

BOARD OF COUNTY COMMISSIONERS LEON COUNTY, FLORIDA

AGENDA

REGULAR MEETING

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

**Tuesday, October 27, 2015
3:00 P.M.**

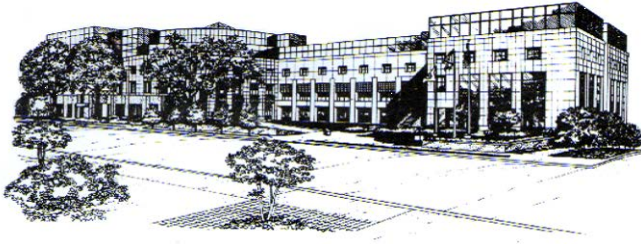
COUNTY COMMISSIONERS

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, October 27, 2015, 3:00 p.m.

INVOCATION AND PLEDGE OF ALLEGIANCE

Vice-Chairman Bill Proctor

AWARDS AND PRESENTATIONS

- Proclamation Recognizing November 13, 2015 as National Pancreatic Cancer Day
(Commissioner John Dailey)
- 1. Presentation and Acceptance of the Status Report on 2015 eMonth Activities
(County Administrator/Office of Economic Vitality – Cristina Paredes)

CONSENT

- 2. Approval of Minutes: September 15, 2015 Workshop on Update from the Council on Culture & Arts on the Implementation of the Cultural Plan and September 15, 2015 Workshop on the 2016 State and Federal Legislative Priorities
(Clerk of the Court/Finance/Board Secretary)
- 3. Adoption of the Proposed Public Notice 2016 Tentative Schedule and the 2016 Board Travel Schedule
(County Administrator/County Administration/Agenda Coordinator)
- 4. Approval of Payment of Bills and Vouchers Submitted for October 27, 2015, and Pre-Approval of Payment of Bills and Vouchers for the Period of October 28 through November 16, 2015
(County Administrator/Office of Financial Stewardship/Office of Management & Budget)
- 5. Approval of FY 2015 Year End Budget Adjustments
(County Administrator/Office of Financial Stewardship/ Office of Management & Budget)
- 6. Approval of IBM Contract Amendment for Enhanced Maintenance Services
(County Administrator/Office of Information & Technology/MIS)
- 7. Approval to Renew the Primary Healthcare Program Contracts for FY 2015-16
(County Administrator/Office of Human Services & Community Partnerships/Primary Healthcare)
- 8. Request to Schedule the First and Only Public Hearing to Consider Proposed Amendments to the Stormwater Management System Ordinance for Tuesday, December 8, 2015 at 6:00 p.m.
(County Administrator/Public Works/Engineering)
- 9. Approval to Negotiate an Agreement with Clemons Rutherford Architects, Inc. for Architectural and Engineering Services for the Medical Examiner's Facility
(County Administrator/Public Works/Facilities Management/Real Estate)

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

10. Acceptance of the Final FY 2014/15 Ongoing Commissioner Discussion Items Status Report
(County Administrator/County Administration/Agenda Coordinator)
11. Acceptance of the Second Quarter FY 2014-2015 County Grant Program Leveraging Status Report
(County Administrator/Financial Stewardship/Office of Management & Budget)
12. Acceptance of Status Report on the City's Public Art Acceptance Policy
(County Administrator/Office of Economic Vitality/Tourism)

CONSENT ITEMS PULLED FOR DISCUSSION

CITIZENS TO BE HEARD ON NON-AGENDAED ITEMS

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

GENERAL BUSINESS

13. Consideration of Developer Proposal Regarding Dove Pond Regional Stormwater Facility and Welaunee Boulevard Sales Tax Extension Project
(County Administrator/County Administration)
14. Consideration of the Allocation Method and Process for the \$100,000 Set-aside for At-Risk and Economically Disadvantaged Youth
(County Administrator/Human Services & Community Partnerships/Community Human Services Partnership)
15. Approval of GIS Software Vendor ESRI Enterprise License Agreement Amendment #7
(County Administrator/Office of Information & Technology/GIS)
16. Ratification of Annual Performance Review for the County Administrator, in Accordance with Board Policy No. 11-6, "County Administrator Evaluation and Annual Reporting Process"
(County Administrator/County Administration)

SCHEDULED PUBLIC HEARINGS, 6:00 P.M.

17. Joint City/County Transmittal Public Hearing on Cycle 2015-2 Comprehensive Plan Amendments
(County Administrator/PLACE/Planning)

CITIZENS TO BE HEARD ON NON-AGENDAED ITEMS

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

COMMENTS/DISCUSSION ITEMS

Items from the County Attorney

Items from the County Administrator

Discussion Items by Commissioners

RECEIPT AND FILE

- Capital Region Community Development District – Record of Proceedings for the June 11, 2015 Meeting
- Northwest Florida Water Management District Tentative Budget for Fiscal Year 2015-2016

ADJOURN

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

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NOVEMBER

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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>
October 2015	Tuesday 27	1:30 – 3:00	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.	CRA Meeting; City Commission Chambers
November 2015	<u>Tuesday 10</u>	<u>6:00 p.m.</u>	<u>Town Hall Meeting</u> <u>Miccosukee Community Center</u> <u>13887 Moccasin Gap Road</u>
	Wednesday 11	Offices Closed	VETERAN'S DAY OBSERVED
	Monday 16	1:00 p.m.	Capital Region Transportation Planning Agency City Commission Chambers
	Tuesday 17	3:00 p.m.	Reorganization of the Board Regular Meeting
	<i>Wednesday 18- Friday 20</i>	<i>FAC Legislative Conference and Commissioner Workshops</i>	<i>Nassau County</i>
	Thursday 19	9:30 – 11:30 a.m.	CRA Meeting; 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
	<u>Tuesday 8</u>	3:00 p.m.	Regular Meeting
		<u>6:00 p.m.</u>	Joint City/County Adoption Public Hearing on Cycle 2015-2 Comprehensive Plan Amendments
			<u>First and Only Public Hearing to Consider Proposed Amendments to the Stormwater Management System Ordinance</u>
	Thursday 10	9:30 – 11:30 a.m.	CRA Meeting; City Commission Chambers
	Tuesday 22	No Meeting	BOARD RECESS
	Friday 25	Offices Closed	CHRISTMAS DAY

<u>Month</u>	<u>Day</u>	<u>Time</u>	<u>Meeting Type</u>
January 2016	Friday 1	Offices Closed	NEW YEAR'S DAY

PUBLIC NOTICE
2016 Tentative Schedule

<u>Month</u>	<u>Day</u>	<u>Time</u>	<u>Meeting Type</u>
January 2016	Friday 1	Offices Closed	NEW YEAR'S DAY
	Tuesday 12	No Meeting	BOARD RECESS
	<i>Wednesday 13 – Friday 15</i>	<i>FAC New & Advanced County Commissioner Workshops</i>	<i>Seminar 2 of 3 Gainesville; Alachua County</i>
	Monday 18	Offices Closed	MARTIN LUTHER KING, JR. DAY
	Monday 25	1:00 p.m.	Capital Region Transportation Planning Agency City Commission Chambers
	Tuesday 26	3:00 p.m.	Regular Meeting
	Thursday 28	9:30 – 11:00 a.m.	Community Redevelopment Agency City Commission Chambers
February 2016	Tuesday 2	7:30 a.m.	Community Legislative Dialogue Meeting County Commission Chambers
	Tuesday 9	3:00 p.m.	Regular Meeting
	Tuesday 16	3:00 p.m.	Regular Meeting
	<i>Saturday 20 – Wednesday 24</i>	<i>NACO Legislative Conference</i>	<i>Washington, D.C.</i>
	Thursday 25	9:30 – 11:00 a.m.	Community Redevelopment Agency City Commission Chambers
	Monday 29	3:00 – 5:00 p.m.	Intergovernmental Meeting City Commission Chambers
March 2016	Tuesday 8	1:30 p.m.	Joint City/County Workshop on Cycle 2016 Comprehensive Plan Amendments
		3:00 p.m.	Regular Meeting
	Monday 21	1:00 p.m.	Capital Region Transportation Planning Agency City Commission Chambers
	Tuesday 22	7:30 a.m.	Community Legislative Dialogue Meeting County Commission Chambers
		No Meeting	NO MEETING
	Thursday 24	9:30 – 11:00 a.m.	Community Redevelopment Agency City Commission Chambers

<u>Month</u>	<u>Day</u>	<u>Time</u>	<u>Meeting Type</u>
April 2016	<i>Thursday 7 – Friday 8</i>	<i>FAC Advanced County Commissioner Workshop</i>	<i>Seminar 3 of 3: Gainesville; Alachua County</i>
	Tuesday 12	3:00 p.m.	Regular Meeting
		6:00 p.m.	Joint City/County Transmittal Hearing on Cycle 2016 -1 Comprehensive Plan Amendments
	Monday 18	9:00 a.m. – 1:00 p.m.	Capital Region Transportation Planning Agency Workshop; City Commission Chambers
	Tuesday 26	3:00 p.m.	Regular Meeting
	Thursday 28	9:30 – 11:00 a.m.	Community Redevelopment Agency City Commission Chambers
May 2016	Tuesday 10	3:00 p.m.	Regular Meeting
	Monday 16	1:00 p.m.	Capital Region Transportation Planning Agency City Commission Chambers
	Tuesday 24	3:00 p.m.	Regular Meeting
		6:00 p.m.	Joint City/County Adoption Hearing on Cycle 2016-1 Comprehensive Plan Amendments
	Thursday 26	9:30 – 11:00 a.m.	Community Redevelopment Agency City Commission Chambers
	Monday 30	Offices Closed	MEMORIAL DAY
June 2016	Tuesday 14	3:00 p.m.	Regular Meeting
	Monday 20	1:00 p.m.	Capital Region Transportation Planning Agency City Commission Chambers
		3:00 – 5:00 p.m.	Intergovernmental Meeting City Commission Chambers
	Tuesday 28	No Meeting	NO MEETING
	<i>Tuesday 28 - Friday, July 1</i>	<i>FAC Annual Conference & Educational Exposition</i>	<i>Orange County Orlando</i>
July 2016	Monday 4	Offices Closed	JULY 4TH HOLIDAY OBSERVED
	Tuesday 12	3:00 p.m.	Regular Meeting
	Thursday 14	9:30 – 11:00 a.m.	CRA Meeting; City Commission Chambers
	<i>Friday 22 - Tuesday 26</i>	<i>NACo Annual Conference</i>	<i>Los Angeles County Long Beach, California</i>
	Tuesday 26	No Meeting	BOARD RECESS
	<i>Wednesday 27 – Saturday 30</i>	<i>National Urban League Annual Conference</i>	<i>TBD</i>

<u>Month</u>	<u>Day</u>	<u>Time</u>	<u>Meeting Type</u>
August 2016	<i>Friday 12 - Sunday 14</i>	<i>Chamber of Commerce Annual Conference</i>	<i>Amelia Island Plantation Fernadina Beach</i>
	Tuesday 9	No Meeting	BOARD RECESS
	Tuesday 23	No Meeting	BOARD RECESS
September 2016			
	Thursday 1	9:30 – 11:00 a.m.	Community Redevelopment Agency Special Meeting City Commission Chambers
	Monday 5	Offices Closed	LABOR DAY HOLIDAY
	Monday 12	5:00 – 8:00 p.m.	Intergovernmental Meeting/Public Hearing City Commission Chambers
	Tuesday 13	3:00 p.m.	Regular Meeting
		6:00 p.m.	First Public Hearing Regarding Tentative Millage Rates and Tentative Budgets for FY 2017*
	<i>Wednesday 14- Friday 16</i>	<i>FAC Policy Committee Conference and County Commissioner Workshops</i>	TBD
	Monday 19	1:00 p.m.	Capital Region Transportation Planning Agency City Commission Chambers
	Tuesday 20	3:00 p.m.	Regular Meeting
		6:00 p.m.	Second Public Hearing on Adoption of Millage Rates and Budgets for FY 2017*
	<i>Wednesday 21 Saturday 24</i>	6:00 p.m.	First Public Hearing Regarding Tentative Millage Rates and Tentative Budgets for FY 2017*
	<i>Sunday 25 Wednesday 28</i>	<i>ICMA Annual Conference</i>	<i>Jackson County Kansa City, Missouri</i>
	Thursday 29	4:00 p.m. 6:00 p.m.	Community Redevelopment Agency Meeting Community Redevelopment Agency Public Hearing City Commission Chambers
* These public hearing dates may change because of the School Board's scheduling of its budget adoption public hearings.			
October 2016			
	<i>TBD</i>	<i>FAC Advanced County Commissioner Program</i>	<i>Part 1 of 3 Gainesville; Alachua County</i>
	Monday 17	9:00 a.m. - 1:00 p.m.	Capital Region Transportation Planning Agency Retreat; TBD
	Tuesday 18	3:00 p.m.	Regular Meeting
	Tuesday 25	3:00 p.m.	Regular Meeting
	Thursday 27	9:30 – 11:00 a.m.	CRA Meeting; City Commission Chambers

<u>Month</u>	<u>Day</u>	<u>Time</u>	<u>Meeting Type</u>
November 2016	Friday 11	Offices Closed	VETERAN'S DAY OBSERVED
	Monday 14	1:00 p.m.	Capital Region Transportation Planning Agency City Commission Chambers
	Monday 21	9:30 – 11:00 a.m.	Community Redevelopment Agency City Commission Chambers
	Tuesday 22	3:00 p.m.	Installation of Newly-Elected Commissioners Reorganization of the Board Regular Meeting
	Thursday 24	Offices Closed	THANKSGIVING DAY
	Friday 25	Offices Closed	FRIDAY AFTER THANKSGIVING DAY
December 2016	Thursday 8	9:30 – 11:00 a.m.	Community Redevelopment Agency City Commission Chambers
	Monday 12	9:00 a.m. – 4:00 p.m.	Board Retreat
	Tuesday 13	3:00 p.m.	Regular Meeting
	Monday 26	Offices Closed	CHRISTMAS DAY OBSERVED
	Tuesday 27	No Meeting	BOARD RECESS
January 2017	Monday 2	Offices Closed	NEW YEAR'S DAY OBSERVED
	Tuesday 10	No Meeting	Board Recess
	Tuesday 24	3:00 p.m.	Regular Meeting

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 (7 appointments)

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

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)

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

**Leon County
Board of County Commissioners**


Notes for Agenda Item #1

Leon County Board of County Commissioners

Cover Sheet for Agenda #1

October 27, 2015

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Presentation and Acceptance of the Status Report on Leon County's Participation in 2015 eMonth Activities

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

Fiscal Impact:

This item has been budgeted and adequate funding is available.

Staff Recommendation:

Option #1: Accept the status report on Leon County's participation in 2015 eMonth activities.

Report and Discussion

Background:

November 2013 marked the successful local celebration of National Entrepreneur Month (eMonth), which consisted of a range of community events centered on entrepreneurship activities. This was a stark improvement from prior years that featured small campus events with little community involvement. Greater collaboration and efforts to synergize the many entrepreneurial activities for the 2013 eMonth was a product of the Board's Entrepreneurial Resources Stakeholder Forum held in late 2012, which featured over 40 community stakeholders. In support of eMonth, the Board sponsored the Power Forward Speaker Series, which was a collaborative effort of First Commerce Credit Union, the FSU College of Business, and The Jim Moran Institute to host a signature kickoff event featuring motivational speaker Barbara Corcoran.

The Board once again supported 2014 eMonth and events such as the "Power Forward" workshop at Domi Station, which featured Apple's Steve Wozniak and two workshops hosted by the County's MWSBE Division. Other events included FAMU iShow and FSU Sneak Peek, which highlighted the accomplishments of inventors at our local universities; and a number of other events held in collaboration with our community partners.

Analysis:

The annual success of eMonth is due, in part, to the increased collaboration and participation among the entrepreneurial community as a result of the County's 2014 Entrepreneurial Resources Stakeholder Forum. This includes a strengthening partnership between Leon County and the Economic Development Council of Tallahassee/Leon County.

The Board's leadership in facilitating collaboration among the business community serves as a catalyst in expanding entrepreneurial resources and awareness in Leon County. To date, the Board has taken several actions in support of eMonth as a strategic initiative:

- The Board modified its agreement with the Economic Development Council (EDC) to ensure the annual coordination of eMonth activities.
- The Board also included in its business incubator agreement with Domi a requirement to host a signature eMonth event each year of operation (in addition to other events and training opportunities throughout the year).

As stated above, the EDC coordinated eMonth activities with community and business partners and will be collaborating with several businesses and institutions to combine information, innovation, and collaboration for a dynamic opportunity to connect startup businesses with the capital, resources, and support necessary to succeed throughout the month.

This year's 2015 eMonth activities sponsored by the County include the following:

- Power Forward Series: The Board has once again sponsored the Power Forward event, featuring former Facebook executive, Randi Zuckerberg, as well as *Yahoo Finance* editor-in-chief Andy Serwer. The third annual Power Forward event will be held on Wednesday, November 4 at 3:30 p.m. at Ruby Diamond Concert Hall.
- Finance Fridays: This is three part workshop in collaboration with the County, First Commerce, and the Small Business Development Center at Florida A&M University. The workshops will provide entrepreneurs with financial education relating to the access of capital. The workshops will be held on Friday, November 6, December 4, and January 15 and will begin on 11:30 a.m. in the Leon County Community Room at Amtrak.
- 1 Million Cups: The County is partnering with Domi to host an entrepreneurship networking breakfast prior to the weekly 1 Million Cups presentation on Wednesday, November 18, 2015.

There are more than 22 events schedule for eMonth such as Discovery on Parade, a community event that will feature local innovations with commercial impact, including FSU, FAMU, and TCC research and discoveries, Google Business Townhall, Sweating4Startups and many more. A complete calendar of eMonth activities can be found on the following website: <http://www.taledc.com/emonth> (Attachment #1).

Options:

1. Accept the status report on Leon County's participation in 2015 eMonth Activities.
2. Do not accept the status report on Leon County's participation in 2015 eMonth Activities.
3. Board direction.

Recommendation:

Option #1.

Attachment:

1. 2015 eMonth Calendar of Events



EDC ECONOMIC DEVELOPMENT COUNCIL
OF TALLAHASSEE/LEON COUNTY, INC.



E-Month



Logo designed in collaboration with Denise Clark, Owen Steiner
Entrepreneur Month (E-Month) 2015 is back and better than ever! This is our month-long celebration & recognition of everything our current & future entrepreneurs do for our community and our business landscape. Throughout the month of November, we'll be partnering with several businesses and institutions to combine information, innovation, and collaboration for a 30+ days opportunity to connect your startup business with the capital, resources, and support necessary to succeed.

Click below to learn more about any of the E-Month events planned by our partners, and be sure to use **E-Month Tall** on all your social media platforms to spread the word!

Thank you to our partners for presenting our E-Month events



FAMU App Challenge Info Session

October 22, 2015 @ 6:00 PM – TBD

Member: Florida A&M University

FAMU App Challenge Application Deadline

October 30, 2015 @ 11:45 PM – 11:45 PM

Member: Florida A&M University

Power Forward with Randi Zuckerberg

November 4, 2015 @ 3:30 PM – TBD

Member: First Commerce Credit Union

Finance Fridays: SBA Financing & SBDC Resources

November 6, 2015 @ 12:00 PM – TBD

Member: Leon County / First Commerce Credit Union

Sweating4Startups

November 10, 2015 @ 6:00 PM – TBD

Member: Proper Channel, Inc.

FAMU Industry Day

November 12, 2015 @ 9:00 AM – TBD

Member: Florida A&M University

Fall 2015 Grant Assistance Program (GAP)

November 13, 2015 @ 8:00 AM – TBD

Member: FSU Office of Commercialization

FSU Social Entrepreneurship & Innovation

November 14, 2015 @ 9:00 AM – TBD

Member: FSU College of Social Sciences & Public Policy

An Idea Goes Around the World

November 16, 2015 @ 10:00 AM – TBD

Member: The Jim Moran Institute

FAMU Business Plan Competition Deadline

November 16, 2015 @ 11:45 PM – 11:45 PM

Member: Florida A&M University

Seven Under 30

November 17, 2015 @ 3:30 PM – TBD

Member: The Jim Moran Institute

1 Million Cups Networking Breakfast

November 18, 2015 @ 8:30 AM – TBD

Member: Leon County / Domi Station

Three Countries – Three Startup Ecosystems

November 18, 2015 @ 10:00 AM – TBD

Member: The Jim Moran Institute

EDC Research & Engineering Roundtable

November 18, 2015 @ 11:30 AM – 1:00 PM

Member: EDC

Power Forward Workshop: How to Get Started

November 18, 2015 @ 6:00 PM – TBD

Member: Domi Station

World Record Simulation Game

November 20, 2015 @ 10:00 AM – TBD

Member: The Jim Moran Institute

The College of Education Innovation Reception

November 20, 2015 @ 4:00 PM – TBD

Member: FSU College of Education

LyteHacks

November 21, 2015 @ 9:00 AM – TBD

Member: TechNole

Google Business Townhall

November 30, 2015 @ 1:00 PM – TBD

Member: City of Tallahassee

FAMU Entrepreneurs Day

December 1, 2015 @ 8:00 AM – TBD

Member: Florida A&M University

Discovery on Parade

December 1, 2015 @ 5:00 PM – TBD

Member: FSU Office of Commercialization

Finance Fridays: Mergers, Acquisitions, and Venture Capital

December 4, 2015 @ 12:00 PM – TBD

Member: Leon County / First Commerce Credit Union

**Leon County
Board of County Commissioners**


Notes for Agenda Item #2

Leon County Board of County Commissioners

Cover Sheet for Agenda #2

October 27, 2015

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Approval of Minutes: September 15, 2015 Status Report on the Council on Culture and Arts Funding and an Update on the Implementation of the Cultural Plan Workshop; September 15, 2015 2016 State and Federal Legislative Priorities Workshop; and, September 29, 2015 Regular Meeting

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

Fiscal Impact:

This item has no fiscal impact to the County.

Staff Recommendation:

Option #1: Approve the minutes of the September 15, 2015 Workshop on Update from the Council on Culture & Arts on the Implementation of the Cultural Plan (Attachment #1); September 15, 2015 Workshop on the 2016 State and Federal Legislative Priorities; and, September 29, 2015 Regular Meeting.

Attachments:

1. September 15, 2015 Workshop on the Status Report on the Council on Culture and Arts Funding and an Update on the Implementation of the Cultural Plan
2. September 15, 2015 2016 Workshop on State and Federal Legislative Priorities
3. September 29, 2015 Regular Meeting

**BOARD OF COUNTY COMMISSIONERS
LEON COUNTY, FLORIDA
WORKSHOP
Status Report on Council on Culture and Arts Funding
And an Update on the Implementation of the Cultural Plan
September 15, 2015**

The Leon County Board of County Commissioners met for a Workshop to provide a status report on the Council on Culture and Arts Funding and an update on the Implementation of the Cultural Plan on Tuesday, September 15, 2015 at 12:00 p.m.

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

Facilitator(s): Ken Morris, Assistant County Administrator
Lee Daniel, Director of Tourism Development
Christina Perez, Director of Office of Economic Vitality

Chairman Lindley called the workshop to order at 12:02 p.m. and introduced Ken Morris to make opening remarks.

The Board received presentation 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 CICA's plans for these funds.

Board Discussion:

Commissioner Maddox moved, duly seconded by Commissioner Desloge, approval of Option 1: Accept the Status Report on Council on Culture and Arts funding and an Update on the Implementation of the Cultural Plan.

Commissioner Dozier expressed her appreciation for the work and initiatives by COCA. She dialogued with staff on a number of issues, such as:

- Structure and timing of reports – she requested that future mid-year/annual reports be aligned with elements of the cultural plan. *This recommendation was accepted by Commissioner Maddox as an amendment to the motion.*
- Identification of funding source – she requested future reports identify the revenue source and expenditures utilized.
- Capital Grants Program – was surprised to learn that 17 organizations were eligible for the grant. Ms. Pittman explained that while 17 were eligible, only a few have expressed interest. Commissioner Dozier expressed an interest in the outcome of the grant process.
- Requested that specific cultural art programs requested by the City, which would be implemented by COCA, be funded by the City as opposed to utilizing bed tax funds.
- Mentioned that she enjoyed viewing the “Street Art” murals and was concerned that standards for the art was being suggested by some individuals. She ascertained from COCA staff that a public arts acceptance policy had been developed for the City. She asked that staff bring back a status report/agenda item on the policy to ensure that the County has a chance to provide input into the policy also.

Commissioner Proctor joined the workshop at 12:42 P.M.

Commissioner Dozier summarized her proposed amendments to the motion: 1) Direct staff to refine the mid-year/annual report submitted by COCA in order to align the organization outcomes with elements of the cultural plan and identify the revenue and expenditures utilized and 2) Direct staff to bring back an agenda item which provides a status update on the City's public art acceptance policy. Commissioner Maddox accepted the proposed amendments.

The motion, as amended, carried 7-0.

Adjourn:

There being no further business to come before the Board, the workshop was adjourned at 12:51 p.m.

LEON COUNTY, FLORIDA

ATTEST:

BY: _____

Mary Ann Lindley, Chairman
Board of County Commissioners

BY: _____

Bob Inzer, Clerk of the Court
Leon County, Florida

**BOARD OF COUNTY COMMISSIONERS
LEON COUNTY, FLORIDA
WORKSHOP
2016 State and Federal Legislative Priorities
September 15, 2015**

The Leon County Board of County Commissioners met for a Workshop on the 2016 State and Federal Legislative Priorities on Tuesday, September 15, 2015 at 1:00 p.m.

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

Facilitator(s): Shington Lamy, Assistant to the County Administrator
Andy Johnson, Special Projects Coordinator
Jeff Sharkey, Capitol Alliance Group
Sarah Vilms and Victoria Cram, Squire Patton Boggs

Chairman Lindley called the workshop to order at 1:00 p.m. She then introduced Shington Lamy to make staff's presentation.

Mr. Lamy stated that the workshop is held annually to offer the Board an opportunity to develop its priorities for upcoming legislative sessions. He then introduced both the state and federal lobbying teams and stated that staff would provide an overview of the recommended appropriations requests for this year and discuss the state and federal legislative policies.

Mr. Lamy presented the following proposed appropriations requests for the Board's consideration:

Request	Amount	Project Phase
<u>Agriculture & Natural Resources</u>		
• Woodville Sewer	\$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
<u>Transportation, Tourism, and Economic Development</u>		
• Capital Circle Southwest – Segment 1 (Orange Avenue to Springhill Road)	\$30.0 million	Right-of-Way Acquisition
	\$35.4 million	Construction
• Capital Circle Southwest – Segment 2 (Springhill Road to Crawfordville Road)	\$31.0 million	Right-of-Way Acquisition
	\$22.7 million	Construction
• Woodville Highway (Capital Circle to Paul Russell Road)	\$3.6 million	Right-of-Way Acquisition
	\$23 million	Construction
• Fords Arm Restoration*	\$3.97 million	Construction
• Apalachee Regional Park*	\$500,000	Design & Construction
<u>Health and Human Services</u>		
• Community Paramedic Program	\$925,000	Program Funding

*Notes items identified for funding in more than one category.

Mr. Johnson then provided the following state policy issues for the Board's consideration:

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 waste water 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.

Mr. Sharkey, Capital Alliance Groups, provided remarks regarding the upcoming state legislative session.

Board Discussion:

Commissioner Dozier mentioned the various economic development initiatives throughout the community and expressed some frustration on the lack of connect with the Department of Economic Opportunity (DEO) to highlight these activities. She asked if there were ways to improve that relationship. Mr. Sharkey responded that they do a lot of work with DEO and could arrange for visits by DEO staff to areas such as Innovation Park, Domi, Madison Mile, etc. Commissioner Dozier also commented and expressed concern regarding the proposed redistricting map that divides Leon County into two separate districts. She asked that staff stay abreast of this issue and that the Board be prepared to respond as a Commission should it choose to do so.

Commissioner Proctor expressed enthusiasm about the continued efforts to bring septic services to the Southside of the County. He also suggested that the Board consider extending an invitation to Governor Scott to visit the Chambers and meet with the Commission.

Commissioner Maddox asked about flexibility in the use of Blueprint sales tax funds for areas such as operations or maintenance. County Administrator Long responded that recent changes have allowed the use of Blueprint money to be used in the maintenance of areas (such as parks) that were built with Blueprint monies. Commissioner Maddox mentioned that there was a trend throughout the State whereby large private businesses, such as AT&T, relocate

their towers and ask local government to pay for those relocations. He asked if that was on staff's radar and would it have a large effect on the County. County Administrator Long responded that staff is very much aware of this issue and is partnering with FAC and the lobbying team to stay well-informed of this action. Commissioner Maddox asserted his support to assist FAC in its efforts to defeat any legislation that would require local governments pay for relocation costs. Commissioner Maddox relayed that water quality and water supply was a huge issue for the County. He also expressed a concern about mental health services and asked about the state's stance on this issue. Mr. Sharkey mentioned that the Governor Scott had recently issued an executive order recognizing the need for a coordinated and integrated approach to mental health issues in the state and that the issue had been elevated in light of recent events throughout the country. In closing, Commissioner Maddox and Mr. Sharkey discussed continued funding for homelessness and that the Kearney Center serving local homeless has become a model for communities through the state.

Commissioner Proctor mentioned the state funding issues surrounding the Clerk of the Courts Office and received from Mr. Sharkey his perception of the funding situation for the Clerk and how it is viewed by the legislature. Commissioner Proctor opined that the Florida Association of Counties did not do enough in its representation of North Florida and suggested that a North Florida Coalition of Counties was needed. In response to Commissioner Proctor's inquiry regarding consolidated lobbying efforts between the County/City/School Board/universities, etc., Mr. Sharkey pointed to the legislative dialogue meetings hosted by Commissioner Desloge and the County. He noted that the meetings brings together various entities in the community and is an effective team approach to common issues.

Commissioner Dozier indicated that she was very pleased with FAC representation. She discussed the Continuum of Care Board, of which she serves, and mentioned that it is the entity that would distribute the \$4 million in homelessness funds. She mentioned that a possible shortfall in administration dollars was very much a concern and asked staff to monitor this issue.

Commissioner Desloge stated that the National Association of Counties (NACo) has partnered with the American Psychiatric Association and the National Sheriff's Association on an initiative to help reduce the number of people with mental illnesses in jails. He opined that the FAC is doing a great job and advocated involvement among other commissioners in the legislative process. He also mentioned that the FAC holds weekly legislative calls to provide up to date information on upcoming important legislation.

Commissioner Maddox responded to Commissioner Desloge's remarks and stated that he looked forward to becoming more involved in the legislative process.

Mr. Johnson then provided the following federal policy issues for the Board's consideration:

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 Payment in Lieu of Taxes (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.

Commissioner Desloge discussed a number of issues, i.e., PILT funding, long term service transportation, internet sales tax and bonding.

Commissioner Proctor brought up the important role that Commissioner Desloge will hold next year as the President of NACo and urged the representatives from Patton Boggs to maximize this opportunity.

Sarah Vilms and Victoria Cram, Squire Patton Boggs, provided remarks regarding the 114th Congress (2nd Session).

Commissioner Dozier established that staff would continue to monitor the internet sales tax issue and stated that she was interested in development of EPA rules.

Regarding the Community Legislative Dialogue meetings, Commissioner Desloge stated that he was happy to facilitate the meeting again this year; however, suggested that having another commissioner involved and in a position to move into that role in the next couple of years would be helpful. Commissioner Maddox offered to assist Commissioner Desloge.

Commissioner Maddox moved, duly seconded by Commissioner Desloge, approval of Options 1 & 2: 1) Approve the 2016 State and Federal Legislative Priorities, as amended by the Board, and 2) Designated Commissioner Desloge and Commissioner Maddox to co-host the Community Legislative Dialogue meetings for the 2016 state legislative session. The motion carried 6-0 (Commissioner Dailey out of Chambers).

Adjourn:

There being no further business to come before the Board, the workshop was adjourned at 2:12 p.m.

LEON COUNTY, FLORIDA

ATTEST:

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

BY: _____
Bob Inzer, Clerk of the Court
Leon County, Florida

**BOARD OF COUNTY COMMISSIONERS
LEON COUNTY, FLORIDA
REGULAR MEETING
September 29, 2015**

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

The Invocation was provided by Bruce Chapman, former Chaplain at the Presbyterian University Center. Chairman Mary Ann Lindley then led the Pledge of Allegiance.

Awards and Presentations

- Commissioner Bryan Desloge presented a Proclamation to Bob Lotane, recognizing his service to the community and to the American Red Cross. Mr. Lotane was also recognized for the establishment of the *Red Cross Hurricane Run* in 2007, which was renamed the *Robin Lotane Hurricane Run* in 2010.
- Commissioner Kristen Dozier presented a Proclamation to Brittany Summerville from the American Cancer Society, designating October 2015 as Breast Cancer Awareness Month. She reminded everyone that the “Drink Pink” (lemonade) event and competition between the County and the City would be held on October 1st at Cascades Park. Ms. Summerville announced that the Breast Cancer walk is scheduled for Sunday, October 18th at Cascade Park.
- Chairman Mary Ann Lindley presented a Proclamation to Misty Green, Library Services specialist, in honor of her retirement after 26 years of dedicated public service to Leon County and its citizens.
- A presentation was provided by Carroll Bewly of the Civil Air Patrol, Tallahassee Squadron. He requested a Memorandum of Understanding for mutual cooperation and coordination between Leon County and the Tallahassee Civil Air Patrol.
- *Commissioner Desloge moved, duly seconded by Commissioner Maddox, to direct staff to draft a Memorandum of Understanding between Leon County and the Civil Air Patrol to be brought back at the October 13, 2015 meeting. The motion carried 5-0 (Commissioners Proctor and Sauls absent).*
- County Administrator Vincent Long and Commissioner Bryan Desloge presented the following National Association of Counties (NACo) 2015 Achievement Awards to staff members.
 - **Maggie Theriot** - Leon LEADS: People Focused, Performance Driven, County Administration & Management Category
 - **Robert Mills, Maggie Theriot & Tessa Schreiner** - Leon County Sustainable Communities Summit, County Resilience: Infrastructure, Energy & Sustainability Category
 - **Candice Wilson & Geri Forslund** - Leon County Domestic Violence and Sexual Assault Policy, Personnel Management, Employee Training & Employee Benefits Category
 - **Eryn Calabro & Ben Bradwell** - Leon County Veterans Resource Center, Employment & Training for County Residents Category
 - **Pat Curtis, Lee Daniels & Scott Weisman** - Trailahassee.com, Information Technology Category
 - **Shelly Kelley & Pat Curtis** - Procurement Connect, Financial Management Category

- **Cristina Paredes** – Penny Sales Tax Public Education Effort, County Administration & Management Category
- **Ken Morris & Cristina Paredes** – Domi Station, Leon County’s Startup Business Incubator, Community and Economic Development Category
- **Shington Lamy** – Club of Honest Citizens, Civic Education & Public Information Category
- **Shington Lamy & Andy Johnson** – Community Legislative Dialogue, Civic Education & Public Information
- **Mat Cavell & Jeri Bush** – 9/11 Day of Service and Remembrance, Volunteer Category

Consent:

Commissioner Dozier moved, duly seconded by Commissioner Desloge, to approve the Consent Agenda with the exception of Item 3, which was pulled for further discussion. The motion carried 5-0 (Commissioners Proctor and Sauls absent)

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

The Board approved Options 1 & 2: 1) Ratify Board actions taken at the September 15, 2015 Workshop on the 2016 State and Federal Legislative Priorities, and 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. and Tuesday, March 22, 2016 at 7:30 a.m.

2. Ratification of the Boards 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

The Board approved 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.

3. Approval of Proposed Modification to the Targeted Business Program and Authorization to Approve Turbocor’s Targeted Business Program Application

Commissioner Dailey requested the item be pulled for discussion.

County Administrator Long introduced the item.

Commissioner Dailey stated that while he did not deem this a controversial issue, and would support the item, opined that items of this magnitude should not be on the Consent Agenda, but rather placed on the General Business agenda.

Commissioner Desloge asked if there was a dollar threshold whereby items are placed on the Consent Agenda vs. the General Business Agenda. County Administrator Long responded that the threshold for Consent is \$250,000; however, the lifespan of this program amounts to much more than \$250,000; thus, justifiably could have been placed on the General Business Agenda.

In response to Commissioner Dailey’s request for additional information on the program, County Administrator Long shared that the Targeted Business Program (TBP) is a local incentive based program to induce business growth that is beneficial to Leon County and the City of Tallahassee. It is designed to help implement the County and City’s long term vision for economically viable and environmentally sustainable growth

and offers incentives to new and existing businesses that create jobs that will diversity the economy and generate revenue growth.

Ben Pingree, Economic Development Council, shared that Turbocor's TBP application has received unanimous approvals thus far and had in fact scored a 90 which means it will be reimbursed at 100%. He added that the TBP is a "very strong arrow in the EDC quiver" and Turbocor has performed admirably.

Commissioner Dozier recognized Turbocor and stated that this expansion is a strong indicator of their commitment to Innovation Park and the community. She thanked the EDC and County staff for their efforts.

Commissioner Dailey moved, duly seconded by Commissioner Maddox, approval of Options 1 & 2: 1) Approve proposed revision to the Tallahassee/Leon County Targeted Business Program, and 2) Approve Turbocor's Targeted Business Program application based upon the proposed revisions to the program. The motion carried 5-0. (Commissioners Proctor and Sauls absent).

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

The Board approved Option 1: Approve the renewal of the FY 2015/16 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, and authorize the County Administrator to execute.

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

The Board approved 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.

6. Approval of Payment of Bills and Voucher Submitted for September 29, 2015, and Pre-Approval of Payment of Bills and Vouchers for the Period of September 30 through October 12, 2015

The Board approved Option 1: Approve the 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.

7. Acceptance of Fiscal Year 2014/15 Tangible Personal Property Annual Report

The Board approved Options 1 & 2: 1) Accept the FY 14/15 Tangible Personal Property Annual Report, and 2) Authorize the deletion of 847 tangible personal property items from the Property Control records.

8. Acceptance of a Status Report on Regulation of "Drones"

The Board approved Option 1: Acceptance of a status report on regulation of "Drones".

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

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

General Business

9. Acceptance of the 2015 Leon County Annual Report

County Administrator Long, in accordance with Florida Statutes, presented the County's 2015 Annual Report to the Board and citizens. On behalf of all County employees, he thanked the Board for its consistent leadership, its belief in County employees and its vision. He asserted that in 2015 Leon County continues to prove to be a productive government "that people can believe in and others benchmark against".

The report provided results of staff's implementation of the strategic priorities and initiatives associated with the Strategic Plan. Mr. Long conveyed that the Board has established four Strategic Priorities (Economy, Environment, Quality of Life, and Governance) and 136 Strategic Initiatives that align with and advances one or more of those priorities. He shared that of the 136 strategic initiatives, 117 have been completed and 19 remain in progress. Highlights of the report included, but were not limited to, the following:

- Financial Stewardship
 - No change in millage rate;
 - Maintained exceptional bond rating;
 - Refinanced outstanding debt to save \$300,000 this year and \$600,000 over the next two years, and
 - Continued to rank among the most efficient Florida counties.
- Strategic Priorities
 - *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."*
 - Celebrated Domi Station's first year as a business incubator;
 - Realized approximately \$290 return in investment for every dollar of bed tax invested;
 - Created "Shop and Dine Kinhega Drive" campaign during road improvements, and
 - Invested \$85.5 million in infrastructure projects to create 780 jobs locally.
 - *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."*
 - Hosted the 4th Sustainable Communities Summit;
 - Started Seed Library;
 - Continued to support 15 community gardens;
 - Promoted sustainable development and protection of Lake Jackson by amending the Lake Jackson Future Land Use Category, and
 - Realized a community-wide recycling rate of 51% (exceeding the statewide goal) and processed almost 400 tons of hazardous waste.

- *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.”*
 - Exceeded the national cardiac survival rate of 7% with a 35% local rate and trained 1600 citizens in CPR and AED;
 - Formed the tactical medical program in partnership with Sheriff’s Office;
 - Partnered with private sector, City and United Way to open Kearney Center;
 - Renovated Miccosukee Community Park ball fields, and
 - Assisted 4500 veterans.
- *Governance: “To be a model local government which our citizens trust and to which other local governments aspire.”*
 - Partnered with the community on the passage of the Blueprint 2000 Sales Tax referendum;
 - Continued partnership with Village Square and hosted three sessions, and
 - Partnered with Keep it Rural Coalition to develop new standards to preserve the Rural Zoning District.

County Administrator Long mentioned the numerous awards received by the County in 2015 and touted the 11 NACo Achievement Awards. He also read the County’s Value Proposition, which states “Leon County Government leverages partnerships, embraces efficiency and innovation, and demands performance to the benefit of our taxpayers. We actively engage our citizens, not only as taxpayers, but as stakeholders and co-creators of our community – providing meaningful opportunities to capitalize on their talents in making important decisions and shaping our community for future generations.”

His presentation concluded with the presentation of a video summarizing the 2015 Annual Report.

Chairman Lindley on behalf of the Board thanked County staff for the great work they do every day and expressed appreciation for being part of such a great team.

Commissioner Dailey moved, duly seconded by Commissioner Desloge, approval of Option 1: Accept the 2015 Leon County Annual Report. The motion carried 5-0 (Commissioners Proctor and Sauls absent).

10. Approval of the December 2015 Board Retreat Agenda

County Administrator Long introduced the item. He mentioned that the Retreat provides an opportunity annually for the Board to evaluate progress on strategic initiatives and to update the Strategic Plan, if needed. He indicated that the proposed agenda presents for the Board’s consideration issues that may be of importance in the upcoming year; however, staff welcomed the Board’s guidance on issues it may want included.

Commissioner Dozier requested that more information on the Joint Planning Board be included as part of the CHSP discussion, as the County would take over as Chair of this Board next year. She suggested that the discussion on Urban Service Boundary could be postponed until the Board begins discussion on the Land Use Component of the Comprehensive Plan (which is anticipated in the Spring 2016) and in its stead have a discussion on economic development. She submitted that there is a lot of energy in the community in the area of economic development and talent retention and would love to have a brainstorming session to further explore this issue.

Commissioner Desloge agreed; however, offered that the Urban Services Boundary discussion was relevant and suggested that a discussion on economic development be in addition to, rather than in lieu of, the Urban Services Boundary update.

Commissioner Desloge moved, duly seconded by Commissioner Maddox, approval of Options 1, as amended & 2: 1) Approve the proposed agenda for the December 7, 2015 Board Retreat, and to include information on the Joint Planning Board as part of the CHSP discussion and an additional item on economic development, and 2) Cancel the Workshop with the United Way on the Community Human Service Partnership process for October 123, 2015 from 12:00 to 3:00 p.m.

Chairman Lindley commented that part of the Urban Service Area smart growth ties into economic development.

The motion as amended carried 5-0 (Commissioners Proctor and Sauls absent).

11. Consideration of Additional Community Human Service Partnership Funding

County Administrator Long introduced the item. He recalled that the Board had, at its June Budget Workshop, voted to increase the FY 2016 Community Human Service Partnership (CHSP) funding level by \$175,000. He also stated that the action took place after the funds distribution panels had met and decided on appropriations to CHSP agencies; therefore, Board action was needed to determine how to allocate the additional \$175,000. He noted that in previous years when the Board had allocated additional dollars to CHSP (after the funds distribution process had been completed) a mini grant process had been utilized to distribute the funds. He indicated that staff in conjunction with United Way offers two options for the mini grant process.

Speakers:

- Sylvia Smith, 325 John Knox Road, Big Bend Homeless Coalition, expressed support for Option 1.
- Sharon Tyler, 1115 Easterwood Drive, Red Cross, thanked the Board for the additional funds and urged Board approval of Option 1.
- Rob Renzi, 2201 S. Monroe, Big Bend Cares, also thanked the Board for the additional resources. He advocated for Option 2 as it would allow small non-profits to participate; however, should the Board vote for Option 1, he suggested that agencies that received their requested funding not be eligible to apply for additional funds.
- Ellen Piekalkiewicz, United Partners for Human Services, commented that the non-profit sector is very significant to the community and has a positive impact. She stated that the City has also increased its CHSP funding and had hoped that the City and County would have consolidated the funding into one grant process. She expressed appreciation for the additional funds.
- Kelly Otte, 1075 Alameda Drive, Oasis Center for Women and Girls, spoke in support of the Center and commented that should the Board approve Option 1, organizations such as Oasis would not be able to compete for the funds. She urged Board support of Option 2.
- Jim Croteau, Second Harvest, clarified that when Second Harvest missed the deadline; those dollars were removed from the Basic Needs category and were never restored. This year, the United Way did not have the additional funds to restore those dollars so these dollars would bring the Basic Needs Category back to where it was originally.

Commissioner Maddox moved, duly seconded by Commissioner Dailey, approval of Option 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.

Commissioner Maddox commented on the need among nonprofit agencies. He stated that Option 2 would allow Emergency Services and Basic Needs Community Human Service Partnership agencies to compete, but would also provide an opportunity for other organizations to receive funding.

Commissioner Desloge established with County Administrator Long that the existing CHSP process would be used for fund distribution. He opined that Option 2 would distribute the dollars to too many agencies and would minimize the impact. He conveyed that more can be accomplished when efforts are focused.

Commissioner Dozier acknowledged that she has been focused on keeping CHSP intact and hoped that the City would contribute their funds into the CHSP process. She voiced some concern about opening up the process and the amount of staff time that would be required to evaluate the applications. County Administrator Long responded that the County does have some precedence in doing this and had previously used a mini grant process. He stated that this process, while not exactly like CHSP, would utilize the same structure as CHSP. Commissioner Dozier inquired if a cap limit had been considered for grants and ascertained from Mr. Long that while staff had not developed programmatic criteria, Board direction in this area would be welcomed. Commissioner Dozier stated that she could support Options 2 if it included some type of grant limit as she would like to see the funds go as far as possible. She mentioned the \$100,000 set-aside for Southside programs (as was approved by the Board at the June Budget Workshop) and wondered if there was support for combining that \$100,000 with the \$175,000 additional CHSP dollars.

Commissioner Maddox responded that he would not want to mix the funds and that an agenda item would be forthcoming on the \$100,000 allocation. He stated that while he would look for a recommendation from staff, would entertain a suggested amount should Commissioner Dozier or the Board wish to offer one.

Commissioner Dailey asserted that he has always advocated for putting as much money as possible into the CHSP, but did not see his role as a County Commissioner micromanaging the process. He mentioned that the current CHSP process works very well. He referenced comments offered by Mr. Renzi, and expressed support for the suggestion whereby those organizations that have already received 100% of their funding request would not be eligible to participate in the mini grant process.

Commissioner Maddox acknowledged Commissioner Dailey's comments and **accepted as a friendly amendment to the motion the suggestion that agencies that have already received 100% of requested funding would not be eligible to apply for funds from the mini-grant process.**

Chairman Lindley voiced an interest in learning how many agencies received 100% of their funding request. She added that she would like to see the funding go to broad-based community agencies, such as Second Harvest and the Homeless Shelter.

Commissioner Desloge offered a substitute motion, seconded by Commissioner Lindley, to approve Option 1: Develop a mini-grant process and invite Emergency Services and Basic Needs Community Human Service Partnership agencies funded by FY 2016 to apply, and

authorize the County Administrator to execute the agreement, in a form to be approved by the County Attorney.

Commissioner Dozier confirmed with County Administrator Long that Second Harvest and Oasis would be eligible for the mini-grant process. She also established that the United Way has agreed to assist the County with the mini-grant process. Commissioner Dozier indicated that she was leaning toward Option 2, however, would like to see the Board support some kind of cap, even if it was just direction to staff to work on this.

Commissioner Maddox discussed with Commissioner Dailey (who seconded the motion) placing a \$10,000 cap within the motion. Commissioner Dailey stated that he did not want to micromanage the process and preferred to let the process work.

Commissioner Dozier suggested that the motion include direction to staff that it is the Board's intent that the mini-grant process benefit as many organizations as possible. This suggestion was accepted by Commissioner Maddox.

The Substitute Motion failed 2-3 (Commissioners Dailey, Dozier and Maddox in opposition).

The original motion, as amended, carried 5-0 (Commissioners Proctor and Sauls absent).

12. Adoption of Resolution Approving Lease Amendment with YMCA to Extend Term of Lease at Lake Jackson Town Center at Huntington

County Administrator Long introduced the item. He explained that the current lease is set to expire September 30, 2015. Based on the organization's new sustainable revitalization initiative, which includes new programming, staff recommends the extension.

Commissioner Maddox moved, duly seconded by Commissioner Dozier, approval of Option 1: Adopt the Resolution approving the Lease Amendment with YMCA 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. The motion carried 5-0 (Commissioners Proctor and Sauls absent).

13. Consideration of Full Board Appointments to the Tallahassee-Leon County Commission on the Status of Women and Girls

County Administrator Long introduced the item.

Commissioner Maddox moved, duly seconded by Commissioner Dozier, approval of Option 1: Ratify the appointment 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 end September 30, 2016. The motion carried 5-0 (Commissioners Proctor and Sauls absent).

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

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**

Chairman Lindley announced the public hearing.

County Administrator Long stated that this was the second of two required public hearings on the Leon County budget for FY 2015/16. He invited those individuals who wished to comment on the item, to complete a speaker card and submit to the Clerk.

County Administrator Long read the following into the record:

- The proposed aggregate millage rate is 8.8144 mills, which is 1.31 percent over the aggregate rolled back millage rate of 8.7096 mills. Ad valorem revenues will increase due to an upturn in property values and will be used to support the following: sustaining a high level of Countywide service delivery; continued support of human service initiatives; enhanced support for law enforcement; ensuring adequate funding for the upcoming presidential election cycle. Should the Board desire a presentation on the 2016 budget one is available.

Chairman Lindley confirmed there were no speakers on this item and announced that the public hearing was closed

The Board approved the following options:

- *Option 1: Commissioner Maddox moved, duly seconded by Commissioner Dozier, adoption of Resolution 15-49, the final FY 15/16 Countywide millage rate of 8.3144 mills. The motion carried 5-0 (Commissioners Proctor and Sauls absent).*
- *Option 2: Commissioner Maddox moved, duly seconded by Commissioner Dozier, adoption of Resolution 15-50, the final FY 15/16 Countywide budget. The motion carried 5-0 (Commissioners Proctor and Sauls absent).*
- *Option 3: Commissioner Dailey moved, duly seconded by Commissioner Dozier, adoption of Resolution 15-51, the final FY 15/16 Emergency Medical Services MSTU millage rate of 0.5000 mills. The motion carried 5-0 (Commissioners Proctor and Sauls absent).*
- *Option 4: Commissioner Desloge moved, duly seconded by Commissioner Maddox adoption of Resolution 15-52, the final FY 15/16 Emergency Medical Services MSTU budget. The motion carried 5-0 (Commissioners Proctor and Sauls absent).*

The Board expressed its appreciation to staff for their hard work and the thoroughness of the budget process. It was also noted that the early start to the budget process benefitted the Commission and provided an opportunity to ask questions and receive needed information.

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

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

Comments/Discussion Items

County Attorney Thiele:

- No items.

County Administrator Long:

- Reminded the Board that the Longest Table event would be held on Sunday, October 4th at 5:30 on Park Avenue and Calhoun Street.

Commissioner Discussion Items

Commissioner Desloge:

- Thanked the Board for its support of his NACo activities.

Commissioner Maddox:

- Conveyed that City Commissioner Ziffer has convened a working group to look at Community Schools and he has been asked to join the meetings. He requested that Commissioner Ziffer be invited to give a presentation on the concept so that everyone understands what is being considered.
 - *Commissioner Maddox moved, duly seconded by Commissioner Dozier, to invite City Commissioner Ziffer to give a presentation to the Board on Community Schools. The motion carried 5-0 (Commissioner Proctor and Sauls absent).*
- Encouraged everyone to come out and support the County in the Lemonade Challenge.
- Commented that the Value Proposition statement shared by County Administrator was a very important statement and suggested that it be displayed somewhere in the Courthouse.

Commissioner Dozier:

- Congratulated County Attorney Thiele on his upcoming swearing in as President of the International Municipal Lawyers Association.
- Commented on the grand opening to celebrate the completion of the Smokey Hollow Commemoration.
- Requested an update on the Promise Zone initiative and the various groups working on Southside issues.
 - County Administrator Long stated that a recent agenda item listed all ongoing Southside initiatives and the item could be updated and brought back to the Board.
 - Commissioner Maddox mentioned that in his recent endeavors on the Southside, he has identified one weakness to be that groups are working in silos and there is no coordination. He asserted that the appointment of a point person to help coordinate activity would make efforts more effective.
 - Commissioner Dozier clarified that she did not need an exhaustive report, but rather an update on the Promise Zone initiative and this could be provided via either e-mail or status report.

Commissioner Dailey:

- *Commissioner Dailey moved, duly seconded by Commissioner Maddox, approval to present a Proclamation recognizing November 13, 2015 as World Pancreatic Cancer Day in Leon County. To be presented at the October 27th Board meeting. The motion carried 5-0 (Commissioners Proctor and Sauls absent).*
- Recognized the County Administrator and staff for the terrific job in the development and presentation of the Annual Report. He stated that he was proud to be part of the County family.

Vice-Chairman Proctor:

- *On behalf of Commissioner Proctor, Chairman Lindley requested a Proclamation honoring the life and legacy of Dr. Sybil Mobley, to be presented at her Memorial Service. Approved without Objection.*

Chairman Lindley:

- *Commissioner Maddox moved, duly seconded by Commissioner Dozier, approval of the following Proclamations:*
 - *Minority Enterprise Development Week, to be presented at an event later in the week.*
 - *Designating October 3, 2015 as Leon County Firefighters Day to be presented at an event on Saturday.*
 - *Designating October 2015 as Florida Native Plant Month, to be presented at the October 13, 2015 meeting.*
 - *Recognizing the 50th Anniversary of Young Marines of the Big Bend to be presented at the October 13, 2015 meeting.*
 - *The motion carried 5-0 (Commissioners Proctor and Sauls absent).*
- *Mentioned that the LeonWorks initiative would be featured on WFSU's American Graduate Program.*

5:00 p.m. - Chairman Lindley announced that the Board would recess for its dinner break and reconvene to conduct the scheduled public hearing.

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:

There being no further business to come before the Board, the meeting was adjourned at 6:10 p.m.

LEON COUNTY, FLORIDA

ATTEST:

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

BY: _____
Bob Inzer, Clerk of the Court
Leon County, Florida

**Leon County
Board of County Commissioners**

Notes for Agenda Item #3

Leon County Board of County Commissioners

Cover Sheet for Agenda #3

October 27, 2015

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator

Title: Adoption of the Proposed Public Notice 2016 Tentative Schedule and the 2016 Board Travel Schedule

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

Fiscal Impact:

This item has no fiscal impact to the County.

Staff Recommendation:

- Option #1: Adopt the proposed Leon County Board of County Commissioners' Public Notice 2016 Tentative Schedule (Attachment #1).
- Option #2: Approve the proposed 2016 Board of County Commissioners' Travel Schedule, and authorize Commissioners' travel to the scheduled events (Attachment #2).
- Option #3: Schedule the Board's Installation of Newly-elected Commissioners and Reorganization on Tuesday, November 22, 2016.
- Option #4: Schedule the Board Retreat for Monday, December 12, 2016.

Report and Discussion

Background:

Each year, the Board makes available a tentative schedule of all workshops, meetings, and public hearings for the entire calendar year. The proposed Public Notice 2016 Tentative Schedule also includes, in its outline, a list of conferences, education and training sessions, and events. The schedule is updated as part of the Agenda for each regularly scheduled Board meeting.

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

Elected Officials

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

Analysis:

Board Policy No. 03-9, "Meeting Dates for Board of County Commissioners" states that the Board meets every 2nd and 4th Tuesday of each month for its regular meetings. However, the Board may cancel or continue meetings to observe holidays or other events, as the Board deems appropriate. In drafting the proposed 2016 Tentative Schedule, staff reviewed the following:

- Leon County Schools' 2015-2016 calendar (Attachment #3)
- 2016 generally observed religious holidays (Attachment #4)
- Florida Association of Counties (FAC) 2016 meeting, workshop, and conference schedule (Attachment #6)
- National Association of Counties (NACo) 2016 meeting and conference schedule (Attachment #7)

Included, as part of the 2016 Tentative Schedule, are:

- County's 2016 Holiday Schedule (Attachment #8)
- a listing of the tentative dates, time, and location for the 2016 Intergovernmental Agency (IA) meetings (Attachment #9)
- a listing of tentative dates, time, and location for the Cycle 2016-1 Comprehensive Plan Amendments workshop and hearings (Attachment #10)
- a listing of the 2016 Community Redevelopment Agency (CRA) meetings (Attachment #11)
- a listing of the dates of the 2016 Capital Region Transportation Planning Agency (CRTPA) meetings (Attachment #12)

Based on review of the listed 2016 calendars/schedules, the following is a proposed tentative 2016 schedule.

- January 2016 – Regular meeting on January 26
- February 2016 - NACo's Legislative Conference is scheduled for February 20 – February 24, which conflicts with the Board's February 23 meeting. Therefore, it is recommended the Board cancel its February 23 meeting and hold its February meetings on the 9th and 16th.
- March 2016 – Regular meeting on March 8. Leon County schools will be on Spring Break the week of March 14 - 18. Since the agenda for the March 22 meeting would be distributed on March 14 (first day of Spring Break), it is recommended that the March 22 meeting be cancelled.
- April 2016 – Regular meetings on April 12 and 26.
- May 2016 – Regular meetings on May 10 and 24.
- June 2016 – Regular meeting on June 14. FAC's 2016 Annual Conference is scheduled for Tuesday, June 28, - Friday, July 1. It is recommended that the June 28 Board meeting be canceled.
- July 2016 – Regular meeting on July 12. Board recess begins.
- September 2016 – The ICMA and the IMLA annual conferences are scheduled for the week of September 26th; therefore, it is recommended that the Board cancel the September 27 meeting and schedule the September meetings for the 13th and 20th. State statutes guide regular Board meeting dates for the County's budget adoption public hearings. If the School Board's budget adoption hearing conflicts with the County's calendar, staff will bring back recommendations for scheduling its regular and budget adoption hearings meetings for alternate dates.
- October 2016 - Yom Kippur begins at sunset on Tuesday, October 11. Therefore, it is recommended that the Board cancel its October 11 meeting and hold its October meetings on October 18 and 25.
- November 2016 – The 2016 General Election will be held on Tuesday, November 8; therefore, it is recommended the November 8 meeting be canceled. According to State Statute and County Policy (Attachments #13 and #14), the Board's November 2016 installation of newly-elected officials must commence the second Tuesday following the general election, which will be Tuesday, November 22, 2016; Board reorganization and regular meeting would also be scheduled for November 22.
- December 2016 – Schedule the Board's 2017 Retreat for Monday, December 12; schedule the Board's regular meeting for December 13.

Table 1.

Conference	Date	Location
New Commissioner and Advanced County Commissioner Certification (Seminar 2 of 3) Workshops	Wednesday, January 13 - Friday, January 15	Gainesville, FL
NACo Legislative Conference	Saturday, February 20 – Wednesday, February 24	Washington DC
FAC Advanced County Commissioner (Seminar 3 of 3) Workshop	Thursday, April 7 – Friday, April 8	Gainesville, FL
FAC Annual Conference and Educational Exposition	Tuesday, June 28 – Friday, July 1	Orange County Orlando
NACo Annual Conference	Friday, July 22 – Tuesday, July 26	Los Angeles County Long Beach, California
National Urban League Annual Conference	Wednesday, July 27 – Saturday, July 30	TBD
Greater Tallahassee Chamber of Commerce Annual Conference (Attachment #15)	Friday, August 12 – Sunday, August 14	Amelia Island Plantation Fernadina Beach
FAC Policy Committee Conference	Wednesday, September 14- Friday, September 16	TBD
Congressional Black Caucus Annual Legislative Conference	Wednesday, September 21 – Saturday, September 24	Washington, D.C.
ICMA Annual Conference (Attachment #16)	Sunday, September 25 – Wednesday, September 28	Jackson County Kansas City, Missouri
FAC Legislative Conference and Commissioner Workshops	Wednesday, November 30 – Friday, December 2	TBD

❖ *All Florida Association of Counties (FAC)-related events and National Association of Counties (NACo)-related events that Commissioners may want to attend, not listed on the Schedule, would be considered pre-approved for travel.*

In order to have available dates on which Board workshops may be scheduled for the upcoming calendar year, approval of the Public Notice 2016 Tentative Schedule is recommended.

Options:

1. Adopt the Leon County Board of County Commissioners' Public Notice 2016 Tentative Schedule (Attachment #1).
2. Approve the 2016 Board of County Commissioners' Travel Schedule, and authorize Commissioners' travel to the scheduled events (Attachment #2).
3. Schedule the Board's Installation of newly-elected Commissioners and Reorganization on Tuesday, November 22, 2016.
4. Schedule the Board Retreat for Monday, December 12, 2016.
5. Board direction.

Recommendation:

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

Attachments:

1. Public Notice 2016 Tentative Schedule
2. Board of County Commissioners' 2016 Travel Schedule
3. Leon County Schools Calendar
4. List of religious holidays
5. FAC 2016 calendar of conferences, workshops, and events
6. NACo 2016 calendar of events
7. 2016 Board Holiday Schedule
8. Blueprint 2000/Intergovernmental Agency proposed 2016 schedule of meetings
9. Comprehensive Plan schedule for Cycle 2016-1
10. Community Redevelopment Agency proposed 2016 Meeting Schedule
11. Capital Region Transportation Planning Agency proposed 2016 schedule of meetings
12. County Policy 98-7, regarding the Board installation of newly-elected officials and Board reorganization
13. F.S. Section 100.041(2)(a)
14. 2016 Chamber Retreat
15. ICMA 2016 Annual Conference

PUBLIC NOTICE
2016 Tentative Schedule

<u>Month</u>	<u>Day</u>	<u>Time</u>	<u>Meeting Type</u>
January 2016	Friday 1	Offices Closed	NEW YEAR'S DAY
	Tuesday 12	No Meeting	BOARD RECESS
	<i>Wednesday 13 – Friday 15</i>	<i>FAC New & Advanced County Commissioner Workshops</i>	<i>Seminar 2 of 3 Gainesville; Alachua County</i>
	Monday 18	Offices Closed	MARTIN LUTHER KING, JR. DAY
	Monday 25	1:00 p.m.	Capital Region Transportation Planning Agency City Commission Chambers
	Tuesday 26	3:00 p.m.	Regular Meeting
	Thursday 28	9:30 – 11:00 a.m.	Community Redevelopment Agency City Commission Chambers
February 2016			
	Tuesday 2	7:30 a.m.	Community Legislative Dialogue Meeting County Commission Chambers
	<i>Wednesday 3</i>	<i>FAC Legislative Day</i>	<i>FSU Turnbull Conference Center Tallahassee</i>
	Tuesday 9	3:00 p.m.	Regular Meeting
	Tuesday 16	3:00 p.m.	Regular Meeting
	<i>Saturday 20 – Wednesday 24</i>	<i>NACO Legislative Conference</i>	<i>Washington, D.C.</i>
	Thursday 25	9:30 – 11:00 a.m.	Community Redevelopment Agency City Commission Chambers
	Monday 29	3:00 – 5:00 p.m.	Intergovernmental Meeting City Commission Chambers
March 2016			
	Tuesday 8	1:30 p.m.	Joint City/County Workshop on Cycle 2016 Comprehensive Plan Amendments
		3:00 p.m.	Regular Meeting
	Monday 21	1:00 p.m.	Capital Region Transportation Planning Agency City Commission Chambers
	Tuesday 22	7:30 a.m.	Community Legislative Dialogue Meeting County Commission Chambers
		No Meeting	NO MEETING
	Thursday 24	9:30 – 11:00 a.m.	Community Redevelopment Agency City Commission Chambers

<u>Month</u>	<u>Day</u>	<u>Time</u>	<u>Meeting Type</u>	Attachment #1
April 2016	<i>Thursday 7 – Friday 8</i>	<i>FAC Advanced County Commissioner Workshop</i>	<i>Seminar 3 of 3: Gainesville; Alachua County</i>	Page 2 of 4
	Tuesday 12	3:00 p.m.	Regular Meeting	
		6:00 p.m.	Joint City/County Transmittal Hearing on Cycle 2016 -1 Comprehensive Plan Amendments	
	Monday 18	9:00 a.m. – 1:00 p.m.	Capital Region Transportation Planning Agency Workshop; City Commission Chambers	
	Tuesday 26	3:00 p.m.	Regular Meeting	
	Thursday 28	9:30 – 11:00 a.m.	Community Redevelopment Agency City Commission Chambers	
May 2016	Tuesday 10	3:00 p.m.	Regular Meeting	
	Monday 16	1:00 p.m.	Capital Region Transportation Planning Agency City Commission Chambers	
	Tuesday 24	3:00 p.m.	Regular Meeting	
		6:00 p.m.	Joint City/County Adoption Hearing on Cycle 2016-1 Comprehensive Plan Amendments	
	Thursday 26	9:30 – 11:00 a.m.	Community Redevelopment Agency City Commission Chambers	
	Monday 30	Offices Closed	MEMORIAL DAY	
June 2016	Tuesday 14	3:00 p.m.	Regular Meeting	
	Monday 20	1:00 p.m.	Capital Region Transportation Planning Agency City Commission Chambers	
		3:00 – 5:00 p.m.	Intergovernmental Meeting City Commission Chambers	
	Tuesday 28	No Meeting	NO MEETING	
	<i>Tuesday 28 - Friday, July 1</i>	<i>FAC Annual Conference & Educational Exposition</i>	<i>Orange County Orlando</i>	
July 2016	Monday 4	Offices Closed	JULY 4TH HOLIDAY OBSERVED	
	Tuesday 12	3:00 p.m.	Regular Meeting	
	Thursday 14	9:30 – 11:00 a.m.	Community Redevelopment Agency City Commission Chambers	
	<i>Friday 22 - Tuesday 26</i>	<i>NACo Annual Conference</i>	<i>Los Angeles County Long Beach, California</i>	
	Tuesday 26	No Meeting	BOARD RECESS	
	<i>Wednesday 27 – Saturday 30</i>	<i>National Urban League Annual Conference</i>	<i>TBD</i>	

<u>Month</u>	<u>Day</u>	<u>Time</u>	<u>Meeting Type</u>	Attachment #1
August 2016	<i>Friday 12 - Sunday 14</i>	<i>Chamber of Commerce Annual Conference</i>	<i>Amelia Island Plantation Fernadina Beach</i>	Page 3 of 4
	Tuesday 9	No Meeting	BOARD RECESS	
	Tuesday 23	No Meeting	BOARD RECESS	
September 2016	Thursday 1	9:30 – 11:00 a.m.	Community Redevelopment Agency Special Meeting City Commission Chambers	
	Monday 5	Offices Closed	LABOR DAY HOLIDAY	
	Monday 12	5:00 – 8:00 p.m.	Intergovernmental Meeting/Public Hearing City Commission Chambers	
	Tuesday 13	3:00 p.m.	Regular Meeting	
		6:00 p.m.	First Public Hearing Regarding Tentative Millage Rates and Tentative Budgets for FY 2017*	
	<i>Wednesday 14- Friday 16</i>	<i>FAC Policy Committee Conference and County Commissioner Workshops</i>	<i>TBD</i>	
	Monday 19	1:00 p.m.	Capital Region Transportation Planning Agency City Commission Chambers	
	Tuesday 20	3:00 p.m.	Regular Meeting	
		6:00 p.m.	Second Public Hearing on Adoption of Millage Rates and Budgets for FY 2017*	
	<i>Wednesday 21 Saturday 24</i>	<i>Congressional Black Caucus Annual Legislative Conference</i>	<i>Washington, D.C.</i>	
	<i>Sunday 25 Wednesday 28</i>	<i>ICMA Annual Conference</i>	<i>Jackson County Kansa City, Missouri</i>	
	Thursday 29	4:00 p.m. 6:00 p.m.	Community Redevelopment Agency Meeting Community Redevelopment Agency Public Hearing City Commission Chambers	
* These public hearing dates may change because of the School Board's scheduling of its budget adoption public hearings.				
October 2016	<i>TBD</i>	<i>FAC Advanced County Commissioner Program</i>	<i>Part 1 of 3 Gainesville; Alachua County</i>	
	Monday 17	9:00 a.m. - 1:00 p.m.	Capital Region Transportation Planning Agency Retreat; TBD	
	Tuesday 18	3:00 p.m.	Regular Meeting	
	Tuesday 25	3:00 p.m.	Regular Meeting	
	Thursday 27	9:30 – 11:00 a.m.	Community Redevelopment Agency City Commission Chambers	

<u>Month</u>	<u>Day</u>	<u>Time</u>	<u>Meeting Type</u>	Attachment #1
November 2016	Friday 11	Offices Closed	VETERAN'S DAY OBSERVED	Page 4 of 4
	Monday 14	1:00 p.m.	Capital Region Transportation Planning Agency City Commission Chambers	
	Monday 21	9:30 – 11:00 a.m.	Community Redevelopment Agency City Commission Chambers	
	Tuesday 22	3:00 p.m.	Installation of Newly-Elected Commissioners Reorganization of the Board Regular Meeting	
	Thursday 24	Offices Closed	THANKSGIVING DAY	
	Friday 25	Offices Closed	FRIDAY AFTER THANKSGIVING DAY	
December 2016	Thursday 8	9:30 – 11:00 a.m.	Community Redevelopment Agency City Commission Chambers	
	Monday 12	9:00 a.m. – 4:00 p.m.	Board Retreat	
	Tuesday 13	3:00 p.m.	Regular Meeting	
	Monday 26	Offices Closed	CHRISTMAS DAY OBSERVED	
	Tuesday 27	No Meeting	BOARD RECESS	
January 2017	Monday 2	Offices Closed	NEW YEAR'S DAY OBSERVED	
	Tuesday 10	No Meeting	Board Recess	
	Tuesday 24	3:00 p.m.	Regular Meeting	

2016 Travel Schedule

Conference	Date	Location
New Commissioner and Advanced County Commissioner Certification (Seminar 2 of 3) Workshops	Wednesday, January 13 - Friday, January 15	Gainesville, FL
NACo Legislative Conference	Saturday, February 20 – Wednesday, February 24	Washington DC
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LEON COUNTY SCHOOLS- 2015-2016
REGULAR SCHOOL CALENDAR
SCHOOL BOARD ADOPTED-JANUARY 14, 2015

2015

August	7	Last Four Day Workweek
	10	Teachers Report
	10-14	Teacher Planning/Inservice Days
	17	Students Report
September	7	Labor Day Holiday (Districtwide)
	14-25	End-of-Course –Algebra 1 & 2, Geometry,
	23	Fall Holiday (Districtwide)
October	12-23	FCAT/FSA Retakes
		End-of-Course –Algebra 1 Retakes, Civics, Biology 1, U.S. History
	15	End of First Nine Weeks (43 day nine weeks)
	16	Teacher Planning/Inservice Day (Students Out)
November	11	Veterans Day Holiday (Districtwide)
	25	Thanksgiving Holiday (Students & Teachers Out)
	26-27	Thanksgiving Holidays (Districtwide)
	30- Dec.18	End-of-Course –Algebra 1 & 2, Geometry, Civics, Biology 1, U.S. History
December	16-18	Middle and High School Exam Days/Elementary, Middle and High Early Release
	18	End of Second Nine Weeks (40 day nine weeks/83 day first semester)
	21-31	Winter Holidays (Districtwide)

2016

January	1	Winter Holidays (Districtwide)
	4	Teacher Planning/Inservice Days (Students Out)
	4	District Staff and Teachers Return
	5	Students Return
	18	Martin Luther King Holiday (Districtwide)
February	29- March 11	FSA ELA-Writing Grades 4-11
March	11	End of Third Nine Weeks (48 day nine weeks)
	14-18	Spring Break (Students & Teachers Out)
	21	Teacher Planning/Inservice Day (Students Out)
	22	Students Return
	28- April 8	FSA English Language Arts Grade 3 and Math Grades 3 - 4, FCAT/FSA Retakes, Algebra 1 Retakes
April	11- May 6	FSA English Language Arts (Grades 4-11) and Math (Grades 5-11) FCAT Science (Grades 5 and 8)
	18- May 13	FSA Algebra 1, Geometry, Algebra 2
	18- May 20	NGSSS Civics, Biology 1, U.S. History
May	25-27	Middle and High School Exams Days/Elementary, Middle and High Early Release
	27	Last Day of School/ End of Fourth Nine Weeks (49 day nine weeks/97 day semester)
	30	Memorial Day Holiday (Districtwide)
	31	Teacher Planning/Inservice Day
June	1	Teacher Planning/Inservice Day
	1-2	Teacher Inservice ESE/Reading Summer Academy
	6	Four Day Workweek Begins
	6-16	ESE Summer Services
	6-23	Reading Summer Services
July	4	Fourth of July Holiday (Districtwide)
	11-21	Reading Summer Services
	11-22	End-of-Course –Algebra 1 & 2, Geometry, Civics, Biology 1, U.S. History
	11-28	ESE Summer Services
August	12	Last Day of Four Day Workweek
Tentative:	15	Teachers Report/Teacher Planning/Inservice Day
	22	Students Report

**2016 RELIGIOUS HOLIDAYS
GENERALLY OBSERVED**

Date	Holiday
March 25, 2016	Good Friday
March 27, 2016	Easter
April 23-30, 2016	Passover
June 7, 2016	Ramadan Begins
October 3, 2016	Rosh Hashannah (New Year)
October 11, 2016	Yom Kippur (Sunset)
December 25, 2016	Hanukkah
December 25, 2016	Christmas



2016 Calendar of Events

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

2016

JANUARY

13-14 **New Commissioner Workshop** (6 Core CCC Credits)
Hilton University of Florida – Alachua County

14-15 **Advanced County Commissioner Program (2015-16) – Part 2 of 3**
Hilton University of Florida – Alachua County (*registration closed*)

FEBRUARY

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

20-24 **NACo Legislative Conference**
Marriott Wardman Park Hotel – Washington, DC

MARCH

APRIL

7-8 **Advanced County Commissioner Program (2015-16) – Part 3 of 3**
Hilton University of Florida – Alachua County

JUNE

28 – July 1 **FAC Annual Conference & Educational Exposition** (3 Continuing CCC Credits)
Orlando, Orange County

JULY

22-26 **NACo Annual Conference & Exposition**
Long Beach, Los Angeles County, California

AUGUST

TBD **FAC Leadership Summit**
Event Details TBD

SEPTEMBER

14-16 **FAC Policy Committee Conference** (1.5 Continuing CCC Credits)
Martin County

OCTOBER
TBD

Advanced County Commissioner Program – Part 1 of 3
Hilton University of Florida – Alachua County

NOVEMBER

30 – December 2

FAC Legislative Conference (2 Continuing CCC Credits)
Orange County



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Major Events

Upcoming Events and Info

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

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

Future Conference Dates

NACo Legislative Conference

February 20-24, 2016

Marriott Wardman Park
Washington, DC

February 25 - March 1, 2017

Marriott Wardman Park
Washington, DC

March 3-7, 2018

Washington Hilton
Washington, DC

March 2-6, 2019

Washington Hilton
Washington, DC

February 29 - March 4, 2020

Washington Hilton
Washington, DC

NACo Annual Conference and Exposition

July 22-25, 2016

Long Beach Convention Center
Los Angeles County/Long Beach, California

July 21-24, 2017

Columbus Convention Center
Franklin County/Columbus, Ohio

July 13-16, 2018

Gaylord Opryland
Davidson County/Nashville, Tennessee



NACo on Capitol Hill

[Presentation Center](#)
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Conferences & Events

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Key Groups

[Board of Directors](#)
[Executive Committee](#)
[Steering Committees](#)
[Rural Action Caucus](#)
[Large Urban Caucus](#)
[State Associations](#)
[NACo Affiliates](#)

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LEON COUNTY BOARD OF COUNTY COMMISSIONERS
MEMORANDUM

DATE: July 30, 2015
TO: All Board of County Commission Employees
FROM: Vincent S. Long, County Administrator
SUBJECT: 2016 Holiday Schedule

The schedule below reflects the holiday schedule for 2016, and will be observed by all Board employees.

<u>Holiday</u>	<u>Date Observed</u>
New Year's Day 2016	Friday, January 1, 2016
Martin Luther King Jr. Day	Monday, January 18, 2016
Memorial Day	Monday, May 30, 2016
Independence Day	Monday, July 4, 2016
Labor Day	Monday, September 5, 2016
Veteran's Day	Friday, November 11, 2016
Thanksgiving Day	Thursday, November 24, 2016
Friday after Thanksgiving	Friday, November 25, 2016
Christmas Day	Monday, December 26, 2016 (Actual Sun., Dec. 25)
New Year's Day 2017	Monday, January 2, 2017 (Actual Sun., Jan. 1)

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

VSL/cw/ac

cc: Board of County Commissioners
Constitutional Officers



Agenda Item

SUBJECT/TITLE: Proposed 2016 IA, TCC, and CAC Meeting Schedules	
Date: September 28, 2015	Requested By: Blueprint 2000 Staff
Contact Person: Shelonda Meeks	Type of Item: Consent

STATEMENT OF ISSUE:

This Agenda Item lists the proposed 2016 meeting dates for the Intergovernmental Agency, Blueprint 2000 Technical Coordinating Committee, and the Blueprint 2000 Citizens Advisory Committee. These proposed dates are “effectively the same dates” as for meetings which were held during 2015.

Intergovernmental Agency (Tallahassee City Commission Chambers)

- Monday, February 29, 2016, from 3:00-5:00 pm
- Monday, June 20, 2016, from 3:00-5:00 pm
- Monday, September 12, 2016, from 5:00-8:00 pm (FY 2015 Budget Public Hearing at 5:30 pm)

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

- Thursday, February 11, 2016
- Thursday, April 7, 2016
- Thursday, June 2, 2016
- Thursday, August 11, 2016
- Thursday, October 13, 2016
- Thursday, December 15, 2016

Citizens Advisory Committee (Meridian Point Building, from 4:30 to 6:30 pm)

- Thursday, February 11, 2016
- Thursday, April 7, 2016
- Thursday, June 2, 2016
- Thursday, August 11, 2016
- Thursday, October 13, 2016
- Thursday, December 15, 2016

BLUEPRINT 2000 PROJECT DEFINITIONS REPORT CONSISTENCY:

Not applicable.

The Planning Department Comp Plan meetings are as follows:

3/8/2016	1:30 p.m.	Joint City/County Workshop - Cycle 2016-1 Comprehensive Plan Amendments (Courthouse)
4/12/2016	6:00 p.m.	Joint City/County Transmittal Hearing on Cycle 2016-1 Comprehensive Plan Amendments (Courthouse)
5/24/2016	6:00 p.m.	Joint City/County Adoption Hearing on Cycle 2016-1 Comprehensive Plan Amendments (Courthouse)

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



Agenda Item Details

Meeting	Sep 24, 2015 - CRA Board Meeting and Public Hearing
Category	3. Consent Items
Subject	3.02 Approval of 2016 Community Redevelopment Agency Board Meeting Schedule -- Roxanne Manning, Tallahassee Community Redevelopment Agency
Access	Public
Type	Action (Consent)
Fiscal Impact	No
Recommended Action	Option 1 - Approve the proposed 2016 CRA Board meeting schedule.

Public Content

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

Statement of Issue

In coordination with City, County, CRTPA and Blueprint 2000 staffs, CRA staff has prepared a proposed monthly meeting schedule of the Community Redevelopment Agency (CRA) Board for calendar year 2016. In preparing the meeting schedule, staff attempted to schedule CRA Board meetings during the same week (but not the same day) as County and City Commission meetings, and not on the same day as CRTPA or Blueprint 2000 IA meetings. For calendar year 2016, most CRA Board meetings will be held on the fourth Thursday of each month, from 9:30 to 11:30 AM in the City Commission Chambers. The remaining meeting dates have been adjusted to reflect City and/or County Commission meeting conflicts, the special CRA Board meeting in September to discuss the budget, or to accommodate the evening public hearing in September for adoption of the CRA FY 2017 Budget. The full CRA 2016 meeting schedule is contained in the main body of this agenda item.

If adopted, the proposed schedule will be noticed in the Tallahassee Democrat prior to the start of 2016. A meeting notice will be posted on the CRA's webpage within the City's website prior to each meeting. If there are no actions for the Board to consider at a scheduled meeting, staff will recommend the meeting be canceled. Changes to the dates may be required to accommodate needs of the Board members.

Recommended Action

Option 1 - Approve the proposed 2016 CRA Board meeting schedule.

Fiscal Impact

None

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

In coordination with City, County, CRTPA and Blueprint 2000 staffs, CRA staff has prepared a proposed monthly meeting schedule of the Community Redevelopment Agency (CRA) Board for calendar year 2016. In preparing the meeting schedule, staff attempted to schedule CRA Board meetings during the same week (but not the same day) as County and City Commission meetings, and not on the same day as CRTPA or Blueprint 2000 IA meetings. For calendar year 2016, seven of the CRA Board

meetings will be held on the fourth Thursday of each month, from 9:30 to 11:30 AM in the City Commission Chamber. The remaining meeting dates have been adjusted to reflect City and/or County Commission meeting conflicts, the special CRA Board meeting in September to discuss the budget, or to accommodate the evening public hearing in September for adoption of the CRA FY 2017 Budget.

The complete, proposed 2016 meeting schedule is provided below, along with a brief explanation of proposed dates that are not scheduled for the fourth Thursday of the month at 9:30 am.

- Thursday, January 28, 2016 at 9:30 am.
- Thursday, February 25, 2016 at 9:30 am.
- Thursday, March 24, 2016 at 9:30 am.
- Thursday, April 28, 2016 at 9:30 am.
- Thursday, May 26, 2016 at 9:30 am.
- Thursday, June 23, 2016 at 9:30 am.
- Thursday, July 14, 2016 at 9:30 am. This is the second Thursday of July, and the last Thursday of the month before the City Commission goes on summer break. Both County and City Commission meetings are tentatively scheduled for this week.
- August. No CRA Board meeting is proposed for August due to County and City Commission's summer breaks.
- Thursday, September 1, 2016 at 9:30 am. This is the first Thursday of September and is a special meeting to discuss the proposed FY 2017 CRA Budget.
- Thursday, September 29, 2016 at 4:00 pm. The meeting date is the fifth Thursday of the month, and the CRA Board meeting time will start at 4:00 PM with a public hearing to adopt the CRA budget at 6:00 pm.
- Thursday, October 27, 2016 at 9:30 am.
- Monday, November 21, 2016 at 9:30 am. This is the third Monday of November; the fourth Thursday is Thanksgiving. The county commission meeting is tentatively scheduled for this week.
- Thursday, December 8, 2016 at 9:30 am. This is the second Thursday of December; the City Commission is tentatively scheduled to meet this week and the County Commission is tentatively scheduled for the following week.

If adopted, the proposed schedule will be noticed in the Tallahassee Democrat prior to the start of 2016. A meeting notice will be posted on the CRA's webpage within the City's website prior to each meeting. If there are no actions for the Board to consider at a scheduled meeting, staff will recommend the meeting be canceled. Changes to the dates may be required to accommodate needs of the Board members.

Options

1. Approve the proposed 2016 CRA Board meeting schedule.
2. Do not approve the proposed 2016 CRA Board meeting schedule; provide staff with alternate direction.

Attachments/References

None

**CAPITAL REGION TRANSPORTATION PLANNING AGENCY
2016 Meeting Dates**

Monday, January 25	1:00 p.m.	City Commission Chambers
Monday, March 21	1:00 p.m.	City Commission Chambers
Monday, April 18 (<i>Workshop</i>)	9:00 a.m. – 1:00 p.m.	City Commission Chambers
Monday, May 16	1:00 p.m.	City Commission Chambers
Monday, June 20	1:00 p.m.	City Commission Chambers
Monday, September 19	1:00 p.m.	City Commission Chambers
Monday, October 17 (<i>Retreat</i>)	9:00 a.m. – 1:00 p.m.	TBD
Monday, November 14	1:00 p.m.	City Commission Chambers

Board of County Commissioners Leon County, Florida

Policy No. 98-7

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

Date Adopted: October 29, 2013

Effective Date: October 29, 2013

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

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

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

Reorganization of the Board of County Commissioners

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

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

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

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

Installation of Newly Elected Commissioners

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

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

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

Community and Media Relations

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

100.041 Officers chosen at general election.—

(1)

(2)(a) Each county commissioner from an odd-numbered district shall be elected at the general election in each year the number of which is a multiple of 4, for a 4-year term commencing on the second Tuesday following such election, and each county commissioner from an even-numbered district shall be elected at the general election in each even-numbered year the number of which is not a multiple of 4, for a 4-year term commencing on the second Tuesday following such election. A county commissioner is "elected" for purposes of this paragraph on the date that the county canvassing board certifies the results of the election pursuant to s. [102.151](#).

Annual Chamber Conference

Date: August 12 - 14, 2016

Location: Fernadina Beach

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

ICMA Future Conference Dates

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

Future Annual Conference Dates and Locations

Kansas City/Jackson County, Missouri
September 25-28, 2016

San Antonio/Bexar County, Texas
October 22-25, 2017

Baltimore, Maryland
September 23-26, 2018

Nashville/Davidson County, Tennessee
October 20-23, 2019

Toronto, Ontario, Canada
September 27-30, 2020

Portland/Multnomah County, Oregon
October 3-6, 2021

Columbus/Franklin County, Ohio
September 18-21, 2022

**Leon County
Board of County Commissioners**


Notes for Agenda Item #4

Leon County Board of County Commissioners

Cover Sheet for Agenda #4

October 27, 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 October 27, 2015 and Pre-Approval of Payment of Bills and Vouchers for the Period of October 28 through November 16, 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 October 27, 2015, and pre-approve the payment of bills and vouchers for the period of October 28 through November 16, 2015.

Title: Approval of Payment of Bills and Vouchers Submitted for
October 27, 2015 and Pre-Approval of Payment of Bills and Vouchers for the Period of
October 28 through November 16, 2015

October 27, 2015

Page 2

Report and Discussion

This agenda item requests Board approval of the payment of bills and vouchers submitted for approval October 27, 2015 and pre-approval of payment of bills and vouchers for the period of October 28 through November 16, 2015. The Office of Financial Stewardship/Management and Budget (OMB) reviews the bills and vouchers printout, submitted for approval during the October 27, 2015 meeting, the morning of Monday, October 26, 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 until Tuesday November 17, it is advisable for the Board to pre-approve payment of the County's bills for October 28 through November 16, 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 October 27, 2015, and pre-approve the payment of bills and vouchers for the period of October 28 through November 16, 2015.
2. Do not approve the payment of bills and vouchers submitted for October 27, 2015, and do not pre-approve the payment of bills and vouchers for the period of October 28 through November 16, 2015.
3. Board direction.

Recommendation:

Option #1.

VSL/AR/SR/cc

**Leon County
Board of County Commissioners**

Notes for Agenda Item #5

Leon County Board of County Commissioners

Cover Sheet for Agenda #5

October 27, 2015

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator

Title: Approval of FY 2015 Year End Budget Adjustments

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:	Felisa Barnes, Principal Management & Budget Analyst Office of Management and Budget

Fiscal Impact:

This item has a fiscal impact. This item provides necessary year-end budget adjustments for FY 2015.

Staff Recommendation:

Option #1: Approve the Resolution and associated Budget Amendment Request for FY 2015 year-end budget adjustments (Attachment #1).

Report and Discussion

Background:

Annually, the Office of Management and Budget brings before the Board final year-end budget adjustments necessary to realign budgeted funds to meet expenditure obligations for the fiscal year.

Analysis:

The FY 2015 year-end budget adjustments are necessary to balance the accounts for the end-of-the-year, provide clarification regarding the County's financial reporting, or to realign funding to appropriate accounts. The following number sequence corresponds with the number sequence in the attached budget amendment request (Attachment #1).

1. Realign \$2.4 million in fund balance from the Fine and Forfeiture Fund to the General Fund. This adjustment moves funds from a designated special revenue fund where the fund balance would be determined as assigned to the Fine and Forfeiture Fund in the County's financial statements, as required by General Accounting Standards Bulletin 54. Moving these assets to the general fund allows the funds to be classified as unrestricted. Leaving the funds in the Fine and Forfeiture Fund could cause confusion to bond rating agencies regarding the County's unrestricted assets, possibly affecting the County's current 'AA' stable bond rating.
2. Realigning \$220,813 of the remaining Juvenile Detention funding in the Fine and Forfeiture Fund to the Radio Communication Systems Fund to cover actual expenses associated with the 800 MHz system maintenance.
3. Appropriating \$19,108 in Drug Court revenue to cover expenses associated with the Drug Court Program as requested by Court Administration.
4. Appropriating an additional \$572,718 in the Fire Services Fund to true up actual revenue collected by the City of Tallahassee for the unincorporated area of the County.
5. Appropriating an additional \$60,100 in the Killlearn Lakes Sewer Fund to true up last year's revenue collected via the non-ad valorem assessment with the City of Tallahassee.
6. Realigning \$400,000 to the appropriate COCA grant program budget subsequent to the Board's revision of the Tourism Development plan and the allocation of one-cent to COCA for the implementation of the Cultural Plan.
7. Transferring \$9,050 from the Debt Series 2005 Fund to the Debt Series 2014 Fund to cover debt service costs associated with the related debt refinancing.
8. Realigning \$100,296 in Emergency Medical Services (EMS) Contingency Reserves to the EMS operating budget to true up FY 2014 and FY 2015 Consolidated Dispatch Agency expenses.

Options:

1. Approve the Resolution and associated Budget Amendment Request for FY 2015 year-end budget adjustments (Attachment #1).
2. Do not approve Resolution and associated Budget Amendment Request for FY 2015 year-end budget adjustments.
3. Board direction.

Recommendation:

Option #1.

Attachment:

1. Resolution and Budget Amendment Request for FY 2015 Year End Budget Adjustments

RESOLUTION NO.

WHEREAS, the Board of County Commissioners of Leon County, Florida, approved a budget for fiscal year 2014/2015; and,

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

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

Adopted this 27th day of October, 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

**FISCAL YEAR 2014/2015
BUDGET AMENDMENT REQUEST**

Attachment #1
Page 2 of 4

No: BAB15035
Date: 10/12/2015

Agenda Item No: _____
Agenda Item Date: 10/27/2015

County Administrator

Deputy County Administrator

Vincent S. Long

Alan Rosenzweig

1

Request Detail:

Revenues

Account Information					Current Budget	Change	Adjusted Budget
<i>Fund</i>	<i>Org</i>	<i>Acct</i>	<i>Prog</i>	<i>Title</i>			
110	000	399900	000	Appropriated Fund Balance	582,641	2,400,000	2,982,641
					Subtotal:		

Expenditures

Account Information					Current Budget	Change	Adjusted Budget
<i>Fund</i>	<i>Org</i>	<i>Acct</i>	<i>Prog</i>	<i>Title</i>			
110	950	591001	581	Transfer To Fund 001	-	2,400,000	2,400,000
					Subtotal:		

Revenues

Account Information					Current Budget	Change	Adjusted Budget
<i>Fund</i>	<i>Org</i>	<i>Acct</i>	<i>Prog</i>	<i>Title</i>			
001	950	381110	000	Transfer From Fund 110	-	2,400,000	2,400,000
					Subtotal:		

Expenditures

Account Information					Current Budget	Change	Adjusted Budget
<i>Fund</i>	<i>Org</i>	<i>Acct</i>	<i>Prog</i>	<i>Title</i>			
001	990	59918	599	Reserve for Fund Balance	-	2,400,000	2,400,000
					Subtotal:		

2

Expenditures

Account Information					Current Budget	Change	Adjusted Budget
<i>Fund</i>	<i>Org</i>	<i>Acct</i>	<i>Prog</i>	<i>Title</i>			
110	620	58100	689	Aids to Government Agencies	1,022,660	(220,813)	801,847
110	950	591131	581	Transfer To Fund 131	-	220,813	220,813
					Subtotal:		

Revenues

Account Information					Current Budget	Change	Adjusted Budget
<i>Fund</i>	<i>Org</i>	<i>Acct</i>	<i>Prog</i>	<i>Title</i>			
131	950	381110	000	Transfer From Fund 110	-	220,813	220,813
					Subtotal:		

Expenditures

Account Information					Current Budget	Change	Adjusted Budget
<i>Fund</i>	<i>Org</i>	<i>Acct</i>	<i>Prog</i>	<i>Title</i>			
131	529	54900	519	Other Current Charges & Obligations	503,900	220,813	724,713
					Subtotal:		

					<u>Expenditures</u>		Attachment #1	
Account Information					Current Budget	Change	Adjusted Budget	Revised Budget
Fund	Org	Acct	Prog	Title				
116	000	399900	000	Appropriated Fund Balance	-	10,070		10,070
116	000	348125	000	County Alcohol TF	5,800	754		6,554
116	000	348241	000	Felony Drug Intervention	46,740	8,284		55,024
Subtotal:								

					<u>Revenues</u>			
Account Information					Current Budget	Change	Adjusted Budget	
Fund	Org	Acct	Prog	Title				
116	800	53400	662	Other Contractual Services	52,540	19,108		71,648
Subtotal:								

					<u>Expenditures</u>			
Account Information					Current Budget	Change	Adjusted Budget	
Fund	Org	Acct	Prog	Title				
145	000	325201	000	Fire Services Fees	5,141,646	572,718		5,714,364
Subtotal:								

					<u>Expenditures</u>			
Account Information					Current Budget	Change	Adjusted Budget	
Fund	Org	Acct	Prog	Title				
145	838	53400	522	Other Contractual Services	6,312,770	572,718		6,885,488
Subtotal:								

					<u>Revenues</u>			
Account Information					Current Budget	Change	Adjusted Budget	
Fund	Org	Acct	Prog	Title				
164	000	363230	000	Killearn Lakes Special Assessments	237,500	60,100		297,600
Subtotal:								

					<u>Revenues</u>			
Account Information					Current Budget	Change	Adjusted Budget	
Fund	Org	Acct	Prog	Title				
164	838	58100	535	Aids to Government Agencies	232,500	60,100		292,600
Subtotal:								

					<u>Expenditures</u>			
Account Information					Current Budget	Change	Adjusted Budget	
Fund	Org	Acct	Prog	Title				
160	305	312110	000	Tourist Dev. Tax - Cultural Heritage	898,463	(400,000)		498,463
160	000	312110	000	Tourist Dev. Tax - Cultural Heritage	-	400,000		400,000
Subtotal:								

					<u>Expenditures</u>			
Account Information					Current Budget	Change	Adjusted Budget	
Fund	Org	Acct	Prog	Title				
160	305	58100	552	Aids to Government Agencies	5,952,434	(400,000)		5,552,434
160	888	58214	552	Cultural Resource Grant Program	504,500	400,000		904,500
Subtotal:								

7

Revenues

Attachment #1

Account Information					Current Budget	Change	Adjusted Budget
Fund	Org	Acct	Prog	Title			
220	000	399900	000	Appropriated Fund Balance	-	9,050	9,050

Subtotal:

Expenditures

Account Information					Current Budget	Change	Adjusted Budget
Fund	Org	Acct	Prog	Title			
220	950	591222	581	Transfer To Fund 222	-	9,050	9,050

Subtotal:

Revenues

Account Information					Current Budget	Change	Adjusted Budget
Fund	Org	Acct	Prog	Title			
222	950	381220	000	Transfer From Fund 220	-	9,050	9,050

Subtotal:

Expenditures

Account Information					Current Budget	Change	Adjusted Budget
Fund	Org	Acct	Prog	Title			
222	976	57300	582	Other Debt Service Costs	-	9,050	9,050

Subtotal:

8

Expenditures

Account Information					Current Budget	Change	Adjusted Budget
Fund	Org	Acct	Prog	Title			
135	990	59900	599	Other Operating Uses	100,296	(100,296)	-
135	185	51250	526	Aids to Government Agencies	4,049,865	100,296	4,150,161

Subtotal:

Purpose of Request:

1) This year end budget adjustment realigns \$2,400,000 in fund balance from Fine and Forfeiture Fund to the General Fund, transferring funding from a special revenue fund with restricted use to an unrestricted fund for general use. 2) Realigns \$220,813 from available Juvenile Detention funding in the Fine and Forfeiture Fund to the Radio Communication Systems Fund to cover actual expenses associated with the 800 MHz system maintenance. 3) Realizes \$9,039 in additional revenue and appropriates \$10,070 in fund balance in the Drug Abuse Trust Fund to cover Drug Court Program costs. 4-5) Appropriates \$572,718 in the Fire Services Fund and \$60,100 in the Killlearn Lakes Sewer Fund to true up the last year's revenue collections with the City of Tallahassee. 6) Realigns the \$400,000 balance of the COCA Grant program budget from Tourist Development 1 Cent (formerly Performing Arts Center) to Line Item Funding in the Tourism Development Fund. 7) Transfers \$9,050 from the Debt Services 2005 Fund to the Debt Series 2014 Fund to cover debt service costs. 8) Realigns \$100,296 from Contingency Reserves to Emergency Medical Services in the Emergency Medical Services Fund to true up FY15 Consolidated Dispatch Agency expenses.

Group/Program Director

Senior Analyst

Scott Ross, Director, Office of Financial Stewardship

Approved By:

Resolution

Motion

Administrator

**Leon County
Board of County Commissioners**


Notes for Agenda Item #6

Leon County Board of County Commissioners

Cover Sheet for Agenda #6

October 27, 2015

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Approval of IBM Contract Amendment for Enhanced Maintenance Services

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator
Lead Staff/ Project Team:	Pat Curtis, Director, Office of Information and Technology

Fiscal Impact:

This item has a fiscal impact to the MIS budget of \$78,712 over the remaining three years of the contract term. The annual fee of \$26,237 is included in the MIS FY16 budget.

Staff Recommendation:

Option #1: Approve the IBM Contract Amendment for Enhanced Maintenance Services (Attachment #1), and authorize the County Administrator to execute, in a form approved by the County Attorney.

Report and Discussion

Background:

This agenda item seeks to expand the maintenance support of the IBM compute environment. At the January 29, 2013, Board meeting, the Board approved the purchase of IBM hardware, software, and maintenance services for a full refresh of the Leon County server compute environment (Attachment #2). The purchase was financed with IBM under a five-year term from 2013 to 2017. The compute environment supports applications throughout the County for email, file services, web services, Geographic Information Services, Banner (HR, Finance, Payroll, and Purchasing), the Justice Information System, the Jail Management System, Work Order Management for Public Works, Document Management, the Judge Case Management system, and many other automation systems.

Analysis:

The IBM compute environment has been operational and functional since August of 2013. The original contract included basic maintenance support covering regular business hours, Monday through Friday. MIS recommends expanding the maintenance support to ensure highly available resources during times of outages to minimize downtime for critical operations in the County. Additional support is needed to allow for 24 x 7 coverage every day, as several of the applications served are required to be operational beyond standard business hours. Such coverage is available through IBM's ServiceElite maintenance package which provides enhanced support 24 x 7 with priority handling, response, and access through an account advocate. This service will give MIS direct access to technical support without waiting in a queue with wait times up to four hours so that MIS can address issues immediately and provide restoration quickly. This will minimize downtime for MIS customers and ensure business continuity for mission critical systems such as the Jail Management System, the Justice Information System, and the email and web systems.

The cost of ServiceElite will be \$26,237 per year and can be added to the existing lease/purchase agreement that was put into place in 2013 as an amendment. The cost will be added to the 3rd, 4th, and 5th year of the agreement. Funding is contemplated in the MIS budget.

Options:

1. Approve the IBM Contract Amendment for Enhanced Maintenance Services (Attachment #1), and authorize the County Administrator to execute.
2. Do not approve the IBM Contract Amendment for Enhanced Maintenance Services.
3. Board direction.

Recommendation:

Option #1.

