility and the lease payment negotiated with ASHBB's landlord for 2015-16 (see leased facility section below) are well within ASHBB's budgeted amount for monthly "total facility cost" and well under our previous mortgage payment of \$10,000 per month.

The strategy for amortizing principal on the vacated facility is to lease the facility and use the lease payments to fund an escrow from which interest and principal on the loan will be paid. This can be accomplished at a lease rate that is below-market for similar facilities. However, it is important to note that ASHBB remains financially able to make monthly interest payments on the former facility even if there is no tenant in the facility. ASHBB is committed to budget for the monthly interest payments on the note every year until the mortgage is retired.

Ultimately, the goal is to reduce the principal balance on the former facility through fully dedicating lease payments to principal reduction. If lease collections total enough funds to fully amortize the mortgage over 15 years, then the strategy will be to continue leasing until the note is paid in full, then sell the property. If lease collections are not enough to fully retire the debt over 15 years, then ASHBB will likely plan to sell the facility prior to repayment of the loan in full, so long as the proceeds are enough to retire the remaining balance on the mortgage. Under either option, the debt is to be retired within the prescribed term of the note.

Leased Facility – 4446 Entrepot Boulevard

ASHBB is currently leasing a facility located on Entrepot Blvd., near the Tallahassee International Airport. ASHBB's current lease features monthly lease payments that range from \$0 to \$3,000 through December 2015. ASHBB has reached a verbal agreement with the facility owner on a lease structure for the 2016 calendar year that is presently being reduced to writing. The lease features monthly payments of approximately \$3,600 each month, with the facility owner covering insurance and taxes, while ASHBB pays regular maintenance costs. This commitment will result in below-market lease pricing of only \$500-\$1000 above the facility owner's costs per month. The lease document will also contain a provision that the facility owner will not market or attempt to sell the building so long as the lease is in effect. It will also

contain a provision that gives ASHBB first right of refusal to match any unsolicited offer made on the facility so long as the lease is in effect.

Two primary drivers encouraged ASHBB's decision to negotiate one one-year lease before entering a long-term lease at the Entrepot facility. First, for the facility owner to agree to take the facility off the market for a longer period, the facility owner would have required a much higher lease rate for the entire term of the long-term lease. During this sensitive financial period, accepting a higher rate for an immediate long-term lease, when a one-year lease could be obtained at a below-market rate, would make little financial sense. ASHBB's Board of Directors continues to take a conservative approach in its decision making to implement a sustainable budget. To execute a long-term obligation before the remaining pieces of the puzzle come together would run contrary to that conservative approach.

Immediately following execution of the 2016 lease, however, it is ASHBB's intent to engage in discussions with the facility owner about securing the facility for future years, with the ultimate goal of someday owning it. The discussions, which are in the preliminary stages, center on ASHBB's desire to continue leasing the facility until enough funds can be raised to purchase it. The facility owner has indicated he would be willing to sell at a reasonable price although specifics of the price have not yet been discussed. The facility has been vacant for many years and has been on the market for at least the past 7 years with no offers, so the risk of another organization purchasing the facility is low. A lease-purchase option is another potential structure that is being vetted. The facility suits the needs of the Food Bank well, and ASHBB continues to believe it can purchase the facility for significantly less than it would cost to build a similar facility.

As a result of the former facility mortgage restructuring and ASHBB's lease negotiations for 2015 and 2016 with the Entrepot facility's owner, the combined monthly cost of the new monthly mortgage/lease payment are well within ASHBB's budgeted amount for monthly facility cost and well below our 2013 expenditures. These modifications, which come from many months of negotiations by members of ASHBB's Staff and Board of Directors, have carefully balanced the need for short-term financial relief, as well as long-term financial stabilization. They are the crucial underpinnings from which ASHBB can overcome the sudden need to transition to a new facility, and become an organization more capable of growing to meet the significant food insecurity challenge our community faces.

Sustainable Budget

The sustainable budget for Second Harvest is \$1.7 million in total. This reflects income at 2013 levels and cuts to operation costs and personnel. This level of funding will allow the agency to meet all Feeding America contract requirements and program goals. Retail, farm, USDA and other pickups, contracts and food acquisition will let us reach approximately 95% of Feeding America's estimated available food in the region, approximate 6.6 million pounds. This translates into 5.5 million meals.

Our 64 Leon County based partner agencies rely on Second Harvest to help feed more than 34,000 people each month. Our organization is adapting to challenges and making fundamental adjustments that support a sound fiscal management policy. We currently employ a coordinated strategy that integrates fundraising, staff and Board participation, marketing, and public relations to enhance donations and strengthen grant competitiveness. The capabilities of existing databases and tools have been reviewed and adjusted to strengthen the success of our donor outreach. We currently work to identify and target funders for specific programs in advance of their implementation.

However, the need is growing. One in six people - and one in four children - in the Big Bend region are food insecure. There has been a 20 percent rise in food insecurity in the Big Bend over a five year period

(2009-2013, the most current data). The need continues to rise, and hunger in our community impacts us all. It affects education, workforce development, economic prosperity, and health.

Attachment A outlines our FY 15/16 budget scenarios, in light of reduced funding from the CHSP grant. In the reduced operations model, we will further reduce our workforce by three staff members - two drivers and one program coordinator. This will result in a cost savings, but will result in decreased food donations from our retail donors by 50% (from 3 million pounds per year to 1.5 million pounds). The impact of these reductions will be an additional loss of shared maintenance revenue (product fees charged to partner agencies) of \$93,000/year. In this model, we would also discontinue delivering products to most of our partner agencies. Agencies will be required to pick up product from our Tallahassee warehouse.

The additional loss of funds caused by the CHSP shortfall and resulting further reductions in staff will have to be made up by seeking additional donations from the community in the middle of the 2015-2016 United Way campaign. It will also prevent us from moving to the recommended reserve of three months operating expenses called for in our Feeding America contract.

Partnership with Feeding America

Feeding America is the nation's largest domestic hunger-relief organization whose mission is to feed America's hungry through a nationwide network of member food banks and engage our country in the fight to end hunger.

Feeding America contracts with 200 member food banks, including America's Second Harvest of the Big Bend, to provide hunger relief programs in designated service areas. See *Attachment B* for a description of the program requirements.

Economic Development

ASHBB's sustainable budget will bring in food valued at over \$11 million dollars to the community. With over 4 million pounds recovered from retail and farmers, the agency is part of a larger community sustainability effort. The value added of 5.5 million meals allows families to have more funds available for medicine, housing and quality food purchases they would otherwise not have.

The reuse of a long vacant food service building in the airport industrial area is also a plus for the development of a regional hub for services. See *Attachment C* for a list of Leon County partners in our food distribution program who additionally leverage hundreds of volunteers. Also note that many of the agencies served are other non-profits supported by CHSP and their operating costs have been lowered by food and other goods supplied at low or no cost by Second Harvest.

Budget Monitoring

ASHBB is agreeable to an oversight committee from City, County and United Way being established for the next year (see *Attachment D*). Feeding America will also provide technical assistance to our development staff and training for our board at their expense. Weekly budget updates are provided to our board and FA staff and will be provided to the oversight committee as well.

Attachments:

- A) 15/16 Budget Scenarios
- B) Executive Summary – Partnership with Feeding America
- C) List of Leon County Partner Agencies
- D) UWBB letter

Attachment A

America's Second Harvest of the Big Bend
FY 15/16 Budget - Variations
Prepared 9-17-15

Income	A) Sustainable Budget w/ 2013 CHSP funding levels
Estimated total lbs distributed	6.6 million of 7.0 million available
Estimated total meals distributed	5.5 million
Contract Income	\$ 276,900
Contributions (Corp/Org)	\$ 130,000
Contributions (Individuals)	\$ 520,000
Grants	\$ 398,500
Interest	\$ 100
Investment	\$ 300
Purchased food income	\$ 4,900
Shared maintenance	\$ 328,200
Special events	\$ 40,000
Total	\$ 1,698,900
Costs of Goods Sold	\$ 234,500
Expenses Total	\$ 1,407,200
Net Income (loss)	\$ 57,200

Notes

No further reductions in staff.

Includes \$6K per month for lease payments at both facilities, a reduction from \$10K per month mortgage payment in 2013.

Includes \$6K per month for utility payments, an increase of \$3K from previous facility

B) Reduced operation		
5 million		
4.1 million		
Contract Income	\$ 276,900	
Contributions (Corp/Org)	\$ 130,000	
Contributions (Individuals)	\$ 585,178	1
Grants	\$ 261,500	2
Interest	\$ 100	
Investment	\$ 300	
Purchased food income	\$ 4,900	
Shared maintenance	\$ 234,299	3
Special events	\$ 40,000	
Total	\$ 1,533,177	
Costs of Goods Sold	\$ 234,500	
Expenses Total	\$ 1,298,677	4
Net Income (loss)	\$ 0	5

Notes

1 - Additional income will have to be sought from traditional United Way large donors to compensate for loss of shared maintenance funds

2 - Reflects \$137,000 shortfall between 2015 and 2013 CHSP allocation

3 - Due to staff reductions, retail food donations will be reduced by 50% resulting in reduced shared maintenance revenue and putting FA retail pick up compliance at risk.

4 - Without restored CHSP funds, salaries will have to be reduced by two drivers and one program coordinator. 2014 reductions would continue which included grant writer, 2 warehouse positions, child nutrition coordinator and reduced CEO salary.

5 - Zero balance will not allow ASH to work toward FA recommended 3 months operating funds reserve.

Attachment B

Executive Summary 9-17-2015

America's Second Harvest of the Big Bend

Partnership with Feeding America

Overview

Feeding America is the nation's largest domestic hunger-relief organization – a powerful and efficient network of 200 food banks across the country – whose mission is to feed America's hungry through a nationwide network of member food banks and engage our country in the fight to end hunger.

Feeding America contracts with its member food banks, including America's Second Harvest of the Big Bend, to provide hunger relief programs in designated service areas.

Benefits

America's Second Harvest benefits in the following ways from its membership with Feeding America:

- Access to grant funding from major national funders such as Walmart, Cargill, General Mills, and others. From 2014 to 2015 we received more than \$103,900 through Feeding America grants. Additionally we received more than \$44,800 from cause-marketing campaigns organized by Feeding America.
- Access to food donations from national retail grocery stores such as Publix, Walmart, Sam's Club, Winn-Dixie, Target and many others. From 2014 to 2015 we received 4.5 million pounds of food from these donors, which equates to more than 3.8 million meals.
- Access to truck loads of food donations from national manufacturers like Dannon, Kellogg's, Kraft, and others. We received 284,000+ meals from these generous donors in 2014-2015.
- Access to disaster relief assistance, resources, food, water and other supplies.
- National advocacy and marketing tools and resources to engage our local community in the fight against hunger.

Compliance Standards

America's Second Harvest is held to strict standards to ensure compliance with Feeding America's regulations. Failure to adhere to Feeding America compliance standards places our food bank at risk of losing support from and membership with the national office. A summary of the standards follows:

- Facilities must be physically located within its service area
- Solicit and accept product donations; distribute product throughout its service area, with attention to equitable distribution. Solicit in-kind goods and services, including volunteers who live and/or work in the service area
- Conduct fund raising activities. Demonstrate broad community support from funding sources, the food industry, in-kind contributors, individuals, and other organizations, and shall seek to expand public awareness of Feeding America, the Member, and the Network.

- Maintain monthly financial records that comply with generally accepted accounting principles
 - Demonstrate unrestricted cash reserves equal to or greater than an average quarter's cash operating expenses or
 - Demonstrate positive working capital (current assets less current liabilities excluding inventory) in each of the two preceding fiscal years
 - Maintain such insurance coverage as is required by their respective state and local governments
- Comply with all relevant aspects of all Federal, state, and local laws, which affect or relate to their programs and operations
- Maintain adequate staffing to maintain effective operations
- Maintain governing Boards of Directors that act in accordance with the highest governance standards promulgated by the BBB Giving Alliance
- Maintain appropriate facilities and equipment for the safe and efficient handling of product, as required by the Member's program type. Operations must comply with all applicable Federal, state, and local regulations and statutes relating to the receiving, storing, shipping, processing, and handling of products
- All Agencies receiving donated products from Members must be a 501(c)(3) organization, wholly-owned by a 501(c)(3) organization or a church
- Safe and proper handling of the donated product, which conforms to all local, state and Federal regulations
- Must pass a scored third party food safety audit by March 31, 2016
- Conduct active, ongoing product solicitation activities throughout its service area
- Undertake the primary responsibility of disaster relief in its service area.

America's Second Harvest of the Big Bend - Hunger Relief Partner Agencies in Leon County

Report Period July 2014 - June 2015

Attachment #4
Page 7 of 9

Agency Name	Pounds of Food Distributed by ASHBB	Savings to Partner Agency
A Life Recovery Center	1,674	\$ 2,846
A New Day Initiative	31,698	\$ 53,887
ALARM Community Development Center, Inc	25,470	\$ 43,299
Anderson Chapel AME Church	91,618	\$ 155,751
Big Bend Cares	7,865	\$ 13,371
Big Bend Homeless Coalition	16,387	\$ 27,858
Boys Town of North Florida	15,349	\$ 26,093
Bradfordville First Baptist Church	54,826	\$ 93,204
CARE - Tallahassee	97,770	\$ 166,208
Catholic Charities	35,307	\$ 60,022
China Hill Primitive Baptist Church	9,052	\$ 15,388
Christians Temple Church of Faith and Works	3,723	\$ 6,329
Coalition for Hunger Relief	17,311	\$ 29,429
Deliverance Temple Outreach Ministry	2,150	\$ 3,655
DISC Village, Inc.	9,183	\$ 15,611
ECHO	29,384	\$ 49,952
Elder Care Services	1,069	\$ 1,817
Faith, Hope & Love Ministries	123,684	\$ 210,263
Families Restoring the Home Front Inc.	15,084	\$ 25,642
Fernwood Baptist Church	32,702	\$ 55,593
Flipper Chapel AME Church	2,993	\$ 5,089
Food Outreach Ministry, Inc.	385,630	\$ 655,570
Freedom Church (FAOG)	78,581	\$ 133,588
Georgia Bell Dickenson	47,468	\$ 80,696
Georgia Bell Dickenson (Westminster Gardens)	8,215	\$ 13,965
Good News Outreach	99,648	\$ 169,401
Grace Mission Church	137,639	\$ 233,987
Grace Mission Mobile Pantry	22,174	\$ 37,695
Greater Love COGIC	116,009	\$ 197,215
Greater Mt. Zion Prim. Baptist	25,346	\$ 43,089
Holy Comforter Episcopal	65,908	\$ 112,043
Imitators of God	8,864	\$ 15,069
Inspire Group	200	\$ 340
Jacob Chapel Baptist Church	3,602	\$ 6,123
Killearn U. Methodist Church	37,690	\$ 64,073
Kingdom Life Tabernacle	2,035	\$ 3,460
King's Alliance Food Pantry	153,751	\$ 261,376
Lake Jackson UMC	22,378	\$ 38,042
Leon County Schools	992	\$ 1,686
Life Changers COGIC	1,731	\$ 2,943
Life Deliverance Ministries	3,480	\$ 5,916
Lighthouse Childrens Home	5,535	\$ 9,410
Maranatha S.D.A. Church	111,431	\$ 189,432
Miracle Hill Nursing Home	11,191	\$ 19,025
Mount Pisgah AME Church	26,906	\$ 45,740
Operation Provision/Capital City Christian Church	16,151	\$ 27,457
Refuge House	8,737	\$ 14,853
Restoration Life Church & Outreach Center	54,179	\$ 92,104
Rock Hill	12,402	\$ 21,083
Saints In Unity/Mt. Moriah COGIU	18,876	\$ 32,089
Salvation Army - Tallahassee	6,196	\$ 10,533
Serve Tallahassee / Element 3 Church	8,062	\$ 13,705
SHISA Inc.	21,998	\$ 37,397
St. Mary & George Coptic Orthodox Church	1,946	\$ 3,308
Stratford Landing/GMF	184	\$ 313
Tabernacle Missionary Baptist Church	4,083	\$ 6,941
Tabernacle of Praise	567,488	\$ 964,730
Tallahassee Housing Economic Corporation	153,974	\$ 261,756
Teen Challenge	26,207	\$ 44,552
The Shelter	26,167	\$ 44,484
True Wisdom New Hope Ministries, Inc.	7,879	\$ 13,394
United Church in Tallahassee	26,142	\$ 44,441
WestGate	5,686	\$ 9,666
Woodlands New Life Center	12,631	\$ 21,472
Totals:	2,979,687	\$ 5,065,469
Meals (total)	2,483,073	

Notes:
Second Harvest helps feed +34,700 people (6,600 households) each month in Leon County, in partnership with 64 agencies

United Way of the Big Bend



September 16, 2015

City of Tallahassee Commission
 Attention: Anita F. Thompson, City Manager
 300 S. Adams Street
 Tallahassee, FL 32301

Dear Ms. Favors Thompson and Commissioners:

In our ongoing efforts of support for America's Second Harvest of the Big Bend (ASH), the United Way of the Big Bend (UWBB) will form an Oversight Committee to monitor the direction and standing of the agency over the next twelve months. The committee will be comprised of UWBB Board members, the UWBB President/CEO, and a representative from both the City of Tallahassee and Leon County Government. The committee will meet as needed to formally review the financial condition and sustainability plan of ASH. This review will include information provided in the quarterly reports already required by UWBB.

UWBB and the Oversight Committee will work to ensure ASH maintains its status as a United Way certified partner agency. ASH has been informed of this committee and is supportive of this approach. The first meeting will be held in October of 2015. Once the committee's roster has been finalized, UWBB will provide the City and County with the details regarding the first meeting.

Support of ASH's food distribution program is critical for our community. Every month, ASH distributes food to more than 44,000 people, one-third of whom are children and eleven-percent seniors. UWBB wants to ensure that ASH's food distribution program remains successful. Unfortunately, UWBB is not in a position to help financially outside of the CHSP process. However, UWBB believes this committee is the next best way to assist ASH as it will help to ensure the sustainability of this agency and the mission it serves.

The UWBB's quarterly agency reports include the following information:

- Agency budget
- Summary of how UW's portion of CHSP funding has been spent in applicable quarter
- Projected outcomes for remaining portion of UW funding

This information, as well as other information requested by the committee, will be covered in meetings with ASH. Additionally, the committee will delve into management practices, consumer demand for resources, and organizational sustainability. The committee will also work in a cooperative manner to offer recommendations on how the agency can continue to navigate through the adverse financial condition it is currently experiencing.

Sincerely,

Emory Mayfield, Jr.
 Chairman of the UWBB Board of Directors

Katrina D. Rolle
 UWBB President and CEO

307 East Seventh Avenue, Tallahassee, FL 32303

Telephone 850-414-0844 Fax 850-414-0852 Visit us online at www.uwbb.org Email uwbb@uwbb.org
 Your community partner in Franklin, Gadsden, Jefferson, Leon, Liberty, Madison, Taylor, and Wakulla counties

September 16, 2015

Mr. Vincent Long
County Administrator
Leon County Government
301 S. Monroe Street
Tallahassee, FL 32301

Dear Mr. Long:

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Sincerely,

A handwritten signature in black ink, appearing to read "Emory Mayfield, Jr.".

Emory Mayfield, Jr.
Chairman of the UWBB Board of Directors

A handwritten signature in black ink, appearing to read "Katrina D. Rolle".

Katrina D. Rolle
UWBB President and CEO

cc: Leon County Board of County Commissioners

**Leon County
Board of County Commissioners**


Notes for Agenda Item #12

Leon County Board of County Commissioners

Cover Sheet for Agenda #12

September 29, 2015

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Adoption of Resolution Approving Lease Amendment with YMCA to Extend Term of Lease at Lake Jackson Town Center at Huntington

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator Katherine Burke, P.E., Acting Director of Public Works Tom Brantley, P.E., Director of Facilities Management
Lead Staff/ Project Team:	Graham Stewart, Real Estate Manager

Fiscal Impact:

This item will have a fiscal impact. If accepted, the proposed plan of action regarding the current lease with YMCA will grant a one-year extension to the current lease agreement and could expose the county to further financial risk.

Staff Recommendation:

Option #1: Adopt the Resolution (Attachment #1) approving the Lease Amendment with YMCA (Attachment #2) to extend the term for one year beyond the September 30, 2015 expiration date and reduce the rent arrearages, and authorize the County Administrator to execute the Lease Amendment.

Report and Discussion

Background:

During the regular Board meeting on May 12, 2015, a status report was brought before the Board with an update regarding the YMCA's non-payment of rent at Lake Jackson Town Center at Huntington (Attachment #3). In March 2015, the YMCA expressed a desire to remain in the shopping center past the May 31, 2015 lease expiration date but requested more time to draft a proposal for a new lease and a repayment plan for all delinquent payments due to Leon County. At the meeting, the Board approved the Resolution approving the Lease Amendment with the YMCA to extend the term for 120 days beyond the May 31, 2015 expiration date; and, accepted the YMCA's request to provide the County with a proposed new Lease that presents a satisfactory solution to eliminate or significantly reduce the YMCA's rent arrearages within the 120-day extension period.

The current lease expires on September 30, 2015 and has no more extension periods available. The lease includes a month-to-month termination provision allowing the Landlord or Tenant to terminate the lease upon providing written notice no later than 15 days prior to the end of any month of the term. In addition, upon the expiration or early termination of the lease by the County, as Landlord, the lease entitles YMCA to the cancellation and forgiveness of all rent arrearages accrued prior to the October 2013 effective date of the lease. However, because it was subject to the satisfaction of the terms and conditions of the lease, the YMCA has forfeited that entitlement with its failure to satisfactorily make rent payments throughout the term of the lease.

Staff has continually marketed the YMCA space as directed by the Board at its September 10, 2013 regular meeting. Only one inquiry was received about the space in 2014 and there has been no other interest in the space over the past several months.

Analysis:

A proposal for the YMCA's continued occupancy of Suite 400 in the Lake Jackson Town Center (Attachment #4) was received by staff from the interim CEO on September 9, 2015. The terms of the proposal are as follows:

1. Extend the current lease with the same terms for an additional 12- month period.
2. YMCA to begin paying the same currently required full monthly lease rate for the first six months of the new term.
3. After six months at the current rate, the lease rate will increase to the market rental rate for similar space in the market. The difference between the current lease rate and the new market rate will be credited towards any past delinquent rent obligations.

As of September 10, 2015, the rent arrearages due and owing by YMCA total \$115,504. The YMCA has not paid any rent since October 2014. The YMCA's annualized base rental rate for Suite 400 is currently \$4.36 per SF resulting in a monthly base rent amount of \$2,943. Current rental rates for similar space in the market reflect an annualized base rental rate of approximately \$10.00 per SF, which would calculate to a monthly base rent amount of \$6,750. The YMCA proposal would result in the monthly rent increase of \$3,807 being credited to the rent arrearages over the final six months of the lease extension, for a total reduction of approximately \$22,842.

The proposal provides a detailed description of the efforts underway to revitalize the Capital Regional YMCA. The main points of the proposal are best summarized as follows. In June 2015, the YMCA Board of Directors initiated a leadership change with the addition of two new executives to steer the revitalization process of the Capital Region YMCA. Beginning in July 2015, a sustainable revitalization initiative was created to identify needs in the community and develop a strategy to work towards addressing those needs. The YMCA's plan consists of five main factors to implement the new strategy for this revitalization plan. These factors include

- the creation of several new after school programs focusing on education and wellness.
- the launch of a new Media Awareness Campaign to make the community aware of several new programs being launched.
- increasing the number of partnerships with other well-established entities / community partners to create these new programs.
- the launch of the Corporate Wellness Program to help increase membership to the YMCA and
- the launch of a capital campaign in September 2015 to raise money to renovate both the NW branch located in the Lake Jackson Town Center as well as the main campus on Apalachee Parkway.

Options:

1. Adopt the Resolution (Attachment #1) approving the Lease Amendment with YMCA (Attachment #2) to extend the term for one year beyond the September 30, 2015 expiration date and reduce the rent arrearages, and authorize the County Administrator to execute the Lease Amendment.
2. Do not adopt the Resolution approving the Lease Amendment with YMCA and allow the Lease Agreement to expire at the end of the term on September 30, 2015 and, in exchange for the voluntary surrender of the Premises in accordance with the Lease Agreement, forgive all rent arrearages accrued by YMCA.
3. Board direction.

Recommendation:

Option #1.

Attachments:

1. Resolution pursuant to Fla. Stat. §125.38 approving Lease Amendment with YMCA to extend term of lease
2. Third Amendment to Lease Agreement
3. Agenda Item #4 from the May 12, 2015 regular Board meeting
4. New YMCA Lease Proposal dated September 9, 2015

RESOLUTION 15-_____

RESOLUTION OF INTENT TO LEASE SPACE AT LAKE JACKSON TOWN CENTER AT HUNTINGTON, PURSUANT TO FLA. STAT. §125.38, TO CAPITAL REGION YOUNG MEN'S CHRISTIAN ASSOCIATION, INC., A NOT FOR PROFIT CORPORATION, FOR AN ADDITIONAL ONE YEAR TERM

WHEREAS, Capital Region Young Men's Christian Association, Inc. (the "YMCA") currently occupies space in the Lake Jackson Town Center at Huntington owned by Leon County (the "County"), such space being identified in the lease as Suite 400 (the "YMCA Space"), pursuant to a lease dated July 3, 2012 as approved by the Board of County Commissioners (the "Board") pursuant to Resolution 12-13 adopted on June 26, 2012 (the "2012 Lease"); and

WHEREAS, the 2012 Lease was subsequently modified and superseded by a new lease dated October 30, 2013 as approved by the Board on September 10, 2013 (the "2013 Lease"); and

WHEREAS, the 2013 Lease was subsequently amended by the First Amendment to Lease dated April 4, 2014 as approved by the Board on March 11, 2014 (the "2013 Lease as First Amended"); and

WHEREAS, the 2013 Amended Lease as First Amended was subsequently amended by the Second Amendment to Lease dated May 18, 2015 as approved by the Board pursuant to Resolution 05-18 on May 12, 2015, which extended the term an additional 120 days in order to allow it sufficient time to present a proposal for continuing occupancy of the YMCA Space under a new lease and for reducing the rent arrearages (the "2013 Lease as Second Amended"); and

WHEREAS, the 2013 Lease as Second Amended expires on September 30, 2015, and the YMCA wishes to extend the term of the for an additional one year in order to allow it sufficient time to implement its proposed new revitalization plan and to begin reducing the rent arrearages; and

WHEREAS, the YMCA is the nation's leading not-for-profit organization committed to strengthening communities through youth development, healthy living and social responsibility, and makes accessible the support and opportunities that empower people and communities to learn, grow and thrive by nurturing the potential of every youth and teen, improving the nation's health and well-being, and providing opportunities to give back and support neighbors; and

WHEREAS, this Resolution is adopted pursuant to the provisions of section 125.38, Florida Statutes, which allows the County to lease its property to a corporation not for profit if the Board of County Commissioners is satisfied that such leased property is not needed for County purposes and is used for the purpose of promoting community interest and welfare, which findings and terms of the lease rent are to be recited in a resolution.

WHEREFORE it is resolved by the Board of County Commissioners of Leon County, Florida as follows:

1. The YMCA is a corporation not for profit within the meaning of Section 125.38, Florida Statutes.
2. The use of the YMCA Space shall be limited to the various programs operated by the YMCA including, but not limited to, those included in the YMCA's revitalization plan as described in the letter attached hereto and incorporated herein as Exhibit "A" and, in accordance with such use, promotes community interest and welfare within the meaning of Section 125.38, Florida Statutes,
3. The YMCA Space is not projected to be needed for County purposes during the term approved by this Resolution.
4. The County Administrator is hereby authorized to prepare and execute a Third Amendment to the 2013 Lease as Second Amended to extend the Term therein for an additional one year beyond the expiration date of September 30, 2015, and subject to the same annualized base rental rate for the first six months of the extended Term ("Current Rental Rate"), followed by an increase in the annualized base rental rate for the last six months of the extended Term to an amount equal an annualized base rental rate for similar space in the market ("Market Rental Rate").
5. Upon each monthly payment of the Market Rental Rate during the final six months of the extended Term, the amount calculated as the difference between the Current Rental Rate and the Market Rental Rate shall be applied as a credit to reduce the rent arrearages accrued by the YMCA prior to and during the Term of the 2013 Lease as amended by the First and Second Amendments.

ADOPTED this 29th day of September, 2015.

LEON COUNTY, FLORIDA

BY: _____
Mary Ann Lindley, Chairman
Board of County Commissioners

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

BY: _____

Approved as to Form:
Leon County Attorney's Office

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

Exhibit "A"



**FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY**

September 9, 2015

Mr. Vincent S. Long
Leon County Administrator

Dear Mr. Long,

The Capital Region YMCA has begun a sustainable revitalization initiative that will firmly place it as the premier program development and delivery mechanism in the region. A staple in the community the Capital Region YMCA recognized both the needs of the community and the need for the Y to address those needs in a more effective manner. Beginning in June the Board of Directors began a planned and staged leadership change and development with the addition of Guy Blanchette and Harold Cook to steer the process.

As Chairman of the Greater Naples YMCA Board of Directors Mr. Blanchette is responsible for its successful turnaround and rebuilding into a world class 20 acre 98,000 square foot Healthy Living Campus. Significant accomplishments include restructuring of \$11 million debt to \$2 million, raising of \$7 million in contributions, managing the rebuild in under 16 months and reaching sustainability within the first quarter after the reopen as well as launching significant local and national partnerships.

Mr. Blanchette leads a task force for the National YMCA to turnaround at risk Y's and to provide strategic long term planning. He is a Corporate Development executive and Venture CEO with Functional background in domestic and international general management and consulting.

Harold Cook is a long time Y executive who has spent his retired years as interim CEO at several designated Y's to assist in change management and community/member relations. Mr. Cook played a significant role in assisting the transfer of leadership during the Greater Naples YMCA turnaround.

The plan consists of several factors:

1. A Media Awareness Campaign
2. Launch of Several Needed Community Programs
3. Creation of Symbiotic Meaningful Community Partnerships
4. Membership Growth Programs
5. A Capital Campaign to Revitalize Facilities

Media Awareness Campaign

The Capital Region YMCA has continually provided substantial and significant wellness and development programs to the community such as "The Biggest Mover", Youth Sports, Group Classes, Developmental Summer Day Camp, Significant Financial Assistance, Senior Programs, Mentoring programs and much more. Unfortunately, the Y has not done a good job of promoting these programs and the outcomes they bring to the community.

A campaign to make the community aware of the significance of these programs has begun and consists of a full press in Social, TV, Radio and Press Media. Over the coming month's awareness and relevance of the Y will be promoted throughout the entire community.

Community Programs

Identified Need Programs have already launched and will continue to expand through the coming months.

An innovative After School Program has launched at Jacob's Chapel and is expanding with busing from several schools implemented. This is an outcome based program that will focus on education and wellness not just a "watch" program. The goal is to continue to roll this program out through the community in several locations upon completion of the pilot.

"The Biggest Mover" – a program that addresses a critical wellness need in the community. Initially launched with great success this program has now moved into several schools under Y direction to resolve issues such as childhood obesity, diabetes, and overall wellness. This is a critical partnership with the school district as it has proven positive effects on learning ability.

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"Y – Reads" - A state funded developmental reading program designed to assist the school district help all children meet reading standards. This program launched last year has already seen significant measurable results.

Youth Sports Programs – Starting this fall the Y has relaunched a youth soccer program with over 450 participants already registered. Basketball, T-ball, Flag Football and Volleyball are just a few of the character based sports programs throughout the year.

Partnerships

The Capital Region YMCA over the past several months has begun meaningful significant partnerships with major entities to provide needed services to the

community. These partnerships include Florida Blue, the American Diabetes Association, the Cal Ripken Foundation, Adrenaline USA Sports, State and National Parks Service and more.

