

BOARD OF COUNTY COMMISSIONERS LEON COUNTY, FLORIDA

AGENDA

REGULAR MEETING

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

**Tuesday, February 9, 2016
3:00 P.M.**

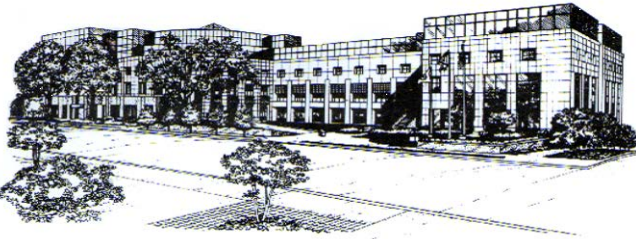
COUNTY COMMISSIONERS

Bill Proctor, Chairman
District 1

Jane Sauls
District 2

Bryan Desloge
District 4

Mary Ann Lindley
At-Large



John Dailey, Vice Chair
District 3

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, February 9, 2016, 3:00 p.m.

INVOCATION AND PLEDGE OF ALLEGIANCE

Innovation by Rev. Joseph Jones, Director of Baptist Collegiate Ministry at FAMU

Pledge of Allegiance by Commissioner Dozier

AWARDS AND PRESENTATIONS

- Presentation of Community Health Assessment
(Claudia Blackburn, Department of Health in Leon County)

CONSENT

1. Consideration of Full Board Appointment to the Board of Adjustment and Appeals
(County Administrator/County Administration)
2. Approval to Repeal and Replace Policy No. 96-8, “Drug and Alcohol Testing” with Policy No. 16-
“Drug and Alcohol Free Workplace” and Adoption of Policy No. 16- “Employee Assistance
Program” Policy
(County Administrator/Human Resources)
3. Approval of Payment of Bills and Vouchers Submitted for February 9, 2016, and
Pre-Approval of Payment of Bills and Vouchers for the Period of February 10 through
March 7, 2016
(County Administrator/Office of Financial Stewardship/Office of Management & Budget)
4. Approval of Agreement Awarding Bid to DISC Village as the Provider for the Leon County Felony
Drug Court Program
(County Administrator/Office of Financial Stewardship/Purchasing)
5. Authorization for Staff to Provide Assistance to the Science Advisory Committee for a Lake Munson
Workshop
(County Administrator/Development Support & Environmental Management/Environmental Services)
6. Approval of the Interlocal Agreement with the City of Tallahassee for the Woodside Heights
Wastewater Retrofit Project
(County Administrator/Public Works/Engineering)
7. Request to Schedule the First and Only Public Hearing for the Transfer of Six Small Franchise Areas
from Rowe Utilities to Seminole Waterworks, Inc. on March 8, 2016
(County Administrator/Public Works/Engineering)
8. Adoption of Proposed Revised Policy No. 14-2, “Criteria for the Placement of Fire Hydrants on
Current Water Systems”
(County Administrator/Public Works/Engineering)

9. Approval of a Proposed Memorandum of Understanding with the City of Tallahassee Regarding Application for Federal Promise Zone Designation
(County Administrator/Human Services and Community Partnerships)
10. Authorization to Establish the North Monroe Street Stakeholders Task Force
(County Administrator/Place/Planning)

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

11. Acceptance of the 2015 Annual Report of the Science Advisory Committee
(County Administrator/Development Support & Environmental Management/ Environmental Services)
12. Acceptance of the 2014-2015 Contractor's Licensing and Examination Board Annual Report
(County Administrator/Development Support & Environmental Management/Permit and Code Services)
13. Acceptance of the 2015 Tallahassee-Leon County Board of Adjustment and Appeals Annual Report
(County Administrator/Development Support & Environmental Management/Permit and Code Services)
14. Acceptance of the 2015 Annual Status Report Regarding Leon County-Owned Real Estate
(County Administrator/Public Works/Facilities Management/Real Estate)

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

15. Establishment of the FY 2017 Maximum Discretionary Funding Levels and Initial Budget Policy Guidance
(County Administrator/Office of Financial Stewardship/Office of Management & Budget)
16. Adoption of the Veteran Services Organization Grant Assistance Program Policy
(County Administrator/Human Services and Community Partnerships)
17. Acceptance of Status Report on Mental Health Treatment Services and Capacity, Crisis Intervention Training and the Adult Civil Citation Program
(County Administrator/Human Services and Community Partnerships/Intervention and Detention Alternatives)

SCHEDULED PUBLIC HEARINGS, 6:00 P.M.

18. First and Only Public Hearing to Consider an Ordinance Amending Section 6-14 of the Fallschase Planned Unit Development
(County Administrator/Development Support & Environmental Management/Development Services)

CITIZENS TO BE HEARD ON NON-AGENDAED ITEMS

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

COMMENTS/DISCUSSION ITEMS

Items from the County Attorney

Items from the County Administrator

Discussion Items by Commissioners

RECEIPT AND FILE

- Minutes of the November 10, 2015 Capital Region Community Development District

ADJOURN

*The next Regular Board of County Commissioners Meeting is scheduled for
Tuesday, March 8, 2016 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

2016

JANUARY

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NOVEMBER

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DECEMBER

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PUBLIC NOTICE
2016 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>
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 Comm. Workshop</i>	<i>Seminar 2 of 3 Gainesville; Alachua County</i>
	Monday 18	Offices Closed	MARTIN LUTHER KING, JR. DAY
	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>Legislative Day</i>	<i>FSU Turnbull Center; Tallahassee</i>
	Monday 8	1:00 p.m.	CRTPA Meeting; City Commission Chambers
	Tuesday 9	3:00 p.m.	Regular Meeting
		1:00 – 3:00 p.m.	Workshop on Infant Mortality
	Tuesday 16	No Meeting	NO 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.	CRA Meeting; 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
		6:00 p.m.	Public Hearing on a Proposed Ordinance to Amend the On-site Sewage Disposal Systems Provisions
		6:00 p.m.	Public Hearing Consider a Proposed Ordinance to Revise the County's Driveway Connection Permitting, Inspection and Enforcement Process
		<u>6:00 p.m.</u>	<u>First and Only Public Hearing for the Transfer of Six Small Franchise Areas from Rowe Utilities to Seminole Waterworks, Inc.</u>

<u>Month</u>	<u>Day</u>	<u>Time</u>	<u>Meeting Type</u>
	Monday 21	1:00 p.m.	CRTPA Meeting; 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.	CRA Meeting; City Commission Chambers
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.	CRTPA Workshop; City Commission Chambers
	Tuesday 26	9:00 a.m. – 3:00 p.m.	Budget Policy Workshop
		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.	CRTPA Meeting; 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.	CRA Meeting; City Commission Chambers
	Monday 30	Offices Closed	MEMORIAL DAY
June 2016			
	Tuesday 14	9:00 a.m. – 3:00 p.m.	Budget Workshop
		3:00 p.m.	Regular Meeting
	Monday 20	1:00 p.m.	CRTPA Meeting; City Commission Chambers
		3:00 – 5:00 p.m.	Intergovernmental Meeting; City Commission Chambers
	Thursday 23	9:30 – 11:00 a.m.	CRA 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>Orlando, Orange County</i>

<u>Month</u>	<u>Day</u>	<u>Time</u>	<u>Meeting Type</u>
July 2016	Monday 4	Offices Closed	JULY 4TH HOLIDAY OBSERVED
	Tuesday 12	9:00 a.m. – 3:00 p.m.	Budget Workshop (<i>if necessary</i>)
		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>
August 2016	Tuesday 9	No Meeting	BOARD RECESS
	<i>Friday 19 - Sunday 21</i>	<i>Chamber of Commerce Annual Conference</i>	<i>Amelia Island/Fernandina Beach</i>
	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>Hutchinson Island Martin County</i>
	Monday 19	1:00 p.m.	CRTPA Meeting; 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 Kansas 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.*

<u>Month</u>	<u>Day</u>	<u>Time</u>	<u>Meeting Type</u>
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 Meeting City Commission Chambers
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
	<i>Monday 30 – Wednesday, Dec. 2</i>	<i>FAC Legislative Conference</i>	<i>Buena Vista Orange County</i>
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 2016 Expirations and Vacancies

www.leoncountyfl.gov/committees/expire.asp

VACANCIES

Adjustment and Appeals

Board of County Commissioners (2 appointments)
A member to serve as an alternate
A member to serve as City/County alternating member

Affordable Housing Advisory Committee

Board of County Commissioners (2 appointments)
A member who represents employers within the jurisdiction.
A member who is actively engaged in the banking or mortgage banking industry in connection with affordable housing.

Development Support & Environmental Management Citizen's User Group

Board of County Commissioners (1 appointment)
A member who represents a business association or organization

Contractors Licensing and Examination Board

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

Human Services Grants Review Committee

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

Water Resources Committee

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

EXPIRATIONS

FEBRUARY 28, 2016

Value Adjustment Board

Board of County Commissioners (1 Commissioner appointment)

MARCH 31, 2016

Contractors Licensing and Examination Board

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

Science Advisory Committee

Commissioner – At-large II: Maddox, Nick (1 appointment)
Commissioner - District III: Dailey, John (1 appointment)
Commissioner – District IV: Desloge, Bryan (1 appointment)

APRIL 30, 2016

Tallahassee Sports Council

Board of County Commissioners (2 appointments)

JUNE 30, 2016

Adjustment and Appeals Board

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

Architectural Review Board

Board of County Commissioners (1 appointment)
A member who is an owner of property designated historic preservation

Canopy Roads Citizens Committee

Tallahassee City Commission (2 appointments)

CareerSource Capital Region

Board of County Commissioners (1 appointment)

Planning Commission

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

JULY 31, 2016

Big Bend Health Council

Board of County Commissioners (4 appointments)

Council on Culture and Arts

Board of County Commissioners (1 appointment)

Development Support And Environmental Management Citizens User Group

Commissioner – At-Large II: Maddox, Nick (1 appointment)
Commissioner - District I: Proctor, Bill (1 appointment)
Commissioner – District IV: Desloge, Bryan (1 appointment)

Educational Facilities Authority

Board of County Commissioners (1 appointment)

Investment Oversight Committee

Board of County Commissioners (2 appointments)

SEPTEMBER 30, 2016

Affordable Housing Advisory Committee

Board of County Commissioners (11 appointments)

- A member who is actively engaged in the residential home building industry in connection with affordable housing.
- A member who is actively engaged in the banking or mortgage banking industry in connection with affordable housing.
- A member who is a representative of those areas of labor actively engaged in home building in connection with affordable housing.
- A member who is actively engaged as an advocate for low-income persons in connection with affordable housing.
- A member who is actively engaged as a for-profit provider of affordable housing.
- A member who is actively engaged as a not-for-profit provider of affordable housing.
- A member who is actively engaged as a real estate professional in connection with affordable housing.
- A member who actively serves on the local planning agency pursuant to s. 163.3174.
- A member who resides within the jurisdiction of the local governing body making the appointments.
- A member who represents employers within the jurisdiction.
- A member who represents essential services personnel, as defined in the local housing assistance plan.

Community Development Block Grant Citizens Task Force

Board of County Commissioners (1 appointment)
A member who is a low-income resident in unincorporated Leon County

(September 30, 2016 continued)

Housing Finance Authority (and CDBG Citizens Task Force)

Commissioner – At-Large I: Lindley, Mary Ann (1 appointment)
Commissioner – District IV: Desloge, Bryan (1 appointment)
Commissioner – District V: Dozier, Kristin (1 appointment)

Joint City/County/School Board Coordinating Committee

Board of County Commissioners (1 appointment)

Leon County Research and Development Authority at Innovation Park

Board of County Commissioners (3 appointments)

Tallahassee-Leon County Commission on the Status of Women and Girls

Board of County Commissioners (4 appointments)
Commissioner - District I: Proctor, Bill (1 appointment)
Commissioner - District III: Dailey, John (1 appointment)
Commissioner – District V: Dozier, Kristin (1 appointment)
Tallahassee City Commission (3 appointments)

OCTOBER 31, 2016

Audit Advisory Committee

Board of County Commissioners (2 appointments)

Canopy Roads Citizens Committee

Board of County Commissioners (2 appointments)

Tourist Development Council

Board of County Commissioners (1 appointment)

DECEMBER 31, 2016

Human Services Grants Review Committee

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

Library Advisory Board

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

**Leon County
Board of County Commissioners**


Notes for Agenda Item #1

Leon County Board of County Commissioners

Cover Sheet for Agenda #1

February 9, 2016

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Consideration of Full Board Appointment to the Board of Adjustment and Appeals

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/Division Review:	Alan Rosenzweig, Deputy County Administrator
Lead Staff/Project Team:	Stephanie Holloway, Sr. Executive Assistant

Fiscal Impact:

This item has no fiscal impact to the County.

Staff Recommendation:

1. The full Board appoints Robert Turner to the Board of Adjustment and Appeals (BOAA) for a term of three years.

Report and Discussion

Background:

This agenda requests a full Board appointment to the Board of Adjustment and Appeals.

Analysis:

Board of Adjustment and Appeals (BOAA)

Purpose: The BOAA is responsible for determining appeals of code-related land development request (LDRs) interpretations and granting variances to the provisions of the LDRs based on documented hardship.

Composition: There are nine members - three from the County plus an alternate, three from the City plus an alternate, and one appointed alternately by the County and City. Members serve three-year terms, expiring June 30. According to the BOAA's Bylaws, members shall not serve more than two full consecutive terms on the Board, whether appointed by the County Commission or the City Commission.

Vacancies: Mr. Michael Renwick has resigned. An application from Mr. Robert Turner has been submitted. (Attachment #1)

Table 1. Adjustment and Appeals (BOAA)

Vacancy	Eligible Applicants	Recommended Action
Michael Renwick (<i>resigned</i>)	Robert Turner (<i>Attachment #1</i>)	Full Board to make appointment.

Options:

1. The full Board appoints Robert Turner to the Board of Adjustment and Appeals (BOAA) for a term of three years.
2. Board direction.


Recommendation:

Options #1

Attachments:

1. Application – Robert Turner

ADVISORY COMMITTEE APPLICATION FOR BOARD APPOINTMENT ADJUSTMENT AND APPEALS BOARD

<p style="text-align: center;">It is the applicant's responsibility to keep this information current. To advise the County of any changes please contact Christine Coble by telephone at 606-5300 or by e-mail at CobleC@leoncountyfl.gov Applications will be discarded if no appointment is made after two years.</p>	
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Name: ROBERT TURNER	Date: 1/4/2016 1:08:44PM
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Home Phone: (850) 933-9035	Work Phone: (850)933-9305X	Email: robbyturner@gmail.com
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Occupation: PILOT EXAMINER	Employer: SELF
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Preferred mailing location:	Work Address
Work Address:	3256 CAPITAL CIRCLE SW SUITE 208
City/State/Zip:	TALLAHASSEE, FL 32310

Home Address	1320 OLD VILLAGE ROAD
City/State/Zip:	TALLAHASSEE, FL 32312

Do you live in Leon County?	Yes	If yes, do you live within the City limits?	Yes	
Do you own property in Leon County?	No	If yes, is it located within the City limits?	No	
For how many years have you lived in and/or owned property in Leon County?	30 years			

Are you currently serving on a County Advisory Committee?	No
If yes, on what Committee(s) are you a member?	

Have you served on any previous Leon County committees?	No
If yes, on what Committee(s) are you a member?	

If you are appointed to a Committee, you are expected to attend regular meetings.

How many days permonth would you be willing to commit for Committee work?	4 or more
And for how many months would you be willing to commit that amount of time?	6 or more
What time of day would be best for you to attend Committee meetings?	Day, Night

(OPTIONAL) Leon County strives to meet its goals, and those contained in various federal and state laws, of maintaining a membership in its Advisory Committees that reflects the diversity of the community. Although strictly optional for Applicant, the following information is needed to meet reporting requirements and attain those goals.

Race: Caucasian	Sex: Male	Age:
Disabled? No	District: District 4	

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

FLORIDA REAL ESTATE BROKER. PAST PRESIDENT/BOD TALLAHASSEE LENDERS CONSORTIUM. PAST PRESIDENT TALLAHASSEE BOARD OF REALTORS. PAST DISTRICT VICE PRESIDENT FLORIDA ASSOCIATION OF REALTORS. TREASURER FLORIDA HERITAGE FOUNDATION. TALLAHASSEE CITIZEN ADVISORY COMMITTEES: LAFAYETTE PARK HISTORICAL DESIGNATION REVIEW, PARK AVE ZONING REVIEW, AIRPORT ADVISORY COMMITTEE MINIMUM STANDARDS REVIEW TASK FORCE. LEADERSHIP TALLAHASSEE CLASS 25. GULF WINDS TRI CLUB BOARD OF DIRECTORS. BROAD INTERDISCIPLINARY BACKGROUND INCLUDING URBAN PLANNING, REAL ESTATE, AVIATION, URBAN HYDROLOGY. PROVEN RECORD OF COMMITTED AND PRODUCTIVE COMMUNITY SERVICE.

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

Name: BRYAN DESLOGE Telephone: 850.606.5364
Address: 3057 HAWKS GLN

Name: NICOLE EVERETT Telephone: 850-559-2048
Address: 1333 LOLA DRIVE

IMPORTANT LEGAL REQUIREMENTS FOR ADVISORY COMMITTEE MEMBERSHIP

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

Have you completed the Orientation? No
Are you willing to complete a financial disclosure form and/or a background check, if applicable? Yes

Will you be receiving any compensation that is expected to influence your vote, action, or participation on a Committee? No
If yes, from whom?
Do you anticipate that you would be a stakeholder with regard to your participation on a Committee? No

Do you know of any circumstances that would result in you having to abstain from voting on a Committee due to voting conflicts? No
If yes, please explain.

Do you or your employer, or your spouse or child or their employers, do business with Leon County? No
If yes, please explain.

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

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

Signature: ROBERT TURNER

This application was electronically sent: 1/4/2016 1:08:44PM

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**Leon County
Board of County Commissioners**


Notes for Agenda Item #2

Leon County Board of County Commissioners

Cover Sheet for Agenda #2

February 9, 2016

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Approval to Repeal and Replace Policy No. 96-8, “Drug and Alcohol Testing” with Policy No. 16- “Drug and Alcohol Free Workplace” and Adoption of Policy No. 16- “Employee Assistance Program” Policy

County Administrator Review and Approval:	Vincent S. Long, County Administrator
County Attorney Review and Approval:	Herbert W.A. Thiele, County Attorney
Department/Division Review and Approval:	Alan Rosenzweig, Deputy County Administrator Patrick Kinni, Senior Assistant County Attorney
Lead Staff/ Project Team:	Candice Wilson, Director, Human Resources Genevieve Minnix, Employee Relations Manager, Human Resources

Fiscal Impact:

This item has no fiscal impact to the County.

Staff Recommendation:

- Option #1: Approve the Repeal of Policy No. 96-8, “Drug and Alcohol Testing” (Attachment #1) and replace with Policy No. 16-X “Drug and Alcohol Free Workplace” Policy
- Option #2: Adopt Policy No. 16-X “Employee Assistance Program” Policy (Attachment #2)

Report and Discussion

Background:

Leon County’s existing “Drug and Alcohol Testing” Policy 96-8 was adopted in April 9, 1996. Subsequent to that time, various changes in state and federal rules and law necessitate the need to update this policy (Attachment #3). Additionally, Leon County has historically implemented an Employee Assistance Program (EAP) as a matter of standard operating procedures. In order to formalize this program and provide consistency through-out the organization, a formal policy is recommended for approval.