Attachments:

1. IBM Amendment and Lease/Purchase Supplement
2. January 29, 2013 Board Meeting – Agenda Item #34

**ADDENDUM TO LEASE/PURCHASE SUPPLEMENT -
FLORIDA COUNTIES, MUNICIPALITIES AND SCHOOL DISTRICTS**

THIS ADDENDUM TO LEASE/PURCHASE SUPPLEMENT (this "Addendum"), which is entered into as of ___/___/___ between IBM CREDIT LLC ("Lessor") and LEON COUNTY ("Lessee"), is intended to modify and supplement the Lease/Purchase Supplement No. 008783 (the "Supplement") to the Lease/Purchase Master Agreement between Lessor and Lessee dated 02/25/2013 (the "Master Agreement"). Capitalized terms not otherwise defined herein shall have the meanings set forth in the Supplement and the Master Agreement.

The Master Agreement is hereby amended as set forth below whether the Lessee is a county, municipality, school district or fire district:

A. The following provision is added to the Master Agreement "Lessor acknowledges that in no event may it compel the use of ad valorem taxing power to compel Lessee to pay Rental Payments or other payment obligations under this Agreement.

B. Section 7.3 entitled "Security Interest" is deleted in its entirety

C. Section 12.1 is amended by deletion in the third to the last line the words "and chattel mortgages or financing statements."

D. Subsection 13.2(b) is amended to read as follows:

(b) Lessor may terminate the Supplement and may require Lessee, at Lessee's expense, to promptly return any or all of the Property to the possession of Lessor at such place within the United States as Lessor shall specify, and Lessor may thereafter dispose of the Property, provided, however, that any proceeds from the disposition of the property in excess of the sum required to (i) pay any amounts then due under the Supplement, including payments under Section 13.2(a), and (ii) pay Lessor's costs and expenses associated with the disposition of the Property (including attorneys fees), shall be paid to Lessee or such other creditor of Lessee as may be entitled thereto, and further provided that no deficiency shall be allowed against Lessee;

E. Subsection 13.2(e) is added to the Master Agreement, as follows:

(e) Following an Event of Default or an Event of Nonappropriation hereunder and upon failure of Lessee to voluntarily comply with Section 6.6 or 13.2(b), Lessor may take any action, at law, that is permitted by applicable law and that may appear necessary or desirable to enforce or to protect any of its rights under the Supplement and this Agreement against Lessee's legally available funds. Lessor and Lessee agree that there is no intention to create under this Agreement and the applicable Supplement a right of Lessor to dispossess Lessee involuntarily of the legal title to or the right of use of the Property. Lessor hereby irrevocably waives any right to specific performance of Lessee's covenant to transfer legal title to and return of possession of the Property to Lessor.

The Master Agreement is further hereby amended as set forth below depending whether the Lessee is a county, municipality or school district:

I. Additional terms applicable to counties:

A. If the term of a Supplement under the Master Agreement exceeds 5 years, Lessee further represents and covenants that the Rental Payments are payable from sources other than ad valorem taxes.

B. Lessee further represents, covenants and warrants with respect to each Supplement that it has been, or will be prior to its Commencement Date, approved by the Board of County Commissioners of Lessee.

II. Additional terms applicable to municipalities:

ADDENDUM TO LEASE/PURCHASE SUPPLEMENT - FLORIDA COUNTIES, MUNICIPALITIES AND SCHOOL DISTRICTS

A. Lessee represents, covenants and warrants that the charter of the Lessee permits the lease/purchasing of the Property under the Master Agreement.

III. Additional terms applicable to school districts:

A. The opinion of counsel in substantially the form attached to the form of the Supplement shall be provided by a law firm listed in The Bond Buyer's Municipal Marketplace (the "Red Book") under the Florida section of Municipal Bond Attorneys.

IN WITNESS WHEREOF, Lessor and Lessee have caused this Addendum to be executed in their names by their duly authorized representatives as of the date first above written.

LESSOR:

IBM CREDIT LLC

By: _____
Authorized Officer

LESSEE:

LEON COUNTY

By: _____

Title: _____

Attest:

By: _____

Title: _____

ADDENDUM TO LEASE/PURCHASE SUPPLEMENT - FLORIDA COUNTIES, MUNICIPALITIES AND SCHOOL DISTRICTS

**IBM Credit LLC
Lease/Purchase Supplement**

Supplement No: 008783

Page 1 of 2

Lease/Purchase Master Agreement No.: 5126412LP

Lessee Name and Address:
LEON COUNTY
301 S MONROE ST P3
HERMON DAVIS
TALLAHASSEE FL 32301-1861

Lessor Name and Address:
IBM Credit LLC
7100 Highlands Parkway
Smyrna, GA 30082
igfnadoc@us.ibm.com

This Supplement to the above referenced Lease/Purchase Master Agreement ("Agreement") is executed between LEON COUNTY ("Lessee") and IBM Credit LLC ("Lessor").

Payment Period means the period for which a Payment is due and payable (e.g., Month, Quarter). Payment Period is: Monthly

Quote Validity Date is the date by which the executed Supplement must be returned to Lessor. Quote Validity Date is: November 11, 2015

Supplier:

TAXABLE FINANCING TRANSACTION(S)						
Ref No.	Qty.	Property Description	Original Term (months)	Amount Financed (\$)	Interest Rate (%)	Planned Commencement Month
1	1	9SW1 IBM IBM SOFTWARE	31	77,607.00	1.42	November 2015
TOTALS				77,607.00		

SPECIAL TERMS AND CONDITIONS: None

ADDITIONAL TERMS AND CONDITIONS:

"Planned Commencement Month" means for the Financing Transaction to commence, the acceptance date on the Certificate of Acceptance must be prior to the end of the month of "Planned Commencement Month" indicated above unless otherwise approved by Lessor.

The Lease Payment Schedule for this Supplement sets forth the scheduled Lease Payments under this Supplement. The Commencement Date for this Supplement is set forth in the Lease Payment Schedule.

With respect to Financed Items consisting of prepaid maintenance, Lessee accepts the terms of the prepaid maintenance and agrees to look solely to the maintenance provider for provision of such maintenance in accordance with the terms of the contracts with the maintenance provider for said maintenance. Acceptance for purposes of a Supplement shall be the date of acceptance by Lessee in the Certificate of Acceptance.

Lessee agrees that it will timely complete, execute and file the Internal Revenue Service Form 8038-G or Form 8038-GC with the appropriate office of the Internal Revenue Service. Property contained in a Transaction is either Tax-Exempt, whereas the Property qualifies for tax-exempt interest treatment under the Code, or Taxable, whereas the Property does not qualify for tax exempt interest treatment under the Code. The interest rates applicable to this Supplement that provide for Tax-Exempt Lease/Purchase are based on many factors including Lessee's underlying obligation qualifying to pay interest that is treated as exempt by the Internal Revenue Service (IRS) from federal income tax under Section 103(a) of the Internal Revenue Code (Code), as well as many proprietary factors including pricing assumptions made by Lessor as to whether Lessor anticipates being able to recognize any benefits of this tax exemption. Lessee shall pay Lessor, on demand, a sum to be determined by Lessor, that will return to Lessor the economic results Lessor would otherwise have received if: (i) Lessee does not file the above IRS form on a timely basis; or (ii) IRS rules Lessee does not qualify under Section 103(a) of the Code.

The interest rates applicable to a Supplement may reflect fees or other consideration Lessor receives from Lessee's Suppliers that is passed on to Lessee in the form of lower rates.

For a Taxable Financing Transactions, the following provisions of the Lease/Purchase Master Agreement shall not be applicable: (i) Part 3, paragraph (f), (ii) Section entitled Arbitrage Certifications.

Lessor reserves the right to reject any invoice that is: (i) not for information technology Equipment or related software or services, or (ii) dated more than 90 days prior to the date Lessor receives authorization from Lessee to finance.

Capitalized terms set forth in this Supplement or in the attachments, but not defined herein or therein, shall have the meaning set forth in the Lease/Purchase Master Agreement. The complete terms and conditions of the Lease/Purchase Master Agreement are incorporated by reference.

Section entitled "Waiver of Jury Trials" under this Agreement is deleted in its entirety.

Z126-6420-US-01 (05/2015)

IBM Credit LLC
Lease/Purchase Supplement

Supplement No: 008783

Page 2 of 2

In addition to a Supplement, and as a requirement to entering into of Lease/Purchase Supplement, Lessee shall provide in completed and executed form, acceptable to Lessor, the additional documents attached to this Supplement that may include:

(a) Payment Schedule for a Supplement, (b) Opinion of Counsel to the Lessee, (c) Lessee's Certificate, (d) Certificate of Acceptance, (e) State Addendum, if applicable and attached, (f) for Tax-Exempt Financed Items (i) Form 8038-G or 8038-GC (to be filed with Internal Revenue Service by Lessee), (ii) Prepaid Maintenance Certification of Maintenance Provider and (iii) Prepaid Maintenance Certification of Maintenance Vendor.

The Agreement referenced above shall be incorporated herein by reference. Lessee hereunder shall be bound to the terms and conditions of the Agreement as Lessee. The Agreement, this Supplement and any applicable attachments or addenda are the complete, exclusive statement of the parties with respect to the subject matter herein. These documents supersede any prior oral or written communications between the parties. By signing below, Lessee represents and warrants that Lessee's name as set forth in the signature block below is Lessee's exact legal name and the information identifying Lessee's state of organization is true, accurate and complete in all respects. By signing below, both parties agree to the terms represented by this Agreement as it may be amended or modified. Delivery of an executed copy of any of these documents by facsimile or other reliable means shall be deemed to be as effective for all purposes as delivery of a manually executed copy. Lessee acknowledges that we may maintain a copy of these documents in electronic form and agrees that copy reproduced from such electronic form or by any other reliable means (for example, photocopy, image or facsimile) shall in all respects be considered equivalent to an original.

Agreed to:
LEON COUNTY

Agreed to:
IBM Credit LLC

By: _____
Authorized signature

By: _____
Authorized signature

Name (type or print):

Name (type or print):

Title (type or print):

Title (type or print):

Date:

Date:

LESSEE'S CERTIFICATE

Re: Lease/Purchase Supplement No. 008783 to Lease/Purchase Master Agreement No. 5126412LP between IBM Credit LLC and LEON COUNTY ("Lessee").

The undersigned, being the duly elected, qualified and acting _____ of the Lessee do hereby certify, as of _____, as follows:

1. Lessee did, at a meeting of the governing body of the Lessee held _____ by resolution or ordinance duly enacted, in accordance with all requirements of law, approve and authorize the execution and delivery of the above-referenced Lease/Purchase Supplement and any related documents entered into pursuant to the Lease/Purchase Master Agreement (the "Lease/Purchase Supplement") by the following named representative of Lessee, to wit:

NAME OF EXECUTING OFFICIAL	TITLE OF EXECUTING OFFICIAL	SIGNATURE OF EXECUTING OFFICIAL
And/Or		
And/Or		
And/Or		
And/Or		

2. The above-named representative of the Lessee held at the time of such authorization and holds at the present time the office set forth above.

3. The meeting(s) of the governing body of the Lessee at which the Lease/Purchase Supplement was approved and authorized to be executed was duly called, regularly convened and attended throughout by the requisite quorum of the members thereof, and the enactment approving the Lease/Purchase Supplement and authorizing the execution thereof has not been altered or rescinded. All meetings of the governing body of Lessee relating to the authorization and delivery of the Lease/Purchase Supplement have been: (a) held within the geographic boundaries of the Lessee; (b) open to the public, allowing all people to attend; (c) conducted in accordance with internal procedures of the governing body; and (d) conducted in accordance with the charter of the Lessee, if any, and the laws of the State.

4. No event or condition that constitutes, or with the giving of notice or the lapse of time or both would constitute, an Event of Default or a Non-appropriation Event (as such terms are defined in the Lease/Purchase Master Agreement (the "Master Agreement")) exists at the date hereof with respect to this Lease/Purchase Supplement or any other Lease/Purchase Supplements under the Master Agreement.

5. The acquisition of all of the Property under the Lease/Purchase Supplement has been duly authorized by the governing body of Lessee.

6. Lessee has, in accordance with the requirements of law, fully budgeted and appropriated sufficient funds for the current budget year to make the Lease Payments scheduled to come due during the current budget year under the Lease/Purchase Supplement and to meet its other obligations for the current budget year and such funds have not been expended for other purposes.

7. Lessee represents and warrants that the Property is essential to the proper, efficient and economic functioning of Lessee or to the services that Lessee provides; and Lessee has immediate need for and expects to make immediate use of substantially all of the Property, which need is not temporary or expected to diminish in the foreseeable future.

8. Bank Qualified Tax-Exempt Obligation under Section 265 (Consult tax counsel for applicable provisions.).

____ Lessee hereby designates this Lease/Purchase Supplement as a "qualified tax-exempt obligation" as defined in Section 265(b)(3)(B) of the Code. Lessee reasonably anticipates issuing tax-exempt obligations (excluding private activity bonds other than qualified 501(c)(3) bonds and including all tax-exempt obligations of subordinate entities of the Lessee) during the calendar year in which the Commencement Date of this Lease/Purchase Supplement falls, in an amount not exceeding \$10,000,000.

or

____ Not applicable

9. Has Lessee ever terminated a lease or financing contract prior to the expiration of its term (including all permitted renewal terms) due to nonappropriation or other provision permitting Lessee to terminate in Lessee's discretion?

Yes ____ No ____ If yes, then please describe the circumstances of such termination:

IBM Credit LLC

LESSEE'S CERTIFICATE

Page 2 of 2

10. As of the date hereof, no litigation is pending, (or, to my knowledge, threatened) against Lessee in any court (a) seeking to restrain or enjoin the delivery of the Master Agreement or the Lease/Purchase Supplement or of other agreements similar to the Master Agreement; (b) questioning the authority of Lessee to execute the Master Agreement or the Lease/Purchase Supplement, or the validity of the Master Agreement or the Lease/Purchase Supplement, or the payment of principal of or interest on, the Lease/Purchase Supplement; (c) questioning the constitutionality of any statute, or the validity of any proceedings, authorizing the execution of the Master Agreement and the Lease/Purchase Supplement; or (d) affecting the provisions made for the payment of or security for the Master Agreement and the Lease/Purchase Supplement.

Lessee: LEON COUNTY

By: _____

Title: _____

SIGNER MUST NOT BE THE SAME AS THE EXECUTING OFFICIAL(S) SHOWN ABOVE

IBM Credit LLC Lease Payment Schedule

Lessee Name: LEON COUNTY

Lease/Purchase Supplement No: 008783

Commencement Date

The Commencement Date shall be the date of acceptance of the Property as set forth in the Acceptance Certificate executed by the Lessee and filed with the Lessor. The Lease Payment Due Dates listed below are based on the date of acceptance being a date on or before the end of the Planned Commencement Month.

Lease Payment Schedule

Total Principal Amount: \$77,607.00
Interest Rate for Schedule: 1.42%

Payment No.	Lease Payment Due Dates	Lease Payments (\$)	Principal Component (\$)	Interest Component (\$)	Prepayment Price (After Making Payment for Said Due Date) (\$)
1	12/01/2015	26,237.47	26,237.47	0.00	51,369.53
	1/01/2016			60.87	51,430.40
	2/01/2016			60.94	51,491.34
	3/01/2016			61.01	51,552.35
	4/01/2016			61.08	51,613.43
	5/01/2016			61.16	51,674.59
	6/01/2016			61.23	51,735.82
	7/01/2016			61.30	51,797.12
	8/01/2016			61.37	51,858.49
	9/01/2016			61.45	51,919.94
	10/01/2016			61.52	51,981.46
2	11/01/2016	26,237.47	25,502.28	61.59	52,043.05
	12/01/2016			735.19	25,867.25
	1/01/2017			30.65	25,897.90
	2/01/2017			30.69	25,928.59
	3/01/2017			30.72	25,959.31
	4/01/2017			30.76	25,990.07
	5/01/2017			30.80	26,020.87
	6/01/2017			30.83	26,051.70
	7/01/2017			30.87	26,082.57
	8/01/2017			30.91	26,113.48
	9/01/2017			30.94	26,144.42
3	10/01/2017	26,237.47	25,867.25	30.98	26,175.40
	11/01/2017			31.02	26,206.42
	12/01/2017			370.22	0.00
	1/01/2018			0.00	0.00
	2/01/2018			0.00	0.00
	3/01/2018			0.00	0.00
	4/01/2018			0.00	0.00
5/01/2018	0.00	0.00			
6/01/2018	0.00	0.00			
Totals:		78,712.41	77,607.00	1,105.41	

IBM Credit LLC Lease Payment Schedule

Lessee Name: LEON COUNTY

Lease/Purchase Supplement No: 008783

QTY	Product Description	Serial No. / Alteration Reference No.	Principal Amt (\$)
1	9SW1 IBM IBM SOFTWARE		77,607.00
Totals:			77,607.00

Lessee: LEON COUNTY

By: _____
Authorized signature

Name (type or print):

Title (type or print):

Date:

Attachment A

Required disclosure letter to Public Sector End User:

End User Name: Leon County
End User Address: 301 S Monroe St P3
Hermon Davis
Tallahassee, FL 32301-1861

Date:

SUBJECT: Disclosure of possible IBM Global Financing ("IGF") Business Partner incentive payments for marketing activities related to IGF lease or financing transactions or Asset Recovery Services ("ARS") offerings.

Dear Don Tobin:

In accordance with IGF's policy to pay fees for certain marketing activities performed by resellers to the public sector, we are disclosing that we may receive a incentive from IGF for such marketing activities in relation to IGF Lease 008783. In addition, we do not hold a contract with you to advise you about the selection of products or services.

We will also provide a copy of this disclosure to IGF for its records.

Regards,

Corus Group

OPINION OF LESSEE'S COUNSEL

[To be provided on letterhead of Lessee's counsel.]

LEON COUNTY
301 S MONROE ST P3
HERMON DAVIS
TALLAHASSEE FL 32301-1861

IBM Credit LLC
7100 HIGHLANDS PARKWAY
SMYRNA, GA 30082

RE: Lease/Purchase Supplement No. 008783 to Lease/Purchase Master Agreement between IBM Credit LLC and LEON COUNTY.

Ladies and Gentlemen:

We have acted as special counsel to LEON COUNTY ("Lessee"), in connection with the Lease/Purchase Master Agreement No. 5126412LP (the "Master Agreement"), between LEON COUNTY, as lessee, and IBM Credit LLC, as lessor ("Lessor"), and the execution of Lease/Purchase Supplement No 008783 (the "Lease/Purchase Supplement") pursuant to the Master Agreement. We have examined the law and such certified proceedings and other papers as we deem necessary to render this opinion.

All capitalized terms not otherwise defined herein shall have the meanings provided in the Master Agreement and Lease/Purchase Supplement.

As to questions of fact material to our opinion, we have relied upon the representations of Lessee in the Master Agreement and the Lease/Purchase Supplement and in the certified proceedings and other certifications of public officials furnished to us without undertaking to verify the same by independent investigation.

Based upon the foregoing, we are of the opinion that, under existing law:

1. Lessee is a public body corporate and politic, duly organized and existing under the laws of the State, and has a substantial amount of one or more of the following sovereign powers: (a) the power to tax, (b) the power of eminent domain, and (c) the police power.
2. Lessee has all requisite power and authority to enter into the Master Agreement and the Lease/Purchase Supplement and to perform its obligations thereunder.
3. The execution, delivery and performance of the Master Agreement and the Lease/Purchase Supplement by Lessee has been duly authorized by all necessary action on the part of Lessee.
4. All proceedings of Lessee and its governing body relating to the authorization and approval of the Master Agreement and the Lease/Purchase Supplement, the execution thereof and the transactions contemplated thereby have been conducted in accordance with all applicable open meeting laws and all other applicable state and federal laws.
5. Lessee has acquired or has arranged for the acquisition of the Property subject to the Lease/Purchase Supplement, and has entered into the Master Agreement and the Lease/Purchase Supplement, in compliance with all applicable public bidding laws.
6. Lessee has obtained all consents and approvals of other governmental authorities or agencies which may be required for the execution, delivery and performance by Lessee of the Master Agreement and the Lease/Purchase Supplement.

OPINION OF LESSEE'S COUNSEL

7. The Master Agreement and the Lease/Purchase Supplement have been duly executed and delivered by Lessee and constitute legal, valid and binding obligations of Lessee, enforceable against Lessee in accordance with the terms thereof, except insofar as the enforcement thereof may be limited by any applicable bankruptcy, insolvency, moratorium, reorganization or other laws of equitable principles of general application, or of application to municipalities or political subdivisions such as the Lessee, affecting remedies or creditors' rights generally, and to the exercise of judicial discretion in appropriate cases.

8. As of the date hereof, based on such inquiry and investigation as we have deemed sufficient, no litigation is pending, (or, to our knowledge, threatened) against Lessee in any court (a) seeking to restrain or enjoin the delivery of the Master Agreement or the Lease/Purchase Supplement or of other agreements similar to the Master Agreement; (b) questioning the authority of Lessee to execute the Master Agreement or the Lease/Purchase Supplement, or the validity of the Master Agreement or the Lease/Purchase Supplement, or the payment of principal of or interest on, the Lease/Purchase Supplement; (c) questioning the constitutionality of any statute, or the validity of any proceedings, authorizing the execution of the Master Agreement and the Lease/Purchase Supplement; or (d) affecting the provisions made for the payment of or security for the Master Agreement and the Lease/Purchase Supplement.

This opinion may be relied upon by Lessor, its successors and assigns, and any other legal counsel who provides an opinion with respect to the Lease/Purchase Supplement.

Very truly yours,

By: _____


Dated: _____

**Leon County
Board of County Commissioners**

Cover Sheet for Agenda #34

January 29, 2013

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Approval of a Term Lease Purchase Agreement with IBM Financial Services, Inc. for Hardware, Software, and Services

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator
Lead Staff/ Project Team:	Pat Curtis, MIS Director

Fiscal Impact:

This item has a fiscal impact. Funding for the compute environment refresh was planned and is available in the existing five-year Capital Improvement Project Plan for MIS File Server and Disaster Recovery projects. The cost of hardware, software, services, and maintenance with IBM is \$1,701,061. Hardware, software, and services will be paid through a five-year lease purchase agreement. Maintenance for five years will be paid up-front.

Staff Recommendation:

Option #1: Approve the Term Lease Purchase Agreement with IBM for hardware, software, and services, and authorize the County Administrator to execute (Attachment #1).

Report and Discussion

Background:

Leon County Management Information Services (MIS) supports nearly 300 servers in a compute environment that provides the Board agencies and most Constitutional Offices with the following applications and services:

- E-mail
- File services
- Desktop office software (Microsoft Word, Excel, Visio, Access, PowerPoint)
- Web services for web sites and web applications
 - Leon County's web sites for the Board and most of the Constitutional Offices
 - GIS – Geographic Information Systems
 - Library's patron/book/media management system
 - Financial and Human Resources (HR) systems for the Board, the Clerk, and the Sheriff's Office
 - Justice Information System (JIS)
 - Jail Management System
- Specialized software such as:
 - Electronic document management
 - Work order management
 - Project Dox for Development Support & Environmental Management (DSEM) and Public Works departments
 - The Transfer Station's scales management system
 - Emergency Medical Services (EMS) time accounting
 - HR's evaluation system
 - The County Attorney's case management system.

Generally, servers have a life span of three to five years. MIS accomplished a compute environment refresh in 2009 for its Netware/Windows/Linux client/server environment, using virtualization technology with Hewlett-Packard (HP) hardware and software under a five-year term lease agreement. The proposal to use virtualization technology, HP's solution, and a five-year term lease agreement was approved at the Board's December 9, 2008 meeting. In January 2013, MIS will make the final payment of the five-year term lease agreement with HP for the Netware/Windows/Linux system environment.

As a summary, server virtualization technology leverages communication networks and storage area networks to achieve a reduction of the number of client/servers by a range of 10 – 25 servers to 1 ratio. This technology reduces server footprints in the data center, increases systems utilization, and lowers data center power consumption and has been the most pervasive technology change in the IT world in the past five years. MIS achieved a successful migration of its legacy client/server Netware/Windows/Linux environment, consisting of existing 175 servers into a virtualized environment and added approximately 125 servers to support new applications and services. MIS achieved the promised benefits of virtualization by streamlining server deployments from weeks to minutes, enhancing systems management, reducing systems administration while increasing availability of technical resources, enhancing disaster recovery and business continuity solutions, and meeting growth in applications and services for its customers.

Costs were considered for the two comparable sample solutions. Costs for the dual compute environment scenario of both HP and IBM would be \$1,756,302, compared to a single IBM environment at \$1,491,968. The single compute environment offers a savings of \$264,334 with less complexity, stronger support, and optimal use of staff resources in the sample proposals.

Corus 360 is an authorized partner of IBM and long-term consultant provider to MIS for the AIX environment. IBM and Corus 360 are under the Florida State Contract. Corus 360 worked with MIS staff to develop a final configuration of the compute environment. IBM is providing a lease agreement to cover hardware, software, and services for five years at a fixed 3.25% rate, with County ownership at the end of the lease term, at a cost of \$1,374,149. Annual payments will be \$295,395 from 2013 – 2017. Warranties and maintenance for five years at \$224,085 will be pre-paid up-front with FY13 funds for added savings. The total proposed expense of \$1,701,061 is within the planned five-year CIP budget for File Server Maintenance and Disaster Recovery. Because of negotiations and new technologies, the final cost for the compute environment refresh was less than anticipated in the budget.

The lease agreement has been reviewed and approved as to form by the Office of the County Attorney. OMB and the Clerk's Finance Office have reviewed and concur with the overall financing approach being recommended.

Options:

1. Approve the Term Lease Purchase Agreement with IBM for hardware, software, and services, and authorize the County Administrator to execute.
2. Do not approve the Term Lease Purchase Agreement with IBM for hardware, software, and services.
3. Board direction.

Recommendation:

Option #1.

Attachment:

1. Term Lease Purchase Agreement

**Leon County
Board of County Commissioners**


Notes for Agenda Item #7

Leon County Board of County Commissioners

Cover Sheet for Agenda #7

October 27, 2015

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Approval to Renew the Primary Healthcare Program Contracts 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 been budgeted and adequate funding is available.

Staff Recommendation:

Option #1: Approve the renewal of the Primary Healthcare Program Contracts for FY 2015-16 (Attachments #1-#6), and authorize the County Administrator to execute.

Report and Discussion

Background:

Leon County’s Office of Human Services and Community Partnerships (HSCP) administers funds for the Primary Healthcare Program. The current FY15/16 budget allocates \$1,939,582 for healthcare services. Contracts are executed each year to facilitate increased access to health services for uninsured and indigent citizens. Funding is provided to the following CareNet providers: Bond Community Health Center (Bond), Neighborhood Medical Center (NMC), Florida A & M University Pharmacy (FAMU), Apalachee Center (Apalachee), and Capital Medical Society Foundation/We Care Network (We Care). Tallahassee Memorial HealthCare (TMH) receives funding for its Trauma Center in the amount of \$200,000.

At the Budget Policy Workshop on April 28, 2015, the Board approved the Competitive Provider Reimbursement Pool Funding Model for the FY 2015-16 Primary Healthcare Program. This model pools the County funds available for primary and mental healthcare services for reimbursement on a first-come, first-served basis. Apalachee, Bond, and NMC are eligible for this pooled funding.

At the Budget Workshop on June 23, 2015, the Board approved the funding levels for the Primary Healthcare Program, inclusive of the pooled funding. Table #1 illustrates the funding levels.

Table #1. FY 2016 Primary Healthcare Program Funding Levels

<i>Program</i>		<i>FY 16 Funding</i>
Competitive Provider Pool Reimbursements (Bond, NMC, and Apalachee Center)	Primary Care Patient Visits	\$1,059,015
	Mental Health Patient Visits	\$264,753
Capital Medical Society Foundation/We Care Network		\$168,826
FAMU Pharmacy Pharmaceutical Services		\$177,500
FAMU Pharmacy Diabetes Partnership		\$67,000
Florida Healthy Kids Health Insurance Program		\$2,488
*Tallahassee Memorial HealthCare Trauma Center		\$200,000
Total		\$1,939,582

*Tallahassee Memorial HealthCare funding is approved with the discretionary funding considerations. Contract renewals are handled in a separate process in coordination with County Attorney’s office.

Analysis:

FY 2015/16 Primary Healthcare Program Funding

Competitive Provider Reimbursement Pool

At the April 28, 2015 workshop, the Board approved the competitive provider reimbursement pool model. This competitive provider model creates a single pool of money for reimbursement for Bond, NMC, and Apalachee, on a per patient visit rate, inclusive of primary care, dental, and mental health visits. The reimbursement rates would remain the same; \$125 per primary care or dental visit, and \$80 per mental health visit. This is consistent with the current amount of mental health funding utilized by these three agencies. This allows for the same number of mental health services to be provided at any of the three locations and aligns with the Board’s recent support of the integrated service model now offered by the Apalachee Center.

This reimbursement model gives each agency the opportunity to receive as many patient reimbursements as they have in past years, while also encouraging a level playing field for the agencies providing primary care and mental health services. The County will no longer have to assign a predetermined number of anticipated patient visits by contract for each of the provider agencies or realign those predetermined figures due to evolving state or federal programs and designations (FQHC, Non-FQHC, FQHC Look-Alike). Additionally, this proposal bridges the gap of the providers' requests for additional funding with the Board's desire to responsibly fund the healthcare needs of this population by ensuring that each provider has the opportunity to fully utilize all of the resources dedicated to the County's Primary Healthcare Program. This model allows the funding to truly follow the patient. With the shifting of federal and state funds, the fluidity for the providers under this model would be beneficial to the high performing agencies and would encourage them to follow through on helping patients establish their medical home.

At the June 23, 2015 Budget Workshop, the Board approved setting aside \$264,753 (20%) of the \$1,323,768 available to Bond, NMC, and Apalachee via the pooled funding model for mental health services. The remaining \$1,059,015 will be available for reimbursement for primary care and dental services with total dental service reimbursements capped at \$100,000 of the primary care pool.

Capital Medical Society Foundation/We Care Network (We Care)

The proposed contract between Leon County and We Care is for \$168,826. This is the same amount allocated in FY 2014-15. We Care utilizes a network of volunteer specialty physicians to address client needs that cannot be addressed by the primary care physician. Services provided include specialty care and dental care. County funding is utilized to reimburse staff costs for a Program Coordinator and Case Managers. We Care proposes to bill the County \$14,069 monthly. This represents 1/12 of its funding allocation.

Florida A&M University College of Pharmacy (FAMU)

The proposed contract between Leon County and FAMU is \$244,500 and requires coordinated and unified pharmacy services for indigent clients at NMC and the two local hospitals. This includes \$67,000 to fund a staff position for the diabetes partnership coordinated between FAMU, Bond, and NMC. This partnership proposes to address morbidity and mortality of African Americans with Type 2 diabetes; this effort supports the concept of targeting patient outcomes. FAMU operates this program through their College of Pharmacy and Center for Health Equity. Bond and NMC refer patients for assessment and assistance in creating a plan to improve their diabetes related clinical outcomes, with support for improved compliance with indicated treatment plans.

FAMU Pharmacy will continue to provide patient education on proper use of medications and assistance with applying for prescription assistance programs for medicines that are too expensive. Of this contract, \$2,929 is provided for pharmacy software at NMC's Orange Avenue site. The balance of the contract, \$174,571, funds pharmacy services at NMC's Brevard Street site. This funding is utilized for a Pharmacy Manager, including fringe and benefits at \$103,200; a Pharmacy Technician at \$32,000; MedData Services and Software for \$6,229; and Equipment and Supplies for \$6,142. FAMU proposes to bill the County monthly, at a rate of 1/12 of its funding allocation or \$20,375.

Florida KidCare/Healthy Kids

The State Children's Health Insurance Program (SCHIP) for Florida is an umbrella organization known as Florida KidCare. KidCare is comprised of four components: Medicaid (children), MediKids, Healthy Kids, and the Children's Medical Services (CMS) Network. The Healthy Kids Corporation health insurance program requires local match funds for participation. Currently, Chapter 624.91 F.S. permits local match credits for in-kind contributions and other efforts on behalf of children's health care. A 2000 legislative act specified that Title XXI federal funds could not be used for children of non-OPS state employees and legal immigrant children without five years of legal residence. During the September 17, 2002 regular meeting, the Board approved funding for eligible children. In FY 2015-16, \$2,488 is allocated to fund these services. This will cover two eligible children currently enrolled in the KidCare Program. At the time of the writing of this agenda item, staff has not received a request.

Options:

1. Approve the renewal of the Primary Healthcare Program Contracts for FY 2015-16 (Attachments #1-#5), and authorize the County Administrator to execute.
2. Do not approve the renewal of the Primary Healthcare Program Contracts for FY 2015-16.
3. Board direction.

Recommendation:

Option #1.

Attachments:

1. Bond Community Health Center, Inc. FY 2015-16 Contract for Primary Care and Mental Health Services
2. Neighborhood Medical Center FY 2015-16 Contract for Primary Care and Mental Health Services
3. Apalachee Center, Inc. FY 2015-16 Contract for Primary Care and Mental Health Services
4. Capital Medical Society Foundation/We Care Network FY 2015-16 Contract for Care Coordination Services
5. Florida A & M College of Pharmacy FY 2015-16 Contract for Pharmaceutical Services

LEON COUNTY
OFFICE OF HUMAN SERVICES AND COMMUNITY PARTNERSHIPS

LEON COUNTY PRIMARY HEALTHCARE PROGRAM
STANDARD CONTRACT

THIS CONTRACT is entered into between Leon County hereinafter referred to as the *County* and **Bond Community Health Center, Inc.**, hereinafter referred to as the *Provider*.

THE PARTIES AGREE:

I. The County Agrees:

A. Contract Amount

To pay for contracted services according to the conditions of Attachment I in an amount of up to \$125.00 per patient visit for Primary Care and Dental Services and \$80.00 per patient visit for Mental Health Services. Funds shall be reimbursed on a first-come, first-served basis from a funding pool of \$1,323,768, of which up to \$100,000 may be used for dental visits, and \$264,753 is set aside for Mental Health Services. Leon County's performance and obligation to pay under this contract is contingent upon an annual appropriation by the Board of County Commissioners. The costs of services paid under any other contract or from any other source are not eligible for reimbursement under this contract.

B. Contract Payment

Invoice payment requirements do not start until a properly completed invoice is provided. The Provider agrees prior to submission of each monthly invoice to input into the County's web based reporting system all client data, including but not limited to the required fields and all client eligibility documentation as specified in Attachment I, Section 3b. All invoices shall be generated through the County's web based reporting system.

II. THE PROVIDER AGREES:

A. To provide services in accordance with the conditions specified in Attachment I.

B. Requirements of §287.058, Florida Statutes (FS)

To provide units of deliverables, including reports, findings, and drafts as specified in **Attachment I**, to be received and accepted by the contract manager prior to payment. To comply with the criteria and final date by which such criteria must be met for completion of this contract as specified in Section III, Paragraph A. of this contract. To submit bills for fees or other compensation for services or expenses in sufficient detail for a proper pre-audit and post-audit thereof. To allow public access to all documents, papers, letters, or other materials subject to the provisions of Chapter 119, FS, made or received by the provider in conjunction with this contract. It is expressly understood that the provider's refusal to comply with this provision shall constitute an immediate breach of contract.

C. To the Following Governing Law

1. State of Florida Law

This contract is executed and entered into in the State of Florida, and shall be construed, performed, and enforced in all respects in accordance with the laws, rules, and regulations of the State of Florida. Each party shall perform its obligations herein in accordance with the terms and conditions of the contract.

2. Federal Law

- a. If this contract contains federal funds, the provider shall comply with the provisions of 45 CFR, Part 74, and/or 45 CFR, Part 92, and other applicable regulations as specified in Attachment I.
- b. If this contract contains federal funds and is over \$100,000, the provider shall comply with all applicable standards, orders, or regulations issued under §306 of the Clean Air Act, as amended (42 U.S.C. 1857(h) et seq.), §508 of the Clean Water Act, as amended (33 U.S.C. 1368 et seq.), Executive Order 11738, and Environmental Protection Agency regulations (40 CFR Part 15). The provider shall report any violations of the above to the County.
- c. If this contract contains federal funding in excess of \$100,000, the provider must, prior to contract execution, complete the Certification Regarding Lobbying form, Attachment **NA**. If a Disclosure of Lobbying Activities form, Standard Form LLL, is required, it may be obtained from the contract manager. All disclosure forms as required by the Certification Regarding Lobbying form must be completed and returned to the contract manager.
- d. Not to employ unauthorized aliens. The County shall consider employment of unauthorized aliens a violation of §274A (e) of the Immigration and Naturalization Act. Such violation shall be cause for unilateral cancellation of this

contract by the County.

- e. The provider and any subcontractors agree to comply with Pro-Children Act of 1994, Public Law 103-277, which requires that smoking not be permitted in any portion of any indoor facility used for the provision of federally funded services including health, day care, early childhood development, education or library services on a routine or regular basis, to children up to age 18. Failure to comply with the provisions of the law may result in the imposition of civil monetary penalty of up to \$1,000 for each violation and/or the imposition of an administrative compliance order on the responsible entity.
- f. HIPAA: Where applicable, the provider will comply with the Health Insurance Portability Accountability Act as well as all regulations promulgated thereunder (45CFR Parts 160, 162, and 164).

D. Audits, Records, and Records Retention

1. To establish and maintain books, records, and documents (including electronic storage media) in accordance with generally accepted accounting procedures and practices, which sufficiently and properly reflect all revenues and expenditures of funds provided by the County under this contract.
2. To retain all client records, financial records, supporting documents, statistical records, and any other documents (including electronic storage media) pertinent to this contract for a period of six (6) years after termination of the contract, or if an audit has been initiated and audit findings have not been resolved at the end of six (6) years, the records shall be retained until resolution of the audit findings or any litigation which may be based on the terms of this contract.
3. Upon completion or termination of the contract and at the request of the County, the provider will cooperate with the County to facilitate the Duplication and transfer of any said records or documents during the required retention period as specified in Section I, paragraph D.2. above.
4. To assure that these records shall be subject at all reasonable times to inspection, review, or audit by Federal, state, or other personnel duly authorized by the County.
5. Persons duly authorized by the County and Federal auditors, pursuant to 45 CFR, Part 92.36(i)(10), shall have full access to and the right to examine any of provider's contract and related records and documents, regardless of the form in which kept, at all reasonable times for as long as records are retained.
6. To provide a financial and compliance audit to the County and to ensure that all related party transactions are disclosed to the auditor.
7. 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".
8. 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.
9. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law.
10. 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.
11. To include these aforementioned audit and record keeping requirements in all approved subcontracts and assignments.

E. Monitoring by the County

To permit persons duly authorized by the County to inspect any records, papers, documents, facilities, goods, and services of the provider, which are relevant to this contract, and interview any clients and employees of the provider to assure the County of satisfactory performance of the terms and conditions of this contract. Following such evaluation the County will deliver to the provider a written report of its findings and will include written recommendations with regard to

the provider's performance of the terms and conditions of this contract. The provider will correct all noted deficiencies identified by the County within the specified period of time set forth in the recommendations. The provider's failure to correct noted deficiencies may, at the sole and exclusive discretion of the County, result in any one or any combination of the following: (1) the provider being deemed in breach or default of this contract; (2) the withholding of payments to the provider by the County; and (3) the termination of this contract for cause.

F. Indemnification

1. The Provider 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 Provider, its delegates, employees and agents, arising out of or under this Agreement or any subsequent modifications thereof, including a reasonable attorney's fees. The County may, at its sole option, defend itself or require the Provider to provide the defense. The Contractor acknowledges that ten dollars (\$10.00) of the amount paid to the Provider is sufficient consideration of the Provider's indemnification of the County.
2. The provider's inability to evaluate liability or its evaluation of liability shall not excuse the provider's duty to defend and indemnify within seven (7) days after such notice by the County is given by certified mail. Only adjudication or judgment after highest appeal is exhausted specifically finding the provider not liable shall excuse performance of this provision. The provider shall pay all costs and fees related to this obligation and its enforcement by the County. The County's failure to notify the provider of a claim shall not release the provider of the above duty to defend.

G. Insurance

To provide adequate liability insurance coverage on a comprehensive basis and to hold such liability insurance at all times during the existence of this contract and any renewal(s) and extension(s) of it. Upon execution of this contract, the provider accepts full responsibility for identifying and determining the type(s) and extent of liability insurance necessary to provide reasonable financial protections for the provider and the clients to be served under this contract. Upon the execution of this contract, the provider shall furnish the County written verification supporting both the determination and existence of such insurance coverage. Such coverage may be provided by a self-insurance program established and operating under the laws of the State of Florida. The County reserves the right to require additional insurance as specified in Attachment I where appropriate.

H. Safeguarding Information

Not to use or disclose any information concerning a recipient of services under this contract for any purpose not in conformity with state and federal law or regulations except upon written consent of the recipient, or his responsible parent or guardian when authorized by law.

I. Assignments and Subcontracts

1. To neither assign the responsibility of this contract to another party nor subcontract for any of the work contemplated under this contract without prior written approval of the County, which shall not be unreasonably withheld. Any sub-license, assignment, or transfer otherwise occurring shall be null and void.
2. The provider shall be responsible for all work performed and all expenses incurred with the project. If the County permits the provider to subcontract all or part of the work contemplated under this contract, including entering into subcontracts with vendors for services and commodities, it is understood by the provider that the County shall not be liable to the subcontractor for any expenses or liabilities incurred under the subcontract and the provider shall be solely liable to the subcontractor for all expenses and liabilities incurred under the subcontract. The provider, at its expense, will defend the County against such claims.
3. Leon County shall at all times be entitled to assign or transfer its rights, duties, or obligations under this contract to another governmental agency in Leon County Government, upon giving prior written notice to the provider. In the event Leon County approves transfer of the provider's obligations, the provider remains responsible for all work performed and all expenses incurred in connection with the contract. In addition, this contract shall bind the successors, assigns, and legal representatives of the provider and of any legal entity that succeeds to the obligations of Leon County, Florida.
4. Unless otherwise stated in the contract between the provider and subcontractor, payments made by the provider to the subcontractor must be within seven (7) working days after receipt of full or partial payments from the County in accordance with §§287.0585, FS. Failure to pay within seven (7) working days will result in a penalty charged against the provider and paid to the subcontractor in the amount of one-half of one (1) percent of the amount due per day from the expiration of the period allowed herein for payment. Such penalty shall be in addition to actual payments owed and shall not exceed fifteen (15) percent of the outstanding balance due.

J. Incident Reporting

Abuse, Neglect, and Exploitation Reporting

In compliance with Chapter 415, FS, an employee of the provider who knows or has reasonable cause to suspect that a child, aged person, or disabled adult is or has been abused, neglected, or exploited shall immediately report such knowledge or suspicion to the Florida Abuse Hotline on the single statewide toll-free telephone number (1-800-96ABUSE).

K. Civil Rights Requirements

Civil Rights Certification: The provider will comply with applicable provisions of the State of Florida County of Health publication, "Methods of Administration, Equal Opportunity in Service Delivery."

L. Independent Capacity of the Contractor

1. In the performance of this contract, it is agreed between the parties that the provider is an independent contractor and that the provider is solely liable for the performance of all tasks contemplated by this contract, which are not the exclusive responsibility of the County.
2. The provider, its officers, agents, employees, subcontractors, or assignees, in performance of this contract, shall act in the capacity of an independent contractor and not as an officer, employee, or agent of the Leon County, Florida nor shall the provider represent to others that it has the authority to bind the County unless specifically authorized to do so.
3. Neither the provider, its officers, agents, employees, subcontractors, nor assignees are entitled to county retirement or county leave benefits, or to any other compensation of county employment as a result of performing the duties and obligations of this contract.
4. The provider agrees to take such actions as may be necessary to ensure that each subcontractor of the provider will be deemed to be an independent contractor and will not be considered or permitted to be an agent, servant, joint venturer, or partner of Leon County, Florida.
5. Unless justified by the provider and agreed to by the County in Attachment I, the County is not responsible for services of support (e.g., office space, office supplies, telephone service, secretarial, or clerical support) to the provider, or its subcontractor or assignee.
6. All deductions for social security, withholding taxes, income taxes, contributions to unemployment compensation funds, and all necessary insurance for the provider, the provider's officers, employees, agents, subcontractors, or assignees shall be the responsibility of the provider.

M. Sponsorship

If the provider is a non-governmental organization which sponsors a program financed wholly or in part by county funds, including any funds obtained through this contract, it shall, in publicizing, advertising, or describing the sponsorship of the program, state: *Sponsored by (provider's name) and Board of County Commissioners with County Logo*. If the sponsorship reference is in written material, the words, Board of County Commissioners, Leon County and county logo shall appear in the same size letters or type as the name of the organization.

N. Final Invoice

To submit the final invoice for payment to the County no more than 30 days after the contract ends or is terminated. If the provider fails to do so, all right to payment is forfeited and the County will not honor any requests submitted after the aforesaid time period. Any payment due under the terms of this contract may be withheld until all reports due from the provider and necessary adjustments thereto have been approved by the County. Final invoice payment is subject to the availability of funds.

O. Use of Funds for Lobbying Prohibited

To comply with the provisions of §216.347, FS, which prohibit the expenditure of contract funds for the purpose of lobbying the Legislature, judicial branch, or a state agency.

P. Patents, Copyrights, and Royalties

1. If any discovery or invention arises or is developed in the course or as a result of work or services performed under this contract, or in any way connected herewith, the Provider shall refer the discovery or invention to the County to be referred to the County of State to determine whether patent protection will be sought in the name of Leon County, Florida. Any and all patent rights accruing under or in connection with the performance of this contract are hereby reserved to Leon County, Florida.
2. In the event that any books, manuals, films, or other copyrightable materials are produced, the provider shall notify the County. Any and all copyrights accruing under or in connection with the performance under this contract are hereby

reserved to Leon County, Florida.

3. The provider, without exception, shall indemnify and save harmless Leon County and its employees from liability of any nature or kind, including cost and expenses for or on account of any copyrighted, patented, or unpatented invention, process, or article manufactured by the provider. Leon County will provide prompt written notification of claim of copyright or patent infringement. Further, if such claim is made or is pending, the provider may, at its option and expense, procure for Leon County, the right to continue use of, replace, or modify the article to render it non-infringing. If the provider uses any design, device, or materials covered by letters, patent, or copyright, it is mutually agreed and understood without exception that the bid prices shall include all royalties or cost arising from the use of such design, device, or materials in any way involved in the work.

Q. Construction or Renovation of Facilities Using County Funds

Any county funds provided for the purchase of or improvements to real property are contingent upon the provider granting to the county a security interest in the property at least to the amount of the county funds provided for at least (5) years from the date of purchase or the completion of the improvements or as further required by law. As a condition of a receipt of county funding for this purpose, the provider agrees that, if it disposes of the property before the County's interest is vacated, the provider will refund the proportionate share of the county's initial investment, as adjusted by depreciation.

R. Information Security

The provider shall maintain confidentiality of all data, files, and records including client records related to the services provided pursuant to this agreement and shall comply with state and federal laws, including, but not limited to, sections 384.29, 381.004, 392.65, and 456.057, Florida Statutes. Procedures must be implemented by the provider to ensure the protection and confidentiality of all confidential matters. These procedures shall be consistent with Leon County Information Security Policies, as amended, which is incorporated herein by reference and the receipt of which is acknowledged by the provider, upon execution of this agreement. The provider will adhere to any amendments to the County's security requirements provided to it during the period of this agreement. The provider must also comply with any applicable professional standards of practice with respect to client confidentiality.

III. The Provider and the County Mutually Agree:

A. Effective and Ending Dates

This contract shall begin on October 1, 2015, and shall end on September 30, 2016.

B. Termination

1. Termination at Will

This contract may be terminated by either party upon no less than thirty (30) calendar days notice in writing to the other party, without cause, 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 with proof of delivery.

2. Termination Because of Lack of Funds

In the event funds to finance this contract become unavailable, the County may terminate the contract upon no less than *twenty-four (24) hours* notice in writing to the provider. Said notice shall be delivered by certified mail, return receipt requested, or in person with proof of delivery. The County shall be the final authority as to the availability and adequacy of funds. In the event of termination of this contract, the provider will be compensated for any work satisfactorily completed prior to notification of termination. County is not required to reimburse for visits if funding is not available. Notification of such shall be in writing and delivered by certified mail, return receipt requested, or in person with proof of delivery.

3. Termination for Breach

This contract may be terminated for the provider's non-performance upon no less than *twenty-four (24) hours* notice in writing to the provider. If applicable, the County may employ the default provisions in Chapter 60A-1.006 (3), FAC. 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. The provisions herein do not limit the County's right to remedies at law or in equity.

4. Termination for Failure to Satisfactorily Perform Prior Agreement

Failure to have performed any contractual obligations with the County in a manner satisfactory to the County will be a sufficient cause for termination. To be terminated as a provider under this provision, the provider must have: (1) previously failed to satisfactorily perform in a contract with the county, been notified by the county of the unsatisfactory performance, and failed to correct the unsatisfactory performance to the satisfaction of the county; or (2) had a contract terminated by the county for cause.

C. Renegotiation or Modification

Modifications of provisions of this contract shall only be valid when they have been reduced to writing and duly signed by both

parties. The rate of payment and dollar amount may be adjusted retroactively to reflect price level increases and changes in the rate of payment when these have been established through the county budgeting process and subsequently identified in the County's operating budget. The County reserves the right to modify this contract based on utilization of funds.

D. Official Payee and Representatives (Names, Addresses and Telephone Numbers)

1. The name (provider name as shown on page 1 of this contract) and mailing address of the official payee to whom the payment shall be made is:
Bond Community Health Center, Inc.
1720 S. Gadsden Street
Tallahassee, FL 32301
2. The name of the contact person and street address where financial and administrative records are maintained is:
Temple Robinson, MD, CEO
Bond Community Health Center, Inc.
1720 S. Gadsden St., Tallahassee, FL 32301
3. The name, address, and telephone number of the contract manager for the County for this contract is:
Tiffany Harris, Healthcare Services Coordinator
Office of Human Services and Community Partnerships
918 Railroad Avenue
Tallahassee, Florida 32310
4. The name, address, and telephone number of the Provider's representative responsible for administration of the program under the contract is:
Temple Robinson, MD, CEO
1720 S. Gadsden Street
Tallahassee, FL 32301 (850) 576-4073
5. Upon change of representatives (names, addresses, and telephone numbers) by either party, notice shall be provided in writing to the other party and said notification attached to originals of this contract.

E. All Terms and Conditions Included

This contract and its attachments as referenced, Attachment I and Exhibits A & B contain all the terms and conditions agreed upon by the parties. There are no provisions, terms, conditions, or obligations other than those contained herein, and this contract shall supersede all previous communications, representations, or agreements, either verbal or written between the parties. If any term or provision of the contract is found to be illegal or unenforceable, the remainder of the contract shall remain in full force and effect and such term or provision shall be stricken.

I have read the above contract and understand each section and paragraph.

Provider: Bond Community Health Center, Inc.
1720 S. Gadsden Street
Tallahassee, FL 32301

Signed by: _____

Name: _____

Title: _____

Date: _____

LEON COUNTY, FLORIDA

BY: _____
Vincent S. Long
County Administrator

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

BY: _____

Approved as to Form:
Leon County Attorney's Office

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

LEON COUNTY
OFFICE OF HUMAN SERVICES AND COMMUNITY PARTNERSHIPS

LEON COUNTY PRIMARY HEALTHCARE PROGRAM
STANDARD CONTRACT

THIS CONTRACT is entered into between Leon County hereinafter referred to as the *County* and **Neighborhood Medical Center, Inc.**, hereinafter referred to as the *Provider*.

THE PARTIES AGREE:

I. The County Agrees:

A. Contract Amount

To pay for contracted services according to the conditions of Attachment I in an amount of up to \$125.00 per patient visit for Primary Care and Dental Services and \$80.00 per patient visit for Mental Health Services. Funds shall be reimbursed on a first-come, first-served basis from a funding pool of \$1,323,768, of which up to \$100,000 may be used for dental visits, and \$264,753 is set aside for Mental Health Services. Leon County's performance and obligation to pay under this contract is contingent upon an annual appropriation by the Board of County Commissioners. The costs of services paid under any other contract or from any other source are not eligible for reimbursement under this contract.

B. Contract Payment

Invoice payment requirements do not start until a properly completed invoice is provided. The Provider agrees prior to submission of each monthly invoice to input into the County's web based reporting system all client data, including but not limited to the required fields and all client eligibility documentation as specified in Attachment I, Section 3b. All invoices shall be generated through the County's web based reporting system.

II. THE PROVIDER AGREES:

A. To provide services in accordance with the conditions specified in Attachment I.

B. Requirements of §287.058, Florida Statutes (FS)

To provide units of deliverables, including reports, findings, and drafts as specified in **Attachment I**, to be received and accepted by the contract manager prior to payment. To comply with the criteria and final date by which such criteria must be met for completion of this contract as specified in Section III, Paragraph A. of this contract. To submit bills for fees or other compensation for services or expenses in sufficient detail for a proper pre-audit and post-audit thereof. To allow public access to all documents, papers, letters, or other materials subject to the provisions of Chapter 119, FS, made or received by the provider in conjunction with this contract. It is expressly understood that the provider's refusal to comply with this provision shall constitute an immediate breach of contract.

C. To the Following Governing Law

1. State of Florida Law

This contract is executed and entered into in the State of Florida, and shall be construed, performed, and enforced in all respects in accordance with the laws, rules, and regulations of the State of Florida. Each party shall perform its obligations herein in accordance with the terms and conditions of the contract.

2. Federal Law

- a. If this contract contains federal funds, the provider shall comply with the provisions of 45 CFR, Part 74, and/or 45 CFR, Part 92, and other applicable regulations as specified in Attachment I.
- b. If this contract contains federal funds and is over \$100,000, the provider shall comply with all applicable standards, orders, or regulations issued under §306 of the Clean Air Act, as amended (42 U.S.C. 1857(h) et seq.), §508 of the Clean Water Act, as amended (33 U.S.C. 1368 et seq.), Executive Order 11738, and Environmental Protection Agency regulations (40 CFR Part 15). The provider shall report any violations of the above to the County.
- c. If this contract contains federal funding in excess of \$100,000, the provider must, prior to contract execution, complete the Certification Regarding Lobbying form, Attachment **NA**. If a Disclosure of Lobbying Activities form, Standard Form LLL, is required, it may be obtained from the contract manager. All disclosure forms as required by the Certification Regarding Lobbying form must be completed and returned to the contract manager.
- d. Not to employ unauthorized aliens. The County shall consider employment of unauthorized aliens a violation of

§§274A (e) of the Immigration and Naturalization Act. Such violation shall be cause for unilateral cancellation of this contract by the County.

- e. The provider and any subcontractors agree to comply with Pro-Children Act of 1994, Public Law 103-277, which requires that smoking not be permitted in any portion of any indoor facility used for the provision of federally funded services including health, day care, early childhood development, education or library services on a routine or regular basis, to children up to age 18. Failure to comply with the provisions of the law may result in the imposition of civil monetary penalty of up to \$1,000 for each violation and/or the imposition of an administrative compliance order on the responsible entity.
- f. HIPAA: Where applicable, the provider will comply with the Health Insurance Portability Accountability Act as well as all regulations promulgated thereunder (45CFR Parts 160, 162, and 164).

D. Audits, Records, and Records Retention

1. To establish and maintain books, records, and documents (including electronic storage media) in accordance with generally accepted accounting procedures and practices, which sufficiently and properly reflect all revenues and expenditures of funds provided by the County under this contract.
2. To retain all client records, financial records, supporting documents, statistical records, and any other documents (including electronic storage media) pertinent to this contract for a period of six (6) years after termination of the contract, or if an audit has been initiated and audit findings have not been resolved at the end of six (6) years, the records shall be retained until resolution of the audit findings or any litigation which may be based on the terms of this contract.
3. Upon completion or termination of the contract and at the request of the County, the provider will cooperate with the County to facilitate the Duplication and transfer of any said records or documents during the required retention period as specified in Section I, paragraph D.2. above.
4. To assure that these records shall be subject at all reasonable times to inspection, review, or audit by Federal, state, or other personnel duly authorized by the County.
5. Persons duly authorized by the County and Federal auditors, pursuant to 45 CFR, Part 92.36(i)(10), shall have full access to and the right to examine any of provider's contract and related records and documents, regardless of the form in which kept, at all reasonable times for as long as records are retained.
6. To provide a financial and compliance audit to the County and to ensure that all related party transactions are disclosed to the auditor.
7. 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".
8. 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.
9. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law.
10. 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.
11. To include these aforementioned audit and record keeping requirements in all approved subcontracts and assignments.

E. Monitoring by the County

To permit persons duly authorized by the County to inspect any records, papers, documents, facilities, goods, and services of the provider, which are relevant to this contract, and interview any clients and employees of the provider to assure the County of satisfactory performance of the terms and conditions of this contract. Following such evaluation the

County will deliver to the provider a written report of its findings and will include written recommendations with regard to the provider's performance of the terms and conditions of this contract. The provider will correct all noted deficiencies identified by the County within the specified period of time set forth in the recommendations. The provider's failure to correct noted deficiencies may, at the sole and exclusive discretion of the County, result in any one or any combination of the following: (1) the provider being deemed in breach or default of this contract; (2) the withholding of payments to the provider by the County; and (3) the termination of this contract for cause.

F. Indemnification

1. The Provider 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 Provider, its delegates, employees and agents, arising out of or under this Agreement or any subsequent modifications thereof, including a reasonable attorney's fees. The County may, at its sole option, defend itself or require the Provider to provide the defense. The Contractor acknowledges that ten dollars (\$10.00) of the amount paid to the Provider is sufficient consideration of the Provider's indemnification of the County.
2. The provider's inability to evaluate liability or its evaluation of liability shall not excuse the provider's duty to defend and indemnify within seven (7) days after such notice by the County is given by certified mail. Only adjudication or judgment after highest appeal is exhausted specifically finding the provider not liable shall excuse performance of this provision. The provider shall pay all costs and fees related to this obligation and its enforcement by the County. The County's failure to notify the provider of a claim shall not release the provider of the above duty to defend.

G. Insurance

To provide adequate liability insurance coverage on a comprehensive basis and to hold such liability insurance at all times during the existence of this contract and any renewal(s) and extension(s) of it. Upon execution of this contract, the provider accepts full responsibility for identifying and determining the type(s) and extent of liability insurance necessary to provide reasonable financial protections for the provider and the clients to be served under this contract. Upon the execution of this contract, the provider shall furnish the County written verification supporting both the determination and existence of such insurance coverage. Such coverage may be provided by a self-insurance program established and operating under the laws of the State of Florida. The County reserves the right to require additional insurance as specified in Attachment I where appropriate.

H. Safeguarding Information

Not to use or disclose any information concerning a recipient of services under this contract for any purpose not in conformity with state and federal law or regulations except upon written consent of the recipient, or his responsible parent or guardian when authorized by law.

I. Assignments and Subcontracts

1. To neither assign the responsibility of this contract to another party nor subcontract for any of the work contemplated under this contract without prior written approval of the County, which shall not be unreasonably withheld. Any sublicense, assignment, or transfer otherwise occurring shall be null and void.
2. The provider shall be responsible for all work performed and all expenses incurred with the project. If the County permits the provider to subcontract all or part of the work contemplated under this contract, including entering into subcontracts with vendors for services and commodities, it is understood by the provider that the County shall not be liable to the subcontractor for any expenses or liabilities incurred under the subcontract and the provider shall be solely liable to the subcontractor for all expenses and liabilities incurred under the subcontract. The provider, at its expense, will defend the County against such claims.
3. Leon County shall at all times be entitled to assign or transfer its rights, duties, or obligations under this contract to another governmental agency in Leon County Government, upon giving prior written notice to the provider. In the event Leon County approves transfer of the provider's obligations, the provider remains responsible for all work performed and all expenses incurred in connection with the contract. In addition, this contract shall bind the successors, assigns, and legal representatives of the provider and of any legal entity that succeeds to the obligations of Leon County, Florida.
4. Unless otherwise stated in the contract between the provider and subcontractor, payments made by the provider to the subcontractor must be within seven (7) working days after receipt of full or partial payments from the County in accordance with §§287.0585, FS. Failure to pay within seven (7) working days will result in a penalty charged against the provider and paid to the subcontractor in the amount of one-half of one (1) percent of the amount due per day from the expiration of the period allowed herein for payment. Such penalty shall be in addition to actual payments owed and shall not exceed fifteen (15) percent of the outstanding balance due.

J. Incident Reporting

Abuse, Neglect, and Exploitation Reporting

In compliance with Chapter 415, FS, an employee of the provider who knows or has reasonable cause to suspect that a child, aged person, or disabled adult is or has been abused, neglected, or exploited shall immediately report such knowledge or suspicion to the Florida Abuse Hotline on the single statewide toll-free telephone number (1-800-96ABUSE).

K. Civil Rights Requirements

Civil Rights Certification: The provider will comply with applicable provisions of the State of Florida County of Health publication, "Methods of Administration, Equal Opportunity in Service Delivery."

L. Independent Capacity of the Contractor

1. In the performance of this contract, it is agreed between the parties that the provider is an independent contractor and that the provider is solely liable for the performance of all tasks contemplated by this contract, which are not the exclusive responsibility of the County.
2. The provider, its officers, agents, employees, subcontractors, or assignees, in performance of this contract, shall act in the capacity of an independent contractor and not as an officer, employee, or agent of the Leon County, Florida nor shall the provider represent to others that it has the authority to bind the County unless specifically authorized to do so.
3. Neither the provider, its officers, agents, employees, subcontractors, nor assignees are entitled to county retirement or county leave benefits, or to any other compensation of county employment as a result of performing the duties and obligations of this contract.
4. The provider agrees to take such actions as may be necessary to ensure that each subcontractor of the provider will be deemed to be an independent contractor and will not be considered or permitted to be an agent, servant, joint venturer, or partner of Leon County, Florida.
5. Unless justified by the provider and agreed to by the County in Attachment I, the County is not responsible for services of support (e.g., office space, office supplies, telephone service, secretarial, or clerical support) to the provider, or its subcontractor or assignee.
6. All deductions for social security, withholding taxes, income taxes, contributions to unemployment compensation funds, and all necessary insurance for the provider, the provider's officers, employees, agents, subcontractors, or assignees shall be the responsibility of the provider.

M. Sponsorship

If the provider is a non-governmental organization which sponsors a program financed wholly or in part by county funds, including any funds obtained through this contract, it shall, in publicizing, advertising, or describing the sponsorship of the program, state: *Sponsored by (provider's name) and Board of County Commissioners with County Logo*. If the sponsorship reference is in written material, the words, Board of County Commissioners, Leon County and county logo shall appear in the same size letters or type as the name of the organization.

N. Final Invoice

To submit the final invoice for payment to the County no more than 30 days after the contract ends or is terminated. If the provider fails to do so, all right to payment is forfeited and the County will not honor any requests submitted after the aforesaid time period. Any payment due under the terms of this contract may be withheld until all reports due from the provider and necessary adjustments thereto have been approved by the County. Final invoice payment is subject to the availability of funds.

O. Use of Funds for Lobbying Prohibited

To comply with the provisions of §216.347, FS, which prohibit the expenditure of contract funds for the purpose of lobbying the Legislature, judicial branch, or a state agency.

P. Patents, Copyrights, and Royalties

1. If any discovery or invention arises or is developed in the course or as a result of work or services performed under this contract, or in any way connected herewith, the Provider shall refer the discovery or invention to the County to be referred to the County of State to determine whether patent protection will be sought in the name of Leon County, Florida. Any and all patent rights accruing under or in connection with the performance of this contract are hereby reserved to Leon County, Florida.
2. In the event that any books, manuals, films, or other copyrightable materials are produced, the provider shall notify the County. Any and all copyrights accruing under or in connection with the performance under this contract are hereby

reserved to Leon County, Florida.

3. The provider, without exception, shall indemnify and save harmless Leon County and its employees from liability of any nature or kind, including cost and expenses for or on account of any copyrighted, patented, or unpatented invention, process, or article manufactured by the provider. Leon County will provide prompt written notification of claim of copyright or patent infringement. Further, if such claim is made or is pending, the provider may, at its option and expense, procure for Leon County, the right to continue use of, replace, or modify the article to render it non-infringing. If the provider uses any design, device, or materials covered by letters, patent, or copyright, it is mutually agreed and understood without exception that the bid prices shall include all royalties or cost arising from the use of such design, device, or materials in any way involved in the work.

Q. Construction or Renovation of Facilities Using County Funds

Any county funds provided for the purchase of or improvements to real property are contingent upon the provider granting to the county a security interest in the property at least to the amount of the county funds provided for at least (5) years from the date of purchase or the completion of the improvements or as further required by law. As a condition of a receipt of county funding for this purpose, the provider agrees that, if it disposes of the property before the County's interest is vacated, the provider will refund the proportionate share of the county's initial investment, as adjusted by depreciation.

R. Information Security

The provider shall maintain confidentiality of all data, files, and records including client records related to the services provided pursuant to this agreement and shall comply with state and federal laws, including, but not limited to, sections 384.29, 381.004, 392.65, and 456.057, Florida Statutes. Procedures must be implemented by the provider to ensure the protection and confidentiality of all confidential matters. These procedures shall be consistent with Leon County Information Security Policies, as amended, which is incorporated herein by reference and the receipt of which is acknowledged by the provider, upon execution of this agreement. The provider will adhere to any amendments to the County's security requirements provided to it during the period of this agreement. The provider must also comply with any applicable professional standards of practice with respect to client confidentiality.

III. The Provider and the County Mutually Agree:

A. Effective and Ending Dates

This contract shall begin on October 1, 2015, and shall end on September 30, 2016.

B. Termination

1. Termination at Will

This contract may be terminated by either party upon no less than thirty (30) calendar days' notice in writing to the other party, without cause, 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 with proof of delivery.

2. Termination Because of Lack of Funds

In the event funds to finance this contract become unavailable, the County may terminate the contract upon no less than *twenty-four (24) hours* notice in writing to the provider. Said notice shall be delivered by certified mail, return receipt requested, or in person with proof of delivery. The County shall be the final authority as to the availability and adequacy of funds. In the event of termination of this contract, the provider will be compensated for any work satisfactorily completed prior to notification of termination. County is not required to reimburse for visits if funding is not available. Notification of such shall be in writing and delivered by certified mail, return receipt requested, or in person with proof of delivery.

3. Termination for Breach

This contract may be terminated for the provider's non-performance upon no less than *twenty-four (24) hours* notice in writing to the provider. If applicable, the County may employ the default provisions in Chapter 60A-1.006 (3), FAC. 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. The provisions herein do not limit the County's right to remedies at law or in equity.

4. Termination for Failure to Satisfactorily Perform Prior Agreement

Failure to have performed any contractual obligations with the County in a manner satisfactory to the County will be a sufficient cause for termination. To be terminated as a provider under this provision, the provider must have: (1) previously failed to satisfactorily perform in a contract with the county, been notified by the county of the unsatisfactory performance, and failed to correct the unsatisfactory performance to the satisfaction of the county; or (2) had a contract terminated by the county for cause.

C. Renegotiation or Modification

Modifications of provisions of this contract shall only be valid when they have been reduced to writing and duly signed by both

parties. The rate of payment and dollar amount may be adjusted retroactively to reflect price level increases and changes in the rate of payment when these have been established through the county budgeting process and subsequently identified in the County's operating budget. The County reserves the right to modify this contract based on utilization of funds.

D. Official Payee and Representatives (Names, Addresses and Telephone Numbers)

- | | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>1. The name (provider name as shown on page 1 of this contract) and mailing address of the official payee to whom the payment shall be made is:
<u>Neighborhood Medical Center, Inc.</u>
<u>438 W. Brevard St.</u>
<u>Tallahassee, FL 32301</u></p> | <p>2. The name of the contact person and street address where financial and administrative records are maintained is:
<u>Oretha Jones, CEO</u>
<u>Neighborhood Medical Center, Inc.</u>
<u>438 W. Brevard St., Tallahassee, FL 32301</u></p> |
| <p>3. The name, address, and telephone number of the contract manager for the County for this contract is:

<u>Tiffany Harris, Healthcare Services Coordinator</u>
<u>Office of Human Services and Community Partnerships</u>
<u>918 Railroad Avenue</u>
<u>Tallahassee, Florida 32310</u></p> | <p>4. The name, address, and telephone number of the Provider's representative responsible for administration of the program under the contract is:

<u>Oretha Jones, CEO</u>
<u>438 W. Brevard St.</u>
<u>Tallahassee, FL 32301 (850) 224-2469</u></p> |
5. Upon change of representatives (names, addresses, and telephone numbers) by either party, notice shall be provided in writing to the other party and said notification attached to originals of this contract.

E. All Terms and Conditions Included

This contract and its attachments as referenced, Attachment I and Exhibits A & B contain all the terms and conditions agreed upon by the parties. There are no provisions, terms, conditions, or obligations other than those contained herein, and this contract shall supersede all previous communications, representations, or agreements, either verbal or written between the parties. If any term or provision of the contract is found to be illegal or unenforceable, the remainder of the contract shall remain in full force and effect and such term or provision shall be stricken.

I have read the above contract and understand each section and paragraph.

Provider: Neighborhood Medical Center, Inc.
438 W. Brevard St.
Tallahassee, FL 32301

Signed by: _____

Name: _____

Title: _____

Date: _____

LEON COUNTY, FLORIDA

BY: _____
Vincent S. Long
County Administrator

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

BY: _____

Approved as to Form:
Leon County Attorney's Office

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

LEON COUNTY
OFFICE OF HUMAN SERVICES AND COMMUNITY PARTNERSHIPS

LEON COUNTY PRIMARY HEALTHCARE PROGRAM
STANDARD CONTRACT

THIS CONTRACT is entered into between Leon County hereinafter referred to as the *County* and **Apalachee Center, Inc.**, hereinafter referred to as the *Provider*.

THE PARTIES AGREE:

I. The County Agrees:

A. Contract Amount

To pay for contracted services according to the conditions of Attachment I in an amount of up to \$125.00 per patient visit for Primary Care Services and \$80.00 per patient visit for Mental Health Services. Funds shall be reimbursed on a first-come, first-served basis from a funding pool of \$1,323,768, of which \$264,753 is set aside for Mental Health Services. Leon County's performance and obligation to pay under this contract is contingent upon an annual appropriation by the Board of County Commissioners. The costs of services paid under any other contract or from any other source are not eligible for reimbursement under this contract.

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identified by the County within the specified period of time set forth in the recommendations. The provider's failure to correct noted deficiencies may, at the sole and exclusive discretion of the County, result in any one or any combination of the following: (1) the provider being deemed in breach or default of this contract; (2) the withholding of payments to the provider by the County; and (3) the termination of this contract for cause.

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1. To neither assign the responsibility of this contract to another party nor subcontract for any of the work contemplated under this contract without prior written approval of the County, which shall not be unreasonably withheld. Any sub-license, assignment, or transfer otherwise occurring shall be null and void.
2. The provider shall be responsible for all work performed and all expenses incurred with the project. If the County permits the provider to subcontract all or part of the work contemplated under this contract, including entering into subcontracts with vendors for services and commodities, it is understood by the provider that the County shall not be liable to the subcontractor for any expenses or liabilities incurred under the subcontract and the provider shall be solely liable to the subcontractor for all expenses and liabilities incurred under the subcontract. The provider, at its expense, will defend the County against such claims.
3. Leon County shall at all times be entitled to assign or transfer its rights, duties, or obligations under this contract to another governmental agency in Leon County Government, upon giving prior written notice to the provider. In the event Leon County approves transfer of the provider's obligations, the provider remains responsible for all work performed and all expenses incurred in connection with the contract. In addition, this contract shall bind the successors, assigns, and legal representatives of the provider and of any legal entity that succeeds to the obligations of Leon County, Florida.
4. Unless otherwise stated in the contract between the provider and subcontractor, payments made by the provider to the subcontractor must be within seven (7) working days after receipt of full or partial payments from the County in accordance with §§287.0585, FS. Failure to pay within seven (7) working days will result in a penalty charged against the provider and paid to the subcontractor in the amount of one-half of one (1) percent of the amount due per day from the expiration of the period allowed herein for payment. Such penalty shall be in addition to actual payments owed and shall not exceed fifteen (15) percent of the outstanding balance due.

J. Incident Reporting

Abuse, Neglect, and Exploitation Reporting

In compliance with Chapter 415, FS, an employee of the provider who knows or has reasonable cause to suspect that a child, aged person, or disabled adult is or has been abused, neglected, or exploited shall immediately report such knowledge or suspicion to the Florida Abuse Hotline on the single statewide toll-free telephone number (1-800-96ABUSE).

K. Civil Rights Requirements

Civil Rights Certification: The provider will comply with applicable provisions of the State of Florida County of Health publication, "Methods of Administration, Equal Opportunity in Service Delivery."

L. Independent Capacity of the Contractor

1. In the performance of this contract, it is agreed between the parties that the provider is an independent contractor and that the provider is solely liable for the performance of all tasks contemplated by this contract, which are not the exclusive responsibility of the County.
2. The provider, its officers, agents, employees, subcontractors, or assignees, in performance of this contract, shall act in the capacity of an independent contractor and not as an officer, employee, or agent of the Leon County, Florida nor shall the provider represent to others that it has the authority to bind the County unless specifically authorized to do so.
3. Neither the provider, its officers, agents, employees, subcontractors, nor assignees are entitled to county retirement or county leave benefits, or to any other compensation of county employment as a result of performing the duties and obligations of this contract.
4. The provider agrees to take such actions as may be necessary to ensure that each subcontractor of the provider will be deemed to be an independent contractor and will not be considered or permitted to be an agent, servant, joint venturer, or partner of Leon County, Florida.
5. Unless justified by the provider and agreed to by the County in Attachment I, the County is not responsible for services of support (e.g., office space, office supplies, telephone service, secretarial, or clerical support) to the provider, or its subcontractor or assignee.
6. All deductions for social security, withholding taxes, income taxes, contributions to unemployment compensation funds, and all necessary insurance for the provider, the provider's officers, employees, agents, subcontractors, or assignees shall be the responsibility of the provider.

M. Sponsorship

If the provider is a non-governmental organization which sponsors a program financed wholly or in part by county funds, including any funds obtained through this contract, it shall, in publicizing, advertising, or describing the sponsorship of the program, state: *Sponsored by (provider's name) and Board of County Commissioners with County Logo*. If the sponsorship reference is in written material, the words, Board of County Commissioners, Leon County and county logo shall appear in the same size letters or type as the name of the organization.

N. Final Invoice

To submit the final invoice for payment to the County no more than 30 days after the contract ends or is terminated. If the provider fails to do so, all right to payment is forfeited and the County will not honor any requests submitted after the aforesaid time period. Any payment due under the terms of this contract may be withheld until all reports due from the provider and necessary adjustments thereto have been approved by the County. Final invoice payment is subject to the availability of funds.

O. Use of Funds for Lobbying Prohibited

To comply with the provisions of §216.347, FS, which prohibit the expenditure of contract funds for the purpose of lobbying the Legislature, judicial branch, or a state agency.

P. Patents, Copyrights, and Royalties

1. If any discovery or invention arises or is developed in the course or as a result of work or services performed under this contract, or in any way connected herewith, the Provider shall refer the discovery or invention to the County to be referred to the County of State to determine whether patent protection will be sought in the name of Leon County, Florida. Any and all patent rights accruing under or in connection with the performance of this contract are hereby reserved to Leon County, Florida.
2. In the event that any books, manuals, films, or other copyrightable materials are produced, the provider shall notify the County. Any and all copyrights accruing under or in connection with the performance under this contract are hereby

reserved to Leon County, Florida.

3. The provider, without exception, shall indemnify and save harmless Leon County and its employees from liability of any nature or kind, including cost and expenses for or on account of any copyrighted, patented, or unpatented invention, process, or article manufactured by the provider. Leon County will provide prompt written notification of claim of copyright or patent infringement. Further, if such claim is made or is pending, the provider may, at its option and expense, procure for Leon County, the right to continue use of, replace, or modify the article to render it non-infringing. If the provider uses any design, device, or materials covered by letters, patent, or copyright, it is mutually agreed and understood without exception that the bid prices shall include all royalties or cost arising from the use of such design, device, or materials in any way involved in the work.

Q. Construction or Renovation of Facilities Using County Funds

Any county funds provided for the purchase of or improvements to real property are contingent upon the provider granting to the county a security interest in the property at least to the amount of the county funds provided for at least (5) years from the date of purchase or the completion of the improvements or as further required by law. As a condition of a receipt of county funding for this purpose, the provider agrees that, if it disposes of the property before the County's interest is vacated, the provider will refund the proportionate share of the county's initial investment, as adjusted by depreciation.

R. Information Security

The provider shall maintain confidentiality of all data, files, and records including client records related to the services provided pursuant to this agreement and shall comply with state and federal laws, including, but not limited to, sections 384.29, 381.004, 392.65, and 456.057, Florida Statutes. Procedures must be implemented by the provider to ensure the protection and confidentiality of all confidential matters. These procedures shall be consistent with Leon County Information Security Policies, as amended, which is incorporated herein by reference and the receipt of which is acknowledged by the provider, upon execution of this agreement. The provider will adhere to any amendments to the County's security requirements provided to it during the period of this agreement. The provider must also comply with any applicable professional standards of practice with respect to client confidentiality.

III. The Provider and the County Mutually Agree:

A. Effective and Ending Dates

This contract shall begin on October 1, 2015, and shall end on September 30, 2016.

B. Termination

1. Termination at Will

This contract may be terminated by either party upon no less than thirty (30) calendar days notice in writing to the other party, without cause, 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 with proof of delivery.

2. Termination Because of Lack of Funds

In the event funds to finance this contract become unavailable, the County may terminate the contract upon no less than *twenty-four (24) hours* notice in writing to the provider. Said notice shall be delivered by certified mail, return receipt requested, or in person with proof of delivery. The County shall be the final authority as to the availability and adequacy of funds. In the event of termination of this contract, the provider will be compensated for any work satisfactorily completed prior to notification of termination. County is not required to reimburse for visits if funding is not available. Notification of such shall be in writing and delivered by certified mail, return receipt requested, or in person with proof of delivery.

3. Termination for Breach

This contract may be terminated for the provider's non-performance upon no less than *twenty-four (24) hours* notice in writing to the provider. If applicable, the County may employ the default provisions in Chapter 60A-1.006 (3), FAC. 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. The provisions herein do not limit the County's right to remedies at law or in equity.

4. Termination for Failure to Satisfactorily Perform Prior Agreement

Failure to have performed any contractual obligations with the County in a manner satisfactory to the County will be a sufficient cause for termination. To be terminated as a provider under this provision, the provider must have: (1) previously failed to satisfactorily perform in a contract with the county, been notified by the county of the unsatisfactory performance, and failed to correct the unsatisfactory performance to the satisfaction of the county; or (2) had a contract terminated by the county for cause.

C. Renegotiation or Modification

Modifications of provisions of this contract shall only be valid when they have been reduced to writing and duly signed by both

parties. The rate of payment and dollar amount may be adjusted retroactively to reflect price level increases and changes in the rate of payment when these have been established through the county budgeting process and subsequently identified in the County's operating budget. The County reserves the right to modify this contract based on utilization of funds.

D. Official Payee and Representatives (Names, Addresses and Telephone Numbers)

1. The name (provider name as shown on page 1 of this contract) and mailing address of the official payee to whom the payment shall be made is:
Apalachee Center, Inc.
2634 Capital Circle, N.E.
Tallahassee, FL 32308
2. The name of the contact person and street address where financial and administrative records are maintained is:
Jay Reeve, PhD, CEO
Apalachee Center, Inc.
2634 Capital Circle N.E., Tallahassee, FL 32308
3. The name, address, and telephone number of the contract manager for the County for this contract is:
Tiffany Harris, Healthcare Services Coordinator
Office of Human Services and Community Partnerships
918 Railroad Avenue
Tallahassee, Florida 32310
4. The name, address, and telephone number of the Provider's representative responsible for administration of the program under the contract is:
Jay Reeve, PhD, CEO
2634 Capital Circle N.E.
Tallahassee, FL 32308 (850) 523-3333
5. Upon change of representatives (names, addresses, and telephone numbers) by either party, notice shall be provided in writing to the other party and said notification attached to originals of this contract.

E. All Terms and Conditions Included

This contract and its attachments as referenced, Attachment I and Exhibits A & B contain all the terms and conditions agreed upon by the parties. There are no provisions, terms, conditions, or obligations other than those contained herein, and this contract shall supersede all previous communications, representations, or agreements, either verbal or written between the parties. If any term or provision of the contract is found to be illegal or unenforceable, the remainder of the contract shall remain in full force and effect and such term or provision shall be stricken.

I have read the above contract and understand each section and paragraph.

Provider: Apalachee Center, Inc.
2634 Capital Circle, N.E.
Tallahassee, FL 32308

Signed by: _____

Name: _____

Title: _____

Date: _____

LEON COUNTY, FLORIDA

BY: _____
Vincent S. Long
County Administrator

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

BY: _____

Approved as to Form:
Leon County Attorney's Office

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

**Leon County Case Management Contract
Office of Human Services and Community Partnerships
Primary Healthcare Program**

This Agreement dated this ____ day of October 2015, by and between LEON COUNTY, a charter county and political subdivision of the State of Florida, hereinafter referred to as the “County” and Capital Medical Society Foundation, hereinafter referred to as the “Contractor”.

WHEREAS, the Board has identified the need to further the provision of primary healthcare services to the uninsured citizens of our community; Services to include basic diagnostic procedures and drug or other therapeutic modalities ordered or provided by the primary care practitioner in the course of treating the patient, along with ambulatory care, preventive health services and continuing case management of the healthcare needs of registered clients; and

WHEREAS, the CareNet group of providers, including Neighborhood Medical Center, Bond Community Health Center, Capital Medical Society Foundation, FAMU College of Pharmacy, Tallahassee Memorial HealthCare, Capital Regional Medical Center, and Leon County Health Department have provided primary and specialty healthcare services to the uninsured citizens of Leon County in a coordinated fashion for a number of years; and

WHEREAS, the Board has determined that a greater need for healthcare for the uninsured in our community exists above the current level of services offered by the CareNet partners at their current levels of funding and participation; and

WHEREAS, the Board has found it in the best interest of Leon County to dedicate funding for the expansion of the existing CareNet program to service the community’s additional need for healthcare services for the uninsured; and

WHEREAS, the CareNet group of providers have agreed to work cooperatively with the Board to meet that additional community need for healthcare services for the uninsured;

NOW, THEREFORE, the parties hereto agree as follows:

Section 1: Clients To Be Served

The Contractor hereby agrees to serve the following residents of the County with the following restrictions:

1. Eligibility for services under this contract shall be limited to those residents of Leon County with net incomes less than 150% of the most current federal poverty levels established by the U.S. Office of Management and Budget, who require specialty medical care and/or dental care, have no health insurance, and are not currently covered under any other state or federal assistance program. Clients referred from primary care are screened for eligibility to receive donated specialty medical care and/or dental care. Clients found ineligible receive short term case management to find alternate appropriate services.
2. No fees of any kind shall be charged for registered comprehensive primary care clients

who are below 150% of the most current federal poverty levels.

3. Clients who are not currently receiving Medicaid or Healthy Kids, or any other state or federal program, and who appear to meet the income and categorical eligibility requirements of Medicaid or Healthy Kids, should be strongly encouraged to pursue obtaining eligibility for those programs.
4. Clients who are enrolled in Medicaid, Medicare, Healthy Kids, or any other insurance program will not be eligible for services under this contract.
5. The Contractor will determine eligibility for enrollment in the We Care Network. Eligibility will be determined at least annually. A client shall be allowed, however, to request determination of eligibility after submitting verified confirmation of changes to his\her income.
6. The Contractor will abide by HIPAA policies and procedures established for the Primary Health Care Program as related to the processing of clients medical information.

Section 2: Services to be offered per this contract by Contractor

1. The Contractor shall provide specialty healthcare services to qualifying Leon County adult recipients. The contractual amount is based upon the following line items:

Specialty Medical Services:

RN Program Coordinator	\$39,292
Case Manager 1	\$27,608
Case Manager 2	\$31,804
Case Manager 3	\$20,000
Case Management Aide	\$8,000
Operating Expenses (recurring)	\$11,232
Patient Assistance	\$8,000
Total:	\$145,936

Dental Services:

Case Manager 4	\$13,890
Operating Expenses (recurring)	\$ 6,000
Patient Assistance	\$ 3,000
Total	\$22,890

Combined Total: \$168,826

Section 3: Staffing Requirements

1. Staffing
The Contractor must maintain sufficient staff to deliver the agreed upon services. The RN Program Coordinator must provide intensive case management to those clients deemed in need of such services. Outreach services shall be coordinated with CareNet

agencies. Case managers are responsible for providing care coordination services to eligible clients receiving specialty medical care and dental care through the program.

2. Professional Qualifications

The Contractor will maintain a personnel file for all staff provided under this contract. All physicians, nurse practitioners, physician assistants, nurses and other licensed health professionals that provide any service to primary care or mental health clients referenced in this contract must have a current license to practice in the State of Florida, and proof of said license. Commissioned Public Health Service Corps Officers are exempt from having a Florida license.

The health care professionals must practice according to the constraints of their individual practice acts and protocols. The physician and other health care professionals assisting with providing care must have demonstrated knowledge and skills in the area of the procedure they will be assisting with or performing.

Professional personnel records should document training as appropriate to their individual practice. Each personnel record must also outline the current job description with minimum qualifications for that position.

3. Staffing Changes

The Healthcare Services Coordinator must be notified in writing of termination of employment of the Executive Director or any funded position within 10 days of termination. This notification must describe the interim arrangements, if any, to fill the position. The name of the person assuming the position must be provided to the Contract Manager in writing within 10 days of hiring.

Section 4: Reports to be performed by Contractor

1. The Contractor must submit a monthly invoice to the County on or before the 30th day of the month. The invoice should be sent to the following address to:

Tiffany Harris, Healthcare Services Coordinator
Leon County
Office of Human Services and Community Partnerships
918 Railroad Avenue
Tallahassee, FL 32310

2. The Contractor must submit the following information. For the purposes of this contract “New” Patients means those receiving first-time medical and/or dental services. “Existing” Patients means those receiving medical and/or dental care continued beyond the first encounter and reported beyond the new patient status.
3. The Contractor will provide a Client Satisfaction Survey to randomly sample a minimum of 20 medical and dental clients seen during each quarter of the contract period. Completed forms will be forwarded to the county contract manager.

4. Annually, the County will submit an annual report that provides a detailed summary of all expenditures utilizing the funds from this contract. The annual report will also comprehensively detail the amount of new patients as compared to overall patients served by the Contractor and the types of service performed in the reporting year. The report will also compare the current period against measures from previous years.

Section 5: Audits, Records, and Records Retention

The Contractor agrees:

1. To establish and maintain books, records, and documents (including electronic storage media) in accordance with generally accepted accounting procedures and practices, which sufficiently and properly reflect all revenues and expenditures of funds provided by the County under this contract.
2. To retain all client records, financial records, time sheets, supporting documents, statistical records, and any other documents (including electronic storage media) pertinent to this contract for a period of six (6) years after termination of the contract, or if an audit has been initiated and audit findings have not been resolved at the end of five (5) years, the records shall be retained until resolution of the audit findings or any litigation which may be based on the terms of this contract.
3. 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".
4. 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.
5. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law.
6. 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.
7. Upon completion or termination of the contract and at the request of the County, the Contractor will cooperate with the County to facilitate the duplication and transfer of any said records or documents during the required retention period as specified in paragraph 1 above.
8. To assure that these records shall be subject at all reasonable times to inspection, review, or audit by federal, state, or other personnel duly authorized by the County subject to HIPAA.
9. Persons duly authorized by the County and Federal auditors, pursuant to 45 CFR, Part

92.36(I)(10), shall have full access to and the right to examine any of provider's contract and related records and documents, regardless of the form in which kept, at all reasonable times for as long as the records are retained.

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

Section 6: Monitoring

The Contractor agrees:

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

Section 7: Payment

1. Payment shall be made by the County upon receipt of valid invoice by Contractor at a monthly rate equal to no more than one twelfth (1/12) of the following total contractual amount: \$168,826. The contractual amount is based upon the following line items (for twelve months):

Specialty Medical Services:

RN Program Coordinator	\$40,292
Case Manager 1	\$28,608
Case Manager 2	\$27,804
Case Manager 3	\$21,000
Case Management Aide	\$9,000
Operating Expenses (recurring)	\$11,232
Patient Assistance	\$8,000
Total:	\$145,936

Dental Services:

Case Manager 4	\$13,890
Operating Expenses (recurring)	\$ 6,000
Patient Assistance	\$ 3,000
Total	\$22,890

Combined Total: **\$168,826**

2. The payment shall be made by the County within 30 days of receipt and approval by the County of a monthly invoice.
3. The monthly invoice is to be completed and submitted by the Contractor to the County. The Contractor agrees prior to submission of each monthly invoice to input into the County's web based reporting system all client data, including but not limited to the required fields and all client eligibility documentation as specified in aforementioned Section 1. No payment will be made for any month unless all required client data and documentation has been entered into the web based reporting system.

Section 8: Term

The length of this contract shall be for a term of twelve months beginning on October 1, 2015 and ending on September 30, 2016.

Section 9: Indemnity

The Contractor shall to indemnify and hold harmless the County from and against any and all claims, damages, liabilities, or suits of any nature whatsoever arising out of, because of, or due to the services being performed under this agreement by Contractor, its delegates, agents or employees, or due to any act or occurrence of omission or commission of the Contractor, its delegates, agents or employees, including but not limited to costs and a reasonable attorney's fee. The County may, at its sole option, defend itself or allow the Contractor to provide the defense. The Contractor acknowledges that ten dollars (\$10.00) of the amount paid to the Contractor is sufficient consideration for the Contractor's indemnification of the County.

Section 10: Termination

1. The County may terminate this contract without cause, by giving the Contractor thirty (30) days written notice of termination. Either party may terminate this contract for cause by giving the other party hereto thirty (30) days written notice of termination. The County shall not be required to give the Contractor such thirty (30) day written notice if, in the opinion of the County, the Contractor is unable to perform its obligations hereunder, or if in the County's opinion, the services being provided are not satisfactory. In such case, the County may immediately terminate the Contract by mailing a notice of termination to the Contractor.
2. Termination with cause shall include but not be limited to the discovery of improper or inappropriate accounting, expenditures, reporting or service delivery by the contractor or due to the discovery of noncompliance with any item detailed within the sections of this contract.

Section 11: Notices

All notices provided hereunder shall be in writing sent by United States certified mail, postage

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

Notice to the Capital Medical Society Foundation: Pam Wilson, Executive Director
Capital Medical Society Foundation
1204 Miccosukee Road
Tallahassee, FL 32308

Notice to the COUNTY: Eryn D. Calabro, Director
Leon County
Office of Human Services and
Community Partnerships
918 Railroad Avenue
Tallahassee, FL 32310

Section 12: Revisions

In any case where, in fulfilling the requirements of this contract or of any guarantee, embraced in or required thereby it is necessary for the Contractor to deviate from the requirements of the contract, Contractor shall obtain the prior written consent of the County. The parties agree to renegotiate this contract if revision of any applicable laws or regulations makes changes in this contract necessary.

Section 13: Construction

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

Section 14: Budget

The performance of Leon County of any of its obligations under the agreement shall be subject to and contingent upon the availability of funds lawfully expendable for the purposes of this agreement for the current and any future periods provided for within the budget allocations for the current fiscal year.

Section 15: Status

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

Section 16: Assignments

This Contract shall not be assigned or sublet as a whole or in part without the written consent of the County nor shall the contractor assign any monies due or to become due to it hereunder without the previous written consent of the County.

Section 17: Public Entity Crimes Statement

In accordance with Section 287.133, Florida Statutes, Contractor hereby certifies that to the best of his/her knowledge and belief neither Contractor nor his affiliates has been convicted of a public entity crime. Contractor and his/her affiliates shall provide the County with a completed public entity crime statement form no later than January 15th of each year this agreement is in effect. Violation of this section by the Contractor shall be grounds for cancellation of this agreement by Leon County.

Section 18: Contractors Responsibility

It shall be the sole responsibility of the Contractor to comply with all applicable Federal, State, County and City, statutes, ordinances, rules and regulations in the performance of the Contractor's obligations under this agreement.

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

CAPITAL MEDICAL SOCIETY FOUNDATION

LEON COUNTY, FLORIDA

BY: _____
Pam Wilson
Executive Director

BY: _____
Vincent S. Long
County Administrator

Date: _____

Witness: _____

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

Witness: _____

BY: _____

Approved as to Form:
Leon County Attorney's Office

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

Leon County Office of Human Services and Community Partnerships
Primary Healthcare Program
Pharmaceutical Care Contract with Florida A&M University College of Pharmacy and
Pharmaceutical Sciences

This Agreement dated this _____ day of October 2015, by and between LEON COUNTY, a political subdivision of the State of Florida, hereinafter referred to as the "County" and Florida Agricultural and Mechanical University acting for and on behalf of the FAMU Board of Trustees a public corporation of the State of Florida, hereinafter referred to as the "College" or "Contractor."

WHEREAS, the College and County share a common mission to provide the highest quality of pharmaceutical services and care to its patients, and;

WHEREAS, College and County agree that it would be in their mutual interest to expand its current level of pharmaceutical services and unify all pharmaceutical operations for all uninsured Leon County residents at the 872 W. Orange Ave site and the 438 W. Brevard Street site; and

WHEREAS, the Board has determined that a greater need for unified pharmaceutical care for the uninsured in our community exists above the current level of services offered at the individual sites at their current levels of funding and participation; and

WHEREAS, the Board has found it in the best interest of Leon County to dedicate funding for the expansion of unified pharmaceutical care and operations for pharmaceutical services for the uninsured; and

WHEREAS, the College has agreed to work cooperatively with the Board to meet that additional community need for unified pharmaceutical services for the uninsured;

NOW, THEREFORE, the parties hereto agree as follows:

Section 1: Plan of Operations

The objective of the Unified Pharmaceutical Plan is to operate several community pharmacies to provide pharmaceutical services for Leon County's uninsured. Under the administration of the FAMU College of Pharmacy, the Unified Pharmaceutical Plan will include:

1. The FAMU Health Department Pharmacy located at the 872 W. Orange Avenue. The patients of the Richardson-Lewis Health Center will continue to receive the same level of pharmaceutical services that they are currently receiving but services will be expanded to serve all patients of the health center. Hours of operation will be Monday through Friday 8:00am – 1:00pm and 2pm – 5pm. Any hours of operation requested outside of these hours will be provided at the health center's expense.
2. The FAMU Health Department Pharmacy located at the Neighborhood Medical Center (NMC) at 438 W. Brevard Street. Patients of Neighborhood Medical Center will continue to receive the same level of pharmaceutical services that they are currently receiving. The College of Pharmacy will assume the administrative and operational duties of the pharmacy. Administrative services will include staffing, formulary management, etc. Hours of operation will be Monday through

Friday 8am – 1:00pm and 2pm – 5pm. Any hours of operation requested outside of these hours will be provided at the health center's expense.

All pharmacy locations will be electronically linked with secure technology to access the pharmacy software program, a pharmacy database located on a central server, currently housed at 438 W. Brevard 872 West Orange Avenue. This existing equipment is used by the FAMU Health Department Pharmacy located at the 872 West Orange Avenue and the FAMU Pharmacy located at 438 W. Brevard Street. The network will be compliant with all HIPAA regulations.

The College of Pharmacy will manage the day-to-day operations of each pharmacy location and relieve each clinic site of pharmacy management responsibilities and provide professional consultation in the development of overall pharmacy management, clinical services, and program evaluation. The College of Pharmacy will provide the expertise to ensure proper Florida licensing for pharmacy practice, adherence to all Florida Statutes governing the profession of pharmacy and development of clinical pharmacy programs.

Section 2: Scope of Services

The purpose of the expansion of services will be to provide unified pharmaceutical services to all uninsured patients of Leon County. Services provided by the College of Pharmacy will include:

1. Coordinate and unify pharmacy services for indigent patients at the Richardson-Lewis Health Center, Neighborhood Medical Center, and the two local hospitals.
2. Development of policies and procedures for pharmaceutical services from each primary care site.
3. Development of a community wide generic formulary for distribution to health care providers of the uninsured.
4. Coordinated Patient Assistance Programs (PAP) for uninsured residents of Leon County at Neighborhood Medical Center and Richardson-Lewis Health Center.
5. Filling/dispensing prescription and OTC medications.
6. Counseling services including Drug Utilization Review interventions and patient drug monitoring.
7. Provide patient education seminars for specific disease state management to better control patient medical conditions.
8. Track medications dispensed for Leon County patients.
9. Generating reports requested by Leon County for facilitation and accountability of pharmaceutical services in the county.
10. Conduct outcomes research and utilization studies to assess therapeutic outcomes.
11. Implement the Diabetes Education and Empowerment Program (DEEP) to reduce hospitalizations and delay development of serious morbidity and mortality of uninsured patients with diabetes.

All revenues generated by the unified pharmaceutical program through the provision of services listed above will be placed back into the unified program for the purchase of medications, equipment, supplies, or any other expenditures deemed necessary by the College of Pharmacy and approved in writing by Leon County.

Section 3: Reports to be performed by Contractor

1. The Contractor must submit a monthly invoice (Exhibit A) to the County on or before the 30th day of the month to the following:

Tiffany Harris, Healthcare Services Coordinator
Leon County Office of Human Services and Community Partnerships
918 Railroad Avenue
Tallahassee, Florida 32310

2. The Contractor must submit required data for each site as designated in the monthly and quarterly invoice. This data shall at a minimum contain the following information:
 - a) Total number of prescriptions filled per month
 - b) Number of prescriptions filled for Leon County residents
 - c) Retail value of prescriptions filled per month for Leon County residents
 - d) Monthly number of Patient Assistance Program medications received by Leon County Residents
 - e) Retail Value of Patient Assistance Program medications received by Leon County Residents
3. The Contractor must submit a Quarterly Progress Report that is to include the total number of prescriptions filled, the number of patient assistance medications received and the retail value of the medications, performance/clinical outcomes, and a summary of expenditures for medications and salary expenses, respectively, as documented during the respective quarter.
4. The Contractor must submit a Quarterly Progress Report which includes a narrative component detailing partnerships, concerns, successes, and progress toward program goals. The Quarterly Progress Report is to be submitted with the monthly invoice for the months of March, June and September. The quarterly report must be attached to the respective monthly invoice in order for the County to proceed with invoice processing and payment, unless otherwise specified by the Board.
5. Annually, the County will submit a final report that provides a detailed summary of all expenditures made utilizing the funds from this contract. This annual report will also comprehensively detail the amount of new patients as compared to overall patients served by the provider and the types of service performed during the reporting year. The report will also compare the current period against measures from previous years.

Section 4: Audits, Records, and Records Retention

The Contractor agrees:

1. To establish and maintain books, records, and documents (including electronic storage media) in accordance with generally accepted accounting procedures and practices, which sufficiently and properly reflect all revenues and expenditures of funds provided by the County under this contract.
2. To retain all client records, financial records, time sheets, supporting documents, statistical records, and any other documents (including electronic storage media) pertinent to this contract for a period of six (6) years after termination of the contract, or if an audit has been initiated and audit findings have not been resolved at the end of five (5) years, the records shall be retained until resolution of the audit findings or any litigation which may be based on the terms of this contract.

3. 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".
4. 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.
5. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law.
6. 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.
7. Upon completion or termination of the contract and at the request of the County, the Contractor will cooperate with the County to facilitate the duplication and transfer of any said records or documents during the required retention period as specified in paragraph 1 above.
8. To assure that these records shall be subject at all reasonable times to inspection, review, or audit by federal, state, or other personnel duly authorized by the County subject to HIPAA.
9. Persons duly authorized by the County and Federal auditors, pursuant to 45 CFR, Part 92.36(I)(10), shall have full access to and the right to examine any of provider's contract and related records and documents, regardless of the form in which kept, at all reasonable times for as long as the records are retained.
10. To include these aforementioned audit and record keeping requirements in all approved subcontracts and assignments.
11. Any contracts or other agreements entered into by Florida A & M University or the Florida A & M University Pharmacy as related to the Diabetes Education and Empowerment Program or unified pharmaceutical services must be provided to Leon County within ten (10) days of entering into the subject agreement.