Under partnerships with Florida Blue and the American Diabetes Association the Y will create education centers within the Y facilities that will provide the current education materials and portals as well as act as the epicenter for specific co developed programming. These programs will be replicated across the state and country affecting positive change throughout.

Partnerships with the Cal Ripken Foundation and Adrenaline USA Sports will assist in building facilities and Character Building Programs that are designed to educate, mentor and ensure all youth reach their potential.

In an effort to reduce screen time the Y has partnered with the State and National Parks to bring kids to the great outdoors and educate them through the Park system. This program announced this past summer will officially kick off this February with a bus tour of dignitaries beginning in Naples, Florida winding through several parks location and ending with a press conference at the Tallahassee Capital Region YMCA.

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In July the Capital Region YMCA launched its Corporate Wellness Program designed to increase wellness in the workforce and mitigate healthcare costs to both the Employer and Employee. This is a comprehensive program that is delivered at YMCA facilities as well as customer site. The program will be in collaboration with Employers, Florida Blue and other insurers with reportable outcomes that drive down insurance costs and increase workplace productivity via wellness.

Please see the attached Program document for curriculum and benefits.

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The growth goal for the next 6 months for the Capital Region YMCA is 600 units with sustainability and program growth reached at 400 units.

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In late September the Capital Region YMCA will launch a \$1,000,000 capital campaign to revitalize both locations. The renovations will include increased group exercise space, greater socialization areas, partnership space and updates to locker rooms and bathrooms. The intent is to move quickly with the desire to begin in December. Renderings are under development and will breathe new life to worn facilities allowing greater capacity and reach into the community. The campaign committee is currently forming and will consist of

community leaders. A kickoff event will be held at the Y in the third week of September.

The Capital Region YMCA Board of Directors and Staff is committed to serving the community of Tallahassee and creating world class delivery of programs.

Lease Proposal

- Extend the current lease with the same terms for an additional 12- month period.
- YMCA to begin paying the same currently required full monthly lease rate for the first 6 months of the new term.
- After 6 months at the current rate, the lease rate will increase to the market rental rate for similar space in the market. The difference between the current lease rate and the new market rate will be credited towards any past delinquent rent obligations.

Aaron Boyette
Board Chairman
Capital Region YMCA

**LAKE JACKSON TOWN CENTER AT HUNTINGTON
THIRD AMENDMENT TO LEASE AGREEMENT
(YMCA)**

THIS THIRD AMENDMENT TO LEASE AGREEMENT (the “Third Amendment”) is made as of the “Effective Date” (as defined in paragraph 4 below), by and between **LEON COUNTY, FLORIDA, a charter county and political subdivision of the State of Florida**, (“Landlord”) and **CAPITAL REGION YOUNG MEN’S CHRISTIAN ASSOCIATION, INC., a Florida not-for-profit corporation** (“Tenant”), whose mailing address is 2001 Apalachee Parkway, Tallahassee, FL 32301, Attn: Harold Cook, President/CEO.

W I T N E S S E T H:

WHEREAS, Landlord and Tenant were parties to that certain lease agreement dated July 3, 2012 (the “2012 Lease”), whereby Tenant leased from Landlord the Premises as defined in the 2012 Lease at Section 1.2.1.2; and

WHEREAS, Tenant failed to timely deliver several payments of rent as required in the 2012 Lease and, as such, accumulated a substantial amount of past due rent arrearages; and

WHEREAS, in lieu of eviction proceedings, Landlord and Tenant agreed to the modified terms and conditions for the lease of the Premises as set forth in lease agreement dated October 30, 2013 (the “2013 Lease”) which, as of the Effective Date thereof, superseded and terminated the 2012 Lease in its entirety; and

WHEREAS, Landlord and Tenant amended the 2013 Lease with the First Amendment to Lease Agreement effective April 4, 2014, which provided for Landlord’s release, waiver, and forgiveness of a portion of the Tenant Arrearages, and for increases to the Annualized Base Rental Rate to occur upon attainment of certain membership enrollment levels, and which was incorporated into, and thereby become a part of, the 2013 Lease; and

WHEREAS, Landlord and Tenant further amended the 2013 Lease with the Second Amendment to Lease Agreement effective May 18, 2015, which provided for an extension of the Term for an additional 120 days in order to allow sufficient time to present a proposal for continuing occupancy of the Premises under a new lease and for reducing the rent arrearages; and

WHEREAS, as of the Effective Date of this Third Amendment, the 2013 Lease is in full force and effect with regard to the lease of the Premises; and

WHEREAS, Landlord and Tenant wish to further amend the terms of the 2013 Lease to extend the Term for an additional one year in order to allow Tenant sufficient time to implement its proposed new revitalization plan and to begin reducing the rent arrearages, and to make any other modifications as set forth herein.

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

1. Recitals. The recitals set forth above are true and correct and are hereby incorporated herein as if again set forth in their entirety.

2. Amendment. This Third Amendment shall be attached and incorporated into the 2013 Lease and thereby become a part thereof by this reference.

3. Lease Remains in Full Force and Effect. Except as modified by the provisions hereinbelow, the 2013 Lease shall remain in full force and effect. The 2013 Lease and any modifications thereto as provided herein shall be hereinafter collectively referred to as the "Lease."

4. Effective Date. This Third Amendment shall become effective upon full execution hereof by both Parties.

5. Modifications to Article 1 Effective Date; Premises; Term. Article 1 of the Lease shall be modified by amending the following terms and conditions:

(a) Section 1.5 of the Lease shall be amended to read as follows:

1.5. LEASE TERM. The term of this Lease (the "Term") shall be for thirty-six (36) months, subject to the month-to-month termination option set forth in Section 1.6 below. The Term shall commence on October 1, 2013 (the "Commencement Date").

(b) Section 1.8 of the Lease shall be amended to read as follows:

1.8. PAST RENT ARREARAGES; CARRYOVER AND FORGIVENESS. Landlord and Tenant acknowledge and agree:

1.8.1. that Tenant accumulated a substantial amount of past due rent arrearages during the Term of 2012 Lease which arrearages, as of October 30, 2013, totaled **Sixty-Two Thousand Seven Hundred Eighty-Seven and 00/100 Dollars (\$62,787.00)** including, but not limited to, payments for base rent, operating expenses, late fees, and principal and interest due Landlord; such accumulated rent arrearages, together with any additional past due rent arrearages accumulated during the Term of this Lease, shall hereinafter be referred to collectively as "Tenant Arrearages";

1.8.2. that, except as provided in Sections 1.8.3 and 1.8.4 below, the Tenant Arrearages shall survive the termination of the 2012 Lease and carryover as rent arrearages due and payable by Tenant under this Lease, and that the Tenant Arrearages shall continue to accrue interest in accordance with Section 2.7 below;

1.8.3. that, as part of the consideration for the First Amendment to Lease, Landlord, effective April 4, 2014, hereby releases, waives, and forgives a portion of the Tenant Arrearages in the amount of **Twenty-Six Thousand Seven and 00/100 Dollars (\$26,007.00)**, thereby reducing by such amount the total amount of Tenant Arrearages due and payable by Tenant under this Lease;

1.8.4. that, as a further part of the consideration for this Lease as recited hereinabove, Landlord hereby further releases, waives, and forgives a portion of the Tenant Arrearages in an amount calculated as the sum of Tenant's payments of the Monthly Market Rent Differential amount as set forth in Section 2.2.1.2 below.

1.8.5. that, upon the expiration or early termination of this Lease, the Tenant Arrearages shall be cancelled and forgiven as if paid by Tenant in full, and Landlord's written release of any claims for the Tenant Arrearages shall be delivered to Tenant no later than ten (10) Business Days thereafter; provided, however, that Tenant's entitlement to such cancellation and forgiveness of the Tenant Arrearages shall be subject to Tenant's satisfaction of each and every of the terms and conditions of this Lease including, but not limited to, Tenant's payment of Rent in accordance with Article 2 below, and Tenant's obligations regarding the condition of the Premises upon surrender to Landlord as set forth in Sections 5.11 and 9.3 below.

6. Modifications to Article 2 Full Service Rent; Additional Rent; Attainment of Membership Goals. Article 2 of the Lease shall be modified by amending the following terms and conditions:

(a) Section 2.1., DEFINITIONS, shall be amended to add a new subsection 2.1.12., to read as follows:

2.1.12 "Monthly Market Rent Differential" shall mean the difference between the Annualized Base Rental Rate for the Premises and an Annualized Base Rental Rate for similar retail space in the market as determined by Landlord's Property Manager.

(b) Section 2.2., MONTHLY FULL SERVICE RENT; INCREASE FOR ATTAINMENT OF MEMBERSHIP GOALS, shall be amended to modify subsection 2.2.1. therein to read as follows:

2.2.1. For each month of the Term, the Monthly Full Service Rent Amount shall be as follows:

2.2.1.1 For the first thirty (30) months of the Term, the Monthly Full Service Rent Amount shall be Five Thousand Three Hundred Seventeen and 31/100 (\$5,317.31) based on an Annualized Full Service Rental Rate of \$7.88 per square foot which, Landlord and Tenant acknowledge and agree, comprises the sum of an Annualized Base Rental Rate of \$4.38 per square foot and an Annualized Operating Expenses Rate of \$3.50 per square foot; and

2.2.1.2 For the last six (6) months of the Term, the Monthly Full Service Rent Amount shall be increased by the Monthly Market Rent Differential amount, and, upon each of Tenant's payments of such increased Monthly Full Service Rent Amount, the Monthly Market Differential amount shall be applied as a credit to reduce the Tenant Arrearages in accordance with Section 1.8.4 above.

IN WITNESS WHEREOF, Tenant and Landlord have caused this Third Amendment to be duly executed as of the date first above written.

SIGNED, SEALED AND DELIVERED
IN THE PRESENCE OF:

**CAPITAL REGION YOUNG MEN'S
CHRISTIAN ASSOCIATION, INC.**

By: _____

Name: _____

Print Name: _____

Its: _____

Date: _____

Name: _____

(Corporate Seal)

LEON COUNTY, FLORIDA

By: _____

Name: _____

Vincent S. Long
Its County Administrator

Date: _____

Name: _____

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

Approved as to Form:
Leon County Attorney's Office

BY: _____

BY: _____

Name: _____

Herbert W. A. Thiele, Esq.

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

May 12, 2015

To:	Honorable Chairman and Members of the Board
From:	Vincent S. Long, County Administrator
Title:	Adoption of Resolution Approving Lease Amendment with YMCA to Extend Term of Lease at Lake Jackson Town Center at Huntington

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/Division Review and Approval:	Alan Rosenzweig, Deputy County Administrator Tony Park, P.E., Director of Public Works Tom Brantley, P.E., Director of Facilities Management
Lead Staff/ Project Team:	Graham Stewart, Real Estate Manager Dan Rigo, Assistant County Attorney

Fiscal Impact:

This item has no current fiscal impact; however, if approved, the Lease amendment would extend the term of the lease 120 days beyond the May 31, 2015 expiration date. The YMCA has requested this time to provide a modification to the lease to address the outstanding delinquent payments due the County of \$81,574; this amount does not include any additional rental payments being missed during

the 120-day extension. The monthly rental payment is \$5,317.

Staff Recommendation:

- Option #1: Adopt the Resolution (Attachment #1) approving the Lease Amendment with the YMCA (Attachment #2) to extend the term for 120 days beyond the May 31, 2015 expiration date.
- Option #2 Accept the YMCA's request to provide the County with a proposed new Lease that presents a satisfactory solution to eliminate or significantly reduce the YMCA's rent arrearages within the 120 extension period.

Report and Discussion

Background:

The YMCA was an existing tenant in its current premises at the time the County purchased the Lake Jackson Town Center at Huntington in October 2009, and was assigned the lease as part of the purchase. Since that time, the YMCA has continually had difficulty in keeping its rent payments current, and the County has worked with the YMCA to address the rent arrearages and allow them to accrue while maintaining its occupancy of the premises:

- In June 2012, a new three-year Lease was agreed upon, which recognized YMCA's past due rent arrearages of \$16,205; the rent arrearages were brought current through a credit from the County for CAM overcharges (\$13, 978) and a one-time payment of the balance (\$2,227).
- By May 2013, past due rent arrearages had again accumulated and, after directing staff to renegotiate the Lease (Attachment #3), the Board in September 2013 approved a modified Lease that acknowledged the rent arrearages (\$62,787) and provided for the Lease to continue on a month-to-month basis for the remaining 20 months of the term through its expiration in May 2015 (Attachment #4); the rent arrearages would be forgiven at the expiration, or earlier termination, of the Lease, provided that the YMCA satisfied the terms and conditions of the Lease.
- In March 2014, the Board considered and approved a Lease Amendment (Attachment #5) that granted YMCA's request to forgive the rent arrearages that had accumulated in 2013 (\$26,007) to allow the YMCA to obtain additional financing to fund renovations to the premises

Analysis:

In September 2014, additional rent arrearages began to accumulate when the YMCA stopped making rent due to continuing financial difficulties. Since the approval of the Lease Amendment in March 2014, an additional \$36,307 in rent arrearages has accumulated. Subsequent to the September 2013 Lease modification, staff has continually marketed the YMCA space, and, in those 19 months, there has been one inquiry about the space; but, it has not been shown to any prospective tenants.

The current Lease, as modified in September 2013, expires on May 31, 2015, with no continuation periods remaining. Staff has been meeting with the CEO of the YMCA since October 2014 to attempt to collect past due rent arrearages. In February 2015, the YMCA was advised, in writing, of the upcoming lease expiration. Subsequently, this issue was addressed during a YMCA Board meeting in March 2015; and, the YMCA Board voted to attempt to negotiate a new lease with the County and to develop a plan to payback past due rent arrearages and remain in the premises.

On April 14, 2015, staff met with the YMCA to discuss the Lease expiration and rent arrearages. At this meeting, the YMCA announced that it is currently working on a proposal for a new Lease that will remedy the past due financial obligations. However, the YMCA has asked for more time to further develop its proposal. By letter dated April 14, 2015, the YMCA has asked staff for a 90-day extension of the current lease to complete a proposal that would be presented to the Board during the June 23, 2015 meeting (Attachment #6). Staff has increased the extension period to 120 days in order to allow for the Board to consider a proposed new Lease in September.

Options:

1. Adopt the Resolution (Attachment #1) approving the Lease Amendment with the YMCA (Attachment #2) to extend the term for 120 days beyond the May 31, 2015 expiration date.
2. Accept the YMCA's request to provide the County with a proposed new Lease that presents a satisfactory solution to eliminate or significantly reduce the YMCA's rent arrearages within the 120 extension period.
3. Do not adopt the Resolution approving the Lease Amendment with the YMCA to extend the term for 120 days beyond the May 31, 2015 expiration date, and inform the YMCA that it will be expected to vacate the premises at the expiration and to pay the rent arrearages in accordance with the terms of the Lease.
4. Board direction.

Recommendation:

Option #1 and #2.

Attachments:

1. [Resolution pursuant to Fla. Stat. §125.38 approving Lease Amendment with YMCA to extend term of lease](#)
2. [Second Amendment to Lease Agreement](#)
3. [Agenda Item #13 \(without attachments\) from the May 14, 2013 regular Board meeting](#)
4. [Agenda Item #20 \(without attachments\) from the September 10, 2013 regular Board meeting](#)
5. [Agenda Item #7 \(without attachments\) from the March 11, 2014 regular Board meeting](#)
6. [Letter dated April 14, 2015 requesting a 90-day lease extension](#)

[Back](#)[Print](#)



**FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY**

September 9, 2015

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Leon County Administrator

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community leaders. A kickoff event will be held at the Y in the third week of September.

The Capital Region YMCA Board of Directors and Staff is committed to serving the community of Tallahassee and creating world class delivery of programs.

Lease Proposal

- Extend the current lease with the same terms for an additional 12- month period.
- YMCA to begin paying the same currently required full monthly lease rate for the first 6 months of the new term.
- After 6 months at the current rate, the lease rate will increase to the market rental rate for similar space in the market. The difference between the current lease rate and the new market rate will be credited towards any past delinquent rent obligations.


Aaron Boyette
Board Chairman
Capital Region YMCA

**Leon County
Board of County Commissioners**

Notes for Agenda Item #13

Leon County
Board of County Commissioners
Cover Sheet for Agenda #13
September 29, 2015

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Ratification of Appointments by the Tallahassee-Leon County Commission on the Status of Women and Girls

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

Fiscal Impact:

This item has no fiscal impact to the County.

Staff Recommendation:

Option #1: Ratify the appointments by the Tallahassee-Leon County Commission on the Status of Women and Girls as follows: Kori Pruett, Darby Kerrigan Scott, and Paula DeBoles-Johnson, each for a term of two years; and, Ky'Eisha Penn for a tem to end September 30, 2016.

Report and Discussion

Background:

At its August 23, 2011 meeting, the Board approved the revised process for individual Commissioner appointments to Authorities, Boards, Committees, and Councils by having a General Business item prepared.

Analysis:

Tallahassee-Leon County Commission on the Status of Women and Girls (CSWG)

Purpose: The CSWG is a decision-making committee with the goal of promoting awareness in the matter of the status of women and girls in the community regarding discrimination, disparate experiences of diverse women and girls, employment, education, services, health, economic security, access to justice, freedom from violence, and more (Attachment #1).

Composition: The CSWG consists of 21 members that include one appointment by each County Commissioner, one appointment by each City Commissioner, two appointments by the City Commission, as well as seven applicants recommended by the Committee to the full Board of County Commissioners.

Vacancies: The CSWG requests the Board ratify the CSWG's recommended appointments as listed in Table 1.

Table 1. Tallahassee-Leon County Commission on the Status of Women and Girls

Term Expiration	Eligible Applicant	Recommended Action
Gail Dixon	Paula DeBoles- Johnson (Attachment #2)	Board ratify appointment.
R. Jai Gillum	Kori Pruett (Attachment #3)	Board ratify appointment.
Cecile Reynaud	Darby Kerrigan Scott (Attachment #4)	Board ratify appointment.
Huberta Jackson-Lowman (Resigned)	Ky'Eisha Penn (Attachment #5)	Board ratify appointment.

Options:

1. Ratify appointments by the Tallahassee-Leon County Commission on the Status of Women and Girls, as follows: Kori Pruett, Darby Kerrigan Scott, and Paula DeBoles-Johnson, each for a term of two years; and, Ky'Eisha Penn for a term to expire September 30, 2016.
2. Do not ratify the appointments by the Tallahassee-Leon County Commission on the Status of Women and Girls.
3. Board direction.

Recommendation:

Option #1.

Attachments:

1. Eligibility and Criteria – Commission on the Status of Women and Girls
2. Application – Paula DeBoles- Johnson
3. Application – Kori Pruett
4. Application – Darby Kerrigan Scott
5. Application – Ky'Eisha Penn

Tallahassee-Leon County Commission on the Status of Women and Girls

Responsibility:

Consider input and promote awareness in the matter of the status of women and girls in the community regarding discrimination, disparate experiences of diverse women and girls, employment, education, services, health, economic security, access to justice, freedom from violence, and more.

Created By:

Enabling Resolution, adopted by the Board of County Commissioners on March 12, 2013; adopted by the City Commission on March 13, 2013.

Appointments:

21 members:

7 - each County Commissioner makes one appointment

7 - each City Commissioner makes one appointment and the full City Commission makes two appointments

7 - Full Board appointments, chosen from a list of candidates provided by the Commission

Terms:

Initial Terms will be staggered as follows:

County Commission Districts 1, 3, and 5 - one year

County Commission Districts 2 and 4 and At-large - two years

City Commission Seats 2 and 4 - one year

Mayor and City Commission Seats 1 and 3 - two years

After the initial appointments, all terms will be for two-year terms, ending September 30. The number of terms a committee member can serve is limited to no more than three terms.

Type of Report:

An annual report on the activities of the Commission will be provided to the Board.

Contact Person/Staff:

Haley Cutler, Executive Director
Oasis Center for Women & Girls
317 E. Call Street
Tallahassee, FL 32301
Phone: 222-2747

Email: haley.oasis@comcast.net



Members:

Carter-Smith, Paige Governance Services, LLC	Begin Term: 4/24/2013 End Term: 9/30/2015 Type: two years	Original Date: 4/24/2013 Appointed by: City Commissioner Scott Maddox	Email: paigecartersmith@gmail.com
Hall, Mildred R.	Begin Term: 4/24/2013 End Term: 9/30/2015 Type: two years	Original Date: 4/24/2013 Appointed by: City Commissioner Nancy Miller	Email: mrhaka@aol.com
McGee, Marion	Begin Term: 6/19/2013 End Term: 9/30/2015 Type: two years	Original Date: 6/19/2013 Appointed by: Tallahassee City Commission	Email: Marcia.warfel@yahoo.com
Rainey, Cheri	Begin Term: 5/1/2015 End Term: 9/30/2016 Type: unexpired term	Original Date: 5/1/2015 Appointed by: Tallahassee City Commission	Email: cheri@raineyleadership.com
Johnson, Jane	Begin Term: 4/22/2014 End Term: 9/30/2016 Type: two years	Original Date: 4/22/2014 Appointed by: John Dailey Commissioner District III	Email: janeelizjohnson@hotmail.com
Saxner Sara	Begin Term: 4/23/2014 End Term: 9/30/2016 Type: two years	Original Date: 4/23/2014 Appointed by: Tallahassee City Commission	Email: jenk@hgslaw.com
Hughes, Roxanne	Begin Term: 4/22/2014 End Term: 9/30/2016 Type: two years	Original Date: 4/22/2014 Appointed by: Kristin Dozier Commissioner District V	Email: hughes@magnet.fsu.edu

Burnette, Ada	Begin Term: 4/22/2014 End Term: 9/30/2016 Type: two years	Original Date: 4/22/2014 Appointed by: Bill Proctor Commissioner District I	Email: draburnette@w3mconnect.com
Jakubowski, Elizabeth	Begin Term: 5/13/2014 End Term: 9/30/2016 Type: two years	Original Date: 5/13/2014 Appointed by: CSWG	Email: ejakubowski@gmail.com
Nickens, Ruth	Begin Term: 5/13/2014 End Term: 9/30/2016 Type: two years	Original Date: 5/13/2014 Appointed by: CSWG	Email: ruth.nickens@talgov.com
Warfel, Marcia	Begin Term: 5/13/2014 End Term: 9/30/2016 Type: two years	Original Date: 5/13/2014 Appointed by: CSWG	Email: Marcia.warfel@yahoo.com
Terry, Jaye Ann	Begin Term: 4/23/2014 End Term: 9/30/2016 Type: two years	Original Date: 4/23/2014 Appointed by: Tallahassee City Commission	Appointed by Mayor Andrew Gillum Email: jayeannterry@gmail.com
Minor, Jessica Lowe League of Women Voters of Florida	Begin Term: 4/23/2014 End Term: 9/30/2016 Type: two years	Original Date: 4/23/2014 Appointed by: Tallahassee City Commission	Notes: Appointed by Former Mayor John Marks Email: LWVfexecutivedirector@gmail.com
James, Sha'Ron	Begin Term: 9/15/2015 End Term: 9/30/2017 Type: Two years	Original Date: 6/10/2014 Appointed by: Nick Maddox Commissioner At-large II	Email: csjamesesq@gmail.com

O'Kon, Jeanne	Begin Term: 9/15/2015 End Term: 9/30/2017 Type: two years	Original Date: 4/23/2013 <hr/> Appointed by: Bryan Desloge Commissioner District IV	Email: okonj@tcc.fl.edu
VanSickle, Erin	Begin Term: 9/15/2015 End Term: 9/30/2017 Type: two years	Original Date: 9/15/2015 <hr/> Appointed by: Jane Sauls Commissioner District IV	Email: ejvansickle@gmail.com
Doherty, Megan	Begin Term: 9/15/2015 End Term: 9/30/2017 Type: two years	Original Date: 9/15/2015 <hr/> Appointed by: Mary Ann Lindley Commissioner At- Large I	Email: megan.doherty320@gmail.com

Tallahassee-Leon County Commission on the Status of Women and Girls Application

	
Name: Paula DeBoles-Johnson	
Date: January 14, 2014	
Home Phone: 850.878.9277	Work Phone: 850.339.3734
Email: ccydcdirector@embarqmail.com	
Occupation: Executive Director	Employer: Capital City Youth Development Corp.
<p>Please check box for preferred mailing address.</p> <p><input type="checkbox"/> Work Address:</p> <p>City/State/Zip:</p>	
<p><input checked="" type="checkbox"/> Home Address:</p> <p>City/State/Zip: 1421 Lola Drive Tallahassee, FL 32301</p>	
<p>Do you live in Leon County? <input checked="" type="radio"/> Yes <input type="radio"/> No If yes, do you live within the City limits? <input checked="" type="radio"/> Yes <input type="radio"/> No</p>	
<p>Do you own property in Leon County? <input checked="" type="radio"/> Yes <input type="radio"/> No If yes, is it located within the City limits? <input checked="" type="radio"/> Yes <input type="radio"/> No</p>	
<p>For how many years have you lived in and/or owned property in Leon County? <u>17</u> years</p>	
<p>Are you currently serving on a City or County Advisory Committee? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>If Yes, on what Committee(s) are you a member? <u>COT-Human Relations Council</u></p>	
<p>Have you served on any previous City or County committees? <input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p>If Yes, on what Committee(s) have you served? <u>Leon County VIVA Time Capsule Committee</u></p>	
<p><i>If you are appointed to the Tallahassee-Leon County Commission on the Status of Women and Girls, you are expected to attend regular meetings.</i></p>	
<p>How many days per month would you be willing to commit for Committee work? 1 <input checked="" type="radio"/> 2 to 3 <input type="radio"/> 4 or more <input type="radio"/></p>	
<p>And for how many months would you be willing to commit that amount of time? 2 <input checked="" type="radio"/> 3 to 5 <input type="radio"/> 6 or more <input type="radio"/></p>	
<p>What time of day would be best for you to attend Committee meetings? Day <input type="radio"/> Evening <input checked="" type="radio"/></p>	
<p>Can you serve a full three-year term? <input checked="" type="radio"/> Yes <input type="radio"/> No</p>	
<p>(OPTIONAL) The City of Tallahassee and Leon County strive to meet their goals, and those contained in various federal and state laws, of maintaining a membership in its Advisory Committees that reflects the diversity of the community. Although strictly optional for Applicant, the following information is needed to meet reporting requirements and attain those goals.</p>	
<p>Race: Caucasian <input type="radio"/> African American <input checked="" type="radio"/> Hispanic <input type="radio"/> Asian <input type="radio"/> Other <input type="radio"/></p>	
<p>Sex: Male <input type="radio"/> Female <input checked="" type="radio"/> Age: <u>45</u> Disabled? Yes <input type="radio"/> No <input checked="" type="radio"/></p>	

In the space below briefly describe or list the following: any previous experience on other Committees; your educational background; your skills and experience you could contribute to a Committee; any of your professional licenses and/or designations and indicate how long you have held them and whether they are effective in the City of Tallahassee or Leon County; any charitable or community activities in which you participate; and reasons for your interest in the Commission on the Status of Women and Girls. Please attach your resume, if one is available.

Education: BS, Political Science and MS, Public Administration from Florida A & M University, Tallahassee, FL.

Committee & Charitable Experience: Tallahassee VIVA Florida Committee, Faith Family Resource Center (Board Chair), Timothy Training & Development Center (Vice Chair), Tallahassee Human Relations Council and the Adoption Support & Consultation Services Board.

Experience & CSWG Interest: In the late 90's I began my work related to Girls Empowerment with the ALL ABOUT GIRLS conference that I founded. (See attachment)

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

Name: Stacia Hammond Telephone: 813.433.8758

Address: 114 Bessemer Circle Brandon, FL 33511

Name: Robert Craig Telephone: 850.933.3102

Address: 2440 Basswood Lane Tallahassee, FL 32308

IMPORTANT LEGAL REQUIREMENTS FOR ADVISORY COMMITTEE MEMBERSHIP

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

Have you completed the Orientation? Yes No

Will you be receiving any compensation that is expected to influence your vote, action, or participation on the Committee? Yes No If yes, from whom? _____

Do you or your employer, or your spouse or child or their employers, do business with the City of Tallahassee or Leon County? Yes No

If yes, please explain. _____

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

If yes, please explain. _____

Please note that pursuant to City of Tallahassee policy, a background check may be conducted for City appointees to the Tallahassee-Leon County Commission on the Status of Women and Girls.

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

Signature: _____ 

Please return Application
by mail: Christine Coble, Agenda Coordinator
301 S. Monroe Street
Tallahassee, FL 32301

by email: coblec@leoncountyfl.gov

by fax: 850-606-5301

Summary of Qualifications

Proven performance record in progressively responsible positions in program development, implementation and management; highly skilled leader, motivator, trainer and manager of human resources; well developed analytical, investigative and organizational skills; goal directed and results oriented; excellent written and verbal communication skills; team player who is self-motivated with extensive experience in both the private and public sectors.

- **Management** – Founder and Executive Director of Capital City Youth Development Corporation (CCYDC). Supervising a volunteer staff of 16 persons. Created and executed an annual girls program (ALL ABOUT GIRLS) in North Florida, which has spread to South Georgia and is now being considered as a national model.
- Served in the capacities of Program Manager and Administrator for programs in excess of \$20 million within state government.
- Supervised a staff of 25 persons, as Program Director (Interim Executive Director) for a private, non-profit agency. Agency programming and staffing increased in capacity under my direction.
- Over 16 years of successful supervisory, coordination, teambuilding and program management experience.
- **Coordination** – Numerous commendations for the efficient and professional coordination of youth and adult programming activities, trainings, seminars and community service events planned and executed.
- CCYDC has a reputation for excellence in programs and services as well as client satisfaction in honest and fair dealings. Business continues to grow as we continue to cultivate young minds with new and innovative programs and activities.
- **Communication** – Demonstrated oral and written communication skills. Proven ability to create training programs and to train the human resource. Ability to be personable, yet remain succinct and objective. Known to be energetic, knowledgeable and the ability to communicate knowledge on a variety of different levels.

Education

Masters (MS)- Applied Social Sciences	Florida A & M University, Tallahassee, FL	April 1997
Licensed Mediator - County	Supreme Court of Florida Tallahassee, FL	April 1996
Bachelors (BS) – Political Science	Florida A & M University Tallahassee, FL	April 1991

Work History

Program Consultant	Governors Commission on Volunteerism and Community Service TLH, FL	July 2006 - Present
Executive Director/Consultant	Capital City Youth Development Corp. TLH, FL	October 2003 - Present

Administrator	FL Department of Health TLH, FL	October 2002 - May 2003
Program Manager	FL Department of Health TLH, FL	December 2001 – October 2002
Sr. Management Analyst	FL Department of Children & Families TLH, FL	May 1999 – December 2001
Program Director	Community Intervention Center TLH, FL	September 1998 – May 1999
Program Manager	Community Intervention Center TLH, FL	August 1995 – August 1998
<ul style="list-style-type: none"> • Program Specialist • Direct Service Supervisor • Counselor • Staff Assistant 	<ul style="list-style-type: none"> • FL Dept. of Labor • Gadsden Co. Senior Citizens Center • DISC Village • Department of Education 	<ul style="list-style-type: none"> • 1993 - 1994 • 1993 - 1993 • 1992 - 1993 • 1989 - 1992

Knowledge, Skills and Abilities

Knowledge of program policy and development, mediation training, conducting inquiries and investigations regarding federal programs, state budgetary systems, welfare reform, team-building and public relations. Extensive knowledge of National Service, Legislative, Juvenile Justice, Child Welfare, Senior Programming and Public Health programs on state and national levels.

Skilled in most computer software programs, including Microsoft office Suite and general office equipment. Skilled in the development of social service programs and activities. Possesses strong organizational and supervisory skills.

Ability to speak publicly, monitor various social service programs, write and review grants, create contracts, provide technical assistance, strategically plan and organize. Ability to train, recruit, positively influence and motivate the human resource. Proven ability to assimilate information quickly.