Analysis:

“Drug and Alcohol Testing” Policy No. 96-8: Leon County is committed to providing a safe work environment for its employees, its guests, and the public. The abuse of alcohol and drugs is a national problem which impairs the safety and health of employees, promotes crime and harms the community. Substance abuse, while at work or otherwise, seriously endangers the safety of employees as well as the general public, and creates a variety of workplace problems including increased injuries on the job, increased absenteeism, increased health care and benefit costs, increased theft, decreased morale, decreased productivity, and a decline in the quality of services provided. In order to maintain the highest standards of morale, productivity and safety in County operations, and as a part of the County’s commitment to safeguard the health of its employees, to provide a safe workplace for its employees, and to promote an alcohol and drug-free community, staff recommends the approval of Policy No. 16-X (Attachment #1) on the use of alcohol and drugs by its employees.

The Drug and Alcohol Testing Policy No. 96.8 was established pursuant to the authority granted by the Omnibus Transportation Employee Testing Act of 1991, 49 U.S.C. §31306; and 49 CFR Parts 40 and 382; and section 440.102, Florida Statutes, Drug-Free Workplace Program Requirements.

The Risk Management program is primarily responsible for the administration of the Drug and Alcohol Testing policy as it relates to post-accident; reasonable suspicion; random; return-to-duty; and follow-up drug and alcohol testing. The Human Resources Department is primarily responsible for the administration of this policy as it relates to pre-employment testing and resultant disciplinary actions related to violation of this policy.

The substantive structural changes necessary to update the “Drug and Alcohol Testing” policy will be achieved through replacing the prior Policy with the new “Drug and Alcohol Free Workplace” Policy. The new policy clarifies the requirements in post/pre-employment practices for employees with Commercial Driver’s License (CDL’s) and Non-CDL’s in that they are now separated with different standards consistent with Florida’s Drug-Free Workplace Program and the Omnibus Transportation Employee Testing Act.

The "Drug and Alcohol Free Workplace" policy is recommended for update to provide clarity in the following areas:

- 1) Article I is applicable to all employees and provides for the purpose, authority definitions and general provisions.
- 2) Article II is applicable to all employees and job applicants who are not required to hold a commercial driver's license and/or drive County motor vehicles used to transport passengers or property above the thresholds set forth in Article III, and provides that:
 - A. All job applicants for a mandatory-testing or special risk position and employees who transfer to a mandatory-testing or special risk position shall be subject to pre-employment drug testing.
 - B. All employees shall be subject to reasonable suspicion, Fitness-for-duty, and Return to duty/Follow-up drug testing.
 - C. All employees in a mandatory-testing or special risk position shall be subject to random, reasonable suspicion, Fitness-for-duty, and Return to duty/Follow-up drug testing.
 - D. All employees who operate a motor vehicle or heavy equipment for the County shall be subject to Post-accident drug testing.
- 3) Article III is applicable to all County employee drivers and job applicants for such positions, but does not apply to any person who drives an emergency medical services vehicle (who are subject to the provisions of Article II) and sets the requirements for drug and alcohol testing.
- 4) Clarifies entry or participation in an employee assistance program or drug and/or alcohol rehabilitation program by an employee, noting that such entry or participation shall not prevent the County from taking disciplinary action, up to and including dismissal, for any violation of this policy.
- 5) Changes the timeframe wherein a supervisor documents reasonable suspension drug testing in writing from seven working days to three working days.
- 6) Includes a list of common medications which may alter or affect a drug test and a list of Employee Assistance Programs and Drug Rehabilitation Programs.
- 4) Clarifies that all employee and job applicant initial drug test results indicating a positive result for any drug shall be subject to a confirmation test.

"Employee Assistance Program" Policy (EAP): Leon County has a strong commitment to the health, safety, and welfare of its employees, their families, and its customers. Although previously addressed as standard operating procedure, approving the creation of an EAP Policy

Title: Approval to Repeal and Replace Policy No. 96-8, "Drug and Alcohol Testing" with Policy No. 16- "Drug and Alcohol Free Workplace" and Adoption of Policy No. 16- "Employee Assistance Program" Policy

February 9, 2016

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will ensure consistency and clarity in the delivery of services. The EAP has been established to assist employees, who develop alcohol, drug, behavioral or stress related problems that result in or contribute to substandard job performance, by providing confidential consultation, treatment and rehabilitation. The EAP is available to all County employees on a voluntary basis. However, an employee may be referred to the EAP by the County when the employee's situation has deteriorated to a degree that it affects job performance; under such circumstances, EAP participation may be mandatory.

Recognizing that a variety of personal problems, such as emotional distress, family problems, alcoholism, and drug abuse, can be devastating to lives, business, and the community at large, it is important to move beyond procedure and establish a policy to address these everyday issues. Most people resolve their problems either on their own or with the advice of family and friends; however, sometimes professional assistance is required. It is the goal of the EAP policy to encourage those employees in need of professional assistance to use it. While the intent of the policy is not to intrude into the private lives of employees, we recognize that personal problems may eventually take their toll on job performance.

It is the responsibility of the immediate employee supervisor to know the extent of absenteeism, tardiness, emotional and personality problems, and the deterioration of work performance which may be associated with behavioral or stress problems, alcohol or substance abuse. The supervisor shall detect and document deteriorating work performance and address same with the employee on that basis. Disciplinary actions taken must be in accordance with the Personnel Policy and Procedures Manual. Any employee exhibiting a continuing job performance problem not readily corrected by normal administrative procedures may be considered for the EAP.

There are four types of referrals included in the policy: 1) Self-Referral, 2) Formal Supervisory Referral, 3) Condition of Employment Referral, and 4) Substance or Alcohol Abuse Referral. There is no charge for the initial assessment and referral consultation regardless of the type of referral. Should additional counseling be necessary, the EAP provider may take into consideration the employee's financial status and may adjust the professional fees in accordance with any available funding subsidies for which the employee may be eligible. The employee is responsible for payment for care or counseling after the initial assessment has taken place, regardless of the type of referral.

Options:

1. Approve the Repeal of Policy No. 96-8, "Drug and Alcohol Testing" and replace with Policy No. 16-X "Drug and Alcohol Free Workplace" Policy.
2. Adopt Policy No. 16-X "Employee Assistance Program" Policy.
3. Do not approve the Repeal of Policy No. 96-8, "Drug and Alcohol Testing" and replace with Policy No. 16-X "Drug and Alcohol Free Workplace" Policy.
4. Do not adopt Policy No. 16-X "Employee Assistance Program" Policy.
5. Board direction.

Title: Approval to Repeal and Replace Policy No. 96-8, “Drug and Alcohol Testing” with Policy No. 16- “Drug and Alcohol Free Workplace” and Adoption of Policy No. 16- “Employee Assistance Program” Policy

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Recommendation:

Options #1 and #2

Attachment(s):

1. Policy No. 16-X “Drug and Alcohol Testing” Policy
2. Policy No. 16-X “Employee Assistance Plan” Policy
3. Memorandum from the County Attorney’s Office

Board of County Commissioners Leon County, Florida

Policy No. 16-__

Title: Drug and Alcohol Free Workplace Policy

Date Adopted: January 26, 2016

Effective Date: February 1, 2016

Reference: Florida Workers Compensation Law; Federal Omnibus Transportation Employee Testing Act of 1991

Policies Superseded Policy 94-10, Drug & Alcohol Testing, adopted December 13, 1994;
Policy No. 96-8, Drug and Alcohol Testing, adopted April 9, 1996;
Policy No. 96-8, Drug and Alcohol Testing, adopted December 11, 2012

Policy No. 96-8, “Drug and Alcohol Testing,” adopted by the Board of County Commissioners on December 11, 2012, is hereby superseded and repealed in its entirety, and a new Policy No. _____ entitled “Drug and Alcohol Free Workplace Policy” is hereby adopted in its place, effective February 1, 2016, to wit:

ARTICLE I

1. APPLICABILITY

Article I is applicable to all County *employees*.

2. PURPOSE

The Board of County Commissioners (“County”) is committed to providing a safe work environment for its *employees*, its guests, and the public. The abuse of alcohol and drugs is a national problem which impairs the safety and health of *employees*, promotes crime and harms the community. Substance abuse, while at work or otherwise, seriously endangers the safety of *employees* as well as the general public, and creates a variety of workplace problems including increased injuries on the job, increased absenteeism, increased health care and benefit costs, increased theft, decreased morale, decreased productivity, and a decline in the quality of services provided.

In order to maintain the highest standards of morale, productivity and safety in County operations, and as a part of the County’s commitment to safeguard the health of its *employees*, to provide a safe workplace for its *employees*, and to promote an alcohol and drug-free community,

the County has established this Policy on the use of *alcohol* and *drugs* by its employees. The application of this Policy to off-duty conduct is intended, in most instances, to be corrective rather than punitive. Nevertheless, *employees* found to have an off-duty *alcohol* or *drug* abuse issue that impacts work performance may be given an opportunity for rehabilitation before disciplinary action is imposed.

3. AUTHORITY

This Drug and Alcohol-Free Workplace Policy is established pursuant to the authority granted by the Omnibus Transportation Employee Testing Act of 1991, 49 U.S.C. §31306; and 49 CFR Parts 40 and 382; and section 440.102, Florida Statutes, Drug-Free Workplace Program Requirements.

4. VIOLATION OF DRUG AND ALCOHOL FREE WORKPLACE POLICY

- A. It shall be a violation of this Policy for an *employee* to use or to otherwise be under the influence of *drugs* or *alcohol*, possess, sell, trade, and/or offer for sale *drugs* or *alcohol* during or within the scope and performance of one's job, or otherwise violate the terms and conditions hereof.
- B. It shall be a violation of this Policy for an *employee* to refuse to submit to an *alcohol* or *drug test* when otherwise required hereby. An *employee* who refuses to submit to an *alcohol test* or *drug test* following an occupational injury which requires medical treatment forfeits his or her eligibility for all workers' compensation medical and indemnity benefits in accordance with Florida law. A *job applicant* who refuses to submit to a *drug test* shall not be hired.
 - 1. A refusal to submit to an *alcohol test* or *drug test* includes any conduct that obstructs the testing process.
 - 2. A refusal to submit to an *alcohol test* shall include failure to provide an adequate breath sample, without medical explanation, after receiving notice of the requirement for *alcohol testing* in accordance with this Policy.
 - 3. A refusal to submit to a *drug test* shall include failure to provide an adequate urine sample, without a genuine inability to provide a specimen (as determined by medical evaluation), after receiving notice of the requirement for *drug testing* in accordance with this Policy.
- C. Any *employee* in violation of this Policy shall be subject to disciplinary action, up to and including dismissal. Entry or participation in an *employee assistance program* or *drug and/or alcohol rehabilitation program* by an ~~employee~~-*employee* shall not prevent the County from taking disciplinary action, up to and including dismissal, for any violation of this Policy.

5. DEFINITIONS

As used in this Policy the terms set forth below shall have the following meanings:

- A. *Drug or alcohol test* means any chemical, biological or physical instrumental analysis administered by a laboratory certified by the United States Department of Health and Human Services (HHS) or licensed by the Agency for Health Care Administration (AHCA) for the purpose of determining the presence or absence of a *drug* or its metabolites, and unless otherwise specified including *alcohol*.
 - 1. *Initial drug test* means a sensitive, rapid, and reliable procedure to identify negative and presumptive positive specimens, using an immunoassay procedure or an equivalent, or a more accurate scientifically accepted method approved by the United States FDA or the AHCA.
 - 2. *Confirmation test, confirmed test, or confirmed drug test* means a second analytical procedure used to identify the presence of a specific *drug* or metabolite in a specimen, which test must be different in scientific principle from that of the *initial test* procedure and must be capable of providing requisite specificity, sensitivity and quantitative accuracy. All tests to confirm an initial positive result for *drugs* other than *alcohol* shall use a gas chromatography/mass spectrometry or equivalent method. All tests to confirm positive results for *alcohol* shall use a gas chromatography method.
- B. *Drug and/or alcohol rehabilitation program* means a service provider established pursuant to Florida law that provides confidential, timely, and expert identification, assessment, and resolution of *employee alcohol* or *drug* abuse.
- C. *Employee* means an individual who works for the County on a full-time or part-time basis and receives salary, wages, or other remuneration.
- D. *Employee assistance program* means an established program capable of providing expert assessment of *employee* personal concerns; confidential and timely identification services with regard to *employee* drug abuse; referrals of *employees* for appropriate diagnosis, treatment, and assistance; and follow-up services for *employees* who participate in the program or require monitoring after returning to work.
- E. *Job applicant* means a person who has applied for a position with the County and has been offered employment conditioned upon the County receiving a verification of a negative *drug test* result.
- F. *Mandatory-testing position* means a job position, including a supervisory or managerial position, in which drug impairment constitutes an immediate and direct threat to public health or safety. This includes, but is not limited to, job positions such as those that require the *employee* to carry a firearm, work closely with an *employee* who carries a firearm, perform life-threatening procedures,

work with heavy or dangerous machinery, work as a safety inspector, work with children, work with confidential information or documents pertaining to criminal investigations, or work with controlled substances or drugs, or a job position in which a momentary lapse in attention could result in injury or death to another person.

- G. *Medical review officer (MRO)* means a licensed physician, employed or under contract with the County, who has knowledge of substance abuse disorders, laboratory testing procedures and chain of custody collection procedures; who verifies positive *confirmed test* results; and who has the necessary medical training to interpret and evaluate an *employee's* positive test result in relation to the *employee's* medical history or any other relevant biomedical information.
- H. *Prescription or non-prescription medication* means a drug or medication obtained pursuant to a prescription as defined by section 893.02, Florida Statutes, or a medication that is authorized pursuant to federal or state law for general distribution and use without a prescription in the treatment of human diseases, ailments, or injuries.
- I. *Special-risk position* means a job position that is required to be filled by a person who is certified under chapters 633 or 943, Florida Statutes, as amended.
- J. *Specimen* means tissue, hair, or product of the human body capable of revealing the presence of drugs or their metabolites as approved the FDA or the AHCA.

6. GENERAL PROVISIONS GOVERNING DRUG AND ALCOHOL TESTING

- A. Notice of Common Medications: A list of the most common medications by brand name or common name, as applicable, as well as by chemical name, which may alter or affect a *drug test*, is set forth in Appendix A. *Employees* and *job applicants* should review this list prior to submitting to a *drug test*.
- B. Medication Information: An *employee* or *job applicant* may consult with the County's *MRO* or the testing laboratory for technical information regarding *prescription and non-prescription medication* and confidentially report the use of *prescription or non-prescription medication* to the *MRO* during the testing process.
- C. Drugs To Be Tested And Cut-Off Levels
 - 1. *Drug testing* may be required for any or all of the following drugs:
 - a. Alcohol, including a distilled spirit, wine, a malt beverage and an intoxicating liquor;
 - b. Amphetamines;
 - c. Cannabinoids;
 - d. Cocaine;
 - e. Phencyclidine (PCP);

- f. Methaqualone;
 - g. Opiates;
 - h. Barbiturates;
 - i. Benzodiazepines;
 - j. Synthetic narcotics (Methadone and Propoxyphene);
 - k. A metabolite of any of the substances listed herein;
 - l. Hallucinogens;
 - m. Designer drugs; and
 - n. Any other abused substances, as may be provided for under federal or state law.
2. The minimum cut-off levels for reporting positive results for both *initial* and *confirmation drug tests* shall be as set forth in the rules adopted by the Agency for Health Care Administration, Chapter 59A-24, Florida Administrative Code, as amended. The minimal levels for *drugs* and *alcohol* reported to the County may be different for *employees* subject to Article III of this Policy. Cut-off levels for *employees* subject to Article III shall be set forth in 49 CFR Part 40. The types of testing, as well as the minimum levels of *initial* and *confirmation drug testing*, may change pursuant to federal or state law or regulations enacted to implement same.

D. Drug Testing Procedures and Challenge of Test Results

1. Drug Testing Procedures. All *specimen* collection and testing for *drugs* or *alcohol* under this Policy shall be performed as set forth below:
 - a. A sample *specimen* shall be collected with due regard to the privacy of the individual providing the sample, and in a manner reasonably calculated to prevent substitution or contamination of the sample.
 - b. *Specimen* collection must be documented, and the documentation procedures shall include:
 1. Labeling of *specimen* containers so as to reasonably preclude the likelihood of erroneous identification of test results.
 2. A form for the *employee* or *job applicant* to provide any information he or she considers relevant to the *drug test*, including identification of currently or recently used *prescription or nonprescription medication* or other relevant medical information. The form must provide notice of the most common medications by brand name or common name, as applicable, as well as by chemical name, which may alter or affect a *drug test*. The providing of information shall not preclude the administration of the

drug test, but shall be taken into account in interpreting any positive *confirmed test* result.

- c. *Specimen* collection, storage, and transportation to the testing site shall be performed in a manner that reasonably precludes contamination or adulteration of *specimens*.
- d. Each *initial* and *confirmation test*, not including the taking or collecting of a *specimen* to be tested, shall be conducted by a licensed or certified laboratory as described in section 440.102(9), Florida Statutes, as amended.
- e. A *specimen* for a *drug test* may be taken or collected by any of the following persons:
 1. A physician, a physician assistant, a registered professional nurse, a licensed practical nurse, or a nurse practitioner or a certified paramedic who is present at the scene of an accident for the purpose of rendering emergency medical service or treatment.
 2. A qualified person employed by a licensed or certified laboratory in accord with Florida law.
- f. A certified *specimen* collector shall be certified in accordance with the United States Department of Transportation (US DOT) training guidelines, 49 CFR Part 40. *Specimen* collectors must be re-certified every five (5) years. A certified breath technician (BAT) shall be certified in accordance with US DOT training guidelines, 49 CFR Part 40. BATs must be re-certified every five (5) years.
- g. A person who collects or takes a *specimen* for a *drug test* shall collect an amount sufficient for two *drug tests*.
- h. All *employee* and *job applicant initial drug test* results indicating a positive result for any *drug* shall be subject to a *confirmation test*.
- i. Every *specimen* that produces a positive *confirmed test* result shall be preserved by the licensed or certified laboratory that conducted the *confirmation test* for a period of at least 210 days after the result of the test was mailed or otherwise delivered to the *medical review officer*.

2. Challenge of Test Results:

- a. An *employee* or a *job applicant* who receives a positive *confirmed test* result may submit information to the *medical review officer (MRO)* contesting or explaining the result in writing within five (5)

working days of receipt of notification of a positive *confirmed test* result.