Section 5: Monitoring

The Contractor agrees:

1. To permit persons duly authorized by the County to inspect any records, papers, documents, facilities, goods, and services of the provider which are relevant to this contract, and interview any clients and employees of the provider to assure the County of satisfactory performance of the terms and conditions of this contract.
2. Following such evaluation, the County will deliver to the provider a written report of its findings and will include written recommendations with regard to the provider's performance of the terms and conditions of this contract. The Contractor will correct all noted deficiencies identified by the County within the specified period of time set forth in the recommendations. The Contractor's failure to correct noted deficiencies may, after consultation with the College, result

in any one or any combination of the following: (a) the College being deemed in breach or default of this contract; (b) the withholding of payments to the Contractor by the County; and (c) the termination of this contract for cause.

Section 6: Payment

1. Payment shall be made by the County upon receipt of valid invoice by Contractor at a monthly rate equal to no more than one twelfth (1/12) of the total contractual amount of \$244,500. The contractual amount is based upon the following line items (for twelve months):

Pharmaceutical Care Services:

<u>Richardson-Lewis Health Center Site 872 W. Orange Avenue</u>	
Pharmacy Software	\$2,929
Site Total	\$2,929

<u>Neighborhood Medical Center (NMC) Site 438 W. Brevard Street</u>	
1.0 FTE RX Manager	\$ 80,000
Rx Fringe Benefits	\$23,200
1.0 FTE Pharmacy Technician	\$ 27,000
1.0 FTE Pharmacy Technician	\$ 32,000
MedData Services	\$3,300
Pharmacy Software	\$2,929
Equipment and Supplies (Both Sites)	\$6,142
Site Total	\$174,571

Diabetes Education and Empowerment Program: \$67,000

CONTRACT TOTAL: \$244,500

2. The payment shall be made by the County within 30 days of receipt and approval by the County of a monthly invoice. The monthly invoice is to be completed and submitted by the Contractor to the County.
3. No line item (as identified in paragraph 1 above) payment shall be made until such time as the staff members identified in Section 6 of this contract are hired by the Contractor or County authorized Subcontractor. Similarly, no payment shall be made if the required monthly reports, as delineated in Section 3 of this contract, are not attached to the monthly invoice appropriately.

Section 7: Time

The length of this contract shall be for a term of twelve months beginning on October 1, 2015 and ending on September 30, 2016.

Section 8: Hold Harmless

The Contractor agrees to indemnify and hold harmless the County from all claims, damages, liabilities, or suits of any nature whatsoever arising out of, because of, or due to the breach of this agreement by Contractor, its delegates, agents or employees, or due to any act or occurrence of omission or commission of the Contractor, including but not limited to costs and a reasonable attorney's fee, in a manner consistent with section 768.28, Florida Statutes..

Section 10: Termination

1. Either party may terminate this contract with or without cause, by giving the other party sixty (60) days written notice of termination. The County shall not be required to give the Contractor such sixty (60) day written notice if, after meeting with the Contractor, the Contractor is unable to perform its obligations hereunder, or if in the County's opinion, the services being provided are not satisfactory. In such case, the County may immediately terminate the Contract by mailing a notice of termination to the Contractor.
2. Termination with cause shall include but not be limited to the discovery of improper or inappropriate accounting, expenditures, reporting or service delivery by the provider or due to the discovery of noncompliance with any item detailed within the sections of this contract.
3. In the event of termination for any reason, County shall compensate College for services provided up to the effective date of the termination.

Section 11: Revisions

In any case where, in fulfilling the requirements of this contract or of any guarantee, embraced in or required thereby it is necessary for the Contractor to deviate from the requirements of the contract, Contractor shall obtain the prior written consent of the County. The parties agree to renegotiate this contract if revision of any applicable laws or regulations makes changes in this contract necessary.

Section 12: Construction

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

Section 13: Budget

The performance of Leon County of any of its obligations under the purchase order or agreement shall be subject to and contingent upon the availability of funds lawfully expendable for the purposes of the purchase order or agreement for the current and any future periods provided for within the renewal of the contract.

Section 14: Status

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

Section 15: Assignments

This Contract shall not be assigned or sublet as a whole or in part without the written consent of the County nor shall the contractor assign any monies due or to become due to him hereunder without the previous written consent of the County.

Section 16: Public Entity Crimes Statement

In accordance with Section 287.133, Florida Statutes, Contractor hereby certifies that to the best of his knowledge and belief neither Contractor nor its affiliates has been convicted of a public entity crime. Contractor and its affiliates shall provide the County with a completed public entity crime statement form no later than January 15 of each year this agreement is in effect. Violation of this section by the Contractor shall be grounds for cancellation of this agreement by Leon County.

Section 17: Contractor's Responsibility

It shall be the sole responsibility of the Contractor to comply with all applicable Federal, State, County and

City, statutes, ordinances, rules and regulations in the performance of the Contractor's obligations under this agreement.

Section 18: Waiver

Waiver by either party of any breach is not to be deemed a waiver of subsequent breach of the same or any other covenant

Section 19: Severability

In the event any provision of this Agreement shall be held invalid or unenforceable by any court of competent jurisdiction, or by an Administrative Law Judge in accordance with Chapter 120, Florida Statutes, such holding shall not invalidate or render unenforceable any other provision hereof. However, where a breach of the contract goes to the whole of the contract, the contract is unenforceable.

Section 20: Notices

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

Notice to the COLLEGE:

Michael Thompson, Pharm.D.
Dean and Professor
Florida A&M University
College of Pharmacy and Pharmaceutical Sciences
Tallahassee, Florida 32307

Notice to the COUNTY:

Eryn D. Calabro, Director
Leon County
Office of Human Services and Community Partnerships
918 Railroad Avenue
Tallahassee, FL 32310

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

LEON COUNTY, FLORIDA

BY: _____

Vincent S. Long
County Administrator

ATTEST:

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

BY: _____

Approved as to Form:
Leon County Attorney's Office

BY: _____

Herbert W. A. Thiele, Esq.
County Attorney

FLORIDA AGRICULTURAL AND MECHANICAL UNIVERSITY

Marcella David, JD
Provost, Florida A&M University

Date

Michael D. Thompson, PharmD
Dean, College of Pharmacy
and Pharmaceutical Sciences

Date

Jim Jacoby
Risk Management and Insurance

Date

APPROVED AS TO FORM, BUT LEGALITY
SUBJECT TO EXECUTION BY ALL PARTIES.
OFFICE OF THE GENERAL COUNSEL.

BY: _____

Shira R. Thomas
Deputy General Counsel

Date

**Leon County
Board of County Commissioners**


Notes for Agenda Item #8

Leon County Board of County Commissioners

Cover Sheet for Agenda #8

October 27, 2015

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Request to Schedule the First and Only Public Hearing to Consider Proposed Amendments to the Stormwater Management System Ordinance for Tuesday, December 8, 2015 at 6:00 p.m.

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator Katherine G. Burke, P.E., Acting Director, Public Works
Lead Staff/ Project Team:	Theresa B. Heiker, P.E., Stormwater Management Coordinator

Fiscal Impact:

This item has a fiscal impact. Currently, 82 non-residential condominium parcels have common area impervious parking areas that are not included in the stormwater assessment. If the proposed amendments are adopted, the total stormwater assessment for the common area parcels would be \$11,000 annually.

Staff Recommendation:

Option #1: Schedule the first and only Public Hearing to consider proposed amendments to the Stormwater Management System Ordinance (Attachment #1) for Tuesday, December 8, 2015 at 6:00 p.m.

Report and Discussion

Background:

The Stormwater Management Assessment was first adopted in September 1991, with a rate of \$20 per single-family unit and a multiplier for non-residential properties based on the amount of impervious area on a parcel.

In May 2013, the Board adopted an Ordinance (Ord. 13-14) updating the stormwater management system to provide multiple residential tiers and increasing the rate to \$85 per single-family unit. The assessment imposed on non-residential property is the rate of one single-family unit (SFU) multiplied by the numerical factor obtained by dividing the total impervious area of the non-residential developed property by the SFU average impervious area. The average SFU impervious area in the unincorporated area of Leon County is 3,272 square feet. For example, a convenience store that has 32,720 square feet of impervious area equals 10 SFU and pays \$850. Impervious area includes buildings, sidewalks, and parking lots.

Analysis:

Annually, staff from Public Works and GIS review and audit the stormwater assessment roll to ensure accurate assessments are being assessed for non-residential properties based on the total impervious surface area. Last year's annual audit of the stormwater assessment roll identified certain non-residential condominium developments where the impervious area was calculated, based on the building areas only, and did not include any of the common parking and sidewalk areas. These condominium subdivisions have been sub-divided without inclusion of the common areas; the common areas are being established as separate stand-alone entities. Condominium subdivisions are not required to be reviewed through the Tallahassee-Leon County Planning Department or the County Development Support and Environmental Management Department. As a result, the parking and sidewalks needed to support the commercial use is not assessed consistently with other parcels, which are not subdivided in this manner.

Chapter 718, Florida Statutes, prohibits common elements of condominiums from being assessed separately if they are owned by a condominium association. The separate vehicular access and parking parcels, as described, are considered common elements.

Currently, 82 non-residential condominium parcels have common area impervious parking areas that are not included in the stormwater assessment. This results in lost revenue of approximately \$11,000 annually. Prior to these non-residential properties forming condominiums, these properties paid the assessment on all impervious areas including the common area parking.

Consequently, the Stormwater Management System Ordinance is proposed to be amended to assess common elements to the benefitting parcels on a *pro rata* share. This will allow the County to recoup stormwater assessments from the common area for the 82 non-residential condominium parcels, and prevent additional losses if more non-residential properties subdivide into condominiums.

Options:

1. Schedule the first and only Public Hearing to consider proposed amendments to the Stormwater Management System Ordinance (Attachment #1) for Tuesday, December 8, 2015 at 6:00 p.m.
2. Schedule the first and only Public Hearing to consider proposed amendments to the Stormwater Management System Ordinance for an alternate date.
3. Board direction.

Recommendation:

Option #1.

Attachment:

1. Draft Ordinance

ORDINANCE NO. 15-_____

1
2
3 **AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF**
4 **LEON COUNTY, FLORIDA, AMENDING CHAPTER 18, ARTICLE IV,**
5 **DIVISION 3 OF THE CODE OF LAWS OF LEON COUNTY, FLORIDA,**
6 **ENTITLED “STORMWATER MANAGEMENT SYSTEM”; AMENDING**
7 **SECTION 18-134.4, STORMWATER UTILITY FUNDING; PROVIDING**
8 **FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING**
9 **AN EFFECTIVE DATE.**

10
11 WHEREAS, Chapter 18, Article IV, Division 3 of the Code of Laws of Leon County
12 authorizes and provides procedures and standards for the imposition of stormwater assessments
13 under the constitutional and statutory power of the County; and
14

15 WHEREAS, Chapter 718, Florida Statutes, the “Condominium Act,” provides that every
16 condominium created and existing in the state shall be subject to the provisions of the Act; and
17

18 WHEREAS, pursuant to Section 718.120, Florida Statutes, a taxing authority is prohibited
19 from separately assessing common elements of condominiums if said common elements are owned
20 by the condominium association or are owned jointly by the owners of the condominium parcels; and
21

22 WHEREAS, pursuant to Section 718.120, Florida Statutes, a taxing authority can only
23 impose a lien upon the condominium parcel assessed and is prohibited from imposing a lien upon the
24 common elements of the condominium property; and
25

26 WHEREAS, Chapter 193, Florida Statutes, sets forth various provisions pertaining to
27 assessments; and
28

29 WHEREAS, pursuant to Section 193.0235, Florida Statutes, a taxing authority is prohibited
30 from separately assessing common elements of a platted residential subdivision if said common
31 elements are used exclusively for the benefit of the lot owners within the subdivision, regardless of
32 ownership; and
33

34 WHEREAS, pursuant to Section 193.0235, Florida Statutes, a taxing authority can only
35 impose a lien upon the lots within a subdivision as prorated by the property appraiser; and
36

37 WHEREAS, the Board desires to amend Section 18-134.4 of the Code of Laws of Leon
38 County to comport with Sections 718.120 and 193.0235, Florida Statutes;
39

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

42
43 **Section 1.** Chapter 18, Article IV, Division 3, Section 18-134.4 of the Code of Laws of Leon
44 County, Florida, is hereby amended to read as follows:
45

1 **Sec. 18-134.4. Stormwater utility funding.**
2

3 (a) *Legislative determination of special benefit.* It is hereby ascertained, found, and
4 declared that the stormwater utility funding for the stormwater management system, providing
5 stormwater management services and facilities, confers a special benefit to developed property based
6 upon the following legislative determinations:
7

8 (1) The stormwater management system possesses a logical relationship to the
9 use and enjoyment of developed property by treating and controlling
10 stormwater generated by improvements constructed on developed property.
11

12 (2) Since developed property in the stormwater services area generates and
13 contributes more stormwater runoff than does undeveloped property,
14 developed property shall be benefitted by an adequately funded stormwater
15 management system.
16

17 (3) The creation and maintenance of the stormwater management system is
18 designed to implement federal and state policies mandating stormwater
19 management programs by local governments.
20

21 (4) The special benefits provided by the stormwater management system to all
22 developed property include, but are not limited to: (a) the provision of
23 stormwater management services and the availability and use of stormwater
24 facilities by the owners and occupants of developed property to properly and
25 safely detain, retain, convey and treat stormwater discharged from developed
26 property; (b) stabilization of or the increase in developed property values; (c)
27 increased safety and better access to developed property; (d) alleviation of the
28 burdens caused by stormwater runoff and accumulation attendant with the use
29 of developed property; and (e) fostering the enhancement of environmentally
30 responsible use and enjoyment of the natural resources within the stormwater
31 services area.
32

33 (5) The cost of operating and maintaining the stormwater management system
34 and financing of existing and future necessary repairs, replacements,
35 improvements, and extensions thereof should, to the extent practicable, be
36 allocated in relationship to the benefits enjoyed and services received by
37 developed property from the stormwater management system.
38

39 (b) *General authority.*
40

41 (1) The Board is hereby authorized to impose stormwater assessments against
42 property located within a stormwater services area. The cost of the
43 stormwater management system may be assessed against developed property
44 located within a stormwater service area at a rate of assessment based upon
45 the special benefits accruing to such property from the stormwater

1 management services and facilities provided by the county, measured by the
2 number of SFUs attributable to each parcel or classification of property.

3
4 (2) Stormwater assessments may be levied against the developed property within
5 common elements of residential and non-residential condominiums. For
6 purposes of this subsection, the term “common element” shall have the
7 meaning ascribed to it in F.S. § 718.108, as amended. The individual
8 condominium parcel owners shall be responsible, jointly with other owners
9 benefitting from the developed property within the common elements and
10 based on a *pro rata* share, for payment of the stormwater assessment. A lien
11 may be placed on the individual condominium parcel, and not upon the
12 common element itself, should the individual condominium parcel owner fail
13 to pay the stormwater assessment, and is subject to the sale of the tax deed.

14
15 (3) Stormwater assessments may be levied against the developed property within
16 common elements of platted residential subdivisions used exclusively for the
17 benefit of the lot owners. For purposes of this subsection, the term “common
18 element” shall have the meaning ascribed to it in F.S. § 193.0235, as
19 amended. The individual subdivision lot owners shall be responsible, jointly
20 with other owners benefitting from the developed property within the
21 common elements and based on a *pro rata* share, for payment of the
22 stormwater assessment. A lien may be placed on the individual subdivision
23 lot, and not upon the common element itself, should the individual lot owner
24 fail to pay the stormwater assessment, and is subject to the sale of the tax
25 deed.

26
27 (4) All stormwater assessments shall be imposed in a subsequently adopted
28 stormwater assessment rate resolution. Such stormwater assessment rate
29 resolution shall determine the amount to be assessed against developed
30 property pursuant to an apportionment methodology based upon a
31 classification of property designed to provide a fair and reasonable
32 apportionment of the stormwater management system costs among developed
33 properties on a basis reasonably related to the benefit provided by stormwater
34 management services and facilities.

35
36 * * *

37
38 **Section 2. Conflicts.** All ordinances or parts of ordinances in conflict with the
39 provisions of this ordinance are hereby repealed to the extent of such conflict, except to the extent of
40 any conflicts with the Tallahassee-Leon County 2030 Comprehensive Plan as amended, which
41 provisions shall prevail over any parts of this ordinance which are inconsistent, either in whole or in
42 part, with the said Comprehensive Plan.

43
44 **Section 3. Severability.** If any word, phrase, clause, section or portion of this ordinance
45 shall be held invalid or unconstitutional by a court of competent jurisdiction, such portion or words

1 shall be deemed a separate and independent provision and such holding shall not affect the validity
2 of the remaining portions thereof.

3
4 **Section 4. Effective Date.** This ordinance shall have effect upon becoming law.

5
6 DULY PASSED AND ADOPTED BY the Board of County Commissioners of Leon County,
7 Florida, this _____ day of _____, 2015.

8
9 LEON COUNTY, FLORIDA

10
11
12 BY: _____
13 MARY ANN LINDLEY, CHAIRMAN
14 BOARD OF COUNTY COMMISSIONERS

15
16 ATTESTED BY:
17 BOB INZER, CLERK OF THE CIRCUIT
18 COURT AND COMPTROLLER

19
20
21 BY: _____
22 CLERK

23
24 APPROVED AS TO FORM:
25 COUNTY ATTORNEY'S OFFICE
26 LEON COUNTY, FLORIDA

27
28
29 BY: _____
30 HERBERT W.A. THIELE, ESQ.
31 COUNTY ATTORNEY

**Leon County
Board of County Commissioners**


Notes for Agenda Item #9

Leon County Board of County Commissioners

Cover Sheet for Agenda #9

October 27, 2015

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Approval to Negotiate an Agreement with Clemons Rutherford Architects, Inc. for Architectural and Engineering Services for the Medical Examiner's Facility

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:	John Ward, AIA, Construction Manager, Facilities Management

Fiscal Impact:

This item has a fiscal impact. The capital budget includes funding for the preliminary programming and design costs, and future years include construction funding.

Staff Recommendation:

Option #1: Authorize staff to negotiate an agreement with Clemons Rutherford & Associates, Inc. for Architectural and Engineering services for the Medical Examiner's Facility; in the event an agreement is not reached, authorize staff to negotiate with the number two ranked firm Hicks Nation; and, authorize the County Administrator to execute the agreement, in a form approved by the County Attorney.

Report and Discussion

Background:

At the July 8, 2015 Budget Workshop, the Board authorized staff to issue a Request for Proposals (RFP) for architectural and engineering services for the Medical Examiner's (ME) Facility (Attachment #1).

The ME is an appointed position by the Governor. Pursuant to Florida Statutes, Florida counties are responsible for the funding of MEs. Leon County currently has a contractual relationship with the District 2 ME for the provision of these services. Since 1977, the District 2 ME has utilized cooler and autopsy facility space provided by Tallahassee Memorial Hospital (TMH), which charged a nominal fee for this service.

Earlier this year, TMH staff met with the County Administrator to express a desire to have the morgue and autopsy facility removed from the hospital. Given TMH's current request to move forward with having the ME move out of the hospital, staff has been in discussions with both the ME and hospital to accomplish this goal.

Analysis:

The RFP was advertised locally on August 7, 2015 and electronically released to 822 vendors, which resulted in 49 plan holders. On September 10, 2015, five proposals were received (Attachment #2) from the following vendors:

- Clemons Rutherford & Associates, Inc.
- Conn & Associates, Inc.
- EMO Architects, Inc.
- Fitzgerald Collaborative Group
- Hicks Nation Architects, Inc.

An RFP Evaluation Committee, consisting of John Ward, Facilities Management; Dr. Lisa Flannagan, M.D., Pathology Associates; Scott Ross, Director of Financial Stewardship; Andy Johnson, County Administration; and, Wanda Hunter, Probation Director, reviewed the proposals. Based on the selection criteria included in this RFP, the Evaluation Committee developed its scores for each of the firms. The scores were then totaled and recorded as reflected in Table 1. After reviewing the scores, the Evaluation Committee decided to forgo interviews and recommend the following final scores and rankings:

Table # 1 – Ranking of the Firms (9/29/15 Committee meeting):

RFP Evaluation Criteria	CRA	Conn	EMO	FCG	Hicks Nation
A. Experience & Ability 30	26.8	12.4	20.0	17.8	23.0
B. Approach/Method 30	28.0	12.0	15.0	13.0	19.0
C. Qualifications 20	20.0	4.0	11.6	12.0	15.0
D. References 10	10.0	10.0	10.0	10.0	10.0
E. Local Preference 10	10.0	10.0	10.0	10.0	0
Total Points	94.8	48.4	66.6	62.8	67.0
Committee Ranking	1	5	3	4	2

Based on the work of the Evaluation Committee, staff recommends the Board authorize negotiations of a design services agreement with Clemons Rutherford & Associates, Inc. In the event an agreement is unable to be reached with the top ranked firm, staff recommends receiving the authority to proceed with negotiating with the number two ranked firm Hicks Nation.

Options:

1. Authorize staff to negotiate an agreement with Clemons Rutherford & Associates, Inc. for architectural and engineering services for the Medical Examiner's Facility; in the event an agreement is not reached, authorize staff to negotiate with the number two ranked firm Hicks Nation; and, authorize the County Administrator to execute the agreement, in a form approved by the County Attorney.
2. Do not authorize staff to negotiate an agreement with Clemons Rutherford & Associates, Inc. for architectural and engineering services for the Medical Examiner's Facility.
3. Board direction.

Recommendation:

Option #1.

Attachments:

1. Budget Workshop Item #8 July 8, 2015
2. Bid Tabulation Sheet

Leon County Board of County Commissioners Budget Workshop Item #8

July 8, 2013

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator

Title: Consideration of Medical Examiner Facility

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:	Felisa Barnes, Principle Management and Budget Analyst

Fiscal Impact:

This item may have a fiscal impact. The tentative capital budget includes \$250,000 towards preliminary programming and design costs related to a new medical examiner facility and future years include construction funding. However, as noted in the item, if a public/private partnership is pursued for the development of the County owned parcel at the corner of Miccosukee and N. Blair Stone Roads then the overall costs may be substantially reduced.

Staff Recommendation:

Option #1: Accept staff's report on the consideration of a medical examiner facility and allocate \$250,000 in the FY2014 budget for the preliminary programming and design of a medical examiner facility.

Option #2: Accept staff's report on the possible utilization of the County owned land at the corner of Miccosukee and N. Blair Stone Roads for the possible construction of a new medical examiner facility through a future public/private partnership and direct staff to continue to pursue this approach.

Title: Consideration of Medical Examiner Facility
July 8, 2013 Budget Workshop
Page 2

Report and Discussion

Background:

Pursuant to Florida Statutes, Florida Counties are responsible for the funding of medical examiners. Medical Examiners are an appointed position by the Governor. Leon County currently has a contractual relationship with the District 2 medical examiner for the provision of these services (Attachment #1). Since 1977, the District 2 medical examiner has utilized cooler space and autopsy facility space provided by Tallahassee Memorial Hospital (TMH); TMH charges a nominal fee for this service.

Early this year, TMH staff met with County Administration to express a desire to have the morgue and autopsy facility removed from the hospital. TMH staff reiterated that the hospital was not providing a specific deadline, but that they would like to work cooperatively with the County and the ME to move towards a long term solution that accomplished this goal. Several years ago, TMH had approached the County to seek grant funding to address the ME space issue and to advise the County that this was a long term issue that would need to be addressed; at that time grant funding was not identified for facility expansion.

In the May 14, 2013 agenda item regarding the County owned parcel of property at the intersection of Miccosukee and North Blair Stone Roads, staff stated that the County was working with the ME in addressing future space needs and a budget discussion item would be brought forward for the Board's consideration.

Analysis:

Florida Statutes state, "Autopsy and laboratory facilities utilized by the district medical examiner or his or her associates may be provided on a permanent or contractual basis by the counties within the district." As noted in the County Attorney Office's memorandum (Attachment #2), the statutes do not require the County to seek a facility or provide a facility for the ME; however, the County is obligated to reimburse the ME for the expenses incurred for the use of autopsy and morgue space, consistent with the authority provided in the statutes.

In evaluating how other Florida Counties approach this requirement it was determined that outside of an existing relationship with a hospital, the only other model utilized is a county owned and operated facility. Staff reviewed 12 of the 24 medical districts in Florida. *10 of the 12 medical examiner districts reviewed are functioning in a County owned and operated facility.*

Given TMH's current request to move forward with having the ME moved out of the hospital, staff has been having discussions with both the ME and the hospital to accomplish this goal. Through these preliminary discussions, it was determined that the County and ME together have the appropriate in-house staffing to determine the basic space needs for the ME office. A preliminary program analysis was performed to determine the basic requirements for the facility. Staff and the ME's office will continue to work closely to further refine the requirements, including site visits to other facilities in Florida.

Title: Consideration of Medical Examiner Facility
July 8, 2013 Budget Workshop
Page 3

One approach being developed by staff is the possible development of the County owned parcel of land at the corner of Miccosukee and North Blair Stone roads. This location is ideally situated between the two existing hospitals. A preliminary meeting was conducted with the Department of PLACE's Design Studio team and County staff. The intent is to evaluate developing the site for not only the ME, but also for other compatible uses (i.e. medical office space). Over the past several years, the County has had repeated unsolicited offers to purchase the parcel for development purposes. Though the specific approach is still to be determined, ideally, the County could leverage the private sector to participate in the development of the site and thereby generate income to the County to offset (or perhaps eliminate) the cost to build the ME facility. Design Studio staff are working towards a preliminary report by early next fiscal year to discuss how this approach could be accomplished, including addressing any modifications that would be required to the comprehensive plan and/or the existing PUD.

Though no other specific sites have been identified, other locations can be evaluated. However, if land needs to be purchased, it will only increase the overall cost of the project.

To further mitigate costs, the ME's office has provided the County information for a possible grant opportunity to assist with new facilities. County staff will work closely with the ME's office to prepare the appropriate grant application. Based on past grant awards, it appears that this project might be eligible for up to \$61,000 if the grant requirements remain constant next year.

In addition to the actual building structure, there are a number of other issues being reviewed:

- On-going future operational issues. For example, access to the facility for purposes of bringing in a deceased body in non-business hours and security. As the existing facility is housed within the hospital, these "costs" are being provided by TMH. Staff is continuing to meet with the ME's office to refine these issues and to identify long term solutions and cost impacts.
- The utilization of the morgue space for TMH and/or CMRC for non-ME related activities. Staff will continue to work with the hospitals to determine if they have needs at the new facility.
- As the ME is a regional office (District 2 also includes Franklin, Gadsden, Jefferson, Liberty, Taylor and Wakulla counties), the ME provides services to not only Leon County, but the surrounding Counties as well. For 2012, Leon County accounted for over 60% of all of the autopsies performed on behalf of the District. TMH currently charges a facility fee for the use of their space; Leon County as the owner of the new building, would in turn establish a facility fee for the use of the new facility. This fee would then be used to offset any going operational and maintenance costs of the building. Staff does not see it as a practical approach to have all the surrounding counties participate in the construction and then have seven owners of the building trying to manage its operation. If the County continues to move forward with the anticipated construction of a new facility, staff (in conjunction with the ME) will contact the surrounding Counties to provide appropriate information.

Title: Consideration of Medical Examiner Facility
July 8, 2013 Budget Workshop
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To continue moving forward with the process, staff has included \$250,000 in the proposed capital improvement budget for next fiscal year. The funds would be utilized to finalize programming needs and allow for preliminary design work. Subsequent fiscal years include construction funding; however, these funds should be mitigated if the Miccosukee/Blair Stone site can be developed as a public/private partnership. As discussed above, the Design Studio and Real Estate Division are working on this effort with a preliminary report to be provided to the Board early next fiscal year.

Options:

1. Accept staff's report on the consideration of a medical examiner facility and allocate \$250,000 in the FY2014 budget for the preliminary programming and design of a medical examiner facility.
2. Accept staff's report on the possible utilization of the County owned land at the corner of Miccosukee and North Blair Stone Roads for the possible construction of a new medical examiner facility through a future public/private partnership and direct staff to continue to pursue this approach.
3. Board direction.

Recommendation:

Options #1 and #2 are contemplated in the preliminary budget.

Attachments:

1. Medical Examiner Agreement and Updated Fee Schedule
2. County Attorney Office's Memorandum

LEON COUNTY PURCHASING DIVISION
RFP TABULATION SHEET
BC-09-10-15-51

RFP Title: Medical Examiner's Office

Opening Date: Thursday, September 10, 2015 at 2:00 PM

Item/Vendor	EMO Architects	Clemons-Rutherford	Fitzgerald Coll. Group	Hicks Nation Arch.
Original - Marked	yes	yes	yes	yes
5 Copies	4-copies	yes	yes	yes
Electronic Copy	yes	yes	yes	yes
EEO	yes	yes	yes	yes
Insurance	yes	yes	yes	yes
Certificate Debarment	yes	yes	yes	yes
Affidavit of Immigration	yes	yes	yes	yes

Tabulated By: 



**LEON COUNTY PURCHASING DIVISION
RFP TABULATION SHEET
BC-09-10-15-51**

RFP Title: Medical Examiner's Office

Opening Date: Thursday, September 10, 2015 at 2:00 PM

Item/Vendor	Conn & Assoc.			
Original - Marked	yes			
5 Copies	yes			
Electronic Copy	yes			
EEO	yes			
Insurance	yes			
Certificate Debarment	yes			
Affidavit of Immigration	yes			

Tabulated By: 



**Leon County
Board of County Commissioners**


Notes for Agenda Item #10

Leon County Board of County Commissioners

Cover Sheet for Agenda #10

October 27, 2015

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Acceptance of the Final FY 2014/15 Commissioner Discussion Items Status Report

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

Fiscal Impact:

This item has no fiscal impact to the County.

Staff Recommendation:

Option #1: Accept the Final FY 2014/15 Commissioner Discussion Items Status Report (Attachment #1).

Report and Discussion

Background:

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

Analysis:

For the period of October 1, 2014 – September 30, 2015, other than Proclamations, nine items were generated from the December 2014 Board Retreat and 36 items were requested under Commissioners' Discussion time, for a total of 45 items.

The number of tasks completed is 38; three items are In Progress; and, four items are Ongoing.

Options:

1. Accept the Final FY 2014/15 Commissioner Discussion Items Status Report (Attachment #1).
2. Accept the Final FY 2014/15 Commissioner Discussion Items Status Report, with modifications.
3. Board direction.

Recommendation:

Option #1.

Attachment:

1. FY 2014/15 Commissioner Discussion Items Final Status Report - Draft

**FY 2014/2015
Commissioner Discussion Items
Ongoing Status Report
October 1, 2014 – September 30, 2015**

Meeting Date	Commissioner	Discussion Item	Staff Assigned	Status
November 18, 2014	Dailey	Motion: Direct staff to work with Jim Stevenson and the Wakulla Springs Alliance to schedule an advertised "traveling workshop" to visit multiple water sources. He would like to invite the Wakulla County Commission and schedule for beginning of 2015.	County Administration – Maggie Theriot	Done. April 14, 2015 <i>Agenda Item #8 provided the Board a status update on the Wakulla Springs Overland Tour with Jim Stevenson</i>
	Dailey	Motion: Direct staff to bring back an agenda item regarding signage at County water bodies and boat landings when a fish advisory has been issued by the Florida Fish and Wildlife Commission.	Public Works/Engineering/Parks & Recreation – Tony Park/Kathy Burke/Leigh Davis	Done. June 9, 2015 <i>Agenda Item #8</i>
January 27, 2015	BOCC	Prepare a budget discussion item, for the FY 2015/16 budget, which evaluates the establishment of a healthcare district or office of healthcare administration.	County Administration/Human Services & Community Partnerships – Ken Morris/Eryn Calabro	Done. April 28, 2015 <i>Budget Workshop Item #4</i>
	BOCC	Prepare an agenda item to consider adding a Florida State University representative to the Educational Facilities Authority.	County Administration/Agenda Coordinator - Alan Rosenzweig/ Kim Dressel/Christine Coble	Done. May 12, 2015 <i>Agenda Item #15</i>
	BOCC	Prepare an agenda item to update the sidewalk priority list.	County Administration/Public Works/Engineering – Tony Park/ Kathy Burke	Done. April 28, 2015 <i>Budget Workshop Item #2</i>
	BOCC	Prepare an agenda item that identifies options for evaluating the success of the Capital City Amphitheater at Cascades Park concert series, and considers providing supplemental funding through Tourism Development revenue for main event concerts.	County Administration/Economic Vitality/Tourism Development – Ken Morris/Cristina Paredes/ Lee Daniel	Done. May 12, 2015 <i>Agenda Item #17 - STAGE Report</i>
	BOCC	Identify opportunities to partner with the City of Tallahassee regarding early childhood healthcare issues.	County Administration/ Human Services & Community Partnerships – Ken Morris/Shington Lamy/ Eryn Calabro	Done.
	BOCC	Identify opportunities to welcome scientists who are visiting Tallahassee-Leon.	County Administration/Economic Vitality/Tourism Development – Ken Morris/Cristina Paredes/ Lee Daniel	Done. <i>Tourism Development working with the Mag Lab to produce "Welcome Kits."</i>

**FY 2014/2015
Commissioner Discussion Items
Ongoing Status Report
October 1, 2014 – September 30, 2015**

Meeting Date	Commissioner	Discussion Item	Staff Assigned	Status
January 27 (cont'd)	BOCC	Identify opportunities to support local university efforts to stabilize or increase Public Education Capital Outlay (PECO) and Communication Services Tax (CST) revenue.	County Administration/Economic Vitality– Ken Morris/Shington Lamy/ Cristina Paredes	Done. July 7, 2015 <i>Agenda Item #21</i>
	BOCC	Amend the Strategic Plan, as applicable, so that the same terminology is consistently utilized throughout the plan to refer to the Leon Country Research and Development Authority and Innovation Park (the amended term “Leon County Research Development Authority at Innovation Park” is proposed for use in the Strategic Plan	County Administration – Kim Dressel/ Maggie Theriot	Done. January 27, 2015 <i>Agenda Item #27</i>
	BOCC	Provide support to Commissioner Desloge’s NACO presidency, including the three-day delegate meeting planned for Tallahassee in December 2016.	County Administration - Shington Lamy, et al	Ongoing. <i>Staff will continue to provide support.</i>
	Sauls	Requested the County continue to have a float in the annual Springtime Parade.	Community and Media Relations – Jon Brown	Done. March 28, 2015 <i>County Float was part of Springtime Parade.</i>
	Desloge	Motion: Direct staff to bring back an agenda item regarding comparison of the City and the County burning Ordinances.	County Attorney – Herb Thiele	Done. April 14, 2015 <i>Agenda Item #10</i>
	Desloge	Motion: Direct staff contact and schedule a presentation by Capital Health Plan on Weight and Win Program (anti-obesity program).	Human Resources/Well Being – Candice Wilson/Mary Barley	In progress.
	Dozier	Motion: Direct staff to schedule an update on the Word of South.	Economic Vitality/Tourism Development – Ken Morris/ Cristina Paredes/Lee Daniel	Done. February 10, 2015 <i>Presentation made.</i>
	Proctor	Motion: Direct staff bring back an agenda item to name the Leon County Sheriff's Office Administrative Offices after Sheriff Larry Campbell.	County Administration – Kim Dressel	Done. February 10, 2015 <i>Agenda Item #19</i>
	Lindley	Motion: Direct staff to bring back an agenda item to consider the North Florida Homeless Veterans Stand Down event funding request for \$10,000 and asked staff to include funding for the event as a budget discussion item.	County Administration/ HSCP/ Veterans Services – Shington Lamy/ Eryn Calabro/Ben Bradwell	Done. February 10, 2015 <i>Agenda Item #20</i>
	Lindley	Motion: Direct staff to bring back an agenda item to include any steps the County could take to limit/reduce the use of plastic bags in Leon County.	County Administration/Resource Stewardship – Shington Lamy/ Robert Mills/	Done. March 10, 2015 <i>Agenda Item #26</i>

**FY 2014/2015
Commissioner Discussion Items
Ongoing Status Report
October 1, 2014 – September 30, 2015**

Meeting Date	Commissioner	Discussion Item	Staff Assigned	Status
February 10	Desloge	Without objection, requested staff meet with J. R. Harding and bring back agenda item to determine County's role in the celebration of the ADA.	County Administration – Maggie Theriot	Done. March 10, 2015 <i>Agenda Item #23</i>
	Dozier	Motion: Direct staff to bring back an agenda item for March 10 th meeting that includes an analysis of the state legislation and proposed resolution against fracking to determine whether to support the resolution.	County Administration – Shington Lamy	Done. March 10, 2015 <i>Agenda Item #24</i>
	Dozier	Motion: Direct staff to add the Chamber trip to Boulder to the list of approved Board travel.	County Administration/Agenda Coordinator – Alan Rosenzweig/ Christine Coble	Done upon Board direction.
	Dailey	Without objection, requested staff provide any information regarding Lakewood Village that he could provide to Homeowners Association and residents.	Public Works – Tony Park	Done upon Board direction.
	Dailey	Motion: Direct staff to send a letter under the Chairman signature to DOT encouraging them to continue the traffic study on possibility of traffic light at intersection of Talpeco Road and Monroe Street.	Public Works/Engineering – Tony Park/ Kathy Burke	Done. <i>Email sent to BOCC regarding correspondence from FDOT notifying the County that a traffic signal was warranted and the signal was being added to the CRTPA Transportation Management priority list. which will be reviewed at the June 2015 CRTPA Meeting.</i>
March 10	Dozier	Motion: Direct staff to bring back an agenda item on status report of the Consolidated Dispatch Agency (CDA) after the report has been completed and reviewed by CDA.	County Administration/CDA – Alan Rosenzweig/Kim Dressel/ Tim Lee	Done. April 14, 2015 <i>Agenda Item #11</i>
	Dailey	Motion: Direct staff to work with the Southern Scholarship Foundation to send a letter to the legislature in support of the Foundation's funding request.	County Administration – Shington Lamy	Done. March 17, 2015 <i>Letter written to Senator Bill Montford.</i>
	Proctor	Motion: Direct staff to prepare a Resolution expressing Board's support of the three university presidents' opposition to legislation allowing concealed weapons on university campuses.	County Administration – Shington Lamy	Done.

**FY 2014/2015
Commissioner Discussion Items
Ongoing Status Report
October 1, 2014 – September 30, 2015**

Meeting Date	Commissioner	Discussion Item	Staff Assigned	Status
April 14	Dailey	Motion: Requested the County provide signage for the Spring House.	Public Works/Operations – Tony Park/ Dale Walker	Ongoing. <i>The family has requested staff put the installation of the signage on hold. Installation of signage will proceed upon notification from the Lewis family to move forward.</i>
May 12	Desloge	Motion: Directed staff bring back an agenda item regarding the use of power line rights-of-way as bike trails.	PLACE/Planning – Wayne Tedder/ Cheri Bryant/Steve Hodges	Done. May 26, 2015 <i>All proposed trails that utilize all or portions of existing City of Tallahassee power line corridors have been identified in the Greenways Master Plan.</i>
	Dozier	Requested an update on Smokey Hollow.	PLACE/BP2000 – Wayne Tedder/ Charles Hargraves	Done.
	Dailey	Motion: Directed staff bring a budget discussion item regarding the provision of broadband internet service to Domi Station.	County Administration – Ken Morris	Done. June 23, 2015 <i>Budget Workshop Item #4</i>
	Proctor	Motion: Direct staff to bring back an agenda item regarding the establishment of a blue ribbon citizens group to investigate, analyze, and make recommendations on how Leon County could expand economic opportunity.	County Administration – Ken Morris	Done. June 9, 2015 <i>Agenda Item #9</i>
June 9	Desloge	Motion: Direct to staff bring back an agenda item on a status report on laws regarding drones	County Attorney – Herb Thiele	Done. September 29, 2015 <i>Agenda Item #8</i>
	Desloge	Motion: Staff consider an appropriate recognition, other than a Proclamation, for Chris Holley who is retiring as Florida Association of Counties Executive Director.	County Administration/Special Projects – Shington Lamy/Andy Johnson	Done. July 7, 2015 <i>Reception held in Commission Chambers.</i>
	Maddox	Motion: Direct staff to agenda an item regarding the status on inclusionary housing regulations	Human Services & Community Partnerships/Housing Services – Eryn Calabro/Lamarr Kemp PLACE/Planning – Wayne Tedder/ Cherie Bryant	Done. October 13, 2015 <i>Agenda Item #15</i>

**FY 2014/2015
Commissioner Discussion Items
Ongoing Status Report
October 1, 2014 – September 30, 2015**

Meeting Date	Commissioner	Discussion Item	Staff Assigned	Status
June 9 <i>(Continued)</i>	Dozier	Motion: Requested permission to work with staff, folks in Washington, D.C., and Economic Development Council to develop a proposal to submit an application to host the American Competitive Exchange.	Office of Economic Vitality/Tourism - Cristina Paredes/Lee Daniel	In Progress.
		Motion: direct staff to explore opportunities for special Proclamations to recognize academics and sports achievements at local schools.	County Administration – Shington Lamy/Christine Coble	Done. October 13, 2015 <i>Agenda Item #4</i>
	Dailey	Without objection: Suggested that language be integrated in letters sent by Agenda Coordinator to those citizens who are not appointed to County committees; and, maybe, include list of upcoming appointments/vacancies.	County Administration/Agenda Coordinator – Alan Rosenzweig/Christine Coble	Done upon Board direction.
June 23	Dozier	Without objection: Requested a summary of the impact to Leon County by State budget cuts.	County Administration/Special Projects – Shington Lamy/Andy Johnson	In Progress. <i>Waiting for responses from four state agencies.</i>
	Dailey	Motion: Direct staff to immediately take action and work with bank that is doing foreclosure and, if, the code requirements/definition of an attractive nuisance are met, get house torn down.	DSEM/Permit-Code Services – David McDevitt/Emma Smith	Done. July 22, 2015 <i>Dilapidated Structure and debris were removed.</i>
	Lindley	Motion: Have a letter sent by the Chairman, on behalf of the Board, to South Carolina Governor in support of removing Confederate flag from South Carolina Capitol.	County Administration/Special Projects – Shington Lamy/Andy Johnson	Done. June 24, 2015 <i>Chairman wrote and sent letter.</i>
July 7	Dozier	Without objection: While staff is looking at code enforcement issue regarding providing private swimming lessons in neighborhoods, would staff reach out to City about whether public pools could allow private swimming lessons.	County Administration – Maggie Theriot	Done. September 15, 2015 <i>Agenda Item #23</i>
September 15	Dozier	Without objection: Requested staff bring back an agenda item exploring the idea of a citizen scavenger hunt.	County Administration – Shington Lamy	Ongoing.
	Lindley	Without objection: Have a presentation by Carol Bewly of the Civil Air Patrol regarding a request for a Memorandum of Understanding with the County.	County Administration/Agenda Coordinator – Alan Rosenzweig/Christine Coble	Done. September 29, 2015 <i>Presentation made.</i>

**FY 2014/2015
 Commissioner Discussion Items
 Ongoing Status Report
 October 1, 2014 – September 30, 2015**

Meeting Date	Commissioner	Discussion Item	Staff Assigned	Status
September 29	Maddox	Motion: Invite City Commissioner Ziffer to give a presentation to the Board on Community Schools.	County Administration/Agenda Coordinator – Alan Rosenzweig/ Christine Coble	Done. October 13, 2015 <i>Presentation made.</i>
	Dozier	Without objection, requested a report on Promise Zone Initiative.	County Administration – Shington Lamy	In Progress.

**Leon County
Board of County Commissioners**


Notes for Agenda Item #11

Leon County Board of County Commissioners

Cover Sheet for Agenda #11

October 27, 2015

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Acceptance of the FY 2014-2015 County Grant Program Leveraging Status Report

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 does not have a fiscal impact; however, it details the County's ability to leverage available grant funds. At the start of the 2014-2015 Fiscal Year, Leon County had more than \$13,315,045 in grant funding, consisting of \$886,954 in County matching funds and \$12,428,091 in grant funds, for a leveraging ratio of 14:1. As of September 30, 2015, the County had \$14,596,133 in grant funding, consisting of \$1,624,730 in County matching funds, and \$12,971,403 in grant funds, resulting in a leveraging ratio of 8:1.

Staff Recommendation:

Option #1: Accept the FY 2014-2015 County Grant Program Leveraging Status Report (Attachment #1).

Report and Discussion

Background

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

During FY 2015, grant oversight was primarily the responsibility of the Grants Program Coordinator, supported by the development of “Grant Teams” to bring additional resources to the process. The Coordinator, together with the various County divisions explored and pursued federal, state and private sector grant funding and reimbursement opportunities to support priority County programs and projects. The Coordinator sought grant funding, wrote or assisted other County staff in writing grant applications, monitored applications through the approval process, maintained an oversight function to ensure that all grant regulations were complied with, and provided management and reporting services.

As part of the Leon LEADs process, during the FY 2016 budget process, the Grants Coordinator position was reclassified to a Management and Budget Analyst. Beginning in FY 2016, the Office of Management and Budget will coordinate grant projects with grant liaisons in other County Departments. Current positions will assume the grant liaison responsibilities. This change was made due to the large federal grants obtained during the economic recession closing at the end of FY 2015.

Analysis

The Office of Financial Stewardship has continued to pursue and manage grants, and coordinate grant related items as necessary to meet the requirements of the Leon County.

During the past year, one of the major roles of the Grants Coordinator was to efficiently manage the Disaster Recovery (DR) and the Disaster Recovery Enhancement Fund (DREF) grants. First awarded in 2010, these grants totaled more than \$13.5 million and end this fiscal year. Initially approved to fund eight programs, additional programs have been added as projects were completed under budget and residual funds became available. To date, 13 projects have been funded. Three of the projects have been City of Tallahassee projects with the City being sub-grantees to the County. The third, the Capital Cascade Trail, Segment 3 project, was managed by the County. To date, the DR/DREF grants have funded the following programs:

1. Affordable Rental Housing - (County, original DR grant)
2. Affordable Rental Housing - (City, original DR grant)
3. HOPE Community Re-Roofing - (County, revised DR grant)
4. Timber Lake – Flood Control - (County, original DR grant)
5. Lakeside – Flood Control - (County, revised DR/DREF grant)
6. Franklin Blvd. – Flood Control (City, original DR grant)
7. Fairbanks Ferry – Emergency Access (County, original DR grant)
8. Selena Road – Flood Control (County, original DR grant)
9. Oakridge Flooded Property Acquisition (County, original DREF grant)
10. Capital Cascade Trail, Segment 3 (City, original DREF grant)
11. Autumn Woods Flood Mitigation (County, revised DREF grant)
12. Re-Roofing – Hazard Mitigation – DR (County, revised DR grant)
13. Re-Roofing – Hazard Mitigation – DREF (County, revised DREF grant)

The final projects completed in August 2015 were the Autumn Woods Flood Mitigation Project, and the Hazardous Mitigation Reroofing Projects. These grants expired in August 2015, and staff is preparing the grant close out process with the applicable state and federal agencies.

Another area where the County has been successful in leveraging grant funding is in primary healthcare. In the 2014/15 fiscal year, Leon County spent more than \$1.7 million on primary healthcare. The County provided \$575,953 in match for the Bond Health Center/Florida Agency for Health Care Administration Low Income Pool (LIP) program, leveraging an additional \$1,820,557 in state and federal funding for a total of \$2,396,510. In addition, the County provided match to the Tallahassee Memorial HealthCare (TMH) Trauma Center and the Neighborhood Medical Center Primary Healthcare program. TMH was provided \$200,000 in match, which leveraged \$662,574 for a total of \$862,574. The NMC was provided \$64,150 in match, which leveraged \$190,413 for a total of \$254,563. In total, the County provided \$840,103 in match for LIP primary healthcare, leveraging \$2,673,544 in grant funding for a total of \$3,513,647.

Due to changes in state health care funding during the 2015 legislative session, local health care agencies have had the opportunity to apply for local health care funding directly with the state. This change eliminated the need for local match funding.

To keep the Board fully apprised of the success of the County's efforts relating to grants, the following reports are submitted to the Commission covering FY 2014-2015:

- Grants Leveraging Report (Attachment #1). This report shows a cumulative total for FY 2014-2015 and displays the project name, the County dollars required match the grant, the grant dollars allocated to the project, and comments relating to the grant, such as funding source.
- Grants Received Report (Attachment #2). This report shows the grants that have been received during the fiscal year, the name of the project and the amount of the grant.

Options:

1. Accept the FY 2014-2015 County Grant Program Leveraging Status Report.
2. Do not accept the FY 2014-2015 County Grant Program Leveraging Status Report.
3. Board direction.

Recommendation:

Option #1.

Attachments:

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

TABLE 1: LEON COUNTY GRANTS PROGRAM				
GRANTS LEVERAGING SUMMARY - Year End, FY 2014/2015				
PROJECT	Co. Match	Grant	Total	Comments
Development Support & Env. Management				
Storage Tank Program	0	118,200	118,200	FL Dept. of Environmental Protection
subtotal	0	118,200	118,200	
Facilities Management				
Community Foundation of North Florida	0	750	750	Annual wreath at the WWII Memorial
Energy Efficient Retrofits for Public Facilities	0	68,374	68,374	Florida Department of Ag. & Consumer Serv.
subtotal	0	69,124	69,124	
Financial Stewardship				
2008 Disaster Recovery Grant - Admin	0	34,343	34,343	FL Dept. of Economic Opportunity
2008 Disaster Recovery Grant - HOPE Community	0	83,320	83,320	FL Dept. of Economic Opportunity
DREF Disaster Recovery Grant - Oakridge	0	64,096	64,096	FL Dept. of Economic Opportunity
Disaster Recovery - Roof Replacement	0	69,418	69,418	FL Dept. of Economic Opportunity
DREF - Roof Replacement	0	167,035	167,035	FL Dept. of Economic Opportunity
DREF - Autumn Woods	0	1,077,661	1,077,661	FL Dept. of Economic Opportunity
Big Bend Scenic Byway - Phase 1	6,333	47,264	53,597	FL Dept. of Economic Opportunity
subtotal	6,333	1,543,137	1,549,470	
Human Service & Comm. Partnerships - Housing				
SHIP 2013-2015 (Fund 124)	0	168,640	168,640	FL Housing Finance Corp.
SHIP 2013-2016 (Fund 124)	0	6,672	6,672	FL Housing Finance Corp.
SHIP 2014-2017 (Fund 124)	0	440,647	440,647	FL Housing Finance Corp.
Florida Hardest Hit Program	0	13,643	13,643	FL Housing Finance Corp.
CDBG Housing Rehabilitation	0	750,000	750,000	FL Department of Economic Opportunity
subtotal	0	1,379,602	1,379,602	
Intervention and Detention Alternatives				
Byrne Grant - Enhanced Pretrial	0	120,000	120,000	FL Dept. of Law Enforcement - JAG
Slosberg Driver Education Act	0	196,756	196,756	\$3 civil traffic penalty for Drivers' Ed.
subtotal	0	316,756	316,756	
Judicial				
Drug Court	0	46,092	46,092	DCF - managed by Court Administration
Veterans Court	0	125,000	125,000	Court Administration
subtotal	0	46,092	46,092	
Primary Healthcare (1)				
Bond Health Center Low Income Pool Program (2)	575,953	1,820,557	2,396,510	State/Federal funding for the LIP Program
Neighborhood Medical Center	64,150	190,413	254,563	
TMH Trauma Center	200,000	662,574	862,574	State/Federal funding for the LIP Program
subtotal	840,103	2,673,544	3,513,647	

TABLE 1: LEON COUNTY GRANTS PROGRAM				
GRANTS LEVERAGING SUMMARY - Year End, FY 2014/2015				
PROJECT	Co. Match	Grant	Total	Comments
Public Services - Emergency Medical				
Matching gt M3099	10,375	31,125	41,500	FL Dept. of Health
Matching gt M3100	5,656	16,969	22,625	FL Dept. of Health
Matching gt M3101	19,245	57,735	76,980	FL Dept. of Health
Equipment	0	93,898	93,898	FL Dept. of Health
Matching gt M4080	12,875	38,625	51,500	FL Dept. of Health
Matching gt M4081	11,829	35,486	47,315	FL Dept. of Health
subtotal	59,980	273,838	235,003	
Public Services - Library				
Library E-Rate Program	0	13,002	13,002	FCC funding
Patron Donation - Library	0	128,805	128,805	Individual patron donations
Capelouto Donation	0	6,826	6,826	Holocaust educational material
Friends Literacy Contract	0	36,819	36,819	501 (C)(3) donation
Friends Endowment - 2005	0	128,804	128,804	501 (C)(3) donation
Van Brunt Library	0	156,673	156,673	Proceeds from Caroline Van Brunt estate
subtotal	0	470,929	470,929	
Public Works				
Boating Improvement	0	227,664	227,664	FFWCC
Miccosukee Greenway.	200,000	200,000	400,000	FL Dept. of Environmental Protection
Bannerman - Thomasville to Meridian	0	1,649,782	1,649,782	COT Significant Benefit Reimbursement
SR 20/ Geddie Road	0	225,000	225,000	FL Department of Transportation
Mosquito Control	0	60,997	60,997	Mosquito control activities
Robinson Road Flood Relief (legislative appropriation)	0	350,000	350,000	FL Dept. of Environmental Protection
Woodville Hgts Sewer (legislative appropriation)	0	75,000	75,000	FL Dept. of Environmental Protection
Southwood Payment - Woodville Highway	0	50,178	50,178	Proportionate Share Payment
Big Bend Scenic Byway - Phase 2	18,314	748,376	766,690	FL DOT & Community/County Matches
Magnolia Drive Phase 1 Multi-use Trail	0	861,802	861,802	FL Dept. of Transportation
Septic to Sewer Lake Munson Target Area	500,000	500,000	1,000,000	Northwest FL Water Management District
Natural Bridge Road Bridge Replacement	0	985,227	985,227	FL DOT funds to replace bridge
subtotal	718,314	5,934,026	6,652,340	
Resource Stewardship - Sustainability				
TAG grant	0	25,000	25,000	FL Dept. of Economic Opportunity
subtotal	0	25,000		
Sheriff				
Emergency Management Base Grant	121,155	121,155	242,310	Transfer to LCSO for EM activities
subtotal	121,155	121,155	242,310	
TOTALS				
	1,624,730	12,971,403	14,596,133	

(1) Leveraged funding went to the specific agencies and not to the County.

(2) \$309,603 of the FY 2015 Match was approved as a carryforward by the Board from FY 2014 funding to leverage \$832,334 for the Bond LIP program

TABLE 2: NEW GRANTS RECEIVED REPORT				
Year End, FY 2014-2015				
PROJECT	BUDGET			COMMENTS
	Grant	Match	Total	
Energy Efficient Retrofits for Public Facilities	\$68,374	\$0	\$48,803	Florida Department of Ag. & Consumer Serv.
Magnolia Drive Phase 1 Multi-use Trail	\$861,802	\$0	\$861,802	Fl. Dept. of Transportation
Miccosukee Greenway Trail Fleichman to Crump	\$200,000	\$200,000	\$400,000	FL Department of Environmental Protection
DOH - State EMS Match Grant 4080	\$74,111	\$24,704	\$98,815	DOH Equipment Grant
DOH - State EMS Match Grant 4081	\$38,625	\$12,875	\$51,500	DOH Equipment Grant
Septic to Sewer Lake Munson Target Area	\$500,000	\$500,000	\$1,000,000	Northwest Water Management District
Veterans Court	\$125,000	\$0	\$125,000	Second Judicial Circuit - Court Admin.
Library Patron Donations	\$102,000	\$0	\$102,000	Chaney Estate Bequeathment
Natural Bridge Rd. Bridge Replacement	\$985,227	\$0	\$985,227	FL Department of Transportation
Total	\$2,955,139	\$737,579	\$3,692,718	

**Leon County
Board of County Commissioners**


Notes for Agenda Item #12

Leon County Board of County Commissioners

Cover Sheet for Agenda #12

October 27, 2015

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Acceptance of Status Report on the City's Public Art Acceptance Policy

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 item has no fiscal impact.

Staff Recommendation:

Option #1: Accept the status report on the City's public art acceptance policy (Attachment #1).

Report and Discussion

Background:

On September 15, 2015, the Board held a workshop on the status report on Council on Culture and Arts (COCA) funding and the implementation of the Cultural Plan. As part of the presentation by COCA, the installation of public art was discussed as a component of the Cultural Plan, and Dr. Audra Pittman, Director of COCA, noted the City's recently adopted policy on public art. The Board then directed staff to bring back a status report on the City's public art acceptance policy.

On September 29, 2015, the Board ratified the actions taken at the workshop and approved the sample document for COCA's mid-year/annual report in order to align the organizational outcomes with the elements of the cultural plan, as well as to identify the revenue and expenditures utilized which was requested during the Workshop.

Based on the Board's direction at the September 15, 2015 workshop, this agenda item seeks Board acceptance of the status report on the City's Public Art Acceptance Policy (Policy), which was adopted on May 27, 2015 (Attachment #2).

Analysis:

Since 1994, the City of Tallahassee has contracted with COCA to manage and implement all aspects of the "Art in Public Places" program. A map of these outdoor collections with detailed information on each display can be found at <http://www.cocanet.org/artmap/>. As stated previously, the City Commission approved a policy on "Art in Public Places" program in order to establish procedures and guidelines for accepting and maintaining artworks under the permanent and temporary stewardship of the City. The policy was developed by both the City and COCA, and states that, as the owner of the donated art, the City must reserve the right to keep, display, loan, donate, return, or discard the donated artwork at its discretion.

Under the Policy, any public art to be installed is reviewed by COCA's Art Advisory Committee (Committee) composed of volunteer citizens knowledgeable in the area of art, as well as City representatives that would be involved in the placement, installation, or maintenance of the donated artwork. The Committee evaluates the public art proposal based on the following criteria and described in detail the Policy: artistic excellence, appropriateness, restrictions or conditions from the donor, originality, technical feasibility, maintenance, technical specifications and budgetary obligations, durability, community initiated, and special considerations or consultations. Additionally, community comments about the artwork or its ownership may be solicited and considered by the Committee as appropriate.

Following the Committee's recommendation and acceptance by the City, COCA would next work with City Facilities Management to install the donated public artwork as appropriate. Additionally, the City and the donor of the public art would enter into an Agreement of Donation of Artwork that legally conveys ownership of the art to the City, which may require the donor to obtain liability insurance and/or permits during the artwork installation. Notwithstanding the terms and conditions of any agreement entered into between the City and the artwork donor, the City generally will not accept the donation of art with restrictions or conditions, that requires costly ongoing maintenance, or that is deemed unsafe. As the owner of the donated art, the City must reserve the right to keep, display, loan, donate, return, or discard the donated artwork at its discretion.

Options:

1. Accept the status report on the City's public art acceptance policy (Attachment #1).
2. Do not accept the status report on the City's public art acceptance policy.
3. Board direction.

Recommendation:

Option #1.

Attachments:

1. City of Tallahassee Art Donation and Acceptance Policy
2. May 27, 2015 City of Tallahassee Agenda Item: Approval of the Art Donation and Acceptance Policy

City of Tallahassee Acceptance Policy
Permanent Art Collection and Artworks on Temporary Loan
Established by the City of Tallahassee and Council on Culture & Arts

The City of Tallahassee (City) is a local government with a demonstrated respect for, and appreciation of, the importance of art and culture. In an effort to promote, encourage, and share art with the community, the Art in Public Places Program was created. Over the years, the City has accumulated and proudly displays an impressive collection of notable artworks by local, regional, and international artists. These works may be seen at various locations throughout Tallahassee, both outdoors and inside City buildings. The City also preserves two public gallery spaces, located at City Hall and the Tallahassee Regional Airport, that feature rotating exhibitions.

The Council on Culture & Arts (COCA) is a non-profit organization that serves as the facilitator and voice for the arts and cultural industry in Florida's capital area. Since 1994, the City of Tallahassee has contracted with COCA, the area's designated arts agency, to manage and implement all aspects of the Art in Public Places program. This partnership has proven to be highly successful and, to date, citizens have enjoyed the artwork of more than 6,000 local artists.

In furtherance of this desire to showcase local art and artists, the City and COCA have developed this Policy to establish procedures and guidelines for accepting and maintaining artworks under the permanent and temporary stewardship of the City.

While the City actively supports the arts, the acquisition of artwork is not the City's primary function and staff is not trained in the conservation of artworks. In addition, the City operates with limited funding and storage space and therefore must be very selective in accepting donations. The City generally will not accept the donation of art with restrictions or conditions, that requires costly ongoing maintenance, or that is deemed unsafe. As the owner of the donated art, the City must reserve the right to keep, display, loan, donate, return or discard the donated artwork at its discretion.

Procedures for Donating Existing or Commissioned Artwork to the City's Permanent Collection

1. The potential artwork donor (Donor) shall submit a completed Gift of Art Proposal (Proposal) with required information and attachments to COCA. It is recommended that the Donor discuss the draft Proposal with COCA staff prior to completing the form as this may be helpful and time-saving.
2. COCA will review the Proposal for completeness and provide a copy to affected City departments, including the City's Facilities Management Department which will retain the original version.
3. COCA will convene an Art Advisory Committee (Committee) composed of volunteer citizens knowledgeable in the area of art, as well as City representatives that will be involved in the placement, installation, or maintenance of the donated artwork. This Committee will evaluate the Proposal based on the designated criteria as stated below, including possible sites for display. Community comments about the artwork or its ownership may also be solicited and considered by the Committee as appropriate.
4. COCA will inform the City Manager or her designee of the Committee's recommendation. If accepted by the City, COCA will work with Facilities Management to successfully install the donated artwork, whether it is to be installed inside one of the City's public buildings, or in an outdoor location, which may also require the formation a Working Group comprised of COCA and City staff, as well as other professional experts, City staff representatives, and community representatives.

5. Depending on the value and nature of the donation, COCA may recommend to the City Manager or her designee that the donation be acknowledged publicly (e.g. during a City Commission meeting).
6. The City and the Donor shall enter into an Agreement for Donation of Artwork (Agreement) that legally conveys title to the City. In general, donations shall be accepted without restrictions or conditions. However, in cases where there are restrictions or conditions attached to the proposed donation, they shall be reviewed by the City Attorney's Office for a recommendation regarding the legality of the conditions or restrictions which, if subsequently approved by the City, will be expressly incorporated into the Agreement.
7. The Agreement may require the Donor to obtain liability insurance and/or permits during artwork installation, including drawings or plans sealed by a Registered Professional Engineer.
8. Upon acceptance, the term and exhibition frequency of the artwork will be recommended to the City by COCA.

Artwork donation review criteria for acceptance into the City's collection shall include:

Artistic Excellence

- Aesthetic qualities and craftsmanship
- Artistic merit including social and historical significance
- Artist qualifications

Appropriateness

- Scale, materials and subject matter
- Compatibility of the work of art within the context of the mission of the City's Art in Public Places program which focuses on local artists living and working within a 100-mile radius of Tallahassee
- Works containing advertisements or promotional materials will not be accepted
- Whether it is reasonably foreseeable that the display of the art might cause disruption or interference with the primary purpose of the public facility or space
- Ecological impact such as impervious cover, impacts to trees, and light or sound pollution
- Accessibility to the general public, including persons with disabilities
- If commemorative in nature, relevance and importance of the proposed individuals or events to the citizens of Tallahassee and the surrounding area
- Relationship between the site and the individuals or events to be commemorated

Restrictions or Conditions from the Donor

- Restrictions or conditions must be clearly identified in the Proposal, and if accepted by the City, incorporated into the Agreement

Originality

- Artworks must be one-of-a-kind originals, or part of an original series

Technical Feasibility

- The realistic ability for the artwork to be sited and installed as proposed, including costs
- The condition of the artwork; only in extremely rare cases will artwork that requires immediate restoration, maintenance or conservation be accepted as gifts
- Public safety concerns and standards

Maintenance

- The artwork should require only minimal ongoing maintenance
- Structural integrity and durability of material
- Susceptibility of the artwork to accidental damage, theft, and/or vandalism, including security needs
- Ability or capacity of the City to provide necessary routine maintenance

Technical Specifications and Budgetary Obligations

- Costs associated with installation, framing, conservation, site preparation, electrical or plumbing requirements, delivery, signage, long-term care, security or maintenance will be considered
- The Donor must clearly describe any unusual or ongoing costs or concerns, and identify them in the Proposal
- Statement of value of artwork for insurance purposes

Durability

- Expected lifetime of the artwork, especially if sited outdoors or in a non-archival exhibition setting

Community Initiated Artworks

- In the case of artworks proposed or created by community groups, the Proposal must demonstrate that the surrounding community has been involved and consulted in the process

Special Considerations or Consultations

- Complies with specific guidelines or requirements if submitted for a special program
- Consultations with other professionals as needed

Procedures for Donating Existing or Commissioned Artwork for Temporary Loan to the City

Artworks proposed for short-term, temporary loan to the City will be subject to review under this Policy if the proposed artwork is not to be part of a City gallery exhibit managed by COCA.

The artwork donation review criteria for acceptance into the City's permanent collection as outlined above will be used for evaluating the proposed temporary loan artwork, as applicable. Utilizing the criteria, COCA will inform the City Manager or her designee of the Committee's recommendation. Once accepted, the City and the Lender shall enter into a Loan Agreement of Artwork that outlines the responsibilities and provisions of the exhibition such as budget, signage, installation, liability, care and maintenance. COCA will facilitate preparation and execution of the Loan of Agreement of Artwork for both parties.

COCA will work with Facilities Management and other City staff as necessary to successfully install the artwork, whether it is to be installed inside one of the City's public buildings, or in an outdoor location. It may be necessary to form a Working Group of City representatives and staff led by COCA. This group may also include other professional experts, City staff representatives, and community representatives as recommended by the Committee. Depending on the value and nature of the donation, the City may wish to acknowledge the donation publicly.

Exceptions to this Policy: Objects or artifacts that fit the following descriptions, except where recognized professional artists are employed in their creation, do not qualify as works of art and would not require a review under this policy:

- Landscape elements designed as part of landscape architectural design
- Objects that are not unique but are mass-produced of standard design
- Artifacts or objects remaining from a particular historical period
- Standard park amenities, such as benches, picnic tables, and lighting
- Dedication or commemorative plaques
- Directional or functional elements, such as graphics, signage, and maps
- Artwork created by students enrolled in a Pre-K through 12th grade educational program

COCA and the City reserve the right to conduct additional internal or external reviews or presentations if increased public dialogue warrants, or to postpone review and recommendations if a proposed site is currently involved in other City planning initiatives.

Policy Revisions: This Policy is subject to periodic revision, and as deemed necessary.

Meeting: May 27, 2015 - City Commission Meeting & Summary
Category: CONSENT
Subject: Approval of Art Donation and Acceptance Policy -- Cynthia Barber,
Environmental Policy & Energy Resources
Type: Action (Consent)
Fiscal Impact: No
Budgeted: No
Budget Source: No
Recommended Action: Option 1. Approve the Art Donation and Acceptance Policy.

For more information, please contact: Cynthia S. Barber, Director of Environmental Policy and Energy Resources, 850-891-8740.

Statement Of Issue

The City of Tallahassee is a local government with a demonstrated respect for, and appreciation of, the importance of art and culture. In an effort to promote, encourage, and share art with the community, the Art in Public Places Program was created. Over the years, the City has accumulated and proudly displays an impressive collection of notable artworks by local, regional, and international artists. These works may be seen at various locations throughout Tallahassee, both outdoors and inside City buildings.

The Council on Culture & Arts (COCA) is a non-profit organization that serves as the facilitator and voice for the arts and cultural industry in Florida's capital area. Since 1994, the City of Tallahassee has contracted with COCA, the area's designated arts agency, to manage and implement the Art in Public Places program. This partnership has proven to be highly successful and, to date, citizens have enjoyed the artwork of more than 6,000 local artists.

In furtherance of this desire to showcase local art and artists, the City and COCA have developed this Policy to establish procedures and guidelines for accepting and maintaining artworks under the permanent and temporary stewardship of the City. This agenda item requests approval of the Art Donation and Acceptance Policy.

Recommended Action

Option 1. Approve the Art Donation and Acceptance Policy.

Fiscal Impact

None.

Supplemental Material/Issue Analysis

History /Facts And Issues

The City of Tallahassee (City) is a local government with a demonstrated respect for, and appreciation of, the importance of art and culture. In an effort to promote, encourage, and share art with the community, the Art in Public Places Program was created. Over the years, the City has accumulated and proudly displays an impressive collection of notable artworks by local, regional, and international artists. These works may be seen at various locations throughout Tallahassee, both outdoors and inside City buildings. The City also preserves two public gallery spaces, located at City Hall and the Tallahassee Regional Airport, that feature rotating exhibitions.

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In furtherance of this desire to showcase local art and artists, the City and COCA have developed this Policy (attached) to establish procedures and guidelines for accepting and maintaining artworks under the permanent and temporary stewardship of the City.

While the City actively supports the arts, the acquisition of artwork is not the City's primary function and staff is not trained in the conservation of artworks. In addition, the City operates with limited funding and storage space and therefore must be very selective in accepting donations. Notwithstanding the terms and conditions of any agreement entered into between the City and the artwork donor, the City generally will not accept the donation of art with restrictions or conditions, that requires costly ongoing maintenance, or that is deemed unsafe. As the owner of the donated art, the City must reserve the right to keep, display, loan, donate, return or discard the donated artwork at its discretion.

The Policy was approved by the Quality of Life Target Issue Committee on March 25, 2015, with direction to bring the item before the City Commission for review and approval. The Policy has been reviewed by the City Attorney's Office.

Options

1. Approve the Art Donation and Acceptance Policy

Pros: Approval of the Policy will establish procedures and guidelines for accepting and maintaining artworks under the permanent and temporary stewardship of the City.

Cons: None.

2. Do not approve the Art Donation and Acceptance Policy.

Pros: Staff will be able to accept donated art at their discretion.

Cons: The acquisition of artwork is not the City's primary function, staff is not trained in the conservation of artworks, and the City operates with limited funding and storage space. A Policy would ensure the consideration of various criteria and help set limits on what donated art may be accepted.

Attachments/References

Art Donation and Acceptance Policy

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- Expected lifetime of the artwork, especially if sited outdoors or in a non-archival exhibition setting

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- In the case of artworks proposed or created by community groups, the Proposal must demonstrate that the surrounding community has been involved and consulted in the process

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- Dedication or commemorative plaques
- Directional or functional elements, such as graphics, signage, and maps
- Artwork created by students enrolled in a Pre-K through 12th grade educational program

COCA and the City reserve the right to conduct additional internal or external reviews or presentations if increased public dialogue warrants, or to postpone review and recommendations if a proposed site is currently involved in other City planning initiatives.

Policy Revisions: This Policy is subject to periodic revision, and as deemed necessary.

**Leon County
Board of County Commissioners**


Notes for Agenda Item #13

Leon County Board of County Commissioners

Cover Sheet for Agenda #13

October 27, 2015

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Consideration of Developer Proposal Regarding Dove Pond Regional Stormwater Facility and Welaunee Boulevard Sales Tax Extension Project

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Lead Staff/ Project Team:	Alan Rosenzweig, Deputy County Administrator Wayne Tedder, Director, PLACE Theresa B. Heiker, P.E., Stormwater Management Coordinator

Fiscal Impact:

This item has no fiscal impact to the County. However, the utilization of Blueprint sales tax extension funding is contemplated in the recommendations.

Staff Recommendation:

- Option #1: Provide direction to work with the Developer and City in modifying the existing Dove Pond Joint Project Agreement to address possible additional stormwater volume going into Dove Pond from either the City property and/or Welaunee Boulevard, and for the County and City to consider participating financially in the regional stormwater facility through the use of the sales tax extension Northeast Gateway project; the funding options would be provided at the next available Intergovernmental Agency meeting.
- Option #2: Provide direction for County, City, and Blueprint staff to develop design and construction options, including a cost share plan with the developer for completion of the Welaunee Boulevard Phase One project utilizing developer, Blueprint sales tax extension and other leveraged funding; these options would be provided at the next available Intergovernmental Agency meeting.

Report and Discussion

Background:

Leon County and the City of Tallahassee have received a request from the proposed developers of the Canopy Planned Unit Development (PUD) for modifications to the approved PUD implementing agreements governing the Canopy project (Attachment #1). These agreements include the County's Dove Pond Joint Project Agreement and the City's Canopy PUD Concept Plan and Canopy 163 Development Agreement.

Specifically, the developer is seeking the following:

1. Revisions to the Dove Pond Joint Project Agreement for the Dove Pond Regional Stormwater Facility that will manage runoff from the Canopy PUD, off-site areas in the unincorporated area, Welaunee Blvd., and the adjacent City-owned PUD property. The request is to have the developer, County, and City share equally in the financing of the regional facility. The existing agreement does not contemplate Dove Pond holding water for Welaunee Boulevard or the City property, nor does the existing agreement require any financial participation by the County or City.
2. Revise the financing plan for the construction of Welaunee Boulevard with the developer paying to construct a four-lane roadway through a portion of the development and public financing of the remaining portions of the property. As part of the approved 2020 sales tax list of projects, Welaunee Boulevard consisted of a four-lane roadway connecting Fleischman Road and Shamrock Street. The 2020 sales tax project estimated developer contributions of approximately \$13 million to be repaid to Blueprint. Existing agreements with the City require the developer to build a four lane Welaunee Boulevard throughout the entire development, based on the approved densities and intensities.
3. Modifications to the City's Canopy PUD Concept Plan with regards to number of residential units, square footages of retail/office and institutional development. This request most likely will not require action by the County, as the PUD was approved by the City. However, this request may require County approval if the proposed revisions require any modifications to the Welaunee Critical Area Plan included in the Comprehensive Plan.

Dove Pond Regional Stormwater Facility: Leon County experienced severe flooding during the summer and fall of 1994. The Lafayette Oaks Tri-Basin area was significantly affected, with 22 residences structurally damaged or uninhabitable and three roads under water within the Lafayette Oaks subdivision for several months. County efforts to reduce road flooding and limit damage in the private subdivisions of Midyette Plantation and Lafayette Oaks involved construction of a temporary sandbag berm on the north side of Miccosukee Road to hold water on the undeveloped Welaunee Plantation property. This was followed by extensive and long-term pumping by the County and the Homeowners Association to remove the water from the Welaunee, Lafayette Oaks, and Pedrick Road Closed Basins.

The Tri-Basin area receives water from south of I-10. In 1994, the Tri-Basin area was mapped as the 1,260-acre Welaunee Closed Basin, the 743-acre Lafayette Oaks Closed Basin and the 360-acre Pedrick Road Closed Basin. Updated topographic mapping now indicates that the Lafayette Oaks Closed Basin totals 1,920 acres. Approximately 930 acres flows to Dove Pond, on the Welaunee property, including some of the City PUD property and land upstream of the Canopy development. The remaining 990 acres flows directly to the Lafayette Oaks subdivision. A citizen's committee was established in 1994 to discuss the impacts and develop the Lafayette Oaks Tri-Basin Stormwater Management Study. Fifteen alternatives were considered including purchasing all homes flooded during the 1994 events. Ultimately, the solution to protecting homes in Lafayette Oaks and Midyette Planation required flow to be held north of Miccosukee Road, enlarging stormwater capacity between Miccosukee Road and Mahan Drive, and increasing capacity south of Mahan Drive.

Each alternative evaluated by the committee recognized that the Welaunee property (now CNL Canopy Development and the City's PUD property-Welaunee Toe East) would be allowed under City code to discharge stormwater at the rate and volume in its pre-development condition. However, this rate and volume cause the existing flooding. This "undeveloped" volume would need to be retained in order to improve conditions downstream. The committee determined that creating a stormwater facility at Dove Pond (to the extent that the runoff was impounded in 1994) is a critical component to successfully protecting the downstream homes.

Based on the recommendations in the Tri-Basin Study, Leon County constructed the Pedrick Pond Regional Stormwater Facility by purchasing two homes and enlarging the low-lying areas that were part of the extensive pumping efforts in 1994. Additionally, through a federal grant and the County Flooded Properties Acquisition Program, the County purchased three properties in the Lafayette Oaks subdivision to prevent them from future flooding.

The acquisition of the Miccosukee Canopy Road Greenway (MCRG) in 1998 was expected to facilitate flood prevention measures for downstream communities by providing available land to retain or redirect runoff. The berm intended to redirect water from the City PUD property to Dove Pond and retain the 1994 runoff volume was deleted from the MCRG Plan following objection from the majority of the Management Plan Advisory Committee members. The direct runoff from the current City property will be addressed with the Welaunee Toe East development.

To further support the County and City commitment to solving the flooding issues, the Comprehensive Plan was amended December 2002 to address the appropriate cost sharing arrangement necessary to support improvements to Dove Pond; specifically, the plan states in Policy 13.1.5 Land Use Element:

(C) Public agencies shall pay a pro rata share of capital costs based on the off-site stormwater runoff to be stored in Dove Pond during flood events, provided the landowner makes available the necessary land or rights of use at no cost to the public contemporaneous with issuance of a final local development order, which establishes and allocates buildout stormwater capacity for the Toe.

(D) Local government funding shall not be utilized for the portion of any stormwater management facilities necessary to accommodate on-site development.

Following years of planning, CNL began permitting steps for the Canopy Development in 2008, using Dove Pond as a regional stormwater management facility. The impacts to wetlands and other sensitive features immediately surrounding the existing pond required CNL to secure a Linear Infrastructure Variance (LIV). City regulations provide that only the City, the County or the State of Florida can apply for an LIV. CNL requested that Leon County make this application on its behalf in return for assurances that the modified Dove Pond will protect the downstream unincorporated properties from flooding if the 1994 storm event were to reoccur.

A Joint Project Agreement between CNL and Leon County was developed outlining the benefits to the County for executing the LIV Application. Because Leon County had no liability associated with the project, no potential cost exposure and no support responsibilities and stood to benefit greatly from the resolution of a long-standing flooding issue in the general area of Lafayette Oaks if CNL obtained the City permit, staff recommended that the JPA be approved and that staff be authorized to pursue the LIV permit. The 2009 JPA required CNL to fully construct the Dove Pond RSF when *any* development is done in the Dove Pond Basin.

The JPA was revised in 2010 to address a development agreement being negotiated between CNL and the City to govern build-out of the Canopy project. The 2010 amendment specifically enumerates public projects that can be constructed in the Dove Pond basin without requiring the construction of the Dove Pond RSF.

Welaunee Boulevard: With regard to the proposed road improvements, Welaunee Boulevard is included as part of the Northeast Gateway sales tax extension project (Attachment #2). Phase One of the project creates a regional road network to support a new I-10 interchange. The road network includes: four-lane Welaunee Boulevard South (Fleischmann Road to I-10) and North (I-10 to Shamrock) and extending a two-lane Shamrock Way (Centerville Road to Welaunee Boulevard). The project also includes extensive greenways and trails. The total estimated project budget is \$47.3 million, with approximately \$39.0 million allocated toward the road improvements. For project funding and planning, the entire \$47.3 million is reflected in all sales tax materials. The project description does contemplate that the developer would be required to contribute some portion of funding for the road construction (estimated at approximately \$13 million) and this would be used as a future reimbursement to Blueprint. Final costs could only be determined once development impacts and roadway costs are fully identified.

As reflected in Attachment #1, a new developer, Ox Bottom Mortgage Holdings, LLC, is the contract purchaser of the entire 505-acre Canopy Planned Unit Development. Ox Bottom Mortgage Holdings, LLC is the developer making the requested changes as previously outlined as 1, 2, and 3 in this agenda item.

Analysis:

Leon County currently has no direct financial obligation in relationship to the improvements to the Dove Pond Regional Stormwater Facility or for the extension of Welaunee Blvd. However, there may be significant benefits for the County and the City (through Blueprint) to now consider participating financially in the stormwater project and additional funding for the road projects.

These benefits include:

- The ability to significantly reduce the potential for structural flooding in Lafayette Oaks and other neighborhoods south of Miccosukee Road. As identified in the Tri-Basin study, the improvements to Dove Pond are critical to achieve flood reduction in this area. The improvements to Dove Pond would retain existing off-site flows from approximately 321 acres north of the Canopy PUD. The Comprehensive Plan also calls for public participation in the funding of the improvement to support the off-site stormwater runoff.
- Welaunee Boulevard is a key component in serving the proposed interchange at I-10 and Welaunee Boulevard. Phase I of the Northeast Gateway sales tax extension contemplates funding for Welaunee Boulevard and Shamrock Road (from Welaunee to Centerville). Previous discussions with the Florida Department of Transportation (FDOT) have indicated that construction/completion of the Phase I roadway is critical to the proposed interchange being approved and considered for Federal construction funding.
- At the April 2015 meeting, the Blueprint IA addressed the need to leverage public/private partnerships when evaluating funding from the sales tax extension. Specifically, Option #8 states *“As other funding sources (including public/private partnerships) become available for specific projects, staff will provide an analysis of the project, funding levels required and the cost associated to the IA for their consideration as projects arise that may require additional funding sources.”* The Developer has proposed jointly funding a number of infrastructure improvements (Dove Pond, Welaunee Boulevard) that might not otherwise be constructed for the foreseeable future without public participation.
- The Canopy PUD has always been identified in the future as providing developable residential lots within the Urban Services Area (USA). Proceeding with further discussions with the developer provides a tangible opportunity to move this project from the concept phase to adding the residential lot’s into the community’s inventory for development.
- The completion of Welaunee Boulevard to Shamrock and Shamrock to Centerville (inclusive of the new I-10 interchange) will provide for reduced traffic on Miccosukee Road and Centerville Road and other off-site roads in the immediate vicinity. This network also has the ability to extend the life span of the Thomasville I-10 interchange. For example, the \$200 million concept proposed to the CRTPA may not be needed for a number of years.

If the Board wishes to proceed with the Developer’s request, staff would recommend the following:

1. Provide direction to work with the Developer and City in modifying the existing Dove Pond JPA to address possible additional stormwater volumes going into Dove Pond from either the City property and/or Welaunee Blvd and for the County and City to consider participating financially in the regional stormwater facility through the use of the sales tax extension Northeast Gateway project; the funding options would be provided at the next available IA meeting.
2. Provide direction for County, City, and Blueprint staff to develop design and construction options including a cost share plan with the developer for completion of the Welaunee Boulevard Phase One project utilizing developer, Blueprint sales tax extension and other leveraged funding; these options would be provided at the next available IA meeting.

City staff has indicated that an agenda item for the City Commission to consider the developer's request will be on the City's October 28, 2015 meeting.

Options:

1. Provide direction to work with the Developer and City in modifying the existing Dove Pond Joint Project Agreement to address possible additional stormwater volumes going into Dove Pond from either the City property and/or Welaunee Boulevard and for the County and City to consider participating financially in the regional stormwater facility through the use of the sales tax extension Northeast Gateway project; the funding options would be provided at the next available Intergovernmental Agency meeting.
2. Provide direction for County, City, and Blueprint staff to develop design and construction options including a cost share plan with the developer for completion of the Welaunee Boulevard Phase One project utilizing developer, Blueprint sales tax extension and other leveraged funding; these options would be provided at the next available Intergovernmental Agency meeting.
3. Accept staff's report and take no further action at this time.
4. Board direction.

Recommendation:

Options #1 and #2.

Attachments:

1. Letter from Steve Ghazvini
2. Northeast Gateway Sales Tax Project Description and Background

October 5, 2015

By Hand Delivery

Rick Fernandez
Assistant City Manager
300 S. Adams St., Fourth Floor
Tallahassee, FL 32301

Vince Long
County Administrator
301 S. Monroe St., Fifth Floor
Tallahassee, FL 32301

Re: *Re-planning for Canopy Planned Unit Development*

Gentlemen:

On behalf of Ox Bottom Mortgage Holdings, LLC ("Ox Bottom"), I am writing to bring you up to date on the status of our work to re-plan the Canopy Planned Unit Development ("Project") and begin actual development of this 505-acre property. We appreciate the time and thought that you and your staffs have put into our initial discussions. We are confident that, with further work by all concerned, we can soon begin to realize the promise of this strategic landholding in Northeast Tallahassee.

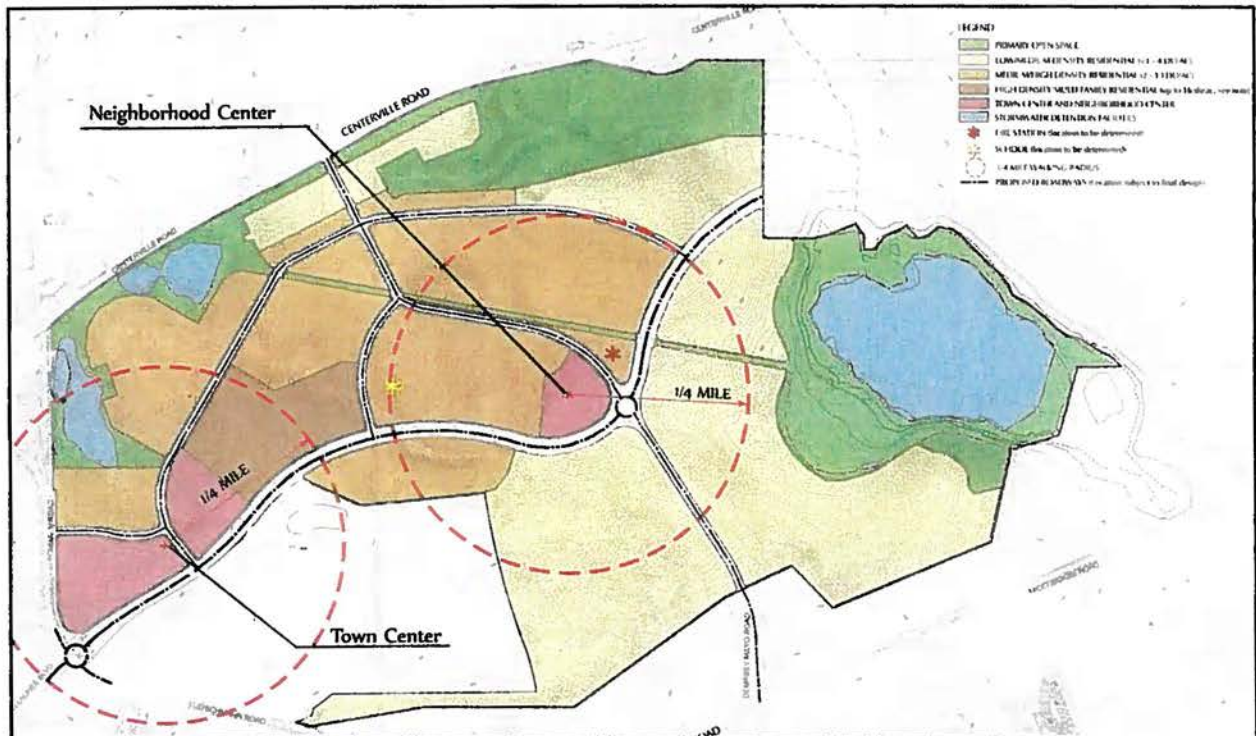
As you know, Ox Bottom is the contract purchaser of 247 acres of land fronting on Fleischmann Road and an adjacent 259 acres which includes Dove Pond. The latter parcel is adjacent to 428 acres of land acquired by the City of Tallahassee from Powerhouse, Inc., in 2006, and fronting on I-10.

During our current due diligence periods with the two sellers, Ox Bottom is working hard to refine the plan for Canopy to make it more viable in the Tallahassee real estate market, from aesthetic and financial perspectives. We are proposing these revisions to the approved plan for Canopy:

- **Reduce residential development by 17 percent**, from 1,572 units to 1,300 units (and inclusionary housing from 126 units to 100 units).
- **Reduce retail and office development by 30 percent**, from 163,000 SF to 115,000 SF.
- **Reduce institutional development by 28 percent**, from 335,000 SF to 240,000 SF.
- **Reduce vehicular trips on external roads by 48 percent.**

Our revised plan will include a new commitment to provide the City with land and entitlements for a senior center (5 acres and 55,000 SF). We will retain the commitments to provide the right of way for Welaunee Blvd., land and entitlements for an elementary school (7 acres and 100,000 square feet); fire station (2 acres); and water well site (3 acres). Our revised plan will increase the entitlement for the fire station from 5,000 SF to 15,000. Consistent with current approvals, these facilities will be constructed at governmental expense.

As a working draft, the revised plan will be closely similar to the current approved plan for the Project. Further, it will be consistent with the original vision for this property when the City and County approved the Welaunee Critical Area Plan (Toe) in 2002.



Working draft of revisions to the Canopy PUD Concept Plan being prepared by Ox Bottom

Our intention is to submit an application for a PUD Final Plan as soon as possible for a parcel at the intersection of Welaunee Boulevard and Fleischmann Road, consistent with the approved PUD Concept Plan. We will subsequently propose revisions to the PUD Concept Plan for other areas, as warranted.

In order to commence actual development, we respectfully request that the City and County work with us to prepare revisions to the main approvals and agreements that govern the Project. These are the Canopy PUD Concept Plan and Canopy Development Agreement, approved by the City on February 23, 2011, and the Dove Pond Joint Project Agreement, approved by the County on October 30, 2009.

In particular, we respectfully request that you work with us to revise the financing plan for construction of Welaunee Boulevard with Ox Bottom paying to construct Segment 1 and public funds being used to pay for construction of Segment 2 and Segment 3. Further, we respectfully request that you work with us to arrive at a revised Dove Pond Joint Project Agreement for the Dove Pond Regional Stormwater Facility that will manage runoff from Canopy, off-site areas in unincorporated Leon County, Welaunee Blvd., and the adjacent 428 acres now owned by the City. Financing would be equally divided among the three beneficiaries of this region-serving facility.

Here are some of the principal benefits which the Project is expected to realize when completed:

- **Welaunee Boulevard will improve traffic flow throughout Northeast Tallahassee.** A component of the Northeast Gateway approved by voters in 2014, this road is a key link in the network serving a proposed interchange at I-10 and Welaunee Boulevard, which in turn would improve traffic flows in Northeast Tallahassee and relieve congestion at I-10/Thomasville Road and I-10/Mahan Drive.

- **Traffic will be reduced on historic canopy roads.** A 2005 study showed the completion of Welaunee Boulevard and the Dempsey Mayo Extension will reduce traffic on Miccosukee Road by 12 percent with greater reductions forecast on other off-site roads in the immediate vicinity.
- **Improved stormwater management will alleviate off-site flooding.** The Dove Pond Regional Stormwater Facility has been designed to manage off-site runoff from 321 acres north of Centerville Road, which has caused repeated flooding in Lafayette Oaks and other neighborhoods south of Miccosukee Road. The Dove Pond facility will manage that runoff as well as stormwater in the Canopy project, Welaunee Blvd., and the adjacent City-owned parcel.

These benefits and others can only be realized if Canopy is put on a sound footing so that actual development can commence. We are convinced that the changes we are proposing to the Canopy plan—coupled with the revised financing for Welaunee Boulevard and Dove Pond outlined above—will set the stage for a viable development in this area, which has been identified since 1990 as an important future growth corridor for Tallahassee and Leon County.

Again, let me thank you for your cooperation and assistance to date. We look forward to working with you in the future.

Sincerely,

A handwritten signature in blue ink, appearing to read "Steve Ghazvini", with a long horizontal flourish extending to the right.

Steve Ghazvini
Manager

Project 23, Beautification and Improvements to the Fairgrounds: Funding to construct improvements to the fairgrounds infrastructure (Exhibit 23).

Project 24, Orange Avenue Widening from Adams Street to Springhill Road: Funding to widen Orange Avenue from Adams Street to Springhill Road (includes ROW, construction, and stormwater for roadway improvements) (Exhibit 24).

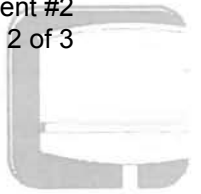
Project 25, Northeast Gateway: Welaunee Critical Area Plan Regional Infrastructure Phase I: Funding to develop Welaunee Boulevard from Fleischman to Shamrock, and two-lane Shamrock Way extension from Centerville to Welaunee Boulevard North (includes ROW, construction, stormwater for roadway improvements). Project shall be conditioned upon: (i) reimbursement by developer(s) to BP 2000 Intergovernmental Agency for any developer(s) required transportation improvements (reasonable repayment timelines would be established); (ii) Any cost (inclusive of right of way) related to the greenway may be used as a direct offset to any developer(s) required transportation improvement costs; (iii) that portion of the project involving land owned by the City of Tallahassee will only require reimbursement if sold and developed privately; and (vi) anticipated developer(s) reimbursements are to be recognized as potential future resources for BP 2000 Intergovernmental Agency (Exhibit 25).

Project 26, Alternative Sewer Solutions Study: Funding to study and develop preferred options for management alternatives to traditional onsite sewage treatment and disposal systems in the unincorporated areas of Leon County, including the Primary Springs Protection Zone; identify preferred options for responsible management entities, including recommendations for financing and management structures for identified preferred options; recommend regulatory measures; identify other issues related to sewage treatment and disposal system financing (Exhibit 26).

Project 27, Tallahassee-Leon County Animal Service Center: Funding for capital improvements to the Tallahassee-Leon County Animal Service Center (Exhibit 27).

Project 28, Implement Greenways Master Plan Phase II: Funding to continue implementation of the Greenways Master Plan (Exhibit 28).

Project 29, Northeast Gateway: Welaunee Critical Area Plan Regional Infrastructure Phase II: Funding to develop Welaunee Boulevard North from Shamrock Way to Roberts Road, and Shamrock Way, from Welaunee Boulevard to U.S. 90 (includes ROW, construction, stormwater for roadway improvements). Funding also includes improvements to the Miccosukee Canopy Road Greenway trailhead at the intersection of Fleischmann Road and Crump Road. Second priority implementation shall not occur until such time as adequate transportation connections north of Roberts Road, to allow the traffic to flow through to Thomasville Road, have been identified and funded (Exhibit 29).



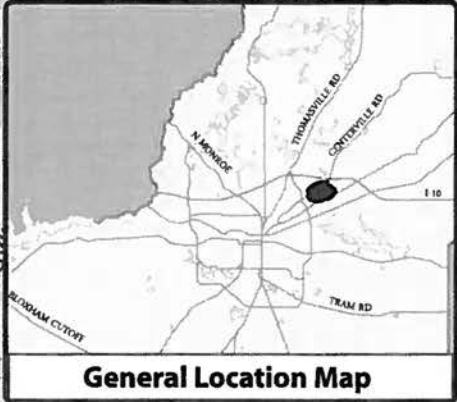
Northeast Gateway Welaunee Critical Area Plan Regional Infrastructure



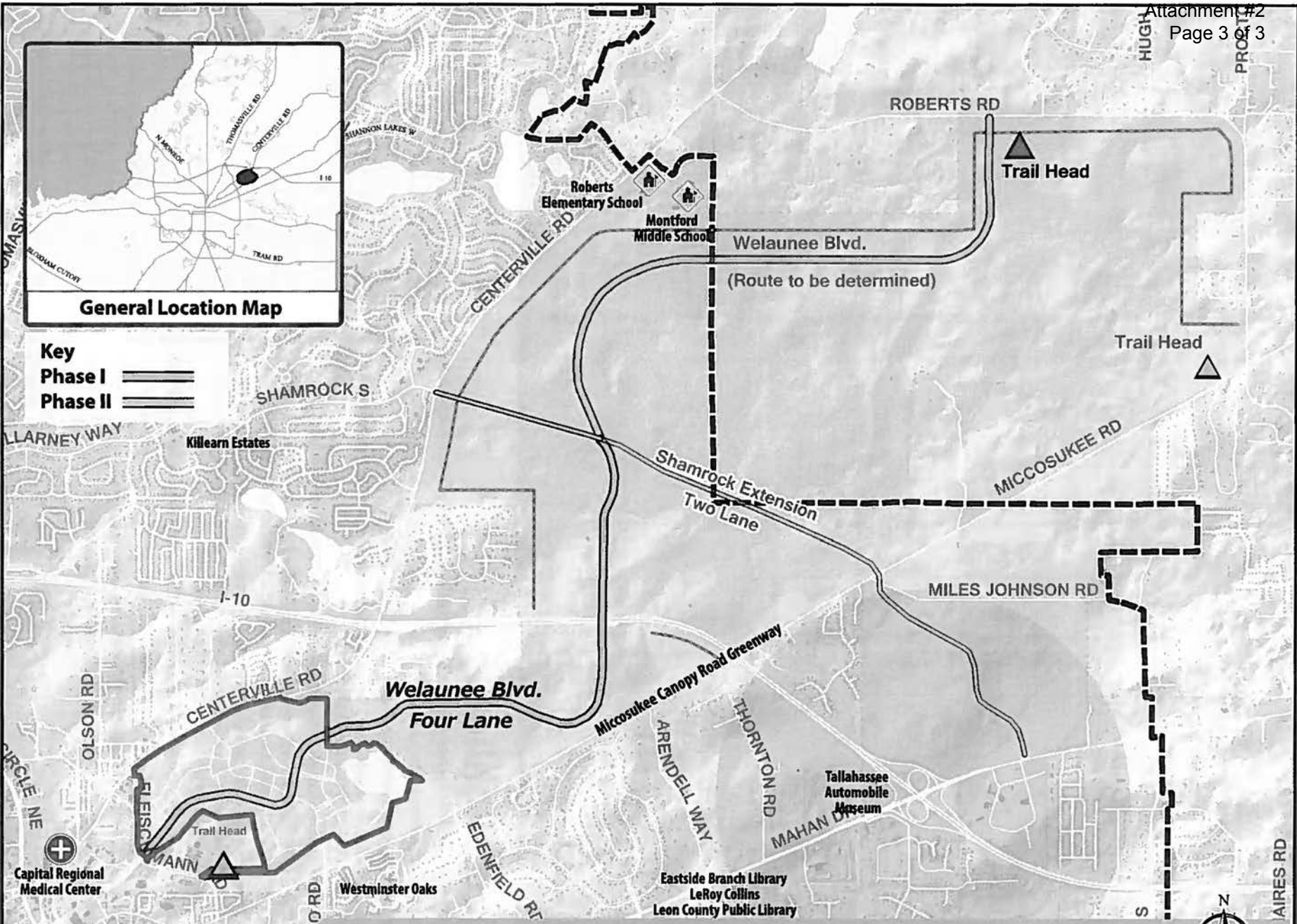
Project Highlights

- Creates a gateway for northeast Leon County that is split into two project phases.
- Phase 1 project elements include:
 - Creates a regional road to support a new I-10 interchange
 - Constructs four lane Welaunee Boulevard South (Fleischmann Road to I-10) and North (I-10 to Shamrock Way)
 - Extends two lane Shamrock Way (Centerville Road to Welaunee Boulevard)
 - Creation of the 8.4 mile Welaunee Greenway, with a footbridge across I-10 to connect to the Miccosukee Greenway, creating a 17-mile trail loop
- Phase 2 project elements may occur once transportation connections north of Roberts Road have been identified and funded consistent with the County and City interlocal agreement. Phase 2 project elements include:
 - Extends four lane Welaunee Boulevard North (Shamrock Way to Roberts Road)
 - Extends two lane Shamrock Way (Welaunee Boulevard to Mahan Drive)
 - Adds four additional trailheads on Miccosukee Greenway
- Estimated Cost: Phase 1 - \$47.3 million; Phase 2 - \$30.7 million

The Northeast Gateway includes major infrastructure within the entire 7,000-acre Welaunee Critical Planning Area. Building region-serving roads to support a new I-10 interchange will provide leverage to attract interchange funding from other sources. The I-10 interchange, Welaunee Boulevard and other region-serving roads may take pressure off the scenic and protected Miccosukee and Centerville canopy roads, and potentially avoid costs for upgrades at the Thomasville Road and U.S. 90 I-10 interchanges. Except for a portion of the Welaunee Greenway, all potential development spurred by these road improvements will be located inside the Urban Services Area on lands planned for urban development since 1990.