Consultant Opportunities

- 2013 OJJDP National Training and Technical Consultant - Nationwide
- 2004 – 2006 **Florida Commission for the Transportation Disadvantaged** – Tallahassee, FL
Programmatic Monitoring and Quality Assurance.
- 2004 **Leon County Schools** – Tallahassee, FL
National Achiever’s Society year-end program execution and program review.
- 1999-2002 **Community Intervention Center, Inc.** – Tallahassee, FL
Program Development, Quality Assurance, Staff Training and Development.
- 2005 **Contributing Author**, “Raising the Bottom”, GMA Publishing Company © 2005.

Relevant Training

- Teambuilding
- Group Presentation
- Leadership Training
- Contract Procurement
- Program Evaluation
- Working with At-Risk Youth
- Negotiation
- Mediation
- Ethics
- Sterling Training
- Contract Management
- Performance Based Budgeting

Professional Affiliations

Volunteer Activities

- Gamma Sigma Sigma National Service Sorority, Inc. - National
- Tallahassee Human Relations Council - Tallahassee, FL
- Leon County VIVA Tallahassee Time Capsule Committee - Tallahassee, FL
- Florida Academy of Professional Mediators – Florida Chapter
- Faith Family Resource Center Board Member (Chair) - Tallahassee, FL
- Governor’s Task Force on Sexual & Domestic Violence (Former Liaison Member)
- James S. Rickards High School International Baccalaureate Parent Volunteer – Tallahassee, FL
- National Achiever’s Society Parent Alliance Member – Tallahassee, FL
- Tallahassee Police Department Citizens Academy Graduate – Tallahassee, FL
- Celebrate New Life Tabernacle Church Member - Tallahassee, FL
- Timothy Training & Development Center Executive Board Member (Vice Chair) – Tallahassee, FL
- 2004 Outstanding Child Advocate Nominee – Tallahassee, FL
- Adoption Support & Consultation Service of Florida (Vice-Chair), Brandon, FL
- Volunteer Florida Inclusion Council (Training Committee), Tallahassee, FL

Local & National Speaking Engagements

- Health and Human Services – *“The Importance of Reaching Our Youth”* (Chicago, IL) – June 2004
- SMART Marriages Conference – *“Fiscal Responsibility”* (Dallas, TX) – August 2004
- Administration for Children & Families – *“Reaching Youth in Today’s Hop-Hop Culture”* (Los Angeles, CA) – September 2004
- National Governors Association – *“Best Practices in Working with Minority Youth”* (Washington, DC) - October 2004
- Health and Human Services/Administration for Children & Families – African-American Healthy Marriage Curriculum Development Workgroup (New Orleans, LA) – April 2005
- Health and Human Services/Administration for Children & Families – Healthy Marriage and Fatherhood Workgroup (Rome, Georgia) – May 2005
- Stronger Marriages, Stronger Families Conference Presenter *“Healthy Marriage & Youth”* (Orlando, FL) – June 2005
- From Dialogue to Service Delivery, Academy Presenter – *“Incorporating Youth”* (Detroit, MI) – June 2005
- Kids Incorporated, Speaker – *“Parenting 101”* (Tallahassee, FL) - April 2006
- Department of Children & Family Services, Presenter – *“Grant Writing”* (Pensacola, FL) – May 2006
- LLAMDA Conference, Presenter – *“Creating Effective Healthy Marriage Programs”* (Tallahassee, FL) July 2006
- Workforce Plus Expo – *Panelist* (Tallahassee, FL) – Fall 2006
- Kids Incorporated, Speaker – *“Professional Development Seminars”* – February 2007
- Administration for Children & Families, Ounce of Prevention Florida, & CCYDC *Press Conference-* (The Capitol, FL)
- Hillsborough Education Foundation (Tampa, FL) – *Diversity Appreciation; Conflict Resolution Trainings-* Fall 2007
- Volunteer Florida Disaster Institute (Tallahassee, FL, West Palm Beach, FL) -*Professional Development Seminars - 2007*
- Miami Reads Program (Miami FL) - *Diversity Appreciation; Conflict Resolution Trainings– 2007*
- AmeriCorps State Parks Program (Apopka, FL) - *Diversity Appreciation; Conflict Resolution Trainings-2008*
- *Conflict Resolution & Diversity Appreciation* – Leon County Schools AmeriCorps Teams 2008-2010
- *Trainer for various nonprofit and for profit organizations on a national and state level. 2007- Present*

Other Relevant Experience

More than 14 years of grant writing experience. {State, Private and Federal}

Serves as a grant reviewer for various agencies on both the state and federal levels including OJJDP, Administration for Children & Families, National Service Programs and the Florida Department of Education.



Personal Information

Considered a valuable community resource with expertise in community mobilization, training and collaboration. Seen as a creative problem solver and fact finder who can stay focused and positive in critical situations. Strong advocate for children, families and the community.

References

References are available upon request.

Tallahassee-Leon County Commission on the Status of Women and Girls Application

	
Name: Kori Pruett	
Date: 6/29/15	
Home Phone: 321-506-2398	Work Phone: 850-644-4039
Email: kori.pruett@gmail.com	
Occupation: Sexual Violence Prevention Coordinator, Health Educator	Employer: Florida State University
<p>Please check box for preferred mailing address.</p> <p><input type="checkbox"/> Work Address: 960 Learning Way</p> <p>City/State/Zip: Tallahassee FL 32306</p>	
<p><input checked="" type="checkbox"/> Home Address: 1705 Raa Ave</p> <p>City/State/Zip: Tallahassee FL 32303</p>	
<p>Do you live in Leon County? Yes No If yes, do you live within the City limits? Yes No</p> <p>Do you own property in Leon County? Yes No If yes, is it located within the City limits? Yes No</p> <p>For how many years have you lived in and/or owned property in Leon County? <u> 8 </u> years</p>	
<p>Are you currently serving on a City or County Advisory Committee? Yes No</p> <p>If Yes, on what Committee(s) are you a member? _____</p>	
<p>Have you served on any previous City or County committees? Yes No</p> <p>If Yes, on what Committee(s) have you served? _____</p>	
<p><i>If you are appointed to the Tallahassee-Leon County Commission on the Status of Women and Girls, you are expected to attend regular meetings.</i></p> <p>How many days per month would you be willing to commit for Committee work? 1 2 to 3 4 or more</p> <p>And for how many months would you be willing to commit that amount of time? 2 3 to 5 6 or more</p> <p>What time of day would be best for you to attend Committee meetings? Day Evening</p> <p>Can you serve a full three-year term? Yes No</p>	
<p>(OPTIONAL) The City of Tallahassee and Leon County strive to meet their goals, and those contained in various federal and state laws, of maintaining a membership in its Advisory Committees that reflects the diversity of the community. Although strictly optional for Applicant, the following information is needed to meet reporting requirements and attain those goals.</p> <p>Race: Caucasian African American Hispanic Asian Other</p> <p>Sex: Male Female Age: <u> 26 </u> Disabled? Yes No</p>	

In the space below briefly describe or list the following: any previous experience on other Committees; your educational background; your skills and experience you could contribute to a Committee; any of your professional licenses and/or designations and indicate how long you have held them and whether they are effective in the City of Tallahassee or Leon County; any charitable or community activities in which you participate; and reasons for your interest in the Commission on the Status of Women and Girls. Please attach your resume, if one is available.

Having been a member of the Leon County community for eight years, I am truly invested in the growth and advancement of our community. I am a two time alumna of Florida State University and currently work at FSU as the Sexual Violence Prevention Coordinator. Through my work and time in Leon County I have realized the need to give voice to the unique disparities and challenges that women and girls face. My interest in the Commission on the Status of Women and Girls began this past year. As a community member of the CSWG's Sexual Assault Policy Group (SAPG), I worked alongside Commissioners and stake holders to help create the *Report on Sexual Violence Response in Tallahassee/Leon County*. Through this experience I gained tremendous insight into the work of the CSWG's and seek to continue my involvement in an official capacity. Through my education and work I have had an opportunity to both conduct research and gain direct experience working with women who are affected by power based personal violence. I believe these skills will allow me to make great contributions to the Commission. Trauma informed care, defined as an organizational structure and treatment framework that involves understanding, recognizing, and responding to the effects of all types of trauma, is an essential component of my work. Through the lens of trauma informed care, we are able to support those effected by power based personal violence, distress associated with economic disparities, discrimination, and the lack of access to resources. Trauma informed care should serve as a foundation to inform direct service, research reports, policy recommendations, and community engagement. Through my work at FSU I strive to seek out best practice and ensure trauma centered approaches in all my efforts. Women and girls in Leon County each have their own unique story and it is crucial that research and policy recommendations not only understand the impacts of trauma on the human, but also how policy can work to establish equity. I currently serve on two non-profit boards as the PR Chair in Leon County, Big Bend Cares, and Tallahassee Southern Model United Nations. Through my involvement on both boards I realize the importance of effectively telling your story in way that honors the work of your organization and communicates the impact to your community. I feel that my education and experience provides me with a unique skill set that will be beneficial to enhancing the work of the CSWG's.

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

Name: Carlie Brown _____ Telephone: 863-604-2960 _____

Address: _1374 Castelnau Court Apt 1 Tallahassee Fl 32301 _

Name: Amy Magnuson _____ Telephone: 850-644-8868 _____

Address: _960 Learning Way Tallahassee Fl 3230

IMPORTANT LEGAL REQUIREMENTS FOR ADVISORY COMMITTEE MEMBERSHIP

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

Have you completed the Orientation? Yes No

Will you be receiving any compensation that is expected to influence your vote, action, or participation on the Committee? Yes No If yes, from whom? _____

Do you or your employer, or your spouse or child or their employers, do business with the City of Tallahassee or Leon County? Yes No

If yes, please explain. _____

Do you have any employment or contractual relationship with the City of Tallahassee or Leon County that would create a continuing or frequently recurring conflict with regard to your participation on a Committee? Yes **No**
If yes, please explain. _____

Please note that pursuant to City of Tallahassee policy, a background check may be conducted for City appointees to the Tallahassee-Leon County Commission on the Status of Women and Girls.

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

Signature: _____


Please return Application

by mail: Christine Coble, Agenda Coordinator
301 S. Monroe Street
Tallahassee, FL 32301

by email: coblec@leoncountyfl.gov

by fax: 850-606-5301

Kori Pruett

1705 Raa Ave Tallahassee Fl 32303 · (321)-506-2398 · Kori.Pruett@gmail.com

EDUCATION

Florida State University – Tallahassee, Florida **December 2012**
Master of Science in International Affairs, Certificate in Public Administration

Inter-University Centre Dubrovnik – Dubrovnik, Croatia **July 2012**
Regional Security and Cooperation in Southeast Europe, Study abroad

Florida State University – Tallahassee, Florida **May 2010**
Bachelor of Arts in International Affairs & Political Science

DIRECT TITLE IX & SEXUAL MISCONDUCT PREVENTION EXPERIENCE

Sexual Violence Prevention Coordinator, Health Promotion **August 2014- Present**
University Health Services, Florida State University- Tallahassee, Florida

- Provides leadership, coordination, and training for campus sexual assault education and prevention efforts.
- Assisted with the development of the campus wide kNOw MORE sexual violence prevention initiative; which highlights education, and the continuum of care for our students, faculty, and staff.
- Facilitated sexual violence prevention presentations to over 3,000 students in the 2014/15 academic year
- Directly advise two student organizations; Men Advocating Responsible Conduct (MARC) and NOle MORE

Co-Chair **July 2014 – December 2014**
Sexual Violence Prevention Curriculum Development Committee
Florida State University, Tallahassee, FL

- Selected by the Vice President of Student Affairs, this role serves as part of the Presidential Sexual Violence Prevention Task Group
- This committee is responsible for researching, developing, and delivering sexual violence prevention curriculum for all faculty, staff, and students at Florida State University, in compliance with the Campus SaVe Act and VAWA.

Assistant Director, Victim Advocate Program **October 2013-August 2014**
Dean of Students, Florida State University- Tallahassee, Florida

- Advocate for victims of crime associated with FSU by providing crisis counseling, a discussion of options, academic support, and utilizing an empowerment approach
- Coordinate supportive services for victims working with law officials, administrators, medical staff, and legal counsel to support students both physically and mentally
- Create and give presentations/initiatives in both the campus and local community focusing on Sexual Assault and Relationship Violence, targeting high-risk populations

Crisis Counselor, Victim Advocate Program **August 2011 –June 2013**
Dean of Students, Florida State University- Tallahassee, Florida

- Advocated on behalf of FSU students victimized by crime by providing crisis counseling, academic support, and reestablishing self-determination
- Served as the liaison between law officials, administrators, and medical staff to ensure the students mental, physical, and academic success

- Conducted outreach through presentations around the FSU community and collaborated with other campus organizations to promote victim rights; specifically domestic violence and sexual assault awareness

SERVICE

Sexual Assault Counselor, Refuge House

May 2011-May 2012

Tallahassee, Florida

- Advocate for survivors in crisis; ensure immediate medical attention, law enforcement interaction if requested, and victim awareness of all options
- Assist in developing reports on sexual assault trends in Leon County and the surrounding communities
- Conduct group therapy sessions for women with a focus on building positive self-esteem, healthy relationships, and beginning recovery

Legislative Intern

January 2009-April 2009

Florida Senator Sobel

- Aided the staff with speech writing, policy research, and bill tracking
- Recorded and reported constituents needs
- Attended and reported on essential committee meetings

Legislative Intern

January 2008-April 2008

Governor's Office, Citizen Services

- Tracked and reported trends and patterns in constituent interests
- Categorized and responded to constituent concerns
- Packaged constituent mail for relevant agencies

PRESENTATIONS & CERTIFICATIONS

Presentations

Magnuson, Amy., & **Pruett, K.** (May 2015). *FSU's Approach to Sexual Violence Prevention*. Workshop presented at the annual meeting of American College Health Association conference, Orlando, Fl.

Pruett, K. & Rezaei, R. (2015, January). *No One Can Do Everything But Everyone Can Do Something: Your Role In Sexual Violence Prevention*. Presented at Multicultural Leaderships Summit, Tallahassee, Florida.

Pruett, K. & Rezaei, R. (2015, January). *Continuum of Care: Florida State University Approach to Sexual Violence Prevention*. Presented at 2015 National Association of Student Personnel Administrators Violence Prevention Conference, National Harbor, Maryland.

Pruett, K. & Rezaei, R. (2014, December). *Men's Role in Power Based Violence Prevention*. Presented at the 2014 Mentoring Institute Power to Principle: Rethinking Masculinity in the 21st Century, Tallahassee, Florida

Certifications

Certified *Green Dot 2.0* Sexual Violence Bystander Intervention Training Facilitator (November 2015)

GRANTS

Co-Principal investigator

September 2014 – Present

Howell, R., Mennicke, A., & **Pruett, K.** *Development of a Bystander Intervention Training to Prevent Sexual Violence*. Supported by funding from the Avon Foundation for Women through the 2014 Avon Campus Grants to Activate Bystanders to Reduce Sexual Assault, Dating Abuse, and Stalking. Award amount: \$5,000.

MEMBERSHIPS

Sexual Assault Policy Group

Leon County Commission on the Status of Women and Girls

June 2014- Present

Leon County Sexual Assault Response Team Member

Tallahassee, Florida

May 2011- Present

Member at Large Board of Directors

Tallahassee Southern Model United Nations

August 2013-Present

Board of Directors

Big Bend Cares



August 2013-Present

President-Elect/Historian

Rotaract Club of Tallahassee

August 2013-Present

Tallahassee-Leon County Commission on the Status of Women and Girls Application

			
Name: Darby Kerrigan Scott		Date: 6/30/15	
Cell Phone: 336-972-4509	Work Phone: 645-6563	Email: dkerrigan@fsu.edu	
Occupation: Attorney	Employer: FSU Center for the Advancement of Human Rights		
Please check box for preferred mailing address. <input checked="" type="checkbox"/> Work Address: 426 West Jefferson Street City/State/Zip: Tallahassee, FL 32301			
<input type="checkbox"/> Home Address: 1430 Marion Avenue City/State/Zip: Tallahassee, FL 32303			
Do you live in Leon County? <input checked="" type="radio"/> Yes <input type="radio"/> No If yes, do you live within the City limits? <input checked="" type="radio"/> Yes <input type="radio"/> No Do you own property in Leon County? <input checked="" type="radio"/> Yes <input type="radio"/> No If yes, is it located within the City limits? <input checked="" type="radio"/> Yes <input type="radio"/> No For how many years have you lived in and/or owned property in Leon County? <u>10</u> years			
Are you currently serving on a City or County Advisory Committee? Yes <input type="radio"/> No <input checked="" type="radio"/> If Yes, on what Committee(s) are you a member? _____			
Have you served on any previous City or County committees? Yes <input type="radio"/> No <input checked="" type="radio"/> If Yes, on what Committee(s) have you served? _____			
<u>If you are appointed to the Tallahassee-Leon County Commission on the Status of Women and Girls, you are expected to attend regular meetings.</u> How many days per month would you be willing to commit for Committee work? 1 2 to 3 <input checked="" type="radio"/> 4 or more And for how many months would you be willing to commit that amount of time? 2 3 to 5 <input checked="" type="radio"/> 6 or more What time of day would be best for you to attend Committee meetings? <input checked="" type="radio"/> Day <input type="radio"/> Evening Can you serve a full three-year term? <input checked="" type="radio"/> Yes <input type="radio"/> No			
(OPTIONAL) The City of Tallahassee and Leon County strive to meet their goals, and those contained in various federal and state laws, of maintaining a membership in its Advisory Committees that reflects the diversity of the community. Although strictly optional for Applicant, the following information is needed to meet reporting requirements and attain those goals. Race: <input checked="" type="radio"/> Caucasian African American Hispanic Asian Other Sex: Male <input checked="" type="radio"/> Female Age: <u>33</u> Disabled? Yes <input type="radio"/> No <input checked="" type="radio"/>			

In the space below briefly describe or list the following: any previous experience on other Committees; your educational background; your skills and experience you could contribute to a Committee; any of your professional licenses and/or designations and indicate how long you have held them and whether they are effective in the City of Tallahassee or Leon County; any charitable or community activities in which you participate; and reasons for your interest in the Commission on the Status of Women and Girls. Please attach your resume, if one is available.

I serve as Program Director of the FSU Center for the Advancement of Human Rights, where I concentrate on immigration and human trafficking. My prior experience as a Senior Law Clerk to The Honorable Robert T. Benton, II, of Florida's First District Court of Appeal, and as an Associate with Hopping Green & Sams, P.A., gives me a breadth and depth of legal experience. I graduated from FSU College of Law in 2007 with High Honors, earning a Certificate in International Law with High Honors and admission into Order of the Coif. Since then, in addition to practicing law full-time, I have remained professionally and civically active. I currently serve as Past President of the Young Lawyers Section of the Tallahassee Bar Association and Secretary of PACE Center for Girls (Leon County). I volunteer with the Legal Services of North Florida Advice Hotline, and I am a proud member of Class 33 of Leadership Tallahassee. I am interested in serving on the Commission because of my commitment to combat human trafficking and my desire to improve opportunities for all women and girls in our community.

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

Name: Kelly Otte Telephone: 850-241-0241

Address: 1344 Cross Creek Circle, Tallahassee, FL 32301

Name: Robin Thompson Telephone: 850-907-0693

Address: 3703 Bobbin Brook Way, Tallahassee, FL 32312

IMPORTANT LEGAL REQUIREMENTS FOR ADVISORY COMMITTEE MEMBERSHIP

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

Have you completed the Orientation? Yes No

Will you be receiving any compensation that is expected to influence your vote, action, or participation on the Committee? Yes No If yes, from whom? _____

Do you or your employer, or your spouse or child or their employers, do business with the City of Tallahassee or Leon County? Yes No

If yes, please explain. While neither I nor my spouse do business with the City or County, my husband's firm, Scott & Wallace, has been involved in litigation against the City and the County.

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

If yes, please explain. _____

Please note that pursuant to City of Tallahassee policy, a background check may be conducted for City appointees to the Tallahassee-Leon County Commission on the Status of Women and Girls.

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

Signature: 

Please return Application

by mail: Christine Coble, Agenda Coordinator
301 S. Monroe Street
Tallahassee, FL 32301

by email: coblec@leoncountyfl.gov

by fax: 850-606-5301

DARBY KERRIGAN SCOTT

1430 Marion Ave. ♦ Tallahassee, FL 32303
336.972.4509 ♦ Darby_Kerrigan@yahoo.com

EXPERIENCE

FLORIDA STATE UNIVERSITY CENTER FOR THE ADVANCEMENT OF HUMAN RIGHTS, Tallahassee, FL, 2014 – Present, *Program Director*

Represent asylum seekers, victims of torture, and victims of crime in various immigration courts, the Board of Immigration Appeals and the Eleventh Circuit Court of Appeals; lead efforts to update Florida Strategic Plan on Human Trafficking issued in 2010 (update forthcoming, 2015); provide presentations on human trafficking to local bar associations; coordinate fundraising efforts.

HOPPING GREEN & SAMS, P.A., Tallahassee, FL, 2010 – 2014, *Associate*

Represented community development districts in contractual, real property, local government, financial, and litigation matters; represented various clients in appellate matters.

THE HONORABLE ROBERT T. BENTON, II, FIRST DISTRICT COURT OF APPEAL, Tallahassee, FL, 2007 – 2010, *Senior Law Clerk*

Drafted and edited opinions; analyzed and summarized criminal, civil, administrative, and family law cases; fielded inquiries from three-judge panels at post-oral argument conferences.

INTERNATIONAL BAR ASSOCIATION HUMAN RIGHTS INSTITUTE, London, England, 2006, *Extern*

Prepared comprehensive analysis of defense issues in international tribunals; issued recommendations to new hybrid and domestic criminal tribunals; prepared background report on Bolivia in Spanish; translated Spanish documents relating to the rule of law.

LEGAL SERVICES OF SOUTHERN PIEDMONT, INC., Charlotte, NC, 2005, *Law Clerk*

Drafted complaints for custody, child support, and divorce cases; conducted interviews with clients in Spanish; wrote letters to clients in Spanish; translated Spanish documents.

EDUCATION

FLORIDA STATE UNIVERSITY COLLEGE OF LAW, Tallahassee, FL, 2005-2007

Juris Doctor, High Honors; Certificate in International Law, High Honors; Class Rank: 14/233
Honors/Activities: Order of the Coif; Book Awards in International Human Rights Law, Public International Law, International Dispute Resolution and Florida Civil Practice; Journal of Transnational Law & Policy; Phi Delta Phi International Legal Fraternity; International Law Students Association.

WAKE FOREST UNIVERSITY SCHOOL OF LAW, Winston-Salem, NC, 2004-2005

Juris Doctor Candidate; Class Rank: 28/153
Honors/Activities: Moot Court Board; Writing Fellow for Legal Research and Writing.

UNIVERSITY OF COLORADO AT BOULDER, Boulder, CO, 2000-2004

Bachelor of Arts, Spanish and International Affairs; GPA: 3.58
Honors/Activities: Phi Sigma Theta Honor Society; National Society of Collegiate Scholars; Sigma Iota Rho International Affairs Honor Society; Kappa Kappa Gamma Sorority, Vice President; Women's Varsity Club Lacrosse Team; Phi Alpha Delta Pre-Law Fraternity.

PROFESSIONAL AFFILIATIONS

FLORIDA BAR

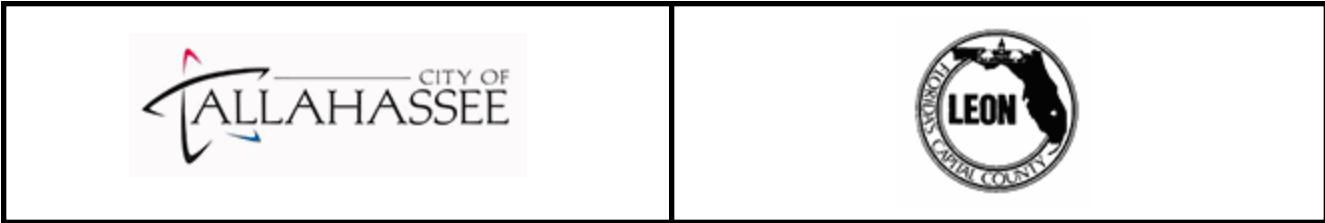
ELEVENTH CIRCUIT COURT OF APPEALS

TALLAHASSEE BAR ASSOCIATION, YOUNG LAWYERS' SECTION, *President, 2014-2015; President-Elect, 2013-2014; Treasurer, 2012-2013; Secretary, 2011-2012; Director, 2009-2011; Chair, Holidays in July foster children benefit, 2011, 2012 & 2013*

PACE CENTER FOR GIRLS, LEON COUNTY, *Secretary, 2015-Present; Director, 2014-2015*

LEGAL SERVICES OF NORTH FLORIDA, INC., *Volunteer, Legal Advice Hotline, 2010-Present*

TALLAHASSEE-LEON COUNTY COMMISSION ON THE STATUS OF WOMEN & GIRLS APPLICATION



Name: Ky'Eisha Penn		Date: 8/4/2015 8:43:24AM
Home Phone: (305) 528-6056	Work Phone: (850)644-4781X	Email:
Occupation: ACADEMIC ADVISOR	Employer: FLORIDA STATE UNIVERSITY	
Preferred mailing location: Home Address		
Work Address:		
City/State/Zip: TALLAHASSEE,FL		
Home Address 770 APPELYARD DR. APT. 2H		
City/State/Zip: TALLAHASSEE,FL 32304		
Do you live in Leon County? True	If yes, do you live within the City limits? True	
Do you own property in Leon County? True	If yes, is it located within the City limits? False	
For how many years have you lived in and/or owned property in Leon County?		6.00 years
Are you currently serving on a County Advisory Committee? False		
If yes, on what Committee(s) are you a member?		
Have you served on any previous Leon County committees? False		
If yes, on what Committee(s) are you a member?		

If you are appointed to a Committee, you are expected to attend regular meetings.

How many days permonth would you be willing to commit for Committee work?	2 to 3
And for how many months would you be willing to commit that amount of time?	6 or more
What time of day would be best for you to attend Committee meetings?	Day, Night

(OPTIONAL) Leon County strives to meet its goals, and those contained in various federal and state laws, of maintaining a membership in its Advisory Committees that reflects the diversity of the community. Although strictly optional for Applicant, the following information is needed to meet reporting requirements and attain those goals.

Race: African American	Sex: Female	Age: 24.00
Disabled? False	District:	

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

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

Name: NYKEAH COHEN, JD Telephone: 786-715-5674
Address: 5371 NW 31ST LANE MIAMI, FL 33142

Name: EDWARD MARTI KRING Telephone: EDWARD MARTI KR
Address: 1305 AIRPORT DR. A-1 TALLAHASSEE, FL 32304

IMPORTANT LEGAL REQUIREMENTS FOR ADVISORY COMMITTEE MEMBERSHIP

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

Have you completed the Orientation? True
Are you willing to complete a financial disclosure form and/or a background check, if applicable? True

Will you be receiving any compensation that is expected to influence your vote, action, or participation on a Committee? False
If yes, from whom?
Do you anticipate that you would be a stakeholder with regard to your participation on a Committee? False

Do you know of any circumstances that would result in you having to abstain from voting on a Committee due to voting conflicts? False
If yes, please explain.

Do you or your employer, or your spouse or child or their employers, do business with Leon County? False
If yes, please explain.

Do you have any employment or contractual relationship with Leon County that would create a continuing or frequently recurring conflict with regard to your participation on a Committee? False
If yes, please explain.

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

Signature: Ky'Eisha W. Penn

This application was electronically sent: 8/4/2015 8:43:24AM

Ky'Eisha W. Penn

3169 Allison Marie Court | Tallahassee, FL 32304
305.528.6056 | kyeisha.penn@gmail.com

EDUCATION

Florida Agricultural & Mechanical University May 2015

Masters of Applied Social Science

Concentration in African/African-American History

Florida State University December 2013

Bachelors of Science in Political Science and African-American Studies

Minors in Child Development and Sociology

RELATED EXPERIENCE

Center for Academic Retention & Enhancement August 2009- July 2014
Tallahassee, FL

- Served in 6 different capacities within CARE since 2009 including *Tutor, Personal Assistant, CARE Ambassador* for 2 consecutive years, *Small Group Presenter, College Reach Out Program Leadership Summit Presenter* and *College Reach Out Program Mentor*
- Aided students in the mastery of various subjects for their future educational successes
- Executed clerical responsibilities for the Associate Director and conducted 3 tours and presentations of operating programs within CARE to visiting schools
- Communicated regularly with a third party for the establishment of CARE's Adopt-A-Street
- Assisted ~350 first generation college students with their transition from high school to college
- Diligently worked with diverse groups of students, led professional workshops, organized service events, and facilitated diversity events
- Provided one-on-one mentorship to ~30 students
- Conducted presentations to freshmen students on leadership and involvement within SGA
- Motivated and assisted students in grades 6-12 to succeed academically while preparing for a future college education
- Mentored, tutored, conducted FCAT/ACT/SAT test prep and various presentations

OTHER WORK EXPERIENCE

Florida State University Advising First September 2014-Present
Academic Advisor Tallahassee, FL

- Advised students on academic planning, career planning
- Aided in the mission to increase both retention and graduation rates
- Conducted Preview presentations and departmental orientations for first-year and transfer students
- Planned and facilitated programs through the Advising Program committees
- Assisted the Associate Chair for Undergraduate Studies in office management

FSU Foundation June 2013-August 2014
Student Fundraiser Tallahassee, FL

- Contacted alumni, parents and friends for support through annual giving to various departments of the university—raised ~\$15,000 alone
- Served as the designated student fundraiser for CARE within the foundation's call center

College Summit June 2010-2011
Alumni Leader Coordinator Ft. Lauderdale, FL

- Served in 2 different capacities including *Alumni Leader Coordinator* and *Alumni Leader*
- Supervised a team of 6 alumni leaders in conducting workshops and evaluated their personal and professional development

Ky'Eisha W. Penn

Page 2

- Aided students in applying for college and financial assistance, personal statement workshops, peer leadership and academic coaching
- Facilitated workshops that equipped rising high school seniors with the tools necessary to make it in college
- Created safe zones for students to share their stories during our story telling sections of the workshops led by alumni leaders

COMMUNITY INVOLVEMENT

Florida Agricultural & Mechanical University

January-April 2015

Intern

Tallahassee, FL

- Served as the graduate assistant for Historian and Assistant Professor Dr. Reginald Ellis
- Organized and cataloged Dr. Ellis' research for future publication
- Worked with a community organizer on preserving the history of a once thriving black community within Tallahassee called Allen Subdivision
- Conducted and transcribed oral interviews with senior 80+ who once lived in and/or raised their families in the Allen Subdivision Community

Sheltered, Not Shattered

January 2009-present

Founder

Tallahassee, FL

- Provided mentorship to children 5-17 at local shelters for battered and abused women and children
- Presented public talks to youth sharing my personal story reaffirming them as victors rather than victims of their circumstances

Big Bend Homeless Coalition Hope Community

August 2012-May 2013

Volunteer Coordinator (Intern)

Tallahassee, FL

- Connected volunteers throughout Tallahassee with the opportunity to serve at BBHC to address homelessness in Tallahassee
- Conducted orientations and tours of the facility, planned events for the youth, as well as developed the evening childcare program at BBHC

The W.I.L.L Initiative

August 2011-May 2012

Program Coordinator

Tallahassee, FL

- Established programming for selected students mentored at James S. Rickards High School that would improve their college readiness
- Assisted students with academic work, college applications, and applying for financial assistance

HONORS

Phi Alpha Theta History Honor Society	2015
Cultural Immersion Participant (Ghana, West Africa)	2014
Garnet & Gold Scholar Society	2013
Knight Foundation Service Stipend Award Recipient	2013
Student Government Association's Russell Hellein Award	2012
Student Government Association's Bob Brandewie Senate Life Award	2011
Florida State University Seminole Torchbearer	2011
Women's Center Seminole Leadership Award	2011
Black Alumni Association's Scholarship Award	2010
Florida State University Student Service Award	2009
Center for Minority Studies Award	2009
Social Science Silver Knight Award Recipient	2009
Kathryn Menke Miller Service Scholar	2009
Harvard Prize Book Award	2008

**Leon County
Board of County Commissioners**

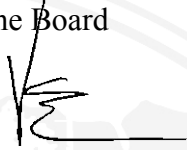
Notes for Agenda Item #14

Leon County Board of County Commissioners

Cover Sheet for Agenda #14

September 29, 2015

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Second and Final Public Hearing for Adoption of the FY 2015/2016 Final Millage Rates and Final Budgets

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:	Timothy Barden, Principal Management & Budget Analyst Ying Xu, Management and Budget Analyst

Fiscal Impact:

This item has a fiscal impact. If adopted, the Leon County FY15/16 final budget is \$238,553,913, which includes the Emergency Medical Services budget of \$18,583,548.