- b. If the explanation or challenge of the *employee* or *job applicant* is unsatisfactory to the *MRO*, the *MRO* shall within five (5) working days report ~~the~~ such result to the County.
- c. Within five (5) working days after receiving notice of a positive *confirmed test* result from the *MRO*, the County shall inform the *employee* or *job applicant* in writing of the positive *confirmed test* result, the consequences of such result, and the options available to the *employee* or *job applicant*, if any. Upon request, the County shall provide a copy of the test result to the *employee* or *job applicant*.
- d. Within five (5) working days after receiving notice of a positive *confirmed test* result from the County, the *employee* or *job applicant* may submit in writing information to the County explaining or contesting the test result, and explaining why the test result does not constitute a violation of this Policy.
- e. If the explanation or challenge of the *employee* or *job applicant* to the positive *confirmed test* result is unsatisfactory to the County, the County shall provide a written explanation within fifteen (15) working days of receipt as to why the *employee* or *job applicant's* explanation is unsatisfactory, along with a copy of the report of the results of the *confirmed test*. All such documentation will be kept confidential except as otherwise provided herein, and will be retained by the County for at least one (1) year.
- f. If an *employee* or *job applicant* further contests the results of the *drug test* by administrative or legal challenge, he or she will be solely responsible for notifying the laboratory and the County in writing by certified mail. The notice must include reference to the chain of custody *specimen* identification number, and the sample shall be retained by the laboratory until the case or administrative appeal is concluded. During the 180-day period after written notification of a positive *confirmed test* result, the *employee* or *job applicant* who has provided the *specimen* shall be permitted to have a portion of the *specimen* retested, at the *employee's* or *job applicant's* expense, at another laboratory, licensed and approved by the Agency for Health Care Administration, chosen by the *employee* or *job applicant*. The second laboratory must test at equal or greater sensitivity for the *drug* in question as the first laboratory. The first laboratory that performed the *drug test* for the County is responsible for the transfer of the portion of the

specimen to be retested, and for the integrity of the chain of custody during such transfer.

E. Medical Review Officer's Responsibilities for Testing

1. The *MRO* shall fully comply with all of the requirements set forth under Florida law and rules set forth in the Florida Administrative Code. The *MRO* shall be a licensed physician, under contract with the County, who has knowledge of substance abuse disorders, laboratory testing procedures, chain of custody collection procedures, and medical use of *prescription drugs* and pharmacology and toxicology of illicit *drugs*.
2. The *MRO* shall review and verify *drug test* results prior to the transmittal of the test results to the County. The *MRO* shall evaluate the *drug test* result(s), verify the chain of custody forms and ensure that the donor's identification number on the laboratory report and the chain of custody form accurately identifies the individual.
3. If the test results reported are negative, the *MRO* shall notify the County of the negative test result and submit the appropriate documentation to the ACHA.
4. If the test results reported are positive, the *MRO* shall notify the *employee* or *job applicant* of the positive *confirmed test* result within three (3) days of receipt of the test result from the laboratory and inquire as to whether *prescription or non-prescription medications* could have caused the test result.
5. Upon contacting an *employee* or *job applicant* who has received a positive *confirmed test* result, the *MRO* shall properly identify the donor, inform the donor that the *MRO* is an agent of the County whose responsibility it is to make a determination on test results and report them to the County, and inform the donor that medical information revealed during the *MRO's* inquiry will be kept confidential, unless the donor is in a *safety-sensitive position* and the *MRO* believes that such information is related to the safety of the donor or to the other *employees*.
6. The *MRO* shall outline the rights and procedures for a retest of the original specimen for the donor and process any *employee's* or *job applicant's* request for retest of the original *specimen* within one hundred eighty (180) days of notice of the positive test result in another licensed laboratory selected by the *employee* or *job applicant*.
7. Upon receipt of information and/or documentation from the *employee* or *job applicant*, the *MRO* shall review any medical records provided, authorized and/or released by the individual's physician, to determine if the positive test result was caused by a legally *prescribed medication*. If the donor does not have *prescribed medication*, the *MRO* shall inquire

about *non-prescription medications* which could have caused the positive test result. The donor shall be responsible for providing all necessary documentation (i.e., a doctor's report, signed prescription, etc.) within the five (5) day period after notification of the positive test result.

8. If the *MRO* determines that there is a legitimate medical explanation for the positive *confirmed test* result, the *MRO* shall report a negative test result to the County. However, should the *MRO* determine that the legal use of the *drug* would endanger the individual or others, then the *MRO* shall report that the test is negative due to a validated prescription and shall request that the individual be temporarily placed in a position which would not threaten the safety of the individual or others.
9. If the *MRO* has any question as to the accuracy or validity of a test result or has a concern regarding the scientific reliability of the sample, the *MRO* may request the individual to provide another sample. As a safeguard to *employees* and *job applicants*, once an *MRO* verifies a positive test result, the *MRO* may change the verification of the result if the donor presents information concerning a legitimate explanation for the positive test result or if the donor presents information which documents that a serious illness, injury, or other circumstances unavoidably prevented the donor from contacting the *MRO* within the specified time frame.
10. If the *MRO* is unable to contact a donor who has tested positive within three (3) working days of receipt of the test results from the laboratory, the *MRO* shall contact the County and request that the County direct the donor to contact the *MRO* as soon as possible. If the *MRO* has not been contacted by the donor within two (2) days from date of the request of the County, the *MRO* shall verify the test result as positive.
11. If the donor refuses to talk with the *MRO* regarding a positive test result, the *MRO* shall verify the result as a positive and annotate such refusal in the remarks section. If the donor voluntarily admits to the use of the *drug* in question without a proper prescription, the *MRO* shall advise the donor that a verified positive test result will be sent to the County.
12. The *MRO* shall notify the County in writing of the verified test result, either negative, positive, or unsatisfactory, and appropriately file chain of custody forms with the County and submit the proper forms to the ACHA.

F. Confidentiality and Records Maintenance

1. Confidentiality of records concerning *drug testing* will be maintained in accordance with Florida law. All information, records, *drug test* results in the possession of the County, laboratories, *employee assistance programs* and *drug and/or alcohol rehabilitation programs* will be kept confidential. No such information or records will be released unless written consent,

signed by an *employee* or *job applicant*, is provided or unless disclosure of such information or records is compelled by an administrative law judge, hearing officer, or court of competent jurisdiction. The County may also disclose such information when relevant to its defense in any civil, disciplinary or administrative hearing. The County will maintain records concerning *drug testing* separate and apart from an *employee's* or *job applicant's* personnel file.

2. Information on *drug testing* results will not be released in any criminal proceeding, in accordance with Florida law.

7. EMPLOYEE ASSISTANCE PROGRAM

- A. The name, address, and telephone number of the County's *employee assistance program* is found in Appendix B.
- B. If an *employee* in a *mandatory-testing position* or a *special-risk position* enters an *employee assistance program* or *drug and/or alcohol rehabilitation program*, the *employee* shall be assigned to a position other than a *mandatory-testing position* or *special-risk position*; if such position is not available, the subject *employee* shall be placed on leave while the *employee* is participating in the program. However, the *employee* shall be permitted to use any accumulated leave credits before leave may be ordered without pay.
- C. Entry or participation in an *employee assistance program* or *drug and/or alcohol rehabilitation program* by an ~~employee~~-*employee* shall not prevent the County from taking disciplinary action, up to and including dismissal, for any violation of this Policy.

8. INFORMATION AND TRAINING

- A. The Human Resources Division will provide information on *drug* and *alcohol* use and treatment resources to all *employees*, including the availability of the *employee assistance program* and shall be responsible for providing a copy of this Policy to all *employees* and *job applicants*.
- B. The Risk Management Program shall conduct an ongoing drug-free and alcohol-free awareness programs to inform *employees* about this Policy; the dangers of *drug* and *alcohol* abuse; penalties for the use, sale, possession or manufacture of *drugs* and *alcohol* at work; and the availability of *drug* and *alcohol* counseling.

9. STRICT COMPLIANCE

Failure of the County or *MRO* to strictly comply with the requirements hereof shall not constitute grounds to overturn the results of a positive *confirmed drug test* or disciplinary action.

ARTICLE II

1. APPLICABILITY

Article II is applicable to all *employees* and *job applicants* who are not required to hold a commercial driver's license and/or drive County motor vehicles used to transport passengers or property above the thresholds set forth in Article III.

2. DEFINITIONS

As used in this Article II, the terms set forth below shall have the following meanings:

- A. *Alcohol* means a distilled spirit, wine, a malt beverage, or intoxicating liquor.
- B. *Drug* means *alcohol*; an amphetamine; a cannabinoid; cocaine, phencyclidine (PCP); a hallucinogen; methaqualone; an opiate; a barbiturate; a benzodiazepine; a synthetic narcotic; a designer drug; or a metabolite of any of the substances listed in this paragraph.
- C. *Heavy equipment* means equipment, which may be mobile, semipermanent, or permanent, intended for heavy work such as earth moving, lifting containers or materials, drilling holes in earth or rock, or concrete or paving application.
- D. *Reasonable suspicion drug testing* means *drug testing* based on a belief that an *employee* is using or has used *drugs* in violation of this Policy drawn from specific, objective and articulable facts and reasonable inferences drawn from those facts in light of experience. Among other things, such facts and inferences may be based upon:
 - 1. Observable phenomena while at work, such as direct observation of *drug* use or of the physical symptoms or manifestations of being under the influence of a *drug*;
 - 2. Abnormal conduct or erratic behavior while at work or a significant deterioration of work performance;
 - 3. A report of *drug* use, provided by a reliable and credible source, which has been independently corroborated;
 - 4. Evidence that an *employee* has tampered with a *drug test* during his or her employment with the County;
 - 5. Information that an *employee* has caused, contributed to, or been involved in an accident while at work; or
 - 6. Evidence that an *employee* has used, possessed, sold, solicited, or transferred *drugs* while working or while on the County's premises or while operating a vehicle, machinery, or *heavy equipment* of the County.
- E. *Random drug testing* means a *drug test* chosen to be conducted based on a computer generated random sampling of *employees* subject to *random drug testing*. All *employees* subject to *random drug testing* shall have an equal chance of being selected each time selections are made.

3. APPLICABILITY OF DRUG AND ALCOHOL TESTING

- A. All *job applicants* for a *mandatory-testing* or *special risk position* and *employees* who transfer to a *mandatory-testing* or *special risk position* shall be subject to *pre-employment drug testing*.
- B. All *employees* shall be subject to *reasonable suspicion*, *Fitness-for-duty*, and *Return to duty/Follow-up drug testing*.
- C. All *employees* in a *mandatory-testing* or *special risk position* shall be subject to *random, reasonable suspicion*, *Fitness-for-duty*, and *Return to duty/Follow-up drug testing*.
- D. All *employees* who operate a motor vehicle or *heavy equipment* for the County shall be subject to *Post-accident drug testing*.

4. DRUG AND ALCOHOL TESTING

- A. Types of Testing: In order to maintain a *drug* and *alcohol*-free work environment and in accordance with Florida's Drug-Free Workplace Program, section 440.101, et seq., Florida Statutes, as amended, and applicable administrative rules codified in the Florida Administrative Code, the County will test for the presence of *drugs* and/or *alcohol* unless otherwise provided herein, under the following circumstances:
 - 1. Pre-employment: All *job applicants* who have received a contingent job offer for a *mandatory-testing* or *special-risk position* and all County *employees* who transfer to a *mandatory-testing* or *special-risk position* shall submit to and successfully pass a *drug test* by receiving a negative test result for the presence of *drugs* prior to commencing employment or work for the County. A refusal to submit a *drug test* or a positive *confirmed drug test* shall constitute a sufficient basis for refusing to hire a *job applicant*.
 - 2. Random: Eligible *employees* will be chosen based on a computer generated random sampling of *employees* subject to *random drug testing*. All *employees* shall have an equal chance of being selected each time a selection is made. Federal law or a collective bargaining agreement, if any, may set forth further restrictions or rules concerning *random drug testing*.
 - a. It is within the discretion of the County to decide when and how frequently to randomly test *employees* subject to *random drug testing*. The Risk Management Division shall be responsible for maintaining updated *employee* lists subject to *random drug testing* and for producing a random generation of *employee's* names to be tested.

- b. The Risk Management Division shall complete the referral form and schedule each *employee* for the *drug test*.
- c. Once an *employee* is randomly selected and scheduled for a *drug test*, the Risk Management Division, in conjunction with the Division Director, shall:
 1. Give selected *employees* notice of the scheduled *drug test*.
 2. Notify the *employees* of the collection or testing site.
 3. *Employees* will not be excused from *random drug testing* unless they are on prior approved leave.
 4. Additional rules and restrictions may apply to particular groups of *employees* based upon federal or state law.
3. Reasonable suspicion: *Employees* will be required to submit to *reasonable suspicion drug testing* when a supervisor has *reasonable suspicion* to believe that an *employee* is using or has used *drugs* in violation of this Policy. The supervisor will document the circumstances which formed his or her determination of *reasonable suspicion* in writing within three (3) working days from the date of his or her determination. A copy of this documentation will be given to the *employee* upon request.
4. Fitness-for-duty: All *employees* who are subject to a routine fitness-for-duty medical examinations must take a *drug test* as part of their medical examination.
5. Return to duty or Follow-up: All *employees* who have entered an *employee assistance program* for *drug*-related issues or a *drug rehabilitation program* shall be required to take return to duty or follow-up *drug tests* on at least a quarterly basis for two (2) years after returning to work. Return to duty *drug tests* shall be unannounced, and depending on the circumstances, may be extended for up to sixty (60) months following a return to duty by the subject *employee*. This requirement may be waived, in the sole discretion of the County, in cases where an *employee* voluntarily enters a *drug rehabilitation program* before disciplinary action has been taken.
6. Post-accident: *Employees* who drive motor vehicles and/or operate *heavy equipment* for the County shall be subject to *drug testing* within four (4) hours of an accident, if the subject *employee's* performance could have contributed to the accident and when one or more of the following is a result of the accident:
 - a. If the accident involved the loss of human life (regardless of fault);
or

- b. Bodily injury to any person who, as a result of the injury, receives medical treatment beyond basic first aid; or
- c. One or more motor vehicles -incurred disabling damage as a result of the accident, requiring the motor vehicle to be transported away from the scene by a tow truck or other motor vehicle; or
- d. Damage to *heavy equipment*, due to negligence or abuse that requires repair to maintain the operational functionality of the equipment or property.

An *employee* required to take a post-accident *drug test* shall not use *alcohol* for eight (8) hours following the accident, or until such *employee* undergoes a post-accident *drug test*, whichever occurs first.

5. CONTRUCTION

In the event of a conflict between the provisions of this Article II and the provisions of Article I of this Policy, the provisions of Article II shall prevail.

ARTICLE III

1. APPLICABILITY

Article III is applicable to all *drivers* and *job applicants*, as defined under this Article. Article III does not apply to any person who drives an emergency medical services vehicle.

2. DEFINITIONS

As used in this Article III the terms set forth below shall have the following meanings:

- A. *Alcohol* means a distilled spirit, wine, a malt beverage, or intoxicating liquor.
- B. *Driver* means an individual who works for the County on a full-time or part-time basis and receives salary, wages, or other remuneration, and is required by the County to hold a commercial driver's license and/or who drive County motor vehicles used to transport passengers or property which either: (i) have a gross combination weight rating of 26,001 or more pounds inclusive of a towed unit with a gross vehicle weight rating of more than 10,000 pounds; (ii) have a gross vehicle weight rating of 26,001 or more pounds; (iii) are designed to transport 16 or more passengers, including the *driver*; or (iv) are of any size and are used in the transportation of hazardous materials, as defined under applicable law.
- C. *Drug or controlled substance* means an amphetamine; a cannabinoid; cocaine, phencyclidine (PCP); a hallucinogen; methaqualone; an opiate; a barbiturate; a benzodiazepine; a synthetic narcotic; a designer drug; or a metabolite of any of the substances listed in this paragraph.

- D. *Job applicant* means a person who has applied for a job position with the County as a *driver* and has been offered employment conditioned upon the County receiving a verification of a negative *drug test* result.
- E. *Reasonable suspicion drug testing* means a *drug test* based on a belief that a *driver* is using or has used, or is abusing or has abused, *alcohol* or *controlled substances* in violation of this Policy drawn from specific, contemporaneous, articulable observations concerning the appearance, behavior, speech or body odors of the *driver*.
- F. *Random drug testing* means a *drug test* chosen to be conducted based on a computer generated random sampling of *drivers* within each group subject to *random drug testing*. All *drivers* within a group subject to *random drug testing* shall have an equal chance of being selected each time selections are made.
- G. *Safety sensitive functions* means:
1. Waiting to be dispatched while on duty;
 2. Inspecting, servicing or conditioning a vehicle;
 3. Driving a vehicle;
 4. Occupying a vehicle at times other than when actually driving (e.g., riding with another *driver* while on duty, sitting in a parked vehicle);
 5. Loading or unloading a vehicle, supervising or assisting in loading or unloading, attending to a vehicle being loaded or unloaded, remaining in readiness to operate the vehicle being loaded or unloaded, or giving or receiving receipts for shipments loaded or unloaded;
 6. Repairing, obtaining assistance, or remaining in attendance upon a disabled vehicle.
- H. *Substance abuse professional* means a person qualified under 49 CFR Part 40.281 to provide diagnosis and treatment of *alcohol* and *controlled substance*-related disorders, and is knowledgeable about federal Department of Transportation guidelines.

3. PROHIBITED CONDUCT

- A. No *driver* shall report for duty or remain on duty requiring the performance of *safety sensitive functions* having a breath *alcohol* concentration of 0.04 or greater. Any *driver* who is found to have an *alcohol* concentration of 0.02 or greater but less than 0.04 shall be immediately removed from *safety sensitive functions* and shall not be permitted to resume such functions until the start of the *driver's* next regularly scheduled duty period, but in any event not less than twenty-four (24) hours following the administration of the *alcohol test*.

- B. No *driver* shall be on duty or operate a vehicle while the *driver* is in possession of *alcohol*.
- C. No *driver* shall use or be under the influence of *alcohol* while performing *safety sensitive functions*.
- D. No *driver* shall perform *safety sensitive functions* within four (4) hours after using *alcohol*.
- E. No *driver* who is required to take a post-accident *alcohol test* shall use *alcohol* for eight (8) hours following the accident, or until he or she undergoes a post-accident *alcohol test*, whichever occurs first.
- F. No *driver* shall report for duty or remain on duty requiring the performance of *safety sensitive functions* while the *driver* uses or is under the influence of any *controlled substance*, except when the use is pursuant to the instructions of a physician who has advised the *driver* that the substance does not adversely affect the *driver's* ability to safely operate a vehicle, and the *driver* has informed the County of the use of the *controlled substance*. The County reserves the right to restrict a *driver* from performing *safety sensitive functions* when, in the opinion of the County, lawful use of a *controlled substance* renders the *driver* unable to perform his or her *safety sensitive functions* safely or in accordance with the standards prescribed by the County.
- G. No *driver* shall report for duty, remain on duty or perform a *safety sensitive function* if the *driver* tests positive for *controlled substances*.
- H. No *driver* may refuse to submit to any *alcohol* or *controlled substance test* required under this Article.

4. TESTING FOR ALCOHOL AND CONTROLLED SUBSTANCES

- A. Pre-Employment Testing: All *job applicants* who have received a contingent job offer and all *employees* who transfer to a job position subject to the provisions of this Article III, shall be subject to pre-employment *drug testing*, and must successfully pass the *drug test* by receiving a negative test result for the presence of *drugs*. A refusal to submit a *drug test* or a positive *confirmed drug test* shall constitute sufficient basis for refusing to hire a *job applicant*.
- B. Post-Accident Testing: As soon as practicable following an accident involving a commercial motor vehicle, each *driver* shall be tested for *alcohol* and *controlled substances* who either (a) was performing *safety sensitive functions* with respect to the vehicle, if the accident involved the loss of human life; or (b) who is documented as at fault under state or local law for a moving traffic violation arising from the accident, if the accident involved bodily injury to any person who, as a result of the injury, immediately receives medical treatment away from the scene or the accident; or (c) if any of the vehicles involved incurred disabling damage.