- Key**
- Phase I
 - Phase II



Northeast Gateway



**Leon County
Board of County Commissioners**


Notes for Agenda Item #14

Leon County Board of County Commissioners

Cover Sheet for Agenda #14

October 27, 2015

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Consideration of the Allocation Method and Process for the \$100,000 Set-aside for At-Risk and Economically Disadvantaged Youth

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 Pamela Tisdale, Human Services Analyst

Fiscal Impact:

This item has been budgeted and funding is available. The Board appropriated general revenue funding in the amount of \$100,000 in the approved FY2015/16 budget.

Staff Recommendation:

Option #1: Approve the allocation of \$100,000 for a consolidated Mini-Grant Process with the City of Tallahassee through Community Human Services Partnership (CHSP) for CHSP-eligible agencies serving at-risk and economically disadvantaged youth.

Report and Discussion

Background:

This agenda item seeks Board approval to allocate the \$100,000 set aside in the approved FY 2015/16 Budget for a mini-grant process to serve at-risk and economically disadvantaged youth.

At the June 9, 2015 meeting, staff presented a report on the local economic conditions and national rankings. This report was in response to two national studies where Leon County was portrayed in negative standings. One study, in particular, identified cities that were determined to be the most economically segregated, and Tallahassee was ranked highest on that list. The Board determined that, in addition to its efforts to expand services and address community needs on the Southside, a more focused effort could be directed to improving conditions for those who are more economically disadvantaged and chose to allocate \$100,000 toward initiatives to address at-risk and economically disadvantaged youth.

At the June 23, 2015 Budget Workshop, the Board directed staff to budget \$100,000 from fund balance to support efforts that specifically address community solutions for at-risk and economically disadvantaged youth. The Board appointed Commissioner Maddox to work with staff and other agencies (including the City of Tallahassee) to determine the best way to allocate and coordinate the utilization of these funds to avoid duplication of efforts.

Analysis:

Commissioner Maddox has had ongoing conversations with Mayor Gillum to address the needs of disadvantaged youth and the various methods to direct County and City funds in support of community-based solutions. To maximize the impact of the County's \$100,000 and provide agencies seeking to access both County/City funds for this dedicated purpose a single application process, Commissioner Maddox and staff are recommending the County and City conduct one targeted effort consistent with the approach approved by the City Commission at their October 14, 2015 meeting.

At the City Commission meeting, the City approved allocating \$442,651 for an abbreviated grant application process in order to distribute the funds with an emphasis on targeting human services needs in the Promise Zone (Attachment #1). The abbreviated grant process approved by the City Commission would seek proposals to fund activities that address:

- (1) health,
- (2) youth and family services,
- (3) basic needs, and/or
- (4) job training and placement.

The funding would be used to target services to residents living within the “Promise Zone,” using the boundaries approved by the City Commission (Attachment #2). In order to receive funding, a successful applicant would be required to show that:

- they would increase the level of services offered to the targeted area,
- they would seek to partner and collaborate with organizations and groups located within the Promise Zone,
- they agree to participate in an independent program evaluation process conducted by participating educational institutions, and
- they can meet the minimum state and federal criteria to qualify as a nonprofit organization, and are a CHSP eligible agency.

However, the City did approve allowing funding of basic need programs beyond the Promise Zone boundaries.

The City approved utilizing the CHSP distribution process that includes citizen review committees to evaluate and rank the applications. Additionally, the City is identifying relevant issue experts to help evaluate the applications and to provide reporting of outcomes and results. The goal is to start the application process by the end of October, and to complete the funding recommendations by the end of the calendar year.

The Board may wish to partner with the City in a collaborative process by combining the County’s \$100,000 allocation with the City’s \$442,651 in order to streamline the application process for eligible agencies. The current CHSP funding levels or the outcome of the supplemental mini-grant funding recently approved by the Board (\$175,000) would have no bearing on the eligibility or awarding of funds for this at-risk youth grant program. In addition, the final funding recommendations would be brought back to both Commissions for final approval similar to the current CHSP process.

Options:

1. Approve the allocation of \$100,000 for a consolidated Mini-Grant Process with the City of Tallahassee through Community Human Services Partnership (CHSP) for CHSP-eligible agencies serving at-risk and economically disadvantaged youth.
2. Board direction.

Recommendation:

Option #1.

Attachments:

1. City of Tallahassee October 14, 2015 Agenda Item
2. "Promise Zone" Service Area Map



Agenda Item Details

Meeting	Oct 14, 2015 - City Commission Meeting
Category	14. POLICY FORMATION AND DIRECTION
Subject	14.03 Proposed process for distribution of additional FY2015-2016 Human Services Funding -- Michael Parker, Economic & Community Development
Type	Action, Discussion
Dollar Amount	442,651.00
Budget Source	Funding included in proposed FY 2015-16 budget.
Recommended Action	Option 1: Approve the proposed process for distribution of additional FY 2015-2016 Human Service funding as described in this agenda item.

For more information, please contact: Michael Parker, Director Economic and Community Development 850-891-6457

Dustin Daniels, Chief of Staff – Office of the Mayor, 850-891-8181

Statement of Issue

The City's FY2015-16 budget included an increase of \$442,651 in funding for human service assistance.

Traditionally, the City has distributed its human service funding through the Community Human Services Partnership (CHSP). However, the annual CHSP application and evaluation process for the upcoming fiscal year was completed in May of this year.

With these human service resources, staff recommends that the City conduct an abbreviated grant application process to distribute the additional funds. The proposed grant process would seek proposals to fund activities which address: (1) health, (2) youth and family services, (3) basic needs, and/or (4) job training and placement. The funding would be to provide services to residents living within the "Promise Zone" using the boundaries approved by the City Commission last year. To receive this funding, a successful applicant would be required to show that: (a) they would increase the level of services offered to the targeted area, (b) they would seek to partner and collaborate with organizations and groups located within the Promise Zone, (c) they agree to participate in an independent program evaluation process conducted by participating educational institutions, and (d) they can meet the minimum state and federal criteria to qualify as a nonprofit organization, and are a CHSP eligible agency.

The goals of this process are to be more targeted and intentional about addressing community issues in the areas where they are most prevalent; to better measure and analyze the impact of the programs funded in an effort to identify where results are most effectively realized; and to incentivize CHSP agencies to collaborate and partner with community groups, faith initiatives, neighborhood associations, etc., to develop innovative approaches for addressing community issues.

The application evaluation process would be similar to that used by the CHSP which would include a citizen review committee to review and rank the applications. The citizen review committee would include citizens that represent the Promise Zone. The goal would be to release the Request For Proposals (RFP) for these additional funds in October and complete the funding recommendations by the end of the calendar year.

Recommended Action

Option 1: Approve the proposed process for distribution of additional FY 2015-2016 Human Service funding as described in this agenda item.

Fiscal Impact

Funding included in proposed FY 2015-16 budget.

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

The City currently partners with Leon County and the United Way of the Big Bend to distribute funds to human service agencies through the CHSP process. CHSP funding recommendations are developed through an application and evaluation process which includes participation by citizen review committees. In order to be able to provide the funding to agencies at the beginning of the fiscal year, the application process must be completed in the first half of the calendar year. Applications are typically released in February and the evaluation committees complete their reviews and recommendations in May. When the applications are released they include the estimated funding amount available based on projections from the CHSP partners. In the FY 2015-16 application cycle the City estimated it would provide \$1,198,000 in general fund revenue for the program. This coupled with "Change For Change" and CDBG contributions resulted in a total City funding amount of \$1,529,111.

The City's FY 2015-16 budget includes a \$442,651 increase in the general fund revenue amount for human services. If this increase in funding is approved, then staff recommends that we use an abbreviated grant process to distribute these additional funds.

The proposed grant process would provide funding for programs in the following areas: (1) health, (2) youth and family services, (3) basic needs, and (4) job training and placement. To be eligible for funding the services would have to be directed to stakeholders or residents of the identified "Promise Zone." The "Promise Zone" is an area identified by the City Commission last year as part of our application for a federal Promise Zone designation. The area consists of 11 contiguous census tracts with a population of 31,059. This targeted area has an overall poverty rate of 51.58% and exhibits many distress factors such as high levels of crime, unemployment, and health issues. Areas within the Promise Zone have been the focus of a number of recent reviews and initiatives including the Urban Land Institute (ULI) report and the Gun Violence Committee.

The proposed grant process would evaluate applications based on criteria which would include: demonstrating that the funds would result in an increase in the level of services provided to the targeted area, and enhanced collaboration and partnerships with community based organizations located within the Promise Zone.

Organizations which received funding through this abbreviated grant process would have to agree to participate in a program evaluation process conducted by participating local educational institutions. This evaluation process would seek to determine a more precise analysis of the impact of the services provided.

The process for evaluation of the applications would be similar to the CHSP process and would use a citizen review committee to make the final funding recommendations. The make-up of the citizen review committee would include representatives from the targeted areas, representatives from the participating educational institutions, relevant issues experts, and other members of the community.

The proposed schedule for the abbreviated grant process calls for RFP's to be released in October and funding recommendations completed by the end of the calendar year.

Leon County has also increased funding in the amount of \$175,000 for human services as part of their FY2015-16 budget. The County has also set aside an additional \$100,000 of additional funds for targeted efforts focused on at-risk youth. Staff has had preliminary discussions with the County about these resources, and believes that it is possible that these additional increases can be paired with the City's resources as a part of this new targeted effort.

Options

1: Approve the proposed process for distribution of additional FY 2015-2016 Human Service funding as described in this agenda item.

Pros:

- Provides a uniform process to distribute additional human service funds which is consistent with the CHSP process.
- Allows for additional funds to be targeted to distressed areas of the community.
- Provides evaluation criteria which encourage partnerships with organizations within the targeted communities.

Cons:

- Requires a separate application process to distribute additional funds.
- Funding will not be available to agencies until second quarter of the fiscal year.

2: Do not approve the proposed distribution process and provide staff with further direction.

Pros:

- May provide a means for funds to be distributed more quickly.
- May provide a means for funds to be distributed without need for separate grant application.

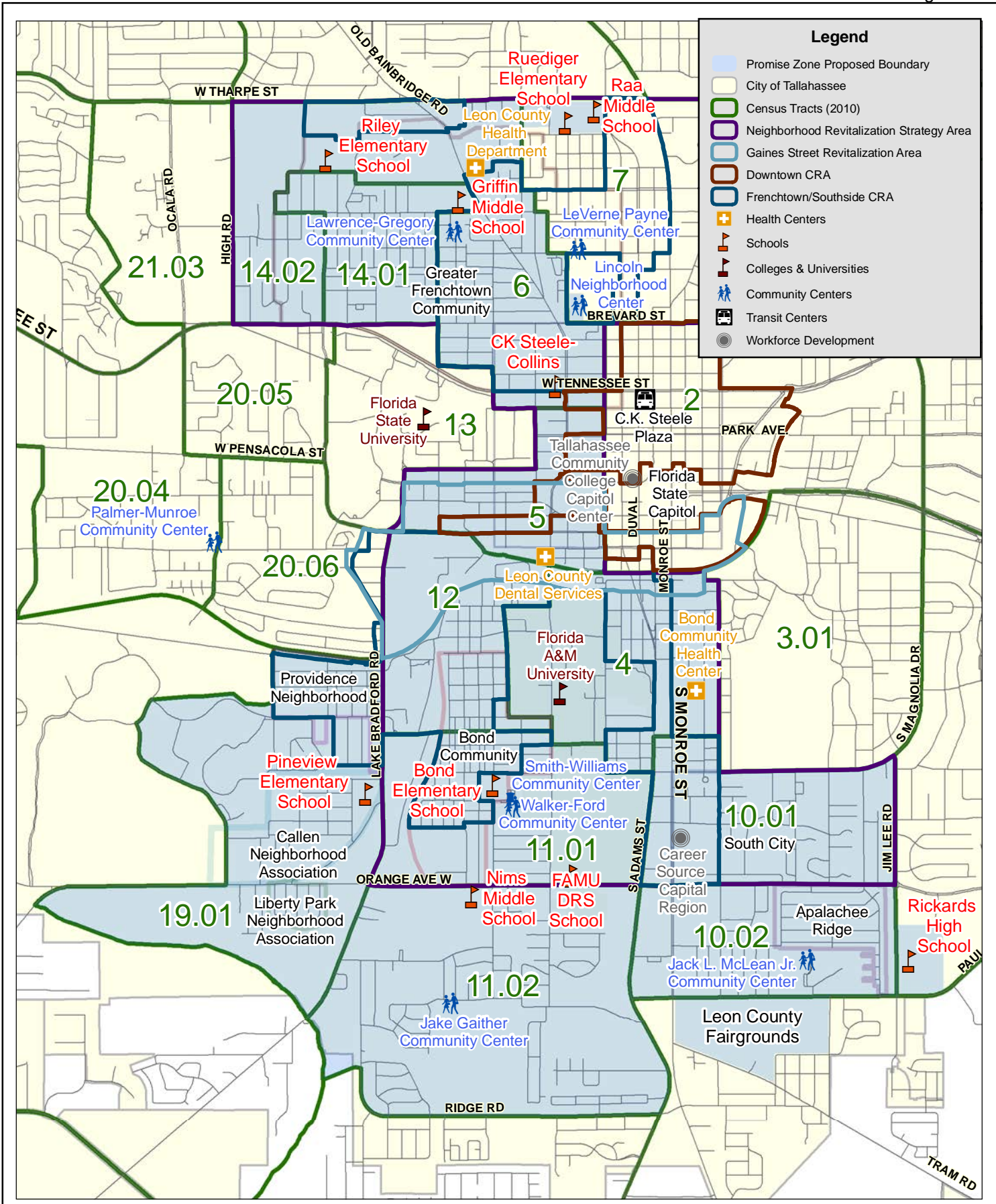
Cons:

- Proposed funding recommendations may not be consistent with the CHSP process.
- Proposed funding recommendations may result in disagreements which could negatively impact the CHSP partnership.

Attachments/References

1. Promise Zone Map

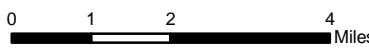
 [Promise Zone Map.pdf \(615 KB\)](#)



Legend

- Promise Zone Proposed Boundary
- City of Tallahassee
- Census Tracts (2010)
- Neighborhood Revitalization Strategy Area
- Gaines Street Revitalization Area
- Downtown CRA
- Frenchtown/Southside CRA
- + Health Centers
- ▤ Schools
- ▤ Colleges & Universities
- ▤ Community Centers
- ▤ Transit Centers
- Workforce Development

Promise Zone
Proposed Boundary



This product has been compiled from the most accurate source data from Leon County and the City of Tallahassee. However, this product is for reference purposes only and is not to be construed as a legal document or survey instrument. Any reliance on the information contained herein is at the user's own risk. Leon County and the City of Tallahassee assume no responsibility for any use of the information contained herein or any loss resulting therefrom.



**Leon County
Board of County Commissioners**


Notes for Agenda Item #15

Leon County Board of County Commissioners

Cover Sheet for Agenda #15

October 27, 2015

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Approval of GIS Software Vendor ESRI Enterprise License Agreement Amendment #7

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator Pat Curtis, Office of Information and Technology Director
Lead Staff/ Project Team:	Scott Weisman, Tallahassee-Leon County GIS Coordinator

Fiscal Impact:

This item has a fiscal impact to the County and is funded in the TLC GIS FY 15/16 budget. As part of the Tallahassee-Leon County Interlocal Agreement for the GIS program, the cost is shared with a distribution for the ELA at 62% for the City and 38% for the County.

Staff Recommendation:

Option #1: Approve the ESRI Enterprise License Agreement Amendment #7 (Attachment #1), which extends the licensing period another three years, and authorize the County Administrator to execute.

Report and Discussion

Background:

The Tallahassee-Leon County Geographic Information System (TLC GIS) has been a consumer of ESRI GIS technology since 1996. TLC GIS entered into a five-year Enterprise License Agreement (ELA) with Environmental System Research Institute, Inc. (ESRI) in October 2005. Since that time, the ESRI ELA has been amended to be extended from 11/1/2009 to 10/31/2012, and again from 11/1/2012 to 10/31/2015.

This item seeks to extend the ESRI ELA coverage dates from 11/1/2015 to 10/31/2018 (Attachment #1). The ELA provides tremendous flexibility with the vast software product suites that enables the GIS program to provide value through solutions from desktop to web to cloud platforms. The Enterprise License Agreement bundles software licensing, training and service credits, top tier technical support, as well as guidance with best practices with the use of GIS in local government. It also provides budget predictability through stable costs over the three-year ELA period and uncomplicated, low overhead license management.

Analysis:

A review of current needs provided the opportunity to realign costs by eliminating unneeded items, while providing resources needed to support and advance the TLC GIS Interlocal's efforts. Some new and/or increased modules and services were added at no cost or at reduced costs. The final effort of the review resulted in an increase for the ELA total. This increase occurred because of a new industry standard licensing model that ESRI adopted along with the addition of ArcGIS server licensing for City Utilities. In addition, an expansion of cloud-based GIS is anticipated in years two and three of the ELA.

Total cost for the ELA is \$1,190,100 over a three-year period (FY16 – FY18). This is an increase of \$37,500 over the previous three-year ELA period (FY13 – FY15) or \$12,500 annually. ESRI will bill an equal amount of \$396,700 for each year. The new costs were anticipated in the FY16 budget. As part of the Tallahassee-Leon County Interlocal Agreement for the GIS program, the cost distribution for the ELA is 62% for the City and 38% for the County, which reflects the higher use of GIS by the City Utilities.

Options:

1. Approve the ESRI Enterprise License Agreement Amendment #7 (Attachment #1), which extends the licensing period another three years and authorize the County Administrator to execute.
2. Do not approve the ESRI Enterprise License Agreement Amendment #7, which extends the licensing period another three years.
3. Board direction.

Recommendation:

Option #1.

Attachment:

1. ESRI Enterprise License Agreement Amendment #7



Esri, 380 New York St., Redlands, CA 92373-8100 USA • TEL 909-793-2853 • FAX 909-793-5953

Amendment No. 7
to
Enterprise License Agreement # 2009ELA5943 (ELA)
Between
Environmental Systems Research Institute, Inc. (Esri)
and
Leon County, Florida (County)

This Amendment No. 7 modifies the above referenced ELA as follows:

1. Article 7—Term, Termination, and Expiration. The term of the ELA shall be extended from November 1, 2015 through October 31, 2018 (“Renewal Term”);
2. Appendices A: Software and Deployment Schedule; B: Enterprise License Fee Schedule, and C: County Annual Deployment Reports are deleted and replaced during the Renewal Term with Appendices A: 2015 Software and Deployment Schedule; B: 2015 Enterprise License Fee Schedule, and C: County Annual Deployment Reports attached hereto;
3. Update the Esri Enterprise Advantage Program (EEAP) Agreement by deleting the existing Agreement and replacing it with the attached Esri Enterprise Advantage Program (EEAP) Enterprise Agreement (EA) Addendum (E125-EA) – EEAP Agreement No. 2015EAP5933, which shall supersede and apply during the Renewal Term.

All other terms and conditions remain the same.

Accepted and Agreed:

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

RESEARCH INSTITUTE, INC.
ENVIRONMENTAL SYSTEMS
(Esri)

By: _____
Authorized Signature

Printed Name: _____

Title: _____

Date: _____



**APPENDIX A
2015 SOFTWARE AND DEPLOYMENT SCHEDULE**

County may Deploy the Enterprise License Software up to the total quantity of licenses indicated below to Licensees during the Renewal Term.

**Table A-1
Enterprise License Software—Unlimited Quantities**

Item	Total Qty./Seats to Be Deployed
ArcGIS Desktop Products	
Advanced, Standard, Basic (Single and Concurrent Use)	Unlimited
ArcGIS for Desktop Extensions	
ArcGIS 3D Analyst, ArcGIS Spatial Analyst, ArcGIS Network Analyst, ArcGIS Geostatistical Analyst, ArcGIS Publisher, ArcGIS Schematics (Single and Concurrent Use)	Unlimited
ArcGIS for Server Products	
ArcGIS for Server Workgroup and Enterprise (Advanced, Standard and Basic)	Unlimited
ArcGIS for Server Extensions	
3D Analyst, Schematics, Geostatistical Analyst, Network Analyst, Image, Spatial Analyst, and ArcGIS Workflow Manager	Unlimited
ArcGIS Engine Runtime Deployments	Unlimited
ArcGIS Engine Runtime Extensions	
Spatial Analyst, 3D Analyst, Network Analyst, Geodatabase Update	Unlimited
Esri Mapping and Charting	
Esri Production Mapping	Unlimited

**Table A-2
Enterprise License Software—Limited Quantities**

Item	Rolled-In Qty. (if applicable)	Qty./Seats to Be Deployed	Total
ArcGIS Online	N/A	Year One = one (1) Level three annual subscription with 100 users and 17,500 credits Year Two = one (1) Level three annual subscription plus ten additional five-user packs for 150 users Year Three = one (1) Level three annual subscription plus twenty additional five-user packs for 200 users	Year One = one (1) Level three annual subscription with 100 users and 17,500 credits Year Two = one (1) Level three annual subscription plus ten additional five-user packs for 150 users Year Three = one (1) Level three annual subscription plus twenty additional five-user packs for 200 users
Esri Developer Network (EDN)	N/A	Three (3) annual subscriptions	Three (3) annual subscriptions

Esri Business Analyst Online –	N/A	One annual plan (for use with ArcGIS Online); includes up to ten (10) named users term license	One annual plan (for use with ArcGIS Online); includes up to ten (10) named users term license
---------------------------------------	-----	------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------

**APPENDIX B
2015 ELA FEE SCHEDULE**

The ELA Fee is **\$1,190,100.00**. The ELA Fee is in consideration of the Enterprise License Software, ELA Maintenance, Esri International User Conference registrations, and Esri Enterprise Advantage Program (EEAP).

	Year 1	Year 2	Year 3	ELA Fee
Payments	\$396,700.00	\$396,700.00	\$396,700.00	\$1,190,100.00

Number of Esri International User Conference Registrations per Year	Twenty (20)
Number of Tier 2 Help Desk Individuals	Ten (10)
Number of Sets of Backup Media, if Requested	Two (2)
EEAP	<p>One (1) annual subscription to include the following components for three (3) years:</p> <ul style="list-style-type: none"> ▪ Up to one hundred (100) hours of Technical Advisory time; ▪ Annual one (1) day Planning Session; ▪ Quarterly Enterprise Webcasts
Term of ELA pursuant to Section 7.1	Three (3)

**APPENDIX C
COUNTY ANNUAL DEPLOYMENT REPORT**

SAMPLE REPORT—This report will be provided to Esri annually as an Excel spreadsheet or in a comparable format.

Esri Annual ELA License Deployment Report			
Customer Name			
Customer Number			
Date			
Prepared by			
PRODUCT	Count	PRODUCT	Count
Desktop—Concurrent Use (CU)		ArcGIS Server	
Desktop—Single Use (SU)		ArcGIS Server Extensions	
Desktop Extensions		Other	



ESRI ENTERPRISE ADVANTAGE PROGRAM (EEAP)
ENTERPRISE AGREEMENT (EA)
ADDENDUM (E125-EA)

Esri, 380 New York St., Redlands, CA 92373-8100 USA • TEL 909-793-2853 • FAX 909-793-5953

EEAP Agreement No. 2015EAP5933

This Esri Enterprise Advantage Program (EEAP) Enterprise Agreement (EA) Addendum adds terms and conditions to the EA with respect to the Esri Enterprise Advantage Program.

Esri offers the Esri Enterprise Advantage Program to Licensees that are current on Esri software maintenance and implementing or have implemented a geographic information system (GIS) enterprise solution based on Esri technology. Licensee agrees to contract with Esri for and Esri agrees to provide Licensee with certain enhanced consulting services, training, Premium Support Services (PSS), and Managed Services available under the Esri Enterprise Advantage Program for the authorized Licensee location as described herein. The Esri Enterprise Advantage Program is not designed for Esri to provide project-specific professional services such as custom application or database development for solutions or applications. If these types of professional services are required, Licensee will need to enter into an agreement for use of Esri Professional Services.

This EEAP EA Addendum supersedes any previous agreements or understandings related to the Esri Enterprise Advantage Program. All other terms and conditions of the EA and any preceding addenda will remain in full force and effect.

ARTICLE 1—DEFINITIONS

Capitalized terms that have not been defined in this EEAP EA Addendum shall have the meaning found in the applicable Esri License Agreement.

1.1 "Activity Description" means the confirmation email or document received from Licensee that describes the number of Learning and Services Credits Esri estimates is required to perform an activity and authorizes Esri to begin work based on such estimate.

1.2 "Authorized EEAP Contact" means the Licensee point of contact identified on the final page of this EEAP EA Addendum.

1.3 "End User" means any third party or entity that accesses or uses any Licensee Content via Licensee Website.

1.4 "Esri Mobile Lab" means Esri hardware, shipped to domestic US Licensee site training events if Licensee does not have the required hardware to host a scheduled training event, consisting of laptops preconfigured with Esri Software, Training Materials, hard drives, power cords, and network switches.

1.5 "Hosting" means the business of housing and making accessible Licensee Content via the Internet.

1.6 "Licensee Authorized Contact(s)" or "LAC" means up to two (2) individuals selected by Licensee to report Premium Support Reports and work directly with Esri's Technical Account Manager ("TAM") regarding all such reports. A Licensee that has purchased unlimited PSS may designate additional LAC upon payment of additional fees.

1.7 "Licensee Content" means items including, but not limited to, custom software applications owned or licensed by Licensee, photos, journal text, geospatial data, nongeospatial data, user interfaces, graphics components, and icons, plus any personally identifiable information, supplied by or on behalf of Licensee.

1.8 "Licensee Website" means Licensee Content viewed through a user interface and made available via the Internet under the domain name reserved for the website.

1.9 "Managed Services" means Hosting and the provision of the Managed Services Environment, enhanced by the provision of related services (such as system monitoring and support associated with providing Licensee access to the Managed Services Environment), required to make Licensee Content available to Licensee or Licensee's End Users.

1.10 "Managed Services Environment" means the hardware, Software, Data, Online Services, and network that Esri or its third-party suppliers/partners make available as the underlying environment for Hosting the Licensee Content.

1.11 "Premium Support Report(s)" means a communication via telephone or email by Licensee to Support Services regarding technical problems with Software, Data, or Documentation.

1.12 "Protected Information" means any information, whether in written or digital format, that incorporates content from a protected category, including, but not limited to, personally identifiable information, Customer Proprietary Network Information (CPNI), Protected Health Information (as it is defined by the Health Insurance Portability and Accountability Act of 1996 [HIPAA]), Unclassified Controlled Technical Information (as it is defined by DFARS Section 204.73), and data controlled by the International Traffic and Arms Regulations (ITAR) classified as other than EAR99, all of which may require a greater degree of control, monitoring, and security than is typically established for Esri's Managed Services offering.

1.13 "PSS" means Premium Support Services, which is a prioritized incident management and technical support program as further described at <http://support.esri.com/en/support/premium>.

1.14 "Renewal Period" means any one (1)-year extension of this EEAP EA Addendum.

1.15 "Secure Formats" means object code, executable code, or similar formats.

1.16 "Student(s)" means a registered participant for a specific training course, Licensee coaching services, or training-related services.

1.17 "Technical Account Manager" (TAM) means a designated support resource who acts as the primary point of contact to Licensee for the purpose of coordinating Premium Support Reports through Esri's support processes.

1.18 "Term" means the initial term of this EEAP EA Addendum as described in Section 7.1.

1.19 "Training Materials" means digital or print content required to complete a course, which may include, but is not limited to, workbooks, data, concepts, exercises, and exams.

1.20 "Work Product" means reports, documented analysis, sample code, prototype/unsupported code, or technical memorandums provided as a result of the consulting services performed under this EEAP EA Addendum.

ARTICLE 2—ESRI ENTERPRISE ADVANTAGE PROGRAM

2.1 Esri Enterprise Advantage Program Description. The Esri Enterprise Advantage Program is a menu of consulting services, training, PSS, and Managed Services that provides Licensee with the flexibility to select components that best meet its needs. The Esri Enterprise Advantage Program includes the following components as further described at www.esri.com/services/eeap/components, which may be changed from time to time.

- a. *Technical Advisor.* Licensee will receive up to the number of Technical Advisor hours ordered. Licensee may elect to retain additional Technical Advisor hours for a supplemental price.
- b. *Annual Account Planning Session.* A one (1)-day annual account planning and review meeting.
- c. *Technical Work Plan.* A collaboratively developed document designed to drive the program's implementation through definition of Licensee's GIS vision, goals, and objectives.
- d. *Learning and Services Credits.* Licensee will receive the number of Learning and Services Credits ordered. Licensee may use the credits toward any combination of consulting services support, training, PSS, or related travel expenses. Licensee may order, for an additional price, additional Learning and Services Credits. Learning and Services Credits may be exchanged as described at the following website:

<http://www.esri.com/services/eeap/components#learning>. Esri will provide the Authorized EEAP Contact with a monthly report outlining usage of Esri Enterprise Advantage Program Learning and Services Credits to date.

- e. *Quarterly Technology Webcast*. Esri will provide an email invitation to the Authorized EEAP Contact for a quarterly webcast presenting business and technical information related to enterprise GIS.

2.2 Learning and Services Credit Use

2.2.1 Current on Maintenance. Licensee must remain current on standard maintenance during the Term of this EEAP EA Addendum. Standard maintenance is described at <http://www.esri.com/legal>, which may be changed from time to time.

2.2.2 Authorization of Credit Use. Licensee will contact its Account Manager or Technical Advisor to consume Learning and Services Credits for a particular request. Esri will submit to Licensee a Learning and Services Credit estimate by email for confirmation and authorization to use the credits. This confirmation email or document is hereafter referred to as an Activity Description. The total credits quoted in the Activity Description will be drawn from the unused Learning and Services Credits available, in a single transaction, upon Esri's receipt of approval via email from the Authorized EEAP Contact.

2.2.3 Travel and Per Diem. Any Esri travel and per diem will be quoted separately. Licensee may direct Esri to use credits for travel and per diem, as stated in Esri Enterprise Advantage Program Description, Section 2.1 above, or Licensee will issue a purchase order and Esri will invoice Licensee for the travel and per diem expenses as described below in Article 6.

2.2.4 Notification of Consumed Credits. Esri will notify Licensee in the event that the authorized Learning and Services Credits are consumed prior to completion of the requested work. Licensee may elect to direct use of additional credits, if available; procure additional Learning and Services Credits; or notify Esri to stop work on such requested work. Esri reserves the right to discontinue work when the authorized credits are consumed.

2.2.5 Review of Proposed Activities. Any activities proposed to be completed under the Esri Enterprise Advantage Program will be subject to review and approval by Esri to ensure alignment with the intent of the program.

2.3 Defense or Military Application. At the time the Learning and Services Credits are requested or before any services are provided by the Technical Advisor, Licensee will inform Esri if any of the requested services, consulting, training, or support provided by Esri is directly related to a defense article or for a military application.

ARTICLE 3—OWNERSHIP; LICENSE GRANT

3.1 For Training

3.1.1 Software. The terms of the Esri License Agreement shall be applicable to all Licensee course participants and for all of Esri's Software, Data, Online Services, and Documentation used by Student during any training event. Esri may issue temporary Software licenses when there is an insufficient number of Software licenses available at Licensee's training facility. Upon conclusion of the training event, Licensee shall uninstall the temporary Software licenses and return to Esri any media provided.

3.1.2 Training Materials. This EEAP EA Addendum gives Student certain limited rights to use electronic and tangible versions of the Training Materials. Esri and its licensor(s) retain exclusive rights, title, and ownership to the copy of Training Materials licensed under this Agreement. Training Materials are protected by United States copyright laws and applicable international copyright treaties and/or conventions. All rights not specifically granted in this EEAP EA Addendum are reserved to Esri and its licensor(s). Esri grants to Student a personal, nonexclusive, nontransferable license to use Training Materials for Student's own training purposes. Student may run and install one (1) copy of Training Materials and reproduce one (1) copy of Training Materials. Student may make one (1) additional copy of the original Training Materials for archive purposes only, unless Esri grants in writing the right to make additional copies.

3.1.3 Prohibited Uses. Training Materials are intended solely for the use of the training of the individual Student who registered and attended a specific training course. Student may not

- a. Separate the component parts of the Training Materials for use on multiple systems or in the cloud, use in conjunction with any other software package, and/or merge and compile into a separate database(s) or documents for other analytical uses;
- b. Make any attempt to circumvent the technological measure(s) (e.g., software or hardware key) that effectively controls access to Training Materials;
- c. Remove or obscure any copyright, trademark, and/or proprietary rights notices of Esri or its licensor(s); or
- d. Use audio and/or video recording equipment during a training course.

3.1.4 Licensee-Supplied Training Data. Licensee will retain ownership of any Licensee-supplied data.

3.2 For Work Product

3.2.1 Ownership. Except as specifically granted in this EEAP EA Addendum, Esri or its licensors own and retain all right, title, and interest in the Work Product.

3.2.2 License Grant. Esri hereby grants to Licensee a nonexclusive, royalty-free license in the Work Product to use in connection with Licensee's authorized use of the Software and Data for support of which the Work Product was supplied.

3.2.3 Patents and Inventions. Each party shall retain title to any inventions, innovations, and improvements ("Inventions") made or conceived solely by its principals, employees, consultants, or independent contractors (hereinafter called "Inventors") during the term of this EEAP EA Addendum. The parties shall jointly own any Invention(s) made or conceived jointly by Inventors from both parties. With respect to such Inventions of Licensee relating to the Esri Software, Licensee hereby grants and agrees to grant to Esri an irrevocable, royalty-free, nonexclusive, worldwide right and license, with right to sublicense, use, make, sell, offer to sell, or import such Inventions for any purpose, whether or not patented in the country of such past or intended use. Except as provided below, where an Invention is jointly owned, each party shall share equally the costs of acquiring protection for the Invention and furnish the other joint owner with assistance reasonably required for acquiring protection. Neither party may license, transfer, sell, or otherwise alienate or encumber its interest in jointly owned Inventions without the written consent of the other party, which is hereby given to Esri for Inventions relating to the Esri Software and shall otherwise not be unreasonably withheld by either party.

3.3 For PSS. The terms and conditions of the License Agreement for the affected Software will govern any updates, patches, hot fixes, or software provided pursuant to Esri's performance of the PSS ordered under this EEAP EA Addendum.

3.4 For Managed Services. Esri or its affiliates shall retain at all times the right, title, and interest in the Managed Services Environment.

3.5 Licensee Content

3.5.1 Ownership. All Licensee Content submitted by Licensee to Esri under this EEAP EA Addendum shall at all times remain the intellectual property of Licensee or its licensor(s). Rights maintained in intellectual property by Licensee or its licensor(s) shall mean any and all now known or hereafter known

- a. Rights associated with works of authorship throughout the universe, including, but not limited to, copyrights, moral rights, and mask works;
- b. Trademark and trade name rights and similar rights;
- c. Trade secret rights;
- d. Patents, designs, algorithms, and other industrial property rights;
- e. Other intellectual and industrial property rights of every kind and nature throughout the universe and however designated (including logos, "rental" rights, and rights to remuneration), whether arising by operation of law, contract, license, or otherwise; and

- f. Registrations, initial applications, renewals, extensions, continuations, divisions, or reissues hereof now or hereafter in force (including any rights in any of the foregoing).

Esri shall have no rights to such Licensee Content other than the limited right to use such content for the purposes expressly set forth in Subsections 3.5.2 and 11.9 of this EEAP EA Addendum.

3.5.2 License to Licensee Content. During the term of the Activity Description, Licensee hereby grants to Esri and its affiliates permission to use Licensee Content to support the provision of Managed Services. Such permission shall include, but not be limited to, the grant of rights and license to manipulate, publish, distribute, and implement Licensee Content within the Managed Services Environment in any reasonable manner needed to support the provision of Managed Services.

ARTICLE 4—WARRANTIES AND DISCLAIMERS

4.1 Warranties

4.1.1 Esri will perform its obligation under this EEAP EA Addendum in a professional and workmanlike manner.

4.1.2 Esri warrants for a period of ninety (90) days after delivery of the services that the services will conform to professional and technical standards of the software industry.

4.1.3 During the term of the Managed Services as described in the Activity Description, Esri warrants that the Managed Services will conform to the scope, descriptions, and assumptions for Managed Services set forth at <http://www.esri.com/services/emcs/packages>. Licensee's exclusive remedy and Esri's entire liability for breach of the limited warranty set forth in this article shall be limited, at Esri's sole discretion, to

- a. Providing a correction or a workaround for the Managed Services, or
- b. Returning the Managed Services fees paid for up to three (3) months prior to Licensee's invocation of the limited warranty, provided Licensee ceases to use the Managed Services.

4.1.4 Esri warrants that the media upon which Training Materials is provided will be free from defects in materials and workmanship under normal use and service for a period of ninety (90) days from the date of receipt. Licensee's exclusive remedy and Esri's entire liability for breach of the limited warranties set forth in this Article 4.1.4 shall be limited, at Esri's sole discretion, to

- a. Replacement of any defective Training Materials;
- b. Repair, correction, or a workaround for Training Materials; or
- c. Return of the fees paid by Licensee for Training Materials that do not meet Esri's limited warranty, provided that Licensee uninstalls, removes, and destroys all copies of the Training Materials and executes and delivers evidence of such actions to Esri.

4.1.5 Licensee warrants that Licensee Content will not

- a. Infringe or misappropriate any third-party intellectual property rights or proprietary rights;
- b. Violate any third party's privacy rights or any applicable law; or
- c. Contain or transmit to a third party any software viruses; worms; time bombs; Trojan horses; or any other computer code, files, or programs designed to interrupt, destroy, or limit the functionality of any computer software, hardware, or telecommunications equipment.

Except as prohibited by applicable law, Licensee agrees to defend, indemnify, and hold Esri harmless from and against any claim, action, liability, or demand arising out of a breach of the foregoing warranties.

4.2 Data Disclaimer. Data may contain nonconformities, defects, errors, or omissions. Licensee should verify data accuracy before use. ALL DATA THAT ESRI PROVIDES IS "AS IS" WITHOUT WARRANTY OF ANY KIND.

4.3 General Disclaimer. EXCEPT FOR THE ABOVE EXPRESS LIMITED WARRANTIES, ESRI DISCLAIMS ALL OTHER WARRANTIES OF ANY KIND, EITHER EXPRESS OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, THE IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, SYSTEM INTEGRATION, AND NONINFRINGEMENT OF INTELLECTUAL PROPERTY RIGHTS. ESRI DOES NOT WARRANT AND DISCLAIMS THAT THE ESRI ENTERPRISE ADVANTAGE PROGRAM OR ANY WORK PRODUCT PROVIDED HEREUNDER WILL MEET LICENSEE'S NEEDS; THAT LICENSEE'S OPERATION OF THE SAME WILL BE UNINTERRUPTED, ERROR FREE, FAULT TOLERANT, OR FAIL-SAFE; OR THAT ALL NONCONFORMITIES CAN OR WILL BE CORRECTED. WORK PRODUCT IS NOT DESIGNED, MANUFACTURED, OR INTENDED FOR USE IN ENVIRONMENTS OR APPLICATIONS THAT MAY LEAD TO DEATH, PERSONAL INJURY, OR PHYSICAL PROPERTY/ENVIRONMENTAL DAMAGE. ANY SUCH USE SHALL BE AT LICENSEE'S OWN RISK AND COST.

4.4 Internet Disclaimer. LICENSEE EXPRESSLY ACKNOWLEDGES AND AGREES THAT THE INTERNET (INCLUDING, WITHOUT LIMITATION, THE WEB) IS A NETWORK OF PRIVATE AND PUBLIC NETWORKS, AND THAT

- a. THE INTERNET IS NOT A SECURE INFRASTRUCTURE;
- b. ESRI HAS NO CONTROL OVER THE INTERNET; AND
- c. ESRI IS NOT LIABLE FOR DAMAGES UNDER ANY THEORY OF LAW RELATED TO THE DISCONTINUANCE OF OPERATION OF ANY PORTION OF THE INTERNET OR POSSIBLE REGULATION OF THE INTERNET THAT MIGHT RESTRICT OR PROHIBIT THE OPERATION OF THE LICENSEE WEBSITE.

ARTICLE 5—LIMITATION OF LIABILITY

5.1 Disclaimer of Certain Types of Liability. ESRI IS NOT LIABLE TO LICENSEE FOR COSTS OF PROCUREMENT OF SUBSTITUTE GOODS OR SERVICES; LOST PROFITS, LOST SALES, OR BUSINESS EXPENDITURES; INVESTMENTS; BUSINESS COMMITMENTS; LOSS OF ANY GOODWILL; OR ANY INDIRECT, SPECIAL, INCIDENTAL, OR CONSEQUENTIAL DAMAGES ARISING OUT OF OR RELATED TO THIS EEAP EA ADDENDUM OR USE OF THE WORK PRODUCT, HOWEVER CAUSED ON ANY THEORY OF LIABILITY, WHETHER OR NOT ESRI HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGE. THESE LIMITATIONS SHALL APPLY NOTWITHSTANDING ANY FAILURE OF ESSENTIAL PURPOSE OF ANY LIMITED REMEDY.

5.2 General Limitation of Liability. ESRI'S TOTAL CUMULATIVE LIABILITY HEREUNDER FOR DIRECT DAMAGES SHALL IN NO EVENT EXCEED THE AMOUNT ACTUALLY PAID BY LICENSEE FOR THE ESRI ENTERPRISE ADVANTAGE PROGRAM.

5.3 Applicability of Disclaimers and Limitations. The parties agree that Esri has set its prices and entered into this EEAP EA Addendum in reliance on the disclaimers and limitations set forth herein, that the same reflect an allocation of risk between the parties, and that the same form an essential basis of the bargain between the parties. THESE LIMITATIONS APPLY NOTWITHSTANDING ANY FAILURE OF ESSENTIAL PURPOSE OF ANY LIMITED REMEDY.

ARTICLE 6—COMPENSATION

6.1 The fees for the initial term of this EEAP EA Addendum are included in the EA Fees. Fees for additional Learning and Services Credits or Technical Advisor Services will be invoiced upon receipt of Licensee's order. Licensee shall pay Esri within thirty (30) calendar days of receipt of invoice.

6.2 Pricing for annual program renewals and new or additional Esri service offerings will be in accordance with Esri's most current price schedule at the time of purchase or renewal.

6.3 For Esri travel-related expenses, Licensee may elect to do one of the following: (1) use Learning and Services Credits to pay for Esri travel-related expenses including Esri's standard handling fee or (2) request a separate invoice

for Esri's travel-related expenses including Esri's standard handling fee. Esri will invoice for all meals (excluding incidental expenses) on a per diem basis in accordance with the per diem rates specified on the government General Services Administration (GSA) website at <http://gsa.gov/>.

ARTICLE 7—TERM AND TERMINATION

7.1 Initial Term; Renewals. The Term of this EEAP EA Addendum shall run concurrent with the term of the EA. Prior to the end of the Term, Esri may provide Licensee with a quotation for a Renewal Period. If Licensee accepts the quote, the following terms will apply:

- a. Esri will submit an invoice to Licensee for the quoted annual Esri Enterprise Advantage Program price and Licensee will pay in accordance with Section 6.1 of this EEAP EA Addendum;
- b. This EEAP EA Addendum will automatically be extended for the Renewal Period; and
- c. The Learning and Services Credits remaining at the end of the initial Term or any subsequent Renewal Period will remain valid for use for a period not to exceed two (2) years following the initial purchase date.

7.2 Termination for Convenience. Licensee may terminate this EEAP EA Addendum without cause upon delivery of thirty (30) days' prior written notice or may simply choose not to renew the EEAP EA Addendum.

7.3 Termination for Cause by Licensee. Licensee may terminate this EEAP EA Addendum for Esri's material breach of its obligations under this EEAP EA Addendum upon thirty (30) days' prior written notice to Esri providing Esri the opportunity to cure. If termination is due solely to Esri's failure to perform a material term of this EEAP EA Addendum, Esri will refund a prorated share of amounts paid to Esri equal to the credits not used by Licensee.

7.4 Termination for Cause by Esri. Esri may terminate this EEAP EA Addendum for Licensee's material breach of its obligations under this EEAP EA Addendum upon thirty (30) days' prior written notice to Licensee providing Licensee the opportunity to cure. In such event, Esri is not obligated to refund any amounts paid for credits not used.

7.5 Survival. Upon termination or expiration of this EEAP EA Addendum

- a. The Technical Advisor, Annual Account Review, and Activity Description services will end as of the expiration or termination date;
- b. Unless either party terminates this EEAP EA Addendum for cause, Licensee may apply any unused Learning and Services Credits toward any consulting services support, training, premium support, or related travel expenses that are scheduled as of the termination or expiration date, provided that the Learning and Services Credits are used within three (3) months after the termination or expiration date. Any other unused Learning and Services Credits will expire thirty (30) days after the expiration or termination date; if Licensee renews the EEAP EA Addendum within this time period, any unused Learning and Services Credits will carry over for up to two (2) years from their purchase date, or termination of the EEAP EA Addendum, whichever comes first;
- c. Unless Esri terminates this EEAP EA Addendum for Licensee's breach, Licensee retains the right to use any Training Materials and Work Product.

ARTICLE 8—CONFIDENTIALITY OBLIGATIONS

8.1 Obligations Pertaining to PSS. It may be necessary for Esri or Licensee to disclose to the other party certain confidential information under this EEAP EA Addendum. Confidential information shall be designated by Disclosing Party in writing or orally and confirmed in writing within thirty (30) calendar days of disclosure as "Confidential," "Proprietary," "Trade Secret," or other similar term. Each party shall use the confidential information described above only for exchanging information needed to provide the PSS contemplated by this EEAP EA Addendum. Within sixty (60) days of termination of this EEAP EA Addendum, each party shall promptly return or destroy and provide a certification of destruction of the confidential information of the other party.

8.2 Obligations Pertaining to Training. Except as described in Section 8.4, Esri or Licensee may disclose to the other party certain confidential information under this EEAP EA Addendum. The disclosing party shall identify the information as confidential information at the time of disclosure. Each party shall use the confidential information described above only for exchanging information needed to provide the training contemplated by this EEAP EA

Addendum. Within fourteen (14) days of completion of the training, each party shall return or destroy and provide written notification of destruction of the other party's confidential information.

8.3 Obligations Pertaining to Work Product

8.3.1 Any Work Product provided to Licensee is deemed confidential information of Esri. Insofar as its rights may be legally restricted, Licensee agrees not to reverse engineer or decompile Work Product delivered in Secure Formats. For Work Product delivered in source code or other human-readable formats, Licensee will have met its obligations under this EEAP EA Addendum if its disclosure of Work Product is limited to such items in Secure Formats, provided that the means for reverse engineering, decompiling, or disassembling such Work Product is withheld from such disclosure, and the person or entity in receipt of such Work Product similarly agrees not to perform such acts or allow others to do so.

8.3.2 Except as provided in the preceding paragraph, Licensee shall not disclose the Work Product to employees or third parties without the advance written consent of Esri. However, Licensee may, without such consent, make such disclosures to employees to the extent reasonably required to allow Licensee to use the Software or Data in a manner authorized under applicable licenses.

8.3.3 The disclosures permitted under this section shall not relieve Licensee of its obligation to maintain the Work Product in confidence and comply with all applicable laws and regulations of the United States, including, without limitation, its export control laws. Furthermore, before disclosing all or any portion of the Work Product to employees or third parties as permitted in the preceding paragraph, Licensee shall inform such employees or third parties of the obligations in this EEAP EA Addendum and obtain their agreement to be bound by them.

8.4 Excluded Information. Licensee shall not provide to Esri or disclose to the instructor any data or information that is personally identified information (PII), including, but not limited to, Gramm-Leach-Bliley Act (GLBA)- or HIPAA-type data or information or critical infrastructure information (CII) from the US Department of Homeland Security. Notwithstanding anything in this Addendum to the contrary, Esri retains the right to refuse acceptance of any nonpublic personal information (NPI) or customer information regardless of the form of disclosure. Esri will only accept receipt of information from Licensee that comports with the exceptions set forth in Subsections 4(B) and 4(C)(ii) of Section 509 of the Gramm-Leach-Bliley Act (PL 106-102) (15 USC Section 6809) and implementing regulations thereof.

8.5 Other Exchange of Confidential Information. Any other exchange of confidential information between the parties shall require execution of a nondisclosure agreement signed between the parties separate from this EEAP EA Addendum.

8.6 Public Records. As a political subdivision of the State of Florida, Licensee is subject to Florida's Public Records Law, Chapter 119 of the Florida Statutes. Nothing in this Agreement shall require Licensee to act in violation of the Florida public records law, Chapter 119 of the Florida Statutes.

ARTICLE 9—PREMIUM SUPPORT SERVICES TERMS AND CONDITIONS

9.1 Application. Should Licensee choose to use Learning and Services Credits for PSS, the terms of this Article 9 shall also apply.

9.2 PSS Availability. Licensee may use Learning and Services Credits for PSS (annually) for any product covered under Esri's standard maintenance subscription, provided that Licensee is current on maintenance for applicable Esri Software. Esri shall provide PSS for the Term of the EEAP EA Addendum as further described at <http://support.esri.com/en/support/premium>.

9.3 Premium Support Description. PSS shall provide

- a. A designated TAM;
- b. The ability for LAC to submit Premium Support Reports or escalate standard technical support incidents to Premium Support Reports via telephone or the Esri My Support Portal twenty-four (24) hours per day, seven (7) days per week, three hundred sixty-five (365) days per year;

- c. Priority Incident Management; and
- d. Additional enhanced support and services, as described at <http://support.esri.com/en/support/premium>.

9.4 PSS Restrictions and Exclusions

9.4.1 Excluded Software. PSS is not available for third-party software. Esri is not responsible for errors attributable to third-party software used in conjunction with or built on Software.

9.4.2 English Language. All communications will be conducted in the English language except by agreement of both parties.

9.4.3 Acknowledgment. Licensee acknowledges and agrees that the report of an error or defect of any Software is not a guarantee that it can or will be corrected. At Esri's sole discretion, Software is corrected on a priority basis and is subject to release schedules determined by Esri.

9.4.4 Exceptions to PSS. The following are not covered by PSS:

- a. Any problem resulting from Licensee's misuse, improper use, unauthorized modification, or damage of the Software or Licensee's combining or merging the Software with any hardware or software not supplied or identified as compatible by Esri;
- b. Any problem resulting from third-party hardware or software;
- c. Errors in any version of the Software other than the officially supported version of Software; and
- d. Any support or implementation services, on-site or otherwise, including, but not limited to, those provided by Esri Professional Services or any third party.

ARTICLE 10—TRAINING TERMS AND CONDITIONS

10.1 Application. Should Licensee choose to use Learning and Services Credits for training or coaching services, the terms of this Article 10 shall also apply.

10.2 Training Descriptions. Esri offers instructor-led training and client coaching services in the use of Esri's Software as described below:

- a. Instructor-led training is offered online in a cloud-based environment, at a Licensee site, or at an Esri Learning Center. Course information, location, dates, number of maximum participants, and registration requirements can be found in the Esri Training catalog located at <http://training.esri.com>. Courses are conducted in close conformance with the course description outlined in the Esri Training catalog and are subject to change due to limitations or constraints including, but not limited to, technical capabilities and Licensee's needs.
- b. Client coaching services are available for Licensee to enhance the learning experience by providing extra time to review and practice course concepts with an instructor's on-site guidance.

10.3 Esri's Responsibilities. Esri will

- a. Provide the training in a manner consistent with the technical and professional standards of the industry.
- b. Provide an instructor qualified to conduct the course(s).
- c. Provide all necessary training materials for Student(s).
- d. Confirm class approximately ten (10) business days prior to the scheduled start date. For Licensee site and private classes, confirmation is dependent on receipt of the completed Licensee site training request form and intended method of payment.

10.4 Licensee's Obligations; Limitations

10.4.1 Licensee will

- a. Ensure that all Students have received confirmation from Esri to participate in an Esri training event. Unregistered student(s) will not be permitted to view or participate in an Online Classroom training event. Esri reserves the right to disconnect any Student who permits access to unregistered student(s).

- b. Confirm that all Students meet the minimum prerequisites for the applicable training event set forth on Esri's Training website.
- c. Submit registrations with a confirmed payment commitment at least seven (7) business days prior to the scheduled start date. Registrations submitted without payment commitment will not be guaranteed a reservation and will be added to a wait list pending payment confirmation. All wait list reservations are subject to availability.
- d. Submit to the Esri Training Event Assistant a list of the names and email addresses of Students that are to attend a Licensee site or private training event at least three (3) business days prior to the scheduled start date. Subject to compliance with Section 12.12 Export Control Regulations, any Student that is a resident of a US embargoed country or found on any of the various US Government Lists of Parties of Concern or Specially Designated Nationals lists will not be permitted to attend the training event.
- e. Be responsible for all Student travel arrangements. Esri is not responsible for losses from nonrefundable travel arrangements due to the denial of a Student's participation based on US government export regulation requirements, course scheduling changes, or cancellations.
- f. Complete and submit an Esri Licensee site training request form, if applicable, and ensure that the class environment adheres to the requirements for Esri Training as found online at <http://training.esri.com/gateway/index.cfm?fa=classroom.requirements>.
- g. Ensure that Student use of Training Materials provided by Esri complies with the terms of this EEAP EA Addendum.
- h. Assume full responsibility for Student attending training course(s) under this EEAP EA Addendum. Licensee agrees to indemnify Esri, its officers, directors, and employees for any and all claims, liabilities, and expenses (including reasonable legal fees) arising out of or based on any uncured material breach by Student of the terms and conditions of this EEAP EA Addendum.
- i. Ensure that Student does not use audio and/or video recording equipment within the classroom without prior written approval from Esri.

10.4.2 The Esri Mobile Lab option is available for domestic US Licensee site training events if Licensee does not have the required hardware to host a scheduled class. If the Esri Mobile Lab is used, Licensee will

- a. Immediately report any damage to the Esri Mobile Lab equipment to the Training Event Assistant upon receipt of the equipment.
- b. Keep the Esri Mobile Lab equipment in a secure, locked area between training event sessions.
- c. Ensure that only Students use the Esri Mobile Lab equipment.
- d. Be responsible for loss of, damage to, and/or theft of the Esri Mobile Lab equipment while in Licensee's possession.
- e. Warrant that it maintains sufficient insurance coverage obligations created by this EEAP EA Addendum and required by law.
- f. Allow the Esri instructor to check all Esri Mobile Lab equipment following the completion of training. Any damage to the Esri Mobile Lab equipment due to Student use, excluding normal wear and tear, will be brought to the attention of Licensee by written notice. Licensee hereby agrees to be financially responsible for any repair or replacement of equipment resulting from such damage.
- g. Make the Esri Mobile Lab equipment available for freight pickup upon the conclusion of the training event.

10.5 Student Registration and Training Event Change Policy

10.5.1 Individual Student Seats. Licensee will provide written notice to Esri's Customer Service department at service@esri.com of any Student transfer, cancellation, or substitution requests at least three (3) business days before the scheduled start date, subject to the following conditions:

- a. Multiple requests and any requests that occur without the three (3) business days' advance notice are subject to a fee, as determined by Esri.
- b. Cancellation of Student registrations that occur without the three (3) business days' advance notice is subject to the full training event fee.
- c. Substitute Students must be from the same organization as the Student being replaced.

10.5.2 Licensee Site/Private Class/Client Coaching Services (Training Event). Licensee will provide written notice to Esri's Customer Service department at service@esri.com of any training event reschedule, cancellation, or Student substitution requirements at least three (3) business days before the scheduled start date.

- a. Training event reschedules and cancellations that occur without the three (3) business days' advance notice are subject to the full training event fee. Licensee will be responsible for all of Esri's reasonable travel expenses and shipping costs (including Esri Mobile Lab), for all rescheduled or canceled training events.
- b. Student substitutions that occur without the three (3) business days' advance notice are subject to a fee. Substitute Students must be from the same organization as the student being replaced.

10.5.3 If cancellation of a training event is necessary due to force majeure as described in Article 12.5 below, the affected party is released in full from the three (3)-business-day notification requirement. The affected party will either reschedule or cancel the training without that affected party incurring any liability.

10.5.4 If Esri is unable to conduct the training on the scheduled date, Esri will notify Licensee at least three (3) business days before the scheduled start date.

10.6 Unless specifically authorized in writing by Esri, Licensee is not authorized to resell seat(s) to an Esri training event.

10.7 Indemnification. Esri will indemnify and hold harmless Licensee and each of its directors and officers (collectively, the "Indemnified Parties") from and against any and all damages, losses, liabilities, claims, judgments, and settlements, including all reasonable costs, expenses, and attorneys' fees, arising out of any action or claim for bodily injury, death, or property damage brought against any of the Indemnified Parties to the extent arising from any negligent act or omission or willful misconduct by Esri or its directors, officers, employees, or agents while engaged in or as a result of the training or coaching services provided by Esri pursuant to this EEAP EA Addendum while on Licensee's site.

ARTICLE 11—MANAGED SERVICES TERMS AND CONDITIONS

11.1 Documentation. The Activity Description must define the following:

- a. The Hosting term—This is the duration in which the Managed Services Environment is available to Licensee via HTTP or HTTPS access through the Internet. The Hosting term does not begin until setup and deployment of the data and application are complete.
- b. Targeted system availability—"System availability" means that Licensee and associated End Users are able to have external HTTP or HTTPS access to the application and associated data content through the Internet. Examples of supported levels of system availability are ninety-five percent (95%), ninety-nine percent (99%), and ninety-nine point nine percent (99.9%). Not all Managed Services offerings include a targeted system availability.
- c. Number of anticipated requests—A request is made by an End User through a client (e.g., desktop computer, web application, mobile device) and sent to the server(s) that is set up in the Managed Services Environment by Esri and performs computational tasks on behalf of End User. An example of a common request used in a GIS is a map request. A map request is made every time a user pans, zooms, or queries a map service.
- d. Amount of data storage—"Data storage" refers to the components required to retain digital data, which is to be used and consumed in Licensee GIS applications and/or Online Services, and
- e. The quote for the applicable price in terms of Learning and Services Credits.

The Data storage location may be defined in the Activity Description.

11.2 Requirements Planning. It is Licensee's responsibility to plan for and address with Esri changes to Licensee's requirements, such as the need for additional capacity, the update of an application or dataset, or increased level of system availability.

11.3 Licensee Content Licensing and Deployment Confirmation. Licensee is responsible for maintaining the appropriate licensing to the Licensee Content. Provision of Managed Services will be subject to Licensee's compliance of all relevant Esri and third-party licensing agreement terms, conditions, and arrangements. Licensee will confirm access to the Managed Services Environment within five (5) days of receiving notification from Esri that the Managed Services Environment and Licensee Content are accessible.

11.4 Risk of Loss. Risk of loss for all Licensee Content shall at all times remain with Licensee, and it is Licensee's sole responsibility to maintain regular backups of Licensee Content. Risk of loss for the Managed Services Environment shall at all times remain with Esri.

11.5 Protected Information. Prior to providing any Licensee Content under this EEAP EA Addendum, Licensee shall notify Esri if Licensee Content includes Protected Information.

11.6 Public Software. Licensee may not upload, use, process, modify, or combine any Open-Source Materials in a manner that requires Esri to (i) disclose or distribute in source code form; (ii) make available free of charge; or (iii) permit others to modify, without charge, any component of the Managed Services. "Open-Source Materials" means any software, documentation, or other material that contains or is derived (in whole or in part) from any software, documentation, or other material distributed as free or open source software or under other similar licensing or distribution models.

11.7 Monitoring. Licensee will provide information and/or other materials related to its Licensee Content as reasonably requested by Esri or its Hosting partner to verify Esri's and/or Licensee's compliance with this EEAP EA Addendum. Esri or its Hosting partner, as applicable, may browse, index, or otherwise monitor the external interfaces of any Licensee Content solely for the purpose of verifying compliance with this EEAP EA Addendum.

11.8 Prohibited Use. Licensee may not access or use Managed Services to do any of the following, which hereafter will collectively be referred to as "Prohibited Use":

- a. Spam, spoof, phishing, or transmit junk email or offensive or defamatory material;
- b. Stalk or make threats of physical harm;
- c. Store or transmit any software viruses; worms; time bombs; Trojan horses; or any other computer code, files, or programs designed to interrupt, destroy, or limit the functionality of any computer software, hardware, or telecommunications equipment;
- d. Violate any law;
- e. Infringe or misappropriate the rights of any third party;
- f. Process, store, or transmit any data, information, or technology that is controlled for export under the International Traffic in Arms (ITAR) regulations, is unclassified controlled technical information (UCTI) under DFARS 204.73, or is protected health information (PHI) under HIPAA; or
- g. Otherwise violate a material term of this EEAP EA Addendum.

11.9 Takedowns and Service Suspension. If Esri believes that any Licensee's use of the Managed Services constitutes a Prohibited Use or if Licensee Content violates the restrictions listed in Section 11.8, Esri will notify Licensee, request Licensee to stop the Prohibited Use, and may request that such Licensee Content be removed from Managed Services Environment or access to it be disabled. Esri may remove or disable access to any such Licensee Content without prior notice as permitted under applicable law or as required to comply with any judicial, regulatory, or other governmental order. Esri may also suspend Licensee's access to Managed Services Environment at any time

- a. For scheduled downtime to conduct maintenance or make modifications to Managed Service(s); or
- b. In the event of a threat or attack on Managed Service(s) (including a denial-of-service attack) or other event that may create a risk to the applicable part of Managed Services.

If feasible under these circumstances, Licensee will be notified of any service suspension beforehand and allowed reasonable opportunity to take remedial action. In the event that Esri removes Licensee Content or suspends access to Managed Services Environment without prior notice, Esri will provide prompt written notice to Licensee unless prohibited by law.

ARTICLE 12—GENERAL PROVISIONS

12.1 Relationship of the Parties. The parties hereto agree that each is an independent contractor with respect to this EEAP EA Addendum; that this EEAP EA Addendum does not constitute an agency, partnership, franchise, or joint venture; and that nothing herein contained is intended to constitute, nor shall it be construed to constitute, the parties as agents, partners, franchisor/franchisee, or co-venturers of each other. Except as expressly provided in this EEAP EA Addendum, neither party shall have any power or authority to act in the name or on behalf of the other party except with the prior express written consent of the other party.

12.2 Intellectual Property Rights Attribution. Licensee shall retain any copyright, patent, or trademark notices on all items licensed under this EEAP EA Addendum and shall take other necessary steps to protect Esri's or its licensor's intellectual property rights. Licensee shall not copy or distribute, or permit a third party to copy or distribute, any of Esri's Training Material(s).

12.3 No Implied Waivers. The failure of either party to enforce any provision of this EEAP EA Addendum shall not be deemed a waiver of the provisions or of the right of such party thereafter to enforce that or any other provision.

12.4 Severability. If any provision of this EEAP EA Addendum is determined to be invalid, illegal, or unenforceable, the parties agree the remaining provisions of this EEAP EA Addendum shall remain in full force if both the economic and legal substance of the transactions contemplated by this EEAP EA Addendum are not affected in any manner that is materially adverse to either party by severing the provision determined to be invalid, illegal, or unenforceable.

12.5 Force Majeure. If the performance of this EEAP EA Addendum, or any obligation except the making of payments, is prevented, restricted, or interfered with by reason of fire, flood, earthquake, explosion, or other casualty or accident; strikes or labor disputes; inability to procure or obtain delivery of parts, supplies, or power; war, terrorist act, cyber attack, or other violence; any law, order, proclamation, regulation, ordinance, demand, or requirement of any governmental agency; or any act or condition whatsoever beyond the reasonable control of the affected party, the party so affected, upon giving prompt notice to the other party, shall be excused from such performance to the extent of such prevention, restriction, or interference.

12.6 Applicable Laws. This EEAP EA Addendum shall be governed by and construed in accordance with the laws of the State of California without reference to conflict of laws principles.

12.7 Nonsolicitation of Contractor Personnel. Licensee shall not solicit for hire any Esri employee who is associated with efforts called for under this EEAP EA Addendum during the Term and for a period of one (1) year thereafter. In the event the foregoing provision is breached, Licensee shall pay Esri liquidated damages for recruiting and training costs equal to twelve (12) months of the employee's compensation plus any legal expenses associated with the enforcement of this provision.

12.8 Taxes. Services provided are quoted exclusive of all state, local, value-added, or other taxes, customs, or duties, or other charges (other than income taxes payable by Esri). In the event such taxes and/or charges become applicable to Esri's services, applications, or data, Licensee shall pay any such applicable tax upon receipt of written notice that such taxes are due.

12.9 UCC Inapplicability. Any services provided under this EEAP EA Addendum will not be governed by the Uniform Commercial Code (UCC) and will not be deemed "goods" within the definition of the UCC.

12.10 Assignment and Delegation. Esri may, in whole or in part, assign any of its rights or delegate any performance under this EEAP EA Addendum, provided that Esri shall remain responsible for the performance it delegates. This EEAP EA Addendum binds and benefits successors or assigns permitted under this Section 12.10.

12.11 Insurance. Each party shall, throughout the term of this EEAP EA Addendum, obtain and maintain at its own cost and expense from a qualified insurance company an appropriate commercial general liability (CGL) insurance policy, including coverage for products liability, naming the other party as an additional named insured. Such policy

shall provide protection against any and all claims, demands, and causes of action arising out of any error, omission, failure to perform, or defect, alleged or otherwise, of goods and services used in connection therewith or any use thereof. The amount of coverage shall be in the minimum amount of one million US dollars (US\$1,000,000).

12.12 Export Control Regulations. Licensee expressly acknowledges and agrees that Licensee shall not export, reexport, transfer, or release Software, Data, Online Services, or Documentation, in whole or in part, to

- a. Any US embargoed country (or to a national or resident of any US embargoed country);
- b. Any person on the US Treasury Department's list of Specially Designated Nationals;
- c. Any person or entity on the US Commerce Department's Denied Persons List, Entity List, or Unverified List; or
- d. Any person or entity where such export or reexport violates any US export control laws or regulations including, but not limited to, the terms of any export license or license exemption and any amendments and supplemental additions to US export laws as they may occur from time to time.

12.13 Headers. Headers are for convenience only and are not to be used in the interpretation of this EEAP EA Addendum.

All Licensee contact regarding the Esri Enterprise Advantage Program shall be through the point of contact identified below.

**Authorized EEAP Contact Information
(to be completed by Licensee)**

Contact: _____ Telephone: _____
Address: _____ Fax: _____
City, State, ZIP: _____ Email: _____

**Leon County
Board of County Commissioners**

Notes for Agenda Item #16

Leon County Board of County Commissioners

Cover Sheet for Agenda #16

October 27, 2015

To: Honorable Members of the Board

From: Mary Ann Lindley, Chairman of the Board

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

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator
Lead Staff/ Project Team:	Candice Wilson, Director of Human Resources Maggie Theriot, Assistant to the County Administrator

Fiscal Impact:

This item has no fiscal impact to the County.

Staff Recommendation:

- Option #1: Ratify annual performance reviews of County Administrator (Attachments #1 and #2), in accordance with Board Policy No. 11-6, "County Administrator Evaluation and Annual Reporting Process" (Attachment #3).
- Option #2: Accept the Chairman's recommendation of a 5% merit increase in addition to the COLA for the County Administrator.
- Option #3: Accept the Chairman's recommendation of a 5% merit increase in addition to the COLA for the County Attorney.

Report and Discussion

Background:

One of the first policies the County Administrator recommended to the Board for adoption upon his being appointed to the chief executive position in 2011, was Policy 11-6 "County Administrator Evaluation and Annual Reporting Process." This policy, which was approved unanimously by the Board, ensures that the annual performance evaluation process for the County Administrator is based upon professional standards of merit and is conducted in an open and transparent manner. This agenda item represents the fifth year the Board has conducted the County Administrator's evaluation utilizing this process.

On September 15, 2015, the Board adopted a revised Policy No 11-6 in order to allow additional time for Commissioners to review the Annual Report prior to evaluating the County Administrator. A change to the evaluation timeline was made providing Commissioners two weeks to review and take into consideration the Annual Report prior to evaluating the County Administrator. Reflective of the revised Policy, the Annual Report was distributed to the Board during the September 29, 2015 meeting (Attachment #4).

In the previous evaluations, the County Administrator has received the following performance rating averages, which represents the average of individual Commissioner evaluations based on a scale of 1 to 5 including the most recent 2015 average score of 4.95.

Review Year	Average Score
2011	4.88
2012	4.94
2013	4.91
2014	4.94
2015	4.95

Analysis:

The County Administrator was appointed by the Board in the summer of 2011 at the low point of the Great Recession. This was a time of unprecedented challenges to local governments with continuously decreasing revenues, correspondingly increasing needs, and a growing discontent among citizens with government in general. At his first meeting of July 12, 2011, the County Administrator addressed the Board and spoke of a "new model" for the new normal. This model necessitated an organizational transformation to place the Board of County Commissioners in the best position to realize its vision for this community amid the unprecedented challenges of that time and the slow economic recovery that would follow.

Under the direction of, and with the support of the County Commission, the County Administrator has since led a transformational organizational culture shift to become a model *people-focused, performance-driven* county government. Through these efforts, Leon County government continues to provide a stark contrast to what people may expect from government, and what they actually get from Leon County government; one which actively seeks their partnership on important issues impacting their daily lives and is committed to being a powerful incubator for innovation, a catalyst for progress, and a responsive, high quality service provider.

Over this period, while many local governments were “hunkering down” and waiting for better times ahead, Leon County did some of its best work ever. The County took on the tough public policy issues of the day and embraced bold initiatives for the future. During the darkest days of the recession, the County completed some of the largest scale capital projects ever undertaken in our community, initiated numerous programs which became national models, created an environment of employee excellence and a workplace of choice, ushered in a new era of citizen engagement and co-creation, launched innovation and collaborations like never before, and, as other local governments were crippled by economic forces, Leon County’s financial condition actually strengthened over this time.

In addition, during this time, the County Administrator provided balanced budgets to the Board of County Commissioners, which passed along considerable property tax savings to the community as our property values declined. These budgets advanced capital projects at a time when the costs were the most affordable to the taxpayer and the jobs were needed the most. Significantly, during this time, the County continued to provide high quality services and although economic conditions required the elimination of 83 positions, the County Administrator ensured that no layoffs occurred.

Since 2011, the County has increasingly been recognized as a leader on issues facing our community and a model county government for the state and the nation. Over this time, the County Administrator has been recognized as a leader, locally and statewide, including being named Leader of the Year (2013) in our community and being elected statewide by his peers to be the Florida Association of County Managers (FACM) President in 2015. More importantly, County employees and programs have been recognized as being among the nation’s best, receiving 11 National Association of Counties (NACO) national best practices awards in 2015 - more than in all previous years combined.

The County Administrator will continue to ensure that the Board of County Commissioners is well positioned to achieve their vision for the community and realize their highest expectations of the organization and its employees. Through continued expert policy guidance, operational improvements, strategic execution, and organizational culture enhancement, Leon County is poised to fulfill its responsibilities to our citizens now and into the foreseeable future and to continue to be a model 21st century local government.

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

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

The key areas encompass 39 rating categories that are rated on a scale of 1 to 5. In addition to the appropriately more subjective criteria County Commissioners use in the County Administrator's formal evaluation, the following is a snapshot of selected tangible results achieved under the County Administrator's leadership over this time organized in the following categories:

1. Priority policy analysis and project execution;
2. Key financial management metrics achieved;
3. On time, in budget capital project planning and implementation;
4. Major program improvements;
5. Citizen engagement enhancements;
6. Advancements in employee development and organizational effectiveness; and,
7. Industry and community leadership.

Priority Policy Analysis and Project Execution (*selected*)

- Developed proposed project plan and led staff effort to create and pass the **Penny Sales Tax Extension**, securing \$750 +/- million for infrastructure and economic development projects.
- Opened the Capital Cascades **Amphitheatre**; created concert series and STAGE committee.
- Renegotiated the **Fire Services Agreement** with the City, providing for a long-term 10-year agreement and with the single-family residential fire services fee cap not exceed a 15%.
- Developed long-term plan related to closure of **Solid Waste Facility**, operation of the Transfer Station, curbside collection services and the continued operation of the Rural Waste Service Centers. Additionally achieved 51% recycling rate exceeding state goal.
- Created the plan for Leon County's first **Urban Incubator** and negotiated agreement with Domi Ventures for the operation and community programming of Domi.
- Accomplished **Countywide Minimum Environmental Standards** and the Lake Protection Zone and stormwater standards.
- Restructured the **Tourist Development Tax** to support COCA, implementation of the 2014 Cultural Plan and have increased tourism related economic activity in Leon County to a record \$963 million annually.
- Established the **Domestic Partnership Registry**.

Key Financial Management Metrics Achieved (selected)

- Developed and recommended **Balanced Budgets** with no increases in the millage rate (*note one year exception).
- Achieved **Bond Upgrade “AA”** with stable outlook; and refinanced outstanding debt to save \$4.6 million, retiring \$30 million in outstanding principal.
- Sustained the **Lowest Net Budget** per capita, 2nd lowest county employees per 1,000 residents to comparable counties.
- Leveraged \$31 million in **Grants** with a leveraging ratio of 30 to 1.
- Increased County **Reserve Levels** in excess of policy requirements (averaged 30% of total budget).
- Reduced net 83 general revenue positions at a **Cost Savings of \$4.4 million without layoffs**.
- Through listening sessions with customers, cross-departmental action teams, and leveraging of technology realized **Cost Avoidance of \$12.9 million**.
- Restructured solid waste collection contract resulting in **\$72 per year savings** for subscribers or **\$1.8M community benefit**.
- Realized \$800,000 in **Utility Savings** and \$300,000 in **Fuel** through the County’s investment in sustainable systems.
- Developed financial strategies to eliminate **General Revenue Subsidy** for stormwater and transportation programs and reduce subsidy for solid waste programs.

On Time, In Budget Capital Project Planning and Implementation (selected)

- Oversaw the on-time and on-budget delivery of **Major Infrastructure Projects** totaling over \$570 million (FY11 through FY15, includes BP 2000) including Capital Circle and Cascades Park.
- Completed the **Timber Lake Flood Relief Project**, including the construction of a stormwater pond, a new park and welcome area for residents.
- Ensured essential **Public Safety** infrastructure and services were developed including: the construction of the Public Safety Complex; consolidation of dispatch functions; and relocation and integration of Animal Control. Created the Communication Dispatch Agency to oversee consolidated operations.
- Completed the **Mahan Drive** corridor renovation.
- Partnered in the redevelopment of **Gaines Street** enhancing sense of place.

- Enhanced **Parks and Open Space** through acquisition and development of amenities at the Fred George park and greenway; opening of Okeeheepkee Prairie Park; acquisition of the NE Park property; rehabilitation of boat landings and campgrounds; and hosting the annual Greenway Days.
- Expanded the **Library System**: Opened the Woodville and Lake Jackson Branch sites, constructed the Eastside Branch Library to LEED standards.
- Redeveloped the **Huntington Oaks** into the Lake Jackson Town Center through the sense of place initiative.
- Conducted the **Fairgrounds** Sense of Place study and sales tax extension project.
- Transformed the **Apalachee Regional Park** that now provides for millions in economic development through tourism drawing top regional and national talent.
- Creation of the **Lafayette gateway**.
- Completed five miles of **sidewalk**, bike lanes, and safety improvements along Deerlake Drive and Kinhega Drive.
- Completed **Buck Lake Road** improvements, including improved turn lanes, safety, stormwater, bike lanes, sidewalks and landscaping.
- Conducted re-write of Rural Land Use regulations in coordination with the **Keep It Rural** Coalition.
- Transformed the 50-year old Cooperative Extension building into the nation's first **Net-Zero** Certified government building.

Major Program Improvements (selected)

- Implemented Development Support & Environmental Management (DSEM) **Streamlined Permitting**, Project Manager; dual track review and approval process; electronic submittal and review of building permit applications; and the provision of afterhours and weekend building inspections.
- Implementation of the Abandoned **Property Registry**.
- Created and opened the **Design Studio** to assist the development community and add value to the review and approval process.
- Established the **Veteran Resource** Center.
- Development of a new funding method for **Primary and Mental Healthcare** service providers to maximize efficiency of funding allocated.
- Through partnership between County, City and United Way, created the **Kearney Center** for the homeless.
- Established the first **PACE** (Property Assessed Clean Energy) District in Florida and successfully won a State Supreme Court verdict to implement a commercial program.

- Created **Trailhassee** promoting the regional trail system.
- Creation of **Community Garden** program and execution of 15 County community gardens.

Citizen Engagement Enhancements (selected)

- Creation of the national award winning **Citizen Engagement** Series.
- Partnered with the Village Square in creation of the **Club of Honest Citizens**.
- Promoted sense of place by hosting **the Love of Leon + Tallahassee** community workshop featuring well-known author Peter Kageyama.
- Facilitated **Honor Flight** Tallahassee, which transported dozens of WWII veterans to Washington DC.
- Organized the annual **9/11 Day of Service** by organizing volunteers to transform a neighborhood in need.
- Honored local veterans through the annual **Operation Thank You** event recognizing those who served in Iraq, Vietnam, WWII, and Korean Wars.
- Convened hundreds of citizens for the bi-annual **Sustainable Communities Summit**.
- Trained nearly 2,000 citizens in CPR through the annual **Press the Chest** event; and hosted the annual Safety Fair.
- Overhauled the **County Website** with features like Your Checkbook; creation of Citizen's Connect, paperless bid process, and the launch of an all-new mobile app and social media.

Advancements in Employee Development and Organizational Effectiveness (selected)

- Led transformational **Organizational Culture** shift, reorganization, and created Leon LEADS as the structure to support and sustain people focused, performance driven culture.
- Created a new countywide **Strategic Planning** process that established a long-term plan to achieve the Board's vision through the identification of strategic priorities, carried out throughout the organization through 136 strategic initiatives.
- Ensured a continuous improvement process through stakeholder **Listening Sessions** hosted by each work area; and led **Cross-Departmental** review teams to create efficiencies, reduce current costs, and avoid future costs.
- Awarded 18 **National Awards** in 2014 and 2015 for best practices for the efficient and innovative provision of services to our community.

- Implemented **Staff Development** enhancements to develop organizational capacity and human capital at all levels through efforts such as: County sponsoring employees to participate in the Certified Public Manager program; hosting of quarterly Leadership Team staff meetings; providing monthly leadership learning activities, conducting monthly employee lunches with front line employees and the development and deployment of customer service training to all staff.
- Improved **Workplace Safety** through creation of a policy, workshops, and handbooks to address domestic and sexual violence and workplace safety.
- Implemented a pay for **Performance Plan** based on employee evaluations, providing for recognition of employees based on their performance.
- Created **Employee Recognition** program to reflect County core practices, with an emphasis on employee innovation.
- Initiated **Accreditation** of Public Works operations from the American Public Works Association.
- Created **Wellbeing Program** to enact healthy workplace initiatives including value-based benefit design, Wellness Works, routine lunch-and-learns, annual Wellbeing Fair, and the My Rewards program.
- Implemented **Customer Service** Training program for all employees.

Industry and Community Leadership (selected)

- Named 2013 **Leader of the Year** by Leadership Tallahassee.
- Elected statewide by peers as **President** of the Florida Association of County Managers (FACM) in 2015.
- **Chairman** of the 2014 Heart Walk, a fundraiser for the American Heart Association.
- Served on the **Board of Directors** of Leadership Florida.
- Serves on United Way of the Big Bend's **Board of Directors and Executive Committee**.
- Serves on the Florida State University Askew School of Public Administration & Policy **Advisory Board**
- **Presenter/Subject Matter Expert** for Florida Association of Counties Certified County Commissioner & Advanced County Commissioner Program.

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

The overall performance rating for the County Administrator for 2015 is a 4.95, out of a total possible rating of 5.00. Completed performance reviews by each individual Commissioner and his or her comments are included in Attachment #2.

The County Administrator's contract provides for a merit increase, in addition to any increase budgeted annually for general employees, to be considered annually by the Chairman for recommendation to the Board. In each of the last four years, the County Administrator has formally requested that he not be considered for this merit increase due to the current economic climate and to be consistent with the COLA provided to other County employees. This year, however, after consultation with the County Administrator, the Chairman recommends the County Administrator receive a 5% merit increase in addition to the COLA. Given the exceptional performance of the County Administrator, this prudent and justified merit increase equates to an additional 1% over the past five evaluation cycles. In addition, the County Administrator advises that he does not intend to exercise this provision of his contract on an annual basis, but will follow the judicious approach he has practiced in the past. This item requests the same merit increase be awarded for Fiscal Year 15/16 to the County Attorney.

Accordingly, Board ratification of the performance review for the County Administrator for the 2015 review period is requested.

Options:

1. Ratify annual performance reviews of County Administrator (Attachments #1 and #2), in accordance with Board Policy No. 11-6, "County Administrator Evaluation and Annual Reporting Process" (Attachment #3).
2. Accept the Chairman's recommendation of a 5% merit increase in addition to the COLA for the County Administrator.
3. Accept the Chairman's recommendation of a 5% merit increase in addition to the COLA for the County Attorney.
4. Do not ratify the annual performance reviews of the County Administrator.
5. Board direction.

Recommendation:

Option #1, #2, and #3.

Attachments:

1. Performance Review Summary and Overall Ratings
2. Individual Commissioner Performance Reviews of the County Administrator
3. Board Policy No 11-6, titled "County Administrator Evaluation and Annual Reporting Process" and Performance Evaluation Form
4. FY15 Annual Report



Leon County Board of County Commissioners
Performance Evaluation Results
for
County Administrator
October 1, 2014 to September 30, 2015

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

Commissioner	Average
Commissioner Maddox	4.95
Commissioner Proctor	4.97
Commissioner Lindley	5.00
Commissioner Dozier	5.00
Commissioner Sauls	5.00
Commissioner Dailey	5.00
Commissioner Desloge	4.74
Total for this evaluation period	4.95



Leon County Board of County Commissioners
Performance Evaluation

County Administrator
for

October 1, 2014 to September 30, 2015

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

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

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

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

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

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

- | | |
|-------------------------------------------------------------------------------------------------------------------|---|
| a. Implements Board action in accordance with the intent of the Board. | 5 |
| b. Supports the actions of the Board after a decision has been reached, both inside and outside the organization. | 5 |
| c. Enforces County policies. | 5 |
| d. Understands County's laws and ordinances. | 5 |
| e. Reviews ordinance and policy procedures periodically to suggest improvements to their effectiveness. | 5 |
| f. Professionally executes Board policies and programs through county workforce. | 5 |

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

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

- | | |
|------------------------------------------------------------------------------------------------------------|---|
| a. Provides the Board with reports concerning matters of importance to the County. | 5 |
| b. Reports are accurate, comprehensive and produced in a timely manner. | 5 |
| c. Prepares an agenda which reflects accurate and timely policy analysis and offers sound recommendations. | 5 |
| d. Promotes transparency in the documents and affairs of the County government. | 5 |

5. SUPERVISION	Performance Rating
-----------------------	---------------------------

- | | |
|-------------------------------------------------------------------------------------------------------|---|
| a. Employs a professional, knowledgeable staff. | 5 |
| b. Maintains a healthy and productive organizational culture. | 5 |
| c. Employees are recognized for best practices in the industry. | 5 |
| d. Employees have training and professional growth opportunities within the organization. | 5 |
| e. Encourages teamwork, innovation, and effective problem-solving among staff members. | 5 |
| f. Institutes in employees a culture that is focused on customer service and responsible stewardship. | 5 |

6. FISCAL MANAGEMENT	Performance Rating
-----------------------------	---------------------------

- | | |
|-------------------------------------------------------------------------------------------------------|---|
| a. Prepares a balanced budget to provide services at a level directed by the Board. | 5 |
| b. Makes the best possible use of available funds, to operate the County efficiently and effectively. | 5 |
| c. Prepares a budget which is well formatted. | 5 |
| d. Fiscal management reflects sound financial planning and controls. | 5 |
| e. Appropriately monitors and manages the fiscal activities of the organization. | 5 |

7. CITIZEN/COMMUNITY RELATIONS	Performance Rating
---------------------------------------	---------------------------

- | | |
|------------------------------------------------------------------------------------------------------------|---|
| a. Responsive to complaints from citizens. | 5 |
| b. Demonstrates a dedication to service to the community and its citizens. | 5 |
| c. Skillful with the news media, avoiding political positions and partisanship. | 5 |
| d. Actively engages citizens in programs, events and initiatives to encourage citizenship and co-creation. | 5 |
| e. Willing to meet with members of the community to discuss their concerns. | 5 |
| f. Engages with community partners on local initiatives. | 5 |
| g. Avoids unnecessary controversy. | 5 |
| h. Respected as a community leader. | 5 |

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

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

10. Other comments?

Performance Evaluation Results submitted by: Commissioner Dailey

Total Factors Rated: 39 / 39

Total All Points: 195

Average Rating: 5.00

Signature: Commissioner _____ Date _____

Signature: County Administrator _____ Date _____



Leon County Board of County Commissioners
Performance Evaluation

County Administrator
for

October 1, 2014 to September 30, 2015

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

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

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

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

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

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

- | | |
|-------------------------------------------------------------------------------------------------------------------|---|
| a. Implements Board action in accordance with the intent of the Board. | 5 |
| b. Supports the actions of the Board after a decision has been reached, both inside and outside the organization. | 5 |
| c. Enforces County policies. | 5 |
| d. Understands County's laws and ordinances. | 5 |
| e. Reviews ordinance and policy procedures periodically to suggest improvements to their effectiveness. | 4 |
| f. Professionally executes Board policies and programs through county workforce. | 5 |

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

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

- | | |
|------------------------------------------------------------------------------------------------------------|---|
| a. Provides the Board with reports concerning matters of importance to the County. | 4 |
| b. Reports are accurate, comprehensive and produced in a timely manner. | 4 |
| c. Prepares an agenda which reflects accurate and timely policy analysis and offers sound recommendations. | 5 |
| d. Promotes transparency in the documents and affairs of the County government. | 5 |

5. SUPERVISION	Performance Rating
-----------------------	---------------------------

- | | |
|-------------------------------------------------------------------------------------------------------|---|
| a. Employs a professional, knowledgeable staff. | 5 |
| b. Maintains a healthy and productive organizational culture. | 5 |
| c. Employees are recognized for best practices in the industry. | 5 |
| d. Employees have training and professional growth opportunities within the organization. | 5 |
| e. Encourages teamwork, innovation, and effective problem-solving among staff members. | 5 |
| f. Institutes in employees a culture that is focused on customer service and responsible stewardship. | 5 |

6. FISCAL MANAGEMENT	Performance Rating
-----------------------------	---------------------------

- | | |
|-------------------------------------------------------------------------------------------------------|---|
| a. Prepares a balanced budget to provide services at a level directed by the Board. | 5 |
| b. Makes the best possible use of available funds, to operate the County efficiently and effectively. | 4 |
| c. Prepares a budget which is well formatted. | 5 |
| d. Fiscal management reflects sound financial planning and controls. | 5 |
| e. Appropriately monitors and manages the fiscal activities of the organization. | 5 |

7. CITIZEN/COMMUNITY RELATIONS	Performance Rating
---------------------------------------	---------------------------

- | | |
|------------------------------------------------------------------------------------------------------------|---|
| a. Responsive to complaints from citizens. | 4 |
| b. Demonstrates a dedication to service to the community and its citizens. | 4 |
| c. Skillful with the news media, avoiding political positions and partisanship. | 5 |
| d. Actively engages citizens in programs, events and initiatives to encourage citizenship and co-creation. | 5 |
| e. Willing to meet with members of the community to discuss their concerns. | 5 |
| f. Engages with community partners on local initiatives. | 4 |
| g. Avoids unnecessary controversy. | 4 |
| h. Respected as a community leader. | 5 |

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

Without question, Vince insured the controversial Killlearn Lakes roundabout project, Bannerman Development and Bannerman Rd improvements were an overwhelming success. He worked with staff to set priorities, he delegated, motivated and celebrated the successful implementation of each. This is just one example of his extraordinary managerial skills. When you hire knowledgeable staff, provide them the tools for success, motivate and celebrate, success is assured. That's just one of the attributes that contributed to his election as president by the member counties of the Florida Association of County Managers.

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

Keeping the Commission informed timely on responses received from staff on their resolution or research on citizen complaints. At times we find the information has been available for days but just not shared with the commission. I understand the situation - the citizen's issue was resolved, but I personally like to follow up timely with the citizen after there's a resolution. It would be helpful to have a process in place that assured timely release from your office or direct delivery from staff to the Commission. If that's the only problem we have, we're in great shape. Thanks Vince

10. Other comments?

Leon County is truly fortunate to have Vince leading county government. When you look at the last ten years during the period when the economy tanked, Leon County had very few service reductions that were noticeable to the community - cutbacks yes, but through his extraordinary leadership and managerial skills, the highly knowledgeable, skilled employees he has amassed, reduction in staff was limited in most cases to positions already vacant and we still were able to deliver extraordinary and quality customer service. Further, we've had other counties contact our government for direction and how we have been able to cope without all the cutbacks/layoffs required by others. Through his leadership, fiscal prudence and professional skills he has been recognized by his peers by his election as the President of the Florida Association of County Administrators. It's been my privilege to work with Vince over the years.

Performance Evaluation Results submitted by: Commissioner Desloge

Total Factors Rated: 39 / 39

Total All Points: 185

Average Rating: 4.74

Signature: Commissioner _____ **Date** _____

Signature: County Administrator _____ **Date** _____



Leon County Board of County Commissioners
Performance Evaluation
County Administrator
for
October 1, 2014 to September 30, 2015

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

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

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

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

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

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

- | | |
|-------------------------------------------------------------------------------------------------------------------|---|
| a. Implements Board action in accordance with the intent of the Board. | 5 |
| b. Supports the actions of the Board after a decision has been reached, both inside and outside the organization. | 5 |
| c. Enforces County policies. | 5 |
| d. Understands County's laws and ordinances. | 5 |
| e. Reviews ordinance and policy procedures periodically to suggest improvements to their effectiveness. | 5 |
| f. Professionally executes Board policies and programs through county workforce. | 5 |

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

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

- | | |
|------------------------------------------------------------------------------------------------------------|---|
| a. Provides the Board with reports concerning matters of importance to the County. | 5 |
| b. Reports are accurate, comprehensive and produced in a timely manner. | 5 |
| c. Prepares an agenda which reflects accurate and timely policy analysis and offers sound recommendations. | 5 |
| d. Promotes transparency in the documents and affairs of the County government. | 5 |

5. SUPERVISION	Performance Rating
-----------------------	---------------------------

- | | |
|-------------------------------------------------------------------------------------------------------|---|
| a. Employs a professional, knowledgeable staff. | 5 |
| b. Maintains a healthy and productive organizational culture. | 5 |
| c. Employees are recognized for best practices in the industry. | 5 |
| d. Employees have training and professional growth opportunities within the organization. | 5 |
| e. Encourages teamwork, innovation, and effective problem-solving among staff members. | 5 |
| f. Institutes in employees a culture that is focused on customer service and responsible stewardship. | 5 |

6. FISCAL MANAGEMENT	Performance Rating
-----------------------------	---------------------------

- | | |
|-------------------------------------------------------------------------------------------------------|---|
| a. Prepares a balanced budget to provide services at a level directed by the Board. | 5 |
| b. Makes the best possible use of available funds, to operate the County efficiently and effectively. | 5 |
| c. Prepares a budget which is well formatted. | 5 |
| d. Fiscal management reflects sound financial planning and controls. | 5 |
| e. Appropriately monitors and manages the fiscal activities of the organization. | 5 |

7. CITIZEN/COMMUNITY RELATIONS	Performance Rating
---------------------------------------	---------------------------

- | | |
|------------------------------------------------------------------------------------------------------------|---|
| a. Responsive to complaints from citizens. | 5 |
| b. Demonstrates a dedication to service to the community and its citizens. | 5 |
| c. Skillful with the news media, avoiding political positions and partisanship. | 5 |
| d. Actively engages citizens in programs, events and initiatives to encourage citizenship and co-creation. | 5 |
| e. Willing to meet with members of the community to discuss their concerns. | 5 |
| f. Engages with community partners on local initiatives. | 5 |
| g. Avoids unnecessary controversy. | 5 |
| h. Respected as a community leader. | 5 |

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

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

County administrator Long has continued to demonstrate excellence in his field in and in his management of Leon County. I have particularly appreciated his help addressing issues associate it with other Boards commissioners are appointed to.

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

I believe this is the first evaluation that I have scored at the highest level. This is been an exceptional year, but the work is never finished and I expect we will see the same level of Innovacion and review of current policies next year as we did this year.

10. Other comments?

Performance Evaluation Results submitted by: Commissioner Dozier

Total Factors Rated: 39 / 39

Total All Points: 195

Average Rating: 5.00

Signature: Commissioner _____ **Date** _____

Signature: County Administrator _____ **Date** _____



Leon County Board of County Commissioners
Performance Evaluation

County Administrator
for

October 1, 2014 to September 30, 2015

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

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

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

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

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

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

- | | |
|-------------------------------------------------------------------------------------------------------------------|---|
| a. Implements Board action in accordance with the intent of the Board. | 5 |
| b. Supports the actions of the Board after a decision has been reached, both inside and outside the organization. | 5 |
| c. Enforces County policies. | 5 |
| d. Understands County's laws and ordinances. | 5 |
| e. Reviews ordinance and policy procedures periodically to suggest improvements to their effectiveness. | 5 |
| f. Professionally executes Board policies and programs through county workforce. | 5 |

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

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

- | | |
|------------------------------------------------------------------------------------------------------------|---|
| a. Provides the Board with reports concerning matters of importance to the County. | 5 |
| b. Reports are accurate, comprehensive and produced in a timely manner. | 5 |
| c. Prepares an agenda which reflects accurate and timely policy analysis and offers sound recommendations. | 5 |
| d. Promotes transparency in the documents and affairs of the County government. | 5 |

5. SUPERVISION	Performance Rating
-----------------------	---------------------------

- | | |
|-------------------------------------------------------------------------------------------------------|---|
| a. Employs a professional, knowledgeable staff. | 5 |
| b. Maintains a healthy and productive organizational culture. | 5 |
| c. Employees are recognized for best practices in the industry. | 5 |
| d. Employees have training and professional growth opportunities within the organization. | 5 |
| e. Encourages teamwork, innovation, and effective problem-solving among staff members. | 5 |
| f. Institutes in employees a culture that is focused on customer service and responsible stewardship. | 5 |

6. FISCAL MANAGEMENT	Performance Rating
-----------------------------	---------------------------

- | | |
|-------------------------------------------------------------------------------------------------------|---|
| a. Prepares a balanced budget to provide services at a level directed by the Board. | 5 |
| b. Makes the best possible use of available funds, to operate the County efficiently and effectively. | 5 |
| c. Prepares a budget which is well formatted. | 5 |
| d. Fiscal management reflects sound financial planning and controls. | 5 |
| e. Appropriately monitors and manages the fiscal activities of the organization. | 5 |

7. CITIZEN/COMMUNITY RELATIONS	Performance Rating
---------------------------------------	---------------------------

- | | |
|------------------------------------------------------------------------------------------------------------|---|
| a. Responsive to complaints from citizens. | 5 |
| b. Demonstrates a dedication to service to the community and its citizens. | 5 |
| c. Skillful with the news media, avoiding political positions and partisanship. | 5 |
| d. Actively engages citizens in programs, events and initiatives to encourage citizenship and co-creation. | 5 |
| e. Willing to meet with members of the community to discuss their concerns. | 5 |
| f. Engages with community partners on local initiatives. | 5 |
| g. Avoids unnecessary controversy. | 5 |
| h. Respected as a community leader. | 5 |

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

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

My special interest this year has been in Leon Works, a strategic initiative promoting middle-skills career training that depends for its success on buy-in from the schools and business community. Vince's standing and know-how among these community leaders sent a strong and immediate message of trust in our efforts. It really is not something the county could, or should do, alone and strong staff support has been vital.

More broadly, I appreciate how Vince "takes the heat out" of difficult issues, coming up with solutions, for example, by mitigating an increase in the fire-services fee by using some existing fund balances. This deflected a bigger financial blow to citizens for a fee established solely by the City, but paid in part by the County. Vince is already at work seeking alternatives to this not-quite-fair or sustainable fee distribution.

He continues to show a steady hand in dealing with undeniable difficulties at the Consolidated Dispatch Agency. His calm, knowledgeable approach sends a confidence-building message that every effort is being made to fix problems. This has been a major ordeal and sorrow this past year because lives have been lost, so unflinching acknowledgement of the problems by Vince as one of three on the CDA board has been critical to beginning to restore public confidence, and at times confidence of those of us on the BOCC.

We have wrestled with some testy issues in 2015, from rocky Bond Health Center management to Rural Waste stations closing, to poor Waste Pro service, to long-ranging Keep it Rural land protection changes to shortfalls in funding for emergency providers (i.e. Second Harvest and The Kearney Center), all issues that have been handled through Board agenda items that have been extremely well researched and offered options that make the best of difficult situations.

He stayed the course with the Board as we wrestled over stopping repairs on Natural Bridge due to citizen complaints, a step backwards that we probably shouldn't have taken, but which lead to more board certainty when we finally did approve the project going forward.

When I have had issues on intergovernmental boards, such as the CRTPA or CRA or Blueprint, I have often asked Vince for general advice so that I won't be making decisions in the vacuum of one board or another. I appreciated, for example, his thoughts from a government administrative level on the difference between contracting or year-at-a-time hiring for executive directors for boards governed by elected officials.

That the Leon County staff won 11 national awards speaks to (section 5 above) his concern with recognizing employees for best practices. His concern for the safety of employees is demonstrated in the new policy on workplace safety, particularly sexual and domestic violence, areas that around the country we know can be volatile.

Regarding citizen appreciation, a letter to the board regarding Vince's handling of a Lakeshore Drive stormwater problem speaks volumes when a citizen reported his amazement that Mr. Long called him on a Sunday to keep the man - then in N.C. for the summer -- informed about problem and solution underway. The letter said how "fortunate" we are to have Mr. Long... who is "obviously both a professional and caring, and really takes his work to heart."

That he has been named president-elect of the Florida Association of County Managers speaks highly of his regard statewide. Leon County is not the largest county in the state, but I do think our administrative leadership over the years, and long before my tenure on the board, has made us one of the most respected.

Finally, that in contrast to another branch of local government, our budget process laid out over a period of months and debated policy by policy, meant a final budget hearing that had no public comments and was adopted in less than five minutes because the work had been done early, the issues debated over months, and finally it was accomplished with no increase in millage rates, a popular but also responsible document.

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

Vince is one of those wonderfully effective leaders who has a genial, self-deprecating personality, and is great at story-telling to put people at ease and relate to them. But sometimes I've noticed that it kind of backfires to where some employees seem a little intimidated and hesitate to jump in with comments of their own -- comments that I know he honestly wants and needs to hear. Vince may not even be aware of this flip-side of his magnetic personality.

10. Other comments?

It's a pleasure working in such a professionally run organization that reflects high regard for customer service, efficiency with spending and a big commitment to raising the bar for citizens from all walks of life in the community.