Staff Recommendation:

- Option #1: Adopt, via resolution, the final FY15/16 Countywide millage rate of 8.3144 mills (Attachment #1).
- Option #2: Adopt, via resolution, the final FY15/16 Countywide budget (Attachment #2).
- Option #3: Adopt, via resolution, the final FY15/16 Emergency Medical Services MSTU millage rate of 0.5000 mills (Attachment #3).
- Option #4: Adopt, via resolution, the final FY15/16 Emergency Medical Services MSTU budget (Attachment #4).

Report and Discussion

Background:

Pursuant to Florida Statutes 129.03 and 200.065, the County Property Appraiser certified to the County Budget Officer the taxable value against which taxes may be levied in the entire County and in each district in the County in which taxes are authorized by law to be levied by the Board. The certification of property values provided this year was \$14,418,158,896, approximately \$617 million or 4.47% more than the previous year. In preparing the tentative budgets, this certified figure was used as the basis for estimating the millage rates required to be levied.

At the June 23, 2015 Board meeting, the Board adopted the 8.3144 Countywide and 0.5000 Emergency Medical Services MSTU millage rates for the purposes of the statutory Truth-in-Millage (TRIM) public notification process. These rates cannot be increased, but only decreased during the public hearing. At this meeting, the Board also approved a tentative budget of \$238,553,913. This amount includes \$4.1 million in general fund balance used to balance the FY 2016 tentative budget.

On July 14, 2015, the Board advised the County Property Appraiser and the County Tax Collector of its proposed millage rates, its rolled-back rates, and the date, time, and place at which a public hearing would be held to consider the tentative millage rates and the tentative budgets in accordance with sections 129.03 and 200.065, Florida Statutes. Subsequently, the County Property Appraiser utilized this information in preparing the notice of proposed property taxes pursuant to section 200.069, Florida Statutes. These notices were then mailed to all respective property owners in Leon County.

On September 15, 2015, in accordance with section 200.069, Florida Statutes, the Board held a public hearing on the tentative millage rates and tentative budgets. The Board approved tentative millage rates: 8.3144 Countywide and 0.5000 Emergency Medical Services MSTU. These rates cannot be increased, but only decreased during the final public hearing.

On Saturday, September 26, 2015, the Board advertised, in a newspaper of general circulation in the County, its intent to adopt final millage rates and budgets for FY15/16 (Attachment #5).

Analysis:

In accordance with sections 129.03 and 200.065, Florida Statutes, after discussion and public comment regarding the final millage rates and budgets, the Board is required to adopt its final millage rates prior to adopting its final budgets. The County's tentative aggregate millage rate was set by the Board at the July 7, 2015 regular meeting and confirmed at the September 15, 2015 public hearing. The rate was set above the rolled-back rate and less than the majority vote maximum millage rate. This allows for the statutory voting threshold of a simple majority vote for adopting the tentative budget.

The final County aggregate millage rate of 8.8144 (Countywide – 8.3144/ EMS - 0.5000) was maintained at the same level as the previous year's aggregate millage rate. The proposed aggregate millage rate of 8.8144 is 1.31% more than the rolled-back rate of 8.7006 (the rate the County can levy to collect the same property tax revenue as the prior year).

Options #1 through #4 need to be voted on separately and in the order presented. Florida law requires the Board to address the millage rates before addressing the associated budgets.

Options:

1. Adopt, via Resolution, the final FY15/16 Countywide millage rate of 8.3144 mills (Attachment #1).
2. Adopt, via Resolution, the final FY15/16 Countywide budget (Attachment #2).
3. Adopt, via Resolution, the final FY15/16 Emergency Medical Services MSTU millage rate of 0.5000 mills (Attachment #3).
4. Adopt, via Resolution, the final FY15/16 Emergency Medical Services MSTU budget (Attachment #4).
5. Board direction.

Recommendation:

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

Attachments:

1. Resolution adopting final FY15/16 Countywide millage rate
2. Resolution adopting final FY15/16 Countywide budget
3. Resolution adopting final FY15/16 Emergency Medical Services MSTU millage rate
4. Resolution adopting final FY15/16 Emergency Medical Services MSTU budget
5. Public Notice

RESOLUTION NO. _____

WHEREAS, the Board of County Commissioners of Leon County, Florida, on September 29, 2015, adopted Fiscal Year 2015/2016 final Countywide millage rates following a public hearing as required by Florida Statute 200.065; and

WHEREAS, the Board of County Commissioners of Leon County, Florida, held a public hearing as required by Florida Statute 200.065; and

WHEREAS, the gross taxable value for operating purposes not exempt from taxation within Leon County has been certified by the County Property Appraiser to the Board of County Commissioners of Leon County, Florida as \$14,418,158,896.

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

1. The Fiscal Year 2015/2016 final Countywide aggregate millage rate is 8.8144 mills (*County-wide 8.3144 = 3.2259 mills – General Fund; 5.0885 mills – Fine and Forfeiture*) and (*0.5000 mills – Emergency Medical Services MSTU*), which is above the rolled-back rate of 8.7006 by 1.31%.

2. This resolution shall take effect immediately upon its adoption.

DULY ADOPTED at a public hearing this the 29th day of September, 2015.

LEON COUNTY, FLORIDA

BY: _____
Mary Ann Lindley, Chairman
Board of County Commissioners

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

BY: _____

Approved as to Form:
Leon County Attorneys Office

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

RESOLUTION NO. _____

WHEREAS, the Board of County Commissioners of Leon County, Florida, on September 23, 2015, held a public hearing as required by Florida Statute 200.065; and

WHEREAS, the Board of County Commissioners of Leon County, Florida, set forth the appropriations and revenue estimate for the final Countywide budget for Fiscal Year 2015/2016, attached hereto as Exhibit A, in the amount of \$258,679,209.

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

1. The Fiscal Year 2015/2016 final Countywide budget be adopted by fund as it appears in the attached Exhibit B.

2. This resolution shall take effect immediately upon its adoption.

DULY ADOPTED at a public hearing this the 29th day of September, 2015.

LEON COUNTY, FLORIDA

BY: _____
Mary Ann Lindley, Chairman
Board of County Commissioners

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

BY: _____

Approved as to Form:
Leon County Attorneys Office

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

EXHIBIT A

Leon County Fiscal Year 2016 Tentative Budget

Summary of All Funds

		FY 2014	FY 2015	FY 2016	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020
		Actual	Adopted	Requested	Budget	Planned	Planned	Planned	Planned
Millage Rates									
General Countywide		8.3144	8.3144	8.3144	8.3144	8.3144	8.3144	8.3144	8.3144
EMS MSTU		0.500	0.500	0.500	0.500	0.500	0.500	0.500	0.500
General Fund	001	54,256,259	59,571,648	62,987,692	63,069,289	64,454,528	66,074,637	68,845,656	71,869,754
Special Revenue Funds									
Supervisor of Elections	060	3,828,589	3,919,123	5,008,722	5,008,722	4,257,237	4,226,576	4,317,225	5,514,680
Transportation Trust	106	15,616,013	15,208,953	16,020,198	15,366,198	15,946,373	15,530,607	18,525,456	16,571,196
Fine and Forfeiture	110	69,073,897	68,656,219	70,868,916	70,893,916	73,552,259	75,539,833	76,259,854	78,064,072
Probation Services	111	2,708,498	2,845,908	3,013,616	3,013,616	3,079,654	3,147,669	3,217,737	3,289,897
Teen Court	114	155,949	165,072	176,017	131,542	134,234	137,003	139,858	142,799
Drug Abuse Trust	116	57,176	52,540	65,485	62,510	63,175	63,745	64,410	64,980
Judicial Programs	117	139,510	207,100	218,851	218,851	223,125	227,506	231,814	236,432
Building Inspection	120	1,174,495	1,560,375	1,818,656	1,818,656	1,721,378	1,761,787	1,834,925	1,923,085
Dvlpmnt Svcs & Environ. Mgmt.	121	3,141,592	3,580,010	3,712,317	3,712,317	3,797,028	3,889,413	3,984,594	4,082,639
Stormwater Utility	123	4,157,455	4,473,588	4,439,422	4,439,422	4,479,116	4,544,258	4,654,983	4,724,505
SHIP Trust	124	82,964	-	879,466	879,466	-	-	-	-
Grants	125	3,598,739	643,087	626,703	626,703	509,760	512,933	516,225	519,644
Non-Cntywide Gen. Rev.	126	23,781,279	20,078,332	20,887,988	20,887,988	21,620,448	22,918,742	23,879,181	24,882,198
Grants	127	74,319	60,000	60,000	60,000	60,000	60,000	60,000	60,000
9-1-1 Emergency Communication	130	1,267,300	1,288,200	1,282,500	1,282,500	1,302,450	1,320,500	1,340,450	1,359,450
Radio Communication Systems	131	1,123,605	1,091,224	1,214,332	1,214,332	1,250,762	1,288,286	1,326,935	1,346,904
Municipal Services	140	6,008,248	6,205,409	8,304,902	8,304,902	8,036,713	6,654,672	6,798,932	6,964,666
Fire Rescue Services	145	6,922,924	6,878,610	8,033,121	8,033,121	8,033,121	8,033,122	8,033,122	8,033,122
Tourist Development	160	3,926,494	5,051,227	4,859,230	4,859,230	4,912,592	4,872,993	5,067,726	5,067,742
Housing Finance Authority	161	136,891	67,925	89,360	89,360	89,360	89,360	89,360	89,360
Special Assessment. Paving	162	1,338,983	313,907	285,468	285,468	173,841	161,084	141,648	124,388
Killearn Lakes Units I and II Sewer	164	228,762	237,500	237,500	237,500	237,500	237,500	237,500	237,500
Bank of America Building	165	1,740,376	1,573,459	2,174,033	2,174,033	1,639,640	1,665,240	1,692,040	1,645,205
Huntington Oaks Plaza	166	137,732	200,197	251,660	251,660	251,750	251,843	251,938	152,037
Subtotal		150,421,790	144,357,965	154,528,463	153,852,013	155,371,516	157,134,672	162,665,913	165,096,501
Debt Service Funds									
Series 2003A & 2003B	211	579,350	581,080	581,483	581,483	580,798	7,076,046	7,079,016	7,078,073
Series 1998B	216	254,981	-	-	0	-	-	-	-
Series 2005	220	7,882,522	7,247,350	6,941,750	6,941,750	6,948,837	-	-	-
ESCO Lease	221	484,514	484,514	484,514	484,514	484,514	484,514	-	-
Series 2014	222	277,411	558,780	560,672	560,672	561,282	560,785	561,208	560,522
Subtotal		9,478,778	8,871,724	8,568,419	8,568,419	8,575,431	8,121,345	7,640,224	7,638,595
Capital Projects Fund									
Capital Improvements	305	13,343,951	6,158,380	9,983,834	6,499,034	9,462,430	6,851,830	6,225,958	7,384,857
Transportation Improvements	306	2,165,415	2,699,825	3,349,650	2,695,650	3,033,425	2,809,675	5,118,400	2,899,125
Sales Tax	308	6,036,366	753,099	-	0	-	-	-	-
Sales Tax - Extension	309	3,769,338	4,968,901	7,305,854	6,305,854	5,300,000	5,230,000	4,730,000	-
Series 2003A & 2003B	311	153,301	-	-	0	-	-	-	-
Series 1999 Construction	318	19,837	-	-	0	-	-	-	-
Series 2005 Construction	320	686,047	-	-	0	-	-	-	-
ESCO Capital Projects	321	-	-	20,296	20,296	-	-	-	-
9-1-1 Capital Projects	330	-	12,540	12,540	12,540	12,540	12,540	12,540	12,540
Impact Fee - Countywide Rd.	341	38,074	-	-	0	-	-	-	-
Impact Fee - NW Urban Coll.	343	32,225	-	-	0	-	-	-	-
Impact Fee - SE Urban Coll.	344	62,498	-	-	0	-	-	-	-
Sales Tax - Extension 2020	351	-	-	-	0	-	-	-	4,928,600
Sales Tax - Extension 2020 JPA Agreement	352	-	-	-	0	-	-	-	6,899,000
Subtotal		26,307,052	14,592,745	20,672,174	15,533,374	17,808,395	14,904,045	16,086,898	22,124,122
Enterprise Funds									
Solid Waste	401	10,063,223	10,090,106	10,293,256	10,242,484	10,443,276	10,013,299	9,917,416	10,011,659
Subtotal		10,063,223	10,090,106	10,293,256	10,242,484	10,443,276	10,013,299	9,917,416	10,011,659
Internal Service Funds									
Insurance Service	501	2,958,677	3,567,563	3,676,976	3,676,976	3,675,456	3,673,846	3,672,148	3,675,603
Communications Trust	502	341,928	595,782	837,708	837,708	837,708	837,708	837,708	837,708
Motor Pool	505	2,823,745	3,195,105	2,898,946	2,898,946	2,919,734	2,948,381	2,977,314	3,006,538
Subtotal		6,124,350	7,358,450	7,413,630	7,413,630	7,432,898	7,459,935	7,487,170	7,519,849
TOTAL:		256,651,452	244,842,638	264,463,634	258,679,209	264,086,044	263,707,933	272,643,277	284,260,480
<i>Less Interfund Transfers</i>		<i>41,989,043</i>	<i>34,455,187</i>	<i>34,455,187</i>	<i>38,708,843</i>	<i>40,175,541</i>	<i>39,376,051</i>	<i>44,913,412</i>	<i>46,150,996</i>
TOTAL NET OF TRANS:		214,662,409	210,387,451	230,008,447	219,970,366	223,910,503	224,331,882	227,729,865	238,109,484

EXHIBIT B

Leon County Fiscal Year 2016 Tentative Budget

General Fund (001)

Fund Type: General Fund

The General Fund is the general operating fund of the County established by F.S. 129.02(1). Major revenue sources for the County's General Fund include proceeds from ad valorem and other taxes, charges for services, fees, and other miscellaneous revenues. The General Fund is used to account for financial resources and expenditures of general government (except those required to be accounted for in another fund) such as libraries, management information systems, facilities management, etc.

Revenue Sources	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Ad Valorem - General Fund	311110	40,784,823	41,473,777	46,511,596	44,186,016	46,103,791	48,874,555	51,869,660	53,894,379
Delinquent Taxes	311200	-	285,000	500,000	475,000	475,000	475,000	475,000	475,000
Delinquent Taxes 2004	311204	7	-	-	-	-	-	-	-
Delinquent Taxes 2006	311206	143	-	-	-	-	-	-	-
Delinquent Taxes 2007	311207	2,787	-	-	-	-	-	-	-
Delinquent Taxes 2008	311208	5,591	-	-	-	-	-	-	-
Delinquent Taxes 2009	311209	2,057	-	-	-	-	-	-	-
Delinquent Taxes - 2010	311210	16,036	-	-	-	-	-	-	-
Delequent Taxes 2011	311211	50,341	-	-	-	-	-	-	-
Delinquent Taxes 2012	311212	112,725	-	-	-	-	-	-	-
Tourist Development (3-3/4 Cents)	312100	36,937	37,050	40,000	38,000	38,950	40,850	41,800	43,700
Tourist Development (1-1/4 Cents)	312110	9,229	9,310	10,000	9,500	9,738	10,213	10,450	10,925
Process Server Fees	329300	-	-	10,000	9,500	9,500	9,500	9,500	9,500
Federal Payments in Lieu of Taxes	333000	203,372	171,000	195,000	185,250	185,250	185,250	185,250	185,250
State Library Aid	334710	178,220	165,913	164,802	156,562	156,562	156,562	156,562	156,562
COT Reimbursement for PSC	337220	285,947	881,099	1,026,355	1,026,355	1,041,846	1,057,835	1,065,250	1,072,923
GIS	337300	528,337	1,320,100	1,348,028	1,348,028	1,361,104	1,375,259	1,388,324	1,402,485
CRTPA Reimbursement	337401	283,145	230,017	239,979	239,979	246,869	253,982	261,321	268,897
Blueprint 2000 Reimbursement	337402	-	60,695	65,010	65,010	67,197	69,463	71,811	74,241
FS 29.0085 Court Technology	341150	-	441,750	-	-	-	-	-	-
\$2.00 IT Added Court Cost FS 28.24(12)	341160	343,416	-	375,500	356,725	360,400	364,076	367,644	371,394
Zoning Fees	341200	675	-	-	-	-	-	-	-
GIS User Fees	341910	-	9,500	-	-	-	-	-	-
CJIS User Fees	341920	69,150	75,240	-	-	-	-	-	-
Hand Fogging Fees	342950	400	-	-	-	-	-	-	-
Parking Facilities	344500	155,088	146,300	154,000	146,300	146,300	146,300	146,300	146,300
Library Parking	344510	37,684	57,000	45,500	43,225	43,700	44,080	44,555	45,030
Library Fees	347100	158,040	129,390	127,800	121,410	120,175	119,035	117,800	116,660
Library Printing	347101	-	14,250	21,400	20,330	20,140	19,950	19,760	19,570
Parks And Recreation	347200	(18)	-	-	-	-	-	-	-
Other Counties-Circuitwide Reimbursement	348820	16,383	47,500	40,000	38,000	38,000	38,000	38,000	38,000
FS 29.0085 Court Facilities	348930	1,040,251	1,368,000	1,000,000	950,000	959,975	968,903	978,883	988,867
Process Server Fee	348991	8,400	10,000	-	-	-	-	-	-
Civil Fee - Circuit Court	349200	53	-	-	-	-	-	-	-
Crt Admin/ Circuit-wide Reimbursement	349500	-	-	10,000	10,000	10,200	10,500	10,700	10,900
GAL / Circuit-wide Reimbursement	349501	-	37,050	24,731	23,494	23,963	24,443	24,931	25,430
Fees	349600	112	-	-	-	-	-	-	-
Pool Interest Allocation	361111	322,971	270,299	437,500	415,625	415,625	415,625	415,625	415,625
Net Incr(decr) In Fmv Of Investment	361300	(5,675)	-	-	-	-	-	-	-
Tax Collector F.S. 125.315	361320	620	-	-	-	-	-	-	-
Rents And Royalties	362000	3,851	-	-	-	-	-	-	-
Other Scrap Or Surplus	365900	179,496	191,900	201,000	190,950	192,993	195,039	197,087	199,137
Refund Of Prior Year Expenses	369300	4,546	-	-	-	-	-	-	-
Lawsuit Settlements	369350	191	-	-	-	-	-	-	-
Other Miscellaneous Revenue	369900	88,427	47,500	100,000	95,000	95,000	95,000	95,000	95,000
Volunteer Certificate Training Fees	369930	-	903	951	903	903	903	903	903
Transfer From Fund 110	381110	1,000,000	-	-	-	-	-	-	-
Transfer from 122	381122	17,899	-	-	-	-	-	-	-
Transfer From Fund 126	381126	5,967,235	7,286,083	8,166,544	8,166,544	9,184,095	10,547,886	10,570,777	11,537,573

Leon County Fiscal Year 2016 Tentative Budget

General Fund (001)

Revenue Sources	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Transfer From Fund 135	381135	5,000	-	-	-	-	-	-	-
Transfer From Fund 162	381162	150,000	308,407	279,968	279,968	168,341	155,584	136,148	118,888
Pensacola Care Lease	383001	146,616	146,615	146,615	146,615	146,615	146,615	146,615	146,615
Clerk Excess Fees	386100	314,694	-	-	-	-	-	-	-
Property Appraiser	386600	94,429	-	-	-	-	-	-	-
Tax Collector	386700	46,300	350,000	200,000	200,000	-	-	-	-
Supervisor Of Elections	386800	669,712	-	-	-	-	-	-	-
Appropriated Fund Balance	399900	-	4,000,000	4,125,000	4,125,000	2,832,296	274,229	-	-
Total Revenues		53,335,644	59,571,648	65,567,278	63,069,289	64,454,528	66,074,637	68,845,656	71,869,754

Appropriations by Department/Division	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
County Commission	100-511	1,380,655	1,416,709	1,491,406	1,491,406	1,507,105	1,523,269	1,539,921	1,557,068
Commission District 1	101-511	5,272	9,500	9,500	9,500	9,500	9,500	9,500	9,500
Commission District 2	102-511	4,806	9,500	9,500	9,500	9,500	9,500	9,500	9,500
Commission District 3	103-511	5,385	9,500	9,500	9,500	9,500	9,500	9,500	9,500
Commission District 4	104-511	3,898	9,500	9,500	9,500	9,500	9,500	9,500	9,500
Commission District 5	105-511	7,119	9,500	9,500	9,500	9,500	9,500	9,500	9,500
Commission At-Large (Group 1)	106-511	6,914	9,500	9,500	9,500	9,500	9,500	9,500	9,500
Commission At-Large (Group 2)	107-511	8,861	9,500	9,500	9,500	9,500	9,500	9,500	9,500
Commissioners' Account	108-511	16,838	22,808	25,395	25,395	25,395	25,395	25,395	25,395
County Administration	110-512	592,064	611,693	785,394	785,394	805,444	826,395	847,984	870,236
Minority/Women Small Business Enterprise	112-513	165,390	194,380	556,130	431,130	184,581	188,140	191,805	195,580
Volunteer Center	113-513	175,378	187,804	187,318	187,318	191,478	195,763	200,177	201,377
Economic Development	114-512	454,687	638,996	382,069	384,569	358,316	362,176	366,152	370,248
Strategic Initiatives	115-513	868,222	965,483	754,545	754,545	764,391	777,625	791,247	805,288
Community and Media Relations	116-513	-	-	664,022	564,022	572,350	580,923	589,757	598,861
County Attorney	120-514	1,821,896	1,903,465	1,946,173	1,951,307	1,987,935	2,026,065	2,065,235	2,020,594
Office of Sustainability	127-513	228,365	300,884	212,274	212,274	214,596	216,985	219,448	221,983
Office of Management & Budget	130-513	664,130	764,507	829,170	829,170	848,705	868,826	889,555	909,564
Clerk - Finance Administration	132-586	1,480,021	1,520,544	1,518,474	1,518,474	1,548,699	1,579,529	1,610,975	1,610,975
Procurement	140-513	281,591	302,492	388,087	388,087	396,478	405,121	414,023	422,490
Warehouse	141-513	98,791	99,254	107,931	107,931	110,537	113,168	115,879	118,669
Facilities Management	150-519	6,608,566	6,655,685	6,845,256	6,845,256	6,912,711	7,008,047	7,104,752	7,203,969
Real Estate Management	156-519	269,084	335,120	342,868	342,868	348,749	354,805	361,042	367,466
Human Resources	160-513	1,112,945	1,338,865	1,389,092	1,389,092	1,401,849	1,417,433	1,426,881	1,435,214
Management Information Services	171-513	4,182,481	5,719,040	5,687,630	5,687,630	5,754,724	5,860,135	5,960,229	6,066,442
Article V MIS	171-713	1,047,334	-	-	-	-	-	-	-
Health Department	190-562	231,345	237,345	237,345	237,345	237,345	237,345	237,345	237,345
Mosquito Control	216-562	551,365	626,161	667,188	667,188	673,621	680,244	687,065	694,091
Lib - Policy, Planning, & Operations	240-571	845,101	862,266	853,475	853,475	864,214	875,277	883,671	895,406
Library Public Services	241-571	2,291,303	2,484,745	4,258,316	4,258,316	4,360,126	4,465,025	4,573,060	4,684,310
Library Collection Services	242-571	795,743	799,237	1,502,508	1,502,508	1,519,180	1,536,359	1,554,047	1,572,268
Library Extension Services	243-571	2,287,731	2,429,164	-	-	-	-	-	-
Summer Youth Employment	278-551	68,007	80,425	80,425	80,425	80,425	80,425	80,425	74,265
Cooperative Extension	361-537	492,941	542,904	540,260	540,260	512,248	524,737	537,603	550,850
Medical Examiner	370-527	396,522	491,922	501,760	501,760	501,760	511,795	522,031	522,031
Tubercular Care & Child Protection Exams	370-562	59,000	61,000	61,000	61,000	61,000	61,000	61,000	61,000
Baker Act & Marchman Act	370-563	691,336	692,601	692,601	692,601	692,601	692,601	692,601	692,601
Medicaid & Indigent Burials	370-564	2,568,618	2,607,830	2,694,506	2,694,506	2,776,029	2,860,032	2,944,695	2,944,695
CHSP & Emergency Assistance	370-569	1,046,343	987,055	1,154,858	1,254,858	1,256,259	1,257,699	1,259,184	1,260,712
Housing Services	371-569	444,260	461,325	461,142	461,142	471,404	481,976	492,864	504,077
Youth Sports Teams	379-572	1,000	-	-	-	-	-	-	-
Veteran Services	390-553	242,628	312,020	314,500	314,500	318,393	322,404	324,035	328,290

Leon County Fiscal Year 2016 Tentative Budget

General Fund (001)

Appropriations by Department/Division	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Capital Regional Transportation Planning Agency	402-515	223,504	238,206	241,181	241,181	247,349	253,703	260,248	266,987
Blueprint 2000	403-515	60,784	62,897	65,565	65,565	67,138	68,759	70,429	72,147
Public Safety Complex Facilities	410-529	1,092,590	1,464,910	1,506,729	1,506,729	1,525,455	1,544,739	1,551,063	1,557,572
Public Safety Complex Technology	411-529	182,547	221,135	237,516	237,516	240,474	243,525	246,668	249,902
Geographic Info. Systems	421-539	1,759,133	1,960,963	1,869,057	1,951,206	1,985,815	2,021,504	2,058,280	2,096,155
MIS Automation - General Fund	470-519	138,120	136,675	160,540	160,540	160,540	160,540	160,540	160,540
General Fund - Risk	495-519	446,611	415,999	469,752	469,752	469,752	469,752	469,752	469,752
Indirect Costs - General Fund	499-519	(5,760,392)	(5,791,000)	(6,339,100)	(6,339,100)	(6,529,273)	(6,725,152)	(6,926,907)	(7,134,716)
Property Appraiser	512-586	4,492,670	4,734,406	4,805,388	4,805,388	4,949,550	5,098,037	5,250,978	5,408,507
Tax Collector	513-586	4,258,068	4,368,000	4,537,178	4,537,178	4,717,758	4,906,468	5,102,727	5,306,836
Court Administration	540-601	188,885	231,420	200,647	200,647	204,992	209,467	214,078	218,824
Court Information Systems	540-713	13,226	9,000	11,060	11,060	11,060	11,060	11,060	11,060
Court Operating	540-719	36,785	-	-	-	-	-	-	-
Guardian Ad Litem	547-685	(1,406)	19,792	25,942	25,942	25,942	25,942	25,942	25,942
GAL Information Systems	547-713	10,386	1,490	3,720	3,720	3,720	3,720	3,720	3,720
GAL Operating	547-719	6,258	-	-	-	-	-	-	-
Planning Department	817-515	852,559	852,752	935,040	935,040	937,167	939,359	941,615	943,942
Non-Operating General Fund	820-519	829,610	806,959	815,904	959,740	951,121	951,121	951,121	951,121
Tax Deed Applications	831-513	58,091	62,500	62,500	62,500	62,500	62,500	62,500	62,500
Line Item - Detention/Correction	888-523	335,759	335,759	335,759	335,759	185,759	185,759	185,759	185,759
Line Item - Keep Tall. Beautiful	888-539	21,375	-	-	-	-	-	-	-
Line Item - Economic Development	888-552	199,500	25,000	-	-	-	-	-	-
Line Item - Human Service Agencies	888-569	325,925	125,000	125,000	125,000	100,000	100,000	100,000	-
Line Item - COCA Administration	888-573	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000
Line Item - Special Events	888-574	27,000	-	-	-	-	-	-	-
Transfers	950-581	7,138,916	8,535,798	10,216,572	10,216,572	11,124,928	11,407,235	12,757,498	14,541,275
Primary Health Care	971-562	1,353,937	2,002,533	2,015,360	2,015,360	2,016,917	2,018,521	2,020,171	2,021,872
CRA-Payment	972-559	1,311,879	1,681,225	2,136,763	2,109,741	2,320,715	2,784,858	3,341,830	4,010,196
Budgeted Reserves - General Fund	990-599	-	200,000	200,000	200,000	200,000	200,000	200,000	200,000
Total Appropriations		54,256,259	59,571,648	62,987,692	63,069,289	64,454,528	66,074,637	68,845,656	71,869,754
Revenues Less Appropriations		(920,615)	-	2,579,586	-	-	-	-	-

Notes:

The Board of Commissioners balanced the budget without increasing the current 8.3144 millage rate (The total estimated tax collections for FY 2016 will be \$4.9 million or a 4.5% increase over 2015).

For FY16, property values increased by 4.5%, providing an additional \$4.9 million in property tax revenue. This and the additional \$800,000 in State Shared Revenue allowed the County to balance the budget with no reduction in service delivery. In addition, the Board appropriated \$4.1 million in fund balance to fund recurring operating expenditures. The use of this fund balance still leaves the general fund reserves within policy limits.

The general revenue transfer to capital projects (Fund 305) increased by \$1.0 million over FY15 for a total amount of \$2 million. Out years reflect the transfer of recurring general revenue to fund capital projects increasing to \$5.5 million by FY2020.

Out years from FY17 to FY20 show the use of fund balance declining from the current \$4.1 million per year to eliminating use of fund balance by FY19. Using fund balance in this amount will allow the Board to maintain the millage rate 8.3144 in FY16 and the remaining out years to maintain current service levels. This millage rate assumes property values will continue to increase with the economic recovery continuing in the out years. FY17 to FY20 reflects property valuations increasing by an average 3.5% each year and a steady millage rate of 8.3144.

Leon County Fiscal Year 2016 Tentative Budget

Supervisor of Elections (060)

Fund Type: General Fund

The Supervisor of Elections Fund is a general fund established as part of the FY 2002 budget process. The Supervisor of Elections has requested their appropriation be established in a separate fund to provide discrete accounting of their budget. The revenue is transferred from the General Fund. At the conclusion of the fiscal year, any funds available in the Supervisor of Elections fund will be returned to the General Fund as excess fees.

Revenue Sources	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Voter Education Funds	331100	31,937	-	-	-	-	-	-	-
ADA-HHS Vote Program Grant	331120	24,338	-	-	-	-	-	-	-
Supervisor Of Elections	341550	20,792	-	-	-	-	-	-	-
Transfer From Fund 001	381001	3,751,522	3,919,123	5,008,722	5,008,722	4,257,237	4,226,576	4,317,225	5,514,680
Total Revenues		3,828,589	3,919,123	5,008,722	5,008,722	4,257,237	4,226,576	4,317,225	5,514,680

Appropriations by Department/Division	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Supervisor of Elections - Risk	495-513	17,659	16,486	16,542	16,542	16,542	16,542	16,542	16,542
Voter Registration	520-513	1,857,265	2,126,269	2,129,045	2,129,045	2,339,556	2,347,386	2,399,360	2,475,138
Elections	520-586	166,019	-	-	-	-	-	-	-
Elections	521-513	1,247,226	1,776,368	2,863,135	2,863,135	1,901,139	1,862,648	1,901,323	3,023,000
Elections	521-586	503,693	-	-	-	-	-	-	-
SOE Grants	525-513	36,727	-	-	-	-	-	-	-
Total Appropriations		3,828,589	3,919,123	5,008,722	5,008,722	4,257,237	4,226,576	4,317,225	5,514,680
Revenues Less Appropriations		-	-	-	-	-	-	-	-

Notes:

Due to increased costs associated with the FY16 presidential election cycle and the cost of increased rental space associated with the consolidation of the Supervisor of Elections administrative services to the Voting Operations Center, the Supervisor of Election's budget increased by 27.8% from the FY15 budget.