1. Tests for *alcohol* will be administered within eight (8) hours after the accident. Tests for *controlled substances* will be administered within thirty-two (32) hours following the accident.
 2. The *driver* shall remain available for such testing or will be deemed by the County to have refused to submit to testing. The *driver* must contact his or her supervisor for instructions related to post-accident *drug* or *alcohol testing*.
- C. Random Testing: All *drivers* shall be subject to unannounced *random testing* for *alcohol* and/or *controlled substances*. *Random alcohol testing* will be administered while a *driver* is performing *safety sensitive functions*, just before the *driver* is to perform *safety sensitive functions*, or just after the *driver* has ceased performing such functions.
1. *Drivers* who are selected for *random testing* shall proceed to the directed test site immediately upon being notified. *Random testing* for *controlled substances* does not have to be conducted in immediate time proximity to performing *safety sensitive functions*.
 2. *Drivers* are randomly selected for testing from a “pool” of *drivers* subject to testing. The testing dates and times are unannounced and are with unpredictable frequency throughout the year. Each year, the number of *random tests* conducted by the County will be consistent with the percentage set forth in 49 CFR. §382.305 for *drivers* performing *safety sensitive functions*. Some *drivers* may be tested more than once a year; some may not be tested at all depending on the random selection.
- D. Reasonable Suspicion Drug Testing: The County will require a *driver* to submit to an *alcohol* and/or *controlled substance drug* test when the County has *reasonable suspicion* to believe that the *driver* is using or has used *alcohol* and/or *controlled substances* in violation of this Article. *Reasonable suspicion* of *controlled substance* use may include indication of the chronic and withdrawal effects of *controlled substances*.
1. *Drivers* will be required to submit to *reasonable suspicion drug testing* for *alcohol* or *controlled substances* when a supervisor has reasonable suspicion to believe that a *driver* is using or has used *alcohol* or *controlled substances* in violation of this Policy. The supervisor will document the circumstances which formed his or her determination of reasonable suspicion in writing within three (3) working days from the date of his or her determination. A copy of this documentation will be given to the *driver* upon request.
 2. A *driver* shall be directed to undergo *reasonable suspicion drug testing* for *alcohol* while the *driver* is performing *safety sensitive functions*, just before the *driver* is to perform *safety sensitive functions*, or just after the

driver has ceased performing such functions. *Reasonable suspicion drug tests* will be administered within eight (8) hours following the determination that reasonable suspicion exists.

- E. Return to-Duty and Follow-Up Testing: Should a *driver* complete the counseling or treatment program, as required by a *substance abuse professional*, in lieu of being terminated in connection with a violation of this Article, the *driver* shall be required to undergo a Return-to-duty *alcohol* or *controlled substance* test, whichever is applicable.
1. No *driver* will be permitted to return to duty unless, in the case of *alcohol* tests, the *alcohol* concentration is less than 0.02, or, in the case of *controlled substances*, there is a verified negative result to the test.
 2. A *driver* who, in accordance with this Article, has been determined by a *substance abuse professional* to require assistance in resolving an *alcohol* or *drug* issue must be tested periodically upon his or her return to duty for a minimum of six (6) tests in the first twelve (12) months following the *driver's* return to duty. Testing will continue for a period not to exceed five (5) years following the return to duty. Follow-up testing will be unannounced; however, a *driver* will only be directed to undergo Follow-up *alcohol* testing while the *driver* is performing *safety sensitive functions*, just before the *driver* is to perform *safety sensitive functions*, or just after the *driver* has ceased performing such functions. A *driver* may have to undergo Return-to-duty or Follow-up testing for both *alcohol* and *controlled substances* if the *substance abuse professional* evaluating the *driver's* situation determines that Return-to-duty and Follow-up testing for both *alcohol* and *controlled substances* is necessary for that particular *driver*. The use of the *EAP* or *drug* or *alcohol rehabilitation program* shall be at the *driver's* sole expense.
- F. Fitness-for-Duty Testing: All *drivers* who are subject to a fitness-for-duty medical examinations must take a *drug* and *alcohol* test as part of their medical examination.

5. TESTING PROCEDURES

All testing for *alcohol* and *controlled substances* shall be administered in accordance with the regulations issued by the U.S. Department of Transportation, 49 CFR. Part 40, as amended. Copies of these regulations shall be made available upon request.

6. SUBSTANCE ABUSE PROFESSIONALS

- A. If the County decides to not terminate a *driver* after a violation of this Policy, the County may require the *driver* to be evaluated by a *substance abuse professional* of the County's choosing and at the County's expense. That *substance abuse professional* will determine what, if any, assistance the *driver* may need to resolve his or her *alcohol* and/or *drug* issue. The *substance abuse professional* shall then

refer the *driver* to a counseling or treatment program from which the professional receives no remuneration or in which the professional has no financial interest. The *substance abuse professional* shall continue to evaluate whether the *driver* has followed the course of action that the *substance abuse professional* prescribed in his or her initial evaluation. Any program that the *driver* undertakes on the recommendation of the *substance abuse professional* shall be at the *driver's* expense. The *driver* must successfully comply with the *substance abuse professional's* evaluation recommendations prior to the *driver* performing *safety-sensitive functions*.

- B. Each *driver* or *job applicant* who violates this Policy shall be provided the names, addresses and telephone numbers of *substance abuse professionals*, counseling, *employee assistance program*, and treatment programs which may assist the *driver* in evaluating and resolving problems with *alcohol* and *controlled substances*, unless otherwise terminated or not hired. The *driver* is responsible for any expense associated with seeking treatment with *substance abuse professionals*, counseling, or treatment programs, unless the County requires a *driver* to be evaluated by a *substance abuse professional*.

7. CONSTRUCTION

In the event of a conflict between the provisions of this Article III and the provisions of Article I of this Policy, the provisions of Article III shall prevail.

APPENDIX A

List of Common Medications

Alcohol	All liquid medications containing ethyl alcohol (ethanol). Please read the label for alcohol content. As an example, Vick's Nyquil is 25% (50 proof) ethyl alcohol, Comtrex is 20% (40 proof), Contact Severe Cold Formula Night Strength is 25% (50 proof) and Listerine is 26.9% (54 proof).
Amphetamines	Obetrol, Biphedamine, Desoxyn, Dexedrine, Didrex, Ionamine, Fastin.
Cannabinoids	Marinol (Dronabinol, THC).
Cocaine	Cocaine HCl topical solution (Roxanne).
Phencyclidine	Not legal by prescription.
Methaqualone	Not legal by prescription.
Opiates	Paregoric, Parepectolin, Donnagel PG, Morphine, Tylenol with Codeine, Empirin with Codeine, APAP with Codeine, Aspirin with Codeine, Robitussin AC, Guiatuss AC, Novahistine DH, Novahistine Expectorant, Dilaudid (Hydromorphone), M-S Contin and Roxanol (morphine sulfate), Percodan, Vicodin, Tussi-organidin, etc.
Barbiturates	Phenobarbital, Tuinal, Amytal, Nembutal, Seconal, Lotusate, Fiorinal, Fioricet, Esgic, Butisol, Mebaral, Butabarbital, Butalbital, Phrenilin, Triad, etc.
Benzodiazepines	Ativan, Azene, Clonopin, Dalmane, Diazepam, Librium, Xanax, Serax, Tranxene, Valium, Verstran, Halcion, Paxipam, Restoril, Centrax.
Methadone	Dolophine, Metadose.
Propoxyphene	Darvocet, Darvon N, Dolene, etc.

Due to the large number of obscure brand names and constant marketing of new products, this list cannot and is not intended to be all-inclusive.

APPENDIX B

List of Employee Assistance Programs and Drug Rehabilitation Programs

Leon County EAP provider is:

Mr. Steve Serventi
Employee Management Systems
908 Thomasville Road
PO Box 3846
Tallahassee, FL 32315
Phone: (850) 422-2000

**Board of County Commissioners
Leon County, Florida**

Policy No. 16-___

Title: Employee Assistance Program

Date Adopted: January 26, 2016

Effective Date: February 1, 2016

Reference: Section 440.102, Florida Statutes; Personnel Policies and Procedures Manual, Section 6.11 Employee Assistance Program

Policy Superseded: N/A

It shall be the policy of the Board of County Commissioners of Leon County, Florida, that a new Policy is hereby adopted, to-wit:

The Leon County Board of County Commissioners recognize that a wide range of problems, not directly job related, can affect job performance. However, drug, alcohol, behavioral and stress related issues can be successfully treated. The Employee Assistance Program (EAP) is intended to help those employees who have personal issues, behavioral or stress problems, drug or alcohol abuse issues or other matters impacting their work performance. Those employees may be provided confidential consultation and treatment as necessary to prevent drug, alcohol, behavioral and stress related issues from progressing to a degree at which the Employee can no longer work effectively.

1. PURPOSE

The Employee Assistance Program (EAP) has been established to assist employees, who develop alcohol, drug, behavioral or stress related problems that result in or contribute to substandard job performance, by providing confidential consultation, treatment and rehabilitation. The EAP is voluntary and available to all County employees. However, an employee may be referred to the EAP by the County when the employee's situation has deteriorated to a degree that it affects job performance, under such circumstances, EAP participation may be mandatory.

2. AUTHORITY

This Policy is adopted in accordance with section 440.102, Florida Statutes, and Section 6.11, Personnel Policies and Procedures Manual.

3. DEFINITIONS

- A. **Alcohol Abuse:** shall mean the use or abuse of alcoholic beverages which interferes with job performance or in violation of the Drug and Alcohol Free Workplace Policy, No. 16-____, as amended.
- B. **Behavioral Problems:** shall mean any manner by which one conducts oneself or behaves toward coworkers, or others, which seriously and repeatedly interferes with job performance or the job performance of others.
- C. **Employee Assistance Plan:** shall mean an established program capable of providing expert assessment of employee personal concerns; confidential and timely identification services with regard to employee substance or alcohol abuse; referrals of employees for appropriate diagnosis, treatment, and assistance; and follow-up services for employees who participate in the program or require monitoring after returning to work.
- D. **Stress Problems:** shall mean any adverse family situation, emotional problem, financial difficulty, legal entanglement, marital problem, grief or other personal problem which seriously and repeatedly interferes with job performance.
- E. **Substance Abuse:** shall mean the use or abuse of any drug, which interferes with job performance or in violation of the Drug and Alcohol Free Workplace Policy, No. 16-____, as amended.

4. ADMINISTRATION

- A. The County Administrator shall appoint an Employee Assistance Coordinator for the County who shall, in conjunction with the Human Resources Director:
 - 1. Promote employee awareness and supervisory understanding of the available benefits of the EAP and assure continued visibility and accessibility to the program.
 - 2. Coordinate and conduct ongoing employee and supervisory training.
 - 3. Maintain records to document employee participation and evaluate overall program effectiveness, subject to confidentiality requirements set forth herein.
 - 4. Provide reports to the County Administrator, as appropriate.
 - 5. Provide technical assistance to Division Directors.
 - 6. Function as a liaison between the County and the EAP provider.
 - 7. Maintain familiarity with designated community diagnostic and referral resources.

8. Review prospective cases and advise supervisors on appropriate handling of employees with regard to the EAP.
9. Should an employee referral to the EAP be made, the Employee Assistance Coordinator may, depending on the circumstances advise the supervisor and make recommendations to the supervisor regarding the handling of any special accommodations required during the EAP process, when appropriate.
10. Develop operational guidelines and forms, as needed.

B. Management and Supervisory Responsibilities.

1. It is the responsibility of the immediate employee supervisor to know the extent of absenteeism, tardiness, emotional and personality problems, and the deterioration of work performance which may be associated with behavioral or stress problems, alcohol or substance abuse. The supervisor shall detect and document deteriorating work performance and address same with the employee on that basis. Disciplinary actions taken must be in accordance with the Personnel Policy and Procedures Manual. Any employee exhibiting a continuing job performance problem not readily corrected by normal administrative procedures may be considered for the EAP.
2. Immediate supervisors shall recognize changes in work performance and unusual behavior and communicate same to the subject employee. Symptoms affecting job performance which indicate behavioral or stress problems, alcohol or substance abuse may include the following:
 - a. Assignment failures.
 - b. Excessive absenteeism and tardiness.
 - c. Unexcused absences.
 - d. Deteriorating personal appearance.
 - e. Verbal altercations with fellow employees.
 - f. Prolonged lunch hours.
 - g. Frequent unauthorized disappearances from work.
 - h. A marked change in behavioral activity levels.
 - i. Poor judgment.
 - j. Moodiness, depression or anxiety.
3. Immediate supervisors shall maintain documentation concerning instances in which an employee's work performance or behavior fails to meet expected standards or in which the individual's pattern of performance deteriorates.
4. Immediate supervisors may explain the assistance offered under the EAP and encourage the employee to take advantage of the program or request the Employee Assistance Coordinator meet with the employee.

5. Employee referrals to the EAP shall be made in accord with Section 5 hereof.

5. REFERRALS

Types of Referrals include:

- A. Self-Referral. Individual employees who recognize they have behavioral or stress, alcohol or substance abuse related problems and wish to voluntarily seek help may do so by contacting the Employee Assistance Coordinator. However, employees or members of his/her immediate family who wish to seek assistance through the EAP may also do so by contacting the EAP service provider directly. Employees need not disclose a self-referral. Such participation is encouraged and shall be handled in a confidential manner.
- B. Formal Supervisory Referral.
 1. Formal supervisory referral is made by the supervisor when an employee's conduct or work performance has reached a level or pattern that warrants disciplinary or administrative action.
 2. Formal supervisory referrals may be processed only upon consultation with the Employee Assistance Coordinator, Division Director and Human Resources Director.
 3. Formal supervisory referrals are voluntary and are not required to be accepted by the employee.
 4. The Employee Assistance Coordinator will send the formal supervisory referral to the EAP provider. The EAP provider will inform the Employee Assistance Coordinator whether the employee complied with or did not comply with the recommended treatment plan. However, details concerning the recommended treatment plan will not be shared with the County and shall remain confidential.
- C. Condition of Employment Referral.
 1. A condition of employment referral occurs when circumstances dictate that the employee may only remain employed if the employee enters the EAP as a result of problems which seriously and adversely affect work performance or employee conduct, and successfully completes a treatment plan, if any.
 2. The EAP provider will inform the Employee Assistance Coordinator only whether the employee enters EAP, and complied with or did not comply with the EAP provider recommended treatment plan. However, details concerning the recommended treatment plan will not be shared with the County and shall remain confidential.

3. If the EAP provider informs the Employee Assistance Coordinator that the employee has not complied with the EAP provider recommended treatment plan, administrative or disciplinary action may be taken, the extent of which will depend on the circumstances involved. Action will only be taken upon consultation with the Employee Assistance Coordinator, the Division Director and Human Resources Director.

D. Substance or Alcohol Abuse Referral.

1. When substance or alcohol abuse is reasonably suspected, EAP may be offered to an employee. Depending on the circumstances, a substance or alcohol abuse referral may be deemed a condition of the employment referral.
2. Substance or alcohol abuse referrals may be requested by the immediate supervisor, upon consultation with the Employee Assistance Coordinator, the Division Director and the Human Resources Director.
3. Utilization of EAP treatment plans for substance or alcohol abuse may be offered in a situation involving a violation of the Drug and Alcohol Free Workplace Policy. Any disciplinary action which may be appropriate may be held in abeyance while the employee complies with the EAP treatment plan. However, failure to complete the EAP treatment plan for substance or alcohol abuse may result in the disciplinary action being taken.

6. PARTICIPATION IN EAP.

A. Counseling Services.

The EAP provides services to assist employees resolve a wide range of problems that may arise and interfere with family, work, and other important areas of life. The EAP allows employees the opportunity to meet with a professional counselor who will assist the employee in identifying the source of the problem and develop a plan to resolve or handle it.

The EAP can help resolve a broad range of issues including: relationship problems, family difficulties, stress, anxiety, alcohol/drug dependency, grief issues, financial struggles, legal matters, workplace issues, job relationships, emotional concerns and other personal or work/life balance issues or challenges.

B. Payment for EAP Services.

There is no charge for the initial assessment and referral consultation regardless of whether the visit is the result of a self-referral, formal supervisory referral, condition of employment or substance or alcohol abuse referral. Should additional counseling be necessary, the EAP provider may take into consideration the employee's financial status and may adjust the professional fees in accordance with any available funding subsidies for which the employee may be eligible. The employee is responsible for payment for

care or counseling after the initial assessment has taken place, whether a self-referral, formal supervisory referral, condition of employment referral or substance and alcohol abuse referral.

C. Employee Responsibilities.

Employees are obligated to maintain a satisfactory work performance and to abide by County standards of conduct regardless of participation in the EAP. Employees are responsible for resolving personal problems interfering with the employee's maintenance of satisfactory work performance or interfering with the employee's compliance with standards of conduct. Nothing herein shall be deemed as an entitlement to the EAP and depending on the seriousness of any violation of County policy or circumstances, immediate disciplinary action may be warranted, up to and including dismissal.

D. Duty Status During EAP Participation.

Time used by an employee for an initial EAP evaluation, up to two (2) hours, shall be considered as time-worked. Thereafter, time used by an employee for visits to an EAP provider, including follow-up drug and alcohol testing, and all counseling sessions that follow, shall require the employee's use of annual, sick, compensatory leave or leave without pay. Approval to use such time for this purpose shall not be unreasonably denied by the supervisor.

E. Employee Rights.

1. Confidentiality. Records of EAP treatment by an employee or his immediate family will be maintained only in clinic or treatment files of the EAP provider. No record of treatment will be maintained in the employee's personnel file or in any other official departmental files. No information concerning the employee's treatment may be released by the EAP provider to any person without the express written consent of the employee. An employee cannot be compelled to provide such consent. All information shall be privileged and kept confidential.
2. Job Security. An employee's job security may not be jeopardized, nor will disciplinary action be taken solely for participation or non-participation in the EAP through a self or formal supervisory referral.
3. Right to Refuse Referral. An employee has the right to refuse referral into the EAP program and may discontinue participation at any time, except for condition of employment and substance or alcohol abuse referrals requiring mandatory EAP treatment plan compliance.

BOARD OF COUNTY COMMISSIONERS

INTER-OFFICE MEMORANDUM

VIA ELECTRONIC DELIVERY

TO: Candice Wilson, Director of Human Resources

FROM: Patrick T. Kinni, Esq., Deputy County Attorney

DATE: January 14, 2016

SUBJECT: Drug and Alcohol Free Workplace Policy and Drug Testing

The purpose of this memorandum is to set forth the background and rationale behind the proposed revisions to Leon County Policy No. 96-8 "Drug Testing Policy," as proposed by the Office of the County Attorney. Due to the Courts recent decision in Voss v. City of Key West, 24 F.Supp.3d 1219 (S.D. Fla. 2014), our office met with Kim Dressel, Human Resources Director, Karen Melton, Risk Manager, and Amy Cox, Human Resources Manager, to discuss the application of County Policy No. 96-8 with regard to the issuance of drug tests for post-offer, pre-employment applicants. As a result of that meeting, it was agreed that the County Attorney's Office would re-write the Policy to clarify that only applicants for safety-sensitive positions are required to submit to post-offer, pre-employment drug tests.