Performance Evaluation Results submitted by: Commissioner Lindley

Total Factors Rated: 39 / 39

Total All Points: 195

Average Rating: 5.00

Signature: Commissioner _____ **Date** _____

Signature: County Administrator _____ **Date** _____



Leon County Board of County Commissioners
Performance Evaluation

County Administrator
for

October 1, 2014 to September 30, 2015

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

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

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

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

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

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

- | | |
|-------------------------------------------------------------------------------------------------------------------|---|
| a. Implements Board action in accordance with the intent of the Board. | 5 |
| b. Supports the actions of the Board after a decision has been reached, both inside and outside the organization. | 5 |
| c. Enforces County policies. | 5 |
| d. Understands County's laws and ordinances. | 5 |
| e. Reviews ordinance and policy procedures periodically to suggest improvements to their effectiveness. | 5 |
| f. Professionally executes Board policies and programs through county workforce. | 5 |

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

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

- | | |
|------------------------------------------------------------------------------------------------------------|---|
| a. Provides the Board with reports concerning matters of importance to the County. | 5 |
| b. Reports are accurate, comprehensive and produced in a timely manner. | 5 |
| c. Prepares an agenda which reflects accurate and timely policy analysis and offers sound recommendations. | 5 |
| d. Promotes transparency in the documents and affairs of the County government. | 5 |

5. SUPERVISION	Performance Rating
-----------------------	---------------------------

- | | |
|-------------------------------------------------------------------------------------------------------|---|
| a. Employs a professional, knowledgeable staff. | 5 |
| b. Maintains a healthy and productive organizational culture. | 4 |
| c. Employees are recognized for best practices in the industry. | 5 |
| d. Employees have training and professional growth opportunities within the organization. | 5 |
| e. Encourages teamwork, innovation, and effective problem-solving among staff members. | 5 |
| f. Institutes in employees a culture that is focused on customer service and responsible stewardship. | 5 |

6. FISCAL MANAGEMENT	Performance Rating
-----------------------------	---------------------------

- | | |
|-------------------------------------------------------------------------------------------------------|---|
| a. Prepares a balanced budget to provide services at a level directed by the Board. | 5 |
| b. Makes the best possible use of available funds, to operate the County efficiently and effectively. | 5 |
| c. Prepares a budget which is well formatted. | 5 |
| d. Fiscal management reflects sound financial planning and controls. | 5 |
| e. Appropriately monitors and manages the fiscal activities of the organization. | 5 |

7. CITIZEN/COMMUNITY RELATIONS	Performance Rating
---------------------------------------	---------------------------

- | | |
|------------------------------------------------------------------------------------------------------------|---|
| a. Responsive to complaints from citizens. | 5 |
| b. Demonstrates a dedication to service to the community and its citizens. | 5 |
| c. Skillful with the news media, avoiding political positions and partisanship. | 5 |
| d. Actively engages citizens in programs, events and initiatives to encourage citizenship and co-creation. | 5 |
| e. Willing to meet with members of the community to discuss their concerns. | 5 |
| f. Engages with community partners on local initiatives. | 5 |
| g. Avoids unnecessary controversy. | 5 |
| h. Respected as a community leader. | 5 |

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

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

The County Administrator always has time to answer questions and provide personal guidance on issues relating to citizen's needs and other areas of concern. He continually demonstrates his genuine and deep appreciation for Leon County through his personal sacrifices of time and energy.

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

10. Other comments?

Performance Evaluation Results submitted by: Commissioner Maddox

Total Factors Rated: 39 / 39

Total All Points: 193

Average Rating: 4.95

Signature: Commissioner _____ **Date** _____

Signature: County Administrator _____ **Date** _____



Leon County Board of County Commissioners
Performance Evaluation
County Administrator
for
October 1, 2014 to September 30, 2015

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

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

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

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

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

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

- | | |
|-------------------------------------------------------------------------------------------------------------------|---|
| a. Implements Board action in accordance with the intent of the Board. | 5 |
| b. Supports the actions of the Board after a decision has been reached, both inside and outside the organization. | 5 |
| c. Enforces County policies. | 5 |
| d. Understands County's laws and ordinances. | 5 |
| e. Reviews ordinance and policy procedures periodically to suggest improvements to their effectiveness. | 5 |
| f. Professionally executes Board policies and programs through county workforce. | 5 |

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

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

- | | |
|------------------------------------------------------------------------------------------------------------|---|
| a. Provides the Board with reports concerning matters of importance to the County. | 5 |
| b. Reports are accurate, comprehensive and produced in a timely manner. | 5 |
| c. Prepares an agenda which reflects accurate and timely policy analysis and offers sound recommendations. | 5 |
| d. Promotes transparency in the documents and affairs of the County government. | 5 |

5. SUPERVISION	Performance Rating
-----------------------	---------------------------

- | | |
|-------------------------------------------------------------------------------------------------------|---|
| a. Employs a professional, knowledgeable staff. | 5 |
| b. Maintains a healthy and productive organizational culture. | 4 |
| c. Employees are recognized for best practices in the industry. | 5 |
| d. Employees have training and professional growth opportunities within the organization. | 5 |
| e. Encourages teamwork, innovation, and effective problem-solving among staff members. | 5 |
| f. Institutes in employees a culture that is focused on customer service and responsible stewardship. | 5 |

6. FISCAL MANAGEMENT	Performance Rating
-----------------------------	---------------------------

- | | |
|-------------------------------------------------------------------------------------------------------|---|
| a. Prepares a balanced budget to provide services at a level directed by the Board. | 5 |
| b. Makes the best possible use of available funds, to operate the County efficiently and effectively. | 5 |
| c. Prepares a budget which is well formatted. | 5 |
| d. Fiscal management reflects sound financial planning and controls. | 5 |
| e. Appropriately monitors and manages the fiscal activities of the organization. | 5 |

7. CITIZEN/COMMUNITY RELATIONS	Performance Rating
---------------------------------------	---------------------------

- | | |
|------------------------------------------------------------------------------------------------------------|---|
| a. Responsive to complaints from citizens. | 5 |
| b. Demonstrates a dedication to service to the community and its citizens. | 5 |
| c. Skillful with the news media, avoiding political positions and partisanship. | 5 |
| d. Actively engages citizens in programs, events and initiatives to encourage citizenship and co-creation. | 5 |
| e. Willing to meet with members of the community to discuss their concerns. | 5 |
| f. Engages with community partners on local initiatives. | 5 |
| g. Avoids unnecessary controversy. | 5 |
| h. Respected as a community leader. | 5 |

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

He is thorough and prompt in responding to my inquiries. He is organized and he simply gets the work done.

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

The actual execution of contracts with Minority Business, especially blacks, needs vast improvement. The percentage of business does with African American business remains deplorable.

10. Other comments?

Performance Evaluation Results submitted by: Commissioner Proctor

Total Factors Rated: 39 / 39

Total All Points: 194

Average Rating: 4.97

Signature: Commissioner _____ **Date** _____

Signature: County Administrator _____ **Date** _____



Leon County Board of County Commissioners
Performance Evaluation
County Administrator
for
October 1, 2014 to September 30, 2015

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

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

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

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

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

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

- | | |
|-------------------------------------------------------------------------------------------------------------------|---|
| a. Implements Board action in accordance with the intent of the Board. | 5 |
| b. Supports the actions of the Board after a decision has been reached, both inside and outside the organization. | 5 |
| c. Enforces County policies. | 5 |
| d. Understands County's laws and ordinances. | 5 |
| e. Reviews ordinance and policy procedures periodically to suggest improvements to their effectiveness. | 5 |
| f. Professionally executes Board policies and programs through county workforce. | 5 |

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

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

- | | |
|------------------------------------------------------------------------------------------------------------|---|
| a. Provides the Board with reports concerning matters of importance to the County. | 5 |
| b. Reports are accurate, comprehensive and produced in a timely manner. | 5 |
| c. Prepares an agenda which reflects accurate and timely policy analysis and offers sound recommendations. | 5 |
| d. Promotes transparency in the documents and affairs of the County government. | 5 |

5. SUPERVISION	Performance Rating
-----------------------	---------------------------

- | | |
|-------------------------------------------------------------------------------------------------------|---|
| a. Employs a professional, knowledgeable staff. | 5 |
| b. Maintains a healthy and productive organizational culture. | 5 |
| c. Employees are recognized for best practices in the industry. | 5 |
| d. Employees have training and professional growth opportunities within the organization. | 5 |
| e. Encourages teamwork, innovation, and effective problem-solving among staff members. | 5 |
| f. Institutes in employees a culture that is focused on customer service and responsible stewardship. | 5 |

6. FISCAL MANAGEMENT	Performance Rating
-----------------------------	---------------------------

- | | |
|-------------------------------------------------------------------------------------------------------|---|
| a. Prepares a balanced budget to provide services at a level directed by the Board. | 5 |
| b. Makes the best possible use of available funds, to operate the County efficiently and effectively. | 5 |
| c. Prepares a budget which is well formatted. | 5 |
| d. Fiscal management reflects sound financial planning and controls. | 5 |
| e. Appropriately monitors and manages the fiscal activities of the organization. | 5 |

7. CITIZEN/COMMUNITY RELATIONS	Performance Rating
---------------------------------------	---------------------------

- | | |
|------------------------------------------------------------------------------------------------------------|---|
| a. Responsive to complaints from citizens. | 5 |
| b. Demonstrates a dedication to service to the community and its citizens. | 5 |
| c. Skillful with the news media, avoiding political positions and partisanship. | 5 |
| d. Actively engages citizens in programs, events and initiatives to encourage citizenship and co-creation. | 5 |
| e. Willing to meet with members of the community to discuss their concerns. | 5 |
| f. Engages with community partners on local initiatives. | 5 |
| g. Avoids unnecessary controversy. | 5 |
| h. Respected as a community leader. | 5 |

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

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

His constant updated information on issues and keeping me informed of same, not only in my District, but County wide.

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

I believe Vince does an excellent job in all areas. He is certainly a progressive Administrator, and well respected by our community and his peers.

10. Other comments?

I believe Vince Long is a great asset to Leon County government and to this community. We are lucky to have his expertise and good sense of humor.

Performance Evaluation Results submitted by: Commissioner Sauls

Total Factors Rated: 39 / 39

Total All Points: 195

Average Rating: 5.00

Signature: Commissioner _____ **Date** _____

Signature: County Administrator _____ **Date** _____

Board of County Commissioners Leon County, Florida

Policy No. 11 - 6

Title: County Administrator Performance Evaluation and Annual Reporting Process

Date Adopted: September 15, 2015

Effective Date: September 15, 2015

Reference: N/A

Policy Superseded: Policy No. 11-6, "County Administrator Performance Evaluation and Annual Reporting Process," adopted September 13, 2011; revised January 29, 2013; revised January 27, 2015

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

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

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

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

Annual Report

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

Performance Evaluation

5. An online process, by which each County Commissioners may complete and submit the County Administrator performance evaluation form, will be administered by Human Resources with MIS' technical support.
6. By no later than October 1 of each year, the Chairman will distribute the link to the online County Administrator performance evaluation form, included as part of this policy, to each of the Board members.
7. By no later than the Thursday following the first regularly scheduled meeting in October of each year, each individual Commissioner will complete and submit the County Administrator performance evaluation form. Each Commissioner is encouraged to meet with the County Administrator to discuss their individual evaluation.
8. The Chairman will review all of the evaluation forms and approve an appropriate merit percentage increase in accordance with the contract of the County Administrator.
9. The Human Resources Director will compile the individual evaluations into a summary document and prepare an agenda item containing the following: summary of evaluations, individual evaluations, and merit percentage increase.
10. The compilation of the County Administrator's evaluation will be presented at the second regularly scheduled meeting in October of each year for ratification by the Board of each Commissioner's individual evaluations and the merit percentage increase.

Revised September 15, 2015

Leon County Board of County Commissioners Performance Evaluation

County Administrator



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

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

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

EVALUATION PERIOD: _____ **TO:** _____

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

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

3.	POLICY EXECUTION	5	4	3	2	1
a.	Implements Board action in accordance with the intent of the Board.					
b.	Supports the actions of the Board after a decision has been reached, both inside and outside the organization.					
c.	Enforces County policies.					
d.	Understands County's laws and ordinances.					
e.	Reviews ordinance and policy procedures periodically to suggest improvements to their effectiveness.					
f.	Professionally executes Board policies and programs through county workforce.					

4.	REPORTING	5	4	3	2	1
a.	Provides the Board with reports concerning matters of importance to the County.					
b.	Reports are accurate, comprehensive and produced in a timely manner.					
c.	Prepares an agenda which reflects accurate and timely policy analysis and offers sound recommendations.					
d.	Promotes transparency in the documents and affairs of the County government.					

5.	SUPERVISION	5	4	3	2	1
a.	Employs a professional, knowledgeable staff.					
b.	Maintains a healthy and productive organizational culture.					
c.	Employees are recognized for best practices in the industry.					
d.	Employees have training and professional growth opportunities within the organization					
e.	Encourages teamwork, innovation, and effective problem-solving among the staff members.					
f.	Institutes in employees a culture that is focused on customer service and responsible stewardship.					

6.	FISCAL MANAGEMENT	5	4	3	2	1
a.	Prepares a balanced budget to provide services at a level directed by the Board.					
b.	Makes the best possible use of available funds, to operate the County efficiently and effectively.					
c.	Prepares a budget which is well formatted.					
d.	Fiscal management reflects sound financial planning and controls.					
e.	Appropriately monitors and manages the fiscal activities of the organization.					

7.	CITIZEN/COMMUNITY RELATIONS	5	4	3	2	1
a.	Responsive to complaints from citizens.	.				
b.	Demonstrates a dedication to service to the community and its citizens.					
c.	Skillful with the news media, avoiding political positions and partisanship.					
d.	Actively engages citizens in programs, events and initiatives to encourage citizenship and co-creation.					
e.	Willing to meet with members of the community to discuss their concerns.					
f.	Engages with community partners on local initiatives.					
g.	Avoids unnecessary controversy.					
h.	Respected as a community leader.					

Total All Points: _____ **Divide Total by:** 39 (# of categories) **Average:** _____

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

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

10. Other comments?

Signature: _____

Date: _____

2015

LEON COUNTY ANNUAL REPORT



PEOPLE FOCUSED. PERFORMANCE DRIVEN.



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Sunrise at Lake Jackson

LEON COUNTY STATISTICS

Population: **281,292**

34% unincorporated

66% within city limits

Area (Square Miles): **702**

Established: **1824**

Charter Date: **2002**

County Seat: **Tallahassee**

Median Household Income: **\$46,975**

Districting: **5 Single Districts / 2 At-Large**

Median Age: **30.4**

Source: Florida Research and Economic Information Database

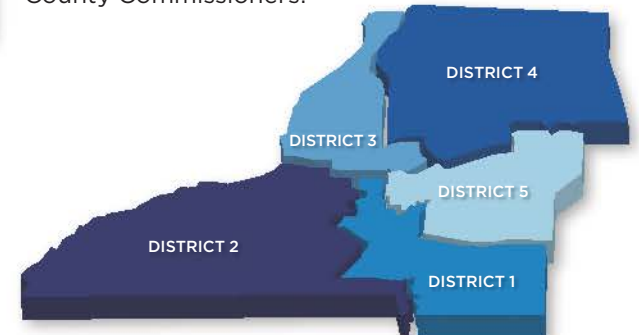


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ABOUT LEON COUNTY

Leon County was named after the Spanish explorer Juan Ponce de Leon. He was the first European to explore Florida in 1513 in search of the “Fountain of Youth” and named the state after the Spanish word for “flowery.”

Leon County is home to Florida’s capitol, Tallahassee, which was established in 1824. Legislative and executive offices, the State House, and Senate chambers are located here. As a political subdivision of the state, the County is guided by an elected, seven-member Board of County Commissioners.



Five members of the Board are elected to serve specific commission districts and two members are elected at-large. Leon County is a Council-Manager form of government, and the County Administrator is appointed by the Board to oversee all functions, directives and policies. Florida Statutes, Chapter 125, establishes the powers and duties of the County Commission and the County Administrator. As of November 12, 2002, Leon County is governed by a Home Rule Charter.

This document fulfills the annual reporting requirements of Chapter 125.74, Florida Statutes and Sec. 2-501(1), Leon County Administrative Code. 1,250 copies were printed for community distribution at a cost of \$8,247.09

Posted at 1:30 p.m. on October 19, 2015



LEON COUNTY BOARD OF COUNTY COMMISSIONERS



(From Left to Right) District 3 Commissioner John E. Dailey, District 2 Commissioner Jane G. Sauls, District 1 Commissioner Bill Proctor (Vice Chairman), At-Large Commissioner Mary Ann Lindley (Chairman), District 5 Commissioner Kristin Dozier, District 4 Commissioner Bryan Desloge, At-Large Commissioner Nick Maddox.

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.



LEON COUNTY ADMINISTRATOR

PEOPLE FOCUSED. PERFORMANCE DRIVEN.



Vincent S. Long

County Administrator
(850) 606-5300
LongV@LeonCountyFL.gov

The County Administrator is responsible for both ensuring the Board's legislative and policy directions are carried out and, as Chief Executive Officer, for ensuring the efficient and effective day-to-day operations of County government. Vince Long has worked for Leon County since 1995. He holds a Master of Public Administration from the Askew School of Public Administration and Policy at Florida State University and is a graduate of the Harvard University, JFK School of Government Institute for Senior Executives in State and Local Government. He is also a Credentialed Manager by the International City/County Managers Association (ICMA) and currently serves as President of the Florida Association of County Managers.

A member of the Board of Directors for Leadership Florida and the Board of Directors of the United Way of the Big Bend, Vince is a member of the Advisory Council and regular lecturer of the Askew School and serves on the faculty of the Florida Association of Counties' County Commissioner Certification Program.

MESSAGE FROM THE ADMINISTRATOR

2015 was another year of significant progress for Leon County toward realizing an ambitious vision for our community and setting the standard for performance, fiscal stewardship and best practices for local governments everywhere. We completed major infrastructure projects, launched bold policy initiatives, and enhanced efficiencies, created innovations, and improved service delivery to our citizens. Overall, from our operations and finances, to our core practices and organizational culture, we are stronger today than we were even a year ago.

Each year the County Administrator provides an Annual Report to the Board of County Commissioners which also serves as an important update to our community on our commitments to serve on behalf of and alongside our citizens. This was a year which continued to reflect the strong fiscal leadership of the Board of County Commissioners in balancing our community's needs with the resources of our citizens; as well as, the fiduciary stewardship and innovation of Leon County employees in maximizing efficiency, driving performance and delivering results for our community.

Here are just a few highlights from the Annual Report which demonstrate the dependability of the Board of County Commissioners and the dedication of the men and women of Leon County government in doing what we said we would do in 2015.

We said we would continue to be an effective leader and a reliable partner in growing and diversifying our local economy.

AND WE DID...

As we grew our tourism economy dramatically in 2015 and literally set the stage for becoming a premiere destination for entertainment, culture and sports tourism. From hosting regional running events at the Apalachee Regional Park to coordinating signature events like Word of South, we drew tens of thousands of visitors and saw a tourism economic impact of \$963 million. And we focused on developing talent right here when we celebrated the first year of Domi Station, which will create jobs and diversify our local economy for years to come.

We said we would continue to protect and enhance our unique quality of life so that people are safe, healthy and connected to their community.

AND WE DID...

As we expanded and improved our beautiful parks countywide, including the renovation of Miccosukee Community Park, where at the park dedication we recognized Trent McElroy and his heart of a warrior. Through a partnership between the County, City and United Way, we



Apalachee Regional Park Cross Country Trail



Miccosukee Community Park



The Pink Floyd Experience at the Capital City Amphitheater



The Kearney Center Grand Opening

created the Kearney Center for the homeless where we realized once again the heart of our community as we brought together critical service providers to help those in need. We also said we would complete the Kinhega roundabout before school started again, and we opened the road four days early. And throughout construction we promoted area businesses, because we know that when construction starts, business does not stop.

We said we would engage citizens not only as taxpayers, but as co-creators of our community.

AND WE DID...

As our citizens shaped the future of our community through their work on the sales tax extension. And when county employees joined community members to revitalize a neighborhood to commemorate 9/11, and at Operation Thank You, when we brought together the community to honor our Korean War Veterans at their memorial in Cascades Park. And through the Club of Honest Citizens (and so many other forums) when we invite our community to engage face to face with county officials on issues that matter most to them.

We also brought hundreds of citizens to the table with "Food For Us", our Sustainable Communities Summit, where we talked about local food issues and how we can grow our food economy. And at the same time, we launched our Library Seed Program and watched as thousands of library patrons checked out seed packets to start their own gardens with friends and family.

Among our many commitments to our citizens, we said we would continue to be a model local government which our citizens believe in and others benchmark against.

AND WE DID IN 2015...

By continuing to be good fiscal stewards during a slowly recovering economy. We refinanced the County's debt service, which will save \$585,000 over the next two years; we added funds for sidewalks and right-of-way maintenance; increased funding for social service agencies to address critical needs in our community; and reduced three positions funded by general revenue due to improved processes and consolidation of duties. And we realized these and other savings while keeping the millage rate unchanged.

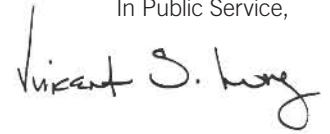
Leon County was also recognized with eleven national awards for best practices for the efficient and innovative provision of services to our community. Awards highlighted online technology, program delivery, and most of all, our commitment to serving our citizens.

In all the ways we touch the lives of our citizens each day, whether it's helping a veteran, teaching a child to read, building parks and greenways, or responding to the scene of an accident, we at Leon County not only do what we say we are going to do, but we do it putting people first and striving every day to set the standard in public service.

While we will continue to face the same challenges of communities and governments everywhere else, Leon County has proven to be a government that listens to the citizens we serve, solves our problems, and ensures that our community continues to be a place like nowhere else, as demonstrated through the pages of the 2015 Annual Report.



Operation Thank You: Honoring Our Korean War Veterans

In Public Service,

Vincent S. Long



OUR VALUE PROPOSITION

What You Get as a Taxpayer and a Stakeholder in our Community

Leon County Government leverages partnerships, embraces efficiency and innovation, and demands performance to the benefit of our taxpayers. We actively engage our citizens, not only as taxpayers, but as stakeholders and co-creators of our community – providing meaningful opportunities to capitalize on their talents in making important decisions and shaping our community for future generations.

HOW LEON COUNTY LEADS

Leon LEADS was instituted throughout Leon County Government over the course of Fiscal Year 2012. This approach resulted in the alignment of the Leon County Board of County Commissioners' Vision for the Leon County community, with Strategic Priorities that advance the County toward that Vision, and the County's optimized resources. As reflected in the graphic on the next page, Leon LEADS is a continuous process by which Leon County Government looks inward to strengthen what works and abandon what does not; looks outward to receive feedback from citizens and leverage partnerships; and adjusts as conditions change.

LEON LEADS

The first step, of what is now an ongoing process, was taken in December of 2011 when the Board identified its Vision Statement composed of four Strategic Priorities that support and advance that Vision, and organizational Values which form the basis for Leon County Government's "People Focused, Performance Driven" culture. The Board's Strategic Priorities are: Economy, Environment, Quality of Life and Governance.

To start, Leon County strategic planning teams conducted LEADS



Leadership Team Meeting

Review meetings in early 2012. Each LEADS Review meeting was a facilitated process, during which participants conducted a SWOT Analysis, identifying Strengths, Weaknesses, Opportunities and Threats, and responded to targeted, open-ended questions to identify opportunities for improvement. Each team then prepared a report, identifying workplace improvements and Strategic Initiatives, each of which supports and advances one or more of the Board's four Strategic Priorities.



Leadership Team Recognition

Staff then drafted their work areas' Strategic Plans, which identify the work area's Mission, Strategic Initiatives for which it has lead responsibility, and planned workplace improvements. The work areas' Strategic Plans, which set the broad course of action for the same two-year period as the Board's Strategic Plan, were approved by the Board in 2012.

This year, Cross Departmental Action Teams realized further improvements and cost savings from earlier LEADS Review meetings. The County consolidated driveway inspection duties, which will lead to a position reduction in FY 2016. Further consolidation efforts in the Office of Intervention and Detention Alternatives resulted in the colocation of operations, which further streamlined County functions. Also, due to the efficiency gains, the efforts resulted in the deletion of two more positions.

The Leon LEADS process enables Leon County to continue to be a model 21st century county government that is in a constant state of becoming the highest performing organization by conveying greater relevance and delivering more value in the many ways county government touches citizens.

Listens for Changing Needs
Engages Citizens and Employees
Aligns Key Strategic Processes
Delivers Results & Relevance
Strives for Continuous Improvement



I² AWARD: THE INNOVATOR & INSPIRATOR AWARD

Leon County is an organization that rewards its employees for innovative ideas, teamwork, strategic processes, efficiency and the ability to achieve positive results. Employee ideas are an integral part of innovation and inspiration. Leon County is committed not only to its citizens, but is equally committed to its employees as a part of its “People Focused, Performance Driven” culture.

The I² (Innovator/Inspirator) Award conveys the value Leon County Government places on employee-led improvements that result in increased efficiencies or that enhance and support the delivery of county services, which significantly contribute to reinforcing Leon County’s relevance in the community and our Core Practices in the workplace. Examples of such improvements include the following:

- The Department of Development Support and Environmental Management (DSEM) developed a cost savings program that saves Leon County residents a total of \$93,000 annually. Residents in unincorporated Leon County are required to have flood insurance. Upon their policy renewal, they are now eligible to receive a discount. Through Leon County’s work with the Federal Emergency Management Agency (FEMA), the voluntary program called the Community Rating System (CRS) makes the cost savings possible.
- The Solid Waste Management Division’s Waste Stream Tire Elimination program was recognized for maintaining the quality, quantity and timeliness of its service at a measurably reduced cost. The program identified that tires were inefficiently being processed in Leon County’s waste stream. By removing the tires before taking the waste to Waste Management, the County achieved significant savings.
- The Library, Management Information Services and Community and Media Relations came together to create the new LeRoy Collins Leon County Public Library Website and Facebook page. The program has increased web access and utilization, lead to increased use of the Library’s digital offerings as well as increased engagement on social media sites. In just a year and a half, the Library has gained more than 4,000 followers on Facebook because of the coordination and effort of the team.
- Leon County Public Works and the Planning Department collaborated to complete the Lafayette Street Gateway. The project improved pedestrian flow, accommodated business activity, provided a gateway entry into Cascades Park and created an aesthetically appealing shopping district.

The I² Award is a chance for employees to be recognized, and also an opportunity to inspire others to continue reinforcing Leon County’s Core Practices in the workplace while raising the public’s awareness of Leon County’s value to the community.





LIVING OUR CORE PRACTICES

OUR 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.

DEMONSTRATING HIGHEST STANDARDS OF PUBLIC SERVICE

	<p>Leon County continued to be nationally recognized for cost-effective, high-quality service to citizens and was presented with the “Best In Category” Achievement Award for 9/11 Day of Remembrance and Service and received ten additional Achievement Awards.</p>	 <p>Leon County received three Project Awards and one Lifetime Achievement Award.</p>		
 <p>Florida Association of Counties 2015 Calendar Photo Contest</p>	 <p>Building Operation Management magazine received the FMXcellence Award.</p>	 <p>Government Finance Officers Association Distinguished Budget Presentation Award</p>	 <p>Leon County received five Silver ADDY Awards and one Gold ADDY Award from the Tallahassee Chapter of the American Advertising Federation.</p>	 <p>Florida Public Relations Association's Judge's Award</p>
 <p>Reaccreditation Commission on Accreditation of Ambulance Services</p>	 <p>2015 Digital Counties Survey Award</p>	 <p>Cascades Park was selected for an APA Florida “Award of Excellence” in the Planning Projects category.</p>	 <p>Leon County was recognized as a Tree City, USA</p>	 <p>Leon County received four Savvy Awards and two Silver Circle Awards.</p>
 <p>StormReady certification by the National Weather Service</p>	 <p>FRPA Excellence award in Sport Tourism Award</p>	 <p>Lifeline EMS Silver Award</p>		



DELIVERING THE **WOW!** FACTOR IN CUSTOMER SERVICE

DEVELOPMENT SUPPORT AND ENVIRONMENTAL MANAGEMENT

“ I really appreciate your open mind and common sense approach to your job. I can assure you it is appreciated. Keep up the good work.”
- Elliot

VETERAN SERVICES

“ Words cannot express my gratitude. I simply can't thank your office enough. I could not have done this without your service. I don't believe in coincidences, and finding your office was not a coincidence.”
- Veteran Services client

OFFICE OF INTERVENTION AND DETENTION ALTERNATIVES

“ I wanted to make mention of what an OUTSTANDING employee that you have. Jeanette Gaskins was my Probation Officer until recently. I can honestly say that I have never been more impressed with any employee in my life.”
- Jeannie

ANIMAL CONTROL

“ It is rare today, in public service, to encounter public servants whom rise above the expectations of the citizens in regard to professional standards and conduct. Brendon Ocasio has a depth of knowledge and interpersonal skills, as well, evident pride in himself that is reflected in both his demeanor and uniform.”
- J.H.

EMERGENCY MEDICAL SERVICES

“ I cannot express enough gratitude for the 911 operator, Killearn-based fire department and EMTs, when you grumble about taxes, think about a 2-minute response time by...EMTs who ran repetitive EKGs, streaming them to the emergency department so that, when the door opened, the staff at CRMC was ready to go. My taxes helped save my life.”
- Steven

LIBRARY

“ Thanks for providing an exemplary service to Leon County. I especially like your Kindle book offerings and find loaning reading material so convenient.”
- Library patron

OFFICE OF SUSTAINABILITY

“ I just wanted to thank you for forwarding my e-mail about public composting systems to the County's Sustainability Program. Via that e-mail, we were introduced to and met with Tessa Schreiner, the County's new Recycling and Sustainability Manager. What a wonderful person to meet! And what a coup for the County to attract her as an employee!”
- Jody

ENGINEERING SERVICES

“ I can't thank you both enough for your concern, attention and understanding of my issues. I know I'm one of a lot of squeaky wheels, but you constantly give me 100% and I appreciate that. You have made this street such a wonderful street. From where we were 30 years ago, it's just hard to believe!”
- Scott

OPERATIONS

“ Having been in Public Works for over 35 years, I wanted to let you know I passed through a work zone on Williams Road this morning and wanted to compliment the flagman. It was obvious that he had received proper flagman training and was utilizing what he had been taught. In my experience this was always an area where employees tend to get lazy. This young man was doing a great job in protecting the site and traffic and I felt compelled to report this good job on his part.”
- Marvin

PARKS AND RECREATION

“ Hats off to Miccosukee Greenway maintenance crew for making a sweet ride even sweeter. Thank you.”
- Tallahassee Democrat reader

HOUSING SERVICES

“ Thank you for a memorable presentation! Your delivery was engaging, informative, and provided excellent examples to illustrate your key points.”
- Angela

PUBLIC WORKS

“ I thought it important that you know what a great job your folks [in Leon County] are doing. I have never once called in to report a problem that I wasn't greeted with courtesy and prompt response and resolution.”
- Leon County citizen

FACILITIES MANAGEMENT

“ I know it's hot outside and I noticed you painting that building across the street and making the view from the grocery store look nice with fresh paint. Thank you.”
- Bread and Roses Food Co-op

GEOGRAPHICAL INFORMATION SYSTEMS (GIS)

“ I just wanted to tell you what a pleasure it was working with Jason on getting a copy of an easement in my neighborhood. He tracked it down and got back to me ASAP! The service was not even a GIS resource. They could have easily sent me on to another person but instead focused on finding a solution. I know how tough it is working in customer service and just wanted to say thanks again.”
- Tom

FACILITIES & COMMUNITY AND MEDIA RELATIONS

“ I took note of the outstanding public service given by Leon County staff during the Veterans Day parade. My family and I were deeply impressed with their unending enthusiasm in trying and achieving the highest level of county service to ordinary residents.”
- Mr. & Ms. Parsons

WE BELIEVE IN

Demonstrating to our citizens that we are on their side, letting them know that they are the reason we exist and what they are getting for their tax dollars;

Producing bigger and better ideas to address the real issues facing our community;

Actively promoting transparency, accessibility, and openness in everything we do;

Engaging citizens in important decisions facing the community;

Tirelessly enhancing our community's livability, sustainability and economic competitiveness; and providing employees a structure which reinforces this as our organizational culture and employs and empowers them to help people.

WHAT WE VALUE

- Service
- Relevance
- Integrity
- Accountability
- Respect
- Collaboration
- Stewardship
- Performance
- Transparency
- Vision



STRATEGIC PLAN - FY 2012 - FY 2016

REPORTING RESULTS

The Leon County Board of County Commissioners' strategic planning process establishes a long-term plan to achieve a specific vision through the attainment of Strategic Priorities. The Board has established four Strategic Priorities (Economy, Environment, Quality of Life, and Governance) and 136 Strategic Initiatives that align with and advances one or more of those priorities. A status report regarding the progress made on each of the Strategic Initiatives is presented to the Board twice a year.

Status of the FY 2012 - FY 2016 Strategic Initiatives

Status	#
Complete	117 (86%)
Remain In Progress	19 (14%)
Total	136 (100%)

Projected to be completed by December 31, 2015 127 (93%)

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
 - (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)
- (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)

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)



STRATEGIC PLAN - FY 2012 - FY 2016

- (EN1, EN2) - Implement strategies to protect natural beauty and the environment, including: update 100-year floodplain data in GIS based on site-specific analysis received during the development review process (2012)
- Implement strategies which plan for environmentally sound growth in the Woodville Rural Community, including:
 - (EN1, Q5) - Bring central sewer to Woodville consistent with the Water and Sewer Master Plan, including consideration for funding through Sales Tax Extension (2012); and
 - (EN1, EN2, Q5) - Promote concentrated commercial development in Woodville (2012)
- Continue to work with regional partners to develop strategies to further reduce nitrogen load to Wakulla Springs, including:
 - (EN1, EC4) - Conduct workshop regarding Onsite Sewage Treatment and Disposal and Management Options report (2012); and
 - (EN1) - Extend central sewer or other effective wastewater treatment solutions to the Primary Springs Protection Zone area within Leon County (2013)
- Implement strategies to promote renewable energy and sustainable practices, including:
 - (EN4) - Complete construction of Leon County Cooperative Extension net-zero energy building (2012);
 - (EN2, EN3, EN4) - Pursue opportunities to fully implement a commercial and residential PACE program (2012);
 - (EN3, Q5, EC6) - Consider policy for supporting new and existing community gardens on County property and throughout the County (2012);
 - (EN3, Q5, EC6) - Expand the community gardens program (2013);
 - (EN4, G5) - Develop energy reduction master plan (2012); and
 - (EN4) - Further develop clean - green fleet initiatives, including compressed natural gas (rev. 2013)
- Develop and implement strategies for 75% recycling goal by 2020, including:
 - (EN4) - Evaluate Waste Composition Study (2012);
 - (EN4) - Identify alternative disposal options (2012);
 - (EN4) - Explore renewable energy opportunities at Solid Waste Management Facility (rev. 2013); and
 - (EN4) - Seek competitive solicitations for single stream curbside recycling and comprehensively reassess solid waste fees with goals of reducing costs and increasing recycling (2013)

Ongoing Support (Highlights) – Environment

- (EN1) - Develop and maintain County stormwater conveyance system, including enclosed systems, major drainage ways, stormwater facilities, and rights-of-way (2012)
- (EN1, EN3) - Provide Greenspace Reservation Area Credit Exchange (GRACE) (2012)
- (EN2) - Provide canopy road protections (2012)

- (EN1, EN4) - Provide Adopt-A-Tree program (2012)
- (EN1, EN3) - Provide hazardous waste collection (2012)
- (EN) - Provide water quality testing (2012)
- (EN1) - Implement the fertilizer ordinance (2012)
- (EN3) - Provide state landscaping and pesticide certifications (2012)
- (EN3) - Conduct Leon County Sustainable Communities Summit (2012)

Strategic Priority - Quality of Life

To be a provider of essential services in our continuous efforts to make Leon County a place where people are healthy, safe, and connected to their community. (Q)

- ▶ (Q1) - Maintain and enhance our recreational offerings associated with parks and greenway system for our families, visitors and residents. (rev. 2013)
- ▶ (Q2) - Provide essential public safety infrastructure and services which ensure the safety of the entire community. (2012)
- ▶ (Q3) - Maintain and further develop programs and partnerships necessary to support and promote a healthier community, including: access to health care and community-based human services. (rev. 2013)
- ▶ (Q4) - Enhance and support amenities that provide social offerings for residents and visitors of all ages. (rev. 2013)
- ▶ (Q5) - Create senses of place in our rural areas through programs, planning and infrastructure, phasing in appropriate areas to encourage connectedness. (2012)
- ▶ (Q6) - Support the preservation of strong neighborhoods through appropriate community planning, land use regulations, and high quality provision of services. (2012)
- ▶ (Q7) - Further create connectedness and livability through supporting human scale infrastructure and development, including: enhancing our multimodal districts. (2012)
- ▶ (Q8) - Maintain and enhance our educational and recreational offerings associated with our library system, inspiring a love of reading and lives of learning. (2013)
- ▶ (Q9) - Support the development of stormwater retention ponds that are aesthetically pleasing to the public and located in a manner that protects strong neighborhoods. (2013)

Strategic Initiatives - Quality of Life

- Implement strategies through the library system which enhance education and address the general public's information needs, including:
 - (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)
- (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)
- (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 "Trailahassee" 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)



STRATEGIC PLAN - FY 2012 - FY 2016

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)

Strategic Priority – Governance

To be a model local government which our citizens trust and to which other local governments aspire. (G)

- ▶ (G1) - Sustain a culture of transparency, accessibility, accountability, civility, and the highest standards of public service. (rev. 2013)

- ▶ (G2) - Sustain a culture of performance, and deliver effective, efficient services that exceed expectations and demonstrate value. (2012)
- ▶ (G3) - Sustain a culture that respects, engages, and empowers citizens in important decisions facing the community. (2012)
- ▶ (G4) - Retain and attract a highly skilled, diverse and innovative County workforce, which exemplifies the County's Core Practices. (2012)
- ▶ (G5) - Exercise responsible stewardship of County resources, sound financial management, and ensure that the provision of services and community enhancements are done in a fair and equitable manner. (2012)

Strategic Initiatives – Governance

- Implement strategies which promote access, transparency, and accountability, including:
 - (G1) - Explore providing On Demand – Get Local videos (2012);
 - (G1) - Explore posting URL on County vehicles (2012);
 - (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)

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)



LEON COUNTY ATTORNEY



Herbert W. A. Thiele

County Attorney
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ThieleH@LeonCountyFL.gov

Herb Thiele was selected by the Board in 1990 to create the County's first in-house legal department and has served Leon County for over twenty-five years. Under Thiele's leadership, the office continues to remain small but extremely efficient, with only 5 lawyers handling the legal affairs of Leon County, Florida.

In addition to being active in several state and national organizations that serve local government lawyers and advance the interests of local government law, Thiele has presented lectures or published articles on many local government law topics, including the Sunshine Law, the Open Records Law, and the Honest Services Act and Ethics. He serves on the Board of Directors for both the Florida Association of Counties Foundation and the International Municipal Lawyers Association, and will be installed as President of IMLA in October 2015.

Thiele leads a team of skilled professionals who provide high-quality, timely and cost-effective legal representation to the Board and other officials of Leon County.

SERVING THE LEGAL NEEDS OF LEON COUNTY GOVERNMENT

Legal matters from this past year that are of particular note include the following:

- *2015 Fire Rescue Services Assessment* – Provided legal support in bringing this matter to the Board for consideration, including preparing the various resolutions necessary to adopt the fire rescue services assessment and amending the Interlocal Agreement to adopt the rate study.
- *2020 Local Government One-Cent Infrastructure Surtax Extension* – Prepared the referendum ordinance, subsequently approved by the Board, thereby placing this issue on the November 4, 2014 ballot. Once the Leon County voters approved the extension of this surtax, we were able to begin working with the City and drafted the necessary Interlocal Agreements to provide for funding and construction of the additional 29 Blueprint 2020 Infrastructure Projects, Economic Development Programs, and Liveable Infrastructure For Everyone (L.I.F.E.) Projects.
- *Joseph A. Childs, Jr. and Lori Owen v. City of Tallahassee and Leon County, Florida – Fire Rescue Services Special Assessment* – This class action lawsuit challenges the validity of Leon County's fire rescue services assessment and the City's ability to collect same via utility bills. Plaintiffs' Third Amended Complaint was served on Leon County on July 29, 2013, and the County Attorney's Office continues to work with the City Attorney's Office in the defense of this matter. On July 7, 2015, a hearing on class certification was held. The Court is required to first determine the appropriateness of the class, before the parties go to trial on the merits of the claims related to the constitutionality of the fire rescue services assessment. We are awaiting the Court's decision on the class certification.
- *Thelma Crump and Keep it Rural Coalition vs. Leon County and William Glen Brown* – Provided legal support throughout

this matter, which began in May 2014, with a challenge to the Development Support and Environmental Management's preliminary approval of a gas station / convenience store near the intersection of Crump Road and Miccosukee Road. The parties entered into mediation and subsequently a Settlement and Forbearance Agreement, which required the County to consider and adopt amendments to the Land Development Code and the Comprehensive Plan. In 2015, the Board amended the Land Development Code to specifically prohibit gasoline service stations, fuel oil dealers, and liquefied petroleum gas dealers on all property designated "Rural." Subsequently, the Board also adopted amendments to the Comprehensive Plan Rural FLU designed to protect and enhance rural areas, allowing agriculture, silviculture, and natural resource-based uses while continuing to note that residential development is limited to one dwelling unit per 10 acres.

- *Horseshoe Plantation Restoration Agreement* – Our office worked with Development Support and Environmental Management staff to negotiate and enforce a Restoration Agreement to restore several acres of wetlands that were destroyed by a property owner. After several months of negotiation, an Agreement was reached and litigation was avoided.
- *Engelhard/BASF Facility* – Significant nutrient contamination coming from the BASF facility near Attapulcus, Georgia, flows into Lake Talquin. County staff worked with representatives of the United States Environmental Protection Agency to address Leon County's efforts to resolve the pollution; the EPA invoked jurisdiction over the BASF permit, removing the matter from the Georgia EPD's jurisdiction. This action was appealed by the Georgia EPD and BASF, and in order to be a participant in the decision-making process, Leon County has joined the appeal in support of the EPA. We are currently awaiting a hearing date. In the meantime, Leon County has worked with the Florida DEP



COUNTY ATTORNEY OFFICE HIGHLIGHTS

regarding its newly adopted nutrient standards to assure that Lake Talquin remains on the State's Impaired Waterbodies List, and is now also working with DEP and the EPA in developing a nutrient loading limitation (TMDL) for Lake Talquin.

- *Wakulla Springs Basin Management Action Plan (BMAP)* – Coordinated County involvement in regional water quality initiative focused on reducing nitrate pollution to Wakulla Springs, and provided legal support during agency and stakeholder meetings that will result in significant policy formulation with long term impacts on capital expenditures and development patterns throughout the region. Resolution of the BMAP is still pending, with a further public hearing by the Department of Environmental Protection scheduled for August 31, 2015.
- *Kinhega Roundabout (Beech Ridge Trail Extension Project)* – Provided all legal support in assisting with acquisition of common area parcel owned by Killlearn Lakes HOA, including research and determination of how best to proceed to acquire HOA ownership interest and easement interests of all 4,200 HOA members and direct negotiation with HOA attorney to resolve the acquisition without need for a lawsuit. By negotiating settlement to avoid lawsuit, the project was able to be timely constructed during 2015 summer school break rather than delaying a full year until summer of 2016.
- *Gita Pitter Dam Removal in Killlearn Lakes* – Provided legal support to Public Works and Real Estate staff in this public/private partnership to alleviate flooding in Killlearn Lakes.
- *Reynolds v. Leon County Energy Improvement District (PACE)* – Continue to represent Leon County before the Court in a bond validation challenge by a private citizen to the issuance of up to \$200,000,000 in revenue bonds by the Leon County Energy Improvement District to implement the County's Commercial



Did You Know

The County Attorney's Office worked with outside counsel and County staff regarding the adverse economic effects Leon County experienced as a result of the Deepwater Horizon oil spill in 2010. On July 7, 2015, the Board of County Commissioners approved Resolution No. 15-23, "accepting a full and final settlement of all claims against BP and others resulting from the Deepwater Horizon Oil Spill..." Leon County's share of the settlement proceeds is \$951,342, less fees and costs.

PACE Program. This matter has progressed from the Circuit Court to the Supreme Court, where the County Attorney's Office was successful in having counsel for the Appellant disqualified; and subsequently, oral arguments on the merits of the case were made in February 2015. A decision from the Court is pending.

- *Leon County v. Moragne; Leon County v. Gilmore* – In February 2015, Leon County filed Petitions for Orders to Assume Custody of Neglected, Mistreated, or Cruelly Treated Animals to gain custody of over a dozen severely neglected horses. Most of the horses were permanently removed from the Defendants' custody and placed in foster care, and the Defendants were ordered to reimburse the County for costs incurred for the horses' care.
- *Brian Trent vs. Leon County Animal Control* – Plaintiff filed an Amended Complaint that alleges Leon County Animal Control was negligent in its handling and transporting of the plaintiff's two dogs and as a result is the cause of the death of the two animals. The County filed its Answer and Affirmative Defenses to the Amended Complaint on August 10, 2015. This matter will be before the Honorable Angela C. Dempsey.

Christopher M. Jenson v. Leon County, Florida . . . Sentinel Offender Services, LLC, et al. – Plaintiff asserts various federal and state law claims, and among other things, alleges that as a result of utilizing faulty equipment provided by Defendant, Sentinel, he was falsely arrested, falsely imprisoned, and maliciously prosecuted. Sentinel provides GPS electronic monitoring services pursuant an Agreement with Leon County. This matter is in its early discovery stages.

- *Tactical Medical Program* – Worked closely with the Division of Emergency Medical Services and the Leon County Sheriff's Office to create the Tactical Medical Program Agreement. The Program provides specialized pre-hospital emergency medical support to the Sheriff's Special Weapons and Tactics Team (SWAT) during tactical operations, and the Agreement between the parties created the foundation of how the program would be established, operated and organized.





PROVIDING SERVICE 24 HOURS A DAY, 7 DAYS A WEEK





LIVING OUR "PEOPLE FOCUSED, PERFORMANCE DRIVEN" CULTURE

A CORE PRACTICE OF LEON COUNTY GOVERNMENT

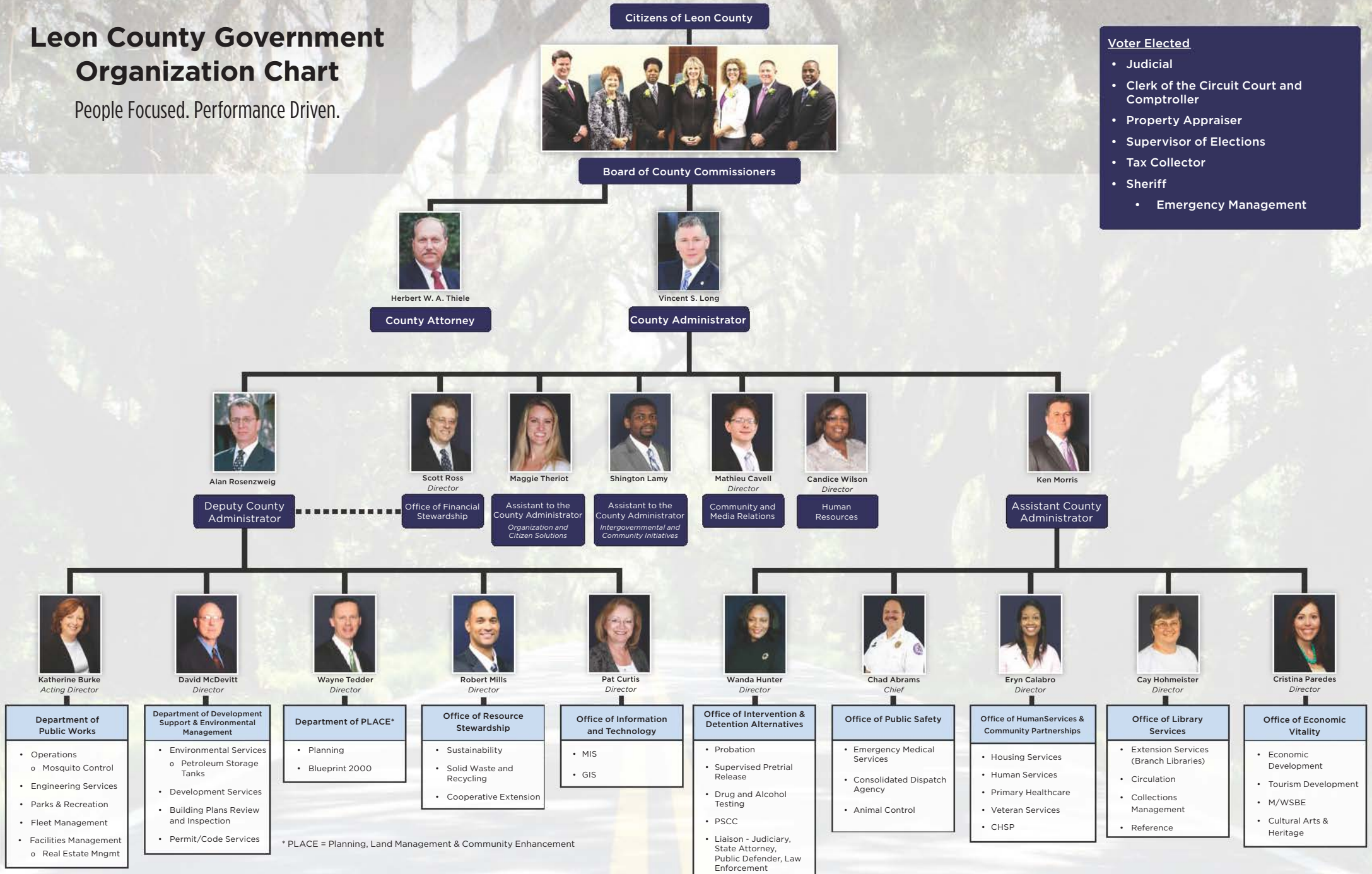




DEMONSTRATING HIGHEST STANDARDS OF PUBLIC SERVICE

Leon County Government Organization Chart

People Focused. Performance Driven.



- Voter Elected**
- Judicial
 - Clerk of the Circuit Court and Comptroller
 - Property Appraiser
 - Supervisor of Elections
 - Tax Collector
 - Sheriff
 - Emergency Management

- Department of Public Works**
- Operations
 - o Mosquito Control
 - Engineering Services
 - Parks & Recreation
 - Fleet Management
 - Facilities Management
 - o Real Estate Mngmt

- Department of Development Support & Environmental Management**
- Environmental Services
 - o Petroleum Storage Tanks
 - Development Services
 - Building Plans Review and Inspection
 - Permit/Code Services

- Department of PLACE***
- Planning
 - Blueprint 2000

- Office of Resource Stewardship**
- Sustainability
 - Solid Waste and Recycling
 - Cooperative Extension

- Office of Information and Technology**
- MIS
 - GIS

- Office of Intervention & Detention Alternatives**
- Probation
 - Supervised Pretrial Release
 - Drug and Alcohol Testing
 - PSCC
 - Liaison - Judiciary, State Attorney, Public Defender, Law Enforcement

- Office of Public Safety**
- Emergency Medical Services
 - Consolidated Dispatch Agency
 - Animal Control

- Office of Human Services & Community Partnerships**
- Housing Services
 - Human Services
 - Primary Healthcare
 - Veteran Services
 - CHSP

- Office of Library Services**
- Extension Services (Branch Libraries)
 - Circulation
 - Collections Management
 - Reference

- Office of Economic Vitality**
- Economic Development
 - Tourism Development
 - M/WSBE
 - Cultural Arts & Heritage

* PLACE = Planning, Land Management & Community Enhancement



COUNTY ADMINISTRATION

ALIGNING BOARD PRIORITIES WITH OPTIMIZED RESOURCES

PEOPLE FOCUSED. PERFORMANCE DRIVEN.

Mission Statement

To provide leadership and direction to County staff, to facilitate the implementation of Board priorities and policies, and to manage the operation of County functions to ensure the delivery of cost effective, customer responsive public services within the bounds of available resources.

Strategic Initiatives/Support Highlights

Quality of Life

- Provided comprehensive organizational leadership of Leon County Government while continuing the people focused, performance driven culture.
- Provided vision and clear direction through representation on the Consolidated Dispatch Agency (CDA) board including an in-depth evaluation of the CDA communication system and day-to-day operations.

Governance

- Facilitated the Board retreat, resulting in an updated FY 2012 - FY 2016 Leon County Strategic Plan, which assured staff has clear direction as to the execution of the County Priorities.
- Continued to involve citizens as stakeholders in the community by hosting the Citizens Engagement Series, initiating of the Club of Honest Citizens, and facilitating Leon County Citizen Committees including the Sales Tax Committee.
- Instituted an organizational realignment to address succession management, talent retention and recruitment, and diversity.

Contact Us

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PROVIDING FISCAL, STRATEGIC & OPERATIONAL LEADERSHIP

- During FY2015 Leon County exercised sound fiscal stewardship even during the slow economic recovery.
 - » The international ratings agency Fitch continued to provide Leon County with an "AA" bond rating. According to Fitch, Leon County's "financial profile is characterized by prudent, forward-looking budgeting, high reserve levels, and strong liquidity."
 - » Developed a proposed balanced budget without raising the property tax rate.
 - » Refinanced outstanding debt by leveraging the favorable conditions of the current financial markets to save \$299,958 in FY16 and \$585,711 over the two year life of the refinancing.
 - » Realized \$800,000 in utility savings through the County's investment in energy efficient systems.
 - » Implemented a pay for performance plan based on employee evaluations, providing for recognition of employees based on their performance.
- Engaged citizens as stakeholders in their County government by:
 - » Partnering with the Village Square to establish the "Club of Honest Citizens: A Forum for Fierce Community Collaboration."
 - » Informing the community about the penny sales tax, which subsequently passed by a wide majority in 2014.
 - » Hosting the annual Operation Thank You event, which recognized the County's Korean War Veterans on Armed Forces Day.
 - » Partnering with local volunteers to transform a neighborhood in need in honor of 9/11.
 - » Hosting various Citizen Engagement Series workshops on topics such as tourism, public safety and the County's budget.
- Even during the slow economic recovery, the Board continues to make appropriate investments in our community. County Administration manages and oversees the delivery of certain projects, including:
 - » Continued leadership over Blueprint 2000 project execution including Capital Circle and Cascades Park.
 - » The County Administrator serves with the City Manager and Sheriff as the governing body overseeing the Consolidated Dispatch Agency that provides dispatch services to all law enforcement, fire and EMS first responders.
- Leon County Administrator Vincent S. Long is now President of the newly-formed Florida Association of County Managers (FACM).

Demonstrating Highest Standards of Public Service

Leon County Government received eleven national awards for providing cost-effective, high-quality service to citizens. Awards were received in categories including as Civic Education and Public Information, Financial Management and Information Technology.





COUNTY ADMINISTRATION: CITIZEN ENGAGEMENT SERIES

PROVIDING TRANSPARENCY AND ENGAGING CITIZENS IN MEANINGFUL WAYS

Leon County has a long history of promoting citizen involvement to guide policy and shape our community. Since 2012, the nationally-recognized Citizen Engagement Series has provided greater opportunities to build trust through meaningful engagement. The Citizen Engagement Series sessions enhance transparency and convey the relevance of County government through immersive hands-on exercises that offer a glimpse into the decision making process that shape the community.

For this year, three Citizen Engagement Series sessions were held to offer citizens an in-depth look into County services. The first session, "Destination Leon County: Promoting Our Community, Attracting Visitors," offered citizens an opportunity to gain greater insight into the Tourism Development Division's recent and continued success in attracting visitors to the Big Bend area

through extensive marketing of local events, destinations, and attractions.

The second session, "Public Safety: Preserving Life, Improving Health, and Promoting Safety," featured the County's Emergency Medical Services, the Consolidated Dispatch Agency, and Leon County Emergency Management. The session offered citizens a stimulating and interactive forum that highlighted the operations and services of the three areas' efforts to deliver high-quality safety services to the community.

The third session, "Balancing Budgets and Exercising Fiscal Stewardship: Making Hard Choices in Challenging Times," utilized Leon County's national award-winning Let's Balance exercise to give citizens hands-on experience in the decision-making process of balancing the budget.

Destination Leon County

Marketing Events, Promoting Our Community, Attracting Visitors



OCTOBER 21, 2014





PUBLIC SAFETY

Preserving Life, Improving Health,
and Promoting Safety.

NOVEMBER 13, 2014



Let's Balance THE BUDGET

MARCH 12, 2015





COMPARING YOUR DOLLAR: TV CABLE LINE-UP VS COUNTY SERVICES

For less than the price of a monthly TV cable bill, you receive County services that include EMS, parks, roads, flood relief, libraries, County Sheriff, court support and disaster response - just to name a few!

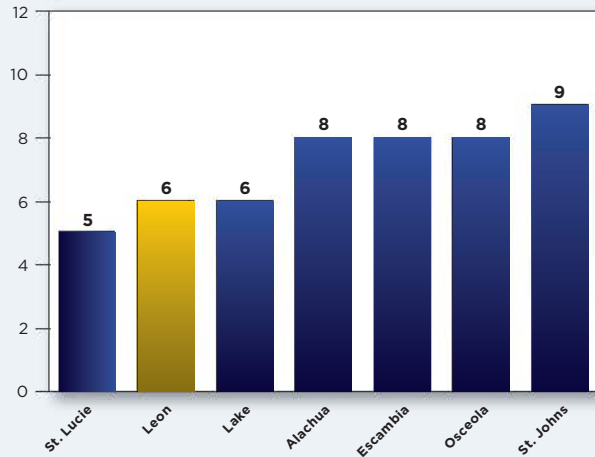


Account Number 1234-5678 Billing Date 08/01/2015 Total Amount Due \$80.95 Payment Due By 08/30/2015			
Monthly TV Cable Bill			
Cable Channel Line-Up	VS	County Services	
24/7 Reality TV	\$15.00	Law Enforcement & Corrections	\$30.71
Real Housewives of Everywhere	\$12.00	Emergency Medical Services (EMS)	\$3.60
Food, Food & More Food	\$9.50	Library Services	\$2.97
Movies I Don't Like	\$9.00	Facilities	\$3.53
Silly People Doing Silly Things at Silly Times	\$8.00	Health & Human Services	\$3.55
Is That Really For Kids?	\$7.00	Elections	\$2.25
24/7 Ultimate Ping Pong Championships	\$5.00	Veterans, Volunteer, Co-op & Planning	\$1.09
The Re-Run Channel	\$6.00	Mosquito Control	\$0.30
Movies & Shows That Shouldn't Have Been Made	\$9.45	All Other Services	\$15.50
Total	\$80.95	Total	\$63.50



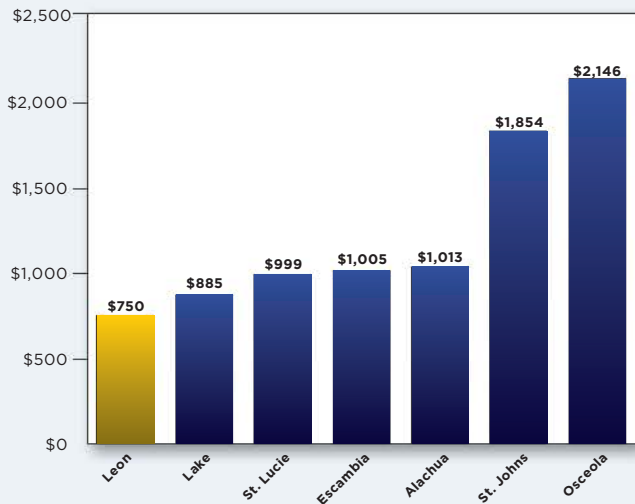
FY 2015/2016 LEON COUNTY ADOPTED BUDGET AT A GLANCE

County Employees per 1,000 Residents (FY 2015)



Leon County has a ratio of 6.0 employees for every thousand County residents, tied with Lake County for second in lowest per capita employees.

Net Budget Per Countywide Resident (FY 2015)



Leon County is the lowest for dollars spent per County resident. Osceola County spends more than two and a half times the amount per resident than Leon County. The next closest county's net budget per capita is 18% higher than Leon County's (Lake County).

*Compared to peer counties.

EXERCISING RESPONSIBLE STEWARDSHIP OF THE COMMUNITY'S RESOURCES

In its continued effort to deliberately focus on the most fiscally responsible budget possible, the Leon County Board of County Commissioners, in a 7-0 vote, balanced the County's budget without raising the millage rate. The Fiscal Year 2016 budget of \$238.6 million is a 4.4 percent increase from last year's budget. Property values have grown 4.5 percent. Excluding funding increases for one-time extraordinary spikes, such as the Presidential Preference Primary, the preliminary budget increase is 3.6 percent.

The Board accomplished this year's balanced budget while leaving the millage rate at the current 8.3144 mills. The County deliberately used reserves, all in an effort to maintain quality service levels and focus on capital infrastructure needs.

While continuing to maintain core services and the community's infrastructure, a series of budget balancing strategies were implemented, including:

- Refinancing debt service, which will save \$300,000 in Fiscal Year 2016 and \$585,000 over the two-year life of the refinancing;
- Reducing a net of three positions funded by general revenue due to pre-planning and/or the consolidation of duties;
- Adding an environmental review specialist to assist in environmental permitting review and to be paid for by permitting fees;
- Providing additional operating funds to pay for expanded sidewalk and right-of-way maintenance;
- Providing \$1.5 million to begin implementing the Board's sidewalk priorities;
- Supplying the Sheriff with resources to implement a step pay plan needed to remain competitive in the retention of deputies and correction officers; and
- Increasing funding for social service agencies by allocating an additional \$175,000 to the Community Human Service Partnership (CHSP).

PROPERTY TAX DISTRIBUTION:

(Based on Median Value Single-Family Home in Leon County)

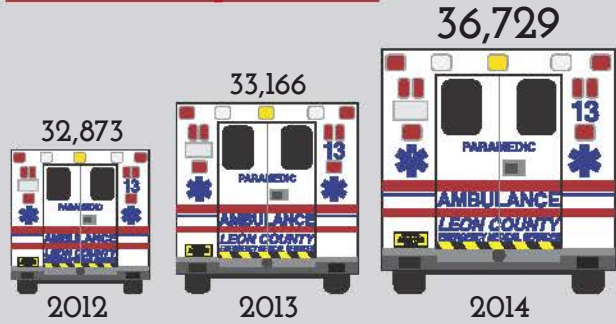
Services	FY 2016 Ad Valorem Tax Bill \$762	FY 2016 Monthly Cost	FY 2016 % of Ad Valorem Taxes
Sheriff - Law Enforcement	191.21	15.93	25.09%
Sheriff - Corrections	177.34	14.78	23.27%
Emergency Medical Services	43.22	3.60	5.67%
Health & Human Services	42.64	3.55	5.60%
Facilities Management	42.35	3.53	5.56%
Library Services	35.62	2.97	4.67%
Supervisor of Elections	26.97	2.25	3.54%
Property Appraiser	25.88	2.16	3.40%
Management Information Services	24.49	2.04	3.21%
Tax Collector	24.43	2.04	3.21%
Administrative Services	20.92	1.74	2.75%
Other Criminal Justice (Probation, DJJ, Diversion)	18.69	1.56	2.45%
Veterans, Volunteer, Agricultural Co-op, Planning	13.11	1.09	1.72%
Community Redevelopment - Payment	11.36	0.95	1.49%
Board of County Commissioners	8.53	0.71	1.12%
Geographic Information Systems	8.45	0.70	1.11%
Capital Improvement	8.27	0.69	1.08%
Other Non-Operating / Communications	6.66	0.55	0.87%
Clerk of the Circuit Court	6.47	0.54	0.85%
Court Administration and Other Court Programs	6.41	0.53	0.84%
800 MHz Radio Communication System	4.87	0.41	0.64%
Risk Allocations	4.15	0.35	0.54%
Mosquito Control	3.59	0.30	0.47%
Purchasing / M/WSBE	3.20	0.27	0.42%
Budgeted Reserves	1.35	0.11	0.18%
Sustainability	1.14	0.10	0.15%
Line Item Agency Funding	0.67	0.06	0.09%
Total	\$762.00	\$63.50	100.00%



PROVIDING MORE QUALITY SERVICES WITH FEWER RESOURCES

EMERGENCY MEDICAL SERVICES

EMS Responses



Calls responded to by Emergency Medical Services each year.

Cardiac Survival Rate



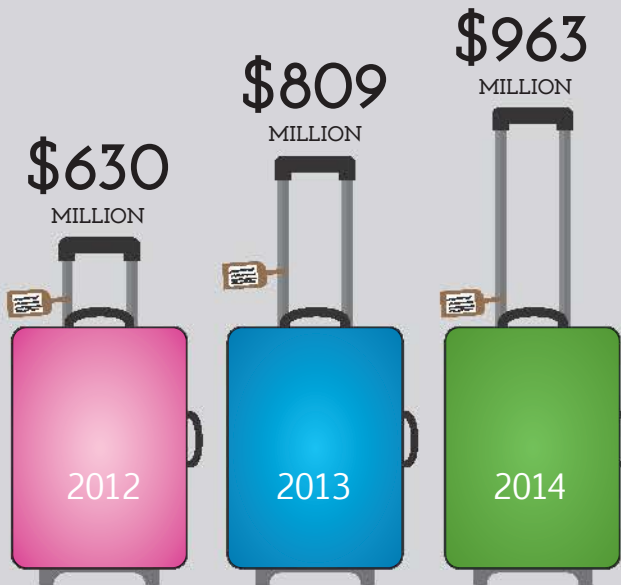
National Average



Leon County

TOURISM DEVELOPMENT

Economic Impact



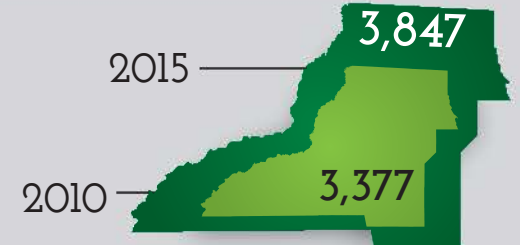
FLEET MANAGEMENT

Average Fleet MPG



PARKS & RECREATION

Passive Park & Facility Acreage



Total number of acres maintained by Parks and Recreation.

VETERAN SERVICES

2014

Total Clients Served In Person

4,500

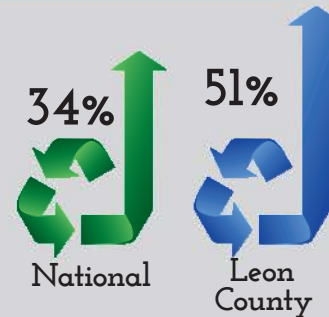


Annual Client Benefit Payments

\$51,546,309

SOLID WASTE

Recycling Rate



Percentage of solid waste diverted from the landfills for other uses.

SOCIAL MEDIA

Facebook Likes



Twitter Followers

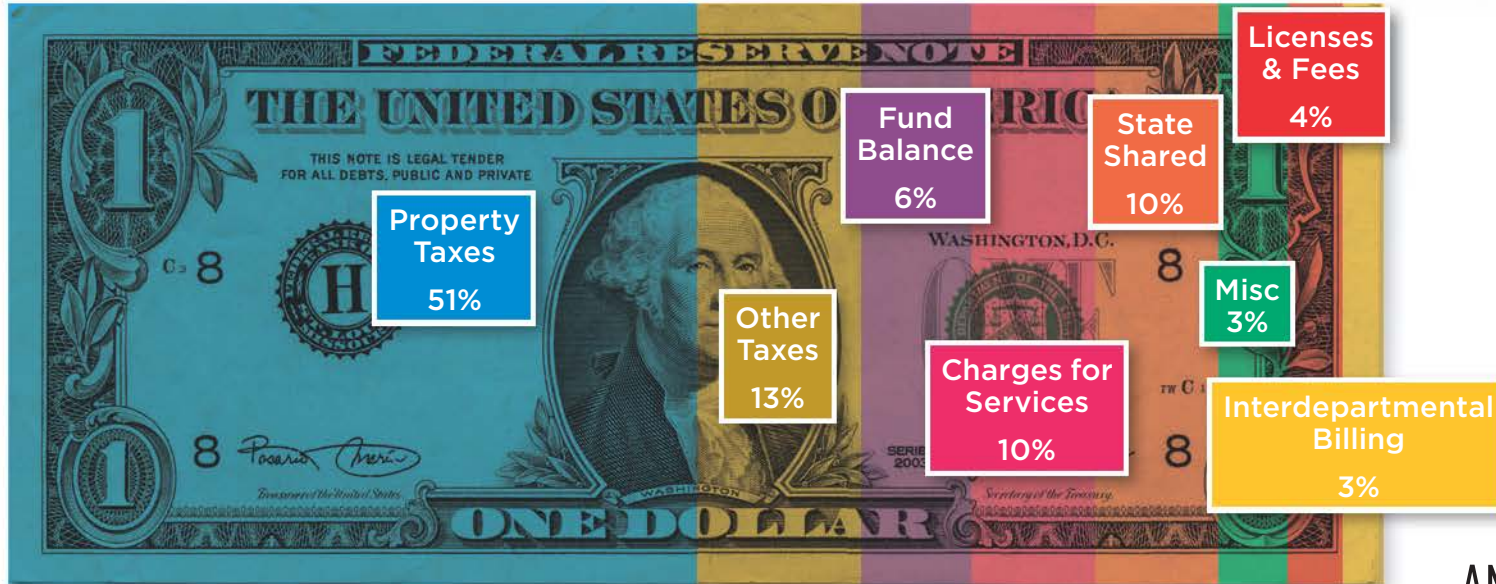




EXERCISING RESPONSIBLE STEWARDSHIP OF THE COMMUNITY'S RESOURCES

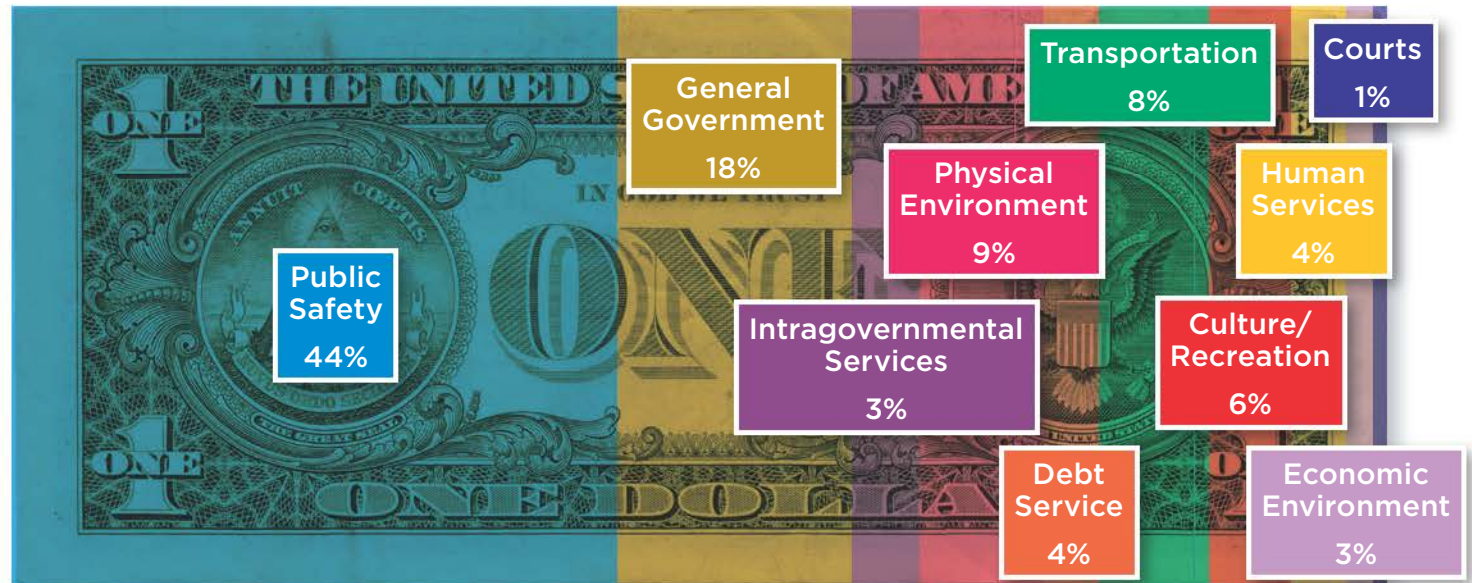
STRETCHING YOUR TAX DOLLARS

WHERE THE \$238.6M COMES FROM...



FY 2015/2016 ADOPTED BUDGET:
\$238.6 MILLION

...AND HOW THE \$238.5M IS UTILIZED



Did You Know

Leon County citizens pay among the lowest in the state per person to operate their local county government.

Leon County's budget is still \$46.1 million less than the budget in 2008.



OFFICE OF PUBLIC SERVICES: EMERGENCY MEDICAL SERVICES (EMS)

ALIGNING BOARD PRIORITIES WITH OPTIMIZED RESOURCES

Mission Statement

To preserve life, improve health, and promote safety through clinically superior and compassionate pre-hospital care and life safety education for citizens and visitors of Leon County.

Strategic Initiatives/Support Highlights

Quality of Life

- Partnered with local hospitals and medical providers to improve heart attack outcomes and develop a system of care that exceeds national standards.
- Initiated a Tactical Medical Program to provide medical support to the Sheriff's Office Special Weapons and Tactics (SWAT) unit, allowing specially trained paramedics to reach victims of violent incidents faster, resulting in decreased mortality.
- Consolidated dispatch functions for Leon County EMS, the Leon County Sheriff, Tallahassee Fire, and Tallahassee Police, which provides a single point of contact for 9-1-1 answering and dispatch services, and reduces response times.
- The Leon County EMS Traffic and Bicycle Safety Education program in partnership with Leon County Schools provided safety awareness and bicycle education to elementary schools.
- Participated in Public Safety Day with Youth, Adult and Senior Leadership Tallahassee providing an understanding of what EMS provides to our community.
- Conducted 140 public education events.
- Received a grant from the Florida Department of Health to implement a Community Paramedic Program.

Contact Us

(850) 606-2100
www.LeonCountyFL.gov/LCEMS

PEOPLE FOCUSED. PERFORMANCE DRIVEN.

PRESERVING LIFE. IMPROVING HEALTH. PROMOTING SAFETY.

- After celebrating 11 years of dedicated service to the community and responding to over 343,960 calls for service, the nationally recognized, Leon County Emergency Medical Services (EMS) continues to lead the industry in setting the standard for emergency care.
- EMS responded to 36,729 calls for service (an increase of 36% over the last 11 years) resulting in 24,962 patient transports with ensuring response times are maintained during a steady increase in calls for service.
- With over 300,000 people dying from sudden cardiac arrest each year in the United States before they reach the hospital, Leon County strives to continuously improve the chances of survival by advocating for the placement of Automated External Defibrillators (AEDs), and also Cardio-Pulmonary Resuscitation (CPR) training through its Heart Ready initiative. Through these efforts, over 1,600 citizens were trained in CPR and AED use. Also, there are 827 public access AEDs in the community registered with EMS.
 - » Press the Chest 2015: For the fifth year, EMS hosted "Press the Chest," a community-wide CPR and AED training event held at the Donald L. Tucker Civic Center. EMS and community partners trained more than 700 citizens in CPR and AED as one class.
- Leon County is committed to educating the community on the importance of safety preparedness. EMS hosted several events during the year, including:
 - » Child Passenger Safety Seat Program: The Child Passenger Safety Seat program conducted over 50 child safety seat checkpoints, inspections, and installations at the Public Safety Complex as well as health and safety fairs throughout the community.
 - » Leon Lifesaver: Leon Lifesaver is a community risk reduction program presented at over 20 events, which focuses on improving safety and preventing injuries in young school-



Honor Flight Tallahassee

aged children. Leon, an interactive robotic ambulance, goes into schools and community events teaching children about the proper use of 9-1-1, the importance of car safety restraints and bicycle helmet use, and stranger danger.

- » Operation Prom Night: This cooperative anti-drunk driving and anti-distracted driving program is for high school-aged teenagers in which a mock accident scene is used to illustrate the dangers of drinking and driving, and distracted



EMS Safety Fair



driving. This program is hosted by Tallahassee Memorial Healthcare through the cooperation of community partners including schools, the Leon County Sheriff's Office, Tallahassee Police Department, FSU Police Department, Tallahassee Fire Department, Lifelight Air Methods and ShandsCair.

- » Senior Citizens: EMS participated in various senior citizens events. These programs provided information on healthy living, fall prevention, CPR training and heart health education.
- » Safety Fair: EMS conducted the sixth annual safety fair to highlight personal safety and injury prevention. This event was conducted at Governor's Square Mall. EMS hosted this event along with the Leon County Sheriff's Office, Leon County Animal Control, Capital Regional Medical Center, Tallahassee Memorial Hospital, Tallahassee Fire Department, Tallahassee Police Department, Consolidated Dispatch Center, Florida Department of Health, American Red Cross, Tallahassee Community College, FSU First Responders, Community Traffic and Safety Team, Florida Fish and Wildlife, and the Pilot Club of Tallahassee.



Citizen Engagement Series on Public Safety Page 293 of 407



Press The Chest 2015

Demonstrating Highest Standards of Public Service

The American Heart Association's Mission: Lifeline EMS Silver Award recognizes efforts in improving the STEMI (heart attack) Systems of Care through collaboration with community stakeholders, thereby improving the quality of care for STEMI patients.



Did You Know

After months of intense training and field exercises, a team of highly skilled Leon County EMS paramedics have now formed the Tactical Medic Program working alongside Leon County Sheriff's Office Special Weapons and Tactics (SWAT) Team in the event of a high-threat civilian tactical and rescue operation.





OFFICE OF PUBLIC SERVICES:

LEROY COLLINS LEON COUNTY PUBLIC LIBRARY SYSTEM

ALIGNING BOARD PRIORITIES WITH OPTIMIZED RESOURCES

Mission Statement

The mission of the LeRoy Collins Leon County Public Library System is to enrich the community by inspiring a love of reading, providing a dynamic resource for intellectual, creative and recreational pursuits, and enabling residents to live a life of learning.

Strategic Initiatives/Support Highlights

Quality of Life

- Leon County citizens made 1 million visits to the seven locations of the LeRoy Collins Leon County Public Library, and there were 1.2 million visits on the Library website.
- Library card-holders checked out 1.7 million books and other materials and downloaded 65,000 ebooks and eaudiobooks from the Library website.
- Library online resources include 24/7 access to magazine articles, health information, newspapers, auto repair, and more, all published as subscription online information by well-known and reputable library and reference publishers.
- 28,000 adults, teens and children attended some 800 programs throughout the library system.
- Book groups meet at all library locations, engaging readers of all ages in lively discussions of a wide variety of books.
- Continued to grow the Library System's social media presence by 19% to further engage patrons.
- There were 400,000 uses of free public-access Internet computers and wi-fi throughout the library system.

Contact Us

(850) 606-2665
www.LeonCountyFL.gov/Library

PEOPLE FOCUSED. PERFORMANCE DRIVEN.

INSPIRING A LOVE OF READING AND A LIFE OF LEARNING

- The Library unveiled a new online catalog featuring improved search options and quick access to online resources, services and information.
- Launched a new online reservation system for meeting rooms to make it easier than ever for community groups to reserve meeting rooms at the Main Library, the Dr. B.L. Perry, Jr. Branch, Eastside Branch, Northeast Branch and Woodville Branch.
- Each library location received 10,000 LEGO bricks. Thanks to LEGO Systems, Inc. and the Association of Library Service to Children, young children can now attend LEGO Club, where they build with the LEGO bricks and talk about their LEGO structures.
- The Library joined the 150th anniversary celebration of the reading of the Emancipation Proclamation in Tallahassee, hosting lectures by Dr. Will Guzman of Florida A&M University and Dr. Andrea Oliver of Tallahassee Community College during the Festival of Freedom in May.
- "Traveling Book Club Kits" now include 7 children's book titles and 10 young adult titles, as well as 36 titles for adults.
- The Summer Reading Program featured "Every Hero Has a Story" this year. The kick-off was held at each library location on May 30, and close to 600 children and their families enjoyed activities about superheroes and got their summer reading off to a great start.
- Monday Nights at the Main, a summer reading program at the Main Library, kicked off the series in June with an outdoor Community Hero Day. Service vehicles and operators (excavator, dump truck, ambulance, animal control truck, Sheriff's SWAT vehicle, Library Bookhauler) from several county divisions were featured.
- In partnership with Literacy Volunteers of Leon County, the Library's Literacy Program continues to offer services in

adult literacy, family literacy and English for speakers of other languages.

- Leon County's Seed Library program was successfully launched, with more than 2,400 seed packets being checked at from the libraries in just four days! Developed in partnership with Sustainable Tallahassee and Leon County Office of Resource Stewardship, spring and fall launch events helped educate future gardeners.



Leon County's Seed Library Program

- Leon County Facilities cleaned the Main Library atrium, elevator shaft, air vents and skylights, repainted the walls and polished the banisters.



- In March, a permanent exhibit about Governor LeRoy Collins was unveiled at the Main Library. "LeRoy Collins' Legacy: The Politics of Constructive Change and Leadership" features a biography of Governor Collins in 16 framed posters developed in 1996 with a grant from the Florida Humanities Council. An 11-minute video developed by the Collins Institute at Florida State University features Gov. Collins' achievements, and photographs and other documents add interest and variety to the exhibit.



LeRoy Collins Exhibit at Main Library



Leon County's Seed Library Program



Lake Jackson Branch Library



African American Read-In



LEGO Club at the Eastside Branch Library



Did You Know

The library facilitates the AARP tax assistance program, which helps patrons with tax preparation for free. This year, the tax assistance program has assisted with 1086 returns.

LEON COUNTY LIBRARY LOCATIONS

LeRoy Collins Main Library

200 West Park Avenue
(850) 606-2665

Dr. B. L. Perry, Jr. Branch Library

2817 South Adams Street
(850) 606-2950

Eastside Branch Library

1583 Pedrick Road
(850) 606-2750

Fort Braden Branch Library

16327 Blountstown Highway
(850) 606-2900

Lake Jackson Branch Library

3840-300 North Monroe Street
(850) 606-2850

Northeast Branch Library

5513 Thomasville Road
(850) 606-2800

Woodville Branch Library

8000 Old Woodville Road
(850) 606-2925



OFFICE OF PUBLIC SERVICES: ANIMAL CONTROL

ALIGNING BOARD PRIORITIES WITH OPTIMIZED RESOURCES

PEOPLE FOCUSED. PERFORMANCE DRIVEN.

Mission Statement

To improve animal and human well-being through education, prevention, and enforcement programs and humane animal care and control services for the citizens and animals of Leon County.

Strategic Initiatives/Support Highlights

Quality of Life

- Operation and offices moved to the Public Safety Complex to better coordinate with Leon County first responders during day-to-day operations and emergencies.
- Provided essential public safety services through animal bite investigations, aggressive animal intervention, educational programs and through enforcement of the Animal Ordinance.

PROTECTING LEON COUNTY'S ANIMALS & CITIZENS

- In order to continuously provide safety and well-being of both citizens and domestic animals, Animal Control staff has:
 - » Provided Bite Prevention Classes to 1st and 4th grade students throughout the local school district.
 - » Educated residents about responsible pet care, animal safety, bite prevention and related matters by participating in outreach events such as public safety fairs, "Howl at the Moon", and community pet adoption events.
 - » Educated pet owners about requirements of the Leon County Animal Ordinance and provided loaner doghouses so owners did not give up their pet for lack of proper care and shelter.
 - » Provided collars and identification tags to ensure lost pets were returned home.
 - » Conducted proactive door-to-door neighborhood sweeps with community partners in high volume service call areas. The main focus of the operation being outreach, education and resource provision.
 - » Facilitated the Capital Area Animal Network providing for an open forum format that brings together various animal welfare groups in the capital region.



Take Our Daughters and Sons to Work Day

- » Continued to implement strategies that allow Animal Control Officers to return animals to their owners, eliminating the need to take animals to the shelter.
- » Animal Control staff distributed low-cost spay and neuter vouchers provided by community stakeholders in an effort to impact animal overpopulation.
- Animal control staff is committed to decreasing the number of animal bites. During the year, staff:
 - » Fielded over 9,600 phone calls resulting in over 5,800 service requests and over 6,600 Animal Control Officer activities.
 - » Responded to over 270 reported animal welfare-related complaints and investigated over 50 dangerous or aggressive animal complaints.
 - » Handled over 500 animal bite exposure cases for the state mandated Animal Rabies Program.



Did You Know

Animal Control staff helps distribute reduced cost spay and neuter vouchers that are provided by community partners. This helps address pet overpopulation in Leon County.

Contact Us

(850) 606-5400
www.LeonCountyFL.gov/Animal



EMERGENCY MANAGEMENT/EMERGENCY INFORMATION PORTAL

ALIGNING BOARD PRIORITIES WITH OPTIMIZED RESOURCES

Leon County's Emergency Information Portal's Website

When a disaster strikes, it is often difficult for people to know where to turn for the latest news and information. However, residents of Leon County now have the Emergency Information Portal (EIP), which can be found at www.LeonCountyFL.gov/EI, or by clicking on "Emergency Events" at the top of the County's main website.

The portal offers a wide array of information about weather disasters and other emergency events and how to prepare for them, including useful tips on preparing and protecting citizens in the event that natural or man-made disasters occur in Leon County.

The portal, now mobile friendly, provides links to resources for preparation, response and recovery information, such as the status of available shelters, sandbag locations, road closures, local office and school closings, health advisories and volunteer information.

Localized information such as rain gauges and how to create individual hurricane plans is also included. The portal is regularly updated with weather alerts, active events and other information valuable in an emergency.



Contact Us

(850) 606-3700
www.LeonCountySO.com/EM

PEOPLE FOCUSED. PERFORMANCE DRIVEN.

DISASTER PREPAREDNESS, RESPONSE & RECOVERY

- Emergency Management maintains the Emergency Operations Center (EOC) to plan for and coordinate disaster response activities.
 - » The EOC was activated two times during the last year to coordinate response to severe weather incidents.
 - » The EOC hosted three separate training courses for local and regional emergency responders to build and enhance their emergency response skills.
 - » The EOC hosted the annual EOC Concept of Operations meeting for personnel that will work in the EOC during a disaster.
 - » Partnered with the Florida Department of Health in Leon County to host the Big Bend Healthcare Coalition's Regional Hurricane Recovery Exercise.
- To ensure Leon County is prepared to address disasters, during this past year, Emergency Management:
 - » Reviewed emergency plans for 51 healthcare facilities.
 - » Hosted the 2015 Hurricane Season Kickoff and Presentation of the Annual Hurricane Survival Guide to re-emphasize the importance of hurricane preparedness.
- » Continuously monitored severe weather situations and coordinated response activities with partner agencies throughout the region.
- Partnered with the Library Services to conduct public outreach and education at multiple library branches as part of Florida Severe Weather Awareness Week.
 - » Partnered with Community and Media Relations and Management Information Services to upgrade the Emergency Information Portal.
 - » Disseminated 106 severe weather alerts to emergency response partners.
- The Leon County Enhanced 9-1-1 System received 180,846 calls during this past year. Of these calls, 141,804 were from wireless devices.



Citizen Engagement Series on Public Safety



Did You Know

Citizens can receive emergency alerts by email and text. Sign-up to receive emergency alerts from Leon County at www.LeonCountyFL.gov/EI.

Demonstrating Highest Standards of Public Service

Leon County is certified as a StormReady County by the National Weather Service.





SPECIAL PROJECTS/INTERGOVERNMENTAL AFFAIRS

ALIGNING BOARD PRIORITIES WITH OPTIMIZED RESOURCES

PEOPLE FOCUSED. PERFORMANCE DRIVEN.

Goal Statement

To effectively serve the residents of Leon County by providing leadership, coordination and assistance to divisions to facilitate the delivery of services consistent with Board policy. This will ensure that divisions receive the resources, guidance, and support needed to provide superior services in a cost effective and efficient manner.

Strategic Initiatives/Support Highlights

Economy

- Leon County worked with the City of Tallahassee and the Blueprint 2000 Intergovernmental Agency to begin planning for infrastructure projects to be conducted using the Blueprint 2020 Infrastructure Sales Tax extension. Together, the County, City, and Blueprint began to identify opportunities to advance-fund certain high-priority projects and these that may qualify for non-local funding to leverage local sales tax dollars.

Quality of Life

- The County and City Commissions jointly submitted a U.S. Department of Transportation TIGER grant application for the Southside Connectivity Completion Project, a \$23.9 million project that will enhance multimodal transportation connections to, from, and around the South City area.

Contact Us

(850) 606-5300
www.LeonCountyFL.gov/SpecialProjects

ADVOCATING FOR LEON COUNTY'S LEGISLATIVE INTERESTS

- Through Community Legislative Dialogue Meetings, Leon County continued to partner with stakeholders throughout the community to identify legislative items of shared significance. Leon County partnered with organizations such as the Florida Association of Counties, Leon County's state and federal legislative delegations, the City of Tallahassee, institutions of higher education, the United Way of the Big Bend, and others to identify these shared issues and to seek opportunities to leverage financial, technical, and human capital to draw attention to the community priorities at the federal, state and local levels.
- Staff prepared, guided and implemented the County's 2015 state and federal legislative priorities to leverage funding for local projects and preempt legislation that threatened local decision-making.
- During the 2015 regular and special legislative sessions, staff produced weekly briefings (the Capitol Update) to keep the Board of County Commissioners and senior staff apprised of legislative developments that would impact the community.




Did You Know


Leon County aggressively seeks state and federal grant funding to support County projects and initiatives. At the start of Fiscal Year 2015, Leon County pledged approximately \$625,000 in local funds to leverage over \$8.9 million of state and federal funding for County projects – a leveraging ratio of over 14 to 1.

2015 LEON COUNTY TOP CONGRESSIONAL PRIORITIES


Capital Circle Southwest
Classification: Transportation
Budget: \$119.1 million
This project is for the widening of Capital Circle SW from two lanes to six lanes from north of Orange Avenue to Crawfordville Road, a distance of approximately six miles. A portion of this roadway is currently part of Florida's Strategic Intermodal System (SIS), and once complete, the entire segment will be designated as a SIS facility. Reconstruction of this six mile segment of Capital Circle Southwest will improve access to the Tallahassee Regional Airport, businesses, and communities located in the southwest quadrant of Leon County, and will reduce emergency evacuation clearance times.



Woodville Highway
Classification: Transportation
Budget: \$26.6 million
This project is for the widening of Woodville Way from two lanes to four lanes from Paul Russell Road to Capital Circle. Leon County and the City of Tallahassee have adopted a strategy to spur economic growth in the southern area of the city/county with a combination of roadway improvements, beautification, growth management, and economic incentives. Woodville Highway also serves as one of the primary evacuation routes from the central coastal panhandle.



Woodville Sewer Project
Classification: Water Quality
Budget: \$3 million
This project is for the design of a sewer system to provide sewer services to approximately 1,500 properties located within the Woodville rural area of Leon County. These homes are located upstream to Wakulla Springs and threaten one of the world's largest, and most ecologically significant deepest, freshwater springs. Providing sewer service will reduce the use of septic tanks that have severely impacted the health of Wakulla. The State of Florida has acquired more than half of the 6,500 acre buffer zone around Wakulla Springs, acknowledging the importance of preserving this natural habitat.



PEOPLE FOCUSED. PERFORMANCE DRIVEN.

2015 LEON COUNTY TOP STATE PRIORITIES

KEY POLICY ISSUES

Protection of State Workforce
Classification: Local Economy
OPPOSE: Additional reductions to state employee benefits. State workers comprise a substantial percentage of Leon County's population contributing to our community, economy and diversity. Protecting the jobs of these workers from privatization and advocating for fair wages has always been a top priority of the Board during the legislative cycle. Leon County opposes any additional reductions to state employee benefits and encourages the Legislature to study the economic impact of FRS and health insurance reform.



Communication Service Tax
Classification: State/Local Economy
SUPPORT: Legislation that is revenue neutral, simplifies the collection of the current tax and enhances the stability and reliability as an important revenue source for local government. The Communication Service Tax (CST) is a tax on the retail sales of communications services, which include voice, data, audio, video, and any other information including cable (video) services. The proceeds from the tax are transferred to county and municipal governments, the Public Education Capital Fund, and the state's General Revenue Outlay and Debt Service Trust Fund, and the state's General Revenue Fund. Since CST revenue funds the Public Education Capital Outlay program, the CST is also an issue for the County's community partners like Leon County Schools, Florida State University, Florida A&M University, and Tallahassee Community College.



Tallahassee - Leon County Enterprise Zone
Classification: State/Local Economy
SUPPORT: The renewal of the Florida Enterprise Zone Program and encourage the broader state definition of return on investment to include property valuation increase and the revitalization of a community. The Florida Enterprise Zone Program is a vital tool for private investment and job creation providing state tax incentives to businesses and residents located in the zone. The Florida Enterprise Zone Act that enables the Tallahassee-Leon County Enterprise Zone (EZ) is due to sunset December 31, 2015 unless the Legislature renews the program.



PEOPLE FOCUSED. PERFORMANCE DRIVEN.



TRANSFORMING AND RENEWING THE COMMUNITY

DOMI STATION

In 2015, Leon County Government celebrated Domi Station's first year of success. In just one short year, Domi Station has gone from a newly renovated space with fresh paint to a thriving business incubator with over 125 members and 35 companies. Those in attendance learned how, through hard work and by leveraging community partnerships and networks, the startup businesses in Leon County's first business incubator have brought in outside investment, created new jobs, and generated almost a million dollars in revenue.



CAPITAL CITY AMPHITHEATER

Designed to be the centerpiece of Tallahassee's new Cascades Park, the Capital City Amphitheater is a spectacular, 3,500-seat outdoor venue certain to attract a variety of artists and countless music lovers eager to hear them.

Leon County's Capital City Amphitheater has brought in some of the largest names in the industry from the Pink Floyd Experience, to Wilco, to The Avett Brothers and The Beach Boys.

MICCOSUKEE COMMUNITY PARK

Parks are much more than green spaces; they are also areas residents and visitors alike can come together and share moments and memories. Due to the leadership of Leon County Government, the Miccosukee Community Park will be a community staple for years to come. With input from citizens and the Miccosukee Little League Board of Directors, Leon County Government renovated an aging park to meet the community's vision. The playground offers children a place to play while their parents watch a baseball game, and the new drainage system will keep the fields in great shape throughout the year.





OFFICE OF ECONOMIC DEVELOPMENT & BUSINESS PARTNERSHIPS: ECONOMIC VITALITY

ALIGNING BOARD PRIORITIES WITH OPTIMIZED RESOURCES

PEOPLE FOCUSED. PERFORMANCE DRIVEN.

Mission Statement

To guide the County's economic development efforts, in coordination with the private sector and community stakeholders, by fostering fair and open competition, conducting extensive outreach to assist vendors in navigating and competing in today's marketplace, and leveraging existing resources to maximize the infusion of financial capital into the local community.

Strategic Initiatives/Support Highlights

Economy

- Coordinated the expansion of Entrepreneur Month for November 2014 to stimulate greater community participation and support beyond the universities.
- Supported Domi Station, a business incubator to house and provide business support services to start-up ventures.
- Promoted collaboration and communication through a "Town and Gown" partnership with Florida State University, Florida A&M University, Tallahassee Community College, and the City of Tallahassee.
- Supported the Alliance of Entrepreneur Resource Organizations (AERO), a coalition of public agencies and community nonprofit organizations united to provide current and new businesses with resources to aid in their success.
- Supported Project Gold, an international research and development facility, which would create 10 new research and development positions and will increase tourism through hosting an average of 10 domestic and international clients on a weekly basis.

Contact Us

(850) 606-5300
www.LeonCountyFL.gov/EV

ADVOCATING FOR LEON COUNTY'S ECONOMIC INTERESTS

- Leon County continues to focus on job creation and investment in the community:
 - » Created 781 jobs through capital infrastructure improvement projects, including transportation and storm water improvements.
- Leon County has invested more than \$20.4 million in the Frenchtown/ Southside Community Redevelopment Agency (CRA) and the Downtown CRA to revitalize the downtown and areas to the north and south of downtown. Construction of the Aloft Hotel, the Alliance Center, Cascades Park, and the trail along FAMU Way were funded in part through these CRAs, as is the new construction surrounding the Gaines Street District, including: College Town (a mix of apartments, entertainment and retail); The Deck (apartments and street-level retail); and The District and The Catalyst (both student apartments).
- Following voter approval of the penny sales tax extension, Leon County will be investing 12% (an estimated \$90.7 million over 20 years) of the penny sales tax revenue in economic development projects.
- In partnership with Leon County Government, Domi Station celebrated their

first year of success as a business incubator and co-working space at the Leon County Historic Amtrak Station Complex, which offers opportunities for entrepreneurs of all ages.

- Leon County hosted the 2014 Emonth Closeout and Stakeholder Forum, serving as an entrepreneurial catalyst by hosting this meeting of investors, inventors, entrepreneurs, economic development professionals, and university officials to identify the next steps for our community to continue to promote and develop our growing entrepreneurial ecosystem.



LEON WORKS Helps Define Your Own Success

Seven years from now, over 10,000 new jobs will be available in the Leon County region that require more than a high school diploma but less than a four-year college degree. To address the need, Leon County Government is hosting the Leon Works Expo to connect the community, employers, academic institutions, and students. In the morning, the Expo will be open to students who will learn from local success stories while also visiting with employers. Later in the day, the Expo will be open to everyone in the community who may be seeking a career change, new opportunities, or has yet to find the career that best fits them.



- In order to promote awareness on skilled workforce needs, Leon County and its partners are planning the Leon Works Expo to bring together institutions of higher learning, students, employers, and other job seekers. The Expo will provide high school students and the community an opportunity to learn about skilled careers and vocational training available locally as participants seek to define their own success.

Capital Projects and Job Creation (FY15 & FY16)

Over the past several years, the Board has taken strategic steps to focus resources on maintaining jobs, investing in the community, and creating local infrastructure improvements. These steps include committing \$85.8 million towards the following capital projects:

Project Categories	Project Costs	Jobs Created
Culture & Recreation	\$10,797,050	99
General Government	\$12,366,094	114
Health & Safety	\$7,635,990	70
Physical Environment	\$17,545,356	161
Transportation	\$36,584,120	337
Total FY14 & FY15 Projected Spending	\$84,928,610	781



OFFICE OF ECONOMIC DEVELOPMENT & BUSINESS PARTNERSHIPS: MINORITY/WOMEN & SMALL BUSINESS ENTERPRISE (M/WSBE)

ALIGNING BOARD PRIORITIES WITH OPTIMIZED RESOURCES

PEOPLE FOCUSED. PERFORMANCE DRIVEN.

Goal Statement

To provide minority, women, and small businesses with a means of participation in Leon County's procurement process for the purpose of achieving economic parity among all Leon County vendors.

Strategic Initiatives/Support Highlights

Economy

- Reviewed Leon County's competitive procurement opportunities to determine the feasibility of aspirational goals for local, certified minority-owned and women-owned business enterprises (M/WBEs), and for set-aside opportunities to boost participation among local, certified small business enterprises (SBEs).
- Provided staff support for the Leon County Minority, Women, and Small Business Enterprise Citizen Advisory Committee in reviewing programmatic functions for assisting certified vendors and identifying opportunities and strategies for continued program improvement.
- Supported and staffed local business education workshops and other networking events (Small Business Week and Minority Enterprise Development Week) provided to small business owners for the enhancement of their daily operations.

Contact Us

(850) 606-1650
www.LeonCountyFL.gov/MWSBE

MANAGING MINORITY-OWNED, WOMEN-OWNED & SMALL BUSINESS NEEDS

- In a continuous effort to support local businesses and to promote parity with local, certified minority-owned and women-owned businesses:
 - » During FY15, Leon County expended approximately \$2.4 million in contractual payments and the direct purchase of goods and services from local small businesses; including certified minority, women, and small business enterprises participating in Leon County's procurement process as a prime contractor and/or subcontractor.
- The MWSBE Division collaborated with its community partners to co-sponsor, plan, and staff the local observations of Small Business Week and Minority Enterprise Development Week events. This resulted in the effective engagement of citizens through the provision of networking opportunities, business development training and workshops that were offered at no cost to the participants. In addition, the Division participates as a member of the Alliance for Entrepreneur Resource Organizations (AERO).
- The Division demonstrated performance and results through its continuous monitoring of Leon County's procurement activities, which allows for quick notification of certified small, minority-owned and women-owned businesses regarding Leon County procurement opportunities. In addition, the Division provided information to internal and external customers regarding certified vendor availability.
- Leon County hosted the "Strategic Branding Workshop" in recognition of Entrepreneurship Month. The workshop provided small business owners and entrepreneurs with strategies for differentiating their businesses from their competitors in a saturated market.



M/WSBE Workshop



- Leon County and Tallahassee Community College co-hosted "Business Solutions That Impact Your Bottom Line," a free workshop focusing on strategies business owners could utilize to improve customer service and increase their bottom line.