Leon County Fiscal Year 2016 Tentative Budget

Transportation Trust (106)

Fund Type: Special Revenue

The Transportation Trust Fund is a special revenue fund established by F.S. 129.02(2). Major revenue sources for the Transportation Trust Fund include proceeds from local and state gas taxes. The fund is used to account for resources dedicated and expenditures restricted to the maintenance/construction of roads and bridges.

Revenue Sources	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
County Ninth-Cent Voted Fuel Tax	312300	1,406,321	1,355,650	1,438,000	1,366,100	1,379,400	1,393,650	1,406,950	1,421,200
Local Option Gas Tax	312410	3,642,595	3,424,750	3,727,000	3,540,650	3,575,800	3,611,900	3,648,000	3,684,100
2nd Local Option Gas Tax	312420	1,968,629	2,731,250	2,982,000	2,832,900	2,860,450	2,888,950	2,918,400	2,947,850
Federal Payments in Lieu of Taxes	333000	52,171	50,350	18,000	17,100	17,100	17,100	17,100	17,100
20% Surplus Gas Tax	335420	552,641	540,550	567,000	538,650	544,350	549,100	554,800	560,500
5th & 6th Cent Gas Tax	335430	2,210,566	2,162,200	2,266,000	2,152,700	2,174,550	2,196,400	2,237,250	2,240,100
Gas Tax Pour-Over Trust	335440	1,191,715	1,156,150	1,244,000	1,181,800	1,205,550	1,230,250	1,254,000	1,279,650
Other Transportation	335490	123,474	104,500	110,000	104,500	105,023	105,548	106,075	106,606
Service Area App Fees	343651	4,296	950	1,425	1,354	1,354	1,354	1,354	1,354
Grading Fee Public Works	343920	41,533	32,300	38,500	36,575	36,765	36,955	37,145	37,335
Traffic Signs	344910	1,091	950	1,000	950	950	950	950	950
Subdivision Fees	344911	6,256	2,375	4,400	4,180	4,180	4,275	4,275	4,275
R-O-W Placement Fees	344913	56,123	49,780	50,000	47,500	47,975	48,545	49,020	49,495
Signal Maintenance - State Reimb	344914	68,860	58,900	145,459	138,186	141,219	144,410	147,664	150,985
Pool Interest Allocation	361111	24,965	40,850	56,400	53,580	53,580	53,580	53,580	53,580
Interest Income - Other	361120	(17)	-	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	(1,484)	-	-	-	-	-	-	-
Other Miscellaneous Revenue	369900	11,863	4,750	5,000	4,750	4,750	4,750	4,750	4,750
Volunteer Certificate Training Fees	369930	1,199	-	-	-	-	-	-	-
Transfer From Fund 123	381123	1,076,400	1,268,941	1,142,862	1,142,862	1,159,644	1,176,945	1,194,752	1,213,097
Transfer From Fund 126	381126	1,809,879	2,223,757	2,201,861	2,201,861	2,465,733	1,860,945	2,765,391	2,798,269
Appropriated Fund Balance	399900	-	-	-	-	168,000	205,000	2,124,000	-
Total Revenues		14,249,076	15,208,953	15,998,907	15,366,198	15,946,373	15,530,607	18,525,456	16,571,196

Appropriations by Department/Division	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Support Services	400-541	1,034,609	589,463	576,230	576,230	590,308	592,166	604,077	616,353
Engineering Services	414-541	2,774,661	3,151,459	3,176,625	3,176,625	3,241,762	3,308,894	3,377,996	3,449,175
Transportation Maintenance	431-541	3,781,415	4,205,009	4,270,014	4,270,014	4,334,888	4,401,709	4,470,535	4,541,417
Right-Of-Way Management	432-541	1,985,163	2,361,277	2,376,874	2,376,874	2,421,455	2,468,286	2,517,569	2,569,535
MIS Automation - Transportation Trust	470-541	11,350	9,600	12,530	12,530	12,530	12,530	12,530	12,530
Transportation Trust - Risk	495-541	73,695	72,320	67,275	67,275	67,275	67,275	67,275	67,275
Indirect Costs - Transportation Trust	499-541	1,625,000	1,770,000	1,791,000	1,791,000	1,844,730	1,900,072	1,957,074	2,015,786
Transfers	950-581	4,631,200	3,499,825	4,149,650	3,495,650	3,833,425	3,179,675	5,918,400	3,699,125
Public Works Admin Chargebacks	978-541	(301,081)	(500,000)	(450,000)	(450,000)	(450,000)	(450,000)	(450,000)	(450,000)
Budgeted Reserves - Transport. Trust	990-599	-	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Total Appropriations		15,616,013	15,208,953	16,020,198	15,366,198	15,946,373	15,530,607	18,525,456	16,571,196
Revenues Less Appropriations		(1,366,937)	-	(21,291)	-	-	-	-	-

Notes:

In FY14, the Board voted to levy the available additional five cent gas tax. The proceeds from this tax are split evenly with the City of Tallahassee. This gas tax revenue generated an additional \$2 million in FY14. This was based on only eight months of collections due to the proposed ordinance enactment date of January 2014. Beginning in FY15, the collections increased to \$2.7 million for a full 12 month collection cycle. For FY16, collections are estimated to increase to \$2.8 million. The Board determined that this additional revenue would be split 50/50 to be used for sidewalk projects and to reduce the general revenue transfer to the Transportation Fund. The out years reflect the same 50/50 split between additional funding for sidewalk projects and reduction of the general revenue transfer.

Leon County Fiscal Year 2016 Tentative Budget

Fine and Forfeiture (110)

Fund Type: Special Revenue

The Fine and Forfeiture Fund is a special revenue fund established by F.S. 129.02(3) and F.S. 142.01. Major revenue sources for the County Fine and Forfeiture Fund include proceeds from ad valorem taxes and other miscellaneous revenues. The fund is used to account for revenues collected in support of and expenditures dedicated to criminal prosecution, court operations, and operations of the Sheriff's Department.

Revenue Sources	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Ad Valorem - Fine/Fore. Fund	311120	66,436,317	67,533,125	73,366,744	69,698,407	72,336,010	74,302,837	75,003,054	76,784,517
Child Support Enforcement	331240	14,177	21,945	16,631	15,799	16,114	16,436	16,765	17,100
Title IV - Child Support Enforcement	331691	2,861	-	-	-	-	-	-	-
Sheriff Fees-Warrants, Fingerprints, Records	341520	391,520	381,900	450,000	427,500	436,050	444,600	453,150	462,650
Sheriff Wrecker Services	341525	23,274	84,000	73,800	70,110	71,535	72,960	74,385	75,905
Room And Board - Prisoners	342300	437,864	442,000	452,000	429,400	437,950	447,450	456,000	465,500
Court Fines	351120	23,736	36,100	34,000	32,300	33,250	33,250	33,250	34,200
Crime Prevention (fs 775.083(2))	351150	86,236	81,149	87,000	82,650	83,600	84,550	85,500	86,450
Violations of Local Ordinances	354150	75	-	-	-	-	-	-	-
Pool Interest Allocation	361111	43,212	76,000	145,000	137,750	137,750	137,750	137,750	137,750
Net Incr(decr) In Fmv Of Investment	361300	1,103	-	-	-	-	-	-	-
Tax Collector F.S. 125.315	361320	-	-	-	-	-	-	-	-
Sheriff F.S. 125.315	361330	25,193	-	-	-	-	-	-	-
Sheriff Excess Fees	386400	2,075,210	-	-	-	-	-	-	-
Total Revenues		69,560,777	68,656,219	74,625,175	70,893,916	73,552,259	75,539,833	76,259,854	78,064,072

Appropriations by Department/Division	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
MIS Automation - State Attorney	470-602	11,920	12,480	14,140	14,140	14,140	14,140	14,140	14,140
MIS Automation - Public Defender	470-603	16,320	16,393	21,520	21,520	21,520	21,520	21,520	21,520
Fine & Forfeiture - Risk	495-689	242,856	291,314	300,378	300,378	300,378	300,378	300,378	300,378
Diversionary Programs	508-569	139,392	100,000	100,000	100,000	100,000	100,000	100,000	100,000
Law Enforcement	510-586	34,030,294	34,186,350	35,506,491	35,506,491	36,925,693	38,012,486	38,524,029	39,522,666
Corrections	511-586	31,143,962	32,112,272	32,930,477	32,930,477	34,140,114	35,011,199	35,335,894	36,141,475
State Attorney	532-602	28,088	98,600	98,600	98,600	98,600	98,600	98,600	98,600
State Attorney	532-713	12,852	9,655	19,085	19,085	19,085	19,085	19,085	19,085
State Attorney	532-719	58,827	-	-	-	-	-	-	-
Public Defender	533-603	25,156	118,525	118,525	118,525	118,525	118,525	118,525	118,525
Public Defender	533-713	21,657	12,720	30,425	30,425	30,425	30,425	30,425	30,425
Public Defender	533-719	83,493	-	-	-	-	-	-	-
Clerk - Article V Expenses	537-614	414,527	413,828	422,105	422,105	430,547	439,158	447,941	447,941
Legal Aid	555-715	132,500	134,082	234,510	259,510	259,914	260,341	135,341	135,341
Juvenile Detention Payment - State	620-689	712,053	1,100,000	1,022,660	1,022,660	1,043,318	1,063,976	1,063,976	1,063,976
Transfers	950-581	2,000,000	-	-	-	-	-	-	-
Budgeted Reserves - Fine and Forfeiture	990-599	-	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Total Appropriations		69,073,897	68,656,219	70,868,916	70,893,916	73,552,259	75,539,833	76,259,854	78,064,072
Revenues Less Appropriations		486,880	-	3,756,259	-	-	-	-	-

Notes:

The Board of County Commissioners implemented and maintained the countywide millage rate of 8.3144 for FY 2015. Additional information regarding this levy is located on the general fund page. In addition, increases in the Sheriff's budget reflect the implementation of a pay plan adjustment that will cost \$2.3 million over the next three years. The first year impact is \$673,000 as well as other personnel cost increases related to retirement and health insurance.

Leon County Fiscal Year 2016 Tentative Budget

Probation Services (111)

Fund Type: Special Revenue

The Probation Services Fund is a special revenue fund established in support of the administration of County Probation programs. Major revenue sources for the Probation Services Fund include fees related to pre-trial costs, other probation related services, and a transfer from the General Fund. The fund is used to account for resources and expenditures related to the alternative Community Service Work Program, the Pre-trial Release Program, urinalysis testing fees and other County Probation programs and services.

Revenue Sources	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Sheriff GPS Program	337281	-	-	100,000	100,000	100,000	100,000	-	-
City Of Tallahassee - GPS Tracking	337285	18,455	-	-	-	-	-	-	-
County Court Probation Fees	349120	455,393	471,200	451,000	428,450	424,650	419,900	416,100	412,300
Probation-no Show Fees	349125	22,790	24,035	22,600	21,470	21,280	21,090	20,805	20,615
Pre-trial Fees	349130	84,871	79,515	93,500	88,825	89,680	90,630	91,485	92,435
SCRAM Unit User Fees	349135	71,104	89,300	67,100	63,745	63,080	62,510	61,845	61,275
Alternative Community Service Fees	349140	52,350	55,670	47,700	45,315	45,695	46,170	46,645	47,120
UA Testing Fees	349147	157,364	132,050	187,000	177,650	179,550	181,450	183,350	185,250
Alcohol Testing Fees	349148	63,257	60,610	70,000	66,500	66,500	66,500	66,500	66,500
Pool Interest Allocation	361111	4,877	7,410	10,400	9,880	9,880	9,880	9,880	9,880
Net Incr(decr) In Fmv Of Investment	361300	(90)	-	-	-	-	-	-	-
Transfer From Fund 001	381001	1,776,076	1,926,118	2,011,781	2,011,781	2,079,339	2,149,539	2,321,127	2,394,522
Total Revenues		2,706,446	2,845,908	3,061,081	3,013,616	3,079,654	3,147,669	3,217,737	3,289,897

Appropriations by Department/Division	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
MIS Automation - Probation Services	470-523	3,330	3,860	6,590	6,590	6,590	6,590	6,590	6,590
Probation Services - Risk	495-523	20,622	31,729	32,308	32,308	32,308	32,308	32,308	32,308
Indirect Costs - Probation Services	499-523	489,606	416,000	510,000	510,000	525,300	541,059	557,291	574,010
County Probation	542-523	1,058,943	1,200,807	1,158,730	1,158,730	1,185,472	1,213,022	1,241,399	1,270,619
Pretrial Release	544-523	952,164	1,019,628	1,135,112	1,135,112	1,155,946	1,177,398	1,199,503	1,222,271
Drug & Alcohol Testing	599-523	183,833	158,884	170,876	170,876	174,038	177,292	180,646	184,099
Budgeted Reserves - Probation Services	990-599	-	15,000	-	-	-	-	-	-
Total Appropriations		2,708,498	2,845,908	3,013,616	3,013,616	3,079,654	3,147,669	3,217,737	3,289,897
Revenues Less Appropriations		(2,052)	-	47,465	-	-	-	-	-

Notes:

For FY 2016, the budget includes a \$2.0 million general revenue subsidy to the Probation Services fund. Due to a decline in program revenues, this subsidy is anticipated to grow to \$2.3 million in FY 2020. The revenue for the fund also reflects additional resources provided by the Sheriff in the amount of \$100,000. The funding is available from the Inmate Trust Fund and is budgeted over the next few years. This funding will assist in offsetting the cost of the GPS Monitoring Program.

Leon County Fiscal Year 2016 Tentative Budget

Teen Court (114)

Fund Type: Special Revenue

Effective July 1, 2005, the Board of County Commissioners authorized a \$3 fee be imposed for certain Court proceedings; the revenue will be used to support the Teen Court program.

Revenue Sources	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Court Related Coll Not Remitted to State	348990	102,536	-	-	-	-	-	-	-
Prisoner Petition Assessment	349160	41	-	-	-	-	-	-	-
Mediation Fees	349310	8	-	-	-	-	-	-	-
Teen Court Fees	351500	-	107,730	110,300	104,785	105,830	106,875	107,920	109,060
Pool Interest Allocation	361111	621	-	500	475	475	475	475	475
Appropriated Fund Balance	399900	-	57,842	26,282	26,282	-	-	-	-
Total Revenues		103,206	165,572	137,082	131,542	106,305	107,350	108,395	109,535

Appropriations by Department/Division	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Teen Court - Risk	495-662	1,488	1,714	1,634	1,634	1,634	1,634	1,634	1,634
Indirect Costs - Teen Court	499-662	8,251	8,000	8,000	8,000	8,240	8,487	8,742	9,004
Court Administration - Teen Court	586-662	146,210	155,358	166,383	121,908	124,360	126,882	129,482	132,161
Total Appropriations		155,949	165,072	176,017	131,542	134,234	137,003	139,858	142,799
Revenues Less Appropriations		(52,744)	500	(38,935)	-	(27,929)	(29,653)	(31,463)	(33,264)

Notes:

The decrease in expenditures coincides with a decrease in the \$3.00 fee revenue collected from traffic citations. As a result, the school education portion of the program will be eliminated. The position for this program will remain vacant until revenues can support the return of this portion of the program. For the out years, since the fund balance will be depleted after FY16, additional costs reductions or shifting of the costs to other sources of funding will be required.

Leon County Fiscal Year 2016 Tentative Budget

Drug Abuse Trust (116)

Fund Type: Special Revenue

The Drug Abuse Trust Fund is a special revenue fund established as the repository for the collection of court costs from felony fines. Funding is used to support drug intervention programs.

Revenue Sources	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
County Alcohol Tf (fs 938.13)	348125	-	5,800	5,985	5,985	6,080	6,080	6,175	6,175
Felony Drug Intervention	348241	-	46,740	59,500	56,525	57,095	57,665	58,235	58,805
Court Related Coll Not Remitted to State	348990	56,099	-	-	-	-	-	-	-
Pool Interest Allocation	361111	27	-	-	-	-	-	-	-
Total Revenues		56,125	52,540	65,485	62,510	63,175	63,745	64,410	64,980

Appropriations by Department/Division	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Drug Abuse	800-562	57,176	52,540	52,920	52,920	53,395	53,870	54,345	54,345
Budgeted Reserves - Drug Court	990-599	-	-	9,590	9,590	9,780	9,875	10,065	10,635
Total Appropriations		57,176	52,540	62,510	62,510	63,175	63,745	64,410	64,980
Revenues Less Appropriations		(1,051)	-	2,975	-	-	-	-	-

Leon County Fiscal Year 2016 Tentative Budget

Judicial Programs (117)

Fund Type: Special Revenue

On June 8th, 2004, the Board of County Commissioners authorized the imposition of a \$65.00 criminal violation court costs. In accordance with Florida Statutes and the enabling County Ordinance, the proceeds from the \$65.00 fine are to be used as follows: 25% to supplement State funding requirements related to the implementation of a Statewide court system or to pay for local requirements; 25% to be used to fund legal aid programs; 25% to be used to fund law library personnel and materials; and 25% to be used to fund alternative juvenile programs. At the end of the fiscal year, any fund balance remaining shall be utilized in subsequent fiscal years for the funding of either the State or local requirements.

Revenue Sources	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Court Innovations Local Requirement	348921	53,061	51,775	56,400	53,580	53,865	54,150	54,340	54,625
Legal Aid Local Ordinance	348922	53,061	51,775	56,400	53,580	53,865	54,150	54,340	54,625
Law Library Local Ordinance	348923	53,061	51,775	56,400	53,580	53,865	54,150	54,340	54,625
Juvenile Alternative Local Ordinance	348924	53,061	51,775	56,400	53,580	53,865	54,150	54,340	54,625
Leon County	349510	36	-	-	-	-	-	-	-
Fees	349600	10	-	-	-	-	-	-	-
Pool Interest Allocation	361111	114	-	-	-	-	-	-	-
Appropriated Fund Balance	399900	-	-	4,531	4,531	-	-	-	-
Total Revenues		212,405	207,100	230,131	218,851	215,460	216,600	217,360	218,500

Appropriations by Department/Division	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Judicial Programs - Risk	495-569	-	609	1,069	1,069	1,069	1,069	1,069	1,069
Indirect Costs - Judicial Programs	499-601	-	-	2,100	2,100	2,163	2,228	2,295	2,364
Alternative Juvenile Programs	509-569	47,500	51,623	54,942	54,942	56,882	58,878	60,936	63,054
Law Library	546-714	510	51,623	53,580	53,580	53,865	54,150	54,340	54,625
Judicial Programs/Article V	548-662	47,500	51,623	53,580	53,580	55,281	57,031	58,834	60,695
Legal Aid - Court	555-715	44,000	51,622	53,580	53,580	53,865	54,150	54,340	54,625
Total Appropriations		139,510	207,100	218,851	218,851	223,125	227,506	231,814	236,432
Revenues Less Appropriations		72,895	-	11,280	-	(7,665)	(10,906)	(14,454)	(17,932)

Notes:

The increase in expenditures is related to the increase in anticipate revenues in this fund. For the out years, due to the depletion of the fund balance, costs reductions or shifting of the costs to other sources of funding will need to be considered.

Leon County Fiscal Year 2016 Tentative Budget

Building Inspection (120)

Fund Type: Special Revenue

The Building Inspection Fund is a special revenue fund established to account for fees collected on building permits issued within the unincorporated area of Leon County. The fees are used to fund the operation of the Building Inspection Department.

Revenue Sources	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Building Permits	322000	1,485,296	1,483,900	1,575,000	1,496,250	1,571,300	1,649,200	1,731,850	1,818,300
Manufactured Homes	322005	20,410	24,985	25,900	24,605	25,080	25,555	26,030	26,600
Building/Environmental Inspections	329114	43,104	24,985	44,100	41,895	42,750	43,605	44,460	45,410
Contractor's Licenses	329140	13,792	13,110	8,500	8,075	8,265	8,455	8,645	8,835
Proj Status - Bldg Set Backs	329241	210	-	-	-	-	-	-	-
Electronic Document Recording Fee	329290	6,383	-	-	-	-	-	-	-
State Surcharge Retention	335291	4,199	-	-	-	-	-	-	-
Driveway Permit Fees	343930	10,394	3,230	8,600	8,170	8,075	7,980	7,885	7,885
Reinspection Fees	349100	131	95	100	95	95	95	95	95
Violations of Local Ordinances	354150	74	-	-	-	-	-	-	-
Pool Interest Allocation	361111	7,896	10,070	16,800	15,960	15,960	15,960	15,960	15,960
Net Incr(decr) In Fmv Of Investment	361300	7	-	-	-	-	-	-	-
Appropriated Fund Balance	399900	-	-	223,606	223,606	49,853	10,937	-	-
Total Revenues		1,591,896	1,560,375	1,902,606	1,818,656	1,721,378	1,761,787	1,834,925	1,923,085

Appropriations by Department/Division	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
New General Vehicle & Equipment	026018-524	-	-	45,500	45,500	-	-	-	-
Building Plans Review and Inspection	220-524	1,002,083	1,332,142	1,441,057	1,441,057	1,473,289	1,506,498	1,540,713	1,575,955
MIS Automation - Building Inspection	470-524	720	1,800	1,900	1,900	1,900	1,900	1,900	1,900
Building Inspection	495-524	6,692	6,121	6,199	6,199	6,199	6,199	6,199	6,199
Indirect Costs - Building Inspections	499-524	165,000	219,000	233,000	233,000	239,990	247,190	254,606	262,244
Transfers	950-581	-	-	91,000	91,000	-	-	-	-
Budgeted Reserves - Building Inspection	990-599	-	1,312	-	-	-	-	31,507	76,787
Total Appropriations		1,174,495	1,560,375	1,818,656	1,818,656	1,721,378	1,761,787	1,834,925	1,923,085
Revenues Less Appropriations		417,401	-	83,950	-	-	-	-	-

Notes:

Increased funds are related to a rebound in housing construction and associated permitting. Likewise, expenses increased due to the necessity of adding positions to handle the increased permitting demands. At the January 27, 2015 meeting, the Board approved the reclassification of an OPS Records Technician to a full-time career service Record Technician. The increase in personnel costs is reflected in the FY16 budget. In the out-years, fee revenue is anticipated to increase because of the continued recovery of the housing market resulting in a decrease in the use of fund balance in FY17 & FY18, with the complete elimination of the use fund balance beginning in FY19.

Leon County Fiscal Year 2016 Tentative Budget

Development Services & Environ. Mgmt. Fund (121)

The Development Services and Environmental Management Fund is a special revenue established to account for the activities related to Development Services and Environmental Management in accordance with the City of Tallahassee/Leon County Comprehensive Plan. The fund has been previously supported by both permitting fees and general revenue at approximately a 50/50 percent split. The functions supported by the Growth Management Fund include development review, environmental compliance, permit and compliance services, and support services.

Revenue Sources	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Licenses And Permits	322100	-	949,050	1,300,000	1,235,000	1,309,100	1,414,550	1,556,100	1,710,950
Stormwater - Standard Form	329100	323,380	-	-	-	-	-	-	-
Stormwater - Short Form B-High	329110	26,659	-	-	-	-	-	-	-
Stormwater - Short Form B-Low	329111	34,868	-	-	-	-	-	-	-
Stormwater - Short Form A	329112	127,653	-	-	-	-	-	-	-
New Address Assignments	329113	35,880	-	-	-	-	-	-	-
Tree Permits	329120	3,525	-	-	-	-	-	-	-
Vegetative Management Plans	329121	2,040	-	-	-	-	-	-	-
Landscape Permit Fees	329130	18,083	-	-	-	-	-	-	-
Amend/Resubmittal/Extensions	329150	3,948	-	-	-	-	-	-	-
General Utility Permit	329160	14,190	-	-	-	-	-	-	-
Operating Permit	329170	62,164	-	-	-	-	-	-	-
Communications Tower Bonds	329171	7,926	-	-	-	-	-	-	-
Subdivision Exemptions	329200	26,628	-	-	-	-	-	-	-
Certificate Of Concurrence	329210	10,634	-	-	-	-	-	-	-
Parking Standards	329220	1,200	-	-	-	-	-	-	-
Project Status	329240	57,390	-	-	-	-	-	-	-
PUV - Permitted Use Verification	329250	22,111	-	-	-	-	-	-	-
Site Plan Review	329260	123,439	-	-	-	-	-	-	-
Other Development Review Fees	329270	56,528	-	-	-	-	-	-	-
Electronic Document Recording Fee	329290	930	-	-	-	-	-	-	-
Code or Lien Cost Recovery Fee	341300	-	-	65,000	61,750	62,985	64,315	65,550	66,880
Environmental Analysis	343941	50,909	-	-	-	-	-	-	-
Boaa Variance Requests	343950	900	-	-	-	-	-	-	-
Reinspection Fees	349100	3,116	-	-	-	-	-	-	-
Code Enforcement Board Fines	354100	4,760	12,160	11,000	10,450	10,640	10,830	11,020	11,305
Pool Interest Allocation	361111	6,218	7,695	11,700	11,115	11,115	11,115	11,115	11,115
Net Incr(decr) In Fmv Of Investment	361300	(135)	-	-	-	-	-	-	-
Other Miscellaneous Revenue	369900	4	950	1,000	950	950	950	950	950
Conservation Easements	369901	92	-	-	-	-	-	-	-
Abandon Property Registration Fee	369905	70,950	65,740	87,800	83,410	85,120	86,735	88,540	90,250
Transfer From Fund 126	381126	2,250,988	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000
Appropriated Fund Balance	399900	-	544,415	309,642	309,642	317,118	300,918	251,319	191,189
Total Revenues		3,346,979	3,580,010	3,786,142	3,712,317	3,797,028	3,889,413	3,984,594	4,082,639

Appropriations by Department/Division	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Environmental Services	420-537	1,303,932	1,362,273	1,454,182	1,454,182	1,488,711	1,524,424	1,561,224	1,599,123
Development Services	422-537	604,423	760,188	790,500	790,500	802,734	820,204	838,189	856,723
Permit & Code Services	423-537	432,749	501,503	435,251	435,251	444,953	454,935	465,230	475,830
DS Support Services	424-537	336,732	347,285	347,277	347,277	355,663	364,427	373,459	382,769
MIS Automation - Growth Management	470-537	6,530	6,300	7,150	7,150	7,150	7,150	7,150	7,150
Growth Management - Risk	495-537	17,226	17,461	15,957	15,957	15,957	15,957	15,957	15,957
Indirect Costs - Growth Management	499-537	440,000	585,000	662,000	662,000	681,860	702,316	723,385	745,087
Total Appropriations		3,141,592	3,580,010	3,712,317	3,712,317	3,797,028	3,889,413	3,984,594	4,082,639
Revenues Less Appropriations		205,387	-	73,825	-	-	-	-	-

Leon County Fiscal Year 2016 Tentative Budget

Development Services & Environ. Mgmt. Fund (121)

Notes:

Anticipated increases in revenue in this fund are associated with the increased activity in development and permitting fee revenue related to the steady rebound in the construction economy. The increase in expenditures is related to funding for an Environmental Review Specialist to meet the increased demands of Environmental Services as a result of the increased level of construction activity. Out-years also show the use of fund balance declining and the general revenue support a constant \$2.0 million.

Leon County Fiscal Year 2016 Tentative Budget

Mosquito Control (122)

Fund Type: Special Revenue

The Mosquito Control Fund is a special revenue fund established in support of the administration and operation of the Countywide Mosquito Control Programs. The majority of the program is supported through a transfer from the General Fund (i.e. property taxes). The Florida Department of Environmental Protection (DEP) Tire Grant provides less than 3% of the annual funding for this program. The fund is used to account for the resources and expenditures associated with the Mosquito Control Program.

Appropriations by Department/Division	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Transfers	950-581	17,899	-	-	-	-	-	-	-
Total Appropriations		17,899	-	-	-	-	-	-	-
Revenues Less Appropriations		(17,899)	-	-	-	-	-	-	-

Notes:

Due to receiving a majority of its funding from general revenue, this fund was closed. The Mosquito Control operating expenditures have been realigned to the General Fund (001) and the mosquito control grant funding has been realigned to the Grant Fund (125). The FY14 actual reflects the transfer of residual fund balances to the general fund to formally close this fund.

Leon County Fiscal Year 2016 Tentative Budget

Stormwater Utility (123)

Fund Type: Special Revenue

The Stormwater Utility Fund is a special revenue fund established in support of the administration of the unincorporated areas Stormwater Maintenance, Engineering, Facility Improvements, and Water Quality Monitoring programs. Major revenue sources for the Stormwater Utility Fund include non-restricted revenues (i.e. local half-cent sales, State revenue sharing, etc.) and the non ad valorem assessment for stormwater utility.

Revenue Sources	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Non Ad-valorem Assessment	319100	3,337,216	3,238,082	3,549,611	3,372,130	3,473,293	3,577,492	3,684,816	3,795,361
Delinquent Assessments 2006	319206	69	-	-	-	-	-	-	-
Delinquent Assessments 2007	319207	381	-	-	-	-	-	-	-
Delinquent Taxes 2008	319208	501	-	-	-	-	-	-	-
Delinquent Assesment - 2009	319209	215	-	-	-	-	-	-	-
Delinquent Assessments-2010	319210	791	-	-	-	-	-	-	-
Delinquent Assessments-2011	319211	2,713	-	-	-	-	-	-	-
Delinquent Assessments 2012	319212	3,859	-	-	-	-	-	-	-
Pool Interest Allocation	361111	10,974	11,115	19,700	18,715	18,715	18,715	18,715	18,715
Net Incr(decr) In Fmv Of Investment	361300	12	-	-	-	-	-	-	-
Transfer From Fund 106	381106	800,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000
Transfer From Fund 126	381126	405,105	424,391	248,577	248,577	187,108	148,051	151,452	110,429
Total Revenues		4,561,837	4,473,588	4,617,888	4,439,422	4,479,116	4,544,258	4,654,983	4,724,505

Appropriations by Department/Division	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Stormwater Maintenance	433-538	2,568,432	2,674,429	2,801,105	2,801,105	2,812,257	2,847,985	2,928,427	2,966,754
MIS Automation - Stormwater	470-538	500	-	-	-	-	-	-	-
Stormwater Utility - Risk	495-538	19,644	16,964	17,535	17,535	17,535	17,535	17,535	17,535
Indirect Costs - Stormwater Utility	499-538	425,552	353,000	392,000	392,000	403,760	415,873	428,349	441,199
Tax Collector	513-586	66,927	65,920	65,920	65,920	65,920	65,920	65,920	65,920
Transfers	950-581	1,076,400	1,343,275	1,142,862	1,142,862	1,159,644	1,176,945	1,194,752	1,213,097
Budgeted Reserves - Stormwater Utility	990-599	-	20,000	20,000	20,000	20,000	20,000	20,000	20,000
Total Appropriations		4,157,455	4,473,588	4,439,422	4,439,422	4,479,116	4,544,258	4,654,983	4,724,505
Revenues Less Appropriations		404,382	-	178,466	-	-	-	-	-

Notes:

In FY14, the Board approved the first increase in 23 years of the stormwater non ad valorem assessment from \$20 to \$85. This allowed for the general revenue subsidy to be decreased by \$2.5 million dollars. The current general revenue subsidy covers the cost of the modest fee discount for low income seniors and disabled veterans and properties that receive a stormwater credit discount, as specified in the related ordinance. The transfer of \$800,000 from transportation covers the costs of stormwater maintenance activity related to roadways.