Leon County utilizes a drug free workplace program based upon the requirements set forth in Section 440.102, Florida Statutes, pursuant to Florida law. As mentioned in more detail below, the U.S. District Court for the Southern District of Florida in Voss v. City of Key West, describes the legal parameters for drug testing of applicants for employment in the public sector. Essentially, the Court highlights what Florida law clearly states at Section 440.102(1)(j), Florida Statutes, that "[f]or a public employer, 'job applicant' means only a person who has applied for a special-risk or mandatory-testing position." The case also provides excellent guidance on the job characteristics of positions classified as safety-sensitive [mandatory-testing positions and special-risk positions (under state law) or commercial driver's license (CDL) positions (under federal law)].

By way of analysis we offer the following. The Fourth Amendment to the U.S. Constitution provides that "[t]he right of the people to be secure in their persons, houses, papers, and effects, against unreasonable searches and seizures, shall not be violated... ." The purpose of the Fourth Amendment is to guarantee the privacy, dignity and security of the people against certain arbitrary and invasive acts of the government, even in those instances where the government acts in its capacity or role as employer. See, Skinner v. Railway Labor Executives' Association, 489 U.S. 602, 613 (1989). In contrast to private sector employers, who are not subject to the requirements of compliance with the Fourth Amendment, counties, as political subdivisions of the state, are considered state actors under the Constitution, and are therefore required to comply with the Fourth Amendment.

Candice Wilson, Director of Human Resources
January 13, 2016
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As gleaned from the language of the Fourth Amendment, its purpose is to protect a person's reasonable expectation of privacy and security against unreasonable searches and seizures by the government. This is not to say that all governmental searches and seizures are considered unconstitutional; rather, it is only those that are determined to be unreasonable which are considered in violation of the Fourth Amendment. See, Skinner, 489 U.S. at 619. The United States Supreme Court has repeatedly held that drug and alcohol testing are forms of "searches" in a Fourth Amendment context. Therefore, the government as an employer is only permitted to test its employees for drug and alcohol use in a manner which is not "unreasonable" under the Fourth Amendment. Not only does this constitutional prohibition prohibit random, suspicionless testing of current employees, it applies to applicants and new hires as well. See, Barron v. City of Hollywood, 93 F.Supp.2d 1337 (S.D. Fla. 2000); Voss v. City of Key West, 24 F.Supp.3d 1219 (S.D. Fla. 2014).

Nevertheless, there remain certain categories of employees and job applicants and specific situations for which drug and alcohol testing is acceptable and will not be in violation of the Fourth Amendment to the Constitution. The critical factor is that any such testing regimen must comply with the guidelines established by the courts and be narrowly tailored to protect the public's safety interest and be properly designed and administered in accordance with law.

Under the federal Omnibus Transportation Employee Testing Act of 1991 (49 U.S.C. §§ 31301 and 31306), persons who operate commercial motor vehicles are required to have a commercial driver's license (CDL). Federal regulations require employers, including counties, to perform drug and alcohol testing of these employees in certain situations. Thus, testing of CDL employees is required post-offer, pre-employment; under reasonable suspicion; upon return to duty after a positive test; and random for drug and alcohol use. Such testing is to be administered in strict compliance with the Code of Federal Regulations governing same.

For non-CDL public sector employees, the provisions of Section 440.102, Florida Statutes (the Florida "Drug-Free Workplace Program") govern drug and alcohol testing. As noted above, Section 440.102(1)(j) provides that post-offer, pre-employment drug testing is only permitted for public sector job applicants who have applied for a "special-risk or mandatory-testing position." Interestingly, however, Section 440.102(4)(b) does not preclude a private employer from conducting random tests or any other testing of employees for drugs and alcohol, if otherwise permitted under law.

Both safety-sensitive and mandatory testing positions are defined under Section 440.102(1), Florida Statutes. In the case of Voss v. City of Key West, 24 F.Supp.3d 1219 (S.D. Fla. 2014), the United States District Court, Southern Division, ruled on the constitutional appropriateness of a job applicant whose conditional offer of employment with the City of Key West was withdrawn after the applicant failed to submit to a post-offer, pre-employment drug test. In that case, the job applicant refused to submit to the drug test and was not hired by the City of Key West. Using a Fourth Amendment analysis, the Court reviewed the policy of the City requiring all post-offer, pre-employment applicants be drug tested. Thereupon, it found that absent a special need sufficient under the Fourth Amendment to justify its policy of suspicionless drug testing of all applicants for employment, and since the applicant's position was not a safety-

Candice Wilson, Director of Human Resources
January 13, 2016
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sensitive position, the policy was unconstitutional as applied to the Plaintiff. The Court also analyzed two interesting arguments set forth by the City, one being that a portion of the duties of the position in question was to provide educational presentations to school aged children, thereby rendering the position safety-sensitive. The Court rejected the argument based on findings that the position in question had no *in loco parentis* (in the place of a parent) responsibilities; was not entrusted with the supervision, safety or security of children; nor be in the possession of “dangerous machinery and hazardous substances” during presentations to the children. *Id.* at 1227. Further, the City argued that suspicionless drug testing of applicants is reasonable because applicants can refrain from applying for positions which require pre-employment drug testing. The Court rejected this argument finding that “there is no precedent in this circuit which holds that the government can violate a person’s rights under the Fourth Amendment so long as prior notice of the impending violation is given.” *Id.* at 1228.

Of significant interest, on March 22, 2011, Governor Scott issued Executive Order 11-58 requiring the random drug testing of all current employees of state agencies in the State of Florida. That Executive Order was immediately challenged in the Federal District Court by the American Federation of State, County and Municipal Employees, Council 79 (AFSCME). The District Court ruled in favor of AFSCME and enjoined implementation of Governor Scott’s Executive Order as to all 85,000 current state employees. That decision was appealed by the Governor to the 11th Circuit Court of Appeals. On May 29, 2013, the Court of Appeals determined that the drug testing policy was in violation of the Fourth Amendment, but also held that the lower court’s order, which covered all state employees, should be reviewed to distinguish between safety-sensitive and non-safety-sensitive positions, remanding the case back to the District Court for such purpose. American Federation of State, County and Municipal Employees Council 79 v. Scott, 717 F.3d 851 (11th Cir. 2013), cert. den. 134 S.Ct. 1877 (2014).

The Court reasoned that the kind of drug testing contemplated by the Executive Order has previously been found by the Supreme Court to implicate privacy interests for purposes of a Fourth Amendment search and seizure analysis. Thus, the fundamental question remains for the Court to resolve, whether the random drug testing policy constitutes a reasonable search under the Fourth Amendment. In a criminal setting, a search may only be made upon a showing of probable cause in order to obtain a search warrant, subject to exigent circumstance exceptions. However, the case concerning Executive Order 11-58 involved the assertion by a government employer of the right to drug test individuals simply due to their status as governmental employees. The Court recognized that the Fourth Amendment applies to government acts in addition to criminal matters when the government acts in its capacity as an employer. Simply put, “[i]ndividuals do not lose Fourth Amendment rights merely because they work for the government instead of a private employer.” See, O’Connor v. Ortega, 480 U.S. 709, 717 (1987). Governor Scott argued that state employees had consented to such drug testing by submitting to the request rather than voluntarily terminating their employment, and thus, the employees had consented to the search. The Court of Appeals found that “[i]n effect, the State is offering its employees this Hobson’s choice: either they relinquish their Fourth Amendment rights and produce a urine sample which carries the potential for termination, or they accept termination immediately.” See, American Federation of State, County and Municipal Employees Council 79 v. Scott, 717 F.3d at 873.

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The Court of Appeals flatly rejected the Governor's argument stating that "we do not agree that employees' submission to drug testing, on pain of termination, constitutes consent under governing Supreme Court case law." Id. While consent to a search is constitutionally permissible, "employees who must submit to a drug test or be fired are hardly acting voluntarily, free of either expressed or implied duress and coercion." Id. at 874. "Surrendering to drug testing in order to remain eligible for a government benefit such as employment or welfare, whatever else it is, is not the type of consent that automatically renders a search reasonable as a matter of law." Id. at 875. Further, "if a search is unreasonable, a government employer cannot require that its employees consent to that search as a condition of employment". Id., citing Pickering v. Board of Education, 391 U.S. 563, 568 (1968).

The Governor sought relief from the U.S. Supreme Court of the Court of Appeals ruling. However, on April 21, 2014, the Supreme Court declined to review the constitutionality of the Executive Order, thus, the issue of whether a public employer may force all employees to submit to random searches without some good cause is decidedly settled in the negative.

Please contact our office should you have any questions concerning the above.

PTK/et

cc: Herbert W. A. Thiele, County Attorney
Vincent S. Long, County Administrator
Alan Rosenzweig, Deputy County Administrator
Karen Melton, Risk Manager
Jessica M. Ierman, Assistant County Attorney

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**Leon County
Board of County Commissioners**


Notes for Agenda Item #3

Leon County Board of County Commissioners

Cover Sheet for Agenda #3

February 9, 2016

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Approval of Payment of Bills and Vouchers Submitted for February 9, 2016 and Pre-Approval of Payment of Bills and Vouchers for the Period of February 10 through March 7, 2016

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 February 9, 2016, and pre-approve the payment of bills and vouchers for the period of February 10 through March 7, 2016.

Title: Approval of Payment of Bills and Vouchers Submitted for February 9, 2016 and Pre-Approval of Payment of Bills and Vouchers for the Period of February 10 through March 7, 2016

February 9, 2016

Page 2

Report and Discussion

This agenda item requests Board approval of the payment of bills and vouchers submitted for approval February 9, 2016 and pre-approval of payment of bills and vouchers for the period of February 10 through March 7, 2016. The Office of Financial Stewardship/Management and Budget (OMB) reviews the bills and vouchers printout, submitted for approval during the February 9, 2016 meeting, the morning of Monday, February 8, 2016. 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 March 8, 2016, it is advisable for the Board to pre-approve payment of the County's bills for February 10 through March 7, 2016, 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 February 9, 2016, and pre-approve the payment of bills and vouchers for the period of February 10 through March 7, 2016.
2. Do not approve the payment of bills and vouchers submitted for February 9, 2016, and pre-approve the payment of bills and vouchers for the period of February 10 through March 7, 2016.
3. Board direction.

Recommendation:

Option #1.

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**Leon County
Board of County Commissioners**


Notes for Agenda Item #4

Leon County Board of County Commissioners

Cover Sheet for Agenda #4

February 9, 2016

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Approval of Agreement Awarding Bid to DISC Village as the Provider for the Leon County Felony Drug Court Program

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:	Grant Slayden, Court Administration Shelly Kelley, Purchasing Director

Fiscal Impact:

This item has a fiscal impact. The attached resolution and budget amendment appropriates additional grant funding in the amount of \$27,401 to assist in funding Drug Court (Attachment #1). The balance of funding for the Leon County Felony Adult Drug Court Program is provided through client user fees. Leon County provides no program funding.

Staff Recommendation:

Option #1: Approve the award of the solicitation to DISC Village for Leon County Felony Drug Court Service Provider, authorize staff to negotiate the agreement, and authorize the County Administrator to execute the agreement in a form approved by the County Attorney.

Option #2: Approve the Resolution and associated Budget Amendment Request

Report and Discussion

Background:

The Leon County Felony Drug Court is a partnership among the Second Judicial Circuit Court, Office of the State Attorney, Public Defender's Office, Florida Department of Corrections Probation and Parole, and the provider of substance abuse treatment. The primary goal of the Leon County Felony Drug Court is to provide immediate treatment to the adult drug offender with no extensive criminal history. Successful defendants avoid a felony record while receiving treatment for substance abuse.

Services include a twelve-month, three phase approach to substance abuse which encompasses educational components with substance abuse testing and treatment. This program provides early intervention and serves as a meaningful alternative to commitment for the defendant who can adequately and safely function in the community with drug treatment support. Historically, the program has between 50 and 100 participants at any one time. Expected contract value to potential vendors ranged from \$90,000 to \$120,000 per year depending upon the number of program participants.

On November 3, 2015, the Leon County Purchasing Division issued Request for Proposals (RFP) BC-12-01-15-07, entitled Leon County Felony Drug Court Service Provider. The RFP was released at the request of, and in coordination with, The Office of Court Administration, as the existing contract with A Life Recovery Center, Inc. expired on January 31, 2016; a one month extension to the contract was executed making the current end date February 29, 2016.

The potential vendor requirements for this RFP differ from the previous services offered by Leon County Felony Drug Court Service Providers in two ways. First, potential vendors were encouraged to increase the value offered for a given budget by seeking potential third party health insurer reimbursement for substance abuse treatment through Medicaid or other health insurance providers under the Affordable Care Act. Second, potential vendors had to agree to accurately report comprehensive client-based information through two databases to ensure full award of grant funds.

Analysis:

The RFP for Leon County Felony Drug Court Service Provider was advertised locally on November 3, 2015. A total of 92 vendors were notified through the automated procurement system. Nine vendors requested the RFP package, which resulted in three proposals being received by the County on December 1, 2015. The respondents were A Life Recovery Center, DISC Village, and Avalon Treatment Centers.

The Evaluation Committee was formed to evaluate the proposals. The following committee members were appointed by the County Administrator:

- Nancy Daniels, Public Defender's Office, Second Judicial Circuit
- Owen McCaul, Office of the State Attorney, Second Judicial Circuit
- Wanda Hunter, Intervention & Detention Alternatives
- Barbara Hettich, Office of Court Administration
- Paul Knoll, TMH Recovery Center

The evaluation committee met on January 6, 2016 to receive the proposals, establish the process for review, elect a chair, and schedule the subsequent committee meetings. The committee met again on January 14, 2016 to discuss the overall evaluation of the proposals based on the criteria identified in the RFP and to determine the recommended award (Attachment #2). The final ranking is as follows with DISC Village being the highest ranked vendor both by points awarded and by the majority of the committee members (Attachment #3).

Vendors	Average Ranking *	Raw Score **
DISC Village	1.4	451
A Life Recovery Center	1.6	424
Avalon Treatment Centers	3	327

* Each committee member placed a 1, 2, or 3 for each firm; the average ranking is the average all five committee members with the closet to 1 being the highest ranked.

** The Raw Score is the total aggregate points from all five committee members out of a maximum of 500 possible points.

There were no MWBE aspirational targets for this solicitation due to the fact that there were no certified MWBE vendors for these services. Based on the final ranking, the Committee selected DISC Village as the top-ranked potential vendor. DISC Village already meets both of the new vendor requirements; seeking third party health insurer reimbursement for substance abuse treatment and accurately reporting comprehensive client-based information through a database.

Staff is seeking the Board's approval to award the solicitation for Leon County Felony Drug Court Service Provider and authorization for staff to negotiate the agreement and the County Administrator to execute the agreement in a form approved by the County Attorney.

Options:

1. Approve the award of the solicitation to DISC Village for Leon County Felony Drug Court Service Provider, authorize staff to negotiate the agreement, and authorize the County Administrator to execute the agreement in a form approved by the County Attorney.
2. Approve the Resolution and associated Budget Amendment Request.
3. Do not approve the award of the solicitation to DISC Village for Leon County Felony Drug Court Service Provider.
4. Board direction.

Recommendation:

Option #1 and #2.

Attachment:

1. Resolution and associated Budget Amendment Request
2. Request for Proposal
3. Summary Score Sheet

RESOLUTION NO.

WHEREAS, the Board of County Commissioners of Leon County, Florida, approved a budget for fiscal year 2015/2016; 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 9th day of February, 2016.

LEON COUNTY, FLORIDA

BY: _____
Bill Proctor, 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 2015/2016
BUDGET AMENDMENT REQUEST**

No: BAB16005
Date: _____

Agenda Item No: _____
Agenda Item Date: 2/9/2016

County Administrator

Deputy County Administrator

Vincent S. Long

Alan Rosenzweig

**Request Detail:
Revenues**

Account Information					Current Budget	Change	Adjusted Budget
<i>Fund</i>	<i>Org</i>	<i>Acct</i>	<i>Prog</i>	<i>Title</i>			
125	943085	33420	000	DCF Drug Testing	23,232	27,041	50,273

Subtotal: 50,273

Expenditures

Account Information					Current Budget	Change	Adjusted Budget
<i>Fund</i>	<i>Org</i>	<i>Acct</i>	<i>Prog</i>	<i>Title</i>			
125	943085	53400	622	Other Contractual Services	23,232	27,041	50,273

Subtotal: 50,273

Purpose of Request:

This budget amendment allocates an additional \$27,041 from the Florida Department of Children and Family grant allocation through Big Bend Community Based Care. This will recognize the total grant appropriation of \$50,273 from DCF.

Group/Program Director

Senior Analyst

Scott Ross, Director, Office of Financial Stewardship

Approved By: Resolution Motion Administrator



REQUEST FOR PROPOSALS

FOR

LEON COUNTY FELONY DRUG COURT SERVICE PROVIDER

PROPOSAL NUMBER BC-12-01-15-07

**BOARD OF COUNTY COMMISSIONERS
LEON COUNTY, FLORIDA**

Release Date: Tuesday, November 3, 2015

I. INTRODUCTION

Leon County Board of County Commissioners “Leon County” is accepting proposals from qualified drug treatment providers for the provision of immediate treatment to the adult drug offender with no extensive criminal history. The purpose of this Request for Proposals is to secure qualification statements and proposed costs from agencies that have prior experience in the substance abuse treatment of adults involved in the judicial system.

II. GENERAL INSTRUCTIONS:

A. Response Address: The response to the proposal should be submitted in a sealed envelope/package addressed in the following manner:

Proposal Number
Purchasing Division
1800-3 N. Blair Stone Road
Tallahassee, FL 32308

B. Proposal Copies: **One ORIGINAL, five (5) copies and one electronic copy** of the Response (“Proposal”) must be furnished on or before the deadline. Responses will be retained as property of the County. **The ORIGINAL of your reply must be clearly marked “Original” on its face and must contain an original, non-electronic signature of an authorized representative of the responding firm or individual**, all other copies may be photocopies and should be printed double-sided. The contents of the proposal of the successful Proposer will become part of the contractual obligations.

C. Schedule of Events: Below in Table 1 is the current schedule of the events that will take place as part of this solicitation. Leon County reserves the right to make changes or alterations to the schedule as the Leon County determines is in the best interest of the public. If any changes to the Schedule of Events are made, Leon County will post the changes on the Leon County website either as a public meeting notice, or as an addendum, as applicable. **It is the responsibility of Registered Planholders and other interested persons and parties to review the Purchasing Division’s website to stay informed of the Schedule of Events, addenda to the RFP, and public meetings.** The website address is: <http://www.leoncountyfl.gov/procurementconnect/>.

Table 1 - Schedule of Events	
Date and Time (all eastern time)	Event
November 3, 2015	Release of the RFP
November 10, 2015 10:00 AM	PRE-PROPOSAL MEETING (NOT MANDATORY): Date and time the Pre-Proposal Meeting will be held in the Leon County Purchasing Division, located at 1800-3 North Blair Stone Road, Tallahassee, FL 32308. This will be a public meeting that the public is invited to attend.
Not later than: November 13, 2015 @ 5:00 PM	QUESTIONS/INQUIRIES DEADLINE: Date and time by which written questions and inquiries regarding the RFP must be received by the Leon County Purchasing Division via e-mail submittal to Shelly Kelley at kelleys@leoncountyfl.gov and Don Tobin at tobind@leoncountyfl.gov Respondents are requested to send the e-mail to both representatives.