Did You Know

During FY15, Leon County expended approximately \$2.4 million in contractual payments and the direct purchase of goods and services from local certified M/WSBEs.



OFFICE OF ECONOMIC DEVELOPMENT & BUSINESS PARTNERSHIPS: TOURISM DEVELOPMENT

ALIGNING BOARD PRIORITIES WITH OPTIMIZED RESOURCES

Mission Statement

To spearhead and coordinate the tourism-related marketing and management of the destination through the coordination of the hospitality industry, local governments and the business community to sustain and grow visitor spending and job creation in the Tallahassee region.

Strategic Initiatives/Support Highlights

Economy

- Hosted three major cross country events at Apalachee Regional Park in 2015: Florida High School Athletic Association State Championship, the Florida State University (FSU) Cross Country Invitational, and the NCAA Cross Country South Regional for a total of 9,500 visitors, generating 4,800 room nights and a direct visitor spending of \$3.7 million.
- Tourism related jobs now exceeds 15,000 in Leon County, 2.75 million annual visitors infused nearly \$963 million of economic impact into Leon County.
- Revamped the application process for special events and sports grants and developed a fully integrated, online application for the benefit of all applicants.

Quality of Life

- Produced the fourth-annual Capital Cuisine Restaurant Week & Concert Series with 29 local restaurants participating.
- Hosted "Spring On Stage", a campaign that collectively promoted numerous special events including the Pink Floyd Experience, Wilco, the Beach Boys, and the first sell-out at the Capital City Amphitheater with the Avett Brothers.

Contact Us

(850) 606-2300
www.VisitTallahassee.com

PEOPLE FOCUSED. PERFORMANCE DRIVEN.

PROMOTING AND MARKETING FLORIDA'S CAPITAL REGION

- The division continues to build awareness for Leon County as a tourism destination with self-generated marketing programs and cooperative programs with local industry stakeholders in cooperation with VISIT FLORIDA, the Florida Restaurant & Lodging Association, the Council on Culture and Arts, Florida State University and Florida A&M University. Results include:
 - » Experienced increases in hotel tax collection in 14 of the past 18 months and set record monthly collections in 8 of the past 9 months.
 - » An increase in hotel occupancy of 2.6% year to date which included a record month with hotel occupancy of 72.6% during March 2015.
 - » An increase in hotel revenue of 8.8% through the first 3 Quarters of FY2015.
 - » An increase of 12% in Tourist Development Tax collections from October 2014 through June 2015 over record setting 2013-2014; final fiscal year collections are expected to be the fourth consecutive record year.
 - » Promoted Leon's County's outdoor recreation, culinary, African-American heritage, history and heritage and arts and culture amenities by hosting more than 30 journalists from travel and lifestyle publications in the US, the United Kingdom and Germany.
 - » Leveraged an additional \$835,000 million in advertising equivalency through earned media during the first six months of FY2015.
 - » 25% increase in traffic to both www.VisitTallahassee.com and www.Trailahassee.com as well as Twitter and Facebook followers.
 - » Consumers viewed more than 1.5 million pages of information on www.VisitTallahassee.com last year.



Capital City Amphitheater Concert Series

- » Generated over 51.1 million social media impression and collected 9,900 user-generated photos and videos through #IHeartTally.
- Produced the fourth-annual Capital Cuisine Restaurant Week & Concert Series with 29 local restaurants participating.
- Implemented the county's first research trip for motor coach operators from throughout the Southeast.
- Produced and promoted four concerts at the Capital City Amphitheater including the Pink Floyd Experience, Wilco, the Beach Boys, and the first sell-out with the Avett Brothers.
- Developed a "Spring On Stage" campaign that collectively promoted numerous special events that helped achieve record hotel occupancy in March-May.



AAU Track and Field



Red Hills Horse Trials



- Assisted 162 groups with welcome materials representing 44,375 visitors and served 2,603 domestic visitors from 47 states and 789 international visitors from 36 countries at the Leon County Visitor Information Center from October 2014 - July 2015.

Demonstrating Highest Standards of Public Service

Trailhassee.com won an information technology achievement award from the National Association of Counties.



- Provided \$215,000 in grants to 98 groups to support special events and sporting events in Leon County during FY 2015.
- Provided the Council on Culture & Arts with a penny of Tourism Tax funds in excess of \$1,000,000 to be re-granted to various cultural organizations in Leon County with an additional ¼ penny to be used for capital and other cultural plan needs.
- Leon County hosted its award-winning Citizen Engagement Series session entitled, "Destination Leon County: Promoting Our Community, Attracting Visitors," offering citizens greater insight into its recent and continued success in attracting visitors to the Big Bend region.



PUBLIC WORKS

ALIGNING BOARD PRIORITIES WITH OPTIMIZED RESOURCES

PEOPLE FOCUSED. PERFORMANCE DRIVEN.

Mission Statement

To provide safe, efficient, and sustainable roadways and transportation amenities, stormwater facilities, parks and recreation opportunities, and maintenance services throughout Leon County that enhances its livability, environment and economic vitality.

Strategic Initiatives/Support Highlights

- Pursue Public Works' American Public Works Association (APWA) accreditation. The department is in the process of completing the first step in the accreditation process, self-assessment. This involves reviewing all policies, revising or developing policies and procedures, and implementing new processes. This process gives the opportunity for the department to evaluate, analyze, and improve every aspect of the department's operation, management, and administration.
- Conducted a comprehensive review of the overall sidewalk network within the unincorporated areas of the County. Additionally, a revised sidewalk eligibility and implementation policy was developed to govern the selection and construction of sidewalks in the unincorporated areas.

Contact Us

(850) 606-1500
www.LeonCountyFL.gov/PubWorks

PLANNING, BUILDING & MAINTAINING QUALITY INFRASTRUCTURE

- During the few months of summer break, the County constructed and opened the Kinhega Roundabout. The improvements allow area residents and visitors to better access businesses, residences, and nearby new development, as well as Chiles High School. The roundabout was designed with input from the Killlearn Lakes Homeowners Association.
- Public/Private Collaboration: Bannerman Road Widening Project: Leon County, the Developer, and residents work together to develop a plan of action to improve the roadway network, while maintaining water quality.
- To address community concerns regarding congestion on Bannerman Road and protection of lake quality, Leon County entered into a public-private partnership with the Developer to coordinate the proposed widening of Bannerman Road with the Developer's construction of roadways for their development. This partnership allowed the County to leverage private dollars and facilitate roadways improvements, resulting in significant cost and time savings. Details of the agreement include:
 - Construction of a roundabout at the Beechridge Trail Extension using the Developer's land for a bypass road and stormwater. This action minimized traffic disruptions and provided water quality treatment during construction.
 - Bradfordville Community Center was relocated to a new, 17 acre site at no cost to the County, providing enhanced opportunities for recreation programs at the Center.
- The Partnership accelerated the ability to widen Bannerman Road 900 feet west of Quail Commons. The Developer donated 100% of the right of way for stormwater ponds, eliminating the need for the County to acquire right-of-way, saving in both time and costs.



Kinhega Roundabout Improvements



Did You Know

Leon County Public Works provides roadside maintenance on over 660 miles of County roadways.



PUBLIC WORKS: ENGINEERING SERVICES

ALIGNING BOARD PRIORITIES WITH OPTIMIZED RESOURCES

PEOPLE FOCUSED. PERFORMANCE DRIVEN.

Goal Statement

To provide the public with professional services for the construction and maintenance of cost-effective infrastructure to enhance our community's quality of life.

Strategic Initiatives/Support Highlights

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.
- Create connectedness and livability through supporting human scale infrastructure.

PROFESSIONAL SERVICES AND QUALITY INFRASTRUCTURE

- A safe and efficient transportation system is one of the standards for local government. Leon County is committed to constantly evaluating roadways for efficiencies. This past year, Leon County:
 - » Constructed a right turn lane at Geddie and US 90 to improve traffic flow.
 - » Completed a southbound turn lane and other safety improvements at Aeon Church Road and SR 20.
 - » Constructed the Bannerman Road Roundabout at the new Beech Ridge Trail Extension.
 - » Resurfaced Old Bainbridge Road between Brevard and Tharpe.
 - » Completed the design for an access drive at Apalachee Regional Park.
- Transportation is not just roadway improvements. The County launched an emphasis on pedestrian connectivity, resulting in the completion of the following sidewalks in FY 2015:
 - » A portion of Schoolhouse Road to Timberlane, connecting to Market Square and Gilchrist
 - » Provided a connection between parks and communities with the additional sidewalks on Stoneler and Tower Roads
 - » Fred George Road from Monroe to Mission, connecting neighborhoods to the Lake Jackson Town Center
 - » Lawhon Road - between Woodville and Old Woodville
 - » Natural Bridge Road between Woodville and Old Woodville
 - » Chaires Cross Road from Chaires Elementary to the Community Center
 - » Timberlane from Deerlande to Woodley, extending the number of neighborhoods ability to reach Market Square and Gilchrist



Sidewalk Construction

- In order to implement the most cost-effective options to reduce flooding and improve the community's surface and ground water quality, Engineering Services completed the following projects:
 - » Killlearn Lakes Units 2 and 3 Stormwater Enhancement Projects - These projects alleviated sheet flow flooding issues by the provision of conveyance within the constraints of a woodland setting.
 - » Autumn Woods Drainage - The County took over via easement acquisition and enhanced a major eroded unmaintained flowway through the Autumn Woods neighborhood. Additionally, a major bottleneck was improved at the discharge to the State Forest to significantly reduce flooding in this area. Work was largely accomplished through a CDBG grant.

Demonstrating Highest Standards of Public Service



The **APWA Big Bend Branch Beautification Project Award** was given for the Lafayette Street Phases 3 and 4 Improvements, the **APWA Big Bend Branch Structures/Stormwater Project Award** was awarded for the Lauder Pond Outfall Structure Improvements, and the **APWA Big Bend Branch Best Performance Project Award** was received for Lafayette Street Phase 2 Improvements.

Contact Us

(850) 606-1500
www.LeonCountyFL.gov/PubWorks



PUBLIC WORKS: PARKS AND RECREATION

ALIGNING BOARD PRIORITIES WITH OPTIMIZED RESOURCES

PEOPLE FOCUSED. PERFORMANCE DRIVEN.

Goal Statement

To provide for the safety, comfort, and convenience of the public by creating, maintaining infrastructure and programs supporting recreation, parks and open space.

Strategic Initiatives/Support Highlights

Quality of Life

- Construction of Fred George Greenway and Park began in March 2015 with an anticipated completion by the end of 2015.
- Received a grant to construct Phase III of trail improvements to Miccosukee Greenway between the Fleischmann Road trail head and the Edenfield Road trail head. The two-mile section of improvements will complete the eight mile, "trunk trail" system that has been part of the County's strategic initiatives. The improvements will make hiking, biking, running and horseback riding more accessible for users of all levels.
- Partnered with Sustainable Tallahassee's Carbon Fund to plant 50 new live oaks at Apalachee Regional Park to promote sustainable practices and sequester carbon.
- Improved active park amenities through the construction of new baseball fields at Miccosukee Park, additional lighting for fields #3 and #4 at Apalachee Regional Park, drainage and irrigation improvements at Chaires Park, and water pressure improvements at Woodville Park.
- Continued to develop parks and greenways consistent with management plans including Okeeheepkee Prairie Park, which completed construction in October 2015, and St. Marks Headwater Greenway which is currently in the design phase.

Contact Us

(850) 606-1470
www.LeonCountyFL.gov/Parks

MAINTAINING LEON COUNTY'S PRISTINE PARKS & GREENWAYS

- Leon County continued to operate, maintain, develop, and promote the many unique recreational amenities the community desires.
- Completed campground renovations at Williams Landing Campground including delineation of ten campsites, adding fire rings and grills to each camp site, installation of a new fish cleaning station and the rehabilitation of the fishing pier.
- Implemented changes and enhancements at Community Centers as identified through neighbors and user feedback which included a new ice machine and chairs at Miccosukee Community Center; improvements to the sound system at Ft. Braden Community Center; and the addition of historical pictures/wall hangings at Lake Jackson Community Center.
- Partnered with Leon County Senior Outreach staff to add a computer class for residents in the Miccosukee community and a fitness program at the Lake Jackson Community Center.



Williams Landing



Wide Open Rush at the Apalachee Regional Park

- Hosted Greenway Day 2014, featuring the greenway's vast hiking, cycling, horseback riding, stargazing and general recreational opportunities that are available throughout the year.
- Participated in community events such as the Healthy Communities Festival, Springtime Tallahassee, and the 2015



COMMUNITY CENTERS

General Information
(850) 606-1470

Chaires Community Center
4768 Chaires Cross Road

Bradfordville Community Center
6808 Beech Ridge Trail

Fort Braden Community Center
16387 Blountstown Highway

Lake Jackson Community Center
3840 N. Monroe Street, Suite 301

Micosukee Community Center
13887 Moccasin Gap Road

Woodville Community Center
8000 Old Woodville Road



Chaires Park



*Apalachee Regional Park
Cross Country Trail*



Micosukee Community Park: Heart of a Warrior

Sports Ability Conference in an effort to strengthen relationships and collaboration in promoting healthy lifestyles.

- Coordinated 13 volunteer projects to beautify and enhance Leon County Parks including shoreline clean-ups, trail mulching, landscape bed refurbishments and tree plantings.
- Improved amenities at Apalachee Regional Park cross country course by installing underground fiber-optic cable to facilitate the timing and video broadcasting of cross country events.
- Completed plans for Jackson View Boat Landing Improvements, with construction slated to begin in late 2015.

Demonstrating Highest Standards of Public Service

Florida Recreation & Park Association Excellence in Sport Tourism Award for small markets from the Florida Sports Foundation and Florida Recreation Parks Association.



Arbor Day



LEON COUNTY PARKS

Apalachee Regional Park

7550 Apalachee Pkwy.; 4 Multipurpose fields (lighted), Soccer, Football, Restrooms/Concession Building, nationally recognized cross country running facility, radio controlled air field

Canopy Oaks Community Park

3250 Point View Dr.; 2 Little League Fields (lighted), 2 Tennis Courts (lighted), Multipurpose Field (lighted), Concession/Restroom, Playground

Daniel B. Chaires Community Park

4768 Chaires Cross Rd.; 4 Tennis Courts (lighted), 2 Basketball Courts, Restrooms/Concession Building, 2 Little League Baseball Fields (lighted), 1 T-Ball Field (not lighted)

Fort Braden Community Park

15100 Blountstown Hwy; 2 Little League Baseball Fields (lighted), Multipurpose Field (lighted), Restrooms/Concession Building

J. Lee Vause Park

6024 Old Bainbridge Rd.; 6 Picnic Pavilions (available for rental), 26 Acres Open, Wooded Spaces, 1 Mile of Hard Surface Paths for Bikes and Pedestrians, Extensive Boardwalk, Restrooms, Playground, Volleyball Net

J. Lewis Hall Sr., Woodville Park and Recreation Complex

1492 J Lewis Hall Sr. Ln.; 4 Little League Baseball Fields (lighted), Junior League Field (lighted), Softball Field (lighted), 2 Basketball Courts (lighted), Multipurpose Field (lighted), Youth & Tot Playground, Restrooms/Concession Building

J.R. Alford Greenway

2500 Pedrick Rd.; Over 800 Acres of Trails and Open Space for Hikers, Mountain Bicyclists, Equestrians (Horse Trailer Parking)

Jackson View Park

2585 Clara Kee Blvd.; Walking Trails, Picnic Area, Open Space, Observation Deck

Kate Ireland Park

12271 Iamonia Landing Rd.; Picnic Shelter, Playground, Nature Trails, Restrooms

Lake Henrietta Park

3305 Springhill Rd.; Walking Trail (Paved, 1.2 Miles Long)

Lake Munson

5800 Crawfordville Hwy.; Picnic Shelter, Restrooms, Nature Trails, Landing

Martha Wellman Park

5317 W. Tennessee St.; Walking Trail (8/10 Mile Long)

Miccosukee Canopy Rd. Greenway

5600 Miccosukee Rd.; 14 Miles of Trails and 500 Acres of Open Space for Hikers, Mountain Bicyclists, Equestrians, Picnic Tables and Benches

Miccosukee Community Park

15011 Cromartie Rd.; Youth Playground, 2 Basketball Courts (lighted), 2 Picnic Shelters, 1 Little League Baseball Field (lighted), 1 Little League Softball Field (lighted), 1 T-Ball Field (not lighted), Concession/Restroom

Okeeheepkee Prairie Park

1294 Fuller Rd.; Walking Trail, Picnic Shelter

Pedrick Pond

5701 Mahan Dr.; Walking Trail (7/10 Mile Long)

Stoneler Rd. Park

5225 Stoneler Rd.; Little League Field (lighted), Picnic Shelter, Playground, Concession/Restroom

Tower Rd. Park

5971 Tower Rd.; Multipurpose Field (lighted), Baseball, Football, Soccer, Playground, Picnic Shelter, Concession/Restroom

LEON COUNTY BOAT LANDINGS

Ben Stoutamire Landing

Ben Stoutamire Road off of SR 20 on Lake Talquin

Bull Headley Landing

Bull Headley Road on South Lake Iamonia

Cedar Hill Landing

Cedar Hill Road on East Carr Lake

Coe Landing

Coe's Landing Road off of SR 20 on SE Lake Talquin

Crowder Landing

Crowder Road and US 27 North on Lake Jackson

Cypress Landing

Cypress Landing Road on East Lake Miccosukee

Elkhorn Landing

Elkhorn Road off of SR 20 on South Lake Talquin

Faulk Drive Landing

Faulk Drive on West Lake Jackson

Fuller Road Landing

Fuller Road on West Lake Jackson

Hall Landing

Hall's Landing Road off of SR 20 on South Lake Talquin

Lake Munson Landing

Munson Landing Road on East Lake Munson

Meginnis Arm Landing

Off Lakeshore Drive on Lake Jackson

Miller Landing

Miller Landing Road on East Lake Jackson

Ochlockonee Landing

Tower Road, at the End of Road

Reeves Landing

Reeves Landing Road on NW Lake Miccosukee

Rhoden Cove Landing

Rhoden Cove Road on East Lake Jackson

Sunset Landing

Old Bainbridge Road on West Lake Jackson

US 27 North Landing

Lake Jackson

Van Brunt Landing

Lake Iamonia Road on NE Lake Iamonia

Vause Landing

Jack Vause Landing Rd off of SR 20 on SE Lake Talquin

Wainwright Landing

Wainwright Road off of SR 20 on South Lake Talquin

Williams Landing

William's Landing Road off of SR 20 on SE Lake Talquin

LEON COUNTY CAMPGROUNDS

Phone Numbers Camping Information:
Local: (850) 350-9560
Toll Free: (866) 350-9560

Coe Landing Campground

1208 Coe Landing Rd
20 RV Sites with 30 Amp hookups,
Wi-Fi, Showers, Dump Station

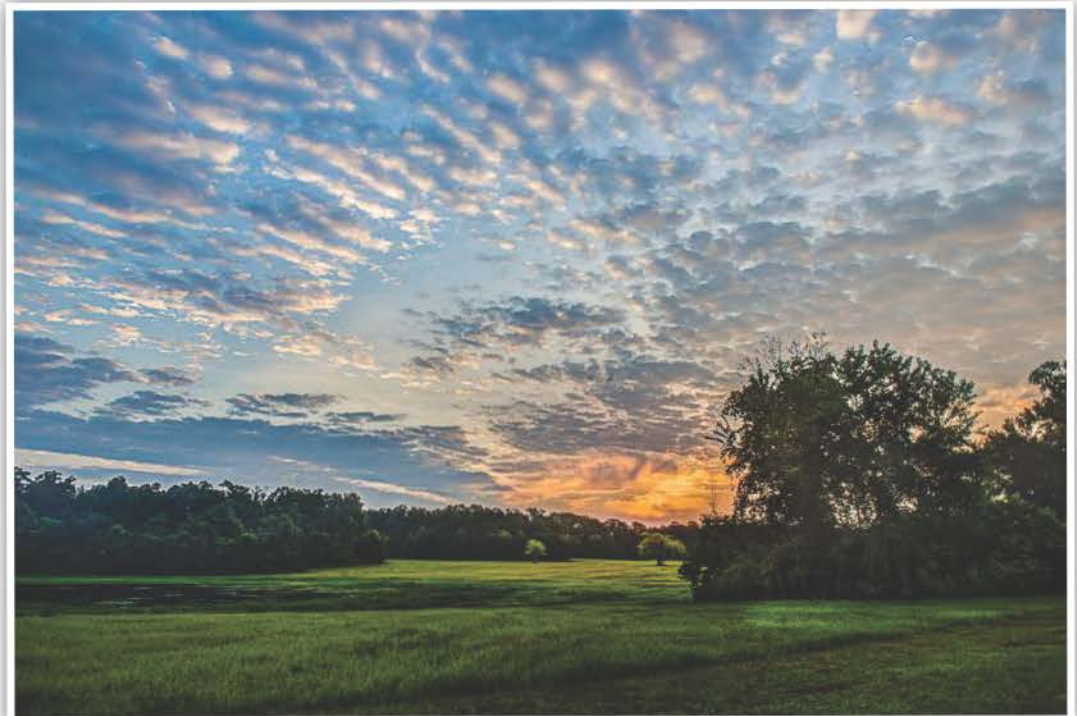
Luther Hall Campground

2997 Luther Hall Landing Rd
10 Tent Camping Sites, Showers

Williams Landing Campground

951 Williams Landing Rd
10 Tent or RV mixed use sites, Showers

All individual campsites have a fire ring, grill, and picnic table.



PUBLIC WORKS: OPERATIONS



ALIGNING BOARD PRIORITIES WITH OPTIMIZED RESOURCES

PEOPLE FOCUSED. PERFORMANCE DRIVEN.

Goal Statement

To provide for the safety and convenience of the public by constructing, maintaining, beautifying and protecting our infrastructure, to include transportation maintenance, stormwater maintenance, right-of-way maintenance, and mosquito control services.

Strategic Initiatives/Support Highlights

Economy

- Operations began maintaining an additional 3.74 miles of newly completed sidewalks with 3.65 acres of associated landscaped area maintenance.

Environment

- Operations completed the 2015 Canopy Road Tree Inventory update, providing valuable data which will assist in future management needs.
- Sediment and evasive weed removal project in Yorktown Pond was completed with the goal of improving water quality and the stormwater functionality of the pond.
- County residents received 189 Eastern Mahaw trees through the Adopt-A-Tree Program, funded by the Leon County Tree Bank.

Quality of Life

- Completed 23 burials at the Leon County Serenity Cemetery. In addition, assistance was provided to the Real Estate Division with planning for essential cemetery expansion in the near future.
- Completed 105 Private Road Repair requests.

Contact Us

(850) 606-1400
www.LeonCountyFL.gov/PubWorks

TRANSPORTATION INFRASTRUCTURE

- Cleaned and repaired more than 27 miles of roadside ditches, which will improve water quality and reduce the potential of stormwater impacts on adjacent properties.
- Through the use of Citizens Connect, the division has received more than 2,000 requests for services. In addition, the division has received over 8,500 requests for services via e-mail, telephone, personal contacts and other means.
- Refurbished 62 line miles of pavement striping to improve driver visibility on our roadways.
- Performed 5.9 miles of road resurfacing with Open Grade Hot Mix (OGHM). The OGHM pavement is more environmentally friendly asphalt, which provides for a certain degree of stormwater treatment within the asphalt mat.
- Performed on more than 832.20 acres of landscaped area maintenance throughout Leon County.
- Operates Mosquito Control Services, by providing Leon County residents with effective and environmentally sound mosquito control applications.
- During this past year, Operations:
 - » Installed and repaired approximately 5,540 street signs throughout Leon County.
 - » Washed & Cleaned approximately 10,899 sign panels

- » Repaired over 71.64 miles of road shoulders.
- » Painted more than 107,306 square feet of pavement traffic symbols.



Did You Know

By emptying and cleaning birdbaths and pets' water bowls at least once or twice a week, you can stop mosquitos from multiplying.



Asphalt Repair



Tree Removal

Demonstrating Highest Standards of Public Service

Operations coordinated the recognition of Leon County as a Tree City, USA for the ninth year in a row, highlighting the County's comprehensive tree protection and management programs.





PUBLIC WORKS: FLEET MANAGEMENT

ALIGNING BOARD PRIORITIES WITH OPTIMIZED RESOURCES

PEOPLE FOCUSED. PERFORMANCE DRIVEN.

Goal Statement

To provide the best quality maintenance and repair at the most economical cost to taxpayers of Leon County.

Strategic Initiatives/Support Highlights

Environment

- The Green Fleet Team provides input in the selection and purchase of a sustainable fleet. Currently, the County's fleet is composed of 33 alternative fuel vehicles and 11 pieces of miscellaneous equipment. Four one-ton trucks utilizing unleaded gasoline and CNG were purchased in FY 2015.
- Recycling is part of the culture of the Fleet Division. More than 2,100 gallons of used motor oil have been recycled this fiscal year.
- The Fleet Management Division implemented the use of Echo Power Synthetic Blended recycled motor oil.

VEHICLE REPAIR & PREVENTATIVE MAINTENANCE

- To promote efficiencies within Fleet Management and improve the management of resources, the team:
 - » Performed 904 preventative maintenance services.
- In order to properly manage the community's financial resources, Fleet Management regularly pursues cost-saving opportunities such as:
 - » Investing in new hybrid vehicles. The average MPG on hybrid vehicles improved in FY 2015 to 28.80 MPG.
 - » The Fleet Division purchased four alternative fuel (CNG) vehicles during FY 2015.
- » Collected \$366,743 in surplus vehicles and equipment auctions and \$75,000 on buy-back equipment for a total of \$441,743. Additionally, \$966 was generated from used oil and scrap metal.
- » Purchased 2,390 gallons of Echo Power, Echo Friendly Recycled Motor Oil. Fleet also recycled 2,100 gallons of used motor oil.



Fleet Fueling Station



Vehicle Maintenance



Did You Know

During FY 2015, Leon County downsized seventeen vehicles and trucks to reduce emissions and achieve greater efficiency.

Contact Us

(850) 606-2000
www.LeonCountyFL.gov/Fleet



PUBLIC WORKS AND COMMUNITY DEVELOPMENT: FACILITIES MANAGEMENT

ALIGNING BOARD PRIORITIES WITH OPTIMIZED RESOURCES

PEOPLE FOCUSED. PERFORMANCE DRIVEN.

Mission Statement

To serve the people of Leon County as a responsible steward of public real estate and building infrastructure necessary to support County operations in a timely, professional and cost-effective manner.

Strategic Initiatives/Support Highlights

Quality of Life

- Provided parking access cards to 56 persons with disabilities and 80 veterans for the parking lot at the Main Library at no cost.
- Collaborated with the John G. Riley Museum on their annual Blended Lives Program by reserving the lower bottom portion of the Gadsden Street parking lot to provide ample space so that tents may be set up to allow over 2,500 citizens to engage in a historical experience.

Economy

- Real Estate secured Cisco Systems, Inc. as a tenant in the Leon County Government Annex Building.
- Real Estate secured two new tenants in the Lake Jackson Town Center that complement other tenants and make a "neighborhood center."

Environment

- Real Estate acquired a .9 acre parcel of vacant land adjacent to the B. L. Perry Branch Library to increase the green space.

Governance

- Real Estate designated a list of county owned parcels suitable for affordable housing projects to be built by the Leon County Housing Finance Authority.

Contact Us

(850) 606-5000
www.LeonCountyFL.gov/Facilities

PROFESSIONAL CONSTRUCTION & MAINTENANCE FOR COUNTY BUILDINGS

- Installed a new chiller at the Dr. B. L. Perry Branch Library. The new unit runs more quietly, requires less maintenance and can be monitored and adjusted remotely. The unit is estimated to have an annual savings of \$14,030, resulting in a 5.34 year return on investment.
- Renewed Energy Efficiency for Leon County Government Annex Rooftop. The new roof includes the following upgrades:
 - » New overflow drains
 - » Thick layer of insulation where previously there was none
 - » Highly reflective surface to reduce solar heat gain

These measures will result in markedly lower energy consumption and greater comfort on the top floor. The roofing project followed a building facade waterproofing and painting project which required rooftop staging. Thus, damage to the new roof was avoided as a result of the work sequence now complete.

- Provided the newly re-named Leon County Government Annex's exterior and interior main lobby area a fresh, new look. The interior of the first floor common area was refreshed, including new modern furnishings and fixtures, and an upgrade to the interior cabs of the elevators.
- Re-roofed the Leon County Welcome Center. The added insulation and the PVC reflective membrane will result in noticeably lower energy consumption and greater comfort.
- Continued new work on the Leon County Jail and Sheriff's Administration Building, including a recently completed re-roofing of half of the Jail and interior renovations in the detention pods to correct leaking showers, repair problematic walkways and other issues. Additional improvements include replacement windows for



Loading Chiller at Dr. B.L. Perry, Jr. Branch Library

the Sheriff's Administration Building and a new sign which will rename the facility in honor of the late Sheriff Larry Campbell.

- Renovated new office space for the Probation Department at the Community Service Building located on Appleyard Drive. The new location consolidates Probation with related offices of Pre-Trial and Drug Testing, leading to better operational efficiencies for the department.
- Assisted the Solid Waste Management Division with the replacement of an industrial "tipping" floor at the Solid Waste Transfer Station on Gum Road and with the rebuilding of truck scales at both the Transfer Station and Solid Waste Management Facility.



DEVELOPMENT SUPPORT & ENVIRONMENTAL MANAGEMENT (DSEM)

ALIGNING BOARD PRIORITIES WITH OPTIMIZED RESOURCES

PEOPLE FOCUSED. PERFORMANCE DRIVEN.

Mission & Goal Statements

DSEM: To support the development of a sustainable community and its built environment, while protecting and preserving our natural resources to maintain the quality of life for all citizens and building positive relationships through exceptional customer service.

Development Services: Guide and support the development of sustainable communities through the adopted policies of the Comprehensive Plan and development standards of the Land Development Code, while ensuring and promoting the quality of life for all citizens of Leon County.

Building Plans Review and Inspection: Ensure that built environments are safe, accessible and energy efficient through compliance with all applicable construction codes, plans review, inspections, the use of automated technologies, and continuing staff development.

Environmental Services: Provide high quality technical and scientific permitting and review services to the public and to disseminate environmental information to the public and government agencies in support of environmental protection efforts.

Permit and Code Services: Administer, centralize, coordinate, and facilitate licensing code compliance, citizen review boards, and growth and environmental management services to residents, property owners and land development professionals served by DSEM in order to achieve compliance with adopted ordinances and policies.

Contact Us

(850) 606-1300
www.LeonPermits.org

PERMITTING, INSPECTION, DEVELOPMENT & SUPPORT

Development Services Division

- Continued to provide exceptional customer service to the community and ensured that all new development met or exceeded the minimum development requirements. During FY 14-15, Development Services reviewed 35 site and development plan applications, issued 30 concurrency certificates, reviewed 63 exempt subdivision applications, issued 158 Permitted Use Verifications, and reviewed 907 applications for land use compliance.
- Coordinated with the Keep It Rural Coalition (KIRC) to amend the Rural Future Land Use Category and develop new standards for the Rural zoning district to further protect the rural character of the Rural Land Use Category.
- Worked extensively with the Buck Lake Alliance and the developer of Fallschase to draft design standards for the Village Center within The Fallschase development. These design standards will ensure architectural harmony and unification of future buildings throughout the commercial component of Fallschase.

Building Plans Review and Inspection Division

- Continued to ensure building safety within unincorporated Leon County: performed 15,690 building, electrical, plumbing and mechanical inspections; completed 10,293 plan reviews; and issued approximately 5,147 building permits.
- Initiated the final phase of Project Dox, the digital document management program. This phase expands the current use of

Project Dox to allow the electronic submittal and review all building permit applications.

Environmental Services Division

- Staff completed a three year process for entry into the Federal Emergency Management Agency's (FEMA) Community Rating System (CRS) Program. On May 1, 2015, Leon County was accepted into the CRS Program at a Class 6 rating, which will provide a 20% savings on 628 citizen flood insurance policies in Leon County for a recurring annual cost savings of approximately \$93,364.
- Continued to protect the community's natural features by reviewing and approving 46 Natural Features Inventories, 120 site plans, 26 operating permits, 480 single-family permits, 217 operating permit renewals, and 85 environmental permits. Also provided customer service to over 1,700 call/walk-in customers and performed more than 7,500 environmental inspections.
- Division staff assisted Planning staff in a Comprehensive Plan text amendment for a volume control stormwater standard in the Lake Protection Future Land Use Category. The implementing Land Development Regulations were approved by the Board on July 7, 2015. This change will promote development activity and improve the overall stormwater treatment and water quality protection for Lake Jackson.



Did You Know

The Building Plans Review and Inspection Division recently implemented the final phase of the ProjectDox application review and submittal program allowing building permit applications to be accepted and reviewed electronically.



Development on Bannerman Road



ALIGNING BOARD PRIORITIES WITH OPTIMIZED RESOURCES

PEOPLE FOCUSED. PERFORMANCE DRIVEN.

Strategic Initiatives/Support Highlights

Economy

- Continued to update the 100-year floodplain data in GIS for on site-specific analysis received during the development review process to ensure future development is permitted outside of flood prone areas, and to provide a database to assist property owners and consultants with the design of proposed developments.
- Developed examples of acceptable standard solutions to expedite environmental permitting for additions to existing single-family homes.
- Continued to implement a legislative mandate to continue suspension of fees for environmental permit extensions.
- Formed a citizen committee and engaged in a needs assessment of the Bradfordville Study Area and implemented provisions of the Land Development Code.

Quality of Life

- Implemented a property registration program for abandoned real property to ensure vacant properties are adequately maintained.
- Revised the Rural zoning district to protect the rural character of the Rural Future Land Use Category.
- Integrated low impact development (LID) standards into the Land Development Regulations.

Environment

- Revised the Lake Protection zoning district standards to ensure the continued protection of water resources and provide more sustainable development within the Lake Protection Future Land Use Category.

Governance

- Continued to offer after-hours and weekend building inspections for certain types of construction projects.
- Developed and implemented multiphase electronic building permit application submittal and plans review process.



Reviewing Environmental Plans

Permit & Code Services Division

- Development support through customer service is critical. During the year, more than 9,845 walk-in customers were assisted, over 25,219 phone calls were answered, and over 320 online Citizens Connect service requests were addressed. Additionally, 723 contractor licensing customers were supported over the phone or in person.
- Staff responded to 3,388 code compliance calls from citizens, reporting issues such as public nuisances, junk, illegal dumping, or illegally removing trees or filling wetlands, resulting in 1,140 site inspections, and the presentation of 61 cases before the Code Enforcement Board for resolution.
- Implemented the amended Sign Code Ordinance approved by the Board on May 13, 2014, to address illegal signs in the right-of-way in unincorporated Leon County.
- Implemented the Abandoned Property Registration (APR) Ordinance approved by the Board on March 12, 2013. This ordinance establishes a registration program to protect



Home Inspection

- neighborhoods from becoming blighted through distressed and abandoned properties with mortgages in default. To date, 993 properties have been registered.
- Division staff implementing the Compliance Certification Letter Fee Resolution approved by the Board on July 7, 2015. The Resolution provides for the recovery of associated costs of research and processing of open code violations, lien research requests and the issuance of Compliance Certification Letters by the Code Compliance Program.
- Division staff implemented the Refueling Assistance for Persons with Disabilities Ordinance approved by the Board on January 29, 2014. The Ordinance provides for the regulation of gas stations to ensure that persons with disabilities are provided equal access in refueling their vehicles.



DEPARTMENT OF P.L.A.C.E.: BLUEPRINT 2000

ALIGNING BOARD PRIORITIES WITH OPTIMIZED RESOURCES

Mission Statement

To implement the Blueprint program in a timely and cost-effective manner, utilizing sound but innovative business practices while keeping the citizenry informed and involved.

Strategic Initiatives/Support Highlights

Blueprint 2000 (BP2000) is a division of the Department of PLACE (Planning, Land Management, and Community Enhancement). BP2000 plans, designs, and constructs infrastructure and environmental projects funded from the one-cent local-option infrastructure sales tax. BP2000 is managed by the Intergovernmental Agency Board, which consists of the seven Leon County Commissioners and the five City of Tallahassee Commissioners. BP2000 also works with a 13-member Citizens Advisory Committee and technical staff from City and County departments.

The City and the County Commissions agreed to a joint management approach for the implementation of BP2000 projects, which are allocated 80% of the funds generated from the one-cent local-option sales tax. Additionally, 10% of the one-cent sales tax revenue is allocated to support County projects, and 10% is allocated to support City projects, as approved by the respective Commissions.

PLACE emphasizes the desire to create a livable, sustainable community and coordinates BP2000 and Planning activities for Leon County and the City of Tallahassee.

Contact Us

(850) 219-1060
www.Blueprint2000.org

PEOPLE FOCUSED. PERFORMANCE DRIVEN.

PRESERVE, PROTECT & ENHANCE THE COMMUNITY'S QUALITY OF LIFE

- Blueprint 2000 is committed to preserving, protecting and enhancing the community's quality of life through holistic and coordinated planning, transportation, water quality, environmental and green space projects.
 - » The Smokey Hollow Heritage Sidewalk Project was constructed to create a sidewalk connection from the Smokey Hollow Commemoration within Cascades Park to the John G. Riley Center/Museum along the west side of South Meridian Street. Improvements included landscaping and aesthetic treatments to ensure an attractive connection to the John G. Riley Center/Museum.
 - » Constructing a 2.5-mile Capital Circle Northwest/Southwest road project, which includes widening the roadway to six lanes and providing facilities for bicycles and pedestrians, an enhanced median and border landscaping. A 90-foot bridge will be constructed over Gum Creek improving the hydrology of Gum Swamp. Additionally, wildlife crossings will be constructed under the roadway north and south of the bridge. Construction will be complete in 2016.
 - » Adding trails and stormwater improvements to the FAMU Way Extension, a new east-west roadway currently under construction between the current end of FAMU Way at Wahnish Way and Lake Bradford Road that will enhance the existing FAMU Way corridor between Wahnish Way and Martin Luther King Jr. Boulevard. These added features will also

improve area mobility and water quality. Construction began spring 2014 and will be complete in 2016.

- Constructing the Capital Cascades Crossing pedestrian bridge and trail. This project includes a multi-use trail that extends three city blocks and connects the Cascades Park segment of the trail to the east with the FAMU Way segment of the trail to the west. The Capital Cascades Crossing is an expansion of the award winning Cascades Park as it "carries" Cascades Park across Monroe Street to Adams Street where it joins FAMU Way, which is currently under construction. There will be seating, landscaping and a variety of amenities along the trail, similar to those found on the Franklin Boulevard segment, which was completed in 2013 and the Cascades Park segment which was completed in 2014.
 - » Magnolia Drive Multi Use Trail. This project constructs multi modal improvements along Magnolia Drive from South Adams Street to Apalachee Parkway. The proposed improvements include the installation of sidewalks, multi-use trails, streetscaping, and signalization at the intersection at Jim Lee Road as well as landscaping and improved lighting along the corridor. The trail is funded by Blueprint 2000 and will be administered by Leon County Public Works.

Demonstrating Highest Standards of Public Service

The Florida Planning and Zoning Association presented the Outstanding Design Excellence Award to Blueprint 2000 for the Cascades Park project. This award is for a development which exhibits superior form and function.



Capital Circle NW/SW Road Project
Posted at 1:30 p.m. on October 19, 2015



Goal Statement

To provide accurate information, creative and effective planning recommendations, and expertise in the areas of long-range land use, environmental, and transportation planning for the orderly growth of Leon County and the Tallahassee community.

Strategic Initiatives/Support Highlights

Quality of Life

- Identify projects that may be advance-funded as part of the Sales Tax extension.
- Initiate a comprehensive review and revision to the Land Use Element of the Comprehensive Plan.
- Reformat the existing on-line Comprehensive Plan to modernize its appearance and increase usability.
- Evaluate the existing Comprehensive Plan amendment process, and identify opportunities for further streamlining.
- Protect the rural character of our Rural Land use category.
- Work with the City of Tallahassee and Blueprint to implement the Sales Tax extension, including the Economic Development portion.
- Institute a Sense of Place initiative for the Fairgrounds.

Contact Us

(850) 891-6400
www.LeonCountyFL.gov/Planning

PLANNING TODAY FOR TOMORROW'S COMMUNITY

- In collaboration with former residents of Smokey Hollow, the Riley House Museum, and Blueprint 2000, the DesignWorks studio developed a concept to commemorate the Smokey Hollow community, which covered much of the area that is now Cascades Park. The first phase of the Commemoration was completed and opened to the public in March 2014.
- The DesignWorks studio developed concepts to beautify a portion of the Lafayette Street along the rear wall of the Parkway Shopping Center:
 - » Proposed improvements include two designated loading and unloading zones, landscaping, solid waste relocation, architectural screening fence, artistic façade improvements and the addition of a sidewalk along the north side of Lafayette Street.
 - » The improvements provide both an aesthetic improvement as well as a safety improvement to the service area of the Parkway Shopping Center to further enhance the walkability of the corridor to Cascades Park and adjoining neighborhoods.
- Relunched the Bike Tallahassee website as a central access point for all cycling-related information in Leon County. The updated bike route map is more user-friendly and include destination-specific



Bike Tallahassee's website

routes, such as the Huntington-St.Marks Trail Connector. Users are also able to map their own ride using identified bicycle routes and other on and off-road cycling facilities. Bike Tallahassee provides regional cycling information for both residents of and visitors to the Tallahassee-Leon County community.

- Instituted a Sense of Place for the fairgrounds by identifying the first key actions to making improvements at the North Florida Fairgrounds and to position it as an economic engine for the community.



Did You Know

You can ride your bike from J.R. Alford Greenway to the Leon County Main Library downtown along a network of trails, bike lanes, and local roads. To learn more, please visit: www.BikeTallahassee.com



OFFICE OF RESOURCE STEWARDSHIP: SUSTAINABILITY

ALIGNING BOARD PRIORITIES WITH OPTIMIZED RESOURCES

Mission and Goal Statements

Office of Resource Stewardship: To provide leadership and coordination of services through the Office of Sustainability, the Division of Solid Waste, and the Cooperative Extension Program, in order to identify opportunities for synergy and added efficiencies between each work-group to effectively promote stewardship of the community's natural, societal, and economic resources.

Sustainability: To enhance our community's environmental, economic, and social resilience by promoting adoption of sustainability practices within County government and the community at large.

Strategic Initiatives/Support Highlights

Environment

- Continued expansion of the County Community Garden program through grant support for five stakeholder gardens, including three school gardens, across the community.
- Initiated a program that educates all new employees on Leon County's recycling and sustainability initiatives through a presentation given by staff.
- Provided Workplace Sustainability Training with Leon County employees to implement sustainable day-to-day practices on the job.
- Developed dashboard metrics for County fleet to assist in attaining fuel conservation goals.
- Hosted a Sustainable Communities Summit in January 2015 with a theme of "Food for Us" exploring the community's connection to food.

Contact Us

(850) 606-1800
www.LeonCountyFL.gov/Sustainability

PEOPLE FOCUSED. PERFORMANCE DRIVEN.

GROWING GREEN TOGETHER

- To date, the County has supported four community gardens on County lands and 15 additional stakeholder gardens, all with grants and technical support. These gardens provide many social and environmental benefits. Hundreds of citizens of all ages are getting to know their neighbors better, engaging in healthy exercise, learning how to grow food, sharing fresh produce with people in need and enhancing properties.
- Continued efforts at the Sustainable Demonstration Center at the Leon County Cooperative Extension facility on Paul Russell Road have added interpretive features that enhance public understanding of the "net zero" building's many sustainable features, which include a 60 kilowatt photovoltaic array, a geothermal heating and cooling system, and a unique rainwater collection system that stores 40,000 gallons of water for use in the site's diverse ornamental and vegetable gardens, as well as a new orchard. This facility highlights the County's ongoing commitment to reduce County Government's own

carbon footprint, realize energy efficiencies, and catalyze similar efforts elsewhere in the community.

- Leon County is committed to effective collaboration with community partners. Among the initiatives carried out with leadership from Leon County in conjunction with community organizations are:
 - » **Community Carbon Fund (CCF)** - Leon County is a partner with Sustainable Tallahassee in the CCF, which assists organizations that serve the poor and disadvantaged in



2015 Sustainable Communities Summit



Post Summit Rountable Discussion Page 316 of 407

Demonstrating Highest Standards of Public Service

Leon County received the 2015 National Association of Counties (NACo) Achievement Award in the category of County Resilience: Infrastructure, Energy & Sustainability for the Leon County Sustainable Communities Summit.





implementing energy upgrades at their facilities. Energy conservation upgrades cut utility costs and allow more funding for core services, while also reducing carbon emissions and utility load. Emissions have been reduced by more than 200 metric tons annually.

- » **Local Food Movement Leadership** – The Office of Sustainability has formed a partnership with the City of Tallahassee and Sustainable Tallahassee to support an initiative entitled the Good Food Program. The program focuses on increasing public awareness of local food initiatives, increasing community involvement in the local food scene, and increasing gardening in the City and County.



Leon County's Seed Library Program



Kate Sullivan School Garden

toward the workplace, but translate into daily life changes that can create a positive ripple effect in the community. The team is hosting interactive workshops that encourage departments to take a more proactive approach to how they contribute to Leon County's internal culture of sustainability.

- Leon County hosted the Sustainable Communities Summit, with the theme of "Food for Us," on January 24th, 2015. The event was an immense success, with more than 300 citizens in attendance. The Summit provided a forum for discussing how the community as a whole could assist in making our food system healthful, affordable, and locally-focused. This was achieved through multiple interactive break-out sessions, where the attendees themselves came up with ideas for how to implement local food projects and voted on those they believed to be most impactful. The Summit also featured two keynote speakers from across the country, Karen Washington and Philip Ackerman-Leist, both who inspired the community and joined our good food family. Following the event, Leon County

hosted a post-summit round table meeting, during which goals and next steps were identified based on the discussion and community input at the Summit.

- Leon County Government in partnership with Sustainable Tallahassee hosted a tree planting at J.R. Alford Greenway.
- Developing a new initiative to educate Leon County employees on how to make small changes to benefit the environment, connect with the community, and strengthen the economy. These initiatives are geared



Composting Workshop



Did You Know

The Office of Resource Stewardship is now on Facebook!
www.Facebook.com/LeonCountyORS



OFFICE OF RESOURCE STEWARDSHIP: SOLID WASTE MANAGEMENT

ALIGNING BOARD PRIORITIES WITH OPTIMIZED RESOURCES

PEOPLE FOCUSED. PERFORMANCE DRIVEN.

Goal Statement

To provide an integrated solid waste management system dedicated to excellent customer service and responsible fiscal and environmental stewardship.

Strategic Initiatives/Support Highlights

Environment

- Additional shelters were constructed to allow better protection of Household Hazardous Waste drop offs at the Rural Waste Service Centers.
- Decreased the overall operational hours of the Rural Waste Service Centers. This reduction of hours resulted in an annual savings of \$133,000.
- Evaluated 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; redirect 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
- Dual purposed a closed solid waste disposal cell for event parking at Apalachee Regional Park. The parking lot has a capacity of 3,000 vehicles.

Contact Us

(850) 606-1800
www.LeonCountyFL.gov/SolidWaste

CUSTOMER SERVICE, ENVIRONMENTAL STEWARDSHIP & INNOVATION

- Leon County's Hazardous Waste Center continued to be a one-stop location for hazardous waste and electronics disposal that promotes the reuse and recycling of these products.
 - » Processed 394 tons of potentially hazardous material from 10,102 residents, of which 240 tons was removed from the solid waste stream through recycling or reuse.
 - » The Swap Shop continued to promote the reuse of household products. The program receives usable household products, such as paint, pool chemicals, and polishes, all of which are available to the public at no charge. This includes returning 40 tons of household products to the community through the Swap Shop and 5,870 gallons of re-blended latex paint through the ReNew Paint program.
 - » The Florida Chapter of the North American Hazardous Materials Management Association recognized the Household Hazardous Waste Program with its Longstanding Service Excellence award for more than twenty years of outstanding service to the Leon County Community, Golden Bung for dramatic improvement in collection event participation, and the Pickled Skunk Brains for successful handling and processing of unique or unusual materials.



Household Hazardous Waste Mobile Unit

- Leon County continues to strive toward state benchmarks for recycling:
 - » Achieved 51% recycling rate.
 - » Recycled over 265 tons of electronic scrap.
 - » Partnered with the Sharing Tree, a community resource for reuse and recycling of art supplies and other materials that would otherwise be destined for a landfill.
 - » Turned yard debris into free mulch for our citizens.
- Leon County Transfer Station processed 174,000 tons of solid waste to be disposed of at the Springhill Landfill and removed and appropriately disposed of 37 tons tires from the solid waste stream.
- Leon County worked with the collections contractor to improve overall performance while reducing customer service complaints by approximately 30%.



Did You Know

Free mulch is available all year long to county residents at all Rural Waste Services Centers.



OFFICE OF RESOURCE STEWARDSHIP: COOPERATIVE EXTENSION

ALIGNING BOARD PRIORITIES WITH OPTIMIZED RESOURCES

PEOPLE FOCUSED. PERFORMANCE DRIVEN.

Goal Statement

To provide researched-based educational programs and information on horticulture, agriculture, natural resources, forestry, family and consumer sciences, and 4-H youth development, empowering citizens of Leon County to make decisions and behavior changes that contribute to an improved quality of life and a more sustainable community.

Strategic Initiatives/Support Highlights

Environment

- Leon County's Cooperative Extension Division trained over 435 commercial landscape maintenance and land management professionals resulting in more than 4,269 certifications and/or continuing educational units. This ensures compliance with pesticide application laws and other regulations.

Quality of Life

- 458 limited resource adults completed an 8-week series of in-depth nutrition education classes through the Expanded Food and Nutrition Education Program (EFNEP). 85% of adults reported at least one positive change in their diet. Nutrition education programs reached nearly 500 low-income senior citizens with nutrition education.
- Engaged more than 7,300 youth in 4-H programs and activities. Involvement in 4-H enhances decision making, leadership, and communication skills. Nearly 150 youth increased their skills and knowledge in environmental stewardship and other life skills by participating in 4-H day and overnight camping.

Contact Us

(850) 606-5200
www.LeonCountyFL.gov/CoopExt

CULTIVATING SOLUTIONS FOR YOUR LIFE

- Leon County Extension provided educational assistance to 11 community gardens and 25 school gardens resulting in nearly 30,000 pounds of food.
- Classes have included topics such as herb gardening, beginner gardening, Master Gardener, and container gardening. Nutrition and food preservation classes help backyard gardeners safely and healthfully prepare and store their harvest.
- Over 150 people attended "Grow Healthy, Eat Healthy" workshops, held at six library branches, in conjunction with the Seed Library. Participants learned how to grow the seeds they could check out and how to prepare the vegetables they would harvest. Six additional workshops will support the fall seed packet launch.
- In partnership with the IRS and with funding from a Bank of America grant, certified volunteers electronically filed tax returns through the Virtual Volunteer Income Tax Assistance (VITA) program. More than 142 rural households filed their 2014 taxes resulting in over \$132,000 refunded to tax payers (average tax refund \$930.00). Such service costs average \$160 and "rapid refunds" cost even more! This is a burden to low-income citizens who do not always understand how to file on their own. The participants also received access to financial services.
- Talquin Electric employees and contractors attended classes to learn proper tree trimming techniques and tree management. These practices help employees work more efficiently to improve tree safety, aesthetics, and reliability of electrical power.
- Conducted Smarter Lunchroom assessments at 17 Leon County School lunchrooms. The assessments help schools implement small changes to help children make healthful choices and help fight childhood obesity.
- 4-H youth development programs help youth learn by doing. In 4-H activities, children learn about the environment, nutrition, sewing, gardening, robotics, and more. 4-H youth also develop leadership and citizenship skills.
- In partnership with Tallahassee Memorial Healthcare, citizens attended nutrition programs at 11 different community sites during National Nutrition Month. Nearly 500 citizens learned about proper hydration with water to reduce sugar intake from convenience beverages like juice and soda.
- Leon County began the Great Tree Challenge, a unique way for citizens to document the size and history of notable local trees.



Macon Community Garden



OFFICE OF HUMAN SERVICES & COMMUNITY PARTNERSHIPS (HSCP): HUMAN SERVICES/PRIMARY HEALTHCARE/CHSP

ALIGNING BOARD PRIORITIES WITH OPTIMIZED RESOURCES

PEOPLE FOCUSED. PERFORMANCE DRIVEN.

Mission and Goal Statements

HSCP: To build a stronger, healthier community by providing a safety net of resources, services, and solutions for citizens in need, in partnership with our community.

Human Services: To serve as a safety net to enhance the quality of life for residents by providing resources, access to social services, and short-term financial assistance.

Primary Healthcare: To improve the health of citizens by providing quality and cost-effective health services through collaborative community partnerships.

Strategic Initiatives/Support Highlights

Quality of Life

- As mandated by State law, Leon County paid more than \$2.8 million as a Medicaid match for Medicaid patients' hospital stays and for nursing home residents.
- Continued to support, fund and administer the Community Human Service Partnership (CHSP), in partnership with the City and United Way, by allocating \$825,000 for human services programs.
- Provided an early budget discussion item regarding primary healthcare, including mental healthcare services, and options to maximize resources to meet the healthcare needs of the community including those individuals served through the local criminal justice system.

Contact Us

(850) 606-1900
www.LeonCountyFL.gov/HSCP

PRESERVING & IMPROVING THE HEALTH AND WELFARE OF CITIZENS

- Provided funding to community healthcare partners (collectively "CareNet") as part of a Countywide effort to offer critical health services to uninsured and low-income residents. Leon County's investment in health services has helped realize a return of \$5.23 for every \$1 of County tax revenue contributed to CareNet.
 - » Leon County contributed \$1.3 million to help fund the more than 11,500 visits for primary care and mental health services for uninsured and low-income residents at Neighborhood Medical Center, Bond Community Health Center, and Apalachee Center.
 - » Leon County provided \$168,826 to the Capital Medical Society Foundation's We Care Network to coordinate donated specialty medical care and dental care for uninsured and low-income residents valued at more than \$2.7 million.
- Leon County committed \$500,000 to support the construction of the Comprehensive Emergency Services Center. With help from numerous community partners, the building centralizes services to address homelessness in the community by relocating the Shelter and the Renaissance Community Center. This move helps foster new investment and commercial development potential in the Frenchtown community.
- Leon County continued to build local and national partnerships to provide eligible residents critical and life-saving prescription drugs at reduced costs:
 - » Uninsured residents with limited income have received over 15,000 prescription medications, valued at more than \$925,000,

through the CareNet partnership with FAMU Pharmacy and Neighborhood Medical Center.

- » Leon County residents used Leon County's free Prescription Discount Card, made possible through the County's partnership with the National Association of Counties (NACo), to fill more than 1,900 prescription medications not covered by insurance.



The Kearney Center Grand Opening

OFFICE OF HUMAN SERVICES & COMMUNITY PARTNERSHIPS: HOUSING SERVICES



ALIGNING BOARD PRIORITIES WITH OPTIMIZED RESOURCES

PEOPLE FOCUSED. PERFORMANCE DRIVEN.

Goal Statement

To promote safe, sanitary and affordable housing through homeowner education, counseling, and home rehabilitation & replacement in the unincorporated areas of Leon County.

Strategic Initiatives/Support Highlights

Economy

- As an approved Advisor Agency for the federally-funded Florida Hardest Hit Foreclosure Prevention Program, Leon County Government secured a Principal Reduction Loan for five Eligible Homeowners statewide, and financial relief for three Leon County eligible residents, which gives them time to find new or sufficient employment, avoid foreclosure, and stay in their homes. Leon County homeowners who are unemployed, underemployed, or have reduced income may be eligible for assistance through the Unemployment Mortgage Assistance Program or the Mortgage Loan Reinstatement Program.
- Leon County rehabilitated 26 low-income residents' homes, delivering on the County's goal of safe and sanitary homes, and providing work for multiple, local contractors. Rehabilitation work includes 20 new roofs.

HOUSING ASSISTANCE, COUNSELING & SOLUTIONS

- Housing Services ensures that extremely low, very low, low and moderate income level residents of Leon County are provided with safe and sanitary housing, and works to preserve the supply of affordable housing in the County. The division accomplishes these goals through programs that include down payment assistance to first-time homebuyers, foreclosure prevention assistance, principal reduction, home rehabilitation, and home replacement.
- Leon County continues its work as an Advisory Agency for the federally-funded, Florida Hardest Hit Foreclosure Prevention Program. Leon County residents can receive up to \$42,000, providing homeowners the time to find new or sufficient employment, so they may avoid foreclosure, and separately receive up to \$50,000 to lower their overall mortgage debt. These efforts also help mitigate property value loss for all of Leon County.
- Leon County continuously identifies opportunities to participate in federal and state programs beneficial to the community with respect to housing.
 - » More than 300 Leon County homeowners and prospective home buyers were educated on how to maintain a home and how to prevent foreclosure during the County's fall and spring Home Expos. During the home expo events, attendees also



LaCombe Home Replacement

participated in hands-on demonstrations, learning how to paint, pressure wash and perform minor roof repairs.

- » 57 first-time homebuyers purchased a home in Leon County through the Leon County Housing Finance Authority's Down Payment Assistance Program, funded in conjunction with Escambia Housing Finance Authority. Veterans are the only category of buyer for this program that will not have to be first-time buyers.
- » As a result of Leon County's participation in the implementation of a home owner association neighborhood revitalization project for low-income families, seniors, disabled, and Veteran home owners (Crown Ridge Estates), Leon County was presented with the "Best In Class" 2015 Achievement Award for its 9/11 Day of Remembrance and Service.



Did You Know

To assist citizens with issues related to housing, Leon County Government procures grant funding from several federal & state institutions. During the last fiscal year, more than \$2.6 million dollars in grant funding for affordable housing has been accessed.

Contact Us

(850) 606-1900
www.LeonCountyFL.gov/Housing



OFFICE OF HUMAN SERVICES & COMMUNITY PARTNERSHIPS: VETERAN SERVICES

ALIGNING BOARD PRIORITIES WITH OPTIMIZED RESOURCES

PEOPLE FOCUSED. PERFORMANCE DRIVEN.

Goal Statement

To assist veterans and their dependents in securing all entitled benefits earned through honorable military service, and to advocate for veterans' interests in the community.

Strategic Initiatives/Support Highlights

Economy

- Helped veterans and their dependents with processing benefit claims and obtaining other benefits entitled to them through the U.S. Department of Veterans Affairs and other Federal Agencies.
- Continued to fund and administer Leon County's Active Duty Grant Program, to help offset financial obligations for active duty service members and their families.
- Continued to fund Leon County's Veterans Emergency Assistance Program, which provides veterans in need with emergency financial support for expenses such as rent, utilities, temporary shelter and transportation for medical treatment.
- Continued to support the annual Operation Thank You event by hosting fourth annual Operation Thank You on Armed Forces Day to honor and recognize the service of Korean War veterans.
- Continued to partner with Career Source Capital Region by referring Veterans who require assistance with obtaining employment job search skills.

Contact Us

(850) 606-1940
www.LeonCountyFL.gov/Vets

VETERANS HELPING VETERANS

- Leon County understands that behind every veteran's benefits claim is a veteran in need. In FY15, the Leon County Veteran Services Division:
 - » Assisted more than 4,500 veterans and dependents in person.
 - » Facilitated claim actions that resulted in Leon County veterans receiving more than \$8.8 million in new awards.
 - » Managed the Veterans Resource Center, where veterans will have access to resources to assist them with employment needs.
 - » Sent "welcome" letters to all separating veterans who designated Tallahassee as their home of record or as the place they will be relocating to after separation. These letters provide a wealth of information regarding services provided by Leon County's Veteran Services and other community resources dedicated for veterans.
 - » Provided veteran benefits presentations for "Senior Days" at all senior center events throughout Leon County.
 - » Maintained strong relationships with community partners by attending United Vets monthly coordinating meetings.
- To honor and recognize the service of Korean War veterans, Leon County hosted the 2015 Operation Thank You event. The event included the presentation of colors, performance of the National Anthem, remarks from Korean War veterans and formal recognition of the Korean War veterans. Over 300 citizens attended the event.
- Leon County developed and approved funding for the Veterans Emergency Assistance Program, which provides emergency financial assistance to help qualifying veterans meet critical, basic needs such as, rent, mortgage, and utilities.
- Leon County was a partner of Honor Flight Tallahassee, which transported 78 World War II veterans and support personnel to Washington, D.C. to visit memorials dedicated to honor their service

and sacrifice. An Honor Flight trip is provided at no cost to veterans, and is entirely funded by local fundraisers and community support. Leon County contributed staff support and \$15,000 to help offset the costs of this event.

- Leon County continues to support the North Florida Veteran Stand Down. Leon County contributed staff and \$10,000. Leon County Veteran Services processed claims and provided benefits classes to Homeless Veterans during the three-day event.



Operation Thank You

Demonstrating Highest Standards of Public Service

Leon County received the **National Association of Counties (NACo) Achievement Award** in the category of Employment and Training for County Residents for Leon County Veterans Resource Center.





Veterans Day Parade

Leon County Government is dedicated to serving veterans. In 2015, Leon County served more than 4,500 veterans and dependents with face-to-face consultations. For his or her service, a veteran has earned many benefits. But sometimes, the application process can be complicated. Leon County staff works to help veterans and their spouses process medical claims, retirement benefits, and even to receive assistance for certain approved emergency needs like heating and cooling.

But being a one-stop shop for local veterans is not the whole story of what Leon County does. In 2015, Leon County engaged the community on veteran events such as Honor Flight, Operation Thank You, and the Veterans Day Parade. Leon County supported Honor Flight Tallahassee, a program that flies World War II veterans – at no cost – to Washington D.C. to visit memorials dedicated to their service. Leon County Emergency Medical Services staff and others served as chaperones on the day-long trip. For some of the attendees, that day was their first chance to see the memorials honoring their service. Leon County also honored veterans at home. With the 2015 Operation Thank You event, Leon County recognized the service of Korean War veterans. Over 300 veterans, family members and guests participated in the celebration, including more than 150 Korean War veterans who stood at attention as they were presented with a Korean War Commemorative Challenge Coin and a replica of the Leon County Proclamation.



Honor Flight Tallahassee



Operation Thank You



Operation Thank You



Did You Know

Leon County Veteran Services is able to provide assistance to eligible dependents long after a veteran passes away.



VOLUNTEER SERVICES

ALIGNING BOARD PRIORITIES WITH OPTIMIZED RESOURCES

Goal Statement

To empower citizens to answer local needs through volunteerism and community engagement.

Strategic Initiatives/Support Highlights

Governance

- As a part of Leon County's Summer Youth Training Program, 63 students were introduced to the world of volunteerism and civic engagement in 2015. Each student participated in meaningful service projects and opportunities to learn more about how decisions are made in local government. Feedback from students was overwhelmingly positive; many students reported that they now have a better understanding of how policies and programs are developed, and more importantly, how necessary it is for young citizens to use their voices, skill and talents to contribute to the community.
- Volunteer Services, in its role as the County's Emergency Support Function coordinating volunteers and donations, trained more than 225 County employees and volunteers to support Leon County's Emergency Operation Center during critical activations. Advanced emergency training curriculum was created for "leadership" volunteers, creating a well-prepared team of staff and citizens.

Contact Us

(850) 606-1970
www.VolunteerLEON.org

PEOPLE FOCUSED. PERFORMANCE DRIVEN.

RESPONSIVE VOLUNTEERISM & COMMUNITY ENGAGEMENT

- Leon County continued to leverage the vast talents and resources of the community's residents for the benefit of a diverse group of organizations and individuals.
- Through internships and volunteer service, more than 5,000 citizens volunteered in Leon County government programs and special events and contributed over 120,000 hours of service.
- VolunteerLEON is the only local resource that provides the Florida Volunteer Administration Certificate Program, a comprehensive volunteer management training series that provides up-to-date, practical guidance for the major areas of volunteer leadership and management. In March 2015, 35 participants from all parts of the state traveled to Leon County to attend the highly acclaimed training series.
- VolunteerLEON's Internship Program connects students to meaningful resume-building internships. The success of this hands-on learning program has generated more interest than available positions. Evaluations of the internship program

by participating students and County department supervisors indicated satisfaction rates greater than 95 percent.

- VolunteerLEON continues to play a leadership role in the activities of Community Organizations Active in Disaster (COAD), an association of non-profits and government agencies that participate in all phases of a disaster response and recovery. A full-scale Volunteer Reception Center exercise was conducted in May 2015, providing an opportunity for COAD members, Emergency Management, Leon County's Management Information Systems staff, and disaster volunteers to practice, test, and evaluate steps and systems.
- VolunteerLEON staff, volunteers, and interns participated in 30 community events. Also staff conducted presentations and outreach on program services by speaking at workshops and serving on panels, attending volunteer fairs, and assisting with community events.



Summer Youth Program at America's Second Harvest



Volunteers form a flag line at Operation Thank You



SERVING OUR COMMUNITY



9/11 Day of Remembrance and Service



Demonstrating Highest Standards of Public Service



Leon County's annual 9/11 Day of Service and Remembrance program received a 2015 Achievement Award from the National Association of Counties. In addition, the program received the "Best of Category" designation, indicating that the 9/11 Day of Service and Remembrance was the most outstanding program nationwide in the Volunteer category. Resource Center.



HUMAN RESOURCES

ALIGNING BOARD PRIORITIES WITH OPTIMIZED RESOURCES

PEOPLE FOCUSED. PERFORMANCE DRIVEN.

Mission Statement

To provide professional, reliable and innovative programs and consultative services to attract, train and retain a high-performing and diverse workforce, within a healthy and supportive work-life balanced environment, while insuring compliance with federal, state and local employment regulations.

Strategic Initiatives/Support Highlights

Governance

- Expanded electronic Human Resources business processes including applicant tracking, electronic timesheets and employee self-service.
- Continued to operate the Value-Based Design Program that offers incentives in the form of reduced health insurance costs for employees participating in County Wellness Programs.
- Conducted the Wellness program, Live Well Leon, which promotes healthy employee lifestyles and a healthier workplace.
- Continued to train all county employees through the Customer Experience Training program, which provides the necessary tools to best deliver the WOW! in customer service.
- Utilized new learning technology to help design and deliver Leadership and Advanced Supervisory Training for employees.

Contact Us

(850) 606-2400
www.LeonCountyFL.gov/HR

ATTRACTING, TRAINING AND RETAINING A QUALITY WORKFORCE

- Encouraged employees to engage in healthy behaviors, which promotes a healthier workplace and reduces employer costs. The Well-Being Team held the 2014 Well-Being Fair in partnership with over 65 participating community and business vendors. Over 550 Leon County Government employees attended.
 - » Live Well Leon hosted 80 seminars for employees with professional guest speakers from the health and wellness industry.
 - » Live Well Leon partnered with Tallahassee Memorial Hospital's Diabetes Center and Weight Watchers for onsite programs.
- Reinforced workplace safety through the Domestic Violence, Sexual Violence, and Stalking in the Workplace policy and employee handbook.
- Leon County was a responsible steward of the community's resources, by doing the following:
 - » Implemented the Banner financial system's Self-Service Module to efficiently provide employees with online access to their personnel information.



2014 Corporate Cup Challenge Winners

- » Continued to expand electronic business processes, including the electronic timesheet system, which automates the time entry for staff and increases efficiency and accuracy.
- » Provided more than 2,629 hours of work-related training.
- Leon County amended its Employee Recognition Program to better reinforce its commitment to innovation, efficiencies, and core values.

Demonstrating Highest Standards of Public Service

Leon County received the **Working Well Shooting Star Award** for the fifth year in a row for demonstrating outstanding Wellness Programs at Work.





Mission Statement

To provide reliable and effective technology and telecommunications solutions and services to County agencies to enable them to fulfill their missions in serving the citizens of Leon County.

Strategic Initiatives/Support Highlights

Quality of Life

- Continued technology infrastructure support of the Public Safety Complex for telephone, audio/visual needs, and data connectivity.
- Continued to support the following systems for, and with, the Courts, Sheriff and law enforcement: Justice Information, Jail Management, Warrants, and the North Florida Pawn Network and continue the deployment of e-filings.
- Enhanced Library operations with 300 upgraded public access computers.

Governance

- Supported approximately 345 servers, 1,674 desktop and 425 laptop computers, 254 tablets, 231 printers, 442 smart phones, and 496 network devices. Also provided asset management of computer and peripheral equipment, and an on-site computer training facility.
- Provided the infrastructure and data content of the Tallahassee-Leon County Geographic Information System (GIS) program, which celebrated its 25th anniversary of supporting the Property Appraiser, the Sheriff's Office, and County and City offices such as the Utilities, Public Works, the Growth Management Departments, and Planning.

Contact Us

(850) 606-5500
www.LeonCountyFL.gov/MIS

MAINTAINING EFFICIENT & COST-EFFECTIVE INFORMATION TECHNOLOGY

- Provided essential public safety infrastructure and services which ensure the safety of the entire community including:
 - » Providing telecommunications, audio/visual, and network infrastructure, and a shared data center for the PSC. Adding digital signage for the tenant offices for enhanced communications.
 - » Enhancing the Emergency Information Portal.
 - » Participating in a justice community team to design and implement the Court's e-filing solution, and providing courtroom technology with web mapping support.
- Employed a team approach to provide the best service to citizens and visitors to our community:
 - » Expanded online services with Trailhassee.com, to include mapped recreational trails with access, parking and usage information provided through a GIS overlay.
 - » Developed the award winning Procurement Connect web portal with Purchasing for access to Leon County bids, RFPs, and other procurement information.
 - » Working with Administration, provided a visual mapping interface for the award winning Penny Sales Tax Education Outreach Program.
 - » Expanded and enhanced wireless data connectivity for most County offices.
- Exercised responsible stewardship of the community's resources:
 - » Continued integrating GIS with work order management.
 - » Expanded the County's enterprise phone system to include the Property Appraiser's Office and Court Administration, increasing number of extensions to 3190.
 - » Consolidated 37 copier contracts to a single vendor and condensed printer inventory and toner consumption with savings of \$52,000 per year.
- Provided online services to maintain peak efficiency and accessibility:
 - » Developed, deployed and supported Leon County's website and Intranet, with online services such as Citizens Connect and Your Checkbook, the Citizens Connect Mobile App, and Tallahassee-Leon County's GIS website.
 - » Provided televised/online Board meetings in partnership with Comcast.
 - » Expanded the Leon Information Channel on channel 16 to CenturyLink Prism customers. Programming includes recent commission meetings, various announcements and job listings.
 - » Enhanced the County's website with a mobile responsive site for smart devices.

Demonstrating Highest Standards of Public Service

Received the **2015 Digital Counties Survey Award** for technology use within the government highlighting operational efficiencies, transparency, and citizen engagement.



Did You Know

Nearly 2 million individuals visit the Leon County website each year.



STRATEGIC INITIATIVES: COMMUNITY & MEDIA RELATIONS

ALIGNING BOARD PRIORITIES WITH OPTIMIZED RESOURCES

PEOPLE FOCUSED. PERFORMANCE DRIVEN.

Mission Statement

To proactively facilitate the accurate, effective, timely, and consistent flow of public information to internal and external parties of interest, provide community outreach, and serve as the County's liaison with its media partners.

Strategic Initiatives/Support Highlights

Governance

- Expanded opportunities for increased media and citizen outreach via social media, and through additional distribution partners.
- Continued to operate and update the website www.LeonPhotos.org to easily and efficiently provide public access to high-resolution photos from County events.
- Improved equipment infrastructure to expand coverage of Board meetings and County events, on CenturyLink Channel 16 and Comcast Channel 16 and through the County's website. Such improvements keep citizens better informed and to enhance transparency and public access.
- Continued public education and community outreach for Club of Honest Citizens and Leon County Sales Tax Committee.
- Continued to develop Leon County's Crisis Management Communication Plan.

Contact Us

(850) 606-5300
www.LeonCountyFL.gov/CMR

EDUCATION, INFORMATION & COMMUNITY OUTREACH

- Community and Media Relations (CMR) continued to enhance the community's access to Leon County Government, and to promote transparency and accountability.
 - » Exceeded benchmarks for the marketing campaign of the Citizen Engagement Series, which fosters an informed and engaged citizen-driven debate.
 - » Continued to work with County staff to accurately respond to public records requests in a timely manner.
 - » Issued approximately 300 news advisories, releases, and notices detailing County activities; facilitated approximately 30 press conferences, community meetings, and events.
 - » Actively worked with media partners, including print, television, radio and online sources to provide accurate and timely information.
 - » In partnership with Leon County EMS, CMR facilitated the community-wide Press the Chest event, instructing a record-setting crowd of 750 attendees on proper CPR techniques.
- In Partnership with the Council of Neighborhood Associations (CONA), Leon County helped promote the 2015 Annual Neighborhood Awards Reception. The awards recognized neighborhood and neighbors of the year through seven respective categories.
- CMR delivered more than 100,000 bulletins via the County's digital media subscription service, GovDelivery, which provides subscribers with free, up-to-the-minute news at their fingertips.
- CMR prepared and distributed printed and digital materials on behalf of the County and its departments and divisions.



WTXL Sunrise Cooking Segment Interview

- In addition to Leon County's Facebook and Twitter accounts, CMR launched a Leon County Instagram account.
- With the goal of disseminating timely information, CMR continued to maintain informational updates for the County's award-winning Emergency Information Portal (EIP) website. The Portal provides links to resources for preparation, response and recovery information, such as the status of available shelters, sandbag locations and road closures. To access the Leon County Emergency Information Portal, please visit www.LeonCountyFL.gov/EIP.

Demonstrating Highest Standards of Public Service

Leon County received four **Savvy Awards** for best in category for the 2015 Sustainable Communities Summit, Press the Chest 2015, and joint local government marketing for Cascades Park. Leon County also won two **Silver Circle Awards** for the 2014 Annual Report document and the 2014 Annual Report video.





OFFICE OF INTERVENTION AND DETENTION ALTERNATIVES: PROBATION, SUPERVISED PRETRIAL RELEASE & DRUG/ALCOHOL TESTING

ALIGNING BOARD PRIORITIES WITH OPTIMIZED RESOURCES

PEOPLE FOCUSED. PERFORMANCE DRIVEN.

Mission Statement

To provide information to the Courts, which support judicial custody release decisions, and provide alternatives to incarceration to persons accused of crimes and offenders, improve their ability to live lawfully and productively in the community, enhance the overall administration of justice, and support community safety and well-being.

Strategic Initiatives/Support Highlights

Economy

- Collected data to determine what resources offenders believed they needed to assist them to successfully complete their court ordered sentence. Employment, transportation and education were identified as the greatest areas of need. To date, 118 defendants have been referred to community partners for one or more services.

Quality of Life

- Administered more than 14,700 alcohol tests and in excess of 10,300 drug tests for court-ordered County probationers and defendants released while awaiting trial.
- Supervised more than 2,700 offenders sentenced to the Community Service and Work Programs, who provided in-kind labor for roadway, greenway, park and facilities maintenance, as well as general public services, valued at \$519,406.

Contact Us

(850) 606-5600
www.LeonCountyFL.gov/Probation

COURT SERVICES, CASE MANAGEMENT & COMMUNITY SERVICE

- Leon County supports the safety of the entire community, and assists the Office of Intervention and Detention Alternatives' (IDA) clients to become productive and responsible citizens.
 - » Maintained an average monthly caseload of 1,600 County probationers and Supervised Pretrial Release defendants.
 - » Recovered more than \$67,000 from probationers for crime victims through court-ordered restitution.
 - » Performed more than 7,400 criminal history reviews and demographic assessments on new arrestees to assist the court in making release decisions.
 - » Administered more than 25,000 court-ordered drug and alcohol tests and collected more than \$230,000 for testing services.
- Public safety is a critical responsibility of the County. In cooperation with the Leon County Public Safety Coordinating Council, comprised of the State Attorney, Public Defender,



Leon County Courtroom

Courts, Leon County Sheriff, Tallahassee Police, and Leon County's Office of Intervention and Detention Alternatives, Leon County continues to implement initiatives that serve to manage the jail population and reduce recidivism.

- » Office Intervention and Detention Alternatives participated in court hearings held during the second annual Veterans Stand Down event by providing pretrial and probation services for homeless veterans. This participation led to the creation of a Veteran's Court which is set for implementation in October 2015.



Did You Know

In an effort to provide continuity for defendants from arrest through sentencing, the Probation Division is relocating to Appleyard Drive to share space with Pretrial Release. This initiative provides improved customer service and a greater cost savings to the citizens of Leon County.



OFFICE OF FINANCIAL STEWARDSHIP: OFFICE OF MANAGEMENT & BUDGET (OMB)

ALIGNING BOARD PRIORITIES WITH OPTIMIZED RESOURCES

PEOPLE FOCUSED. PERFORMANCE DRIVEN.

Mission Statement

Office of Financial Stewardship: The mission of the Leon County Office of Financial Stewardship is to provide sound financial management, ethical procurement services and asset control to the Board of County Commissioners, County Administrator, and Board departments, offices and divisions, while minimizing long-term costs associated with accidental losses, in order to support effective decision making and ensure responsible stewardship of County resources.

Office of Management & Budget: The goal of the Office of Management & Budget is to continuously enhance the quality of County services by optimizing the use of County financial resources through the effective provision of planning, policy analysis, budget development, budget implementation and program evaluation services to benefit citizens, elected officials and staff.

Strategic Initiatives/Support Highlights

Governance

- Demonstrated its commitment to responsible stewardship with the development of the FY2015/2016 budget. The budget is balanced without increasing the current 8.3144 millage rate. The total estimated tax collections for FY2016 will be \$4.9 million or 4.5% more than FY2015.
- Revised business plans as part of the Leon LEADS Strategic Planning process transitioning to a five-year planning cycle that spans from FY2012 through FY2016. The Business Plan is a road map and a broad plan of action for accomplishing the Board's priorities, and serves as a gauge to assist the department in measuring outcomes of the plan.

Contact Us

(850) 606-5100
www.LeonCountyFL.gov/OFS

RESPONSIBLE PLANNING & MANAGEMENT OF THE COMMUNITY'S FINANCIAL RESOURCES

- According to the international rating agency Fitch, the "County's financial profile is characterized by prudent, forward-looking budgeting, high reserve levels, and strong liquidity." Even in a slowly recovering economy, Fitch continued to provide Leon County with a "AA" rating and a stable outlook.
- OMB requires semi-annual capital project reporting from capital project managers. The reports allow for more effective planning and allocation of funding for the Capital Improvement Program.
- Leon County has the lowest net budget (\$750) per countywide resident among like-sized countries and has one of the lowest net budgets per county resident in Florida, with only eight other counties having lower budgets. Additionally, Leon County has six employees per 1,000 residents and ranks second lowest in employees per capita among all 67 counties.
- As an ongoing commitment to remain fiscal stewards of public dollars, the Office of Management and good Budget routinely conducts comprehensive management reviews of County operations and organizations it funds to ensure effective and efficient operations.

Demonstrating Highest Standards of Public Service

The Leon County Office of Management received the **Distinguished Budget Presentation Award** from the Government Finance Officers Association for the 25th consecutive year.



Citizen Engagement Series: Let's Balance!™ Budget Simulation Game

County Budget for Fiscal Year	2014/2015	2015/2016
Budget	\$228,455,029	\$238,553,913
Countywide Millage Rate	8.3144	8.3144
Emergency Medical Services	0.5000	0.5000
Total Millage Rate	8.8144	8.8144
Budgeted Property Taxes	\$109,006,902	\$113,884,423

Did You Know



The Let's Balance! Budget simulation game, developed by the Leon County Office of Management and Budget, is an innovative and engaging educational tool has become a staple in the statewide Florida Association of Counties New Commissioner Training, part of the Summer Youth Program, and the Young Leadership Tallahassee program.

Posted at 1:30 p.m. on October 19, 2015



OFFICE OF FINANCIAL STEWARDSHIP: PURCHASING AND RISK MANAGEMENT

ALIGNING BOARD PRIORITIES WITH OPTIMIZED RESOURCES

PEOPLE FOCUSED. PERFORMANCE DRIVEN.

Goal Statement

Purchasing: To provide timely and professional procurement services to secure requested supplies, services and commodities at a specified level of quality and at the lowest possible cost through open and fair competition.

Risk Management: To establish, to the fullest extent possible, a safe work and service environment in which employees, as well as members of the general public, can enjoy safety and security in the course of their daily pursuits.

Strategic Initiatives/Support Highlights

Governance

- The Purchasing Division continued to expand the use of electronic documents, which allows vendors and other interested parties to obtain copies of solicitation documents in a more efficient and cost-effective manner, while promoting sustainability by reducing the use of paper.
- Risk Management employs the team approach to ensure that the County continues to maintain a safe working environment for its employees through the coordination of monthly Safety Committee meetings, with representation from a broad array of work areas. During these meetings, the Risk Manager and the representatives discuss potential safety improvements.

Contact Us

(850) 606-1600 (Purchasing)
(850) 606-5120 (Risk Management)
www.LeonCountyFL.gov/OFS

PROCURING AND MANAGING RESOURCES AND SERVICES, AND MANAGING RISK

- Purchasing serves citizens faster and more easily with an online procurement system called Procurement Connect. This new system provides vendors instant access to many different services and processes such as, instant access to bids, requests for proposal, invitations to negotiate and various other solicitation documents.
- Purchasing continues to provide value-added service to County staff through ongoing procurement customer service and support with policy interpretation, purchase orders, change orders, quotes, informal bids, contract preparation and other assistance. Purchasing also provides sales and customer support to County staff through ordering, stocking and issuance of operational consumable products valued at over \$62 million during the fiscal year through more than 2,300 requisitions.
- An essential function of the Purchasing Division is maintaining the proper control records of all tangible personal property. In order to account for all property, Purchasing conducts an annual inventory. This past year, the inventory consisted of assets valued over \$45 million.
- Leon County utilizes online auction services and on-site surplus sales to dispose of obsolete equipment that is no longer used by departments, in order to maximize the County's investment. This past year, Purchasing conducted five on-site and online surplus sales/auctions resulting in a return of almost \$420,000.



Did You Know

Leon County Purchasing has provided procurement services to the Gulf Consortium, a quasi-governmental organization created under the RESTORE Act. The Gulf Consortium is charged with developing a state expenditure plan to distribute a portion of the BP Gulf Oil Spill settlement monies.

- As responsible stewards of the community's financial resources, Purchasing mitigates risk to the County through utilization of bonding practices for vendor bids, vendor performance, supplier and subcontractor payment, and requires appropriate vendor insurance coverage.
- In order to ensure that Leon County continues to maintain a safe working environment for its employees, Risk Management Coordinated eleven sessions and conducted monthly site visits as well as:
 - » Conducted annual driver license checks on all authorized drivers and coordinated random drug and alcohol testing.
 - » Reviewed in excess of 500 criminal background checks on individuals wishing to volunteer.
 - » Engaged citizens and employees alike by being proactive and having a personal presence. Risk Management maintains high visibility in the workforce, which assists in keeping risk management/safety forefront in employees' minds and actions.

Demonstrating Highest Standards of Public Service

NACo 2015 Achievement Award Winner for the Implementation of Procurement Connect, an online procurement system which allows citizens an easier and faster way to obtain procurement information and documents.





LIVING OUR "PEOPLE FOCUSED, PERFORMANCE DRIVEN" CULTURE



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A CORE PRACTICE OF LEON COUNTY GOVERNMENT



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LEON COUNTY RECEIVES NATIONAL RECOGNITION

Leon County Government received eleven Achievement Awards from the National Association of Counties. These awards recognize how Leon County provides cost-effective, high-quality service to citizens in categories such as Civic Education and Public Information, Financial Management and Information Technology.



Leadership Team Recognition



CITIZEN COMMITTEES

ADJUSTMENT AND APPEALS BOARD

Responsible for determining appeals of code-related (Land Development Regulations) interpretations and granting variances to the provisions of the LDRs based on documented hardship.

AFFORDABLE HOUSING ADVISORY COMMITTEE

Reviews the established policies and procedures, ordinances, land development regulations, and adopted local government comprehensive plan and shall recommend specific actions or initiatives to encourage or facilitate affordable housing.

ANIMAL SHELTER ADVISORY BOARD

The Board is a citizen's board in support of Tallahassee-Leon Community Animal Services Center.

ARCHITECTURAL REVIEW BOARD

Reviews and makes recommendations on listing of properties of the Local Register of Historic Places and reviews changes to the exterior of properties zoned Historic Preservation, and issues Certificates of Appropriateness.

AUDIT ADVISORY COMMITTEE

Promotes, maintains, and enhances the independence and objectivity of the internal audit function by ensuring broad audit coverage, adequate consideration of audit reports, and appropriate action on recommendations.

BIG BEND HEALTH COUNCIL, INC.

Provides for local representation in planning and evaluating health needs of a 14-county regional service district.

CANOPY ROADS CITIZENS COMMITTEE

Presents or discusses policies and programs affecting the preservation and maintenance of canopy roads; provides input on the values and goals of programs affecting canopy roads, and contributes continuous feedback and makes recommendations regarding the preservation of canopy roads to the City and County Commissions.

CAPITAL REGION TRANSPORTATION PLANNING AGENCY CITIZENS MULTI-MODAL ADVISORY COMMITTEE

Makes recommendations regarding the development of an efficient, safe, and cost-effective transportation system that considers the needs of users of all modes of transportation, including bicycle/pedestrian and transit.

CAREERSOURCE CAPITAL REGION

Provides youth and adults with opportunities to develop and continuously upgrade their knowledge and skills in order to advance economically and socially.

CODE ENFORCEMENT BOARD

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

COMMISSION ON THE STATUS OF WOMEN & GIRLS

Considers input and promotes awareness in the matter of the status of women and girls in the community regarding discrimination, employment, education, social services, health, etc.

COMMUNITY DEVELOPMENT BLOCK GRANT CITIZEN'S TASK FORCE

Assists with CDBG program planning, implementation, assessment and oversight, as well as counsel and advise the Leon County Housing Program.

COMMUNITY HEALTH COORDINATING COMMITTEE

Provides a forum for citizen participation in healthcare planning and dialogue to address community concerns and problems regarding healthcare.

CONTRACTORS LICENSING AND EXAMINATION BOARD

Accepts and approves applications, including administers examinations for contractors licenses and issues contractors licenses.

COUNCIL ON CULTURE & ARTS

Coordinates and disseminates information regarding cultural events and opportunities.

DEVELOPMENT SUPPORT AND ENVIRONMENTAL MANAGEMENT CITIZENS USER GROUP

Provides Board recommendations regarding proposed ordinances that impact growth management and other issues pertaining to current planning, development review, and environmental compliance.

EDUCATIONAL FACILITIES AUTHORITY

Assists institutions for higher education in construction, financing, and refinancing of projects.

ENTERPRISE ZONE DEVELOPMENT AGENCY (EZDA) BOARD OF COMMISSIONERS

Reviews, processes, and certifies applications for state enterprise zone tax incentives and provides assistance to businesses and residents within the Enterprise Development Zone.

Ending December 31, 2015

HOUSING FINANCE AUTHORITY

Encourages investment by private enterprise and stimulates construction and rehabilitation of housing through use of public financing.

HUMAN SERVICES GRANTS REVIEW COMMITTEE

Evaluates human service funding requests during regular budget cycle and makes recommendations to the Board.

JOINT CITY/COUNTY BICYCLE WORKING GROUP

Provide recommendations regarding proposed cycling-related projects, improvements, events, and ordinances that are considered to be of community interest and for the betterment of the Tallahassee-Leon County community.

JOINT CITY/COUNTY/SCHOOL BOARD COORDINATING COMMITTEE

Fosters the coordination of comprehensive planning and school facilities planning programs.

LIBRARY ADVISORY BOARD

Serves as a forum for community input concerning library programs and activities and as a liaison and advocate of the library.

MINORITY/WOMEN SMALL BUSINESS ENTERPRISE (M/WSBE) COMMITTEE

Reviews M/WSBE program.

PLANNING COMMISSION

Acts as advisory committee to City and County commissions seeking its advice and assistance in comprehensive planning and development in the Tallahassee area.

RESEARCH AND DEVELOPMENT AUTHORITY

Created for the purpose of planning and financing capital projects in the form of research and development parks to encourage local economic development.

SCIENCE ADVISORY COMMITTEE

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

STAGE (STRATEGIC TEAM FOR AMPHITHEATER GRAND ENTERTAINMENT)

In order to consider the input of the public in the matter of program entertainment for the Capital Cascades Amphitheater Program, provide input to the Division of Tourism Development.

TALLAHASSEE SPORTS COUNCIL

Provide a fact-finding source of community input and technical resources in developing recommendations regarding a sports tourism-related matter to be considered by the Tourist Development Council

TOURIST DEVELOPMENT COUNCIL

Develops plans for tourist development; makes recommendations for operation of special projects or for uses of tax revenue; reviews expenditures of revenue from development trust fund.

WATER RESOURCES COMMITTEE

Addresses community-wide concerns such as flooding, recreational and community economic value, watershed management, and funding priorities.

FOR MORE INFORMATION

Citizen participation is important in developing Leon County's programs/policies and in providing quality services to the community. For more detailed information or to join one of the committees, visit www.LeonCountyFL.gov/Committees or call the Agenda Coordinator at (850) 606-5300.



QUICK REFERENCE

TEAR HERE

BOARD OF COUNTY COMMISSIONERS

(850) 606-5300
www.LeonCountyFL.gov/BCC
Bill Proctor, District 1 Commissioner
(850) 606-5361
ProctorB@LeonCountyFL.gov

Jane Sauls, District 2 Commissioner
(850) 606-5362
SaulsJ@LeonCountyFL.gov

John Dailey, District 3 Commissioner
(850) 606-5363
DaileyJ@LeonCountyFL.gov

Bryan Desloge, District 4 Commissioner
(850) 606-5364
DeslogeB@LeonCountyFL.gov

Kristin Dozier, District 5 Commissioner
(850) 606-5365
DozierK@LeonCountyFL.gov

Nick Maddox, At-Large Commissioner
(850) 606-5367
MaddoxN@LeonCountyFL.gov

Mary Ann Lindley, At-Large Commissioner
(850) 606-5369
LindleyM@LeonCountyFL.gov

COUNTY ADMINISTRATOR

(850) 606-5300
www.LeonCountyFL.gov

COUNTY ATTORNEY

(850) 606-2500
www.LeonCountyFL.gov/LCAO

ANIMAL CONTROL

(850) 606-5400
www.LeonCountyFL.gov/Animal

COMMUNITY & MEDIA RELATIONS

(850) 606-5300
www.LeonCountyFL.gov/CMR

COOPERATIVE EXTENSION SERVICE

(850) 606-5200
Leon.IFAS.UFL.edu

Agriculture

(850) 606-5200

Family/Consumer Sciences
(850) 606-5203

4-H

(850) 606-5204

Horticulture/Forestry

(850) 606-5202

DEVELOPMENT SUPPORT & ENVIRONMENTAL MANAGEMENT

(850) 606-1300
www.LeonPermits.org

Building Inspection
(850) 606-1300

Inspection Hot Line (IVRS)
(850) 891-1800

Code Enforcement
(850) 606-1300

Concurrency Management
(850) 606-1300

Environmental Permitting
(850) 606-1300

ECONOMIC DEVELOPMENT & BUSINESS PARTNERSHIPS

(850) 606-5300
www.LeonCountyFL.gov/EDBP

EMERGENCY MANAGEMENT

(850) 606-3700
www.leoncountysoc.com/EM

EMERGENCY MEDICAL SERVICES

www.LeonCountyFL.gov/LCEMS
Headquarters/Administration
(850) 606-2100

Dispatch
(850) 606-5808

FACILITIES MANAGEMENT

(850) 606-5000
www.LeonCountyFL.gov/Facilities

FLEET MANAGEMENT

(850) 606-2000
www.LeonCountyFL.gov/Fleet

HEALTH DEPARTMENT

(850) 606-8150
www.LeonCountyFL.gov/LCHD

HOUSING SERVICES

(850) 606-1900
www.LeonCountyFL.gov/Housing

HUMAN SERVICES & COMMUNITY PARTNERSHIPS

(850) 606-1900
www.LeonCountyFL.gov/HSCP

HUMAN RESOURCES

(850) 606-2400
www.LeonCountyFL.gov/HR

Job Line
(850) 606-2403

LEGAL AID

(850) 222-3292

LEROY COLLINS LEON COUNTY PUBLIC LIBRARY SYSTEM

(850) 606-2665
www.LeonCountyFL.gov/Library

Literacy Volunteers
(850) 606-2644

MANAGEMENT INFORMATION SERVICES

(850) 606-5500
www.LeonCountyFL.gov/MIS

Geographic Information Services
(850) 606-5504

MINORITY, WOMEN & SMALL BUSINESS ENTERPRISE

(850) 606-1650
www.LeonCountyFL.gov/MWSBE

MOSQUITO CONTROL

(850) 606-1400
www.LeonCountyFL.gov/Mosquito

OFFICE OF FINANCIAL STEWARDSHIP

(850) 606-5100
www.LeonCountyFL.gov/OFS

PARKS & RECREATION

(850) 606-1470
www.LeonCountyFL.gov/Parks

PLANNING DEPARTMENT

(850) 891-6400
www.talgov.com/Planning

PROBATION

(850) 606-5600
www.LeonCountyFL.gov/Probation

PUBLIC WORKS

(850) 606-1500
www.LeonCountyFL.gov/PubWorks

Operations (24-hour response)
(850) 606-1400

PURCHASING

(850) 606-1600
www.LeonCountyFL.gov/Purchasing

SOLID WASTE MANAGEMENT

(850) 606-1800
www.LeonCountyFL.gov/Solidwaste

Hazardous Waste
(850) 606-1803

Recycling Information
(850) 606-1802

Rural Waste Collection Center
(850) 606-1800

Transfer Station
(850) 606-1840

SUPERVISED PRETRIAL RELEASE

(850) 606-5700
www.LeonCountyFL.gov/Probation

SUSTAINABILITY

(850) 606-1800
www.GrowingGreen.org

TOURISM DEVELOPMENT

(850) 606-2300
www.VisitTallahassee.com

VETERAN SERVICES

(850) 606-1940
www.LeonCountyFL.gov/Vets

VOLUNTEER SERVICES

(850) 606-1970
www.VolunteerLEON.org

CONSTITUTIONAL OFFICES

CLERK OF COURTS

(850) 577-4000
www.Clerk.Leon.FL.us

SUPERVISOR OF ELECTIONS

(850) 606-8683
www.LeonFL.org/Elect

PROPERTY APPRAISER

(850) 606-6200
www.LeonPA.org

TAX COLLECTOR

(850) 488-4700
www.LeonTaxCollector.net

SHERIFF

(850) 922-3300
www.LeonCountySO.com

OTHER COUNTY/STATE AGENCIES

PUBLIC DEFENDER

(850) 606-1000
www.LeonCountyFL.gov/PD

STATE ATTORNEY, 2ND JUDICIAL CIRCUIT

(850) 606-6000
www.SAO2FL.org

CIRCUIT COURT 2ND JUDICIAL

(850) 577-4300
www.2ndCircuit.Leon.FL.us



QUICK REFERENCE

BOAT LANDINGS

- Ben Stoutamire Landing**
Ben Stoutamire Road off of SR 20 on Lake Talquin
- Bull Headley Landing**
Bull Headley Road on South Lake Iamonia
- Cedar Hill Landing**
Cedar Hill Road on East Carr Lake
- Coe Landing**
Coe's Landing Road off of SR 20 on SE Lake Talquin
- Crowder Landing**
Crowder Road and US 27 North on Lake Jackson
- Cypress Landing**
Cypress Landing Road on East Lake Miccosukee
- Elkhorn Landing**
Elkhorn Road off of SR 20 on South Lake Talquin
- Faulk Drive Landing**
Faulk Drive on West Lake Jackson
- Fuller Road Landing**
Fuller Road on West Lake Jackson
- Hall Landing**
Hall's Landing Road off of SR 20 on South Lake Talquin
- Lake Munson Landing**
Munson Landing Road on East Lake Munson
- Meginnis Arm Landing**
Off Lakeshore Drive on Lake Jackson
- Miller Landing**
Miller Landing Road on East Lake Jackson

- Ochlockonee Landing**
Tower Road, at the End of Road
- Reeves Landing**
Reeves Landing Road on NW Lake Miccosukee
- Rhoden Cove Landing**
Rhoden Cove Road on East Lake Jackson
- Sunset Landing**
Old Bainbridge Road on West Lake Jackson
- US 27 North Landing**
Lake Jackson
- Van Brunt Landing**
Lake Iamonia Road on NE Lake Iamonia
- Vause Landing**
Jack Vause Landing Rd off of SR 20 on SE Lake Talquin
- Wainwright Landing**
Wainwright Road off of SR 20 on South Lake Talquin
- Williams Landing**
William's Landing Road off of SR 20 on SE Lake Talquin

CAMPGROUNDS

Phone Numbers for Camping Information:
Local: (850) 350-9560
Toll Free: (866) 350-9560

- Coe Landing Campground**
1208 Coe Landing Rd
20 RV Sites with 30 Amp hookups, Wifi, Showers, Dump Station

- Luther Hall Landing Campground**
2997 Luther Hall Landing Rd
10 Tent Camping Sites, Showers
- Williams Landing Campground**
951 Williams Landing Rd
10 Tent or RV mixed use sites, Showers

COMMUNITY CENTERS

- General Information**
(850) 606-1470
- Chaires Community Center**
4768 Chaires Cross Road
- Bradfordville Community Center**
6808 Beech Ridge Trail
- Fort Braden Community Center**
16387 Blountstown Highway
- Lake Jackson Community Center**
3840 N. Monroe Street, Suite 301
- Miccosukee Community Center**
13887 Moccasin Gap Road
- Woodville Community Center**
8000 Old Woodville Road

LIBRARIES

- LeRoy Collins Main Library**
200 West Park Avenue
(850) 606-2665
- Dr. B. L. Perry, Jr. Branch Library**
2817 South Adams Street
(850) 606-2950
- Eastside Branch Library**
1583 Pedrick Road
(850) 606-2750
- Fort Braden Branch Library**
16327 Blountstown Highway
(850) 606-2900
- Lake Jackson Branch Library**
3840 North Monroe Street
(850) 606-2850
- Northeast Branch Library**
5513 Thomasville Road
(850) 606-2800

- Woodville Branch Library**
8000 Old Woodville Road
(850) 606-2925

PARKS

- Apalachee Regional Park**
7550 Apalachee Pkwy.; 4 Multipurpose fields (lighted), Soccer, Football, Restrooms/Concession Building, nationally recognized cross country running facility, radio controlled air field
- Canopy Oaks Community Park**
3250 Point View Dr.; 2 Little League Fields (lighted), 2 Tennis Courts (lighted), Multipurpose Field (lighted), Concession/Restroom, Playground
- Daniel B. Chaires Community Park**
4768 Chaires Cross Rd.; 4 Tennis Courts (lighted), 2 Basketball Courts, Restrooms/Concession Building, 2 Little League Baseball Fields (lighted), 1 T-Ball Field (not lighted)

- Fort Braden Community Park**
15100 Blountstown Hwy; 2 Little League Baseball Fields (lighted), Multipurpose Field (lighted), Restrooms/Concession Building
- J. Lee Vause Park**
6024 Old Bainbridge Rd.; 6 Picnic Pavilions (available for rental), 26 Acres Open, Wooded Spaces, 1 Mile of Hard Surface Paths for Bikes and Pedestrians, Extensive Boardwalk, Restrooms, Playground, Volleyball Net

- J. Lewis Hall Sr., Woodville Park and Recreation Complex**
1492 J Lewis Hall Sr. Ln.; 4 Little League Baseball Fields (lighted), Junior League Field (lighted), Softball Field (lighted), 2 Basketball Courts (lighted), Multipurpose Field (lighted), Youth & Tot Playground, Restrooms/Concession Building

- J.R. Alford Greenway**
2500 Pedrick Rd.; Over 800 Acres of Trails and Open Space for Hikers, Mountain Bicyclists, Equestrians (Horse Trailer Parking)

- Jackson View Park**
2585 Clara Kee Blvd.; Walking Trails, Picnic Area, Open Space, Observation Deck

- Kate Ireland Park**
12271 Iamonia Landing Rd.; Picnic Shelter, Playground, Nature Trails, Restrooms

- Lake Henrietta Park**
3305 Springhill Rd.; Walking Trail (Paved, 1.2 Miles Long)

- Lake Munson**
5800 Crawfordville Hwy.; Picnic Shelter, Restrooms, Nature Trails, Landing

- Martha Wellman Park**
5317 W. Tennessee St.; Walking Trail (8/10 Mile Long)

- Miccosukee Canopy Rd. Greenway**
5600 Miccosukee Rd.; 14 Miles of Trails and 500 Acres of Open Space for Hikers, Mountain Bicyclists, Equestrians, Picnic Tables and Benches

- Miccosukee Community Park**
15011 Cromartie Rd.; Youth Playground, 2 Basketball Courts (lighted), 2 Picnic Shelters, 1 Little League Baseball Field (lighted), 1 Little League Softball Field (lighted), 1 T-Ball Field (not lighted), Concession/Restroom

- Okeeheepkee Prairie Park**
1294 Fuller Rd.; Walking Trail, Picnic Shelter

- Pedrick Pond**
5701 Mahan Dr.; Walking Trail (7/10 Mile Long)

- Stoneler Rd. Park**
5225 Stoneler Rd.; Little League Field (lighted), Picnic Shelter, Playground, Concession/Restroom

- Tower Rd. Park**
5971 Tower Rd.; Multipurpose Field (lighted), Baseball, Football, Soccer, Playground, Picnic Shelter, Concession/Restroom

COMMUNITY RESOURCES

- Cooperative Extension**
615 Paul Russell Road
(850) 606-5200
- Development Support & Environmental Management**
435 N. Maccomb Street, Renaissance Center, 2nd Floor
(850) 606-1300
- Solid Waste Management Facility**
7550 Apalachee Parkway
(850) 606-1800
- Visitor Center**
106 East Jefferson St.
(850) 606-2300
- Volunteer Services**
918 Railroad Avenue
(850) 606-1970



Williams Landing





EMPLOYING TEAM APPROACH



Sustainable Communities Summit Team



EMS Press the Chest 2015

Employing Team Approach
A Core Practice of Leon County Government
Employees work together to produce bigger and better ideas to seize the opportunities and to address the problems which face our community.