Leon County Fiscal Year 2016 Tentative Budget

SHIP Trust (124)

Fund Type: Special Revenue

The State Housing Initiatives Partnership (SHIP) Trust Fund is a special revenue fund established in accordance with F.S. 420.9075(5) to account for the distribution of State funds to local housing programs. Expenditures are limited to the administration and implementation of local housing programs.

Revenue Sources	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
SHIP - Doc Stamp Revenue	345100	38,990	-	879,466	879,466	-	-	-	-
SHIP Recaptured Revenue	345150	42,659	-	-	-	-	-	-	-
Pool Interest Allocation	361111	1,317	-	-	-	-	-	-	-
Total Revenues		82,965	-	879,466	879,466	-	-	-	-

Appropriations by Department/Division	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
SHIP 2012-2015	932044-554	28,015	-	-	-	-	-	-	-
SHIP 2013 - 2016	932045-554	54,950	-	-	-	-	-	-	-
SHIP 2015-2018	932048-554	-	-	879,466	879,466	-	-	-	-
Total Appropriations		82,964	-	879,466	879,466	-	-	-	-
Revenues Less Appropriations		1	-	-	-	-	-	-	-

Notes:

The State did appropriate funding for SHIP during the FY15 legislative session. The amount of SHIP funding allocated for Leon County is \$879,466, a 99.5% increase over previous year funding.

Leon County Fiscal Year 2016 Tentative Budget

Grants (125)

Fund Type: Special Revenue

The Grants Fund is a special revenue fund established to account for grants that are consistently received on an annual basis. The fund also accounts for other restricted revenues such as Friends of the Library and the Driver Education funding. As new grants are received during the fiscal year, appropriate action is taken by the Board of County Commissioners to realize these additional grant proceeds into the budget. This fund includes the corresponding County matching funds for the various grants.

Revenue Sources	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Lafayette Street Improvements	331208	864,995	-	-	-	-	-	-	-
FDLE EMS Grant	331209	254,552	-	-	-	-	-	-	-
Law Enforcement Block Grant	331280	106,732	120,000	120,000	120,000	120,000	120,000	120,000	120,000
NRCS Slope Stabilization Grant	331412	99,000	-	-	-	-	-	-	-
USDA Housing Grant	331526	3,145	-	-	-	-	-	-	-
CDBG Disaster Recovery Initiative	331530	467,438	-	-	-	-	-	-	-
Disaster Recovery Enhancement Grant	331531	162,455	-	-	-	-	-	-	-
Specialty Crop Block Grant	331568	(2,649)	-	-	-	-	-	-	-
DCF Drug Court	334240	33,912	-	-	-	-	-	-	-
Gopher Tortoise Habitat Mgmt Grant	334390	9,499	-	-	-	-	-	-	-
Dep Storage Tank Program	334392	120,931	118,000	116,800	116,800	115,700	114,500	113,400	112,300
DOT - North Monroe Street Grant	334491	59,339	-	-	-	-	-	-	-
Florida Hardest Hit Program	334512	27,794	-	-	-	-	-	-	-
Mosquito Control	334610	-	30,000	35,000	35,000	35,000	35,000	35,000	35,000
Closing the Gap Grant	334612	(735)	-	-	-	-	-	-	-
Best Neighborhoods Grants	334691	(3,308)	-	-	-	-	-	-	-
CFAL Grant	334701	4,360	-	-	-	-	-	-	-
Miccosukee Canopy Road Greenways	334785	166,733	-	-	-	-	-	-	-
Boating Improvement	334792	4,504	-	-	-	-	-	-	-
COT Reimb. Bannerman Rd Project	337404	102,971	-	-	-	-	-	-	-
BP 2000 Fred George Park	337701	404,935	-	-	-	-	-	-	-
BP 2000 St. Marks Greenway	337702	46,343	-	-	-	-	-	-	-
Friends Of The Library	337714	8,725	15,000	15,000	15,000	15,000	15,000	15,000	15,000
Slosberg \$3 Driver Education	348531	100,009	104,500	91,900	87,305	86,450	85,595	84,740	83,885
Slosberg Driver Ed-cfd	348532	38,265	-	-	-	-	-	-	-
Pool Interest Allocation	361111	8,116	-	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	893	-	-	-	-	-	-	-
Southwood Proportionate Share Payment	363250	100,823	-	-	-	-	-	-	-
Contributions And Donations	366000	33,304	-	-	-	-	-	-	-
Points Of Light	366300	738	-	-	-	-	-	-	-
Hands on Grant - Volunteer Leon	366303	1,394	-	-	-	-	-	-	-
The Mission Continues Grant	366305	642	-	-	-	-	-	-	-
Library E-Rate Program	369910	4,862	-	-	-	-	-	-	-
Transfer From Fund 126	381126	121,155	255,587	-	-	137,610	142,838	148,085	153,459
Transfer From Fund 305	381305	40,000	-	-	-	-	-	-	-
Appropriated Fund Balance	399900	-	-	252,598	252,598	-	-	-	-
Total Revenues		3,391,873	643,087	631,298	626,703	509,760	512,933	516,225	519,644

Appropriations by Department/Division	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Fred George Park	043007-541	404,935	-	-	-	-	-	-	-
Miccosukee Greenways	044003-537	333,466	-	-	-	-	-	-	-
St. Marks Headwaters Greenways	047001-572	46,343	-	-	-	-	-	-	-
North Monroe Turn Lane	053003-541	59,339	-	-	-	-	-	-	-
Bannerman Road	054003-541	102,971	-	-	-	-	-	-	-
Lafayette Street Stormwater	065001-538	864,995	-	-	-	-	-	-	-
Mosquito Control Grant	214-562	-	30,000	30,000	30,000	30,000	30,000	30,000	30,000
Grants - Risk	495-595	2,338	1,834	1,710	1,710	1,710	1,710	1,710	1,710

Leon County Fiscal Year 2016 Tentative Budget

Grants (125)

Appropriations by Department/Division	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Emergency Management	864-525	-	-	121,155	-	-	-	-	-
Emergency Management- Base Grant	864-586	121,155	121,155	-	121,155	121,155	121,155	121,155	121,155
DEP Storage Tank	866-524	144,992	159,201	161,533	161,533	165,445	169,473	173,620	177,894
Library E-Rate Program	912013-571	4,862	-	-	-	-	-	-	-
Patron Donations- Library	913023-571	30,079	-	-	-	-	-	-	-
Capeloute Donation	913024-571	3,225	-	-	-	-	-	-	-
Friends Literacy Contract 2005	913045-571	8,725	15,000	15,000	15,000	15,000	15,000	15,000	15,000
Slosberg Drivers Education Grant	915013-529	138,274	104,500	87,305	87,305	86,450	85,595	84,740	83,885
Hands on Grant - Volunteer Leon	915040-513	1,393	-	-	-	-	-	-	-
The Mission Continues Grant	915041-513	640	-	-	-	-	-	-	-
Points of Light	915056-513	738	-	-	-	-	-	-	-
Lanier St/Horace Rd Slope Stab Grant	916027-538	165,286	-	-	-	-	-	-	-
Southwood PMT - Woodville Hwy	918001-541	100,823	-	-	-	-	-	-	-
Boating Improvement	921043-572	4,504	-	-	-	-	-	-	-
Florida Hardest Hit Program	932015-554	12,436	-	-	-	-	-	-	-
Florida Hardest Hit Program	932016-554	15,358	-	-	-	-	-	-	-
CDBG Disaster Recovery - Admin	932060-569	(3,070)	-	-	-	-	-	-	-
CDBG Disaster Recovery - FB Ferry Emerg Access	932067-538	5,950	-	-	-	-	-	-	-
CDBG Disaster Recovery - Selena Rd Flood Mitigation	932068-538	3,070	-	-	-	-	-	-	-
DREF Oakridge Flood Property Acq	932069-538	112,560	-	-	-	-	-	-	-
DREF Timberlake Flood Control	932070-538	49,895	-	-	-	-	-	-	-
CDBG Disaster Rec Hope Community	932072-538	275,654	-	-	-	-	-	-	-
CDBG Disaster Rec Roof Replacement Prog	932074-569	146,667	-	-	-	-	-	-	-
Autumn Woods Flood Mitigation	932075-538	39,167	-	-	-	-	-	-	-
DCF Drug Court Grant	943084-622	33,084	-	-	-	-	-	-	-
DCF Drug Court Grant	943085-622	3,240	-	-	-	-	-	-	-
EMS Homeland Security Grant	961080-526	254,552	-	-	-	-	-	-	-
Communities for a Lifetime	962014-595	4,360	-	-	-	-	-	-	-
FDLE JAG Grant - Pretrial	982059-521	106,732	-	-	-	-	-	-	-
FDLE JAG Grant	982060-521	-	121,397	-	-	-	-	-	-
FDLE JAG Grant	982061-521	-	-	120,000	120,000	-	-	-	-
Grant Match Funds	991-595	-	90,000	90,000	90,000	90,000	90,000	90,000	90,000
Total Appropriations		3,598,739	643,087	626,703	626,703	509,760	512,933	516,225	519,644
Revenues Less Appropriations		(206,867)	-	4,595	-	-	-	-	-

Note:

Due to accumulation of fund balance from prior year transfers of general revenue, a general revenue transfer was not required for grant match funding in FY16.

Leon County Fiscal Year 2016 Tentative Budget

Non-Countywide General Revenue (126)

Fund Type: Special Revenue

The Non-County-wide General Revenue Fund is a special revenue fund originally established as part of the FY2002 budget process and was originally the Unrestricted Revenue Fund 070. Prior to FY2002, the 1/2 Cent Sales Tax, State Revenue Sharing, and other unrestricted resources were directly budgeted into the specific funds they supported. Beginning in FY 2002, the revenues were brought into this fund and budgetary transfers were established to the funds supported by these revenues. This approach allows for the entire revenue to be shown in one place and all funds being supported to be similarly reflected. These revenues are not deposited directly into the General Fund in order to discretely show support for activities not eligible for Countywide property tax revenue. This fund was renumbered to Fund 126 as part of the FY2004 budget process.

Revenue Sources	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Solid Waste	313700	738	-	-	-	-	-	-	-
Local Communication Svcs Tax	315000	3,645,653	3,441,850	3,769,000	3,580,550	3,687,900	3,798,100	3,912,100	4,029,900
State Revenue Sharing	335120	4,815,581	4,770,900	5,320,000	5,054,000	5,306,700	5,571,750	5,850,100	6,142,700
Insurance Agents County	335130	49,702	64,600	63,000	59,850	60,658	61,275	61,893	62,510
Mobile Home Licenses	335140	30,953	35,469	32,105	30,500	30,650	30,629	30,950	31,100
Alcoholic Beverage Licenses	335150	96,045	90,725	98,000	93,100	95,000	96,900	98,800	100,700
Racing Tax F.S. 212.20(6)	335160	223,250	212,088	223,251	212,088	212,088	212,088	212,088	212,088
Local 1/2 Cent Sales Tax	335180	11,326,967	11,415,200	12,482,000	11,857,900	12,227,452	13,148,000	13,713,250	14,303,200
Pool Interest Allocation	361111	36,117	47,500	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	(2,113)	-	-	-	-	-	-	-
Transfer from Fund 216	381216	254,981	-	-	-	-	-	-	-
Total Revenues		20,477,875	20,078,332	21,987,356	20,887,988	21,620,448	22,918,742	23,879,181	24,882,198

Appropriations by Department/Division	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Transfers	950-581	23,781,279	20,078,332	20,887,988	20,887,988	21,620,448	22,918,742	23,879,181	24,882,198
Total Appropriations		23,781,279	20,078,332	20,887,988	20,887,988	21,620,448	22,918,742	23,879,181	24,882,198
Revenues Less Appropriations		(3,303,404)	-	1,099,368	-	-	-	-	-

Note:

Increases in 1/2 Cent Sales Tax and State Shared revenue reflect an improving economy and consumer spending. However, revenues from these sources are still below pre-recession levels by 4%.

Leon County Fiscal Year 2016 Tentative Budget

Grants - Interest Bearing (127)

Fund Type: Special Revenue

This fund was established independently of the reimbursement grant fund (Fund 125) in order post interest to grants as may be required by the grant contract and/or special endowment.

Revenue Sources	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
DOH-Emergency Medical Services	334201	26,229	60,000	60,000	60,000	60,000	60,000	60,000	60,000
DOH-State EMS Matching Grant	334202	17,868	-	-	-	-	-	-	-
Tree Bank Donations	337410	695	-	-	-	-	-	-	-
Friends Endowment	337716	4,394	-	-	-	-	-	-	-
Van Brunt Library Trust	337725	16,217	-	-	-	-	-	-	-
Parks And Recreation	347200	786	-	-	-	-	-	-	-
Pool Interest Allocation	361111	2,540	-	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	(579)	-	-	-	-	-	-	-
Transfer From Fund 135	381135	35,276	-	-	-	-	-	-	-
Total Revenues		103,425	60,000	60,000	60,000	60,000	60,000	60,000	60,000
Appropriations by Department/Division	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Friends Endowment 2005	913115-571	5,126	-	-	-	-	-	-	-
Van Brunt Library Trust	913200-571	17,235	-	-	-	-	-	-	-
Tree Bank	921053-541	1,103	-	-	-	-	-	-	-
Woodville Community Center	921136-572	951	-	-	-	-	-	-	-
EMS/DOH Matching Grant M1072	961043-521	2,491	-	-	-	-	-	-	-
EMS/DOH Matching Grant M2006	961044-521	21,184	-	-	-	-	-	-	-
EMS/DOH - EMS Equipment	961045-526	26,229	60,000	60,000	60,000	60,000	60,000	60,000	60,000
Total Appropriations		74,319	60,000	60,000	60,000	60,000	60,000	60,000	60,000
Revenues Less Appropriations		29,106	-	-	-	-	-	-	-

Leon County Fiscal Year 2016 Tentative Budget

9-1-1 Emergency Communications (130)

Fund Type: Special Revenue

The 9-1-1 Emergency Communications Fund is a special revenue fund established in accordance with the Florida Emergency Telephone Act F.S. 365.171. Major revenue sources of the 9-1-1 Emergency Communications Fund include proceeds from the wireless Enhanced 9-1-1 fee (50 cents/month per service subscriber) pursuant to F.S. 365.172 - 365.173 and the 9-1-1 fee (50 cents/month per service line) pursuant to F.S. 365.171(13). The fund is used to account for resources and expenditures associated with 9-1-1 emergency services within Leon County.

Revenue Sources	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
State Revenue Sharing Enhanced 911 Fee	335220	555,461	602,300	612,000	581,400	593,750	605,150	617,500	629,850
State Revenue Sharing Enhanced 911 DMS	335221	680,250	685,900	738,000	701,100	708,700	715,350	722,950	729,600
Pool Interest Allocation	361111	3,335	-	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	(680)	-	-	-	-	-	-	-
Sheriff Excess Fees	386400	443,316	-	-	-	-	-	-	-
Total Revenues		1,681,682	1,288,200	1,350,000	1,282,500	1,302,450	1,320,500	1,340,450	1,359,450
Appropriations by Department/Division	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Enhanced 9-1-1	180-586	1,106,375	1,283,200	1,276,500	1,276,500	1,296,270	1,314,135	1,333,894	1,352,697
Indirect Costs - Emergency 911	499-525	5,011	5,000	6,000	6,000	6,180	6,365	6,556	6,753
Transfers	950-581	155,914	-	-	-	-	-	-	-
Total Appropriations		1,267,300	1,288,200	1,282,500	1,282,500	1,302,450	1,320,500	1,340,450	1,359,450
Revenues Less Appropriations		414,382	-	67,500	-	-	-	-	-

Leon County Fiscal Year 2016 Tentative Budget

Radio Communication Systems (131)

In accordance with F.S. 318.21(10) \$12.50 from each moving traffic violation shall be distributed and paid monthly via the Clerk of Court's fine distribution system. The fund is used to account for resources and expenditures associated with Leon County's participation in an intergovernmental radio communications programs that have been previously approved by the State of Florida, Department of Management Services. This program for Leon County is the 800 MHZ radio system.

Revenue Sources	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Radio Communications Program	351600	269,657	333,830	326,300	309,985	306,850	303,810	300,770	297,730
Pool Interest Allocation	361111	-	855	-	-	-	-	-	-
Transfer From Fund 001	381001	710,000	756,539	904,347	904,347	943,912	984,476	1,026,165	1,049,174
Total Revenues		979,657	1,091,224	1,230,647	1,214,332	1,250,762	1,288,286	1,326,935	1,346,904

Appropriations by Department/Division	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Indirect Costs - Radio Communications	499-519	8,541	3,000	3,000	3,000	3,090	3,183	3,278	3,377
800 Mhz System Maintenance	529-519	1,115,064	1,088,224	1,211,332	1,211,332	1,247,672	1,285,103	1,323,657	1,343,527
Total Appropriations		1,123,605	1,091,224	1,214,332	1,214,332	1,250,762	1,288,286	1,326,935	1,346,904
Revenues Less Appropriations		(143,947)	-	16,315	-	-	-	-	-

Leon County Fiscal Year 2016 Tentative Budget

Municipal Services (140)

Fund Type: Special Revenue

The Municipal Services Fund is a special revenue fund established in support of various municipal services provided in the unincorporated area of Leon County. These services include: parks and recreation, and animal control. The major revenue sources for the Municipal Services Fund are transfers from the Non-Restricted Revenue Fund (i.e. State revenue sharing, the local cent sales tax, etc.) and the Public Services Tax.

Revenue Sources	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Public Service Tax - Electric	314100	4,337,690	4,299,700	4,861,000	4,617,950	4,959,950	5,058,750	5,160,400	5,263,000
Public Service Tax - Water	314300	824,521	897,750	947,000	899,650	909,150	917,700	927,200	936,700
Public Service Tax - Gas	314400	608,271	532,000	607,791	577,401	589,122	600,846	612,562	625,242
Public Service Tax - Fuel Oil	314700	1,706	2,850	3,000	2,850	2,850	2,850	2,850	2,850
Public Service Tax - 2% Discount	314999	(24,046)	29,450	(31,000)	(29,450)	(29,450)	(29,450)	(29,450)	(29,450)
DOT-Reimbursement Route 27	343913	5,521	-	-	-	-	-	-	-
Parks And Recreation	347200	5,820	5,415	6,300	5,985	6,080	6,080	6,175	6,270
Coe's Landing Park	347201	23,642	20,235	61,300	58,235	58,474	58,834	59,072	59,310
Animal Control Education	351310	365	-	-	-	-	-	-	-
Pool Interest Allocation	361111	15,143	21,280	37,118	35,262	35,262	35,262	35,262	35,262
Net Incr(decr) In Fmv Of Investment	361300	(555)	-	-	-	-	-	-	-
Tax Collector F.S. 125.315	361320	12	-	-	-	-	-	-	-
Contributions And Donations	366000	1,250	-	4,000	3,800	3,800	3,800	3,800	3,800
Other Miscellaneous Revenue	369900	625	-	-	-	-	-	-	-
Transfer From Fund 126	381126	608,545	455,629	908,760	908,760	277,016	-	21,061	61,682
Appropriated Fund Balance	399900	-	-	1,224,459	1,224,459	1,224,459	-	-	-
Total Revenues		6,408,511	6,264,309	8,629,727	8,304,902	8,036,713	6,654,672	6,798,932	6,964,666

Appropriations by Department/Division	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Animal Control	201-562	1,073,428	1,273,340	1,570,911	1,570,911	1,606,485	1,651,263	1,698,082	1,747,048
Parks and Recreation Services	436-572	2,489,377	2,715,422	2,794,911	2,794,911	2,870,819	2,904,976	2,940,165	2,976,398
MIS Automation - Animal Control	470-562	660	710	710	710	710	710	710	710
MIS Automation - Parks and Recreation	470-572	540	335	2,940	2,940	2,940	2,940	2,940	2,940
Municipal Services - Risk	495-572	65,753	67,325	32,813	32,813	32,813	32,813	32,813	32,813
Indirect Costs - Municipal Services (Animal Control)	499-562	116,983	90,000	92,000	92,000	94,760	97,603	100,531	103,547
Indirect Costs - Municipal Services (Parks & Recreation)	499-572	464,947	520,000	497,000	497,000	511,910	527,267	543,085	559,378
Payment to City- Parks & Recreation	838-572	1,169,944	1,171,893	1,271,502	1,271,502	1,338,842	1,381,877	1,440,606	1,501,832
Transfers	950-581	626,616	326,384	2,002,115	2,002,115	1,537,434	-	-	-
Budgeted Reserves - Municipal Service	990-599	-	40,000	40,000	40,000	40,000	55,223	40,000	40,000
Total Appropriations		6,008,248	6,205,409	8,304,902	8,304,902	8,036,713	6,654,672	6,798,932	6,964,666
Revenues Less Appropriations		400,263	58,900	324,825	-	-	-	-	-

Notes:

In FY14, this fund began to see reduced revenue when the City of Tallahassee overpaid the County \$2.1 million in electric Public Service Tax due to an over remittance error. The utility revenue will repay the overpayment until FY16. The decline in revenue has caused a decrease in the transfer of funding for Capital Projects.

Leon County Fiscal Year 2016 Tentative Budget

Fire Rescue Services (145)

Fund Type: Special Revenue

The Fire Services Fund is a special revenue fund established in FY 2010 as a method to fund fire protection services in the unincorporated area of Leon County. The funding is derived from a fire service fee levied on single-family, commercial and governmental properties in the unincorporated area of the County. Homes are charged a flat rate, and commercial and governmental properties pay per square foot. Square footage associated with the worship area of a church is excluded from the fee. In addition, the County provides support to the Volunteer Fire Departments.

Revenue Sources	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Fire Service Fee	325201	5,516,297	5,141,646	5,175,645	4,916,863	4,916,863	5,775,158	5,775,158	5,775,158
Fire Service Fee	325202	1,659,976	1,736,964	1,991,367	1,891,799	1,891,799	2,257,964	2,257,964	2,257,964
Delinquent Fees	325203	11,941	-	-	-	-	-	-	-
Pool Interest Allocation	361111	11,583	-	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	(122)	-	-	-	-	-	-	-
Transfer From Fund 140	381140	-	-	1,224,459	1,224,459	1,224,459	-	-	-
Total Revenues		7,199,675	6,878,610	8,391,472	8,033,121	8,033,121	8,033,122	8,033,122	8,033,122

Appropriations by Department/Division	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
VFD Fire Services - Risk	495-552	-	-	33,277	33,277	33,277	33,277	33,277	33,277
Indirect Costs - Fire Services	499-522	-	50,000	20,000	20,000	20,600	21,218	21,855	22,510
Tax Collector	513-586	33,460	33,361	33,695	33,695	34,033	34,373	34,373	34,373
Fire Services Payment	838-522	6,671,716	6,312,770	7,463,670	7,463,670	7,462,732	7,461,775	7,461,138	7,460,483
Volunteer Fire Department	843-522	217,749	482,479	482,479	482,479	482,479	482,479	482,479	482,479
Total Appropriations		6,922,924	6,878,610	8,033,121	8,033,121	8,033,121	8,033,122	8,033,122	8,033,122
Revenues Less Appropriations		276,751	-	358,351	-	-	-	-	-

Notes:

In FY10, the Board approved placing this assessment on the tax bill for property owners who did not pay the fee via the established billing system. Direct billing by the City of Tallahassee is still the primary source for the collection of this fee. At the May 12, 2015 meeting, the Board approved implementing the new fire fee rates as recommended in the new fire study. The Board then reduced the fees for the unincorporated area, by 15% for FY16 & FY17. The full rate will become effective October 1, 2017(FY18). In order to pay the City of Tallahassee the reduced rate provided to the unincorporated area, the Board appropriated \$1.224 million in FY16 from appropriate unincorporated general revenue fund balances. The Board will appropriate this same amount in FY17.

Leon County Fiscal Year 2016 Tentative Budget

Tourism Development (160)

Fund Type: Special Revenue

The Tourist Development Fund is a special revenue fund established as the repository for the collection of the 5% Local Option Tourist Development Tax on transient lodging sales in Leon County (bed tax). The Tourist Development Council administers the expenditure of these revenues, as limited by law, to tourist development initiatives. Annual reserves for contingencies are supported by available fund balance. This amount will be determined on an annual basis as part of the budget process.

Revenue Sources	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Tourist Development (3-3/4 Cents)	312100	3,582,476	3,593,850	3,637,500	3,455,625	3,523,313	3,594,563	3,665,813	3,740,625
Tourist Development (1-1/4 Cents)	312110	895,614	898,463	1,212,500	1,151,875	1,174,438	1,198,188	1,221,938	1,246,875
Pool Interest Allocation	361111	33,441	44,935	59,700	56,715	56,715	56,715	56,715	56,715
Net Incr(decr) In Fmv Of Investment	361300	(872)	-	-	-	-	-	-	-
Tax Collector F.S. 125.315	361320	241	-	-	-	-	-	-	-
Rents And Royalties	362000	10,200	10,200	10,200	10,200	10,200	10,200	10,200	10,200
Merchandise Sales	365000	2,663	5,000	4,000	4,000	4,000	4,000	4,000	4,000
Other Contributions	366930	1,600	3,600	3,000	3,000	3,000	3,000	3,000	3,000
Refund Of Prior Year Expenses	369300	5,866	-	-	-	-	-	-	-
Other Miscellaneous Revenue	369900	2,052	-	-	-	-	-	-	-
Appropriated Fund Balance	399900	-	495,179	177,815	177,815	140,926	6,327	106,060	6,327
Total Revenues		4,533,281	5,051,227	5,104,715	4,859,230	4,912,592	4,872,993	5,067,726	5,067,742

Appropriations by Department/Division	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Elevator Generator Upgrade	086037-552	-	-	-	-	-	-	300,000	-
Welcome Center Roof Replacement	086065-552	7,182	80,000	-	-	-	-	-	-
Administration	301-552	531,006	536,133	533,944	533,944	542,444	551,346	560,522	569,984
Advertising	302-552	1,002,697	960,000	1,083,786	1,083,786	1,083,786	1,083,786	1,083,786	1,083,786
Marketing	303-552	1,108,387	1,357,891	1,338,469	1,338,469	1,354,938	1,371,903	1,289,375	1,307,371
Special Projects	304-552	130,349	340,000	340,000	340,000	340,000	340,000	340,000	340,000
1 Cent Expenses	305-552	263,038	898,462	-	-	-	-	-	-
MIS Automation - Tourism Development	470-552	8,560	8,815	8,820	8,820	8,820	8,820	8,820	8,820
Tourism Development - Risk	495-552	6,916	6,987	6,760	6,760	6,760	6,760	6,760	6,760
Indirect Costs - Tourism Development	499-552	115,908	154,000	189,000	189,000	194,670	200,510	206,525	212,721
Council on Culture & Arts (COCA)	888-573	504,500	504,500	1,151,875	1,151,875	1,174,438	1,198,188	1,221,938	1,246,875
Line Item - Special Events	888-574	84,500	-	-	-	-	-	-	-
Transfers	950-581	163,451	163,451	156,576	156,576	156,736	-	-	-
Budgeted Reserves - Tourism Development	990-599	-	40,988	50,000	50,000	50,000	111,680	50,000	291,425
Total Appropriations		3,926,494	5,051,227	4,859,230	4,859,230	4,912,592	4,872,993	5,067,726	5,067,742
Revenues Less Appropriations		606,787	-	245,485	-	-	-	-	-

Notes:

For FY16, estimated revenue per penny is anticipated to increase from \$898,462 per penny in FY16 to \$921,500. Funding for FY16 reflects the new distribution of the pennies subsequent to the elimination of the one-cent funding for the Performing Arts Center. Under the new funding arrangement, one cent is allocated to Council on Cultural Arts (COCA) for the regranting to cultural organizations. In addition, over the next 5 years ¼ cent will support the COCA capital grant program.

Leon County Fiscal Year 2016 Tentative Budget

Housing Finance Authority (161)

Fund Type: Special Revenue

The Housing Finance Authority Fund is a special revenue fund established as the repository for the collection of issuer fees that are deposited when single family revenue bonds are placed on the open market for purchase by banks pursuant to Florida Statute Chapter 159 and Leon County Ordinance. Expenditures are limited to single family mortgage loans.

Revenue Sources	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Marketing Installment Fee	337500	-	-	10,000	10,000	10,000	10,000	10,000	10,000
Project Fees	345125	-	29,925	31,200	29,640	29,355	29,070	28,785	28,500
SHIP Recaptured Revenue	345150	44,971	-	-	-	-	-	-	-
Pool Interest Allocation	361111	3,819	-	-	-	-	-	-	-
Appropriated Fund Balance	399900	-	38,000	49,720	49,720	50,005	50,290	50,575	50,860
Total Revenues		48,790	67,925	90,920	89,360	89,360	89,360	89,360	89,360

Appropriations by Department/Division	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Housing Finance Authority	808-554	136,891	67,925	89,360	89,360	89,360	89,360	89,360	89,360
Total Appropriations		136,891	67,925	89,360	89,360	89,360	89,360	89,360	89,360
Revenues Less Appropriations		(88,102)	-	1,560	-	-	-	-	-

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County Accepted Roadways and Drainage Systems Program (162)

Fund Type: Special Revenue

The County Accepted Roadways and Drainage Systems Program (CARDS) Fund is a special revenue fund established to account for the repayment of special assessments associated with the County's CARDS program (formerly the 2/3 2/3's paving program). The revenue received into this fund is collected as a non-ad valorem special assessment on the annual tax bill. These revenues are repaying the County for loans utilized to construct special assessment paving projects. The revenues are annually transferred to the Capital Projects Fund (305). Prior to FY 2002, each road project had a discrete fund for the repayments to be accounted. The County's finance system (Banner) is currently tracking each individual parcel's obligation as a discrete account negating the need for individual funds.

Revenue Sources	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Pool Interest Allocation	361111	5,524	10,735	6,600	6,270	6,270	6,270	6,270	6,270
Net Incr(decr) In Fmv Of Investment	361300	(702)	-	-	-	-	-	-	-
Other Interest Earnings	361390	86,001	66,182	52,529	49,903	30,932	23,917	19,295	15,829
Special Assessments	363000	317,490	236,990	241,363	229,295	136,639	130,897	116,083	102,289
Total Revenues		408,313	313,907	300,493	285,468	173,841	161,084	141,648	124,388

Appropriations by Department/Division	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Tax Collector	513-586	6,183	5,500	5,500	5,500	5,500	5,500	5,500	5,500
Transfers	950-581	1,332,800	308,407	279,968	279,968	168,341	155,584	136,148	118,888
Total Appropriations		1,338,983	313,907	285,468	285,468	173,841	161,084	141,648	124,388
Revenues Less Appropriations		(930,670)	-	15,025	-	-	-	-	-

Notes:

FY16 fund transfers previously transferred to the general capital expenditures fund were transferred to the General Fund as part of the budget balancing strategy for these two fiscal years.

Leon County Fiscal Year 2016 Tentative Budget

Special Assessment - Killlearn Lakes Units I and II Sewer (164)

Fund Type: Special Revenue

This Special Assessment Fund was established to account for revenues and expenditures associated with of the special assessment levied on property owners in Killlearn Lakes Units I and II to pay for the costs associated with maintaining the new City of Tallahassee sewer service distribution system completed in October 2006. The assessment is collected and remitted to the City of Tallahassee in accordance with an interlocal agreement with the City of Tallahassee. The charge levied to each parcel within Units I and II is \$179.43.