Table 1 - Schedule of Events	
Date and Time (all eastern time)	Event
Not later than: December 1, 2015 @ 2:00 PM EST	OPENING DATE: Date and time by which Proposals must be received by the Leon County Purchasing Division, located at 1800-3 North Blair Stone Road, Tallahassee, FL 32308

- D. Pre-Proposal Meeting: A Pre-Proposal Meeting will be held at the date, time and location identified in the Schedule of Events. Respondent’s attendance at the Pre-Proposal Meeting is **NOT MANDATORY**. The Pre-Proposal Meeting will be a public meeting that the public is invited to attend either physically in person, or by dialing into an audio conference, at their option. Instructions for conferencing in will be provided as part of the public meeting notice, which will be posted on the website listed above for public meetings no less than 72 hours in advance of the Pre-Proposal Meeting. **All questions of Respondents to be discussed at the Pre-Proposal meeting must be submitted in writing by the deadline identified in the Schedule of Events as the Deadline for Pre-Proposal Meeting Questions. Such questions shall be e-mailed to:** Shelly Kelley at kelleys@leoncountyfl.gov and Don Tobin at tobind@leoncountyfl.gov.

The purpose of the Pre-Proposal Meeting is to provide a forum to answer questions concerning the RFP, instructions for submitting Proposals, and other relevant issues. In the event that any discussions or questions at the Pre-Proposal Meeting require, in the Leon County's opinion, official additions, deletions, or clarifications of the RFP, Leon County will issue a written summary of questions and answers or an addendum to this RFP as the Leon County determines is appropriate. No oral representations or discussions, which take place at the Pre-Proposal Meeting, will be binding on Leon County. The Respondents will be instructed to direct all questions after the meeting to Leon County Purchasing Division.

During and after the Pre-Proposal Meeting, it is the responsibility of the Purchasing Division to ensure that Registered Planholders develop their Proposal with the same information. If a Registered Planholder receives information from Leon County relating to the RFP prior to the information cutoff date, Leon County will ensure that all Registered Planholders receive the same information in a timely fashion.

- E. Information: Any questions concerning the request for proposal process, required submittals, evaluation criteria, proposal schedule, and selection process should be directed to Shelly W. Kelley and Don Tobin at (850) 606-1600; FAX (850) 606-1601; or e-mail at kelleys@leoncountyfl.gov and tobind@leoncountyfl.gov. **Vendors are requested to send such requests to both representatives of the Purchasing Division.** Email inquiries are preferred.

Each Vendor shall examine the request for proposal documents carefully; and, no later than seven days prior to the date for receipt of proposals, he shall make a written request to the County for interpretations or corrections of any ambiguity, inconsistency or error which he may discover. All interpretations or corrections will be issued as addenda. The County will not be responsible for oral clarifications. No negotiations, decisions or actions shall be initiated or executed by the proposer as a result of any discussions with any County employee prior to the opening of proposals. Only those communications which are in writing from the County may be considered as a duly authorized expression on the behalf of the Board. Also, only communications from firms which are in writing and signed will be recognized by the Board as duly authorized expressions on behalf of proposers.

- F. Prohibited Communications: Any Form of communication, except for written communication with the Purchasing Division requesting clarifications or questions, shall be prohibited regarding a particular request for proposal, request for qualification, bid, or any other competitive solicitation between:
1. Any person or person's representative seeking an award from such competitive solicitation; and
 2. Any County Commissioner or Commissioner's staff, or any county employee authorized to act on behalf of the Commission to award a particular contract.

For the purpose of this section, a person's representative shall include, but not be limited to, the person's employee, partner, officer, director, consultant, lobbyist, or any actual or potential subcontractor or consultant of the person.

The prohibited communication shall be in effect as of the release of the competitive solicitation and terminate at the time the Board, or a County department authorized to act on behalf of the Board, awards or approves a contract, rejects all bids or responses, or otherwise takes action which ends the solicitation process.

The provisions of this section shall not apply to oral communications at any public proceeding, including pre-bid conferences, oral presentations before selection committees, contract negotiations during any public meetings, presentations made to the Board, and protest hearings. Further, the provisions of this section shall not apply to contract negotiations between any employee and the intended awardee, any dispute resolution process following the filing of a protest between the person filing the protest and any employee, or any written correspondence with any employee, County Commissioner, or decision-making board member or selection committee member, unless specifically prohibited by the applicable competitive solicitation process.

The penalties for an intentional violation of this article shall be those specified in §125.69(1), Florida Statutes, as amended, and shall be deemed supplemental to the penalties set forth in Section 1-9 of the Code of Laws, Leon County, Florida.

- G. Special Accommodation: Any person requiring a special accommodation at a Pre-Proposal Conference or Bid/RFP opening because of a disability should call the Division of Purchasing at (850) 606-1600 at least five (5) workdays prior to the Pre-Proposal Conference or Bid/RFP opening. If you are hearing or speech impaired, please contact the Purchasing Division by calling the County Administrator's Office using the Florida Relay Service which can be reached at 1(800) 955-8771 (TDD).
- H. Proposer Registration: Proposers who obtain solicitation documents from sources other than the Leon County Purchasing Division or DemandStar.com MUST officially register with the County Purchasing Division in order to be placed on the planholders list for the solicitation. This list is used for communications from the County to prospective Proposers. Also, Proposers should be aware that solicitation documents obtained from sources other than those listed above may be drafts, incomplete, or in some other fashion different from the official solicitation document(s). Failure to register as a prospective Proposer through the Purchasing Division or online through DemandStar.com may cause your submittal to be rejected as non-responsive.
- I. As a convenience to vendors, Leon County has made available via the internet lists of all registered planholders for each bid or request for proposals. The information is available on-line at

<http://www.leoncountyfl.gov/procurementconnect/> by simply clicking the planholder link at the bottom of the list of documents for each respective solicitation. A listing of the registered vendors with their telephone and fax numbers is designed to assist vendors in preparation of their responses.

- J. Proposal Deadline: Your Proposal prepared in response to this RFP must be received by the Purchasing Division at the above listed address no later than the Opening Date (date and time), as identified in the Schedule of Events, to be considered.
- K. Receipt and Opening of Vendor Responses: Vendor responses will be opened publicly at the date and time identified in the Schedule of Events as the Opening Date. A tabulation sheet of timely received Proposals will be made public and will be posted on the Purchasing Division website at: <http://www.leoncountyfl.gov/procurementconnect/>. A vendor may request, in their submittal, a copy of the tabulation sheet to be mailed in a vendor provided, stamped self-addressed envelope for their record.

Responses to the RFP received prior to the time of opening will be secured unopened. The Purchasing Agent, whose duty it is to open the responses, will decide when the specified time has arrived and no proposals received thereafter will be considered. The Purchasing Agent will not be responsible for the premature opening of a proposal not properly addressed and identified by Proposal number on the outside of the envelope/package.

Sealed bids, proposals, or replies received by the County pursuant to a competitive solicitation are exempt from public records disclosure until such time as the County posts an intended decision or until 30 days after opening of the documents, whichever is earlier.

- L. Timely Delivery: It is the Proposers responsibility to assure that the proposal is delivered at the proper time and location. Responses received after the scheduled receipt time will be marked "TOO LATE." Late proposals may be returned unopened to the vendor.
- M. Preparation Costs: The County is not liable for any costs incurred by Respondents prior to the issuance of an executed contract.
- N. Interviews: Firms responding to this RFP must be available for interviews by County staff and/or the Board of County Commissioners.
- O. Preparation and Changes: Proposal must be typed or printed in ink. All corrections made by the Proposer prior to the opening must be initialed and dated by the Proposer. No changes or corrections will be allowed after proposals are opened.
- P. Reservation of Rights: The County reserves the right to reject any and/or all proposals, in whole or in part, when such rejection is in the best interest of the County. Further, the County reserves the right to withdraw this solicitation at any time prior to final award of contract.
- Q. Cancellation: The contract may be terminated by the County without cause by giving a minimum of thirty (30) days written notice of intent to terminate. Contract prices must be maintained until the end of the thirty (30) day period. The County may terminate this agreement at any time as a result of the contractor's failure to perform in accordance with these specifications and applicable contract. The County may retain/withhold payment for nonperformance if deemed appropriate to do so by the County.

- R. Public Entity Crimes Statement: A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list. By submission of a proposal in response to this solicitation, the proposer certifies compliance with the above requirements as stated in Section 287.133, Florida Statutes.
- S. Certification Regarding Debarment, Suspension, and Other Responsibility Matters: The prospective primary participant must certify to the best of its knowledge and belief, that it and its principals are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency and meet all other such responsibility matters as contained on the attached certification form.
- T. Licenses and Registrations: The contractor shall be responsible for obtaining and maintaining throughout the contract period his or her city occupational license and any licenses required pursuant to the laws of Leon County, the City of Tallahassee, or the State of Florida.

If the contractor is operating under a fictitious name as defined in Section 865.09, Florida Statutes, proof of current registration with the Florida Secretary of State **shall be submitted** with the bid. A business formed by an attorney actively licensed to practice law in this state, by a person actively licensed by the Department of Business and Professional Regulation or the Department of Health for the purpose of practicing his or her licensed profession, or by any corporation, partnership, or other commercial entity that is actively organized or registered with the Department of State **shall submit** a copy of the current licensing from the appropriate agency and/or proof of current active status with the Division of Corporations of the State of Florida or such other state as applicable.

Failure to provide the above required documentation may result in the proposal being determined as non-responsive.

- U. Audits, Records, and Records Retention:
The Contractor shall agree:
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 participant records, financial records, supporting documents, statistical records, and any other documents (including electronic storage media) pertinent to this contract for a period of five (5) years after termination of the contract, or if an audit has been initiated and audit findings have not been resolved at the end of five (5) years, the records shall be retained until resolution of the audit findings or any litigation which may be based on the terms of this contract.

3. Upon completion or termination of the contract and at the request of the County, the Contractor will cooperate with the County to facilitate the duplication and transfer of any said records or documents during the required retention period as specified in paragraph 1 above.
4. To assure that these records shall be subject at all reasonable times to inspection, review, or audit by Federal, state, or other personnel duly authorized by the County.
5. Persons duly authorized by the County and Federal auditors, pursuant to 45 CFR, Part 92.36(l)(10), shall have full access to and the right to examine any of provider's contract and related records and documents, regardless of the form in which kept, at all reasonable times for as long as records are retained.
6. To include these aforementioned audit and record keeping requirements in all approved subcontracts and assignments.

V. Monitoring:

To permit persons duly authorized by the County to inspect any records, papers, documents, facilities, goods, and services of the provider which are relevant to this contract, and interview any participants 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.

W. Local Preference in Purchasing and Contracting:

1. Preference in requests for proposals. In purchasing of, or letting of contracts for procurement of, personal property, materials, contractual services, and construction of improvements to real property or existing structures for which a request for proposals is developed with evaluation criteria, a local preference of the total score may be assigned for a local preference, as follows:
 - a) Individuals or firms which have a home office located within Leon, Gadsden, Wakulla, or Jefferson County, and which meet all of the criteria for a local business as set forth in this section, shall be given a preference in the amount of five percent.
 - b) Individuals or firms which do not have a home office located within Leon, Gadsden, Wakulla, or Jefferson County, and which meet all of the criteria for a local business as set forth in this article, shall be given a preference in the amount of three percent.
2. Local business definition. For purposes of this section, "local business" shall mean a business which:

- a) Has had a fixed office or distribution point located in and having a street address within Leon, Gadsden, Wakulla, or Jefferson County for at least six (6) months immediately prior to the issuance of the request for competitive bids or request for proposals by the County; and
 - b) Holds any business license required by Leon County, and, if applicable, the City of Tallahassee; and
 - c) Is the principal offeror who is a single offeror; a business which is the prime contractor and not a subcontractor; or a partner or joint venturer submitting an offer in conjunction with other businesses.
3. Certification. Any vendor claiming to be a local business as defined herein, shall so certify in writing to the Purchasing Division. The certification shall provide all necessary information to meet the requirements set forth above. The Local Vendor Certification Form is enclosed. The purchasing agent shall not be required to verify the accuracy of any such certifications, and shall have the sole discretion to determine if a vendor meets the definition of a "local business."
- X. Addenda To Specifications: If any addenda are issued after the initial specifications are released, the County will post the addenda on the Leon County website at <http://www.leoncountyfl.gov/procurementconnect/>. For those projects with separate plans, blueprints, or other materials that cannot be accessed through the internet, the Purchasing Division will make a good faith effort to ensure that all registered bidders (those vendors who have been registered as receiving a bid package) receive the documents. It is the responsibility of the vendor prior to submission of any proposal to check the above website or contact the Leon County Purchasing Division at (850) 606-1600 to verify any addenda issued. The receipt of all addenda must be acknowledged on the response sheet.
- Y. Unauthorized Alien(s): The Contractor agrees that unauthorized aliens shall not be employed nor utilized in the performance of the requirements of this solicitation or any work authorized thereunder. The County shall consider the employment or utilization of unauthorized aliens a violation of Section 274A(e) of the Immigration and Naturalization Act (8 U.S.C. 1324a). Such violation shall be cause for unilateral termination of this Agreement by the County. As part of the response to this solicitation, please complete and submit the attached form "AFFIDAVIT CERTIFICATION IMMIGRATION LAWS."
- Z. Employment Eligibility Verification:
1. Contractor agrees that it will enroll and participate in the federal E-Verify Program for Employment Verification under the terms provided in the "Memorandum of Understanding" governing the program. Contractor further agrees to provide to the County, within thirty days of the effective date of this contract/amendment/extension, documentation of such enrollment in the form of a copy of the E-Verify "'Edit Company Profile' screen", which contains proof of enrollment in the E-Verify Program (this page can be accessed from the "Edit Company Profile" link on the left navigation menu of the E-Verify employer's homepage).
 2. Contractor further agrees that it will require each subcontractor that performs work under this contract to enroll and participate in the E-Verify Program within sixty days of the effective date of this contract/amendment/extension or within sixty days of the effective date of the contract between the Contractor and the subcontractor, whichever is later. The Contractor shall obtain

from the subcontractor(s) a copy of the "Edit Company Profile" screen indicating enrollment in the E-Verify Program and make such record(s) available to the Agency upon request.

3. Contractor will utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of: (a) all persons employed during the term of the Agreement by Contractor to perform employment duties within Florida; and (b) all persons (including subcontractors) assigned by Contractor to perform work pursuant to the Agreement.
 - a. Contractor must use E-Verify to initiate verification of employment eligibility for all persons employed during the term of the Agreement by Contractor to perform employment duties within Florida within 3 business days after the date of hire.
 - b. Contractor must initiate verification of each person (including subcontractors) assigned by Contractor to perform work pursuant to the Agreement within 60 calendar days after the date of execution of this contract or within 30 days after assignment to perform work pursuant to the Agreement, whichever is later.
 4. Contractor further agrees to maintain records of its participation and compliance with the provisions of the E-Verify program, including participation by its subcontractors as provided above, and to make such records available to the County or other authorized state entity consistent with the terms of the Memorandum of Understanding.
 5. Compliance with the terms of this Employment Eligibility Verification provision is made an express condition of this contract and the County may treat a failure to comply as a material breach of the contract.
- AA. Award of RFP and Protest: The proposal will be awarded as soon as possible to the responsive, responsible respondent(s) who rank highest in the evaluation process, unless otherwise stated elsewhere in this document. The County reserves the right to waive any informality in proposals and to award a proposal in whole or in part when either or both conditions are in the best interest of Leon County.

Notice of the Intended Decision will be posted on the Leon County website at: <http://www.leoncountyfl.gov/procurementconnect/> for a period of seventy-two (72) consecutive hours, which does not include weekends or County observed holidays. Any Bidder/Respondent who desires to protest the Intended Decision must file a notice of intent to protest in writing within seventy-two (72) hours after the posting of the Notice of Intended Decision. Any bid award recommendation may be protested on the grounds of irregularities in the specifications, bid procedure, or the evaluation of the bid. Such notice of intent of bid protest shall be made in writing to the Purchasing Director, 1800-3 Blair Stone Road, Tallahassee, Florida 32308.

Protestor shall file a formal written bid protest within 10 days after the date in which the notice of intent of bid protest has been submitted. Failure to file a notice of intent of bid protest or failure to file a formal written bid protest shall constitute a waiver of all rights granted under this section. The vendor shall be responsible for inquiring as to any and all award recommendation/postings.

Should concerns or discrepancies arise during the bid process, vendors are encouraged to contact the Purchasing Division prior to the scheduled bid opening. Such matters will be addressed and/or remedied prior to a bid opening or award whenever practically possible. Vendors are not to contact departments or divisions regarding the vendor complaint.

- BB. Errors and Omissions: The County and its representatives shall not be responsible for any errors or omission in the RFP. Due care and diligence has been exercised in the preparation of this RFP, and all information contained herein is believed to be substantially correct. Information is subject to review by the successful proposer.
- CC. Terms and Conditions: Leon County objects to and shall not consider any additional terms or conditions submitted by a respondent, including any appearing in documents attached as part of a respondent's response. In submitting its response, a respondent agrees that any additional terms or conditions, whether submitted intentionally or inadvertently, shall have no force or effect. Failure to comply with terms and conditions, including those specifying information that must be submitted with a response, shall be grounds for rejecting a response or placing a respondent in default.

III. SCOPE OF SERVICES:

A. Background.

The Leon County Felony Drug Court is a partnership among the Courts, Office of the State Attorney, Public Defender's Office, Florida Department of Corrections Probation and Parole, and the provider of substance abuse treatment. The primary goal of the Leon County Felony Drug Court is to provide immediate treatment to the adult drug offender with no extensive criminal history.

Services include a twelve-month, three phase approach to substance abuse which encompasses educational components with substance abuse testing and treatment. This program provides early intervention and serves as a meaningful alternative to commitment for the defendant who can adequately and safely function in the community with drug treatment support. Historically, the program has between 60 and 100 participants at any one time.

Experience in the criminal justice system and understanding of the Florida Courts and adult Criminal Justice System is preferred. Selection will be made considering the ability of professional personnel; past performance; willingness to meet time constraints and budget requirements; and recent, current, and projected workload of the proposers.

B. Leon County Felony Drug Court Program.

1. The purpose of the drug court is to establish a single drug court judge and staff to:
 - reduce drug use and criminality by the offenders;
 - diminish the stigma associated with traditional approaches by enabling program graduates to have their records sealed and expunged;
 - lessen the demand on County jail beds; and
 - avoid the costs attendant to County jail sentences.
2. To accomplish these goals the following program components were established:
 - divert qualified (first-time felony drug) offenders from the traditional sanctions approach (30 to 90 days in jail and two years probation) into this diversionary program; and
 - provide intense court services involving frequent court appearances by the offender with the judge, the public defender, and case managers.

3. Program outcomes to date include:
 - a recidivism rate of 7% (the traditional sanctions recidivism rate is 51%);
 - the expungement and sealing of most program participant records;
 - a reduced demand on County jail beds;
 - cost savings to the County by diverting offenders from the jail; and
 - a program completion rate of 70%.
4. Program targeted population includes:
 - a person charged with a felony of the second or third degree for purchase or possession of a controlled substance (Chapter 893, Florida Statutes);
 - who has not previously been convicted of a felony nor been admitted to a pre-trial diversion program; and
 - any additional criteria developed by the Felony Drug Court Program Oversight Committee, i.e., physically and mentally stable, volunteer for said treatment.
5. Minimum Provider Requirements include:
 - The provision of services similar to those outlined in this solicitation for at least three (3) years in the past five (5) years.
 - Licensed by the Florida Department of Children and Families pursuant to Chapter 397, Florida Statutes, and Chapter 65D-30, Florida Administrative Code (F.A.C.).
 - In good standing with any State or Federal agency that has a contracting relationship with the provider.
 - The option for non-faith-based services should be provided as an alternative to any faith-based services provided under this agreement.