Working Well CEO Breakfast



Tactical Medics and LCSO SWAT



United Way Employee Campaign Coordinators



Library Day at the Capitol



Operation Thank You Team Members



"EMS Strong" Team Recognition



BOARD OF COUNTY COMMISSIONERS



Mary Ann Lindley
AT-LARGE
Chairman of the Board



Bill Proctor
DISTRICT 1, VICE CHAIRMAN
MLK Celebration



Bryan Desloge
DISTRICT 4
Miccosukee Community Park Opening



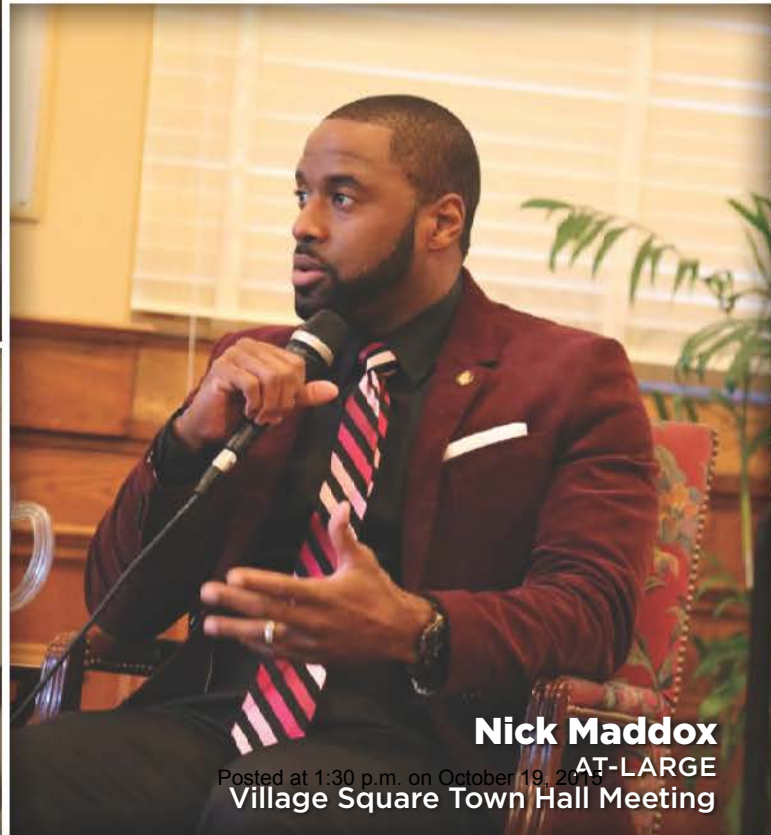
John E. Dailey
DISTRICT 3
Operation Thank You



Kristin Dozier
DISTRICT 5
Village Square Speed Date Your Local Leaders



Jane G. Sauls
DISTRICT 2
Woodville Community Meeting



Nick Maddox
AT-LARGE
Village Square Town Hall Meeting



SHAPING OUR COMMUNITY FOR FUTURE GENERATIONS



OUR VALUE PROPOSITION

What You Get as a Taxpayer and a Stakeholder in our Community

Leon County Government leverages partnerships, embraces efficiency and innovation, and demands performance to the benefit of our taxpayers. We actively engage our citizens, not only as taxpayers, but as stakeholders and co-creators of our community – providing meaningful opportunities to capitalize on their talents in making important decisions and shaping our community for future generations.

2015 LEON COUNTY ANNUAL REPORT



Designed, developed and produced by
Leon County Community & Media Relations

Leon County Courthouse, Suite 502
301 South Monroe Street | Tallahassee, FL 32301
(850) 606-5300 | CMR@LeonCountyFL.gov

This publication can be viewed online,
in PDF or HTML format, at the Leon County website:
www.LeonCountyFL.gov/AnnualReport

**Leon County
Board of County Commissioners**

Notes for Agenda Item #17

Joint City-County 2015 Out of Cycle Comprehensive Plan Amendments Transmittal Public Hearing

2015 Out of Cycle Comprehensive Plan Amendments

Cover Sheet for Agenda #17

October 27, 2015

To: Honorable Chairman and Members of the Board
Mayor and City Commissioners

From: Vincent S. Long, County Administrator
Anita Favors Thompson, City Manager

Title: Joint City/County Transmittal Public Hearing on 2015 Out of Cycle
Comprehensive Plan Amendments

Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator Wayne Tedder, Director, PLACE Cherie Bryant, Planning Manager
Lead Staff/ Project Team:	Barry Wilcox, Division Manager Megan Doherty, Principal Planner

Fiscal Impact:

This item has no fiscal impact.

Staff Recommendation:

Option #1: Conduct the transmittal public hearing on the 2015 Out of Cycle Comprehensive Plan Amendments and approve and transmit one proposed map amendment (Attachment #2) and one text amendment (Attachment #4) to the Florida Department of Economic Opportunity.

Report and Discussion

This item provides information on the two proposed amendments to the Tallahassee-Leon County Comprehensive Plan. The purpose of the Joint Transmittal Public Hearing is to allow the elected officials for both the City and County to receive public comments at this first public hearing and vote on transmittal of the proposed amendments to the State Department of Economic Opportunity. The second and final joint public hearing on these amendments is scheduled for Tuesday, December 8, 2015.

The packet includes the two amendments (one map and one text amendment) initiated by the City Commission at the May 27, 2015 City Commission meeting. Planning staff was directed by the City Commission to proceed with these amendments outside of the annual amendment cycle. This packet includes the agenda, updated staff reports and attachments, and public comments received for the two amendments through October 2, 2015.

The full public outreach and meeting schedule for the 2015 out of cycle amendments is as follows:

Full 2015 Out of Cycle Amendment Schedule:

Meeting with Killearn Estates Board	July 7, 2015
Notices Mailed to Residents (within 1000 feet)	Week of July 13, 2015
Public Open House	July 28, 2015
Local Planning Agency Workshop	August 18, 2015
Local Planning Agency Public Hearing	September 8, 2015
Joint City-County Transmittal Public Hearing	October 27, 2015
Joint City-County Adoption Public Hearing	December 8, 2015

Options:

1. Conduct the transmittal public hearing on the 2015 Out of Cycle Comprehensive Plan Amendments and approve and transmit one proposed map amendment (Attachment #2) and one text amendment (Attachment #4) to the Florida Department of Economic Opportunity.
2. Conduct the transmittal public hearing on the 2015 Out of Cycle Comprehensive Plan Amendments and do not approve and transmit one proposed map amendment and one text amendment to the Florida Department of Economic Opportunity.
3. City Commission and Board of County Commissioners direction.

Recommendation:

Option #1.

Attachments:

1. Agenda for the October 27, 2015 Joint City-County Transmittal Public Hearing
2. PCM150107 Staff Report - Killearn Estates Map Amendment
3. Public Comments received through October 2, 2015, 2015 for PCM150107 Killearn Estates Map Amendment
4. PCT150108 Staff Report – Urban Residential and Urban Residential 2 Text Amendment

**JOINT CITY-COUNTY COMMISSIONS
2015 OUT OF CYCLE TRANSMITTAL
PUBLIC HEARING AGENDA
OCTOBER 27, 2015 6:00 PM**

Fifth Floor, Leon County Courthouse, 301 South Monroe Street

- A. Introductory Comments by Staff**
- B. Public Comments**
- C. Review proposed 2015 Out of Cycle Comprehensive Plan Amendments**

Killearn Estates (PCM150107)

Applicant: City of Tallahassee

Staff: Debra Thomas

This amendment has been initiated by the Tallahassee City Commission to address legal non-conforming residential uses and densities at three (3) sites totaling 28.25 acres in Killearn Estates. The proposed Future Land Use Map (FLUM) amendments will reestablish certain properties as legal conforming uses. The proposed change to the Future Land Use Map designation for the three (3) sites is summarized below:

Killearn Estates - Summary of Proposed Land Use and Zoning Changes

Subject Site	Current Land Use	Proposed Land Use	Current Zoning	Proposed Zoning
Site A (Kilkierane Enclave)	Residential Preservation (6 units per acre)	Urban Residential -2 (20 units per acre)	Residential Preservation-2 (6 units per acre)	Medium Residential (MR)* (12 units per acre)
Site B (Edenderry Drive)	Residential Preservation (6 units per acre)	Urban Residential (10 units per acre)	Residential Preservation-2 (6 units per acre)	R-4 Urban Residential (10 units per acre)
Site C (Merrigan Place)	Residential Preservation (6 units per acre)	Urban Residential- 2 (20 units per acre)	Residential Preservation-2 (6 units per acre)	Medium Residential (MR)* (12 units per acre)

*Staff will process at a later date a text amendment to the Land Development Code to increase the maximum density of the MR zoning district to 16 dwelling units per acre.

Preliminary Staff Recommendation: Approval, consistent with the recommendations from Planning Department staff and the Local Planning Agency.

Urban Residential and Urban Residential 2 (PCT150108)

Applicant: City of Tallahassee

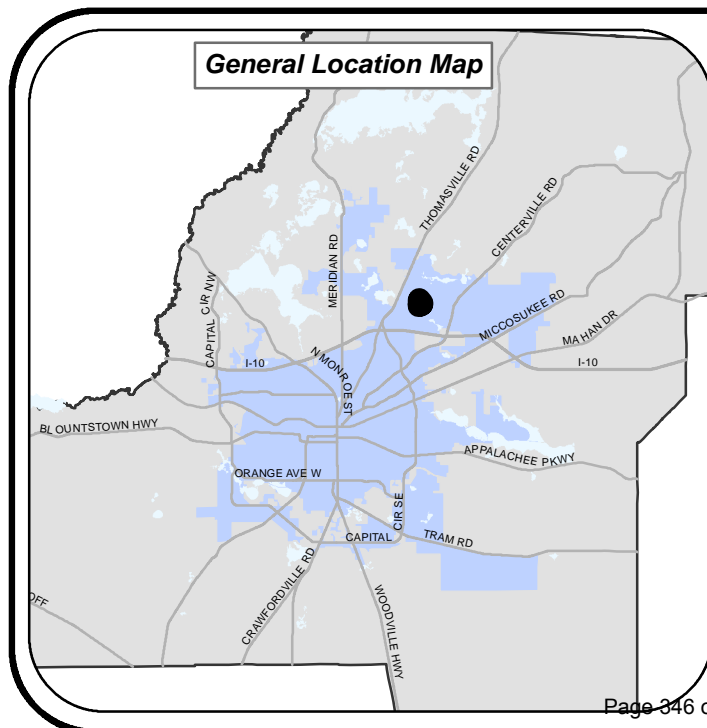
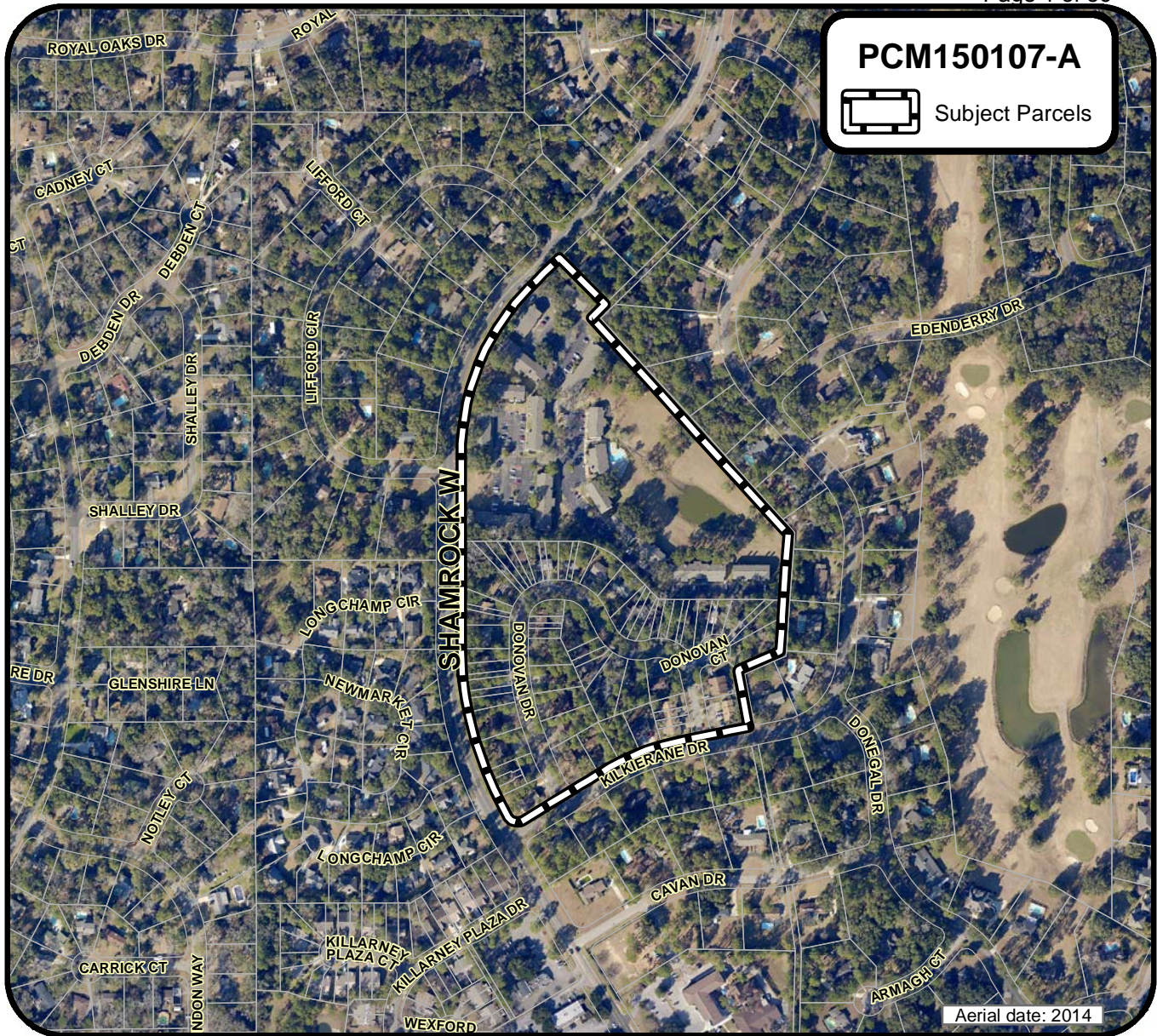
Staff: Debra Thomas

This proposed policy amendment provides an exception to a location prohibition contained in the Urban Residential and Urban Residential 2 Future Land Use categories to address legal non-conforming uses and/or densities. This amendment was authorized by Tallahassee City Commission at a Commission meeting on May 27, 2015 and is a companion amendment to PCM150107.

Preliminary Staff Recommendation: Approval, consistent with the recommendations from Planning Department staff and the Local Planning Agency.

D. Adjournment

If you have a disability requiring accommodations, please contact the Tallahassee-Leon County Planning Department. The Planning Department telephone number is (850) 891-6400. The telephone number of the Florida Relay TDD Service is # 1-800-955-8771.



**Kilkierane Enclave
PCM150107-A
(Out of Cycle Amendment)**

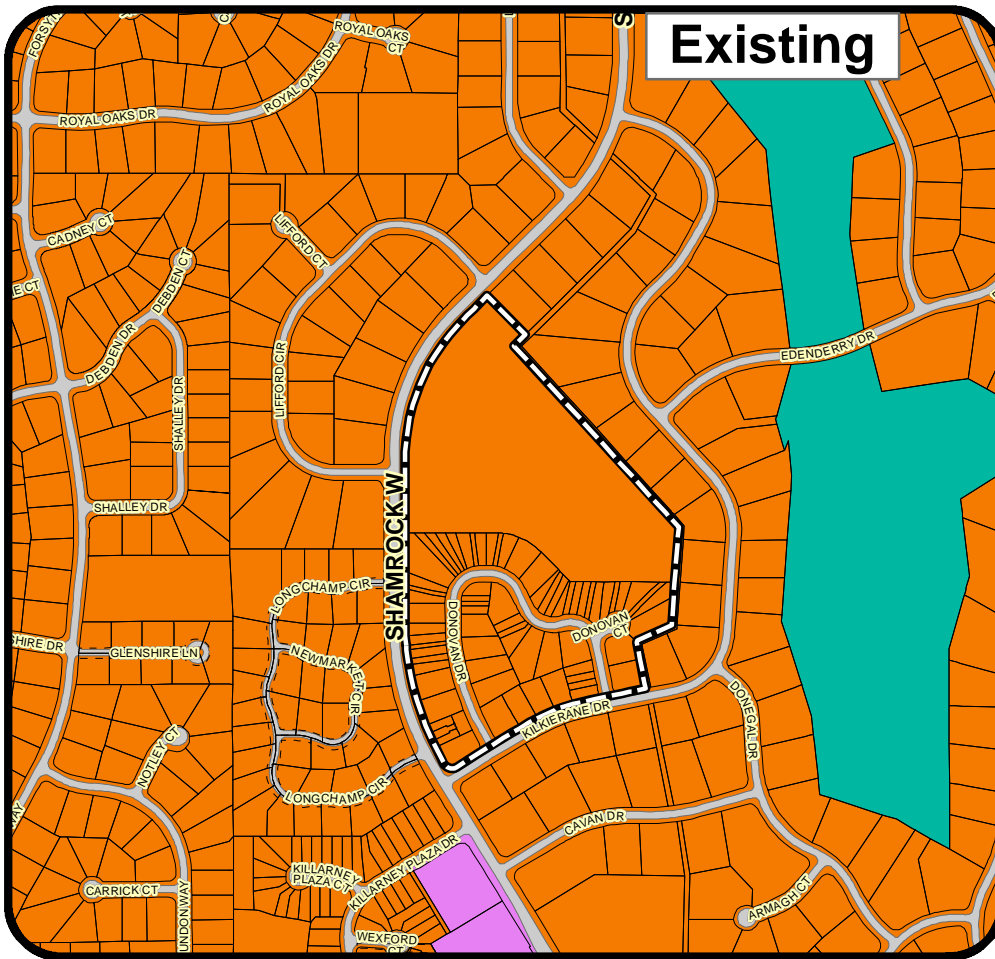
*Killearn Estates
Non-conforming Residential*

**SITE TAX ID:
See attachment #1**

ACRES: 27 ±



Existing



Future Land Use

Legend

-  RP
-  UR-2
-  SUB
-  Open Space



Subject Parcel

**Kilkierane Enclave
PCM150107-A
(Out of Cycle Amendment)**

*Killearn Estates
Non-conforming Residential*

**Existing
Residential Preservation**

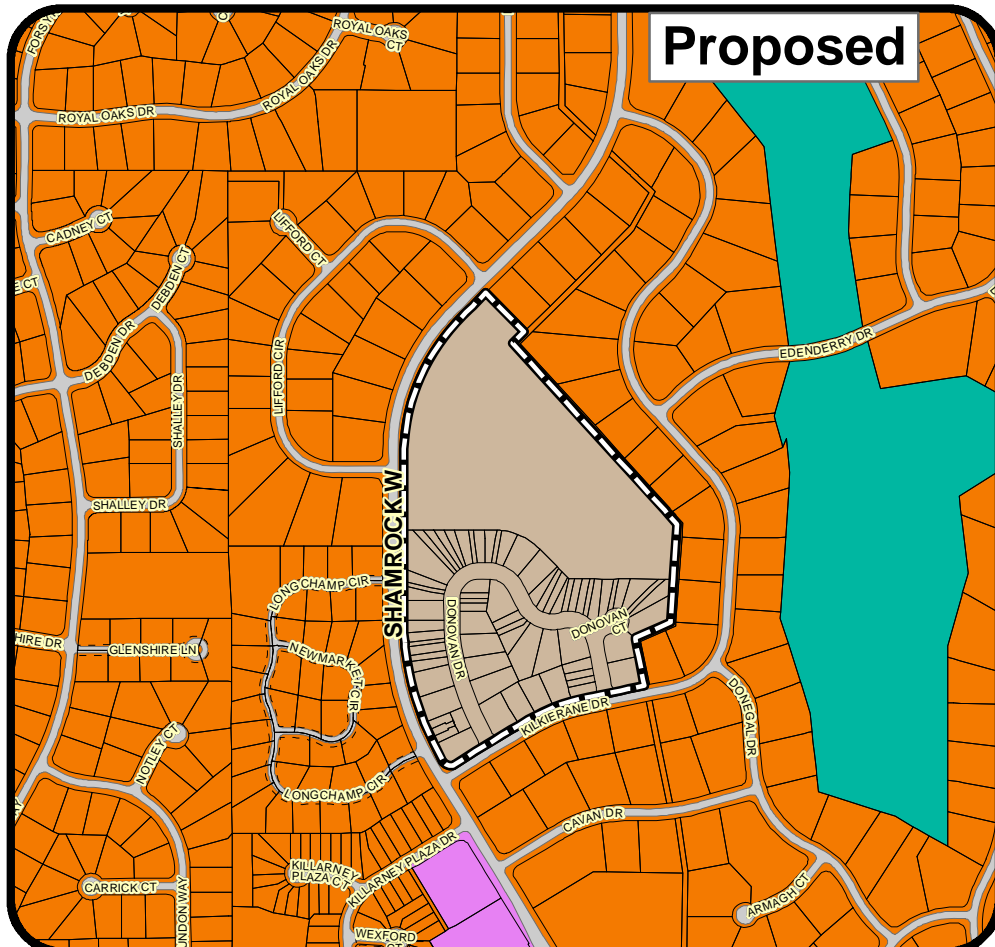
**Proposed
Urban Residential 2**

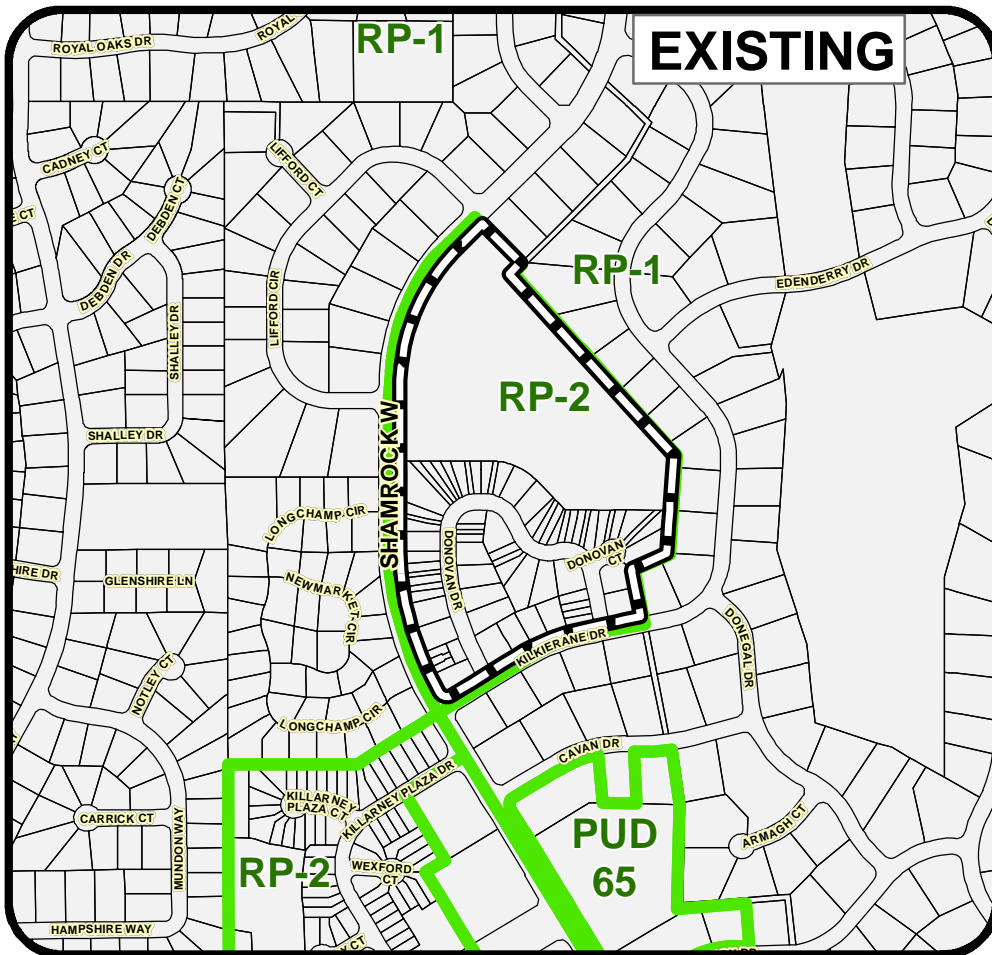
**SITE TAX ID:
See attachment #1**

ACRES: 27 ±



Proposed





ZONING

Legend



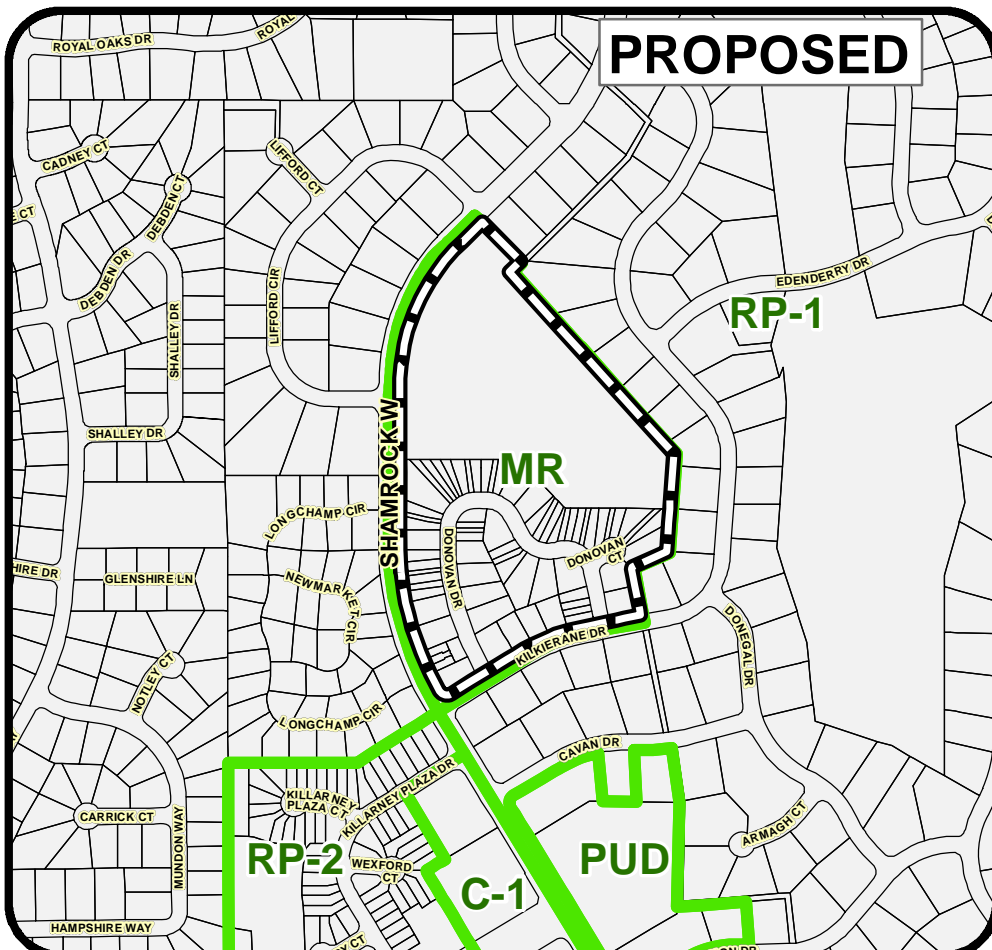
Subject Parcel



zoning

**Kilkierane Enclave
PCM150107-A
(Out of Cycle Amendment)**

*Killearn Estates
Non-conforming Residential*



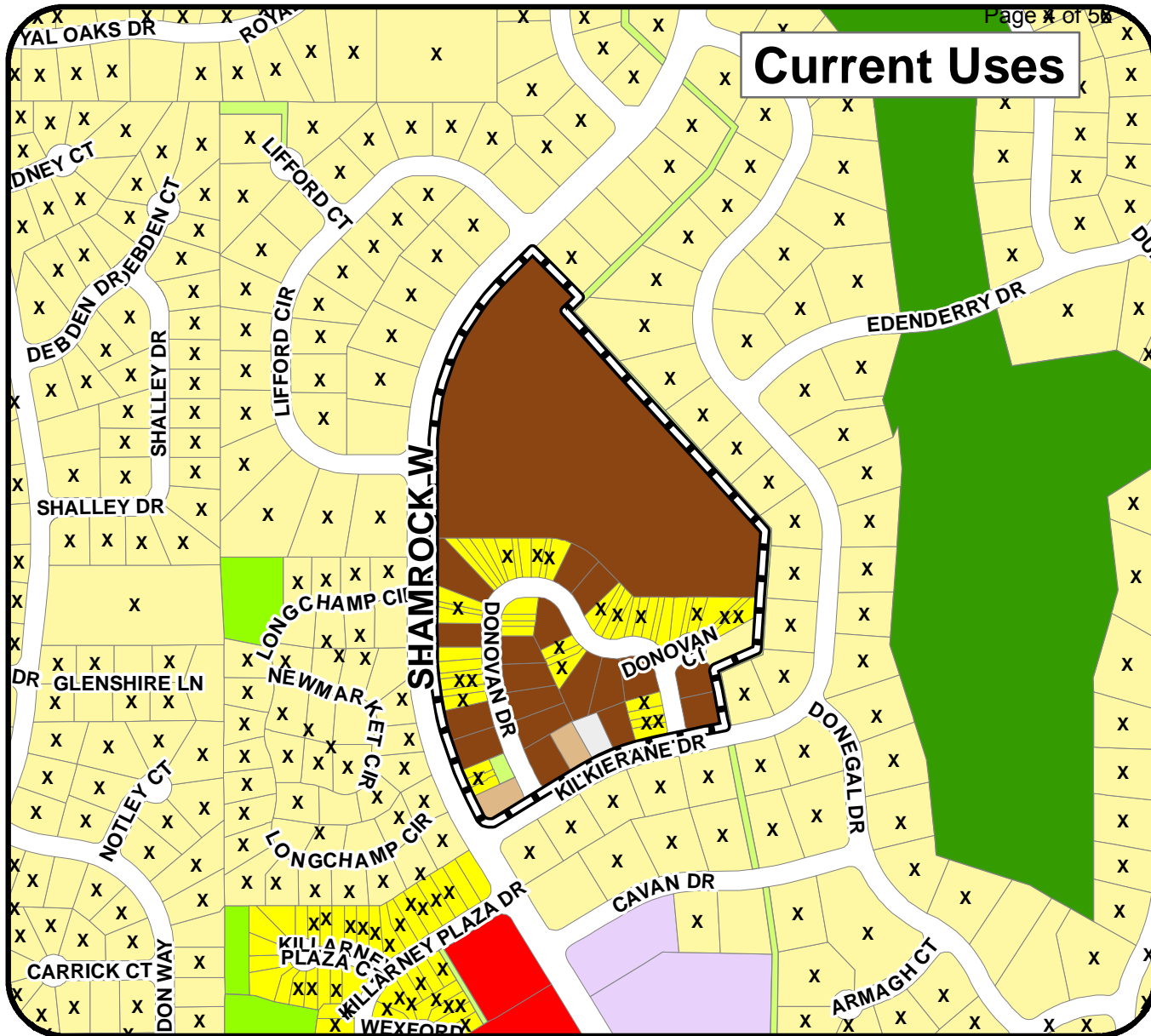
**Existing
Residential Preservation 2**

**Proposed
Medium Residential**

**SITE TAX ID:
See attachment #1**

ACRES: 27 ±





Current Uses

Legend



Subject Parcel

X Homestead Exemption Parcels

Current Uses (Oct. 2014)

- Single Family Detached/Mobile Home
- Open Space Common Areas
- Single Family Attached
- Open Space Resource Protection
- Two-Family Dwelling
- Open Space Recreation/Parks
- Multi-Family
- Religious/Non-profit
- Retail
- Vacant

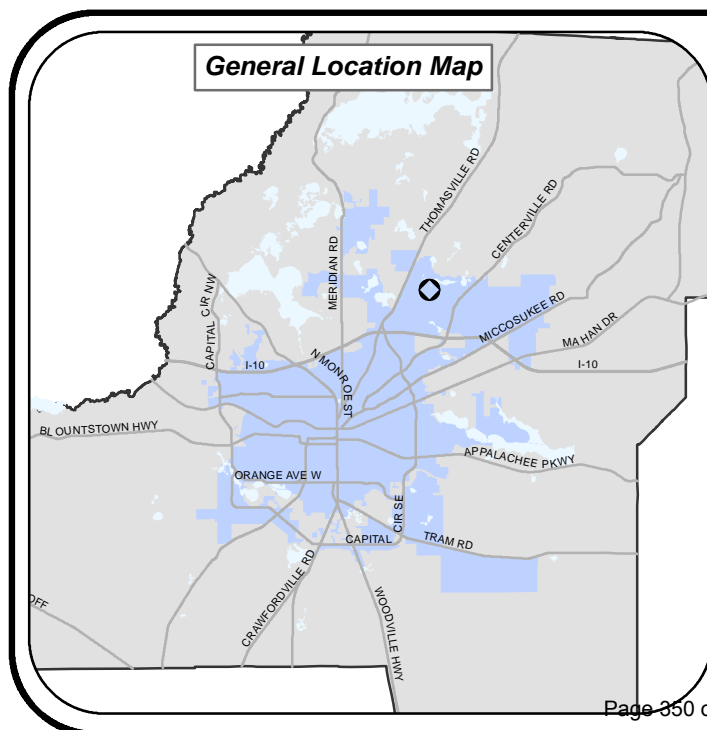
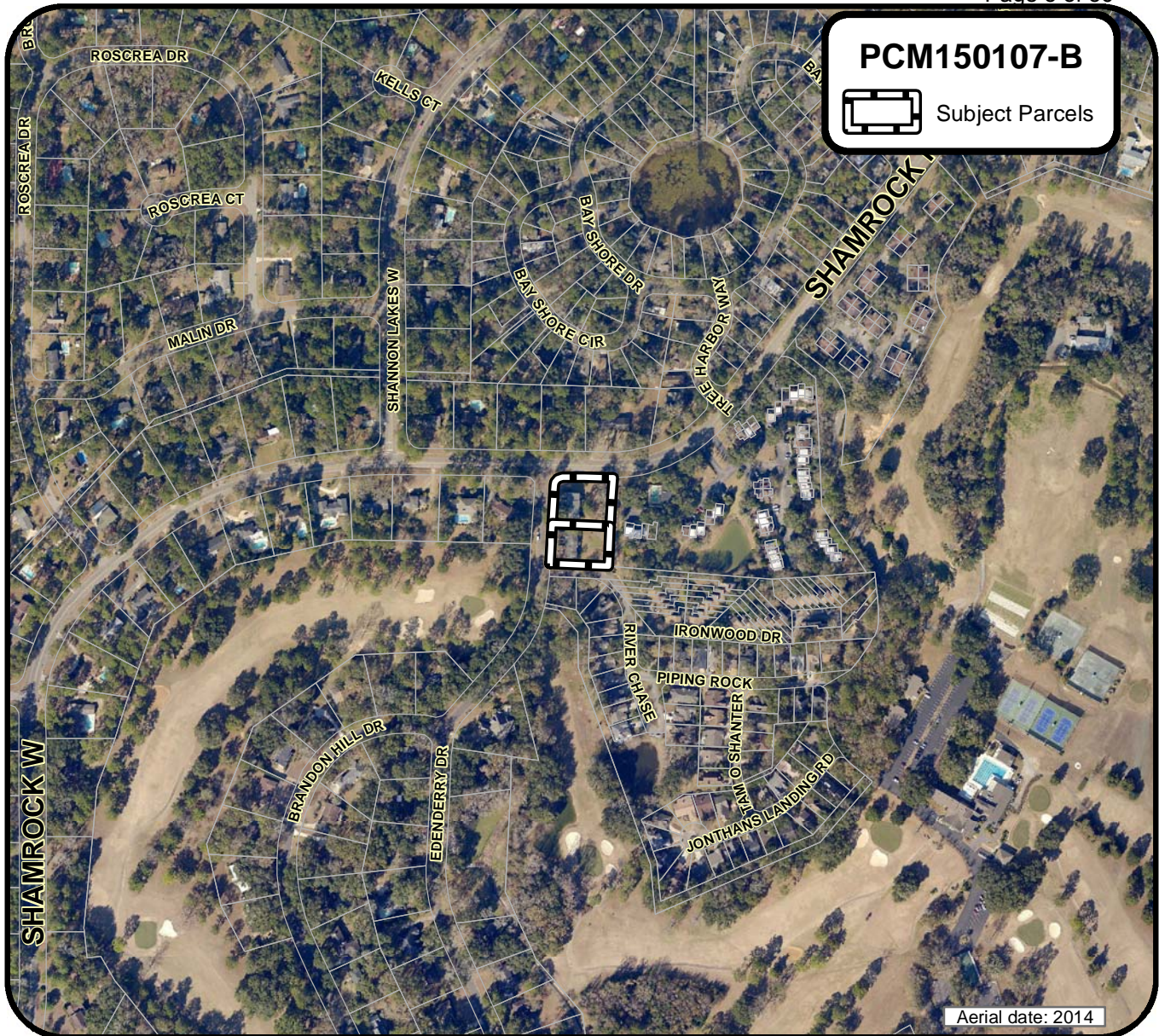
**Kilkiearane Enclave
PCM150107-A
(Out of Cycle Amendment)**

***Killearn Estates
Non-conforming Residential***

**SITE TAX ID:
See Attachment #1**

ACRES: 27 ±





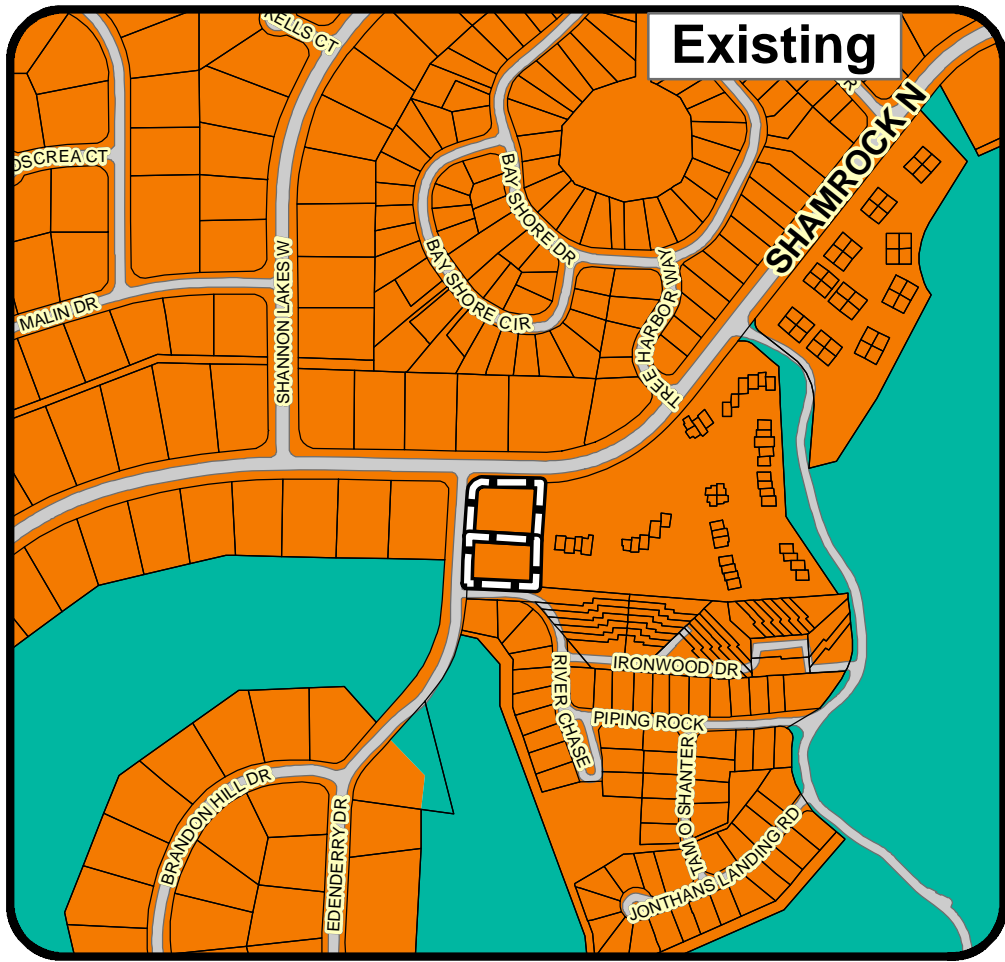
**Edenderry Drive
PCM150107-B
(Out of Cycle Amendment)**

*Killearn Estates
Non-conforming Residential*

**SITE TAX ID:
11-02-50- AM-0010
11-02-50- AM-0020**



ACRES: 1.09 ±

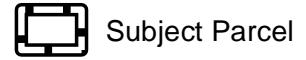




Future Land Use

Legend

-  RP
-  UR
-  Open Space



**Edenderry Drive
PCM150107-B
(Out of Cycle Amendment)**

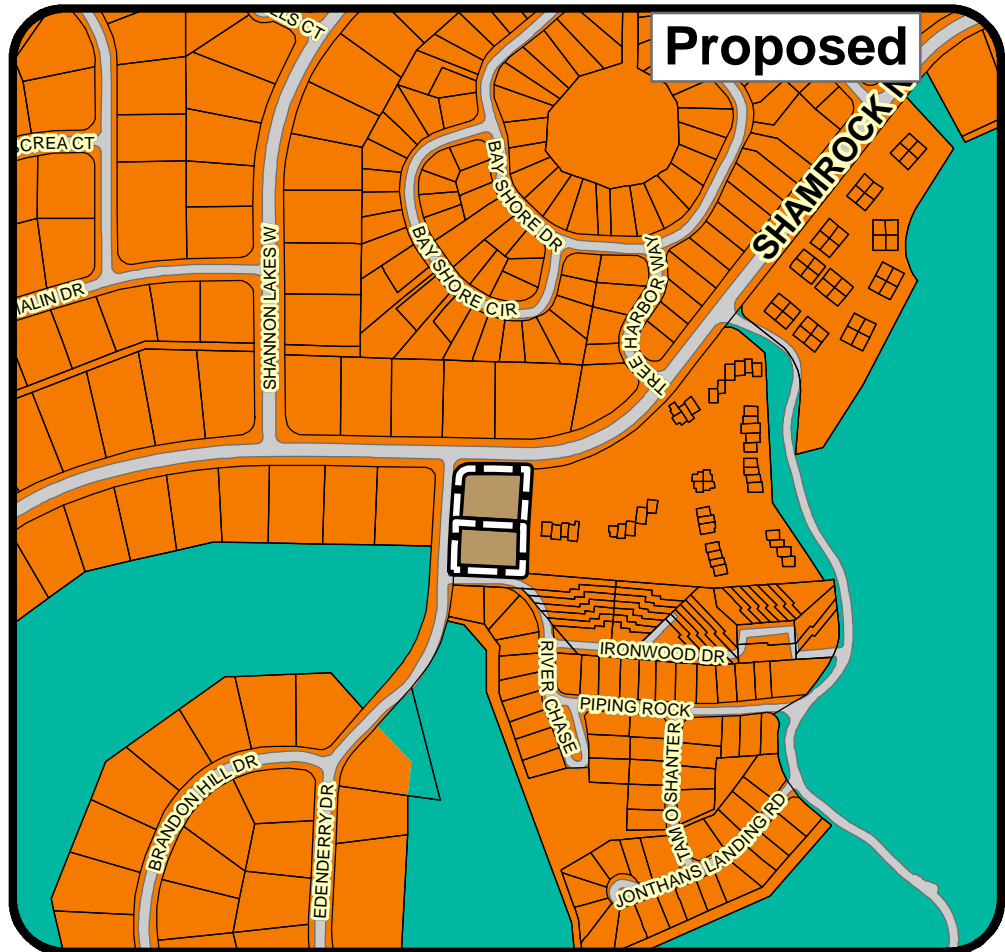
*Kilearn Estates
Non-conforming Residential*

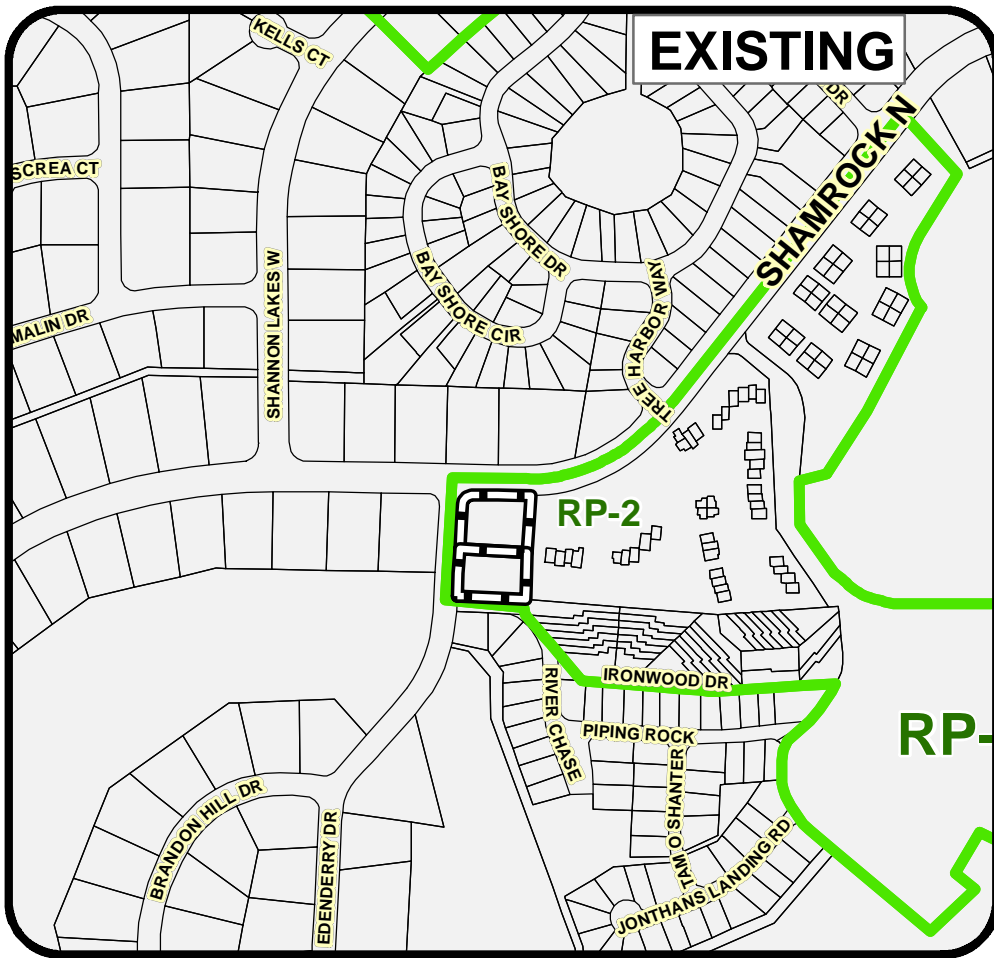
**Existing
Residential Preservation**

**Proposed
Urban Residential**

**SITE TAX ID:
11-02-50- AM-0010
11-02-50- AM-0020**

ACRES: 1.09 ±





ZONING

Legend



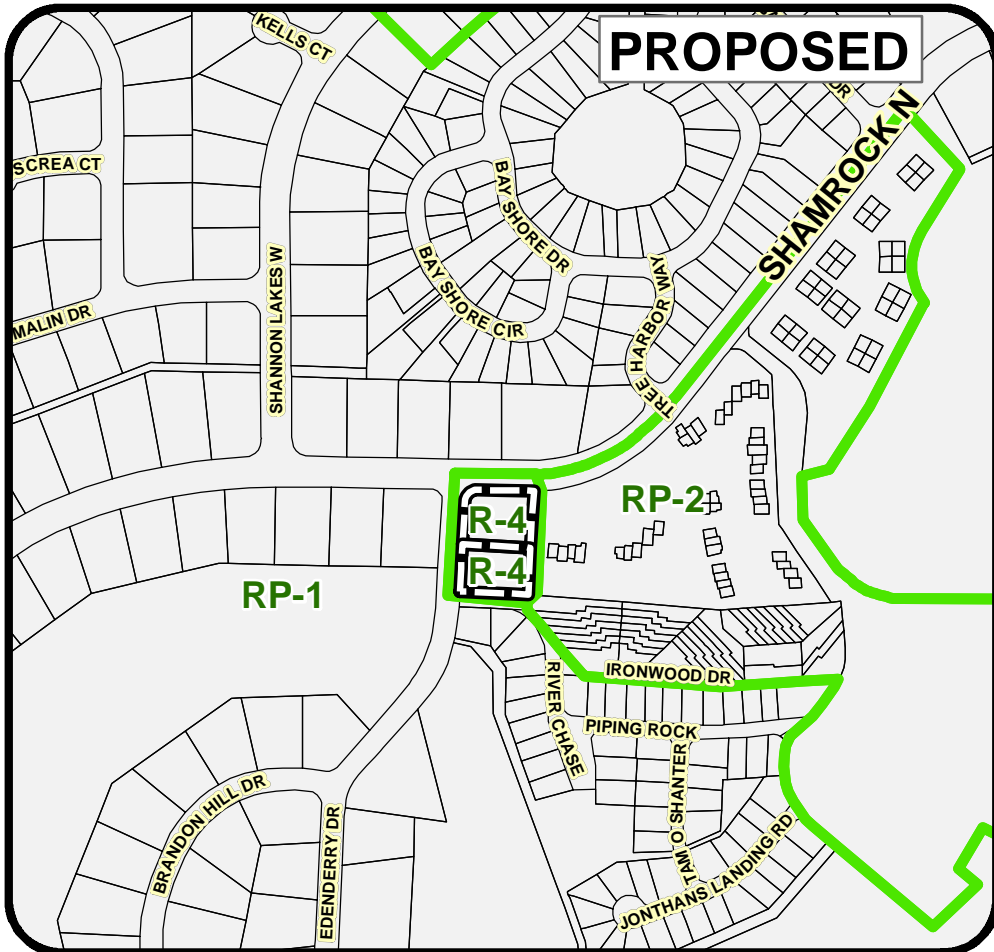
Subject Parcel



zoning

Edenderry Drive
PCM150107-B
(Out of Cycle Amendment)

*Kilearn Estates
Non-conforming Residential*



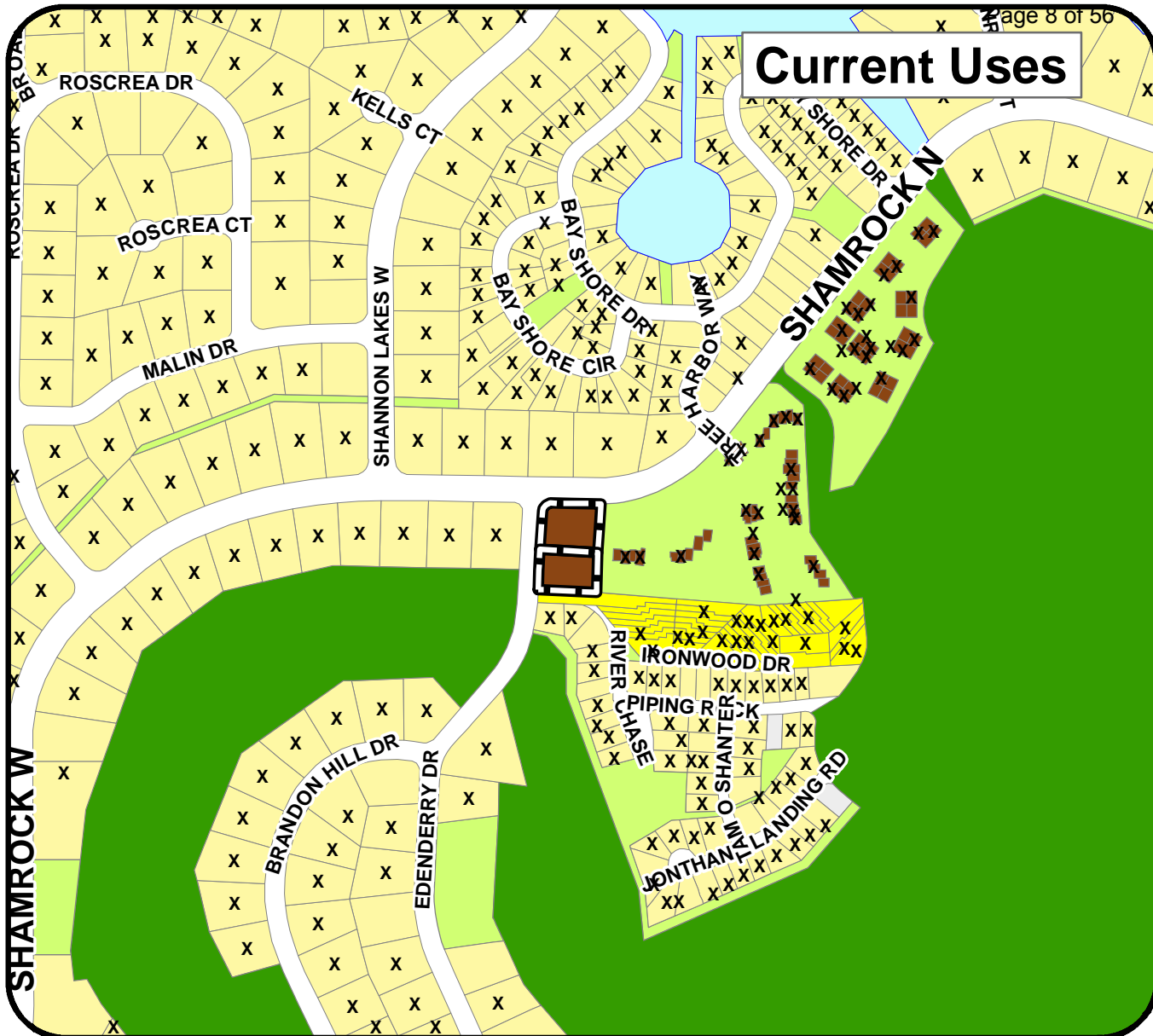
Existing
Residential Preservation 2

Proposed
R-4 Urban Residential

SITE TAX ID:
11-02-50- AM-0010
11-02-50- AM-0020

ACRES: 1.09 ±





Current Uses

Legend



Subject Parcel

X Homestead Exemption Parcels

Current Uses (Oct. 2014)

- Single Family Detached/Mobile Home
- Open Space Common Areas
- Single Family Attached
- Open Space Recreation/Parks
- Multi-Family

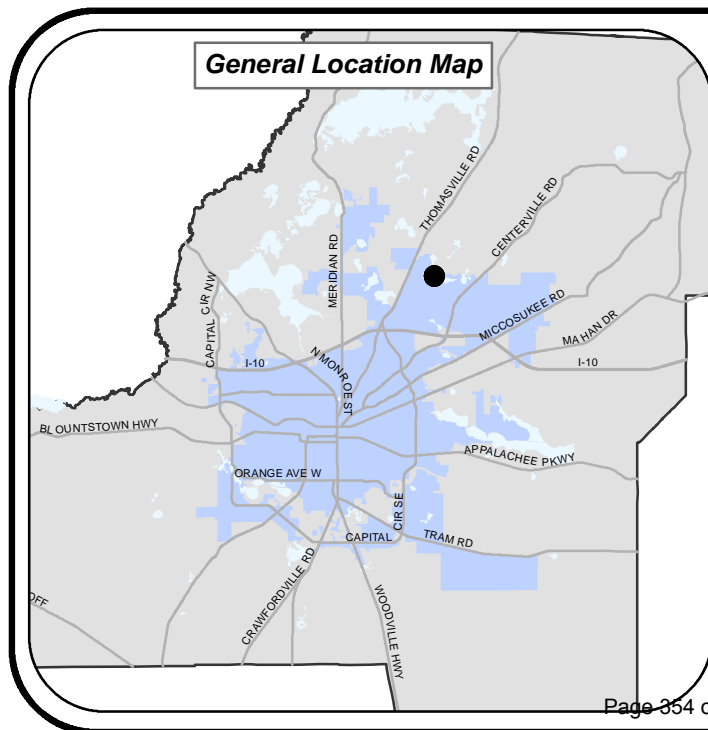
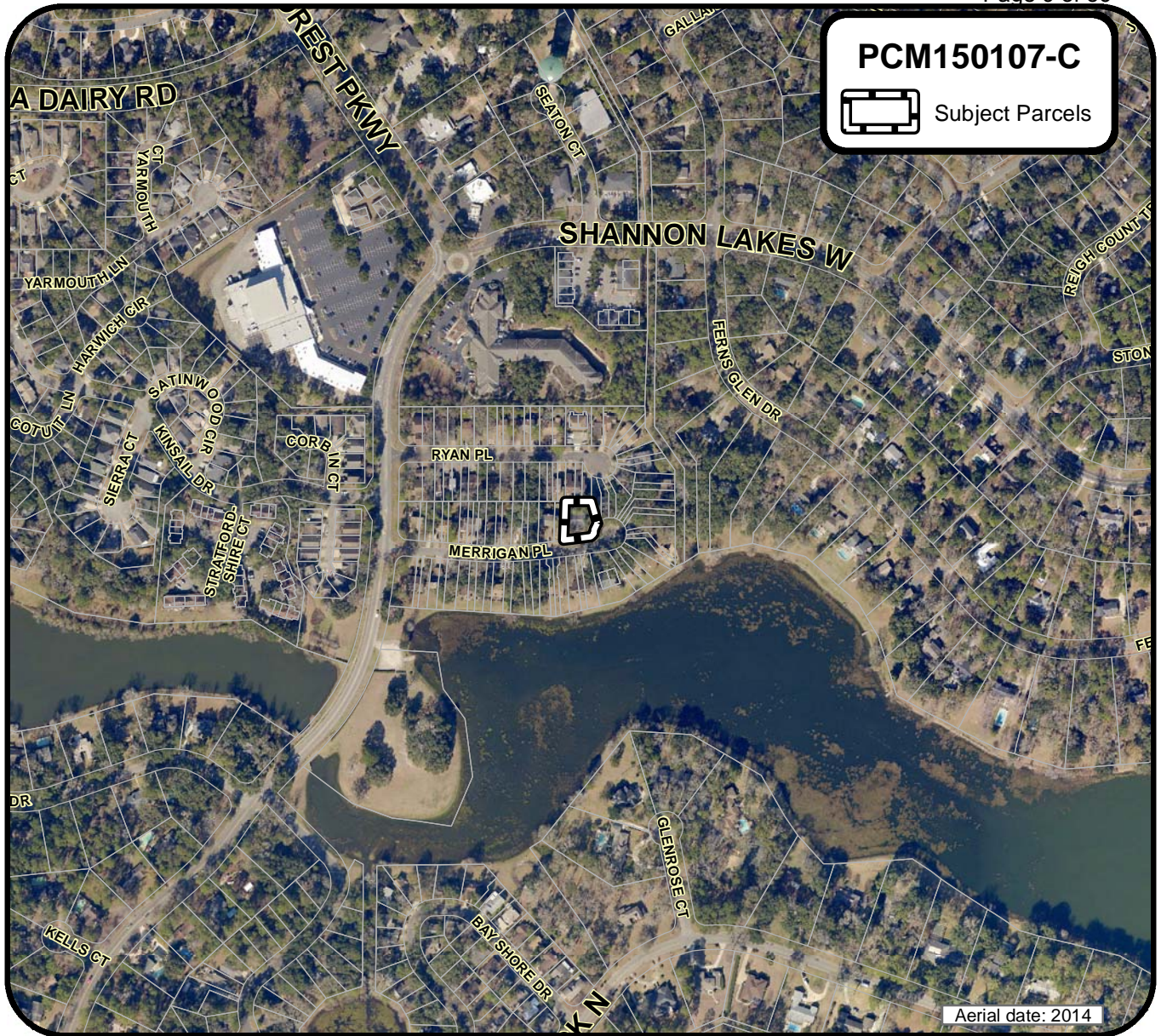
**Edenderry Drive
PCM150107-B
(Out of Cycle Amendment)**

***Killearn Estates
Non-conforming Residential***

**SITE TAX ID:
11-02-50- AM-0010
11-02-50- AM-0020**

ACRES: 1.09 ±





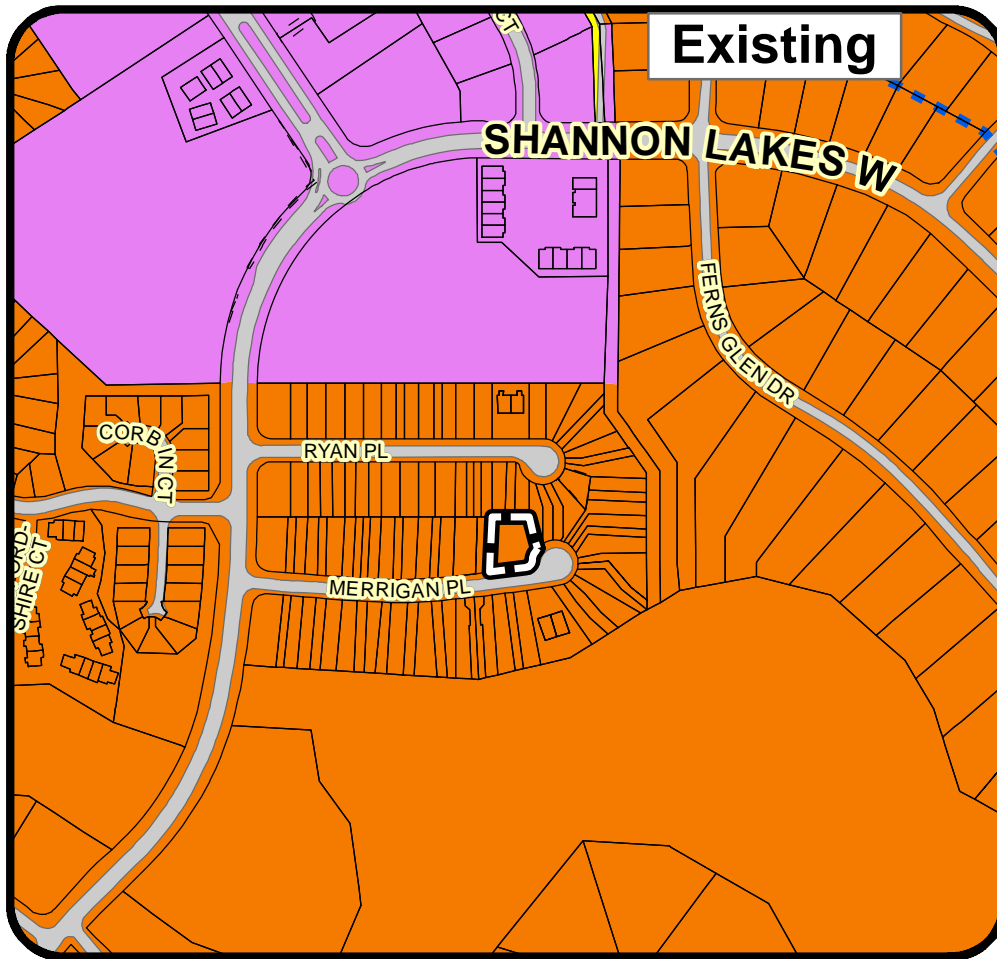
**Merrigan Place
PCM150107-C
(Out of Cycle Amendment)**

*Killearn Estates
Non-conforming Residential*

**SITE TAX ID:
11-02-50- CT-0130**

ACRES: 0.24 ±

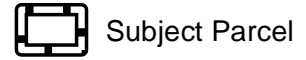




Future Land Use

Legend

- RP
- UR-2
- SUB
- Open Space



Merrigan Place
PCM150107-C
(Out of Cycle Amendment)

Kilearn Estates
Non-conforming Residential

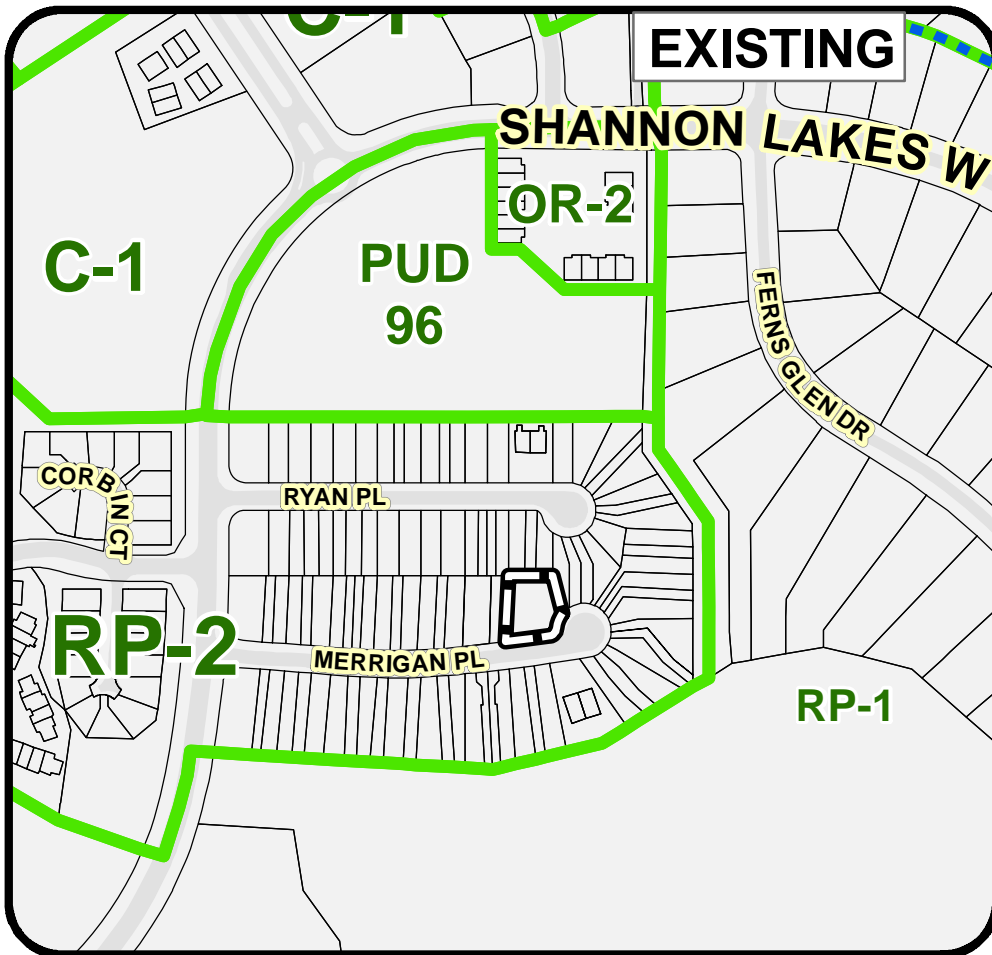
Existing
Residential Preservation

Proposed
Urban Residential 2

SITE TAX ID:
11-02-50- CT-0130

ACRES: 0.24 ±





ZONING

Legend



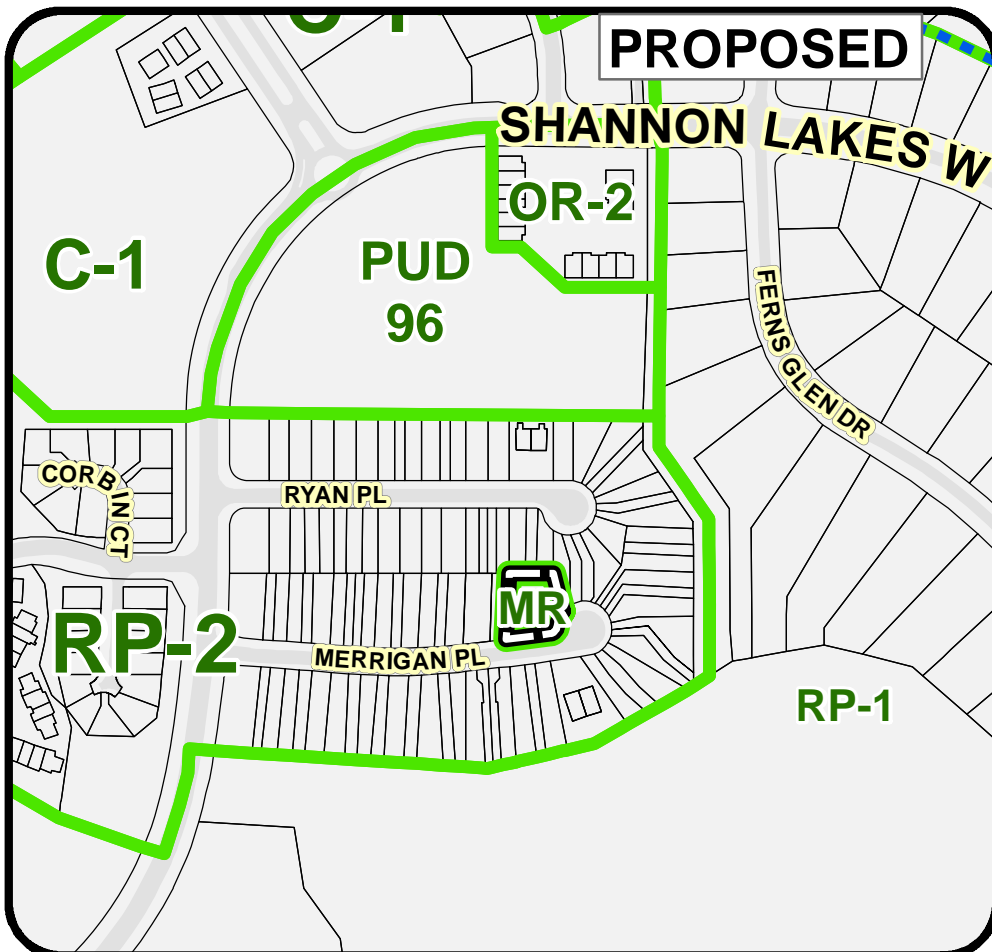
Subject Parcel



zoning

**Merrigan Place
PCM150107-C
(Out of Cycle Amendment)**

*Kilearn Estates
Non-conforming Residential*



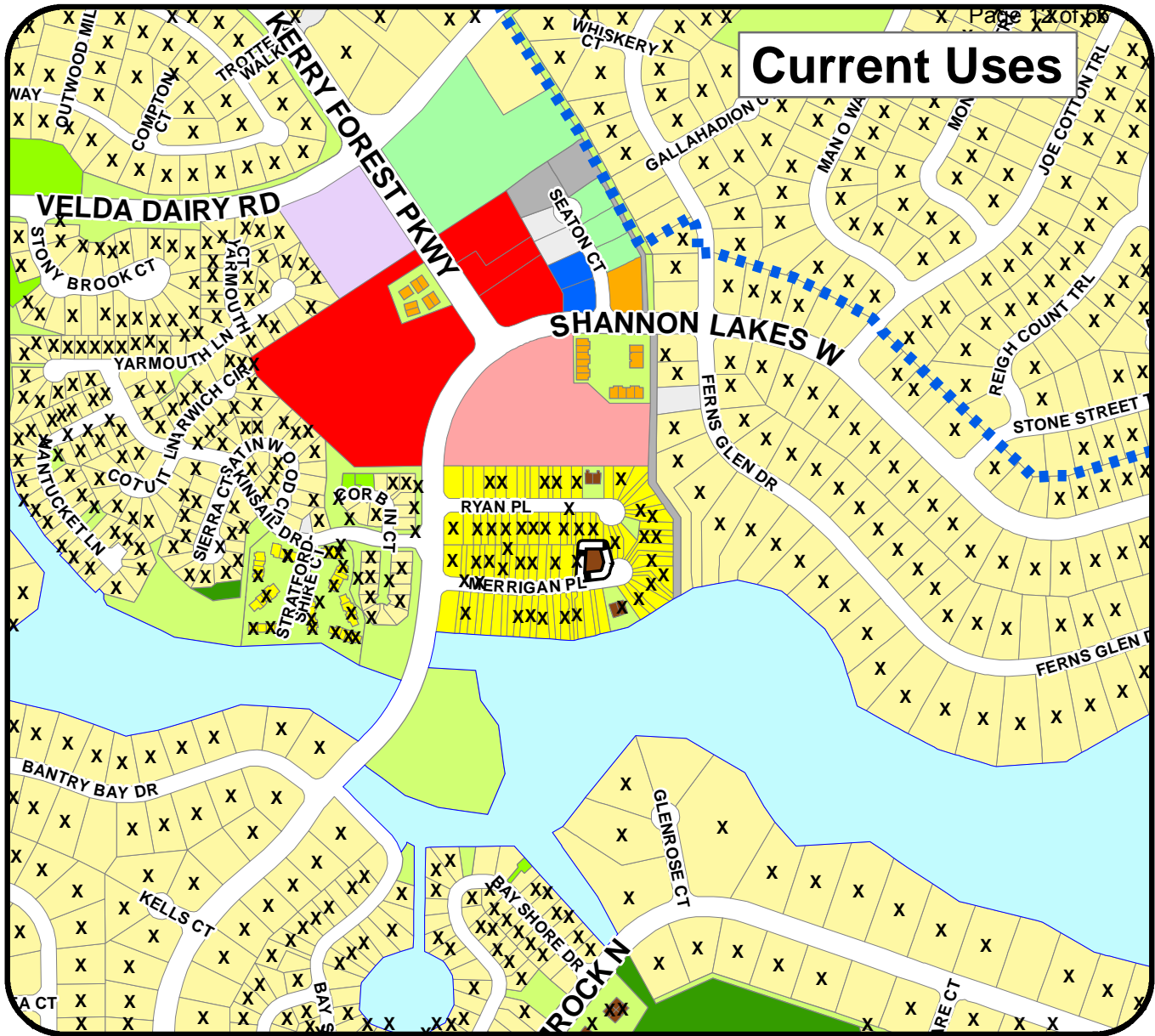
**Existing
Residential Preservation 2**

**Proposed
Medium Residential**

**SITE TAX ID:
11-02-50- CT-0130**

ACRES: 0.24 ±





Current Uses

Legend



Subject Parcel

X Homestead Exemption Parcels

Current Uses (Oct. 2014)

- | | |
|------------------------------------|--------------------------------|
| Single Family Detached/Mobile Home | Office |
| Single Family Attached | Warehouse |
| Two-Family Dwelling | Open Space Common Areas |
| Multi-Family | Open Space Resource Protection |
| Motel/Hospital/Clinic | Open Space Recreation/Parks |
| Retail | Religious/Non-profit |
| School | Vacant |

**Merrigan Place
PCM150107-C
(Out of Cycle Amendment)**

***Killearn Estates
Non-conforming Residential***

**SITE TAX ID:
11-02-50- CT-0130**

ACRES: 0.24 ±



MAP AMENDMENT #: PCM150107 (Out of Cycle Amendment)

APPLICANT: Tallahassee City Commission

TAX I.D. # s: Multiple Parcels (28.25 acres) See Attachment # 2

CITY X **COUNTY**

CURRENT DESIGNATION: Residential Preservation (RP)

REQUESTED DESIGNATION: Site A - Urban Residential- 2; Site B – Urban Residential;
Site C – Urban Residential- 2

DATE: September 17, 2015

Preliminary Staff Recommendation: Approve Amendment PCM150107

A. SUMMARY:

This amendment has been initiated by the Tallahassee City Commission to address legal non-conforming residential uses and densities in Killearn Estates (Attachment # 1). The proposed Future Land Use Map (FLUM) amendments will reestablish certain properties as legal conforming uses (see Attachment #2). Provided below is the current and proposed future land use and zoning for the subject sites.

Table 1. Summary of Proposed Land Use and Zoning Changes

Subject Site	Current Land Use	Proposed Land Use	Current Zoning	Proposed Zoning
Site A (Kilkierane Enclave)	Residential Preservation (6 units per acre)	Urban Residential -2 (20 units per acre)	Residential Preservation-2 (6 units per acre)	Medium Residential (MR)* (12 units per acre)
Site B (Edenderry Drive)	Residential Preservation (6 units per acre)	Urban Residential (10 units per acre)	Residential Preservation-2 (6 units per acre)	R-4 Urban Residential (10 units per acre)
Site C (Merrigan Place)	Residential Preservation (6 units per acre)	Urban Residential- 2 (20 units per acre)	Residential Preservation-2 (6 units per acre)	Medium Residential (MR)* (12 units per acre)

*Staff will process at a later date a text amendment to the Land Development Code to increase the maximum density of the MR zoning district to 16 dwelling units per acre.

It should be noted that prior to the adoption of the Comprehensive Plan in 1990, the subject sites and surrounding areas were zoned RM-2, which allowed for single-family, two-, three-, and four-family dwellings, multiple-family dwellings, townhomes, and cluster development at a density of up to 29.4 dwelling units/acre (see Attachment # 3).

B. REASONS FOR RECOMMENDATIONS TO APPROVE:

1. The subject sites' adopted future land use designation of Residential Preservation does not recognize existing development patterns, resulting in a significant number of nonconformities. The multi-family use would be an allowable use in the proposed Urban Residential and Urban Residential -2 categories.
2. The subject sites are currently comprised of a variety of housing types, including single-family attached, single family detached, and multi-family units, and present a development pattern consistent with the intent and standards of the proposed Urban Residential and Urban Residential-2 future land use designations.
3. The proposed amendment is consistent with action taken by the City Commission to address existing legal non-conforming uses within Killearn Estates through a Comprehensive Plan Map Amendment and rezoning.
4. The current provision of medium-density single-family, townhome, and multi-family housing in the subject areas reduces urban sprawl, and ensures the efficient provision of infrastructure within the Urban Service Area (USA).

C. APPLICANT'S REASON FOR THE AMENDMENT:

This amendment was initiated by the Tallahassee City Commission to address existing legal non-conforming residential uses and densities within Killearn Estates neighborhood.

D. STAFF ANALYSIS:

The complete text of the Comprehensive Plan Objectives, Policies and Future Land Use Categories referenced in this report are provided in Attachment # 4.

Historical Context of the Existing Uses

Established in the mid-1960s, Killearn was the first planned community in the City of Tallahassee and today contains several of the county's largest subdivisions - Killearn Estates, Killearn Acres and Killearn Lakes. Consisting of approximately 3,800 acres, the land was originally owned by the Coble family and known as Velda Farms. It was unusual and unique for its time, in that it had underground utilities, preserving a natural appearance. Throughout the years, various neighborhoods have been developed within Killearn so that people would have choices in the way they live – large yards for the gardeners, no yards for those that don't want the upkeep, condos, apartments, townhomes, on the lakes, on the golf course, or not. Thus, Killearn Estate's original design included distinctive neighborhoods that would appeal to a variety of homeowners such as first-time home buyers, empty-nesters, and retirees. (*Source: Killearn HA website*).

Planning Issues

Background

This amendment was initiated by the City Commission to address existing legal, nonconforming residential uses and densities within the Killearn Estates neighborhood. This issue was brought to the City's attention when a property owner inquired about building a multi-unit residential structure on a lot in Killearn Estates. While the site was located in an enclave comprised primarily of attached single family and multi-family units (see Attachment # 5), the owner was limited to the construction of a detached single home due to subsequent changes to the area's future land use and zoning over the previous 20 years. These changes not only impacted the ability to develop this previously undeveloped lot, it had also made much of the existing development within the area nonconforming (see Attachment # 6). It is important to note that, while legal, nonconforming residential uses are allowed to remain in their current state, if more than 50% of the structure is damaged (fire, weather, etc.), the Land Development Code prohibits rebuilding the structure.

Prior to the adoption of the Comprehensive Plan in 1990, the subject sites were zoned "RM-2, which allowed single-family, two-, three-, and four-family dwellings, multiple-family dwellings, townhomes, cluster development and a density of 29.4 dwelling units/acre. The City of Tallahassee rezoned the subject parcel and surrounding parcels from RM-2 to Residential Preservation-2 (RP-2) pursuant to the adoption of the revised Tallahassee-Leon County Comprehensive Plan. The RP-2 zoning district allows single-family, two-family dwellings, and community facilities.

The proposed amendment would bring the three (3) subject areas into conformity. It would also provide relief for the property owners seeking to build a multi-family unit on the only remaining vacant lot in the subject area.

Subject Sites

Site A: Kilkierane Enclave (71 Parcels)

To address the legal, nonconforming residential uses and densities in the Kilkierane Enclave, staff is proposing to change the subject area from the Residential Preservation future land use category to the Urban Residential-2 category with Medium Residential (MR) zoning. This recommendation will bring the legal nonconforming uses and densities in the enclave into conformity, while having the least amount of impact on the surrounding neighborhood. This proposed solution requires an amendment to the UR-2 FLUM category and a subsequent rezoning of the enclave to the MR.

Text defining the UR-2 FLUM category states that is not to be applied within the interior of an existing neighborhood. The enclave is located within an existing neighborhood (Killearn

Estates); therefore a text amendment to the FLUM category is required to modify this language. The proposed modified language is as follows; “The category is not to be applied within the interior of an existing neighborhood, unless to correct existing legal non-conforming uses and/or densities (see companion Text Amendment PCT150108).”

The current MR zoning district allows a density of 12 dwelling units/acre and also allows two- and three-unit structures on the subject parcel; however, 6 lots in the enclave would still exceed the allowable density. Therefore, in order to accommodate the existing density of the parcels in the enclave, the MR zoning district would require a text amendment to the Land Development Code (LDC) to increase the maximum density from 12 to 16 dwelling units/acre. Because the MR-1 zoning district’s current maximum density is 16 dwelling units/acre, in order to differentiate the MR and the MR-1 districts, an amendment to the MR-1 zoning district is also recommended to increase its maximum density to 20 dwelling units/acre.

The MR zoning district requires access to a collector or arterial. The streets within and surrounding the enclave are classified as local; therefore an amendment to allow access to a local street is required. Staff does not anticipate any significant impacts from removing this restriction from MR, since the denser MR-1 zoning district currently allows access to local streets (proposed density for MR is 16 dwelling units/acre, the same as the current MR-1).

Site B: Edenderry Drive (2 Parcels) & Site C: Merrigan Place (1 Parcel)

In addition to the Kilkierane Enclave, there are two other small areas, totaling 3 parcels, in the Killearn Estates neighborhood that contain legal non-conforming uses and densities. Two of the parcels (“Site B”) are located on Edenderry Drive and contain quadraplexes with development at a density of 8 dwelling units per acre.

The remaining parcel (“Site C”) is located on Merrigan Place and contains a triplex with a density of 12.5 dwelling units per acre. To bring Sites B and C into conformity, staff recommends a UR FLUM designation and R-4 zoning for Site B, and a the UR-2 FLUM designation and MR zoning for Site C.

Text Amendment PCT150108

As noted previously, the UR and UR-2 FLUM categories state that the designations are not to be applied within the interior of an existing neighborhood. To provide a remedy for the subject sites and other legal, nonconforming sites that may exist in other areas of the City/County, a text amendment (PCT150108) to modify the UR and UR-2 future land use categories to provide an exception to the UR and UR-2 location prohibition is being proposed. This exception would allow the placement of UR and UR-2 internal to neighborhoods where past development regulations and practices have resulted in existing legal non-conforming uses and/or densities.

The proposed text amendment is consistent with Land Use Objective 2.1 and corresponding Policy 2.1.8 which seek to maintain a viable mix of available residential densities to accommodate a variety of housing types and choices.

E. ENVIRONMENTAL FEATURES & IMPACT ON INFRASTRUCTURE:

Environmental Features

The parcels included in this amendment, with the exception of one 1/4 acre parcel, are previously developed. They are all located within the Lake Lafayette drainage basin. County environmentally sensitive features indicate a potential karst area surrounding a waterbody (currently used as a stormwater facility) on Parcel #1103202010000, and there are significant and severe grades (possibly manmade) surrounding this waterbody. There are no other known protected environmentally sensitive features on the subject sites.

Water/Sewer

City water and sewer are available to subject areas.

Transportation

Roadways: The subject areas are presently developed with the exception of 1/4 acre parcel, and it is not anticipated that the proposed FLUM change and rezoning will result in significant impacts to the roadway system. If the subject areas were to redevelop in the future, they would be subject to transportation concurrency regulations.

Transit Availability: The closest available transit service is StarMetro's Dogwood bus route which runs along Thomasville Road from Kerry Forest Parkway to Southwood.

Bicycle/Pedestrian Facilities Availability: There are sidewalks presently along the major roadways, Shamrock and Shannon Lakes. There are presently no bicycle lanes along the roadways in the vicinity of the subject areas.

Schools

The subject areas are zoned for Gilchrist Elementary, Montford Middle School, and Lincoln High School. Since the subject areas are already developed with the exception of 1/4 acre parcel, it is not anticipated that the proposed amendments would have a significant impacts on school capacity. The School Board has been consulted regarding the proposed amendment and has stated that there is no significant impact to Leon County Schools.

F. PUBLIC OUTREACH AND NOTIFICATION:

Since initiation of the proposed amendment by the City Commission, staff has met twice (2) with constituents of Killearn Estates neighborhood. The first meeting was held July 7, 2015 with Killearn Homes Association (KHA) Board. At that meeting, staff provided information on the proposed amendment and the reason it had been initiated by the City Commission. Staff left the meeting with verbal support from the Board for the proposed amendments.

On July 28, 2015, an Open House event was held to provide an opportunity for wider public input regarding the proposed amendments. Approximately 814 notices were mailed to residents within 1,000 feet of the subject sites. Eleven (11) residents attended the Open House. While there were some concerns at the meeting for the increases in density in the subject areas, overall, the residents were generally receptive of the proposed changes.

G. STAFF REPORT UPDATE

Below is a summary of actions that have taken place subsequent to the publication of the original staff report.

Local Planning Agency Public Hearing - September 8, 2015

The Local Planning Agency voted unanimously to approve staff's recommendation.

H. CONCLUSION:

Based on the above data and analysis, staff concludes the following:

1. The subject sites' adopted future land use designation of Residential Preservation does not recognize existing development patterns, resulting in a significant number of nonconformities. The multi-family use would be an allowable use in the proposed Urban Residential and Urban Residential -2 categories.
2. The subject sites are currently comprised of a variety of housing types, including single-family attached, single family detached, and multi-family units, and present a development pattern consistent with the intent and standards of the proposed Urban Residential and Urban Residential-2 future land use designations.
3. The proposed amendment is consistent with action taken by the City Commission to address existing legal non-conforming uses within Killearn Estates through a Comprehensive Plan Map Amendment and rezoning.
4. The current provision of medium-density single-family, townhome, and multi-family housing in the subject areas reduces urban sprawl and ensures the efficient provision of infrastructure within the Urban Service Area (USA).

I. ATTACHMENTS:

- Attachment # 1 Killearn Estates Agenda Item - May 27, 2015 Tallahassee City Commission Short Range Target Issue Committee.
- Attachment # 2 Parcels Identification Numbers for Subject Sites
- Attachment # 3 Map of the Pre-Comprehensive Plan 1990 Zoning of the Subject Sites.
- Attachment # 4 Complete Text of the following Comprehensive Plan Policies and Objectives from the Land Use Element referenced in report:
 - Land Use Policy 2.2.23 Urban Residential (Future Land Use Category)
 - Land Use Policy 2.2.24 Urban Residential 2 (Future Land Use Category)
 - Land Use Policy 2.2.3 Residential Preservation (Future Land Use Category)
 - Land Use Objective 2.1 (Provision for future mixed residential areas that provide a wide choice of housing types)
 - Land Use Policy 2.1.8 (Maintain a viable mix of available residential densities to accommodate a variety of housing types).
- Attachment # 5 Map of Building Types in Site A (Enclave off Kilkierane Drive).
- Attachment # 6 Density Map for Site A (Enclave off Kilkierane Drive).

CITY OF TALLAHASSEE	
<u>Short Range Community Based Planning</u>	
<u>TARGET ISSUE AGENDA ITEM</u>	
ACTION REQUESTED ON:	May 27, 2015
SUBJECT/TITLE:	Kilkierane Zoning Issues
TARGET ISSUE:	Short Range Community Based Planning

STATEMENT OF ISSUE

This agenda item requests the Short Range Community Based Planning Target Issue Committee (SRTI) to provide direction on how to address legal non-conforming uses and densities that currently exist in a residential enclave located in Killlearn Estates.

RECOMMENDED ACTIONS

1.
 - a. Comprehensive Plan FLUM Amendment from RP to UR-2.
 - b. Comprehensive Plan Text Amendment to the UR-2 FLUM category to modify language that states UR-2 FLUM not to be applied within the interior of an existing neighborhood.
 - c. Text Amendment to the MR Zoning District to increase the maximum density from 12 to 16 dwelling units/acre.
 - d. Text Amendment to the MR Zoning District to remove street access restriction to collector or arterial.
 - e. Text Amendment to the MR-1 Zoning District to increase the maximum density from 16 to 20 dwelling units/acre.

FISCAL IMPACT

N/A

For information, please contact: Russell Snyder/Mary Jean Yarbrough, 891- 6400.

Item Title: Kilkierane Zoning Issues.

May 27, 2015

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SUPPLEMENTAL MATERIAL/ISSUE ANALYSIS

BACKGROUND

The property owner of 2814 Kilkierane Drive contacted the City to inquire about constructing a multi-unit residential structure in late 2014. Staff informed him that he was only allowed to construct a single family (1-unit) structure because more than one dwelling unit would exceed the density allowed in the RP-2 district. The subject lot is the only unbuilt lot located in an enclave (Unit 22 of Killearn Estates, 71 lots) of residential structures. Further analysis revealed that a large number of the lots contain legal non-conforming residential structures (triplex, quadruplex, and multi-family), and also exceed the allowed density of the RP-2 zoning district. The zoning has changed since these structures were built and the zoning history is provided below:

Original Zoning: Prior to adoption of the City of Tallahassee Zoning, Site Plan and Subdivision Regulations in 1992, the subject parcel and surrounding parcels in the enclave were zoned RM-2, which allowed single-family, two-, three-, and four-family dwellings, multiple-family dwellings, townhomes, cluster development and a density of 29.4 dwelling units/acre.

1992: The City of Tallahassee rezoned the subject parcel and surrounding parcels from RM-2 to Residential Preservation-2 (RP-2) pursuant to the adoption of the revised Tallahassee-Leon County Comprehensive Plan in 1990. The RP-2 zoning district allows single-family, two-family dwellings, community facilities and a density of 6 dwelling units/acre.

2003: The City Commission terminated the vested rights review ordinance and vesting rights for the subject parcel expired on October 1, 2003 unless a request was submitted and approved for an extension of vested rights. An extension was also granted if a building or site development permit had been submitted. The subject property owner did not submit any of the required documentation and therefore, was not granted an extension.

2015: Currently, the subject parcel and surrounding parcels are zoned RP-2 and the future land use designation is Residential Preservation (RP). See Attachments 1 and 2.

ANALYSIS

Legal Non-Conforming Uses

As previously mentioned, after a property owner inquired about building a multi-unit residential structure on a lot in Killearn Estates, staff discovered that it was located in an enclave comprised of several lots containing residential structures that are legal non-conforming uses (triplex, quadruplex, and multi-family) as shown on Attachment 3. The RP-2 zoning district allows only single-family, two-family dwellings, and community facilities.

Item Title: Kilkierane Zoning Issues.

May 27, 2015

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Legal non-conforming residential uses are allowed to remain in this situation, but if more than 50% of the structure is damaged (fire, weather, etc.), the Land Development Code prohibits rebuilding the structure.

Density

The RP-2 zoning district allows a maximum density of 6 dwelling units/acre. Several of the lots (19 of 71 lots) within the enclave exceed the maximum allowed density (see Attachment 4). The Land Development Code allows a property owner to construct one single-family dwelling unit on a lot; therefore the lots that reflect the number 1 are conforming to uses because one unit is allowed regardless of the lot size (see Attachment 4).

The Land Development Code defines density as the number of dwelling units per gross acre being developed and the allowable density is determined by the zoning designation. In a new subdivision the density is based on the number of dwelling units per acre of land developed when subdivided; typically one dwelling unit per parcel, unless further specified, such as a duplex subdivision. For instance, 30 dwelling units on 30 acres yields a density of 1 dwelling unit per acre. On individual properties developed for more than one dwelling unit, the density is based on the number of dwelling units and the acreage of the property and may not exceed the density allowed in the zoning district. In this scenario, 2 dwelling units on one-half acre yields 4 dwelling units per acre.

Potential Solutions

Staff further investigated potential solutions to allow the subject property owner to construct more than a single family dwelling unit on the parcel and to bring the other enclave parcels into a legal conforming status with regards to use and density. The minimum requirement would be a future land use map (FLUM) change and a rezoning; however, each potential solution would require other action(s) as reflected in Attachment 5 and explained below.

The proposed solutions discussed below are summarized in the following table, which also reflects staff's recommendation in order of priority:

Item Title: Kilkierane Zoning Issues.

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Staff Recommendation	Zoning District	Implementing FLUM	Recommended Comprehensive Plan Text Amendment	Recommended Zoning District Text Amendment(s)	Remaining Non-Conformities	Maximum density for 2814 Kilkierane
1	MR (6-12 du/ac)	Urban Residential-2	Modify* language that states UR-2 FLUM not to be applied within the interior of an existing neighborhood.	<ol style="list-style-type: none"> Increase the maximum density from 12 to 16 dwelling units/acre. Remove street access restriction to only a collector or arterial. 	6 lots would exceed allowable density (unless density increased to 16 du/acre via code amendment) All lots exceed minimum density.	2 units @ .24 acre; 3 units @ .25 acre
2	MR-1 (8-16 du/ac)	Urban Residential-2	Modify* language that states UR-2 FLUM not to be applied within the interior of an existing neighborhood.	<ol style="list-style-type: none"> Increase the maximum density from 16 to 20 dwelling units/acre. Decrease the minimum density from 8 to 6 dwelling units/acre. 	1 lot would not meet minimum density	3 units @ .24 acre; 4 units @ .25 acre
3	R-4 (4-8 du/ac, local road); (4-10 du/ac, collector or arterial)	Urban Residential	Modify* language that states UR FLUM not to be applied within the interior of an existing development.	<ol style="list-style-type: none"> Modify language that states R-4 not to be applied within the interior of an existing neighborhood. Remove language that prohibits vehicular access to a local road if 10 du/ac. 	19 lots would exceed allowable density All lots exceed minimum density.	1 unit @ .24 acre; 2 units @ .25 acre

* The new language would be as follows: “The category is not to be applied within the interior of an existing neighborhood, unless to correct existing legal non-conforming uses and/or densities.”

Staff’s first recommendation will bring the legal non-conforming uses and densities in the enclave to a conforming status, while having the least amount of impact on the surrounding neighborhood. This proposed solution requires an amendment to the UR-2 FLUM category (see Attachment 6) and a rezoning of the enclave to the MR zoning district (See Attachment 7). The UR-2 FLUM category stipulates that it is not to be applied within the interior of an existing neighborhood. The enclave is located within an existing neighborhood (Killearn Estates); therefore a text amendment to the FLUM category is required to modify this language. The proposed modified language is as follows; “The category is not to be applied within the interior

Item Title: Kilkierane Zoning Issues.

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of an existing neighborhood, unless to correct existing legal non-conforming uses and/or densities.”

The current MR zoning district allows a density of 12 dwelling units/acre and also allows two- and three-unit structures on the subject parcel; however, 6 lots in the enclave would still exceed the allowable density. Therefore, in order to accommodate the existing density of the parcels in the enclave, the MR zoning district would require a text amendment to increase the maximum density from 12 to 16 dwelling units/acre. Because the MR-1 zoning district’s current maximum density is 16 dwelling units/acre, in order to differentiate the MR and the MR-1 districts, an amendment to the MR-1 zoning district is also recommended to increase its maximum density to 20 dwelling units/acre (See Attachment 8). An amendment to the minimum density is not required, as all the lots in the enclave meet the minimum density of 6 dwelling units/acre.

Regarding the implications of these proposed changes, there is only one MR zoning district. It was established in 2005 to correct a legal non-conformity on an 8.2-acre site in the Belmont Trace area located on Belmont Road (see Attachment 9). The area was comprised of duplexes, triplexes, and quadraplexes at a density of 10 dwelling units/acre, and was non-conforming under its previous zoning of R-4. However, a text amendment to the R-4 zoning district in 2006, which established a minimum density of 4 dwelling units/acre and increased the maximum density to 10 dwelling units/acre, would now make the non-conforming area conforming under R-4. If the maximum density of MR was increased to 16 dwelling units/acre, in conjunction with increasing the MR-1 density to 20 as discussed above, this subdivision could potentially be rezoned back to the R-4 zoning to avoid making the Belmont Trace area too dense.

The MR zoning district requires access to a collector or arterial. The streets within and surrounding the enclave are classified as local; therefore an amendment to allow access to a local street is required. Staff does not anticipate any significant impacts from removing this restriction from MR, since the denser MR-1 zoning district currently allows access to local streets (proposed density for MR is 16 dwelling units/acre, the same as the current MR-1).

Staff’s second recommendation (a text amendment to the UR-2 FLUM with a rezoning of the enclave to the MR-1 zoning district) would allow the greatest amount of density without a land development regulation amendment (16 dwelling units/acre), as well as three- or four-unit structures on the subject parcel. However, one lot in the enclave would still not meet the minimum density of 8 dwelling units/acre required by MR-1 zoning. The FLUM text amendment is the same as what is required for the MR zoning district, which is modifying the language prohibiting the UR-2 FLUM from being applied within the interior of an existing neighborhood. As previously mentioned, one lot does not meet the minimum density standard and staff recommends a text amendment to the MR-1 zoning district that would reduce the minimum density standard from 8 to 6 dwelling units/acre. Since reducing the minimum density could potentially result in less density overall within the enclave, no significant impacts are identified by staff.