Revenue Sources	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Pool Interest Allocation	361111	948	-	-	-	-	-	-	-
Special Assessment - Killlearn Lakes Sewer	363230	228,763	237,500	250,000	237,500	237,500	237,500	237,500	237,500
Total Revenues		229,711	237,500	250,000	237,500	237,500	237,500	237,500	237,500

Appropriations by Department/Division	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Tax Collector	513-586	4,497	5,000	5,000	5,000	5,000	5,000	5,000	5,000
Sewer Services Killlearn Lakes Units I and II	838-535	224,265	232,500	232,500	232,500	232,500	232,500	232,500	232,500
Total Appropriations		228,762	237,500	237,500	237,500	237,500	237,500	237,500	237,500
Revenues Less Appropriations		949	-	12,500	-	-	-	-	-

Leon County Fiscal Year 2016 Tentative Budget

Bank of America Building Operations (165)

Fund Type: Special Revenue

On June 26, 2003, the Board of County Commissioners purchased the Bank of America Building on Calhoun Street. The operating fund will be used to facilitate and account for the ongoing operations of this building. In FY 2004 and for a predetermined future period, revenues associated with this fund will primarily be generated by the remaining leases associated with the current tenants of the building. Expenses associated with this fund are comprised of necessities required in the upkeep, maintenance, and management of the facility. Revenue from this fund is transferred to the associated debt service fund to pay the existing debt service for the bonds issued to purchase the building.

Revenue Sources	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Parking Facilities	344500	93,735	112,186	110,800	105,260	105,450	105,450	105,450	98,515
Pool Interest Allocation	361111	11,523	13,015	12,200	11,590	11,590	11,590	11,590	11,590
Net Incr(decr) In Fmv Of Investment	361300	(359)	-	-	-	-	-	-	-
Rents And Royalties	362000	1,485,108	1,448,258	1,491,800	1,491,800	1,522,600	1,548,200	1,575,000	1,535,100
Appropriated Fund Balance	399900	-	-	565,383	565,383	-	-	-	-
Total Revenues		1,590,007	1,573,459	2,180,183	2,174,033	1,639,640	1,665,240	1,692,040	1,645,205

Appropriations by Department/Division	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Bank of America Building Acquisition/Renovations	086025-519	781,673	545,000	930,000	930,000	150,000	770,000	570,000	50,000
Bank of America	154-519	(683,886)	694,707	747,397	747,397	757,072	767,037	777,300	784,656
Bank of America	154-711	323,838	-	-	-	-	-	-	-
Bank of America	154-712	829,323	-	-	-	-	-	-	-
Bank of America - Risk	495-519	37,823	38,213	38,524	38,524	38,524	38,524	38,524	38,524
Indirect Costs - Bank of America	499-519	17,064	22,000	22,000	22,000	22,660	23,340	24,040	24,761
Transfers	950-581	434,540	199,715	436,112	436,112	435,598	-	-	-
Budgeted Reserves - BOA Building (Operating)	990-599	-	73,824	-	-	235,786	66,339	282,176	747,264
Total Appropriations		1,740,376	1,573,459	2,174,033	2,174,033	1,639,640	1,665,240	1,692,040	1,645,205
Revenues Less Appropriations		(150,369)	-	6,150	-	-	-	-	-

Notes:

For FY16 through FY19, funding is allocated for renovations, mechanical and electrical upgrades and safety improvements at the Leon County Courthouse Annex. Improvements include replacing air handlers and remodeling bathrooms, converting second floor office space and replacing information technology cabling. Specific project details are located in the Capital Improvements Project Section. In FY16, BluePrint 2000 will be relocating their offices to the BOA Building in space formally occupied by the Clerk of Court. BluePrint 2000 will pay for the cost of the renovations through the life of the lease.

Leon County Fiscal Year 2016 Tentative Budget

Huntington Oaks Plaza (166)

Fund Type: Special Revenue

This fund was established to maintain accounting for the maintenance of the Huntington Oaks Plaza purchased by the County in FY10 for the expansion of the Lake Jackson store front library and the construction of community room. Revenue from this fund is derived from lease payments from space rentals for use in maintaining the property.

Revenue Sources	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Pool Interest Allocation	361111	417	-	-	-	-	-	-	-
Rents And Royalties	362000	208,912	200,000	212,800	212,800	206,800	196,800	199,000	152,037
Appropriated Fund Balance	399900	-	197	38,860	38,860	44,950	55,043	52,938	-
Total Revenues		209,329	200,197	251,660	251,660	251,750	251,843	251,938	152,037
Appropriations by Department/Division	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Huntington Oaks Plaza Bldg Improvement	083002-519	77,681	50,000	100,000	100,000	100,000	100,000	100,000	-
Huntington Oaks Plaza Operating	155-519	50,486	134,425	134,425	134,425	134,425	134,425	134,425	134,425
Huntington Oaks - Risk	495-519	7,784	13,772	14,235	14,235	14,235	14,235	14,235	14,235
Indirect Costs - Huntington Oaks Plaza	499-519	1,781	2,000	3,000	3,000	3,090	3,183	3,278	3,377
Total Appropriations		137,732	200,197	251,660	251,660	251,750	251,843	251,938	152,037
Revenues Less Appropriations		71,597	-	-	-	-	-	-	-

Leon County Fiscal Year 2016 Tentative Budget

Bond Series 2012A & 2012B (211)

Fund Type: Debt Service

The Bond Series 2012A & 2012B Fund is a debt service fund established to account for the debt service associated with the Capital Improvement Revenue Bonds Series 2012A (Tax Exempt) and 2012B (Taxable). These bonds were issued to fund the acquisition of the Bank of America building and for major repairs and renovations to the existing County Courthouse facility. (This fund was changed from Bond Series 2003A & 2003B due to refinancing of the Bond with a bank loan in 2012).

Revenue Sources	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Transfer From Fund 126	381126	144,847	66,572	145,371	145,371	145,200	1,769,012	1,769,754	1,769,518
Transfer From Fund 165	381165	434,540	199,715	436,112	436,112	435,598	5,307,034	5,309,262	5,308,555
Appropriated Fund Balance	399900	-	314,793	-	-	-	-	-	-
Total Revenues		579,387	581,080	581,483	581,483	580,798	7,076,046	7,079,016	7,078,073

Appropriations by Department/Division	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Bond Series 2012A (Tax Exempt)	975-582	136,406	136,706	136,706	136,706	136,706	136,706	1,441,706	7,078,073
Bond Series 2012B (Taxable)	976-582	442,945	444,374	444,777	444,777	444,092	6,939,340	5,637,310	-
Total Appropriations		579,350	581,080	581,483	581,483	580,798	7,076,046	7,079,016	7,078,073
Revenues Less Appropriations		37	-	-	-	-	-	-	-

Notes:

Savings associated with the FY13 refinancing with a bank loan saved the County a total of \$2.6 million for the refinancing period.

Leon County Fiscal Year 2016 Tentative Budget

Bond Series 2011 (216)

Fund Type: Debt Service

The Bond Series 1998B Fund is a debt service fund established to account for the debt service associated with the Capital Improvement Revenue Refunding Bond Series 1998B. This bond was issued to refund the Library Bond Series 1991, which was originally issued to finance various capital projects including the construction of a public library and improvements to the County owned solid waste management facility. This bond refunded during FY 2011 at a rate of 1.15%, which provides savings of \$390,000 over the life of the refinancing and be fully paid by FY 2013.

Appropriations by Department/Division	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Transfers	950-581	254,981	-	-	-	-	-	-	-
Total Appropriations		254,981	-	-	-	-	-	-	-
Revenues Less Appropriations		(254,981)	-	-	-	-	-	-	-

Notes:

Final payment of refinancing was paid in FY13 and this fund was closed in FY14.

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Bond Series 2005 (220)

Fund Type: Debt Service

The Bond Series 2005 Fund is a debt service fund established to account for the debt service associated with the Capital Improvement Revenue Refunding Bond Series 2005. This bond was issued to fully refund the Parks and Recreation Bond Series 1998A, a portion of the Stormwater Bond Series 1997 and a portion of the Capital Improvement Revenue Bond Series 1999. This bond was also issued to fund the relocation of the Growth and Environmental Management facility, the construction of a public library and renovations to the County Courthouse building. The non-taxable portion of these bonds were refinanced in July 2014 with a bank loan. This bank loan is accounted for in Fund 222.

Revenue Sources	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Transfer From Fund 001	381001	416,804	416,004	272,208	272,208	398,913	-	-	-
Transfer From Fund 126	381126	7,063,335	6,340,711	6,074,012	6,074,012	6,080,213	-	-	-
Transfer From Fund 140	381140	326,616	326,384	312,656	312,656	312,975	-	-	-
Transfer From Fund 160	381160	163,451	163,451	156,576	156,576	156,736	-	-	-
Appropriated Fund Balance	399900	-	800	126,298	126,298	-	-	-	-
Total Revenues		7,970,206	7,247,350	6,941,750	6,941,750	6,948,837	-	-	-

Appropriations by Department/Division	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Transfers	950-581	277,412	-	-	-	-	-	-	-
Bond Series 2005	958-582	7,605,110	7,247,350	6,941,750	6,941,750	6,948,837	-	-	-
Total Appropriations		7,882,522	7,247,350	6,941,750	6,941,750	6,948,837	-	-	-
Revenues Less Appropriations		87,684	-	-	-	-	-	-	-

Notes:

The refinancing of the remaining taxable portion of the loan in FY2015 with a bank loan will save the County \$299,958 in FY16, and \$585,711 over the two year life of the refinancing.

Leon County Fiscal Year 2016 Tentative Budget

ESCO Lease (221)

Fund Type: Debt Service

The ESCO Lease Fund is a debt service fund established to account for the debt service associated with the obligations relating to the County's Energy Performance Contract with Energy Systems Group. This lease was entered into to fund the acquisition of various facility improvement measures including lighting upgrades, HVAC systems, an energy management system and water/sewer improvements. These energy efficiency improvements will offset the cost of the lease. Energy Systems Group will pay any balance on the lease not offset by these energy cost savings. The net savings will total approximately \$850,000.

Revenue Sources	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Transfer From Fund 001	381001	484,514	484,514	484,514	484,514	484,514	484,514	-	-
Total Revenues		484,514	484,514	484,514	484,514	484,514	484,514	-	-
Appropriations by Department/Division	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
ESCO Lease	977-582	484,514	484,514	484,514	484,514	484,514	484,514	-	-
Total Appropriations		484,514	484,514	484,514	484,514	484,514	484,514	-	-
Revenues Less Appropriations		1	-	-	-	-	-	-	-

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Debt Series 2014 (222)

Fund Type: Debt Service

The Debt Series 2014 Fund is a debt service fund established to account for the debt service associated with the refinancing of the non taxable portion of the Capital Improvement Revenue Refunding Bond Series 2005 with a bank loan. The original bond was issued to fully refund the Parks and Recreation Bond Series 1998A, a portion of the Stormwater Bond Series 1997 and a portion of the Capital Improvement Revenue Bond Series 1999. The remaining taxable portion of this bond is accounted for in Fund 220.

Revenue Sources	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Transfer From Fund 126	381126	-	558,780	560,672	560,672	561,282	560,785	561,208	560,522
Transfer from Fund 220	381220	277,412	-	-	-	-	-	-	-
Total Revenues		277,412	558,780	560,672	560,672	561,282	560,785	561,208	560,522

Appropriations by Department/Division	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
2014 Debt Series	976-582	-	558,780	-	-	-	-	-	-
2014 Debt Series	979-582	277,411	-	560,672	560,672	561,282	560,785	561,208	560,522
Total Appropriations		277,411	558,780	560,672	560,672	561,282	560,785	561,208	560,522
Revenues Less Appropriations		1	-	-	-	-	-	-	-

Notes:

This fund was established to account for the debt service associated with the refinancing of the non taxable portion of the Capital Improvement Revenue Refunding Bond Series 2005 (Fund 220) with a bank loan. This financing will save \$170,000 per year or \$1.8 million over the life of the loan.

Leon County Fiscal Year 2016 Tentative Budget

Capital Improvements (305)

Fund Type: Capital Projects

The Capital Improvements Fund is a capital project fund established in support of the County's Capital Improvement Program. A major revenue source of the Capital Improvement Fund is a transfer from general revenue dollars. The fund is used to account for resources and expenditures associated with the acquisition or construction of major non-transportation related capital facilities and/or projects other than those financed by Proprietary Funds.

Revenue Sources	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Pool Interest Allocation	361111	141,833	133,000	111,100	105,545	105,545	105,545	105,545	105,545
Net Incr(decr) In Fmv Of Investment	361300	(4,180)	-	-	-	-	-	-	-
Transfer From Fund 001	381001	-	1,033,500	1,535,000	1,535,000	2,961,013	3,562,130	5,092,981	5,582,899
Transfer From Fund 106	381106	2,000,000	-	-	-	-	-	-	-
Transfer From Fund 110	381110	1,000,000	-	-	-	-	-	-	-
Transfer From Fund 120	381120	-	-	91,000	91,000	-	-	-	-
Transfer From Fund 123	381123	-	74,334	-	-	-	-	-	-
Transfer From Fund 126	381126	4,500,000	-	-	-	-	-	-	-
Transfer From Fund 140	381140	300,000	-	465,000	465,000	-	-	-	-
Transfer From Fund 162	381162	1,182,800	-	-	-	-	-	-	-
Appropriated Fund Balance	399900	-	4,917,546	4,302,489	4,302,489	6,395,872	3,184,155	1,027,432	1,696,413
Total Revenues		9,120,453	6,158,380	6,504,589	6,499,034	9,462,430	6,851,830	6,225,958	7,384,857

Appropriations by Department/Division	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
General Vehicle & Equipment Replacement	026003-519	298,949	396,100	550,000	550,000	410,000	420,000	555,000	390,000
Stormwater Vehicle & Equipment Replacement	026004-538	215,615	624,000	391,000	391,000	390,000	470,000	520,000	500,000
Fleet Management Shop Equipment	026010-519	33,994	-	50,000	50,000	50,000	25,000	25,000	25,000
General Government New Vehicle Requests	026018-519	-	-	20,500	20,500	-	-	-	-
Woodville Community Park	041002-572	-	500,000	-	-	-	-	-	-
Fort Braden Community Park	042005-572	48,583	-	-	-	-	-	-	-
J. Lee Vause Park	043001-572	-	-	61,850	61,850	96,800	-	-	-
Fred George Park	043007-572	24,400	-	110,000	110,000	-	-	75,000	-
Okeeheepkee Prairie Park	043008-572	-	50,000	-	-	-	-	-	-
Stoneler Road Park Improvements	043010-572	109,389	-	-	-	-	-	-	-
Northeast Community Park	044001-572	344,594	-	-	-	-	-	-	-
Miccosukee Park	044002-572	501,748	-	-	-	-	-	-	-
Miccosukee Greenway	044003-572	-	200,000	50,000	50,000	100,000	100,000	100,000	100,000
Miccosukee Community Center	044005-572	-	-	15,000	15,000	-	-	-	-
Apalachee Parkway Regional Park	045001-572	475,839	150,000	250,000	-	600,000	200,000	200,000	200,000
J.R. Alford Greenway	045004-572	-	-	15,000	15,000	66,200	-	-	-
Pedrick Road Pond Walking Trail	045007-572	41,629	-	-	-	-	-	-	-
Parks Capital Maintenance	046001-572	690,851	400,000	900,000	-	910,000	300,000	300,000	300,000
Playground Equipment Replacement	046006-572	122,238	130,000	130,000	130,000	-	130,000	-	130,000
New Vehicles and Equipment for Parks/Greenways	046007-572	16,628	23,000	222,000	222,000	-	-	-	-
Greenways Capital Maintenance	046009-572	186,231	202,000	238,000	238,000	257,000	257,000	275,000	275,000
Stormwater and Transportation Improvements	056010-541	1,837,851	-	-	-	-	-	-	-
Killearn Lake Plantation Stormwater	064006-538	125,633	-	-	-	-	-	-	-
TMDL Compliance Activities	066004-538	-	-	100,000	100,000	-	100,000	-	-
Stormwater Maintenance Filter Replacement	066026-538	-	100,000	100,000	100,000	100,000	100,000	100,000	100,000
Stormwater Maintenance Filter Replacement	066026-562	51,635	-	-	-	-	-	-	-
Financial Hardware and Software	076001-519	-	32,000	100,000	100,000	-	-	-	-
Data Wiring	076003-519	17,465	25,000	25,000	25,000	25,000	25,000	25,000	25,000
Digital Phone System	076004-519	431,757	100,000	76,000	76,000	25,000	25,000	25,000	25,000
Supervisor of Elections Technology	076005-519	30,000	76,000	70,800	70,800	25,000	25,000	25,000	25,000
File Server Maintenance	076008-519	401,195	375,000	375,000	375,000	375,000	375,000	375,000	375,000

Leon County Fiscal Year 2016 Tentative Budget

Capital Improvements (305)

Appropriations by Department/Division	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Geographic Information Systems	076009-539	152,599	238,280	238,280	238,280	238,280	238,280	238,280	238,280
Library Services Technology	076011-571	34,405	47,500	80,000	80,000	30,000	30,000	30,000	30,000
Permit & Enforcement Tracking System	076015-537	9,025	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Network Backbone Upgrade	076018-519	79,316	80,000	180,000	180,000	150,000	150,000	150,000	150,000
Technology In Chambers	076022-519	156,679	-	-	-	-	-	-	-
Courtroom Technology	076023-519	-	100,000	100,000	100,000	50,000	50,000	50,000	50,000
Courtroom Technology	076023-713	43,301	-	-	-	-	-	-	-
User Computer Upgrades	076024-519	247,887	300,000	300,000	300,000	300,000	300,000	300,000	300,000
Work Order Management	076042-519	19,474	35,000	20,000	20,000	20,000	20,000	20,000	20,000
State Attorney Technology	076047-519	-	30,000	30,000	30,000	30,000	30,000	30,000	30,000
State Attorney Technology	076047-713	41,070	-	-	-	-	-	-	-
Public Defender Technology	076051-519	-	55,000	82,300	82,300	30,000	30,000	30,000	30,000
Public Defender Technology	076051-713	25,000	-	-	-	-	-	-	-
Geographic Information Systems Incremental Basemap Update	076060-539	298,500	298,500	298,500	298,500	298,500	298,500	298,500	298,500
Records Management	076061-519	57,639	50,000	50,000	50,000	-	50,000	-	50,000
E-Filing System for Court Documents	076063-519	-	-	-	-	63,000	63,000	63,000	63,000
E-Filing System for Court Documents	076063-713	11,981	-	-	-	-	-	-	-
MIS Data Center and Elevator Room Halon System	076064-519	-	-	106,200	-	-	-	-	-
Fort Braden Renovations	082003-572	-	25,000	-	-	-	-	-	-
Lake Jackson Library	083001-571	182,394	-	-	-	-	-	-	-
Huntington Oaks Plaza Renovations	083002-519	-	-	50,000	50,000	50,000	90,000	50,000	50,000
Courtroom Minor Renovations	086007-519	-	60,000	60,000	60,000	60,000	60,000	60,000	60,000
Architectural & Engineering Services	086011-519	25,412	80,000	80,000	80,000	80,000	60,000	60,000	60,000
Courthouse Security	086016-519	-	20,000	20,000	20,000	20,000	20,000	20,000	20,000
Courthouse Security	086016-712	13,068	-	-	-	-	-	-	-
Common Area Furnishings	086017-519	16,058	30,000	30,000	30,000	30,000	30,000	30,000	25,000
Jail Renovations	086021-523	-	-	945,100	-	-	-	-	-
Courthouse Repairs	086024-519	129,081	170,000	511,000	511,000	340,400	235,000	115,000	115,000
Bank of America Building Acquisition/Renovations	086025-519	64,378	-	-	-	-	-	-	-
Courthouse Renovations	086027-519	-	408,000	99,600	205,800	-	-	-	-
Courthouse Renovations	086027-712	45,404	-	-	-	-	-	-	-
Agriculture Center Renovations	086030-519	-	75,000	-	-	-	-	-	-
Jail Roof Replacement	086031-523	-	-	-	-	1,285,900	1,000,000	-	-
Parking Lot Maintenance	086033-519	279,475	66,000	112,000	112,000	86,000	16,000	16,000	16,000
Elevator Generator Upgrades	086037-519	317,219	-	550,000	-	250,000	350,000	-	-
Energy & Resource Conservation Improvements	086041-519	131,418	-	-	-	-	-	-	-
Sheriff Heliport Building Construction	086042-523	119,525	-	-	-	-	-	-	-
Health Department HVAC	086052-562	-	-	190,800	-	-	-	-	-
Main Library Improvements	086053-571	55,281	92,000	269,200	269,200	300,000	200,000	25,000	25,000
Centralized Storage Facility	086054-519	34,707	-	50,000	50,000	50,000	50,000	50,000	50,000
Branch Library Expansions	086055-571	-	-	20,000	20,000	20,000	-	20,000	-
General County Maintenance and Minor Renovations	086057-519	-	125,000	165,000	165,000	190,000	115,000	25,000	25,000
Community Services Building Roof Replacement	086062-519	27,485	200,000	-	-	-	-	-	-
Air Conditioning Unit Replacements	086064-519	-	40,000	65,704	65,704	36,000	36,000	-	-
Pre-Fabricated Buildings	086066-572	-	-	61,100	61,100	62,600	55,300	-	-
Medical Examiner Facility	086067-527	12,175	-	236,400	-	1,561,750	322,750	-	-
Lake Jackson Town Center Sense of Place	086068-519	-	50,000	-	-	-	-	-	-
Business Incubator Facility	086069-552	240,279	-	-	-	-	-	-	-
Fleet Management Shop Improvements	086071-519	-	50,000	-	-	-	-	-	-

Leon County Fiscal Year 2016 Tentative Budget

Capital Improvements (305)

Appropriations by Department/Division	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Amtrak Building Renovations	086073-519	-	-	280,000	280,000	-	-	-	-
SOE Space Consolidation	086074-519	-	-	412,500	-	-	-	-	-
Emergency Medical Services Facility	096008-526	384,615	-	-	-	-	-	-	-
Election Equipment	096015-513	2,225,038	-	-	-	-	-	-	-
Public Safety Complex	096016-529	1,268,087	-	300,000	300,000	300,000	300,000	300,000	300,000
Voting Equipment Replacement	096028-513	-	-	50,000	50,000	50,000	50,000	50,000	50,000
Orange Avenue Fence Replacement	096029-519	-	-	40,000	40,000	-	-	-	-
Transfers	950-581	589,752	-	-	-	-	-	-	-
Capital Improvements	990-599	-	-	-	-	-	-	1,545,178	2,809,077
Total Appropriations		13,343,951	6,158,380	9,983,834	6,499,034	9,462,430	6,851,830	6,225,958	7,384,857
Revenues Less Appropriations		(4,223,498)	-	(3,479,245)	-	-	-	-	-

Notes:

The majority of FY16 Capital Improvement Plan is related to the maintenance of existing infrastructure, purchase of replacement vehicles and equipment, information technology upgrades, and limited resources committed to new construction or facility improvements. In FY 13 and FY14, to assist with balancing the budgets, the Board did not transfer recurring general revenue dollars to support the capital program. To make up these previous actions, the Board approved a "fund sweep" of extra general revenue reserves in the amount of \$8.8 million during FY14. In FY15, for the first time in two year, the budget includes transferring recurring revenue to the capital program. For FY16, the budget doubles the amount and transferred \$2 million in reoccurring revenue. The out year budgets show additional general revenue support of \$2.9 million for FY17, \$3.5 million for FY18, \$5 million for FY19, and \$5.5 million in FY20.

Leon County Fiscal Year 2016 Tentative Budget

Transportation Improvements (306)

Fund Type: Capital Projects

The Transportation Improvement Fund is a capital project fund established to account for transportation related capital projects.

Revenue Sources	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Miccosukee Road-DOT Reimbursement	331411	187,719	-	-	-	-	-	-	-
DOT-Reimbursement Route 27	343913	-	-	-	-	-	430,000	-	-
Pool Interest Allocation	361111	16,618	-	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	(573)	-	-	-	-	-	-	-
Transfer From Fund 106	381106	1,831,200	2,699,825	2,695,650	2,695,650	3,033,425	2,379,675	5,118,400	2,899,125
Total Revenues		2,034,964	2,699,825	2,695,650	2,695,650	3,033,425	2,809,675	5,118,400	2,899,125

Appropriations by Department/Division	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Public Works Vehicle & Equipment Replacement	026005-541	509,758	589,000	419,000	419,000	550,000	475,000	750,000	640,000
Arterial & Collector Roads Pavement Markings	026015-541	133,331	135,200	135,200	135,200	135,200	135,200	135,200	135,200
Old Bainbridge Road Safety Improvements	053007-541	-	-	154,000	-	168,000	50,000	1,374,000	-
Bannerman Road	054003-541	-	750,000	-	-	-	-	-	-
Baum Road Drainage Improvement	054011-541	-	-	-	-	-	155,000	750,000	-
Miccosukee Road Safety Improvements	055009-541	217,114	-	-	-	-	-	-	-
Florida Department of Transportation Permitting Fees	056007-541	2,033	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Stormwater and Transportation Improvements	056010-541	18,660	500,000	600,000	600,000	600,000	400,000	500,000	500,000
Public Works Design and Engineering Services	056011-541	21,846	60,000	75,000	75,000	100,000	100,000	100,000	100,000
Sidewalk Program	056013-541	648,085	615,625	1,416,450	1,416,450	1,430,225	1,444,475	1,459,200	1,473,925
Bradfordville Pond 4 Outfall Stabilization	064005-538	614,589	-	-	-	-	-	-	-
Baum Road Drainage Improvements	064010-541	-	-	75,000	-	-	-	-	-
Crump Road Drainage Improvement	065005-541	-	-	425,000	-	-	-	-	-
Total Appropriations		2,165,415	2,699,825	3,349,650	2,695,650	3,033,425	2,809,675	5,118,400	2,899,125
Revenues Less Appropriations		(130,451)	-	(654,000)	-	-	-	-	-

Notes:

In FY14, the Board voted to levy the available additional five cent gas tax. The proceeds from this tax are split evenly with the City of Tallahassee. This gas tax revenue generated an additional \$2 million in FY14. This was based on only nine months of collections due to the proposed ordinance enactment date of January 2014. However, in FY15 collections are anticipated to increase to \$2.7 million for a full 12 month collection cycle. The Board determined that this additional revenue would be split 50/50 to be used for sidewalk projects and to reduce the general revenue transfer to the Transportation Fund. The out years reflect the same 50/50 split between additional funding for capital transportation projects and reduction of the general revenue transfer.

Leon County Fiscal Year 2016 Tentative Budget

Sales Tax (308)

Fund Type: Capital Projects

The Local Option Sales Tax Fund is a capital project fund established in accordance with a 1989 county-wide referendum, and is used to account for resources and expenditures associated with the construction of transportation and jail facility related projects. The Local Government Infrastructure Surtax includes proceeds from a One-Cent Sales Tax on all transactions up to \$5,000. Pursuant to an interlocal agreement with the City of Tallahassee, the revenue generated by the tax will be split between the County and the City. The County's share of the proceeds is equal to 52.84%, and the City's share is equal to 47.16%. The 1989 referendum approved the sales tax levy for a period of fifteen years; however, through a county-wide referendum passed in November 2000, the sales tax was extended for an additional fifteen years (Note: the extended sales tax will be accounted for in Fund 309).

Revenue Sources	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Pool Interest Allocation	361111	78,700	80,750	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	(6,475)	-	-	-	-	-	-	-
Appropriated Fund Balance	399900	-	672,349	-	-	-	-	-	-
Total Revenues		72,225	753,099	-	-	-	-	-	-

Appropriations by Department/Division	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Open Graded Hot Mix Stabilization	026006-541	642,383	600,000	-	-	-	-	-	-
Bannerman Road	054003-541	134,861	-	-	-	-	-	-	-
Beech Ridge Trail Extension	054010-541	84,441	-	-	-	-	-	-	-
Arterial/Collector Resurfacing	056001-541	2,587,091	153,099	-	-	-	-	-	-
Intersection & Safety Improvements	057001-541	926,379	-	-	-	-	-	-	-
Local Road Resurfacing	057005-541	546,800	-	-	-	-	-	-	-
Jail Roof Replacement	086031-523	1,114,412	-	-	-	-	-	-	-
Total Appropriations		6,036,366	753,099	-	-	-	-	-	-
Revenues Less Appropriations		(5,964,141)	-	-	-	-	-	-	-

Notes:

The remaining sales tax funds were budgeted in FY15. Funding for the Open Grade Cold Mix Stabilization and Intersection and Safety Improvements have been moved to the Sales Tax Extension Fund 309.

Leon County Fiscal Year 2016 Tentative Budget

Sales Tax - Extension (309)

Fund Type: Capital Projects

In November of 2000, Leon County residents approved a referendum extending the imposition of the 1 Cent Local Option Sales Tax beginning in FY 2004 for 15 years. The extension commits 80% of the revenues to Blueprint 2000 projects and will be jointly administered and funded by Leon County and the City of Tallahassee. The remaining 20% will be split evenly between the County and the City. The County's share will be used for various road, stormwater and park improvements. The Blueprint 2000 Joint Participation Agreement Revenue supports County projects funded through the County's share of the \$50 million water quality/flooding funding.

Revenue Sources	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
1 Cent Sales Tax	312600	3,848,059	3,813,300	4,268,000	4,054,600	4,257,900	4,470,700	4,693,950	-
BP2000 JPA Revenue	343916	344,402	1,122,066	2,236,244	2,236,244	1,027,090	744,290	21,040	-
Pool Interest Allocation	361111	59,086	33,535	15,800	15,010	15,010	15,010	15,010	-
Net Incr(decr) In Fmv Of Investment	361300	(2,614)	-	-	-	-	-	-	-
Total Revenues		4,248,933	4,968,901	6,520,044	6,305,854	5,300,000	5,230,000	4,730,000	-

Appropriations by Department/Division	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Open Graded Cold Mix Stabilization	026006-541	-	-	600,000	600,000	600,000	600,000	600,000	-
Fred George Park	043007-572	-	-	-	-	500,000	500,000	-	-
Natural Bridge Road	051006-541	944	-	-	-	-	-	-	-
Talpeco Road & Highway 27 North	053005-541	180,277	-	-	-	-	-	-	-
Arterial/Collector Resurfacing	056001-541	-	3,046,901	4,050,000	4,050,000	3,450,000	3,380,000	3,450,000	-
Community Safety & Mobility	056005-541	285,978	750,000	750,000	750,000	750,000	-	680,000	-
Intersection & Safety Improvements	057001-541	-	-	355,854	355,854	-	750,000	-	-
Lake Henrietta Renovation	061001-538	-	40,000	350,000	350,000	-	-	-	-
Lake Munson Restoration	062001-538	625	-	-	-	-	-	-	-
Lakeview Bridge	062002-538	8,034	-	-	-	-	-	-	-
Longwood Outfall Retrofit	062004-538	233	-	-	-	-	-	-	-
Gum Road Target Planning Area	062005-538	1,245	-	-	-	-	-	-	-
Lexington Pond Retrofit	063005-538	247,529	-	-	-	-	-	-	-
Killearn Acres Flood Mitigation	064001-538	20,195	100,000	200,000	200,000	-	-	-	-
Killearn Lakes Plantation Stormwater	064006-538	592,703	750,000	1,000,000	-	-	-	-	-
Lafayette Street Stormwater	065001-538	2,385,579	-	-	-	-	-	-	-
Blue Print 2000 Water Quality Enhancements	067002-538	45,995	282,000	-	-	-	-	-	-
Total Appropriations		3,769,338	4,968,901	7,305,854	6,305,854	5,300,000	5,230,000	4,730,000	-
Revenues Less Appropriations		479,595	-	(785,810)	-	-	-	-	-

Notes:

Beginning in FY14, with the depletion of capital reserves in the original sales tax fund (Fund 308), the sales tax extension will begin to assist in funding the Arterial Road Resurfacing, Community Safety and Mobility, Local Road Resurfacing and Intersection Safety and Improvement projects. This fund will be the sole source of funding for these projects in FY17. Additionally, the current 1 Cent Local Option Sales Tax expires in 2019. In November 4, 2014, Leon County residents approved a ballot initiative to extend the sales tax for another 20 years until 2039. Two new funds, 351 & 352 have been established for the new sales tax revenue beginning in 2020 to account for the projects that are programmed for the sales tax extension.