C. Required Services.

The services to be rendered shall include:

1. Initial assessment and orientation for each participant;
2. Random drug testing (urinalysis) for each participant;
3. Therapy (individual counseling, group counseling, and relapse counseling) for each participant;
4. Drug Court staffing and proceedings attendance (typically twice a month each); and
5. Program data entry into provided databases in accordance with Big Bend Community Based Care and Second Judicial Circuit requirements.

D. Optional Services. Medical evaluation and treatment may be included in the proposal, but expected costs, outputs, and outcomes should be clearly identified separate from required services, above.

E. Payment.

The County will compensate the resultant contractor at a unit price for each of the services listed in Paragraph III.C, above. The contractor should identify the unit prices for each of the services listed. This unit price will be in addition to any co-payments and reimbursements obtained by the contractor from health insurance providers for participants admitted to the program. The Leon County Felony Drug Court program typically has 60 to 100 participants each year. The Leon County Felony Drug Court program cannot compensate the contractor more than \$120,000 per contract year for 100 participants or \$90,000 per contract year for 60 participants. This is an absolute ceiling for payment based upon expected participant fees realized at the expected range of participation.

IV. REQUIRED SUBMITTALS

Proposals are to be submitted bound by binder clips only. No manner of plastic, comb or wire bindings, three ring binders, or staples are acceptable. All copies of proposals are to be printed double-sided, on paper with no less than 30% post-consumer recycled content. As a part of our sustainability program, Leon County is reducing the excess packaging, binders, and waste associated with submittals.

Each Applicant is requested to provide the following information using the same numbering/lettering scheme as the format below.

A. Business Information

1. Firm name or Joint Venture, business address and office location, telephone number.
2. If a joint venture, list participating firms and outline specific areas of responsibility (including administrative, technical, and financial) of each firm.
3. Address of the office that is to perform the work.
4. Federal Identification Tax Number or Social Security Number.
5. If a joint venture, has this joint venture previously worked together? If yes, what projects? A copy of the joint venture agreement should be provided, if available at this time. If the joint venture agreement is not available at this time, then the selection of the firm will be subject to the County receiving and approving the joint venture agreement, prior to negotiating the contract.

B. Provider Background and Experience

1. The provider shall be licensed (as a treatment facility and/or provider for substance abuse) by the Department of Children and Families (DCF) for the site(s) where treatment services will be delivered prior to the contract date. If the provider is not licensed for the proposed services, an application for facility licensure shall be submitted to DCF before the execution of a contract for services. A copy of licensure and the most recent licensure site visit report from DCF shall be included in the proposal.
2. The provider should include a description of organizational qualifications that describe the following:
 - a. Mission statement
 - b. When the agency was founded
 - c. Target population service area
 - d. Geographic service area
 - e. Social services provided
 - f. Responsibilities, duties, and activities of the governing board
 - g. Financial management procedures
 - h. Total number of staff identified as either administrative or direct care/program staff
 - i. Total number of facilities or units, their purpose, and total capacity
 - j. A statement certifying that the provider is in good standing with any State or Federal agency that has a contracting relationship with the provider.

3. A list of current members of the provider's governing body and any advisory groups.
 4. A current organizational chart which shows the lines of authority within the organization and parent organization, if applicable. Include the effective date on the chart. The proposed program should be clearly marked with proposed staff positions identified.
 5. A chart or matrix describing the number of chemically dependent persons the provider has served in the preceding year in Leon County.
 6. A brief description of current substance abuse programs and types of persons served by these programs.
 7. Description of previous experience in working with adult offenders, if any, as well as previous and current experience in working with the courts, criminal justice agencies, and social services agencies.
 8. Letters of agreement from referral sources and organizations that will address other ancillary needs (e.g. accessible transportation to/from treatment, vocational, educational, housing, mental health, prenatal and child care services) of the target population.
- C. Personnel Background and Experience

Give brief resume of key persons to be assigned to the project including but, not limited to:

1. Name & title
2. How many years with this firm
3. How many years with other firms
4. Experience
5. Education
6. Active registrations, certifications, awards, etc.
7. Other experience and qualifications that are relevant to this project

Also provide a brief narrative on the experience of key staff to enter data into databases in accordance with Big Bend Community Based Care and Second Judicial Circuit requirements, as well as experience in seeking reimbursement through health insurance providers.

D. Program Approach/Narrative

Describe how you would approach this project, and outline the specific services to be provided. At a minimum, provide a narrative that addresses the following:

1. Program site(s): Description of the facility(ies), location, accessibility to bus routes/public transportation, hours of operation, and security.
2. Program services description: Proposals should include a brief description of the particular service proposal, what the service consists of who will perform it as well as the turnaround time or estimated completion time (e.g., urinalysis results completed and available within how many working days). As described previously, program services consist of:
 - a. Initial assessment and orientation for each participant;

- b. Random drug testing (urinalysis) for each participant;
- c. Therapy (individual counseling, group counseling, and relapse counseling) for each participant;
- d. Drug Court staffing and proceedings attendance (typically twice a month);
- e. Program data entry into provided databases in accordance with Big Bend Community Based Care and Second Judicial Circuit requirements; and
- f. Medical evaluation and treatment (if any is offered as part of the proposal).

E. Price Proposal

The proposal should describe the number, type, and cost for each of the proposed services in Paragraph III.C. above. A maximum of \$120,000.00 can be billed under the awarded contract in any Fiscal Year, with any funds contingent upon receipt of available grant funds and/or participant fees. These funds should be sufficient to provide services to up to 100 participants at any given period throughout the contract year. This compensation will be in addition to any co-payments and reimbursements obtained from health insurance providers for participants admitted to the program.

The price proposal should also include information on the expected price of participant co-pays and reimbursements obtained from health insurance providers and what those funds are providing for in the way of therapy and/or medical treatment. If co-pays are anticipated, please identify any policies or procedures to waive co-pays for participants who are determined to be indigent by the Court.

- F. Complete and submit the following included forms: Proposal Response Cover Sheet; Insurance Certification Form; Minority/Women Business Enterprise Participation Plan (if applicable); Equal Opportunity/Affirmative Action Statement; Certification Regarding Debarment, Suspension, And Other Responsibility Matters, Primary Covered Transactions; Affidavit Certification Immigration Laws; Local Vendor Certification (if applicable)

V. SELECTION PROCESS

- A. The County Administrator shall appoint an Evaluation Committee composed of three to five members who will review and evaluate all proposals received on time. The Committee may, select one or more firms for interview based on the evaluation of the responses of each proposer.

Meetings of Evaluation Committees subsequent to the opening of the solicitation shall be public meetings except for any portion of a meeting at which a negotiation with a vendor is conducted pursuant to a competitive solicitation, at which a vendor makes an oral presentation as a part of the competitive solicitation, or at which a vendor answers questions as a part of a competitive solicitation. Also, any portion of a meeting at which negotiation strategies are discussed are exempt from being a public session.

Notice of all meetings shall be posted on the Purchasing Division website at: <http://www.leoncountyfl.gov/procurementconnect/> and in the Purchasing Division Offices no less than 72 hours (excluding weekends and holidays).

- B. The Evaluation Committee will recommend to the Board of County Commissioners (BCC), in order of preference (ranking), up to three (3) firms deemed to be most highly qualified to perform the requested services.

- C. The (BCC) will negotiate with the most qualified firm (first ranked firm) for the proposed services at compensation which the BCC determines is fair, competitive, and reasonable for said services.
- D. Should the BCC be unable to negotiate a satisfactory contract with the firm considered to be fair, competitive and reasonable, negotiations with that firm shall be formally terminated. The County shall then undertake negotiations with the second most qualified firm. Failing accord with the second most qualified firm the Board shall terminate negotiations. The BCC representative shall then undertake negotiations with the third most qualified firm.
- E. Should the County be unable to negotiate a satisfactory contract with any of the selected firms, the Board representative shall select additional firms to continue negotiations.
- F. Evaluation Criteria: Proposals will be evaluated and ranked on the basis of the following considerations ("Rating System"):

Rating System	
Evaluation Criteria	Maximum Rating Points*
1. Provider Background and Experience	15
2. Personnel Background and Experience	20
3. Value Offered/Narrative	25
4. Price Proposal	25
5. Sufficiency of Proposal	10
6. Local Preference	5
7. Maximum Points Allowed	100
*Actual rating for each criteria may range from zero (lowest rating) to the maximum rating points for that criteria	

Definitions of the Evaluation Criteria are as follows:

- 1. Provider's Background and Experience: Shall consider past experience of the provider in providing the same or similar type of services requested herein; the ability, capacity, and skill of the firm to perform the requested services on a timely basis; continuing direction and vision of the firm.
- 2. Personnel Background and Experience: Shall consider the past experience of the key personnel identified for this solicitation.
- 3. Value Offered/Narrative: Shall consider the demonstration of the firm's understanding of the objectives and needs as stated herein; the firm's approach to providing the services stated herein; and the amount and value of services offered to participants and the Leon County Felony Drug Court.
- 4. Price Proposal: This criterion considers the firm's proposed fees as described in the Proposer's Price Proposal. For this evaluation, the reasonableness of the cost proposal will be considered, to include the reasonableness of any participant co-pays and any policies or procedures to waive co-pays for participants who are determined to be indigent by the Court.
- 5. Sufficiency of Proposal: Shall consider demonstration of the firm's general understanding of the services requested herein; and compliance with the proposal preparation instructions and adequacy of the information presented.
- 6. Local Preference: Points for Local Preference will be awarded as follows:

- a. Individuals or firms which have a home office located within Leon, Gadsden, Wakulla, or Jefferson County, and which have been certified by the Leon County Purchasing Division as a Local Business, as set forth in this RFP, shall be given a preference in the amount of five percent (five (5) points out of the 100 maximum points allowed); and
 - b. Individuals or firms which do not have a home office located within Leon, Gadsden, Wakulla, or Jefferson County, and which have been certified by the Leon County Purchasing Division as a Local Business, as set forth in this RFP, shall be given a preference in the amount of three percent (three (3) points out of the 100 maximum points allowed); and
 - c. All other individuals or firms shall be given zero (0) points for Local Preference.
- G. Presentations/Interviews and Final Ranking. After reviewing the applicants and their initial ranking, the Evaluation Committee may short-list the highest ranking firms and request formal interviews. The committee shall utilize the Ordinal Process Rating System to rank the firms and shall list respondents in order of preference. The list of best-qualified firms shall be forwarded to the County Administrator or Board, as appropriate, for approval prior to beginning contract negotiations. Negotiation sequence shall be based on the order of preference.

VI. INDEMNIFICATION

The Contractor agrees to indemnify, defend and hold harmless the County, its officials, officers, employees and agents, from and against any and all claims, damages, liabilities, losses, costs, or suits of any nature whatsoever arising out of, because of, or due to any acts or omissions of the Contractor, its delegates, employees and agents, arising out of or under this Agreement, including reasonable attorney's fees. The County may, at its sole option, defend itself or require the Contractor to provide the defense. The Contractor acknowledges that ten dollars (\$10.00) of the amount paid to the Contractor is sufficient consideration for the Contractor's indemnification of the County.

VII. MINORITY/WOMEN BUSINESS ENTERPRISE AND EQUAL OPPORTUNITY POLICIES

- A. Minority/Women Business Enterprise Requirements
1. There is no Minority and Women Business Enterprise aspirational target prescribed for this solicitation.
 2. The purpose of the Minority and Women-Owned Business Enterprise (MWBE) Program is to effectively communicate Leon County procurement and contracting opportunities, through enhanced business relationships, to end disparity and to increase participation opportunities for certified minority and women-owned business enterprises in a competitive environment. This program shall:
 - a. Eliminate any policies and/or procedural barriers that inhibit MBE and WBE participation in our procurement process.
 - b. Established targets designed to increase MBE and WBE utilization proportionate to documented underutilization.
 - c. Provide increased levels of information and assistance available to MBE's and WBEs.
 - d. Implement mechanisms and procedures for monitoring MBE and WBE compliance by prime contractors.

3. Each Respondent is strongly encouraged to secure MBE and WBE participation through the purchase of those goods or services when opportunities are available. For additional information regarding Leon County's Minority, Women and Small Business Enterprise Policy, or to obtain a listing of certified MWBE's, please contact Shanea Wilks, MWSBE Director, at 1800-3 N. Blair Stone Road, Tallahassee, FL 32308, by telephone at (850) 606-1650; fax (850) 606-1651 or by e-mail wilkssh@leoncountyfl.gov.

B. Equal Opportunity/Affirmative Action Requirements

The contractors and all subcontractors shall agree to a commitment to the principles and practices of equal opportunity in employment and to comply with the letter and spirit of federal, state, and local laws and regulations prohibiting discrimination based on race, color, religion, national region, sex, age, handicap, marital status, and political affiliation or belief.

For federally funded projects, in addition to the above, the contractor shall agree to comply with Executive Order 11246, as amended, and to comply with specific affirmative action obligations contained therein.

In addition to completing the Equal Opportunity Statement, the Respondent shall include a copy of any affirmative action or equal opportunity policies in effect at the time of submission.

VIII. INSURANCE

Respondent's attention is directed to the insurance requirements below. Respondents should confer with their respective insurance carriers or brokers to determine in advance of bid submission the availability of insurance certificates and endorsements as prescribed and provided herein. If an apparent low bidder fails to strictly comply with the insurance requirements, that bidder may be disqualified from award of the contract, or otherwise found non-responsive.

Respondent procure and maintain for the duration of the contract, insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Respondent, his agents, representatives, employees, or subcontractors. The cost of such insurance shall be included in the Respondent's pricing.

1. Minimum Limits of Insurance

Contractor shall maintain limits no less than:

- a. General Liability: \$1,000,000 combined single limit per occurrence for bodily injury, personal injury and property damage. If Commercial General Liability Insurance or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit.
- b. Automobile Liability: One Million and 00/100 (\$1,000,000.00) Dollars combined single limit per accident for bodily injury and property damage. **(Non-owned, Hired Car).**
- c. Workers' Compensation Employers Liability: Insurance covering all employees meeting Statutory Requirements in compliance with the applicable state and federal laws and Employer's Liability with a limit of \$500,000 per accident, \$500,000 disease policy limit, \$500,000 disease each employee. **Waiver of Subrogation in lieu of Additional Insured is required.**

2. Deductibles and Self-Insured Retentions

Any deductibles or self-insured retentions must be declared to and approved by the County. At the option of the County, either: the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the County, its officers, officials, employees and volunteers; or the Contractor shall procure a bond guaranteeing payment of losses and related investigations, claim administration, and defense expenses.

3. Other Insurance Provisions

The policies are to contain, or be endorsed to contain, the following provisions:

a. General Liability and Automobile Liability Coverages (***County is to be named as Additional Insured***).

1. The County, its officers, officials, employees and volunteers are to be covered as additional insureds as respects; liability arising out of activities performed by or on behalf of the Contractor, including the insured's general supervision of the Contractor; products and completed operations of the Contractor; premises owned, occupied or used by the Contractor; or automobiles owned, leased, hired or borrowed by the Contractor. The coverage shall contain no special limitations on the scope of protections afforded the County, its officers, officials, employees or volunteers.
2. The Contractor's insurance coverage shall be primary insurance as respects the County, its officers, officials, employees and volunteers. Any insurance of self-insurance maintained by the County, its officers, officials, employees or volunteers shall be excess of the Contractor's insurance and shall not contribute with it. Contractor hereby waives subrogation rights for loss or damage against the county.
3. Any failure to comply with reporting provisions of the policies shall not affect coverage provided to the county, its officers, officials, employees or volunteers.
4. The Contractor's insurance shall apply separately to each insured against whom claims is made or suit is brought, except with respect to the limits of the insurer's liability.
5. Companies issuing the insurance policy, or policies, shall have no recourse against the County for payment of premiums or assessments for any deductibles with are all at the sole responsibility and risk of Contractor.

b. All Coverages

Each insurance policy required by this clause shall be endorsed to state that coverage shall not be suspended, voided, canceled by either party, reduced in coverage or in limits except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the County.

4. Acceptability of Insurers

Insurance is to be placed with insurers with a Best's rating of no less than A:VII.

5. Verification of Coverage

Contractor shall furnish the County with certificates of insurance and with original endorsements effecting coverage required by this clause. The certificates and endorsements for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. All certificates and endorsements are to be received and approved by the County before work commences. The County reserves the right to require complete, certified copies of all required insurance policies at any time.

6. Subcontractors

Contractors shall include all subcontractors as insureds under its policies or shall furnish separate certificates and endorsements for each subcontractor. All coverages for subcontractors shall be subject to all of the requirements stated herein.

IX. TRAVEL EXPENSES

Consultant travel which is not covered within the scope of the consultant's contract and which is billed separately to the County on a cost reimbursement basis must receive prior approval and will be reimbursed in accordance with the Leon County Travel Policy. Travel expenses shall be limited to those expenses necessarily incurred in the performance of a public purpose authorized by law to be performed by the Leon County Board of County Commissioners and must be within limitations described herein and in Ch. 112.06, Florida Statutes. Consultants and contractors, traveling on a cost reimbursement basis, must have their travel authorized by the department head from whose budget the travel expenses will be paid and the County Administrator.

X. ETHICAL BUSINESS PRACTICES

- A. Gratuities. It shall be unethical for any person to offer, give, or agree to give any County employee, or for any County employee to solicit, demand, accept, or agree to accept from another person, a gratuity or an offer of employment in connection with any decision, approval, disapproval, recommendation, or preparation of any part of a program requirement or a purchase request, influencing the content of any specification or procurement standard, rendering of advice, investigation, auditing, or performing in any other advisory capacity in any proceeding or application, request for ruling, determination, claim or controversy, or other particular matter, subcontract, or to any solicitation or proposal therefor.
- B. Kickbacks. It shall be unethical for any payment, gratuity, or offer of employment to be made by or on behalf of a subcontractor under a contract to the prime contractor or higher tier subcontractor or any person associated therewith, as an inducement for the award of a subcontract or order.
- C. The Board reserves the right to deny award or immediately suspend any contract resulting from this proposal pending final determination of charges of unethical business practices. At its sole discretion, the Board may deny award or cancel the contract if it determines that unethical business practices were involved.

XI. AGREEMENT

After the proposal award, the County will, at its option, prepare a purchase order or an agreement specifying the terms and conditions resulting from the award of this bid. Every procurement of contractual services shall be evidenced by a written agreement. The respondent will have five calendar days after receipt to acknowledge the purchase order or execute the agreement.

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

XII. PURCHASES BY OTHER PUBLIC AGENCIES

With the consent and agreement of the successful vendor(s), purchases may be made under this solicitation by other governmental agencies or political subdivisions within the State of Florida. Such purchases shall be governed by the same pricing, terms and conditions stated herein with no deviations allowed. This agreement in no way restricts or interferes with the right of any public agency or political subdivision to bid any or all of the items or services independently.

PROPOSAL RESPONSE COVER SHEET

This page is to be completed and included as the cover sheet for your response to the Request for Proposals.

The Board of County Commissioners, Leon County, reserves the right to accept or reject any and/or all bids in the best interest of Leon County.

Shelly W. Kelley, Purchasing Director

Mary Ann Lindley, Chairman
Leon County Board of County Commissioners

This solicitation response is submitted by the below named firm/individual by the undersigned authorized representative.