Staff’s third recommendation requires an amendment to the UR FLUM (see Attachment 6) with a rezoning of the enclave to the R-4 zoning district (see Attachment 10). Again, the FLUM text

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amendment is the same as what is required for the MR and MR-1 zoning district options as discussed above. While this zoning district will allow a single-family or two-unit structures on the subject parcel, 19 of the 71 lots would still be non-conforming because they would exceed the maximum density of 10 dwelling units/acre (after the text amendment concerning access discussed immediately below). Additionally, two amendments to the zoning district are required. The first is to modify language that states R-4 is not to be applied within the interior of an existing development. The proposed modified language is as follows; “The district is not intended to be applied within the interior of an existing development, unless to correct currently existing legal non-conforming uses and/or densities.” The second amendment is to remove language that prohibits vehicular access to a local road if the development is between 8 and 10 dwelling units/acre. Since the existing development that comprises the enclave already has access to local streets, staff does not anticipate any impacts from removing this prohibition.

Potential Impacts of Proposed Comprehensive Plan and Code Amendments in Other Areas

The proposed modification to the UR and UR-2 FLUM categories could potentially allow higher densities within existing neighborhoods. However, the proposed text amendment to the FLUM categories would only allow them to be applied within the interior of a neighborhood where past development regulations and practices have resulted in existing legal non-conforming uses and/or densities. If a property owner(s) approached staff regarding an area of legal non-conforming uses and/or densities, staff would conduct an analysis to confirm its eligibility before recommending a map amendment changing the FLUM to UR or UR-2.

The text amendment to increase the MR and MR-1 zoning district’s maximum density to 16 and 20 dwelling units/acre, respectively, could potentially allow properties that currently have MR and MR-1 zoning to redevelop at greater densities that may have impacts on nearby neighborhoods. Attachment 11 is comprised of four quadrant maps which reflect the current location of all MR and MR-1 zoning districts and their location in relationship to nearby neighborhoods. If a proposed redevelopment application was submitted to staff, applicable buffering requirements would be applied per the Land Development Code.

The second text amendment to the MR-1 zoning district is to reduce the minimum density from 8 to 6 dwelling units/acre. Since the amendment would be reducing the minimum density required resulting in potentially less dense developments, staff does not foresee any impacts with this revision.

Revising the R-4 zoning district intent language to only allow it to be applied within the interior of a neighborhood could also potentially allow higher densities within existing neighborhoods. However, similarly to the text amendments to the UR and UR-2 FLUM categories, the proposed text amendment only allows it to be applied if it is correcting existing legal non-conforming uses and densities as a result of past development regulations and practices. As part of staff’s analysis, potential impacts resulting from an increase of density would be reviewed and considered for any proposed rezoning to the R-4 zoning district category.

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The second text amendment to the R-4 zoning district proposes to remove language that prohibits vehicular access to a local road if the development is between 8 and 10 dwelling units/acre. Removing this language will allow developments with a density of 10 dwelling units/acre to access any type of streets, including local streets. This amendment will not affect the properties that are currently zoned R-4, as all but one R-4 property has access to a collector or an arterial and the one property that does access a local street has a density of 8 dwelling units/acre, which meets the current access standards.

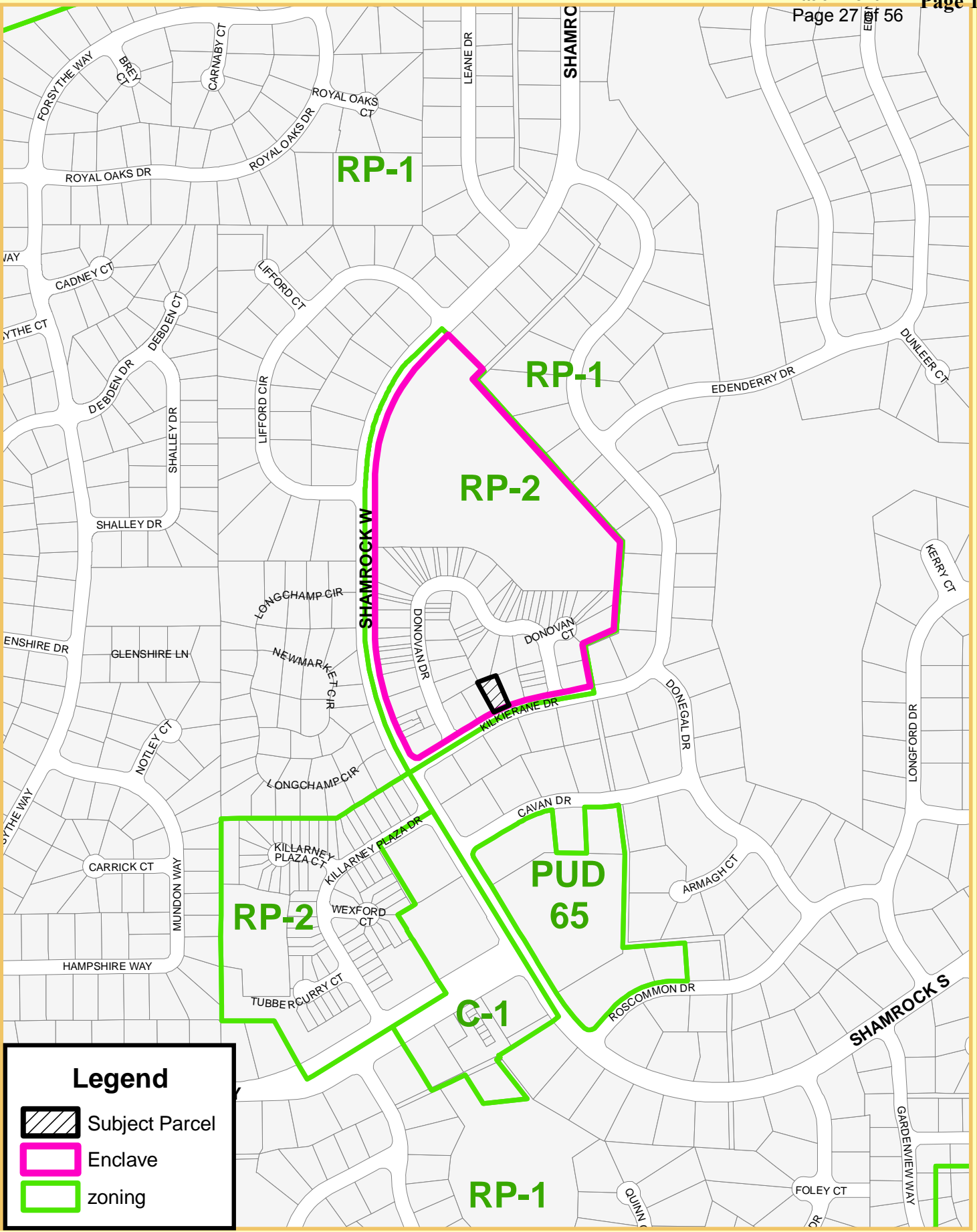
It should be noted that staff is proposing a text amendment to the R-4 zoning district in conjunction with a proposed FLUM map amendment that is part of the current Comprehensive Plan amendment cycle. The revision would be similar to the second text amendment discussed above except it would only exempt properties that are located in the MMTD from meeting the access requirements for a local street (8 or less dwelling units/acre) and collector street or above (8 to 10 dwelling units/acre).

Legal Non-Conforming Uses and Densities Elsewhere in Killearn Estates




There are two other small areas, totaling 3 parcels, in the Killearn Estates neighborhood that contain non-conforming uses and densities as shown on Attachment 12. Two of the parcels contain quadraplexes with densities under 10 dwelling units/acre. The other parcel contains a triplex with a density of 12.5 dwelling units/acre. If it is the desire of the commission to bring these properties into conforming status, staff recommends the UR FLUM category with the proposed text amendment and the R-4 zoning district with the proposed text amendments for the first two parcels, and the UR-2 FLUM category with the proposed text amendment and the MR zoning district with the proposed text amendments for the third parcel (see Table above).

Attachments/References

1. Zoning Map.
2. Future Land Use Map.
3. Building Type Map.
4. Parcel Density Map.
5. 2814 Kilkierane Zoning and Future Land Use Category Options.
6. Policies 2.2.3 and 2.2.24 of the Land Use Element, *Tallahassee-Leon County Comprehensive Plan*: Urban Residential and Urban Residential-2 Future Land Use Category Descriptions.
7. MR Zoning District.
8. MR-1 Zoning District.
9. Belmont Trace Area and MR Zoning Map.
10. R-4 Zoning District.
11. MR and MR-1 Zoning & Future Land Use Quadrant Maps.
12. Killearn Area Parcel Density Map.

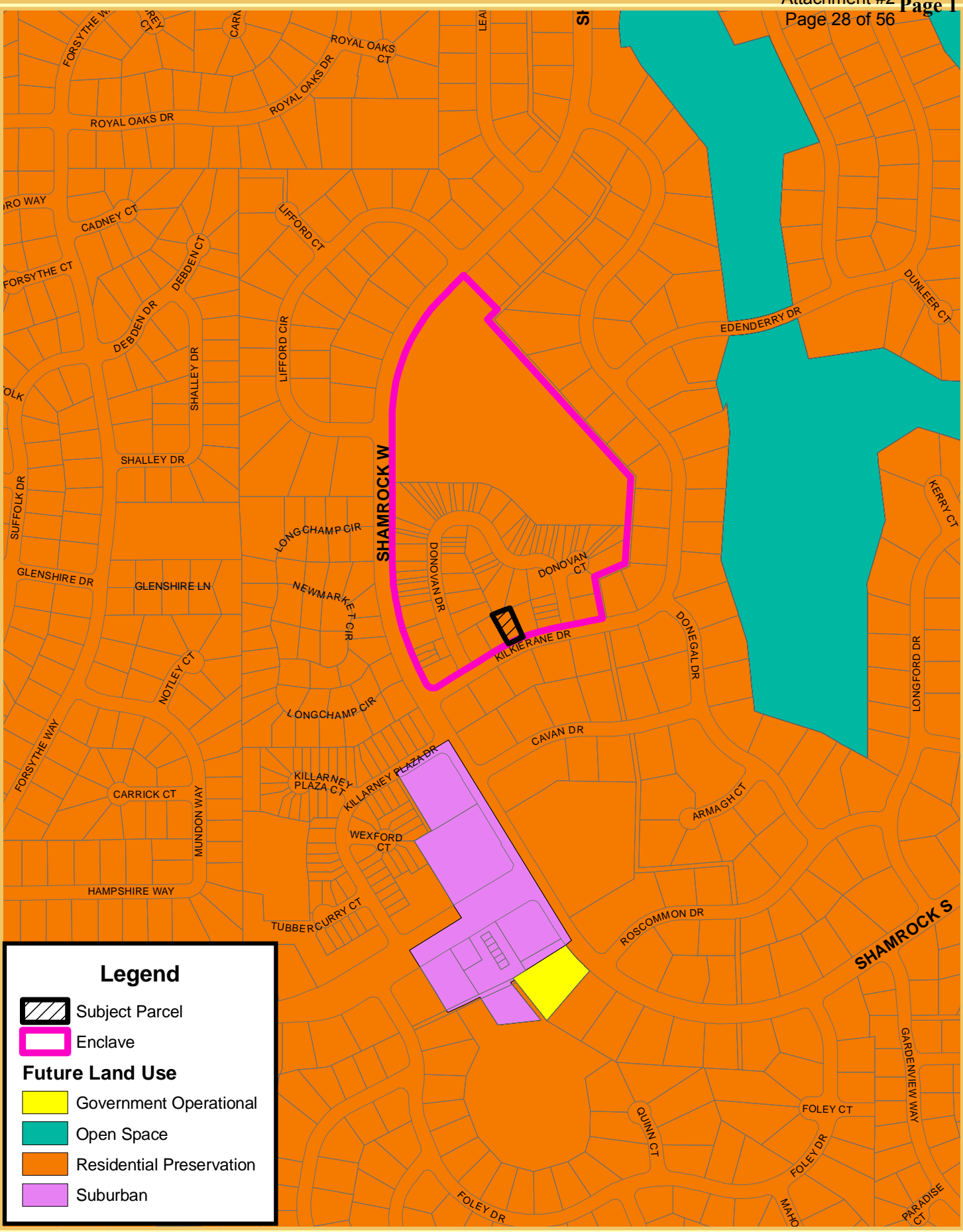


Legend



-  Subject Parcel
-  Enclave
-  zoning

Zoning









Legend

-  Subject Parcel
-  Enclave










Future Land Use

-  Government Operational
-  Open Space
-  Residential Preservation
-  Suburban

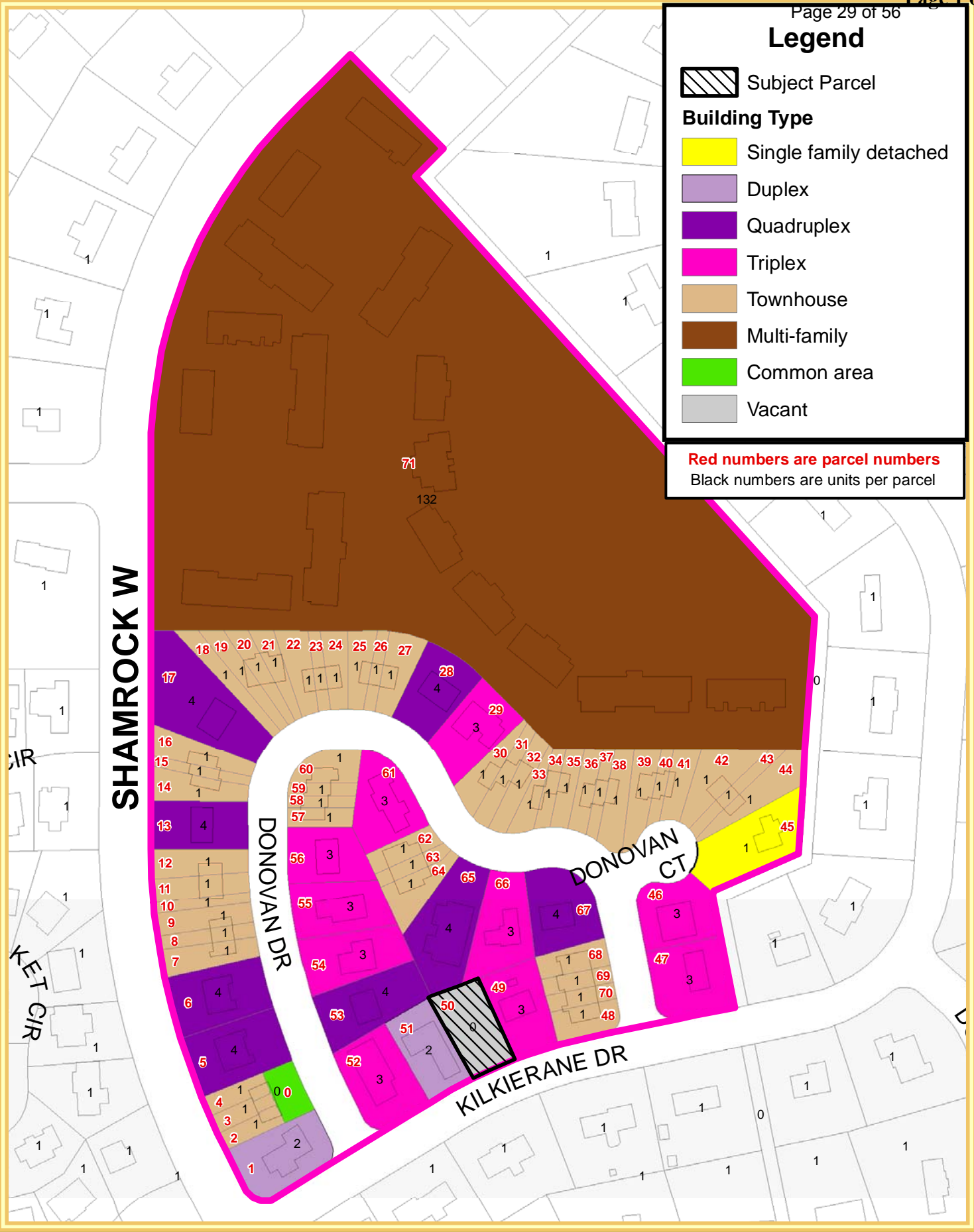
Future Land Use



Legend

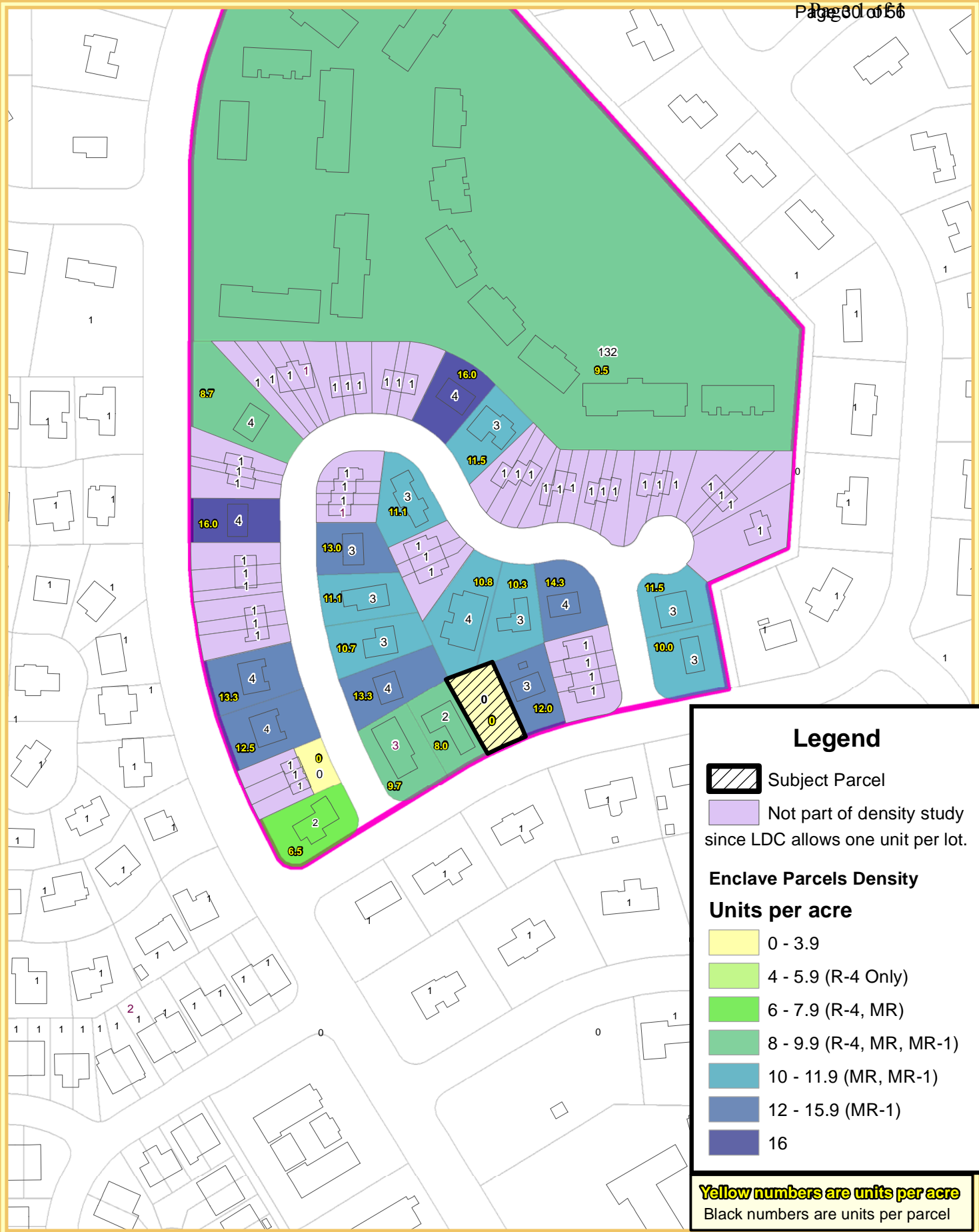
-  Subject Parcel
- Building Type**
-  Single family detached
-  Duplex
-  Quadruplex
-  Triplex
-  Townhouse
-  Multi-family
-  Common area
-  Vacant

Red numbers are parcel numbers
Black numbers are units per parcel



Building type





Parcel Density



2814 Kilkierane Zoning and Future Land Use Category Options

Zoning District	Allowable Density	Implementing FLUMs	FLUM Densities	Remaining Non-Conformities	Other Restrictions	Maximum density for 2814 Kilkierane
R-4	4-8 du/ac (local road); 4-10 du/ac (collector or arterial)	Urban Residential; Urban Residential-2; Suburban (Low Density Residential Development Pattern)	UR: 4-10 du/ac; UR-2: 4-20 du/ac; Suburban: 0-8 du/ac	19 lots would exceed allowable density	UR and UR-2 FLUMs not to be applied within the interior of an existing neighborhood	1 unit @ .24 acre; 2 units @ .25 acre
MR	6-12 du/ac	Urban Residential-2; Suburban (Medium Density Residential Development Pattern)	UR-2: 4-20 du/ac; Suburban: 8-16 du/ac	6 lots would exceed allowable density	Zoning District only allowed on collector or arterial; UR-2 FLUM not to be applied within the interior of an existing neighborhood	2 units @ .24 acre; 3 units @ .25 acre
MR-1	8-16 du/ac	Urban Residential-2; Suburban (Medium Density Residential Development Pattern)	UR-2: 4-20 du/ac; Suburban: 8-16 du/ac	1 lot would not meet minimum density	UR-2 FLUM not to be applied within the interior of an existing neighborhood	3 units @ .24 acre; 4 units @ .25 acre

Allowable FLUM Uses

Urban Residential: Townhouses, single-family detached, two-family and multiple-family dwelling units, and community facilities related to residential uses.

Urban Residential-2: Townhouses, single-family detached, two-family and multiple-family dwelling units, open space/recreation, and community facilities related to residential uses.

Suburban (Low and Medium Density Residential Development Patterns): Residential, recreation, light infrastructure and community service.

under a common plan of development are permitted up to 10,000 square feet of non-residential gross building floor area per parcel and 20,000 square feet per acre except when located only on the ground floor of a structure also containing residential uses in which case there is no size limitation on non-residential uses.

Policy 2.2.23: [L]

URBAN RESIDENTIAL *(Effective 7/20/05; Revision Effective 7/26/06; Renumbered 3/14/07)*

The primary intent of the Urban Residential land use category, which is to be applied only within the Urban Services Area, is to encourage medium density (4-10 dwelling units per acre) housing, thereby promoting infill development, reducing urban sprawl, and maximizing the efficiency of infrastructure. The implementing zoning district shall contain design standards as well as locational criteria in order to accomplish these goals. The Urban Residential category allows townhouses, single-family detached, two-family, and multiple-family dwelling units as well as community facilities related to residential uses. The implementing zoning district(s) within the land development regulations shall further specify the allowable uses. Urban Residential may serve as a transition category between lower density residential categories and more intensive development such as higher density residential and/or office land uses or major roadways where alternative modes of transportation are available to support the increased residential densities. The category is not intended to be applied within the interior of an existing neighborhood. The maximum residential density within the Urban Residential is 10 du/ac and the minimum is 4 du/ac.

Policy 2.2.24: [L] *(Revision Effective 7/26/06; Revision Effective 3/14/07)*

URBAN RESIDENTIAL 2

The primary intent of the Urban Residential 2 land use category, which is to be applied only within the Urban Services Area, is to encourage a range of density (4-20 dwelling units per acre) housing, thereby promoting infill development, reducing urban sprawl, and maximizing the efficiency of infrastructure. The implementing zoning district(s) shall contain design standards as well as locational criteria in order to accomplish these goals. The Urban Residential category allows townhouses, single-family detached, two-family, and multiple-family dwelling units as well as open space/recreation and community facilities related to residential uses. The implementing zoning district(s) within the land development regulations shall further specify the allowable uses. Urban Residential 2 may serve as a transition category between lower density residential categories and more intensive development such as higher density residential and/or office land uses or major roadways where alternative modes of transportation are available to support the increased residential densities. The category is not intended to be applied within the interior of an existing designated residential preservation area. The maximum residential density within the Urban Residential 2 category is 20 units per acre.

Section 10-267. MR Medium Density Residential District.

1. District Intent	PERMITTED USES	
	2. Principal Uses	3. Accessory Uses
The MR district is intended to be located in areas designated Mixed Use-A, B, or C on the Future Land Use Map of the Comprehensive Plan, in close proximity to more intensive non-residential uses, including commercial and office uses; and to residentially compatible public facilities such as schools, parks, and transit facilities. The MR district is intended to achieve densities consistent with urban development, use of public transit, and efficient use of public infrastructure. Off-street parking facilities in the MR district shall be located and designed to promote convenient access to pedestrian and mass transit facilities. The MR district shall provide for a wide range of residential housing types. The maximum gross density allowed for new residential development in the MR district is 12 dwelling units per acre, while the minimum gross density allowed is 6 dwelling units per acre, unless constraints of concurrency or preservation and/or conservation features preclude the attainment of the minimum densities. Certain community and recreational facilities related to residential uses and day care centers are also permitted.	<ol style="list-style-type: none"> (1) Community facilities related to residential uses, including religious facilities, libraries, police/fire stations, and elementary, middle, and high schools. Vocational schools are prohibited. Other community facilities may be allowed in accordance with Section 18.1 of these regulations. (2) Day care centers. (3) Golf courses. (4) Multiple-family dwellings. (5) Nursing homes and other residential care facilities. (6) Passive and active recreational facilities. (7) Rooming Houses. (8) Single-family attached dwellings. (9) Single-family detached dwellings. (10) Two-family dwellings. (11) Zero-lot line single-family detached dwellings. 	<ol style="list-style-type: none"> (1) A use or structure on the same lot with, and of a nature customarily incidental and subordinate to, the principal use or structure and which comprises no more than 33 percent of the floor area or cubic volume of the principal use or structure, as determined by the Land Use Administrator. (2) Light infrastructure and/or utility services and facilities necessary to serve permitted uses, as determined by the Land Use Administrator.

DEVELOPMENT STANDARDS									
Use Category	4. Minimum Lot or Site Size			5. Minimum Building Setbacks				6. Maximum Building Restrictions	
	a. Lot or Site Area	b. Lot Width	c. Lot Depth	a. Front	b. Side-Interior Lot	c. Side-Corner Lot	d. Rear	a. Building Size (excluding gross building floor area used for parking)	b. Building Height (excluding stories used for parking)
Single-Family Detached Dwellings	5,000 square feet	50 feet	100 feet	15 feet	7.5 feet on each side; or any combination of setbacks that equals at least 15 feet, provided that no such setback shall be less than 5 feet	15 feet	25 feet	not applicable	3 stories
Zero-Lot Line Single-Family Detached Dwellings	3,750 square feet	30 feet interior lot; 40 feet corner lot	100 feet	20 feet	0 feet one side; 5 feet other side	15 feet	25 feet	not applicable	3 stories
Two-Family Dwellings	7,000 square feet	70 feet	100 feet	15 feet	Same as single-family dwellings above	15 feet	25 feet	not applicable	3 stories
Single-Family Attached Dwellings	1,600 square feet minimum; average of 2,000 square feet	16 feet	none	20 feet	none	15 feet	25 feet	maximum length: 8 units	3 stories
Rooming Houses	5,000 square feet	50 feet	100 feet	15 feet	7.5 feet on each side; or any combination of setbacks that equals at least 15 feet, provided that no such setback shall be less than 5 feet	15 feet	25 feet	not applicable	3 stories
Multiple-Family Dwellings	10,000 square feet	80 feet	100 feet	15 feet	15 feet on each side	15 feet	25 feet	not applicable	3 stories
Any Permitted Principal Non-Residential Use	12,000 square feet	80 feet	100 feet	15 feet	15 feet on each side	15 feet	25 feet	20,000 square feet of gross building floor area per acre	3 stories

1. Access Criteria: The MR district shall have access to an arterial or collector roadway.

1. If central sanitary sewer is not available, residential development is limited to a minimum of 0.50 acre lots and non-residential development is limited to a maximum of 2,500 square feet of building area. Community service facilities are limited to a maximum of 5,000 square feet of building area or a 500 gallon septic tank. Also, refer to Sanitary Sewer Policies 3.1.6. and 3.1.7. of the Comprehensive Plan for additional requirements.
2. Refer to chapter 5, environmental management for information pertaining to the regulation of environmental features (preservation/conservation features), stormwater management requirements, etc.
3. Refer to chapter 4, concurrency management ordinance for information pertaining to the availability of capacity for certain public facilities (roads, parks, etc.).
4. For cluster development standards, refer to Section 10-426.

Section 10-250. MR-1 Medium Density Residential District.

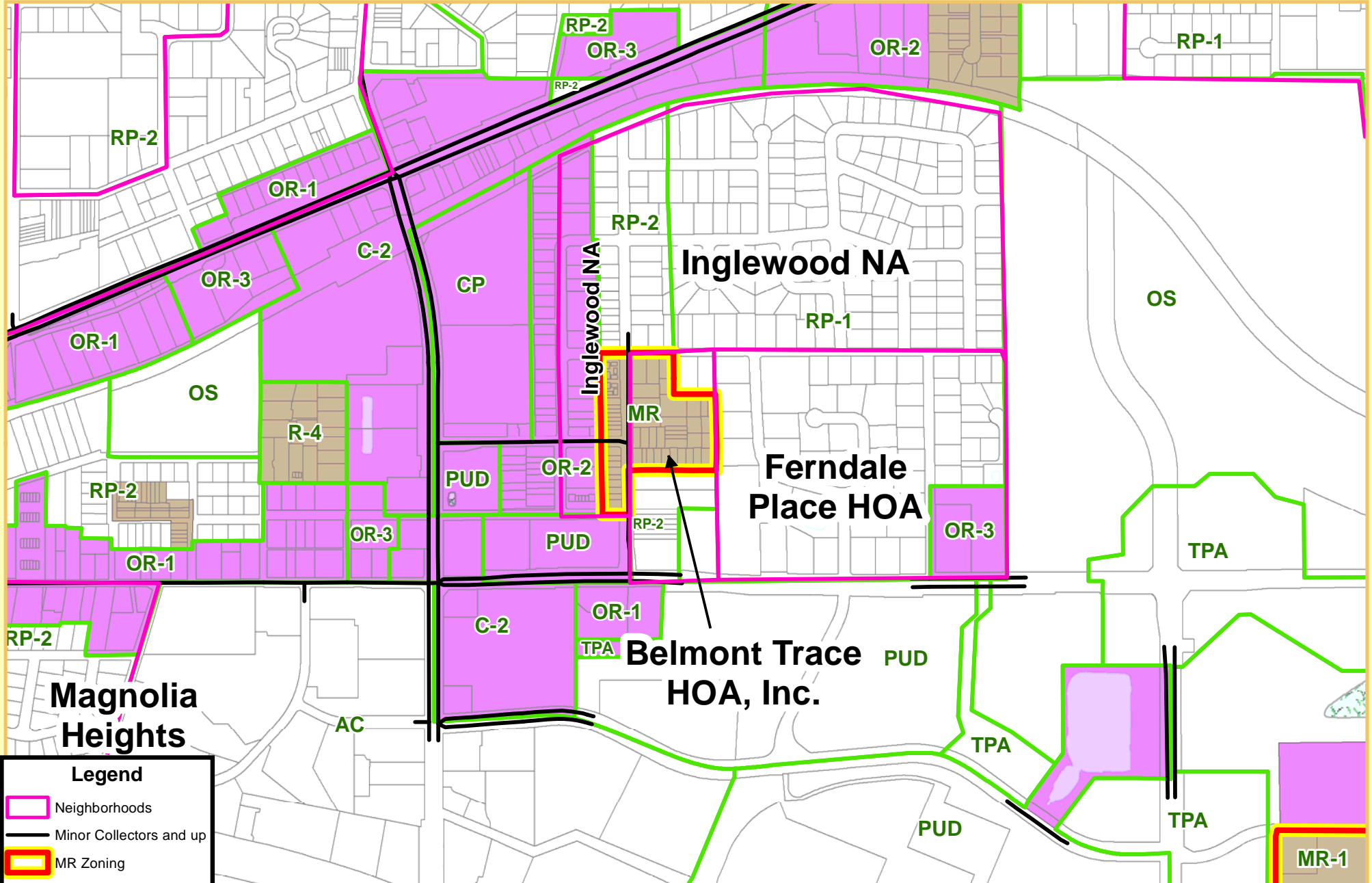
The following applies to the MR-1 Medium Density Residential District:

1. District Intent	PERMITTED USES	
	2. Principal Uses	3. Accessory Uses
<p>The MR-1 district is intended to be located in areas designated Urban Residential 2 or Suburban on the Future Land Use Map of the Comprehensive Plan, in close proximity to more intensive non-residential uses, including commercial and office uses; and to residentially compatible public facilities such as schools, parks, and transit facilities. The MR-1 district is intended to achieve densities consistent with urban development, use of public transit, and efficient use of public infrastructure. Off-street parking facilities in the MR-1 district shall be located and designed to promote convenient access to pedestrian and mass transit facilities. The MR-1 district shall provide for a wide range of residential housing types. The maximum gross density allowed for new residential development in the MR-1 district is 16 dwelling units per acre, while the minimum gross density allowed is 8 dwelling units per acre, unless constraints of concurrency or preservation and/or conservation features preclude the attainment of the minimum densities. Certain community and recreational facilities related to residential uses and day care centers are also permitted.</p> <p>Development standards for properties located within the MMTD are established within Division 4 of this Code.</p>	<ol style="list-style-type: none"> (1) Community facilities related to residential uses, including religious facilities, police/fire stations, and elementary, middle, and high schools. Libraries or vocational schools are prohibited. Other community facilities may be allowed in accordance with Section 10-413 of these regulations. (2) Day care centers. (3) Golf courses. (4) Multiple-family dwellings. (5) Nursing homes and other residential care facilities. (6) Passive and active recreational facilities. (7) Rooming Houses. (8) Single-family attached dwellings. (9) Single-family detached dwellings. (10) Two-family dwellings. (11) Zero-lot line single-family detached dwellings. 	<ol style="list-style-type: none"> (1) A use or structure on the same lot with, and of a nature customarily incidental and subordinate to, the principal use or structure and which comprises no more than 33 percent of the floor area or cubic volume of the principal use or structure, as determined by the Land Use Administrator. (2) Light infrastructure and/or utility services and facilities necessary to serve permitted uses, as determined by the Land Use Administrator.

DEVELOPMENT STANDARDS									
Use Category	4. Minimum Lot or Site Size			5. Minimum Building Setbacks				6. Maximum Building Restrictions	
	a. Lot or Site Area	b. Lot Width	c. Lot Depth	a. Front	b. Side-Interior Lot	c. Side-Corner Lot	d. Rear	a. Building Size (excluding gross building floor area used for parking)	b. Building Height (excluding stories used for parking)
Single-Family Detached Dwellings	5,000 square feet	50 feet	100 feet	15 feet	7.5 feet on each side; or any combination of setbacks that equals at least 15 feet, provided that no such setback shall be less than 5 feet	15 feet	25 feet	not applicable	3 stories
Zero-Lot Line Single-Family Detached Dwellings	3,750 square feet	30 feet interior lot; 40 feet corner lot	100 feet	20 feet	0 feet one side; 5 feet other side	15 feet	25 feet	not applicable	3 stories
Two-Family Dwellings	7,000 square feet	70 feet	100 feet	15 feet	Same as single-family dwellings above	15 feet	25 feet	not applicable	3 stories
Single-Family Attached Dwellings	1,600 square feet minimum; average of 2,000 square feet	16 feet	none	20 feet	none	15 feet	25 feet	maximum length: 8 units	3 stories
Rooming Houses	5,000 square feet	50 feet	100 feet	15 feet	7.5 feet on each side; or any combination of setbacks that equals at least 15 feet, provided that no such setback shall be less than 5 feet	15 feet	25 feet	not applicable	3 stories
Multiple-Family Dwellings	10,000 square feet	80 feet	100 feet	15 feet	15 feet on each side	15 feet	25 feet	not applicable	3 stories
Any Permitted Principal Non-Residential Use	12,000 square feet	80 feet	100 feet	15 feet	15 feet on each side	15 feet	25 feet	20,000 square feet of gross building floor area per acre	3 stories

GENERAL NOTES:

1. If central sanitary sewer is not available, residential development is limited to a minimum of 0.50 acre lots and non-residential development is limited to a maximum of 2,500 square feet of building area. Community service facilities are limited to a maximum of 5,000 square feet of building area or a 500 gallon septic tank. Also, refer to Sanitary Sewer Policy 2.1.12 of the Comprehensive Plan for additional requirements.
2. Refer to chapter 5, environmental management for information pertaining to the regulation of environmental features (preservation/conservation features), stormwater management requirements, etc.
3. Refer to chapter 4, concurrency management ordinance for information pertaining to the availability of capacity for certain public facilities (roads, parks, etc.).
4. For cluster development standards, refer to Section 10-426.



Legend

- Neighborhoods
- Minor Collectors and up
- MR Zoning
- Future Land Use**
- Suburban
- Urban Residential
- Urban Residential 2

Belmont Trace Area and MR Zoning

(61 Parcels)

Posted at 1:30 p.m. on October 19, 2015



Section 10-247. R-4 Urban Residential District.

The following applies to the R-4 Urban Residential District:

1. District Intent	PERMITTED USES	
	2. Principal Uses	3. Accessory Uses
<p>The R-4 district is intended to be located in areas designated Urban Residential, Urban Residential 2 or Suburban on the Future Land Use Map of the Comprehensive Plan which contain or are anticipated to contain a wide range of single-family, two-family, and multi-family housing types. The maximum gross density allowed for new residential development in the R-4 district is 10 dwelling units per acre, with a minimum gross density of 4 dwelling units per acre when applied to the urban residential future land use category, unless constraints of concurrency or preservation and/or conservation features preclude the attainment of the minimum densities.</p> <p>R-4 districts are intended to achieve densities consistent with urban development and to promote infill development. Certain community and recreational facilities related to residential uses are also permitted. This district may serve as a transition between low density residential and higher density residential, office development, collector and arterial streets. The district is not intended to be applied within the interior of an existing development. Non-residential uses shall be compatible in scale and design with adjoining residential neighborhoods.</p> <p>Development standards for properties located within the MMTD are established within the Division 4 of this Code.</p>	<ol style="list-style-type: none"> (1) Community facilities related to residential uses including religious facilities, police/fire stations, and elementary and middle schools. Libraries, vocational, and high schools are prohibited. Other community facilities may be allowed in accordance with Section 10-413. (2) Golf courses. (3) Multiple-family dwellings. (4) Nursing homes and other residential care facilities. (5) Passive and active recreational facilities. (6) Rooming houses. (7) Single-family attached dwellings. (8) Single-family detached dwellings. (9) Two-family dwellings. (10) Zero-lot line single-family detached dwellings. 	<ol style="list-style-type: none"> (1) A use or structure on the same lot with, and of a nature customarily incidental and subordinate to, the principal use or structure and which comprises no more than 33 percent of the floor area or cubic volume of the principal use or structure, as determined by the Land Use Administrator. (2) Light infrastructure and/or utility services and facilities necessary to serve permitted uses, as determined by the Land Use Administrator.

DEVELOPMENT STANDARDS									
Use Category	4. Minimum Lot or Site Size			5. Minimum Building Setbacks				6. Maximum Building Restrictions	
	a. Lot or Site Area	b. Lot Width	c. Lot Depth	a. Front	b. Side-Interior Lot	c. Side-Corner Lot	d. Rear	a. Building Size (excluding gross building floor area used for parking)	b. Building Height (excluding stories used for parking)
Single-Family Detached Dwellings	* (Flag lots are prohibited)		(Minimum building area of 35 ft. between front and rear setbacks.)	15 feet	3 feet each side and 6-foot separation between buildings	15 feet	25 feet	not applicable	3 stories
Single-Family Attached Dwellings	* (Flag lots are prohibited)		(Minimum building area of 35 ft. between front and rear setbacks.)	20 feet	not applicable	15 feet	25 feet	maximum length: 8 units	3 stories
Rooming Houses	5,000 square feet	50 feet	100 feet	20 feet	7.5 feet on each side; or any combination of setbacks that equals at least 15 feet, provided that no such setback shall be less than 5 feet.	15 feet	25 feet	not applicable	3 stories
Zero-Lot Line Single-Family Detached Dwellings	* (Flag lots are prohibited)		(Minimum building area of 35 ft. between front and rear setbacks.)	15 feet	0 feet one side; 5 feet perimeter side	15 feet	25 feet	not applicable	3 stories
Two-Family Dwellings	* (Flag lots are prohibited)		(Minimum building area of 35 ft. between front and rear setbacks.)	Maximum: 20 feet Minimum: 0 feet	same as for single-family detached dwellings	15 feet	25 feet	not applicable	3 stories

DEVELOPMENT STANDARDS									
	4. Minimum Lot or Site Size			5. Minimum Building Setbacks				6. Maximum Building Restrictions	
Multiple-Family Dwellings	10,890 square feet	70 feet	100 feet	Maximum: 20 feet Minimum: 0 feet	15 feet on each side	20 feet	25 feet	not applicable	3 stories
Any Permitted Principal Non-Residential Use	12,000 square feet	80 feet	100 feet	Minimum: 15 feet	7.5 feet on each side; or any combination of setbacks that equals at least 15 feet, provided that no such setback shall be less than 5 feet.	15 feet	25 feet	10,000 square feet of gross building floor area per acre	3 stories
<p>7. Off-Street Parking Requirements: To further promote the compatibility among permitted residential uses in the R-4 district, off-street parking facilities associated with the construction of new multiple-family dwellings or nursing homes or other residential care facilities shall not be located on the perimeter of the site between a street right-of-way and the proposed buildings. Instead, the off-street parking facilities shall be located on the interior of the site.</p>									
<p>8. Reserved</p>									
<p>9. Lighting Criteria for Non-Residential Uses: Lighting shall be directed toward the interior of the site and away from adjacent properties.</p>									
<p>10. Criteria for Non-Residential Buildings:</p> <ul style="list-style-type: none"> a. Roofs shall be designed with a minimum pitch of four in 12 (four feet rise per 12 feet of run). Flat roofs are prohibited. b. Non-residential buildings shall be in character with surrounding area. c. All exterior walls of new non-residential buildings shall be furnished with the same material. d. Exterior walls at street frontages shall be 50 percent transparent with clear or lightly tinted glass, or stained glass. Reflective glass is prohibited. e. Exterior window shading devices such as awnings or canopies are required. f. Solid waste facilities and mechanical equipment serving non-residential facilities shall be screened with a material consistent with the principle structure. 									
<p>11. Street Vehicular Access Restrictions: Properties in the R-4 zoning district may have vehicular access to a local street if the density is eight or less dwelling units per acre. If the density is more than eight dwelling units per acre and 10 or less dwelling units per acre, the site must have vehicular access to a collector or arterial street. Passive recreational uses may front on any classification of street. Active recreation, community facilities (except elementary schools), nursing homes and other residential care facilities are required to have access to a collector or arterial street.</p>									

GENERAL NOTES:

* Cannot exceed the maximum density of 10 units per acre.

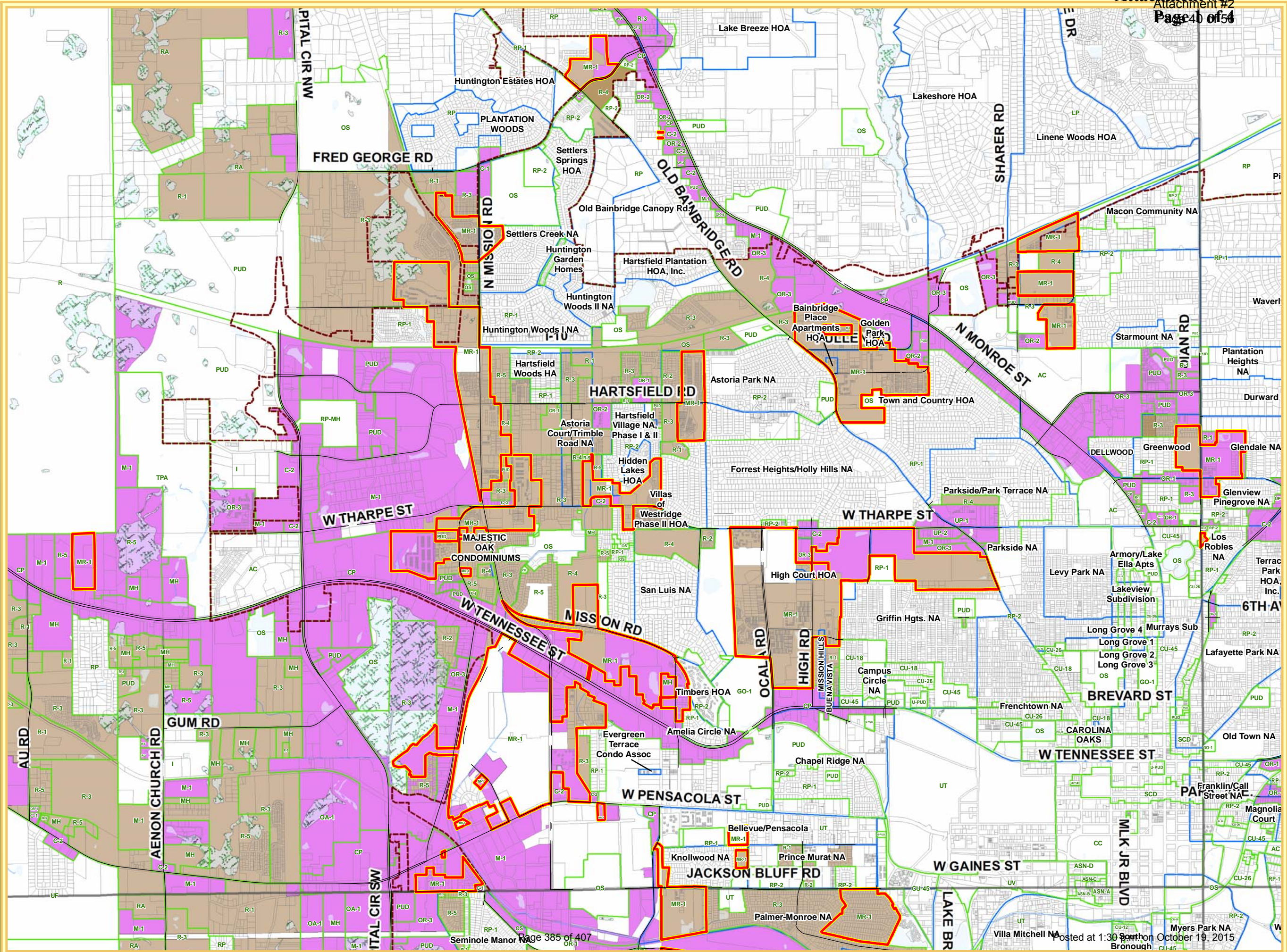
1. If central sanitary sewer is not available, residential development is limited to a minimum of 0.50 acre lots and non-residential development is limited to a maximum of 2,500 square feet of building area. Community service facilities are limited to a maximum of 5,000 square feet of building area or a 500 gallon septic tank. Also, refer to Sanitary Sewer Policy 2.1.12 of the Comprehensive Plan for additional requirements.
2. Refer to chapter 5, environmental management for information pertaining to the regulation of environmental features (preservation/conservation features), stormwater management requirements, etc.
3. Refer to chapter 4, concurrency management for information pertaining to the availability of capacity for certain public facilities (roads, parks, etc.).
4. For cluster development standards, refer to Section 10-426.

NW Quadrant

MR and MR-1 Zoning with Future Land Use

Legend

- Minor Collectors and up
- MR and MR-1 Zoning
- ZONING**
- MR
- MR-1
- Neighborhoods
- Future Land Use**
- Suburban
- Urban Residential
- Urban Residential 2

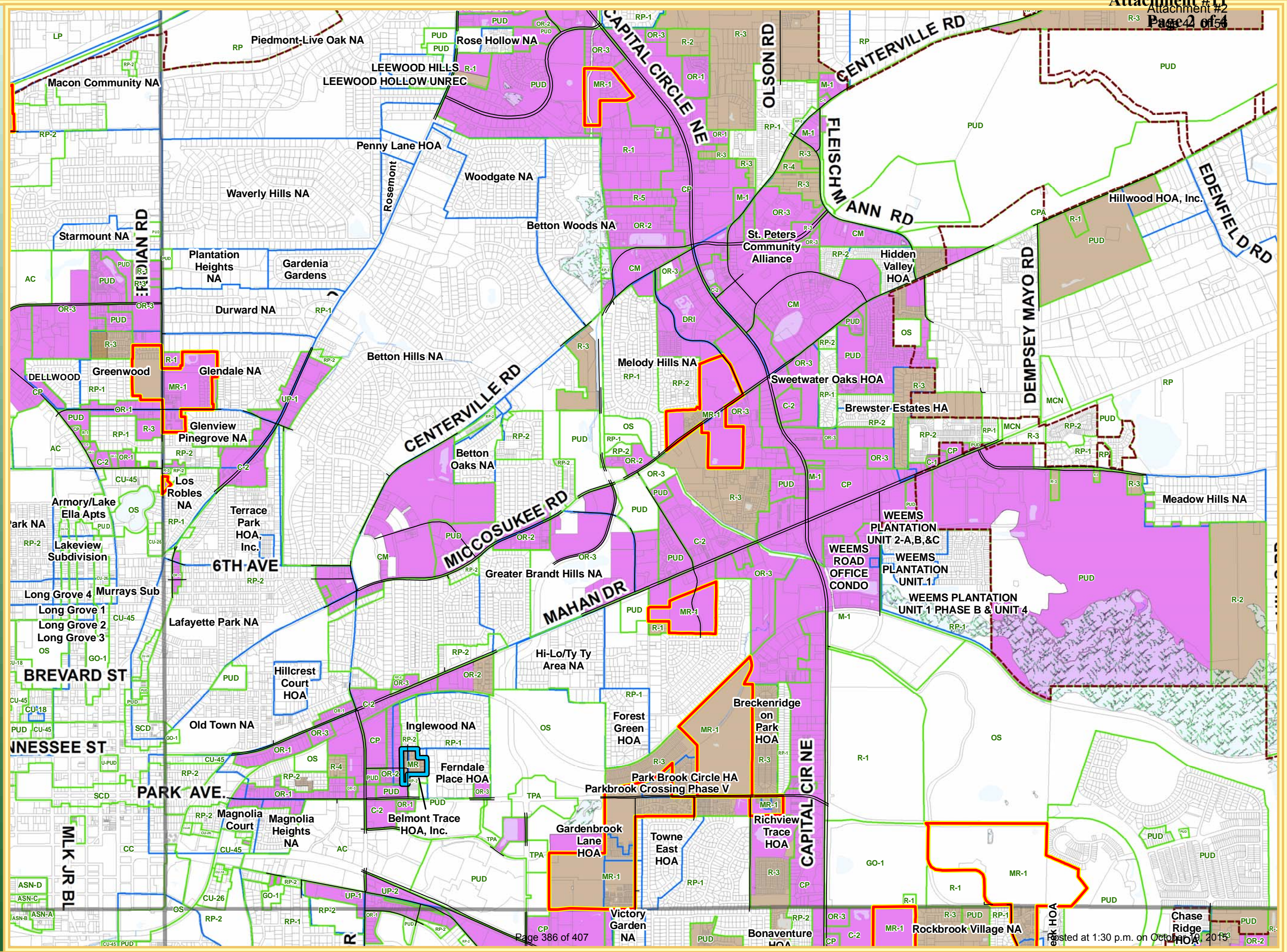


NE Quadrant

MR and MR-1 Zoning with Future Land Use

Legend







- Minor Collectors and up
- MR and MR-1 Zoning**
- ZONING**
- MR
- MR-1
- Neighborhoods
- Future Land Use**
- Suburban
- Urban Residential
- Urban Residential 2

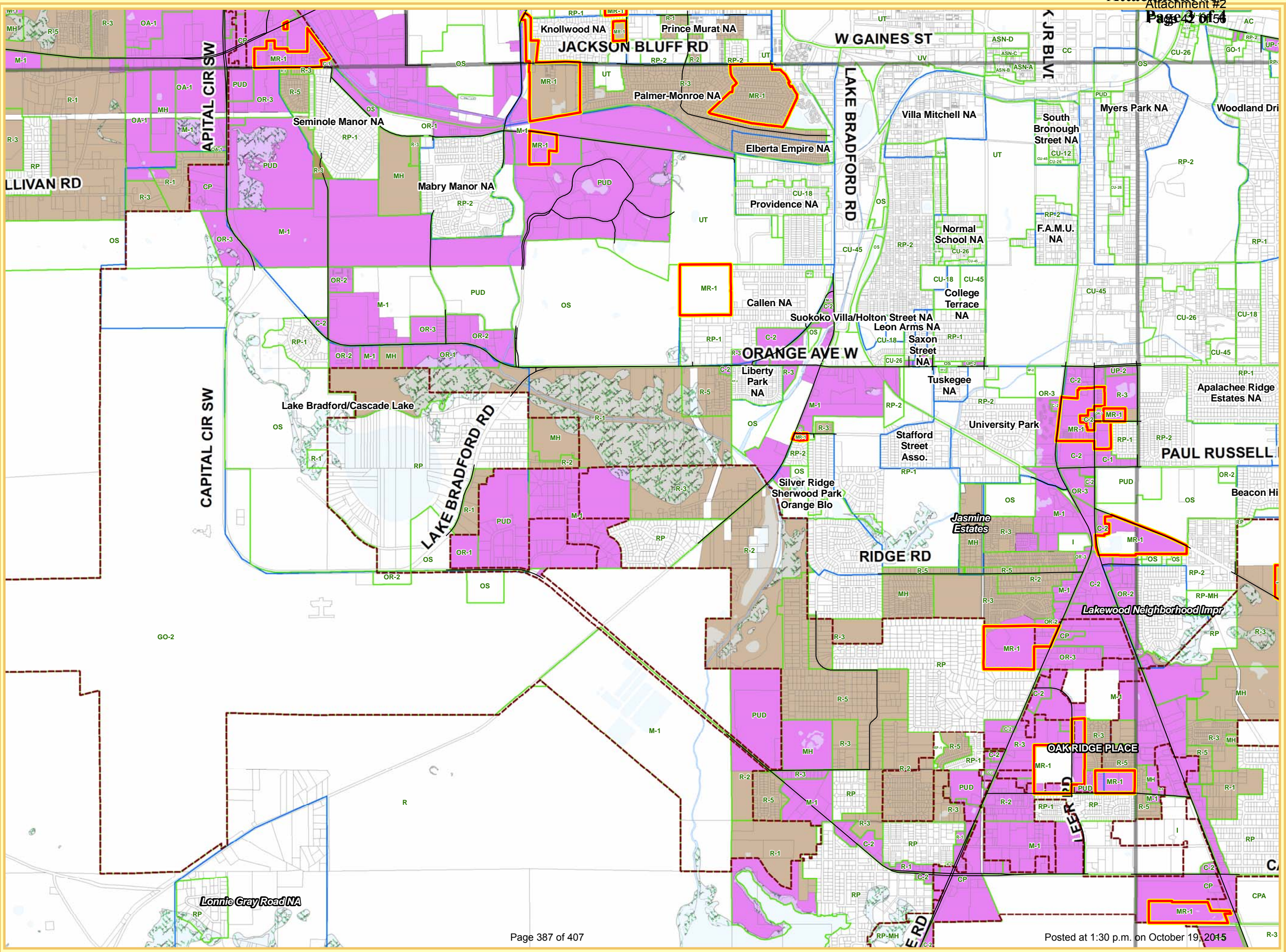


SW Quadrant

MR and MR-1 Zoning with Future Land Use

Legend

- Minor Collectors and up
- MR and MR-1 Zoning**
-  MR
-  MR-1
-  Neighborhoods
- Future Land Use**
-  Suburban
-  Urban Residential
-  Urban Residential 2

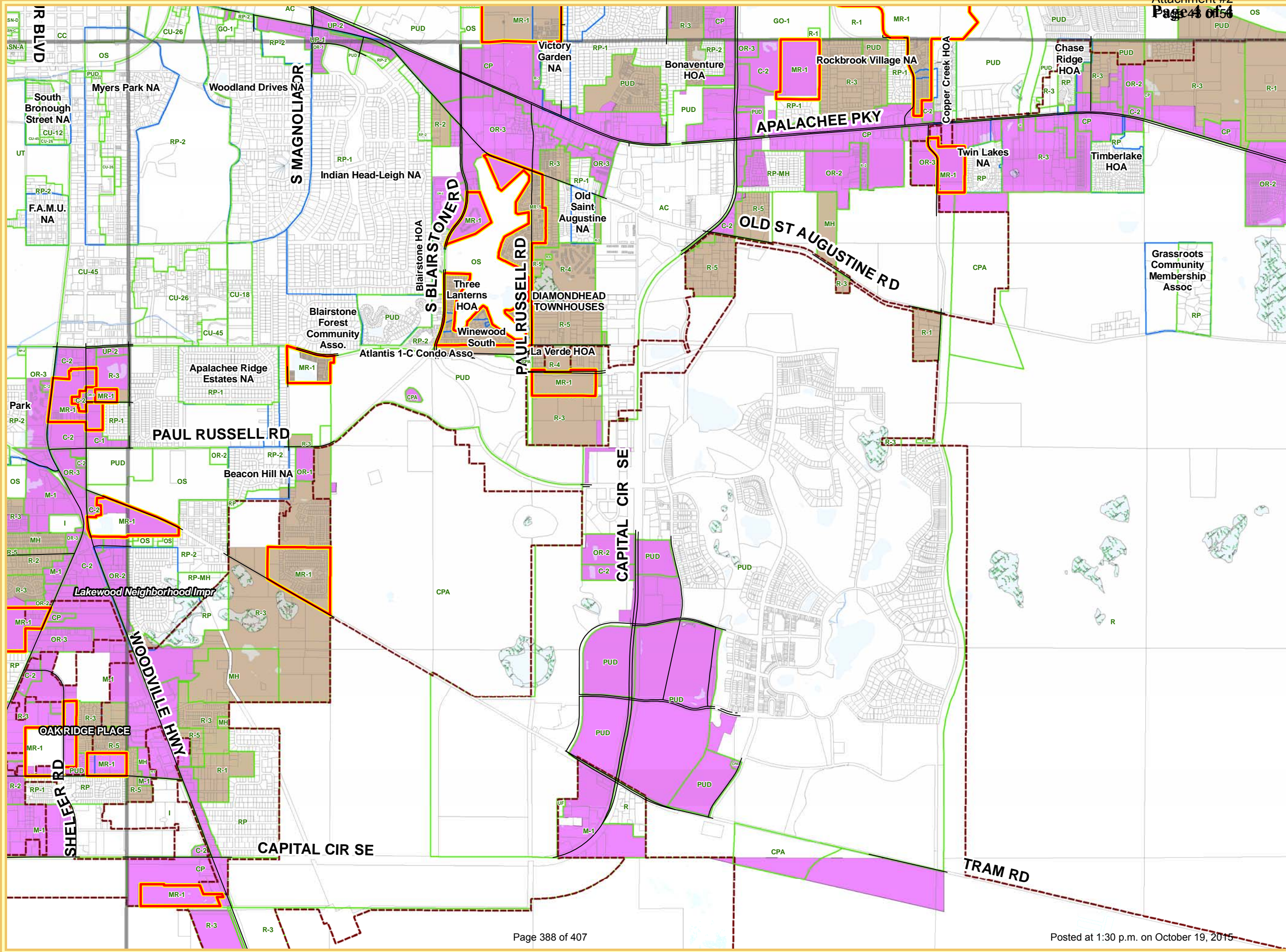


SE Quadrant


MR and MR-1 Zoning with Future Land Use

Legend

- Minor Collectors and up
- MR and MR-1 Zoning**
- ZONING**
- MR
- MR-1
- Neighborhoods
- Future Land Use**
- Suburban
- Urban Residential
- Urban Residential 2



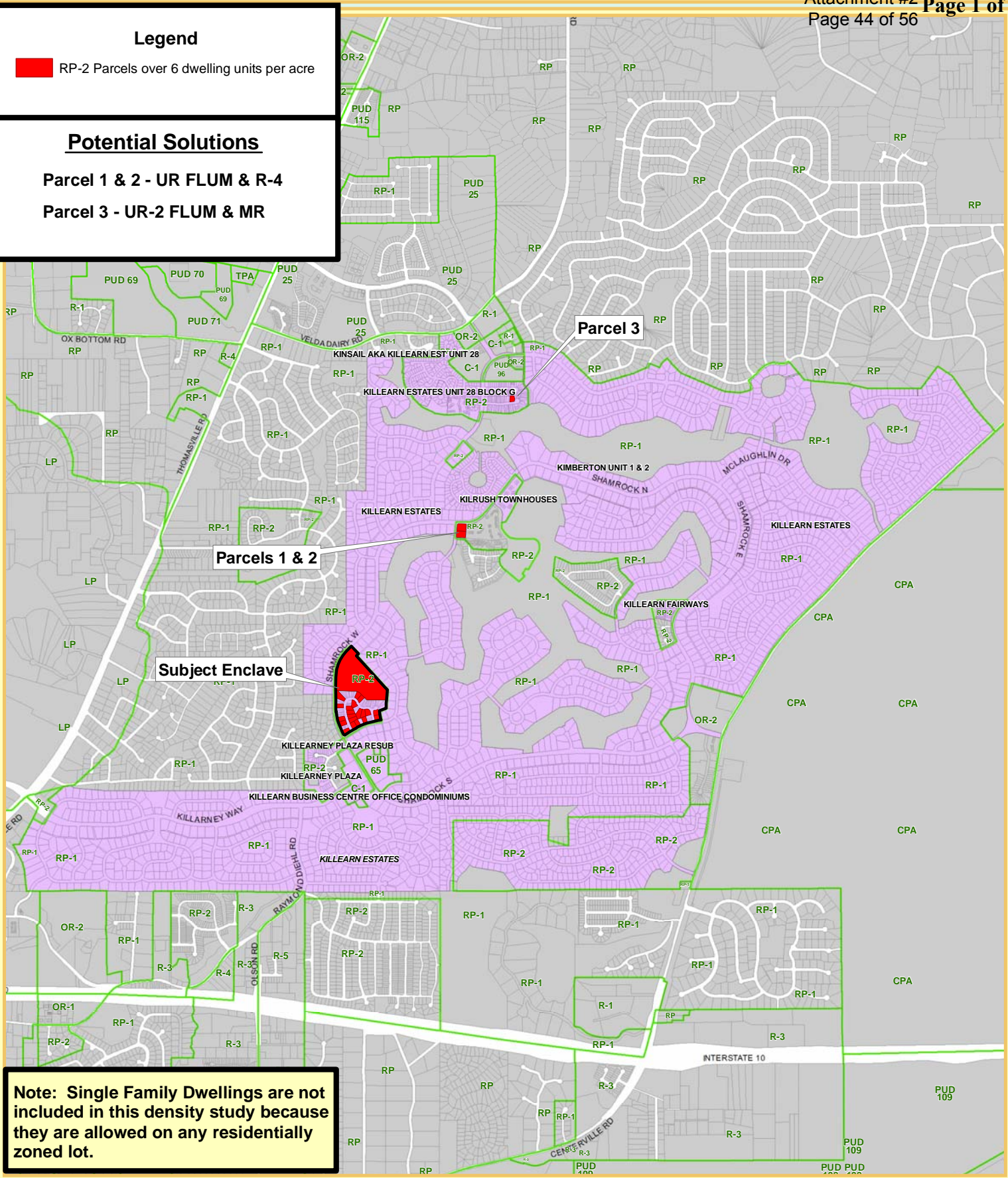
Legend

 RP-2 Parcels over 6 dwelling units per acre

Potential Solutions

Parcel 1 & 2 - UR FLUM & R-4

Parcel 3 - UR-2 FLUM & MR



Parcels 1 & 2

Subject Enclave

Parcel 3

Note: Single Family Dwellings are not included in this density study because they are allowed on any residentially zoned lot.

Killearn Area Parcel Density



**Map Amendment PCM150107 (Out of Cycle)
Addressing
Killearn Estates Legal Non-conforming Residential Uses**

Site A (KilKierane Dr./Donovan Dr. Area) 71 Parcels; 26.92 acres

110250 AD0423
110250 CA0081
110250 CA0060
110250 AD0351
110250 CA0070
110250 AD0310
110250 AD0370
110250 CA0030
110250 AD0320
110250 AD0330
110250 AD0362
110250 CA0061
110250 AD0402
110250 CA0050
110250 AD0372
110250 AD0401
110250 AD0342
110250 CA0020
110250 AD0361
110250 CA0040
110250 AD0412
110250 AD0300
110250 AD0332
110250 AD0360
110250 AD0341
110250 AD0422
110250 CA0080
110250 AD0480
110250 CA0150
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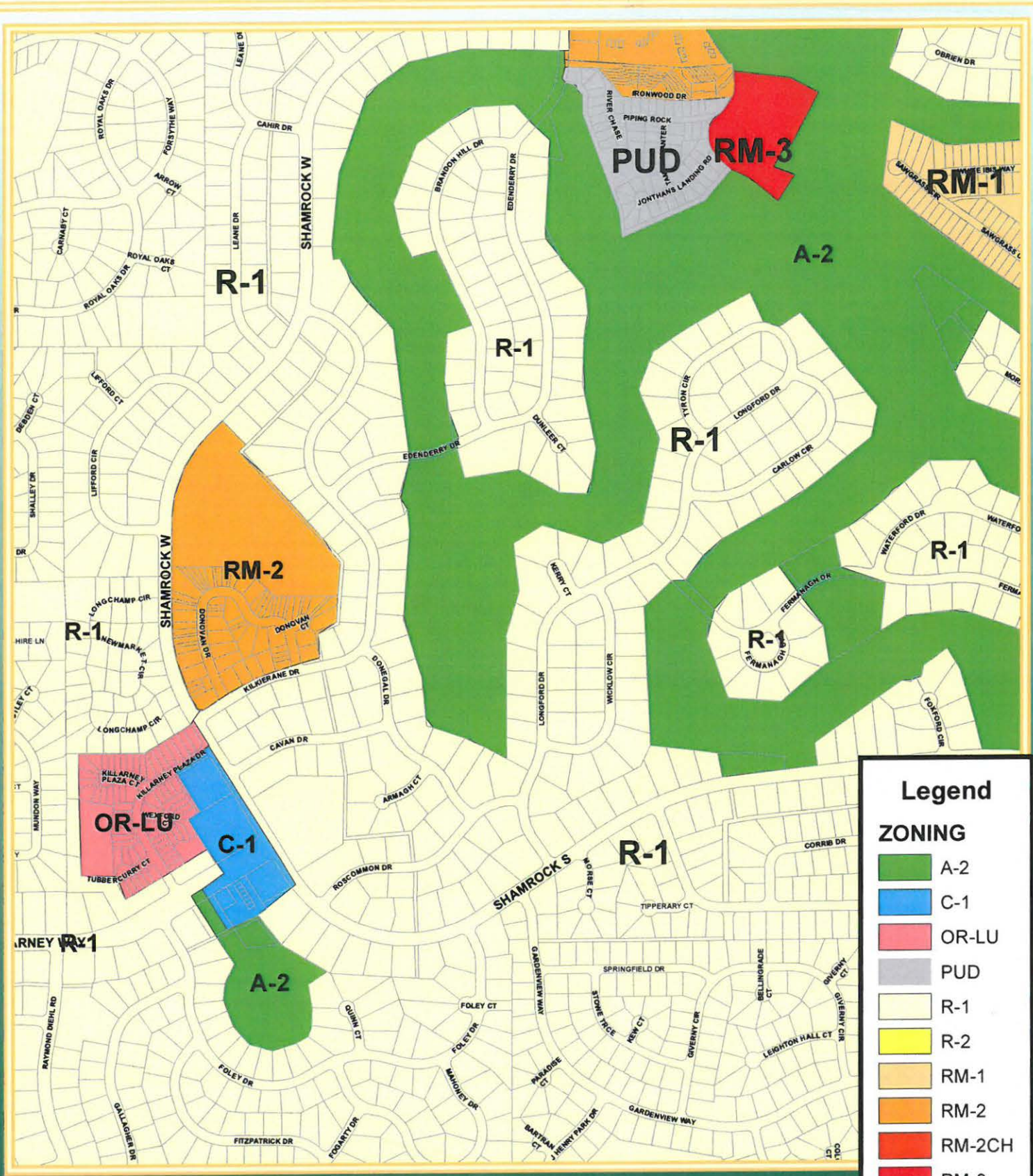
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110250 CA0100
110250 CA0120
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110250 AD0380
110250 CA0121
110250 AD0390
110250 AD0352
110250 AD0400
110250 AD0371
110250 AD0420
110250 AD0331
110250 CA0082
110250 AD0510
110250 AD0421
110250 AD0470
110250 CA0010
110250 AD0471
110250 AD0472
110250 AD0450
1103202010000
110250 AD0440
110250 AD0442
110350 0001
(Front Common
Area)
11035000000C0
11035000000A0
11035000000B0
110250 CA0063
110250 CA0062
110250 CA0123

Site B (Edenderry Dr./River Chase Area) 2 parcels; 1.09 acres

110250 AM0010
110250 AM0020

Site C (Merrigan Place/Shannon Lake West) 1parcel; .24 acres

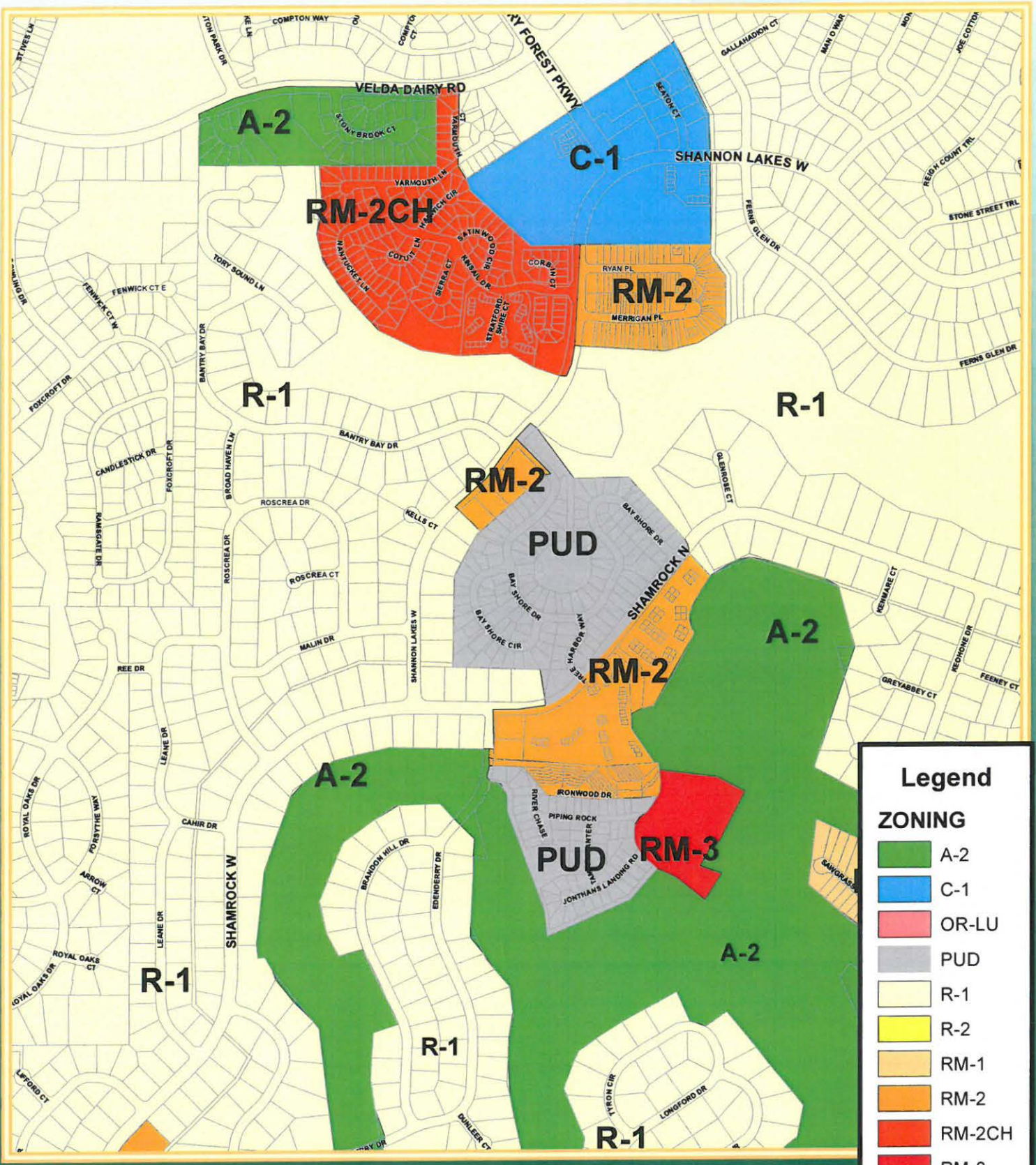
110250 CT0130



Legend	
ZONING	
■	A-2
■	C-1
■	OR-LU
■	PUD
■	R-1
■	R-2
■	RM-1
■	RM-2
■	RM-2CH
■	RM-3

1990 Zoning Current Parcels.





Legend

ZONING

- A-2
- C-1
- OR-LU
- PUD
- R-1
- R-2
- RM-1
- RM-2
- RM-2CH
- RM-3

1990 Zoning Current Parcels.



Complete Text of Comprehensive Plan Policies
Referenced in Report

Land Use Policy 2.2.23: [L]

URBAN RESIDENTIAL (*Effective 7/20/05; Revision Effective 7/26/06; Renumbered 3/14/07*)

The primary intent of the Urban Residential land use category, which is to be applied only within the Urban Services Area, is to encourage medium density (4-10 dwelling units per acre) housing, thereby promoting infill development, reducing urban sprawl, and maximizing the efficiency of infrastructure. The implementing zoning district shall contain design standards as well as locational criteria in order to accomplish these goals. The Urban Residential category allows townhouses, single-family detached, two-family, and multiple-family dwelling units as well as community facilities related to residential uses. The implementing zoning district(s) within the land development regulations shall further specify the allowable uses. Urban Residential may serve as a transition category between lower density residential categories and more intensive development such as higher density residential and/or office land uses or major roadways where alternative modes of transportation are available to support the increased residential densities. The category is not intended to be applied within the interior of an existing neighborhood. The maximum residential density within the Urban Residential is 10 du/ac and the minimum is 4 du/ac.

Land Use Policy 2.2.24: [L] (*Revision Effective 7/26/06; Revision Effective 3/14/07*)

URBAN RESIDENTIAL 2

The primary intent of the Urban Residential 2 land use category, which is to be applied only within the Urban Services Area, is to encourage a range of density (4-20 dwelling units per acre) housing, thereby promoting infill development, reducing urban sprawl, and maximizing the efficiency of infrastructure. The implementing zoning district(s) shall contain design standards as well as locational criteria in order to accomplish these goals. The Urban Residential category allows townhouses, single-family detached, two-family, and multiple-family dwelling units as well as open space/recreation and community facilities related to residential uses. The implementing zoning district(s) within the land development regulations shall further specify the allowable uses. Urban Residential 2 may serve as a transition category between lower density residential categories and more intensive development such as higher density residential and/or office land uses or major roadways where alternative modes of transportation are available to support the increased residential densities. The category is not intended to be applied within the interior of an existing designated residential preservation area. The maximum residential density within the Urban Residential 2 category is 20 units per acre.

Land Use Policy 2.2.3: [L]

RESIDENTIAL PRESERVATION (*Effective 7/16/90; Revision Effective 7/26/06; Revision Effective 4/10/09*)

Characterized by existing homogeneous residential areas within the community which are predominantly accessible by local streets. The primary function is to protect existing stable and viable residential areas from incompatible land use intensities and density intrusions. Future development primarily will consist of infill due to the built out nature of the areas. Commercial, including office as well as any industrial land uses, are prohibited. Future arterial and/or expressways should be planned to minimize impacts within this category. Single family, townhouse and cluster housing may be permitted within a range of up to six units per acre. Consistency with surrounding residential type and density shall be a major determinant in granting development approval.

For Residential Preservation areas outside the Urban Service area the density of the residential preservation area shall be consistent with the underlying land use category.

The Residential Preservation category shall be based on the following general criteria. For inclusion, a residential area should meet most, but not necessarily all of these criteria.

- 1) Existing land use within the area is predominantly residential
- 2) Majority of traffic is local in nature
 - a) Predominance of residential uses front on local street
 - b) Relatively safe internal pedestrian mobility
- 3) Densities within the area generally of six units per acre or less
- 4) Existing residential type and density exhibits relatively homogeneous patterns
- 5) Assessment of stability of the residential area, including but not limited to:
 - a) Degree of home ownership
 - b) Existence of neighborhood organizations

In order to preserve existing stable and viable residential neighborhoods within the Residential Preservation land use category, development and redevelopment activities in and adjoining Residential Preservation areas shall be guided by the following principles:

- a) The creation of transitional development area (TDA) for low density residential developments. Higher density residential developments proposed for areas adjoining an established neighborhood within the residential preservation land use category shall provide a transitional development area along the shared property line in the higher density residential development. The development density in the transitional development area shall be the maximum density allowed in the Residential Preservation land use category. Development within the transitional development area shall be designed, sized and scaled to be compatible with the adjoining residential preservation area. Transitional development areas shall be non-mapped areas and shall be approved at the time of site plan approval. The factors cited in paragraph (e) below shall be considered when determining the size of transitional development areas. The land development regulations shall specify development thresholds for the implementation of transitional development areas.

b) Limitation on future commercial intensities adjoining low density residential preservation neighborhoods.

New or redeveloped commercial uses adjoining residential preservation designated areas shall mitigate potential impacts by providing a transitional development area between the commercial uses and residential preservation uses and only those commercial activities which are compatible with low density residential development in terms of size and appearance shall be allowed. The factors cited in paragraph (e) below shall be used when determining the compatibility, design techniques and the size of transitional development areas. The design and layout of adjoining commercial uses shall be oriented to place the section of the development with the least potential negative impacts next to the residential preservation area.

c) Limitations on existing light industry adjoining residential preservation neighborhoods.

New, expanding or redeveloped light industrial uses adjoining low density residential areas within the residential preservation land use category shall mitigate potential negative impacts by providing a transitional development area between the light industrial uses and the low and medium density residential uses. The factors cited in paragraph (e) below shall be considered when determining compatibility, design techniques and the size of the transitional development area.

The design and layout of adjoining light industrial uses shall be oriented to place the section of the development with the least potential negative impacts in the area next to the existing and/or future low density residential area in the residential preservation land use category. New light industrial land uses shall not be designated next to a residential preservation area.

d) Additional development requirements for allowed community facilities when adjoining low density residential areas, except for cemeteries or religious facilities to be used solely for religious functions. Such development requirements will also apply to ancillary facilities when proposed in conjunction with religious facilities, and are to result in effective visual and sound buffering (either through vegetative buffering or other design techniques) between the community facilities and the adjoining residential preservation area.

e) Land use compatibility with low density residential preservation neighborhoods

A number of factors shall be considered when determining a land use compatible with the residential preservation land use category. At a minimum, the following factors shall be considered to determine whether a proposed development is compatible with existing or proposed low density residential uses and with the intensity, density, and scale of surrounding development within residential preservation areas: proposed use(s); intensity; density; scale; building size, mass, bulk, height and orientation; lot coverage; lot size/ configuration; architecture; screening; buffers, including vegetative buffers; setbacks; signage; lighting; traffic circulation patterns; loading area locations; operating hours; noise; and odor. These factors shall also be used to determine the size of transitional development areas.

f) Limitations on Planned Unit Developments in the Residential Preservation land use category.

Planned Unit Developments proposed within the interior of a Residential Preservation designated recorded or unrecorded subdivisions shall be generally consistent with the density of the existing residential development in the recorded or unrecorded subdivision. Parcels abutting arterial roadways and/or major collectors may be permitted to achieve six dwelling units per acre.

The existing predominant development density patterns in Residential Preservation are listed in paragraph (g) below. Within 18 months of adoption, the PUD regulations shall be amended to include provisions addressing the preservation of established residential preservation designated areas. Said provisions shall address any proposed increase in density and the factors cited in paragraph (e) above.

g) Limitations on resubdivision of lots within established Residential Preservation designated areas.

To protect established single family neighborhoods from density intrusions, consistency within the recorded or unrecorded subdivision shall be the primary factor in granting approval for development applications. Consistency for the purposes of this paragraph shall mean that parcels proposed for residential development shall develop consistent with the lot size and density of the recorded or unrecorded subdivision.

Guidance on the resubdivision of lots in recorded and unrecorded single family subdivisions shall be provided in the Land Development Code.

Parcels proposed for residential development shall develop at densities generally consistent with the density of existing residential development in the recorded or unrecorded subdivision with the exception of parcels abutting arterial and/or major collector roadways which may be permitted up to six dwelling units per acre.

There may be two distinct density patterns in the Residential Preservation land use category as shown below:

Existing land use character of the subdivision	Gross residential density
Homogenous, very low density single family detached units (City Only)	0-3.6 dwelling units per acre (generally consistent with density of the subdivision)
Low density single family detached and/or non-single family detached units (including but not limited to townhomes and duplexes)	0-6.0 dwelling units per acre (generally consistent with density of the subdivision)

This section shall not be construed as to restrict the development of building types allowed by the applicable zoning district.

Land Use Objective 2.1: [L] (*Revision Effective 7/20/05*)

Enhance the livability of existing neighborhoods and in new neighborhoods provide for future mixed residential areas which will accommodate growth and provide a wide choice of housing types, densities and prices as well as commercial opportunities based on performance criteria. In furtherance of this, maintain a system of land development regulations and ordinances which will facilitate the implementation of the policies adopted in relation to residential land use. These shall include but not be limited to:

- 1) Setback requirements from natural waterbodies and wetlands
- 2) Buffering requirements
- 3) Open space requirements
- 4) Landscape requirements
- 5) Tree protection
- 6) Stormwater management requirements

Land Use Policy 2.1.8: [L] (Revision Effective 7/26/06; Revision Effective 1/7/10)

Maintain a viable mix of available residential densities to accommodate a variety of housing types. Current residential densities are summarized below:

RESIDENTIAL DENSITIES RANGE (Revision Effective 12/15/11; Rev. Eff. 7/19/13)

Future Land Use Category	Maximum Gross Density - Dwelling Units (DU)/Acre (Ac)¹	Minimum Gross Density Dwelling Units (DU)/Acre (Ac)
Rural	1 DU/10 Ac	No minimum
Urban Fringe	1 DU/3 Ac (standard) or 1DU/3 Ac (Conservation subdivision)	No minimum
Urban Residential	10 DU/AC	4 DU/Ac
Urban Residential 2	20 DU/Ac²	No minimum
Village Mixed Use	20 DU/Ac²	No minimum
Suburban	20 DU/Ac²	No minimum
Planned Development	20 DU/Ac²	No minimum
Bradfordville Mixed Use²	20 DU/Ac	No minimum
Central Urban^{2,3}	45 DU/Ac	No minimum
Activity Center^{2,3}	45 DU/Ac	No minimum
University Transition^{2,3}	50 DU/Ac	No minimum
Central Core^{2,3} (Eff.1/7/10)	150 DU/Ac (Eff. 1/19/02)	No minimum
Rural Community	4 DU/Ac	No minimum
Residential Preservation²	6 DU/Ac	No minimum
Lake Talquin Recreation/Urban Fringe⁴	1 DU/3 Ac (standard)	No minimum
Lake Protection⁴	1 DU/2 Ac (standard)	No minimum

Notes:










¹ Maximum gross density is based on the gross acreage of the site and may not be achievable after addressing applicable land development regulations (e.g., parking, stormwater, and other regulations that may limit maximum development potential).

² Density ranges can be increased up to 25% above the maximum limits listed above for the purpose of providing affordable housing units, consistent with Policy 2.1.14 [LU].

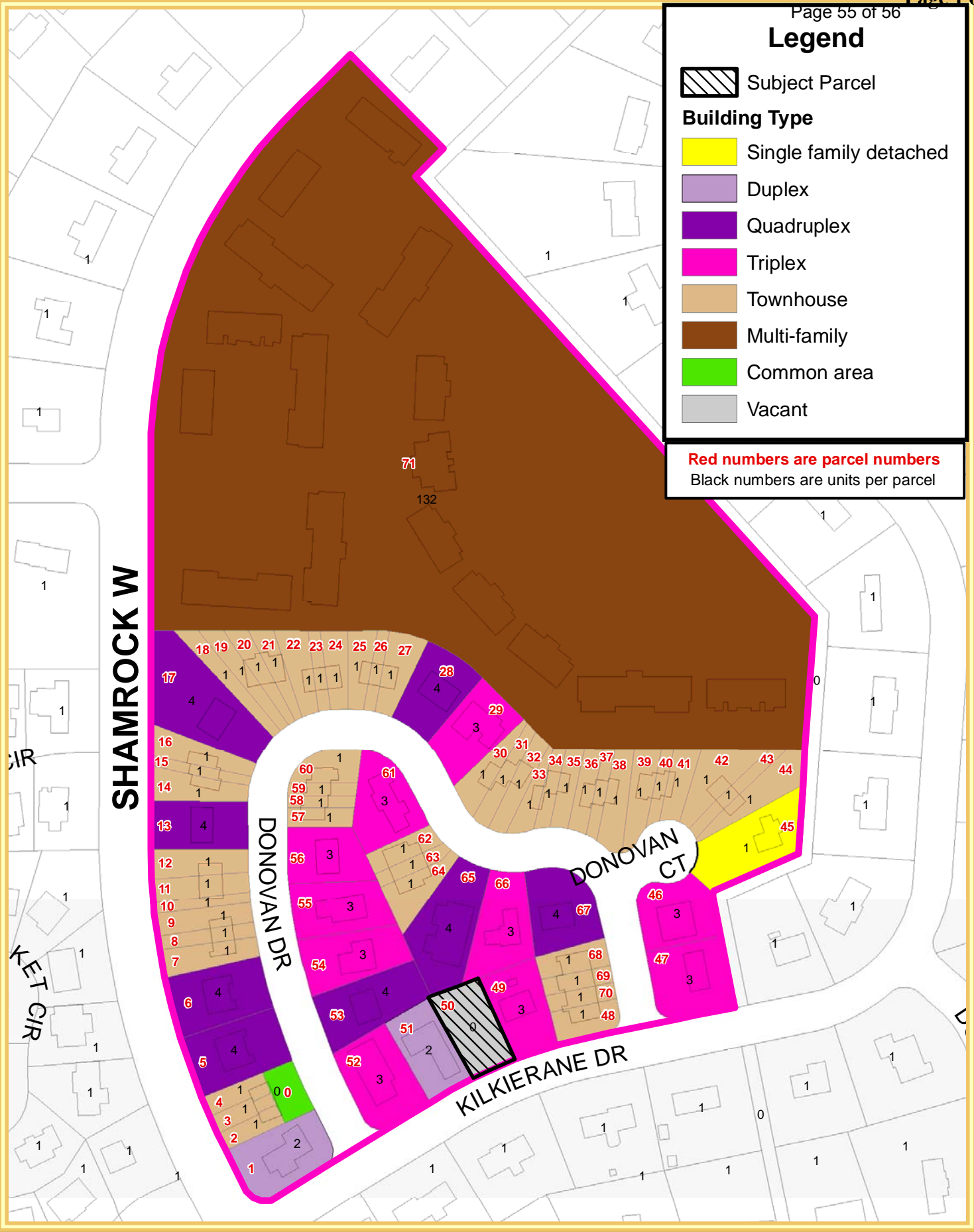
³ Density ranges can be increased up to 35% above the maximum limits listed above for the purpose of encouraging infill development and redevelopment, consistent with Mobility Element Policy 1.1.10 [M] (Effective 12/15/11).
(Revision Effective 7/19/13)

⁴ Clustering Option Available

Legend

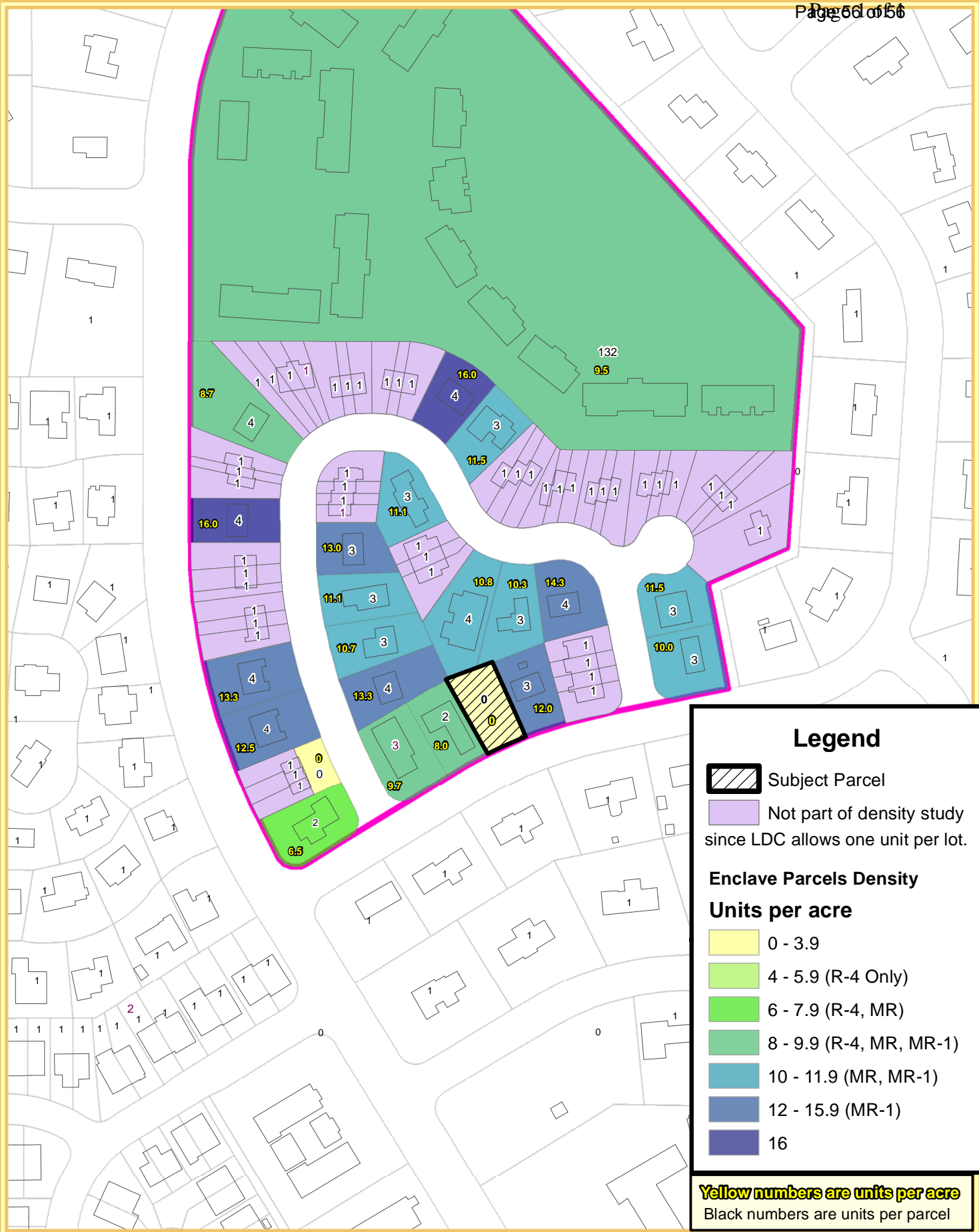
-  Subject Parcel
- Building Type**
-  Single family detached
-  Duplex
-  Quadruplex
-  Triplex
-  Townhouse
-  Multi-family
-  Common area
-  Vacant

Red numbers are parcel numbers
 Black numbers are units per parcel



Building type





Legend

- Subject Parcel
- Not part of density study since LDC allows one unit per lot.

Enclave Parcels Density

Units per acre

- 0 - 3.9
- 4 - 5.9 (R-4 Only)
- 6 - 7.9 (R-4, MR)
- 8 - 9.9 (R-4, MR, MR-1)
- 10 - 11.9 (MR, MR-1)
- 12 - 15.9 (MR-1)
- 16

Yellow numbers are units per acre
Black numbers are units per parcel

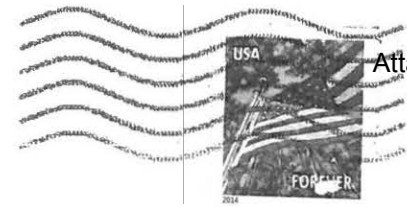
Parcel Density



A. C. Godsey
3729 Mundon Way
Tallahassee, FL 32309-3045

TALLAHASSEE FL 323

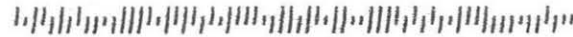
20 JUL 2015 PM 2 T



Attachment #3
Page 1 of 3

*Planning Department
City Hall 300 S. Adams St
Tallahassee FL 32301*

32301+1797



Amendment # PCM150107

If We as owner(s) of property at this address: 3729 Mundon Way, Tallahassee wish the information below to be considered by the Local Planning Agency and the City/County Commissions: 32309

*We have no objection to development with single family homes. We do
heartily object to multi family development by any name. Increased
density results in street parking, congestion and devalue neighborhood.*

SIGNED: *Bobby Godsey* *A C Godsey*

TALLAHASSEE/LEON COUNTY
PLANNING DEPARTMENT

2015 JUL 21 A 9 20

RECEIVED

I/We as owner(s) of property at this address: ^{Former} 2302 Merrigan wish the information to be considered by the Local Planning Agency and the City/County Commissions:

I think that these notices would receive more feedback if zoning codes were defined for the public - what is RP-2? I'm a builder and know, SIGNED: but for most people they have no idea without doing Research. Just a suggestion for the future -

WORLEY CONSTRUCTION, INC.
10080 Buck Point Rd.
Tallahassee, FL 32312

WORLEY CONSTRUCTION, INC.
10080 Buck Point Rd.
Tallahassee, FL 32312

WORLEY CONSTRUCTION, INC.
10080 Buck Point Rd.
Tallahassee, FL 32312

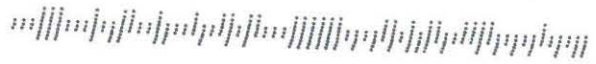
TALLAHASSEE FL 323
05 AUG 2015 PM 1 T



RECEIVED
2015 AUG - 6 A 9:03
TALLAHASSEE/LEON COUNTY
PLANNING DEPARTMENT

Tallahassee-Leon County Planning Department
ATTN: Comprehensive Planning Division
300 South Adams Street
Tallahassee, Florida 32301

32301\$1731



Brandon Hill Dr
Hessie FL 32309

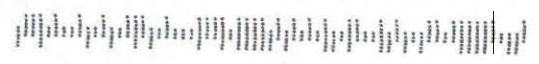
ORLANDO FL 328

11 AUG 2015 PM 3 L



Jalchessie - Leon County Planning Dept
ATTN: Comprehensive Planning Division
300 South Adams St
Tallahassee FL 32301

32301173300



Telephone: (850) 941-0404

941-0404

Amendment # PCM150107

I/We as owner(s) of property at this address: 4060 Brandon Hill Dr wish the information below to be considered by the Local Planning Agency and the City/County Commissions:

I respect fully submit a denial request due to the increase in traffic and parking. As it is now, residents ^{guests} park on the street, also keep it home residential, not temp residents or apartments.

SIGNED:
Marlena Hopkins

RECEIVED
2015 AUG 17 A 9:51
TALLAHASSEE/LEON COUNTY
PLANNING DEPARTMENT

TEXT AMENDMENT #: PCT150108 (Out of Cycle Amendment)
APPLICANT: Tallahassee City Commission
TEXT/ POLICY I.D. #: Urban Residential & Urban Residential 2 Future Land Use Categories
DATE: September 17, 2015

PRELIMINARY STAFF RECOMMENDATION: Approve Amendment PCT150108.

A. SUMMARY:

This proposed policy amendment was authorized by Tallahassee City Commission at a Commission meeting on May 27, 2015. The amendment provides an exception to a location prohibition contained in the Urban Residential and Urban Residential 2 Future Land Use (FLUM) categories to address existing, legal non-conforming uses and/or densities. This amendment is a companion amendment to Map Amendment PCM150107.

B. REASONS FOR RECOMMENDATION FOR APPROVAL:

1. The proposed amendment is consistent with action taken by the City Commission to address legal-nonconforming residential uses and densities that currently exist within Killlearn Estates.
2. The proposed amendment would provide an avenue by which legally established, nonconforming uses could become conforming uses.

C. PROPOSED TEXT/POLICIES:

Modify Land Use Element Policies 2.2.23 Urban Residential and 2.2.24 Urban Residential 2 as highlighted and underlined.

Policy 2.2.23: [L]

URBAN RESIDENTIAL (*Effective 7/20/05; Revision Effective 7/26/06; Renumbered 3/14/07*)

The primary intent of the Urban Residential land use category, which is to be applied only within the Urban Services Area, is to encourage medium density (4-10 dwelling units per acre) housing, thereby promoting infill development, reducing urban sprawl, and maximizing the efficiency of infrastructure. The implementing zoning district shall contain design standards as well as

locational criteria in order to accomplish these goals. The Urban Residential category allows townhouses, single-family detached, two-family, and multiple-family dwelling units as well as community facilities related to residential uses. The implementing zoning district(s) within the land development regulations shall further specify the allowable uses. Urban Residential may serve as a transition category between lower density residential categories and more intensive development such as higher density residential and/or office land uses or major roadways where alternative modes of transportation are available to support the increased residential densities. The category is not intended to be applied within the interior of an existing neighborhood, **unless to correct, legal non-conforming uses and/or densities.** The maximum residential density within the Urban Residential is 10 du/ac and the minimum is 4 du/ac.

Policy 2.2.24: [L] (*Revision Effective 7/26/06; Revision Effective 3/14/07*)

URBAN RESIDENTIAL 2

The primary intent of the Urban Residential 2 land use category, which is to be applied only within the Urban Services Area, is to encourage a range of density (4-20 dwelling units per acre) housing, thereby promoting infill development, reducing urban sprawl, and maximizing the efficiency of infrastructure. The implementing zoning district(s) shall contain design standards as well as locational criteria in order to accomplish these goals. The Urban Residential **2** category allows townhouses, single-family detached, two-family, and multiple-family dwelling units as well as open space/recreation and community facilities related to residential uses. The implementing zoning district(s) within the land development regulations shall further specify the allowable uses. Urban Residential 2 may serve as a transition category between lower density residential categories and more intensive development such as higher density residential and/or office land uses or major roadways where alternative modes of transportation are available to support the increased residential densities. The category is not intended to be applied within the interior of an existing designated residential preservation area, **unless to correct, legal non-conforming uses and/or densities.** The maximum residential density within the Urban Residential 2 category is 20 units per acre.

D. APPLICANT'S REASON FOR THE AMENDMENT:

This amendment was initiated by the City Commission to address legal non-conforming residential uses and densities that currently exist in the Killlearn Estates neighborhood. This amendment is a companion amendment to Map Amendment PCM150107.

E. STAFF ANALYSIS:

As noted above, this amendment is a companion amendment to map amendment PCM150107. In order to implement the proposed map amendment, the Urban Residential and Urban Residential 2 future land use categories must be modified to provide an exception to the location prohibition criteria. The proposed amendment would differentiate previously developed areas with existing nonconforming uses and densities from new development. In doing so, it would allow for the Urban Residential and Urban Residential 2 categories to be applied within the interior of existing neighborhoods; thereby providing a remedy for legal but nonconforming residential properties.

F. STAFF REPORT UPDATE

Below is a summary of actions that have taken place subsequent to the publication of the original staff report.

Local Planning Agency Public Hearing - September 8, 2015

The Local Planning Agency voted unanimously to approve staff's recommendation. There were no public speakers on this item.

G. CONCLUSIONS:

1. The proposed amendment is consistent with action taken by the City Commission to address legal-nonconforming residential uses and densities that currently exist within Killlearn Estates.
2. The proposed amendment would provide an avenue by which legally established, nonconforming uses could become conforming uses.