Leon County Fiscal Year 2016 Tentative Budget

Bond Series 2003A & 2003B Construction (311)

Fund Type: Capital Projects

The Bond Series 2003A & 2003B Construction Fund is a capital project fund established by proceeds from the 2003 Series A and B Capital Improvement Revenue Bonds. The fund is used to account for resources and expenditures associated with the acquisition, repair, and renovation of the Bank of America property as well as the renovations and repair of the existing Courthouse facility.

Revenue Sources	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Pool Interest Allocation	361111	663	-	-	-	-	-	-	-
Total Revenues		663	-	-	-	-	-	-	-
Appropriations by Department/Division	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Courthouse Repairs	086024-519	153,301	-	-	-	-	-	-	-
Total Appropriations		153,301	-	-	-	-	-	-	-
Revenues Less Appropriations		(152,638)	-	-	-	-	-	-	-

Note:

Fund closed in FY14.

Leon County Fiscal Year 2016 Tentative Budget

Bond Series 1999 Construction (318)

Fund Type: Capital Projects

The Bond Series 1999 Construction Fund is a capital project fund established by proceeds from the Series 1999 Capital Improvement Revenue Bond. The fund is used to account for resources and expenditures associated with stormwater and lake projects including: Lafayette Oaks, Lake Munson Restoration, Killlearn Acres, Lake Charles, Cynthia Drive, Lexington Regional SWMF, Rhoden Cove, and Munson Slough. In addition, the bond issued includes funding for a Courthouse Annex. Additional bond proceeds have been identified for other facility improvements.

Revenue Sources	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Pool Interest Allocation	361111	2,568	-	-	-	-	-	-	-
Total Revenues		2,568	-	-	-	-	-	-	-
Appropriations by Department/Division	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Okeeheepkee Prairie Park	043008-572	19,837	-	-	-	-	-	-	-
Total Appropriations		19,837	-	-	-	-	-	-	-
Revenues Less Appropriations		(17,269)	-	-	-	-	-	-	-

Note:

Fund closed in FY14.

Leon County Fiscal Year 2016 Tentative Budget

Bond Series 2005 Construction (320)

Fund Type: Capital Projects

The Bond Series 2005 Construction Fund is a capital project fund established by proceeds from the 2005 Series Capital Improvement Revenue Bond. The fund is used to account for resources and expenditures associated with the renovations to the County Courthouse building.

Revenue Sources	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Pool Interest Allocation	361111	1,884	-	-	-	-	-	-	-
Total Revenues		1,884	-	-	-	-	-	-	-
Appropriations by Department/Division	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Courthouse Repairs	086024-519	686,047	-	-	-	-	-	-	-
Total Appropriations		686,047	-	-	-	-	-	-	-
Revenues Less Appropriations		(684,162)	-	-	-	-	-	-	-

Leon County Fiscal Year 2016 Tentative Budget

ESCO Capital Projects (321)

Fund Type: Capital Projects

The ESCO Capital Projects Fund is a capital project fund established in support of the County's capital improvement program. Major revenue sources of the Capital Improvement Fund include the guaranteed savings in utility costs per the County's agreement with Progress Energy. This fund is used to account for the resources and expenditures associated with acquisition or construction of major facilities improvements relating to the County's Energy Performance Contract.

Revenue Sources	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Pool Interest Allocation	361111	112	-	-	-	-	-	-	-
Appropriated Fund Balance	399900	-	-	20,296	20,296	-	-	-	-
Total Revenues		112	-	20,296	20,296	-	-	-	-

Appropriations by Department/Division	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Air Conditioning Unit Replacements	086064-519	-	-	20,296	20,296	-	-	-	-
Total Appropriations		-	-	20,296	20,296	-	-	-	-
Revenues Less Appropriations		112	-	-	-	-	-	-	-

Notes:

Appropriations in FY16 reflect the remaining fund balance.

Leon County Fiscal Year 2016 Tentative Budget

9-1-1 Capital Projects (330)

Fund Type: Capital Projects

The 9-1-1 Capital Projects Fund was established to support of the capital needs of the emergency communications system. Major revenue sources of the Emergency Communications Fund include proceeds transferred from the 9-1-1 Emergency Communications Fund which includes: wireless Enhanced 9-1-1 fee (50 cents/month per service subscriber) pursuant to F.S. 365.172 - 365.173; and the 9-1-1 fee (50 cents/month per service line) pursuant to F.S. 365.171(13). The fund is used to account for resources and expenditures associated with capital projects related to the provision of 9-1-1 emergency services.

Revenue Sources	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Pool Interest Allocation	361111	10,591	12,540	13,200	12,540	12,540	12,540	12,540	12,540
Net Incr(decr) In Fmv Of Investment	361300	(174)	-	-	-	-	-	-	-
Transfer From Fund 130	381130	155,914	-	-	-	-	-	-	-
Total Revenues		166,331	12,540	13,200	12,540	12,540	12,540	12,540	12,540

Appropriations by Department/Division	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
911 Capital Projects	990-599	-	12,540	12,540	12,540	12,540	12,540	12,540	12,540
Total Appropriations		-	12,540	12,540	12,540	12,540	12,540	12,540	12,540
Revenues Less Appropriations		166,331	-	660	-	-	-	-	-

Notes:

Revenues are collected in the operating fund (Fund 131). Funds not utilized for operating the E-911 System are transferred to the capital fund for future expenditure on capital upgrades at year end.

Leon County Fiscal Year 2016 Tentative Budget

Impact Fee - Countywide Road District (341)

Fund Type: Capital Projects

The Impact Fee - Countywide Road District Fund was established in support of the capital needs for road improvements associated with new development. Major revenue sources of the Countywide Road District Fund included proceeds from impact fees levied upon developers by the Board of County Commissioners. The impact fees supporting this fund were repealed by the County Commission in 1996. The fund is used to account for the remaining resources and expenditures associated with specific transportation capital projects.

Revenue Sources	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Pool Interest Allocation	361111	11,209	-	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	(294)	-	-	-	-	-	-	-
Total Revenues		10,916	-	-	-	-	-	-	-
Appropriations by Department/Division	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
North Monroe Turn Lane	053003-541	38,074	-	-	-	-	-	-	-
Total Appropriations		38,074	-	-	-	-	-	-	-
Revenues Less Appropriations		(27,158)	-	-	-	-	-	-	-

Leon County Fiscal Year 2016 Tentative Budget

Impact Fee - Northwest Urban Collector (343)

Fund Type: Capital Projects

The Impact Fee - Northwest Urban Collector Fund was established to support the capital needs related to road improvements needed to accommodate new developments. Major revenue sources of the NW Urban Collector Fund include proceeds from impact fees levied upon developers in the corresponding quadrant of the County. The impact fees supporting this fund were repealed by the County Commission in 1996. The fund is used to account for the remaining resources and expenditures associated with specific transportation capital projects in the NW quadrant of the County.

Revenue Sources	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Pool Interest Allocation	361111	2,371	-	-	-	-	-	-	-
Total Revenues		2,371	-	-	-	-	-	-	-
Appropriations by Department/Division	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Pullen Road at Old Bainbridge Road	053002-541	32,225	-	-	-	-	-	-	-
Total Appropriations		32,225	-	-	-	-	-	-	-
Revenues Less Appropriations		(29,855)	-	-	-	-	-	-	-

Leon County Fiscal Year 2016 Tentative Budget

Impact Fee - Southeast Urban Collector (344)

Fund Type: Capital Projects

The Impact Fee - Southeast Urban Collector Fund was established to support the capital needs related to road improvements needed to accommodate new developments. Major revenue sources of the SE Urban Collector Fund include proceeds from impact fees levied upon developers in the corresponding quadrant of the County. The impact fees supporting this fund were repealed by the County Commission in 1996. The fund is used to account for the remaining resources and expenditures associated with specific transportation capital projects in the SE quadrant of the County.

Revenue Sources	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Pool Interest Allocation	361111	678	-	-	-	-	-	-	-
Total Revenues		678	-	-	-	-	-	-	-
Appropriations by Department/Division	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Magnolia Drive & Lafayette Street Intersection	055005-541	62,498	-	-	-	-	-	-	-
Total Appropriations		62,498	-	-	-	-	-	-	-
Revenues Less Appropriations		(61,820)	-	-	-	-	-	-	-

Leon County Fiscal Year 2016 Tentative Budget

Sales Tax - Extension 2020 (351)

Fund Type: Capital Projects

In November of 2014, Leon County residents approved a referendum providing a second extension of the 1998 imposed 1-Cent Local Option Sales Tax beginning in FY 2020 for 20 years. The extension commits 80% of the revenues for Blueprint 2020 infrastructure projects, Blueprint 2020 Economic Development Programs, and Liveable Infrastructure For Everyone (L.I.F.E.) projects. The remaining 20% will be split evenly between the County and the City. The County's 10% share, accounted for in the fund, will be used for transportation resurfacing and intersection improvement projects and other statutorily authorized uses approved by the County Commission.

Revenue Sources	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
1 Cent Sales Tax	312600	-	-	-	-	-	-	-	4,928,600
Total Revenues		-	-	-	-	-	-	-	4,928,600
Appropriations by Department/Division	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Open Graded Cold Mix Main/Resurfacing	026006-541	-	-	-	-	-	-	-	600,000
Arterial/Collector/Local Road Resurfacing	056001-541	-	-	-	-	-	-	-	4,328,600
Budgeted Reserves - Sales Tax Extension 2020	990-599	-	-	-	-	-	-	-	-
Total Appropriations		-	-	-	-	-	-	-	4,928,600
Revenues Less Appropriations		-	-	-	-	-	-	-	-

Notes:

In November 4, 2014, Leon County residents approved a ballot initiative to extent the current 1 Cent Local Option Sales Tax for another 20 years until 2039. This fund has been established for the new sales tax revenue beginning in 2020.

Leon County Fiscal Year 2016 Tentative Budget

Sales Tax - Extension 2020 JPA Agreement (352)

Fund Type: Capital Projects

In November 2014, Leon County residents approved a referendum providing a second extension of the 1-Cent Local Option Sales Tax beginning in FY 2020 for 20 years. The extension commits 80% of the revenues for Blueprint 2020 infrastructure projects, and will be jointly administered and funded by Leon County and the City of Tallahassee. The Blueprint 2020 Joint Participation Agreement Revenue supports County projects funded through the County's share of the sales tax extension. The BP 2020 JPA revenue, accounted for in the fund, will be used for Economic Development, Greenways Master Plan Implementation, Water Quality and Stormwater, and Liveable Infrastructure For Everyone (L.I.F.E.) projects.

Revenue Sources	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
BP2000 JPA Revenue	343916	-	-	-	-	-	-	-	6,899,000
Total Revenues		-	-	-	-	-	-	-	6,899,000
Appropriations by Department/Division	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
BluePrint 2020 Greenways Masterplan Implementation	046011-572	-	-	-	-	-	-	-	296,300
Blueprint 2020 Sidewalks Project	056014-541	-	-	-	-	-	-	-	937,500
BluePrint 2020 Water Quality and Stormwater	067003-538	-	-	-	-	-	-	-	1,593,750
BluePrint 2020 L.I.F.E.	067004-538	-	-	-	-	-	-	-	567,000
Budgeted Reserves - Sales Tax 2020 JPA Agreement	990-599	-	-	-	-	-	-	-	3,504,450
Total Appropriations		-	-	-	-	-	-	-	6,899,000
Revenues Less Appropriations		-	-	-	-	-	-	-	-

Notes:

In November 4, 2014, Leon County residents approved a ballot initiative to extent the current 1 Cent Local Option Sales Tax for another 20 years until 2039. This fund has been established for the new sales tax revenue beginning in 2020. Budget reserves include the Sales Tax Extension allocation for Economic Development and Parks operating costs associated with the new parks funded with the Sales Tax Extension.

Leon County Fiscal Year 2016 Tentative Budget

Solid Waste (401)

Fund Type: Enterprise

The Solid Waste Fund is an enterprise fund established in support of the County's waste management programs. Major revenue sources for the Solid Waste Operations Fund include the Non-Ad Valorem Assessment, and Transfer Station Tipping Fees. The fund is used to account for resources and expenditures related to the operation of the County Solid Waste Management Facility and the provision of the County Waste Management program.

Revenue Sources	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Delinquent Taxes	311200	-	-	9,000	8,550	8,550	8,550	8,550	8,550
Solid Waste	313700	253,137	213,750	249,400	236,930	239,305	241,680	244,150	246,525
Waste Disposal Special Assessment	319150	1,438,958	1,454,260	1,549,200	1,471,740	1,486,465	1,501,285	1,516,295	1,531,495
Delinquent Assessments 2006	319206	138	-	-	-	-	-	-	-
Delinquent Assessments 2007	319207	329	-	-	-	-	-	-	-
Delinquent Taxes 2008	319208	593	-	-	-	-	-	-	-
Delinquent Assesement - 2009	319209	430	-	-	-	-	-	-	-
Delinquent Assessments-2010	319210	1,442	-	-	-	-	-	-	-
Delinquent Assessments-2011	319211	2,987	-	-	-	-	-	-	-
Delinquent Assessments 2012	319212	5,329	-	-	-	-	-	-	-
Operating Income - Class I	343410	763,135	590,425	-	-	-	-	-	-
Transfer Station Receipts	343411	5,660,059	5,165,815	5,959,323	5,661,357	5,799,570	5,941,259	6,086,514	6,235,429
Operating Income - Tires	343415	38,877	50,350	41,100	39,045	39,425	39,900	40,280	40,660
Operating Income - Electronics	343416	6,005	36,765	24,100	22,895	23,085	23,370	23,560	32,490
Operating Income - Yard Trash Clean	343417	18,274	22,610	18,400	17,480	17,765	17,955	18,145	18,335
Operating Income - Yard Trash	343418	37,904	54,815	40,200	38,190	38,855	39,425	40,090	40,755
Operating Income - Landfill Yard Trash Bagged	343420	288,096	349,505	278,300	264,385	272,365	280,535	288,895	297,540
Resource Recovery (metals, etc)	343451	199,092	30,115	74,100	70,395	70,395	70,395	70,395	70,395
Hazardous Waste	343453	32,508	11,590	32,800	31,160	31,540	31,825	32,110	32,490
Recycling Promotional Services	343461	-	33,250	35,000	33,250	33,250	33,250	33,250	33,250
Rural Waste Services Center Permit	343462	244,285	261,250	275,000	261,250	261,250	261,250	261,250	261,250
Recyclable Materials	343463	-	117,135	125,000	118,750	120,745	122,740	124,735	126,920
Recycable Metals	343464	-	11,590	12,200	11,590	11,590	11,590	11,590	11,590
Interest Income - Investment	361110	80,230	-	-	-	-	-	-	-
Pool Interest Allocation	361111	47,601	30,590	55,400	52,630	52,630	52,630	52,630	52,630
Net Incr(decr) In Fmv Of Investment	361300	44,906	-	-	-	-	-	-	-
Rents And Royalties	362000	14,156	12,600	12,100	12,100	12,100	12,100	12,100	12,100
Disposition Of Fixed Assets	364000	-	116,850	187,600	178,220	95,000	95,000	95,000	95,000
Other Scrap Or Surplus	365900	2,226	2,850	2,200	2,090	2,090	2,090	2,090	2,090
Other Miscellaneous Revenue	369900	-	4,750	110,000	104,500	104,500	104,500	104,500	104,500
Transfer From Fund 126	381126	910,190	466,822	582,191	582,191	582,191	582,191	582,191	582,191
Appropriated Fund Balance	399900	-	1,052,419	1,023,786	1,023,786	1,140,610	539,779	269,096	175,474
Total Revenues		10,090,889	10,090,106	10,696,400	10,242,484	10,443,276	10,013,299	9,917,416	10,011,659

Appropriations by Department/Division	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Landfill Improvements	036002-534	13,398	50,000	125,000	125,000	100,000	100,000	100,000	100,000
Solid Waste Facility Heavy Equip. & Vehicle Replacement	036003-534	79,397	250,000	406,000	406,000	640,000	350,000	350,000	350,000
Solid Waste Technology	036008-534	69,471	-	-	-	-	-	-	-
Transfer Station Heavy Equip Replacement	036010-534	97,878	100,000	155,000	155,000	545,000	488,000	300,000	300,000
HHW Collection Center	036019-534	-	25,000	47,200	47,200	38,450	-	-	-
Transfer Station Improvements	036023-534	10,954	525,000	70,000	70,000	150,000	150,000	150,000	150,000
Rural/Hazardous Waste Vehicle and Equipment Replacement	036033-534	4,808	230,000	112,000	112,000	50,000	50,000	50,000	50,000
Landfill Gas Analyzer	036040-534	10,270	-	-	-	-	-	-	-
Pre-Fabricated Buildings	036041-534	-	18,750	18,750	18,750	-	-	-	-
Hazardous Waste Vehicle and Equipment Replacement	036042-534	-	-	170,000	170,000	150,000	50,000	50,000	50,000
Landfill Closure	435-534	13,957	-	-	-	-	-	-	-
Rural Waste Service Centers	437-534	844,413	651,229	728,821	611,250	610,661	617,469	624,479	631,687

Leon County Fiscal Year 2016 Tentative Budget

Solid Waste (401)

Appropriations by Department/Division	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Transfer Station Operations	441-534	5,728,284	5,190,309	5,279,093	5,539,172	5,559,802	5,582,852	5,602,030	5,621,773
Solid Waste Management Facility	442-534	1,907,513	1,747,468	1,810,378	1,551,518	1,136,674	1,127,878	1,158,239	1,188,763
Hazardous Waste	443-534	513,082	604,095	608,814	619,406	626,335	641,006	656,242	672,066
MIS Automation - Solid Waste Fund	470-534	13,480	18,485	19,400	19,400	19,400	19,400	19,400	19,400
Recycling Services & Education	471-534	76,155	160,251	165,344	220,332	223,808	227,387	231,073	234,872
Solid Waste - Risk	495-534	24,568	26,899	21,836	21,836	21,836	21,836	21,836	21,836
Indirect Costs - Solid Waste	499-534	626,575	460,000	523,000	523,000	538,690	554,851	571,497	588,642
Tax Collector	513-586	29,021	32,620	32,620	32,620	32,620	32,620	32,620	32,620
Total Appropriations		10,063,223	10,090,106	10,293,256	10,242,484	10,443,276	10,013,299	9,917,416	10,011,659
Revenues Less Appropriations		27,666	-	403,144	-	-	-	-	-

Notes:

The Board at their July 7, 2015 meeting, approved a new rate resolution for the Transfer Station Tip Fee, increasing the fee from \$36.50 to \$38.09 or 4.4%. The increase is related to the hauling and disposal contract with Waste Management and inflationary adjustments associated with the operation and maintenance of the transfer station. Additionally, at the May 12, 2015 meeting, the Board approved the closure of the landfill and directed staff to begin the corresponding long-term master planning of the site.

The Solid Waste Management Facility out-year budgets show estimated reduced costs associated with the anticipated bid process to close the landfill. Once the bids are received, actual cost reductions will be calculated and future expenses will be budgeted in the Landfill Closure account.

Leon County Fiscal Year 2016 Tentative Budget

Insurance Service (501)

Fund Type: Internal Services

The Insurance Service Fund is an internal service fund established in support of general County operations. Major revenue sources of the Insurance Service Fund include proceeds from interdepartmental billings. The fund is used to account for resources and expenditures associated with assessed premiums, claims, and administration of the County's Risk Management Program related to auto and property liability, workers' compensation, and other types of insurance.

Revenue Sources	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Pool Interest Allocation	361111	25,041	15,010	30,000	28,500	28,500	28,500	28,500	28,500
Net Incr(decr) In Fmv Of Investment	361300	(690)	-	-	-	-	-	-	-
Refund Of Prior Year Expenses	369300	102,261	-	-	-	-	-	-	-
Vehicle Insurance	396100	251,967	454,899	486,880	486,880	486,880	486,880	486,880	486,880
General Liability	396200	511,403	493,863	533,210	533,210	533,210	533,210	533,210	533,210
Aviation Insurance	396300	43,995	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Property Insurance	396400	744,849	877,655	904,766	904,766	904,766	904,766	904,766	904,766
Workers Compensation Insurance	396600	1,320,937	1,676,136	1,673,620	1,673,620	1,672,100	1,670,490	1,668,792	1,672,247
Total Revenues		2,999,762	3,567,563	3,678,476	3,676,976	3,675,456	3,673,846	3,672,148	3,675,603

Appropriations by Department/Division	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Risk Management	132-513	173,054	237,009	240,195	240,195	242,788	245,457	248,207	251,039
Indirect Costs - Insurance Service	499-596	30,741	20,000	19,000	19,000	19,570	20,157	20,762	21,385
Workers' Comp Risk Management	821-596	2,754,882	3,280,985	3,392,722	3,392,722	3,392,722	3,392,722	3,392,722	3,392,722
Budgeted Reserves - Insurance Service	990-599	-	29,569	25,059	25,059	20,376	15,510	10,457	10,457
Total Appropriations		2,958,677	3,567,563	3,676,976	3,676,976	3,675,456	3,673,846	3,672,148	3,675,603
Revenues Less Appropriations		41,085	-	1,500	-	-	-	-	-

Leon County Fiscal Year 2016 Tentative Budget

Communications Trust (502)

Fund Type: Internal Services

The Communications Trust Fund is an internal service fund established to account for the resources and expenditures associated with the County's communication network, which includes the telephone and internet systems. The individual departments and agencies are assessed based on the number of internet connections, data lines, and telephone usage within their individual areas.

Revenue Sources	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Departmental Billings	394000	166,885	238,999	458,988	458,988	458,988	458,988	458,988	458,988
Departmental Billings - MIS Automation	394200	216,100	356,783	378,720	378,720	378,720	378,720	378,720	378,720
Total Revenues		382,985	595,782	837,708	837,708	837,708	837,708	837,708	837,708
Appropriations by Department/Division	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Non-Departmental	000-590	(55,075)	-	-	-	-	-	-	-
Information Systems Court - Article V	000-713	55,075	-	-	-	-	-	-	-
Communications Trust	900-590	341,928	595,782	837,708	837,708	837,708	837,708	837,708	837,708
Total Appropriations		341,928	595,782	837,708	837,708	837,708	837,708	837,708	837,708
Revenues Less Appropriations		41,057	-	-	-	-	-	-	-

Notes:

Increase cost associated with the transition of the maintenance and repair from the Management Information Systems budget to the individual department budgets.

Leon County Fiscal Year 2016 Tentative Budget

Motor Pool (505)

Fund Type: Internal Services

The Motor Pool Fund is an internal service fund established to account for the costs associated with operating and maintaining the County's fleet of vehicles and heavy equipment. This internal service fund generates its revenues from direct billings by the Fleet Management Department to other departmental users. Fuel purchased by the Fleet Management Department is supplied to departmental users at cost plus a minor surcharge. Repairs and maintenance performed by the Fleet Management Department are charged to users at the costs of parts plus an applicable shop rate.

Revenue Sources	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Other Scrap Or Surplus	365900	497	-	-	-	-	-	-	-
Departmental Billings - Fleet	394100	1,388,843	1,222,245	1,240,196	1,240,196	1,244,947	1,257,396	1,269,970	1,282,670
Gas And Oil Sales	395100	1,467,740	1,972,860	1,658,750	1,658,750	1,674,787	1,690,985	1,707,344	1,723,868
Total Revenues		2,857,080	3,195,105	2,898,946	2,898,946	2,919,734	2,948,381	2,977,314	3,006,538
Appropriations by Department/Division	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Fleet Maintenance	425-591	2,813,210	3,153,416	2,888,493	2,888,493	2,902,858	2,917,654	2,932,897	2,948,596
MIS Automation - Motor Pool Fund	470-519	420	415	570	570	570	570	570	570
Fleet Maintenance - Risk	495-591	10,115	9,965	9,883	9,883	9,883	9,883	9,883	9,883
Budgeted Reserves - Motor Pool Fund	990-599	-	31,309	-	-	6,423	20,274	33,964	47,489
Total Appropriations		2,823,745	3,195,105	2,898,946	2,898,946	2,919,734	2,948,381	2,977,314	3,006,538
Revenues Less Appropriations		33,336	-	-	-	-	-	-	-

RESOLUTION NO. _____

WHEREAS, the Board of County Commissioners for the Emergency Medical Services Municipal Service Taxing Unit of Leon County, Florida, on September 29, 2015, adopted Fiscal Year 2015/2016 final Emergency Medical Services Municipal Service Taxing Unit millage rates following a public hearing as required by Florida Statute 200.065; and

WHEREAS, the Board of County Commissioners for the Emergency Medical Services Municipal Service Taxing Unit of Leon County, Florida, held a public hearing as required by Florida Statute 200.065; and

WHEREAS, the gross taxable value for operating purposes not exempt from taxation within Leon County has been certified by the County Property Appraiser to the Board of County Commissioners for the Emergency Medical Services Municipal Service Taxing Unit of Leon County, Florida as \$14,418,158,896.

NOW, THEREFORE, BE IT RESOLVED, by the Board of County Commissioners for the Emergency Medical Services Municipal Service Taxing Unit of Leon County, Florida, that:

1. The Fiscal Year 2015/2016 final aggregate millage rate is 8.8144 mills (*0.5000 mills – Emergency Medical Services MSTU and 8.3144 mills – Countywide*), which is above the rolled-back rate of 8.7006 mills by 1.31%.
2. This resolution shall take effect immediately upon its adoption.

DULY ADOPTED at a public hearing this the 29th day of September, 2015.

LEON COUNTY, FLORIDA

BY: _____
Mary Ann Lindley, Chairman
Board of County Commissioners

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

BY: _____

Approved as to Form:
Leon County Attorneys Office

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

RESOLUTION NO. _____

WHEREAS, the Board of County Commissioners for the Emergency Medical Services Municipal Service Taxing Unit of Leon County, Florida, on September 29, 2015, held a public hearing as required by Florida Statute 200.065; and

WHEREAS, the Board of County Commissioners for the Emergency Medical Services Municipal Service Taxing Unit of Leon County, Florida, set forth the appropriations and revenue estimate for the final Emergency Medical Services Municipal Service Taxing Unit budget for Fiscal Year 2015/2016, attached hereto as Exhibit A, in the amount of \$18,583,548 and

NOW, THEREFORE, BE IT RESOLVED, by the Board of County Commissioners for the Emergency Medical Services Municipal Service Taxing Unit of Leon County, Florida, that:

1. The Fiscal Year 2015/2016 final Emergency Medical Services Municipal Service Taxing Unit (Fund 135) budget be adopted as it appears in the attached Exhibit A.
2. This resolution shall take effect immediately upon its adoption.

DULY ADOPTED at a public hearing this the 29th day of September, 2015.

LEON COUNTY, FLORIDA

BY: _____
Mary Ann Lindley, Chairman
Board of County Commissioners

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

BY: _____

Approved as to Form:
Leon County Attorneys Office

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

EXHIBIT A

Leon County Fiscal Year 2016 Tentative Budget

Emergency Medical Services MSTU (135)

Fund Type: Special Revenue

The Emergency Medical Services MSTU Fund is a special revenue fund established in FY 2004 for emergency medical and transport services. The primary revenue source is transport fees paid primarily by medical insurance, Medicare and the Emergency Medical Services Municipal Services Taxing Unit.

Revenue Sources	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
MSTU Ad Valorem	311130	6,447,955	6,555,308	7,209,079	6,848,625	7,123,721	7,408,670	7,630,930	7,859,858
Delinquent Taxes 2004	311204	-	-	-	-	-	-	-	-
Delinquent Taxes 2006	311206	9	-	-	-	-	-	-	-
Delinquent Taxes 2007	311207	193	-	-	-	-	-	-	-
Delinquent Taxes 2008	311208	387	-	-	-	-	-	-	-
Delinquent Taxes 2009	311209	100	-	-	-	-	-	-	-
Delinquent Taxes - 2010	311210	1,021	-	-	-	-	-	-	-
Delequent Taxes 2011	311211	3,207	-	-	-	-	-	-	-
Delinquent Taxes 2012	311212	6,779	-	-	-	-	-	-	-
Ambulance Fees	342600	9,827,129	8,930,000	10,128,000	9,621,600	9,814,450	10,010,150	10,210,600	10,414,850
Special Events	342604	251,132	170,810	85,900	81,605	82,555	83,505	84,455	85,310
Patient Transports	342605	4,517	5,700	6,300	5,985	6,175	6,365	6,555	6,745
Pool Interest Allocation	361111	45,278	80,370	109,300	103,835	103,835	103,835	103,835	103,835
Net Incr(decr) In Fmv Of Investment	361300	(218)	-	-	-	-	-	-	-
Refund Of Prior Year Expenses	369300	1,981	-	-	-	-	-	-	-
Other Miscellaneous Revenue	369900	17,333	-	-	-	-	-	-	-
Transfer From Fund 305	381305	549,752	-	-	-	-	-	-	-
Appropriated Fund Balance	399900	-	2,325,390	1,921,898	1,921,898	1,778,121	1,671,050	1,519,052	1,533,340
Total Revenues		17,156,555	18,067,578	19,460,477	18,583,548	18,908,857	19,283,575	19,555,427	20,003,938

Appropriations by Department/Division	Acct #	Actual FY 2014	Adopted FY 2015	Requested FY 2016	Budget FY 2016	Planned FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020
Emergency Medical Services Vehicle & Equipment Replacement	026014-526	(242,357)	1,109,600	879,000	879,000	895,000	913,000	851,000	931,000
Emergency Medical Services Technology	076058-526	13,786	50,000	50,000	50,000	12,500	12,500	12,500	12,500
Emergency Medical Services	185-526	13,605,153	15,465,226	16,083,506	16,083,506	16,383,752	16,692,455	16,976,794	17,294,246
MIS Automation - EMS Fund	470-526	3,650	8,595	8,920	8,920	8,920	8,920	8,920	8,920
EMS - Risk	495-526	52,082	59,157	56,306	56,306	56,306	56,306	56,306	56,306
Indirect Costs - EMS	499-526	1,219,432	1,114,000	1,367,000	1,367,000	1,408,010	1,450,250	1,493,758	1,538,571
Tax Collector	513-586	133,797	136,000	138,816	138,816	144,369	150,144	156,149	162,395
Transfers	950-581	40,276	-	-	-	-	-	-	-
Budgeted Reserves - EMS Fund	990-599	-	125,000	-	-	-	-	-	-
Total Appropriations		14,825,819	18,067,578	18,583,548	18,583,548	18,908,857	19,283,575	19,555,427	20,003,938
Revenues Less Appropriations		2,330,737	-	876,929	-	-	-	-	-

Notes:

An increase in property valuations generated increased ad valorem revenue for this fund. As a result, the increase in expenditures is offset by an increase in revenues and a decrease use of fund balance for FY16. The EMS fund balance levels will begin to be reduced in out-years and reach the lowest acceptable level per county policy of 15% around FY19. As presented to the Board during the FY15 Budget process, the Board may need to consider an increase in the EMS MSTU at this time. Without an increase in revenues, the fund balance will be depleted in FY 2021.

NOTICE OF PROPOSED TAX INCREASE

The Leon County Board of County Commissioners has tentatively adopted a measure to increase its property tax levy.

Last year's property tax levy:

A. Initially proposed tax levy.....	\$	<u>121,644,431</u>
B. Less tax reductions due to Value Adjustment Board and other assessment changes.....	\$	<u>(909,738)</u>
C. Actual property tax levy.....	\$	<u>122,554,169</u>

This year's proposed tax levy.....\$ 127,087,419

All concerned citizens are invited to attend a public hearing on the tax increase to be held on:

**Tuesday, September 29, 2015
6:00 P.M.**

**At
Leon County Courthouse
301 South Monroe Street, 5th Floor
Tallahassee, Florida**

**A FINAL DECISION on the proposed tax increase and the budget will be
made at this hearing.**