(Firm Name)

BY _____
(Authorized Representative)

(Printed or Typed Name)

ADDRESS _____

CITY, STATE, ZIP _____

E-MAIL ADDRESS _____

TELEPHONE _____

FAX _____

ADDENDA ACKNOWLEDGMENTS: (IF APPLICABLE)

Addendum #1 dated _____ Initials _____

Addendum #2 dated _____ Initials _____

Addendum #3 dated _____ Initials _____

EQUAL OPPORTUNITY/AFFIRMATIVE ACTION STATEMENT

1. The contractors and all subcontractors hereby agree to a commitment to the principles and practices of equal opportunity in employment and to comply with the letter and spirit of federal, state, and local laws and regulations prohibiting discrimination based on race, color, religion, national region, sex, age, handicap, marital status, and political affiliation or belief.
2. The contractor agrees to comply with Executive Order 11246, as amended, and to comply with specific affirmative action obligations contained therein.

Signed: _____

Title: _____

Firm: _____

Address: _____

INSURANCE CERTIFICATION FORM

To indicate that Bidder/Respondent understands and is able to comply with the required insurance, as stated in the bid/RFP document, Bidder/Respondent shall submit this insurances sign-off form, signed by the company Risk Manager or authorized manager with risk authority.

- A. Is/are the insurer(s) to be used for all required insurance (except Workers' Compensation) listed by Best with a rating of no less than A:VII?

YES NO

Commercial General Indicate Best Rating:
Liability: Indicate Best Financial Classification:

Business Auto: Indicate Best Rating:
Indicate Best Financial Classification:

1. Is the insurer to be used for Workers' Compensation insurance listed by Best with a rating of no less than A:VII?

YES NO

Indicate Best Rating:
Indicate Best Financial Classification:

If answer is NO, provide name and address of insurer:

2. Is the Respondent able to obtain insurance in the following limits (next page) as required for the services agreement?

YES NO

Insurance will be placed with Florida admitted insurers unless otherwise accepted by Leon County. Insurers will have A.M. Best ratings of no less than A:VII unless otherwise accepted by Leon County.

Required Coverage and Limits

The required types and limits of coverage for this bid/request for proposals are contained within the solicitation package. Be sure to carefully review and ascertain that bidder/proposer either has coverage or will place coverage at these or higher levels.

Required Policy Endorsements and Documentation

Certificate of Insurance will be provided evidencing placement of each insurance policy responding to requirements of the contract.

Deductibles and Self-Insured Retentions

Any deductibles or self-insured retentions must be declared to and approved by Leon County. At the option of Leon County, either: the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects Leon County, its officers, officials, employees and volunteers; or the Contractor shall procure a bond guaranteeing payment of losses and related investigations, claim administration and defense expenses.

Endorsements to insurance policies will be provided as follows:

Additional insured (Leon County, Florida, its Officers, employees and volunteers) -
General Liability & Automobile Liability

Primary and not contributing coverage-
General Liability & Automobile Liability

Waiver of Subrogation (Leon County, Florida, its officers, employees and volunteers) - General Liability, Automobile Liability, Workers' Compensation and Employer's Liability

Thirty days advance written notice of cancellation to County - General Liability, Automobile Liability, Worker's Compensation & Employer's Liability.

Claims will be directed to _____(person/agency) at _____ (address/fax/e-,mail) for investigation and appropriate handling.

Please mark the appropriate box:

Coverage is in place Coverage will be placed, without exception

The undersigned declares under penalty of perjury that all of the above insurer information is true and correct.

Name _____ Signature _____
Typed or Printed

Date _____ Title _____
(Company Risk Manager or Manager with Risk Authority)

**CERTIFICATION REGARDING DEBARMENT, SUSPENSION,
AND OTHER RESPONSIBILITY MATTERS
PRIMARY COVERED TRANSACTIONS**

1. The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:
 - a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
 - b) Have not within a three-year period preceding this been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of these offenses enumerated in paragraph (1)(b) of this certification; and
 - d) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.
2. Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.
3. No subcontract will be issued for this project to any party which is debarred or suspended from eligibility to receive federally funded contracts.

Signature

Title

Contractor/Firm

AFFIDAVIT CERTIFICATION
IMMIGRATION LAWS

Leon County will not intentionally award County contracts to any contractor who knowingly employs unauthorized alien workers, constituting a violation of the employment provisions contained in 8 U.S.C. Section 1324 A(e) {Section 274a(e) of the Immigration and Nationality Act ("INA").

Leon County may consider the employment by any Contractor of Unauthorized Aliens a violation of Section 274A(e) of the INA. **Such violation by the Recipient of the employment provision contained in Section 274A(e) of the INA shall be ground for unilateral cancellation of the contract by Leon County.**

BIDDER ATTESTS THAT THEY ARE FULLY COMPLIANT WITH ALL APPLICABLE IMMIGRATION LAWS (SPECIFICALLY TO THE 1986 IMMIGRATION ACT AND SUBSEQUENT AMENDMENTS).

Company Name: _____

Signature: _____ Title: _____

STATE OF _____
COUNTY OF _____

Sworn to and subscribed before me this ____ day of _____, 20__.

Personally known _____
NOTARY PUBLIC

OR Produced identification _____
Notary Public - State of _____

(Type of identification) My commission expires: _____

Printed, typed, or stamped commissioned name of notary

The signee of this Affidavit guarantees, as evidenced by the sworn affidavit required herein, the truth and accuracy of this affidavit to interrogatories hereinafter made.

LEON COUNTY RESERVES THE RIGHT TO REQUEST SUPPORTING DOCUMENTATION, AS EVIDENCE OF SERVICES PROVIDED, AT ANY TIME.

LOCAL VENDOR CERTIFICATION

The undersigned, as a duly authorized representative of the vendor listed herein, certifies to the best of his/her knowledge and belief, that the vendor meets the definition of a "Local Business." For purposes of this section, "local business" shall mean a business which:

- a) Has had a fixed office or distribution point located in and having a street address within Leon, Gadsden, Wakulla, or Jefferson County for at least six (6) months immediately prior to the issuance of the request for competitive bids or request for proposals by the County; and
- b) Holds any business license required by Leon County (or one of the other local counties), and, if applicable, the City of Tallahassee; and
- c) Is the principal offeror who is a single offeror; a business which is the prime contractor and not a subcontractor; or a partner or joint venturer submitting an offer in conjunction with other businesses.

Please complete the following in support of the self-certification and submit copies of your County and City business licenses. Failure to provide the information requested will result in denial of certification as a local business.

Business Name:	
Current Local Address:	Phone: Fax:
If the above address has been for less than six months, please provide the prior address.	
Length of time at this address:	
Home Office Address:	Phone: Fax:

 Signature of Authorized Representative _____
Date

STATE OF _____
 COUNTY OF _____

The foregoing instrument was acknowledged before me this _____ day of _____, 20____
 By _____ of _____,
(Name of officer or agent, title of officer or agent) (Name of corporation acknowledging)
 a _____ Corporation, on behalf of the corporation. He/she is personally known to me
(State or place of incorporation)
 or has produced _____ as identification.

Return Completed form with supporting documents to:

**Leon County Purchasing Division
 1800-3 N. Blair Stone Road
 Tallahassee, Florida 32308**

 Signature of Notary

 Print, Type or Stamp Name of Notary

 Title or Rank

 Serial Number, If Any

NON-COLLUSION AFFIDAVIT

I, _____ of the city of _____ according to law on my oath, and under penalty of perjury, depose and say that:

1. I am _____
of the firm of _____
in response to the Request for Proposals for:

Leon County Felony Drug Court Provider, and that I executed the said proposal with full authority to do so.

2. This response has been arrived at independently without collusion, consultation, communication or agreement for the purpose of restricting competition, as to any matter relating to qualifications or responses of any other responder or with any competitor; and, no attempt has been made or will be made by the responder to induce any other person, partnership or corporation to submit, or not to submit, a response for the purpose of restricting competition;

3. The statements contained in this affidavit are true and correct, and made with full knowledge that Leon County relies upon the truth of the statements contained in this affidavit in awarding contracts for said project.

(Signature of Responder)

(Date)

STATE OF FLORIDA
COUNTY OF _____

PERSONALLY APPEARED BEFORE ME, the undersigned authority, _____ who, after first being sworn by me, (name of individual signing) affixed his/her signature in the space provided above on this ____ day of _____ 20____.

NOTARY PUBLIC

My Commission Expires: _____

DRUG-FREE WORKPLACE FORM

The undersigned vendor in accordance with Florida Statute 287.087 hereby certifies that:

(Name of Business)

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under response/bid a copy of the statement specified in subsection (1).
4. In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under response/bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893 (Florida Statutes) or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, or any employee who is so convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

As the person authorized to sign the statement, I certify that this firm complies fully with the above requirements.

Responder's Signature

Date

Summary Scoresheet and Ranking
RFP BC-12-01-15-07
LEON COUNTY FELONY DRUG COURT SERVICE PROVIDER

	Evaluator (ND) Score	Evaluator (ND) Rank	Evaluator (BH) Score	Evaluator (BH) Rank	Evaluator (PK) Score	Evaluator (PK) Rank	Evaluator (OM) Score	Evaluator (OM) Rank	Evaluator (WH) Score	Evaluator (WH) Rank	Average Rank
A Life Recovery	94	1	75	2	86	2	90	1	79	2	1.6
Avalon Treatment Center	76	3	60	3	81	3	63	3	47	3	3
DISC Village	92	2	90	1	93	1	81	2	95	1	1.4

Vendor Ranking:

DISC Village	1.4
A Life Recovery	1.6
Avalon Treatment Center	3

EVALUATION CRITERIA SCORESHEET
RFP BC-12-01-15-07
LEON COUNTY FELONY DRUG COURT SERVICE PROVIDER

Respondent's Name: A Life Recovery

	Maximum Raw Score Possible	Evaluator (ND) Score	Evaluator (BH) Score	Evaluator (PK) Score	Evaluator (OM) Score	Evaluator (WH) Score
A. Provider Background & Experience	15	15	15	12	15	9
B. Personnel Background & Experience	20	20	15	15	20	20
C. Value Offered/Narrative	25	25	20	24	20	23
D. Price Proposal	25	25	20	25	25	20
E. Sufficiency of Proposal	10	9	5	10	10	7
F. Local Preference	5	0	0	0	0	0
Total Score	100	94	75	86	90	79

EVALUATION CRITERIA SCORESHEET
RFP BC-12-01-15-07
LEON COUNTY FELONY DRUG COURT SERVICE PROVIDER

Respondent's Name: Avalon Treatment Center

	Maximum Raw Score Possible	Evaluator (ND) Score	Evaluator (BH) Score	Evaluator (PK) Score	Evaluator (OM) Score	Evaluator (WH) Score
A. Provider Background & Experience	15	10	10	13	8	8
B. Personnel Background & Experience	20	15	5	13	15	6
C. Value Offered/Narrative	25	21	15	20	15	12
D. Price Proposal	25	20	20	25	15	12
E. Sufficiency of Proposal	10	5	5	5	5	4
F. Local Preference	5	5	5	5	5	5
Total Score	100	76	60	81	63	47

EVALUATION CRITERIA SCORESHEET
RFP BC-12-01-15-07
LEON COUNTY FELONY DRUG COURT SERVICE PROVIDER

Respondent's Name: DISC Village

	Maximum Raw Score Possible	Evaluator (ND) Score	Evaluator (BH) Score	Evaluator (PK) Score	Evaluator (OM) Score	Evaluator (WH) Score
A. Provider Background & Experience	15	14	15	15	12	15
B. Personnel Background & Experience	20	18	10	20	17	19
C. Value Offered/Narrative	25	22	25	23	18	22
D. Price Proposal	25	23	25	20	20	25
E. Sufficiency of Proposal	10	10	10	10	9	9
F. Local Preference	5	5	5	5	5	5
Total Score	100	92	90	93	81	95

RFP BC-12-01-15-07
Leon County Felony Drug Court Service Provider

Local Preference Points

Vendor	Home Office in Leon, Gadsden, Wakulla or Jefferson	Local Business (not home office)	Points Awarded
A Life Recovery Center	NA	NA	0
Avalon Treatment Center	Yes	No	5
DISC Village	Yes	No	5

Legend:

Home office - 5 points

Local Business (not home office) - 3 points

Not Local - 0 points

**Leon County
Board of County Commissioners**


Notes for Agenda Item #5

Leon County Board of County Commissioners

Cover Sheet for Agenda #5

February 9, 2016

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Authorization for Staff to Provide Assistance to the Science Advisory Committee for a Lake Munson Stakeholders Workshop

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator David McDevitt, Director, Development Support & Environmental Management
Lead Staff/ Project Team:	John Kraynak, P.E., Environmental Services Director

Fiscal Impact:

This item has no fiscal impact to the County.

Staff Recommendation:

Option #1: Authorize staff to provide assistance to the Science Advisory Committee (SAC) for a Lake Munson Stakeholders Workshop.

Report and Discussion

Background:

In a letter to the County Administrator, the SAC urges both Leon County and the City of Tallahassee to bring together stakeholders and the expertise necessary to plan the best methods for improvement of water quality and further restoration of Lake Munson (Attachment #1). Prior to the receipt of the letter, the County has worked closely with the Science Advisory Committee to identify possible options to assist in the restoration of Lake Munson.

At the May 13, 2008 Board meeting, Public Works staff provided a Status Report on Lake Munson Restoration. In that report, it was determined that restoration funds from the Florida Fish and Wildlife Conservation Commission (FWC) were potentially available, but typically account for less than 10% of the project costs. Until such time as other agencies participate in its funding, FWC could not justify allocating funds to the Lake Munson Project. As there were no other funding sources available, the Board directed staff to establish a restoration committee, chaired by Dr. Bill Landing, Chairman of the Science Advisory Committee (SAC), to establish a restoration plan for Lake Munson.

On June 26, 2009, the SAC and the Ochlockonee River Soil and Water Conservation District (ORSWCD) hosted a Lake Munson Workshop. The SAC provided a summary statement for the workshop that contained recommendations for periodic drawdowns to improve the water quality in the lake (Attachment #2).

As expressed during the workshop, the organic and nutrient rich sediments that have accumulated over time in Lake Munson contribute significantly to poor water quality. These sediments need to be removed; however, this would be extremely expensive, and polychlorinated biphenyl (PCB) contamination in some areas would make disposal even more expensive. Additional funding sources to initiate the sediment removal have not been identified.

A drawdown was planned in concert with the Lake Munson Dam Restoration Project in an effort to improve the lake's water quality. It was anticipated the drawdown would be beneficial to the lake by allowing the sediments to de-water, oxidize and form a hardened crust over the lake bottom. Basically, the drawdown could serve to "cap" the underlying sediment and provide habitat for fish spawning. The general consensus was that the least expensive restoration option was to drain Lake Munson to allow this process to occur. The drawdown began in October 2010 and continued until June 2011.

Lake Munson received a Total Maximum Daily Load (TMDL) by the Florida Department of Environmental Protection (FDEP) in 2013. The TMDL requires a 50% reduction to the Biological Oxygen Demand (BOD), a 32.5% reduction for Total Nitrogen (TN), a 76.7% reduction for Total Phosphorous (TP) and a 31.9% reduction in turbidity.

County staff presented the Annual Water Quality Report to the SAC by on August 7, 2015. The report indicated that the drawdown did not appear to improve the water quality in the lake.

Therefore, the SAC drafted a letter to the County Administrator offering their assistance and providing a recommendation in this matter (Attachment #1).

Analysis:

In the letter to the County Administrator, the SAC is proposing to conduct a workshop similar to the one conducted in 2009, to build on the first report and explore potential new restoration and water quality improvement options. Upon authorization from the Board, staff will coordinate with City staff and provide assistance to the SAC in conducting this workshop. It is anticipated this workshop will occur in summer 2016.

Options:

1. Authorize staff to provide assistance to the Science Advisory Committee (SAC) for a Lake Munson Stakeholders Workshop.
2. Do not authorize staff to provide assistance to the Science Advisory Committee (SAC) for a Lake Munson Stakeholders Workshop.
3. Board direction.

Recommendation:

Option #1.

Attachments:

1. December 18, 2015 letter from the SAC to Vincent S. Long, County Administrator
2. March 23, 2010 Agenda Item-Acceptance of the SAC Summary Statement for the Lake Munson Workshop



Leon County Science Advisory Committee

To: Vince Long, County Administrator
From: Leon County Science Advisory Committee
Date: December 18, 2015
Re: Lake Munson Water Quality

Dear Mr. Long,

One of the tasks of the Leon County Science Advisory Committee (LC-SAC) is the review of the annual Leon County Water Quality Reports. These reports represent not only a current snap shot, but have a large historical dimension as well. We have noted the positive changes and generally good water quality of the lakes and streams in Leon County, measured by both biological qualities as well as pollutant chemistries. The health of these waters is important to the drinking water of our citizens in addition to providing valuable recreational, environmental, and economic services. Our governments have implemented policies, both individually and through Blueprint 2000, to preserve and enhance these waters over the years. We commend the continued commitment to a comprehensive monitoring plan for our water resources and for spending on infrastructure to maintain and improve water quality.

The Leon County Science Advisory Committee has been reviewing the Water Quality Reports on a regular basis for the last 20 years, discussing anomalies in the data and long-term trends. One such trend that we see as worrisome is the health of Lake Munson, the waters of which drain into our aquifers and ultimately reach Wakulla Springs. While this is a magnificent area for birding, boating, fishing and other recreation, the lake experiences repeated episodes of poor water quality due to high nutrient loading. This has led to the formation of thick algal mats and the accumulation of muck sediment. The 2010/2011 drawdown of the lake allowed for some drying of the lakebed and the repair and upgrade of the dam and spillway. However, the nutrient levels in the lake have remained high after refilling due to the continued influx of nutrients from upstream and from the accumulated load of nutrients in the lakebed itself.

To restore and retain this lake as an asset (economically, ecologically, and recreationally for the citizens) the Leon County Science Advisory Committee recommends that you urge the City of Tallahassee and Leon County Commissions to bring together stakeholders and the expertise necessary to plan the best methods for improvement of water quality and further restoration of the lake. Current City and County Staff, along with the various stakeholders, have the expertise to conduct such planning. To that end, we propose to organize a workshop on Lake Munson water quality in June 2016. The workshop would be informed by, and build on, the report from the June 2009 Lake Munson workshop that was submitted to the County Commission (copy attached).

Respectfully Submitted on behalf of the LC-SAC,



W.M. Landing, SAC Chair

Back Print



Board of County Commissioners

Leon County, Florida
www.leoncountyfl.gov

Agenda Item Executive Summary

Tuesday, March 23, 2010

Title:

Acceptance of the Science Advisory Committee Summary Statement for the Lake Munson Workshop

Staff:

Parwez Alam, County Administrator
Vincent S. Long, Deputy County Administrator
David McDevitt, Growth and Environmental Management Director

Issue Briefing:

The Board directed staff to establish a restoration committee for Lake Munson, chaired by Dr. Bill Landing, Chairman of the Science Advisory Committee (SAC), to bring back a restoration plan to the Board. On June 26, 2009, the SAC and the Ochlockonee River Soil and Water Conservation District (ORSWCD) hosted a Lake Munson Workshop. The SAC provided a Summary Statement for the Lake Munson Workshop that contains recommendations for periodic drawdowns to improve the water quality in the lake (Attachment #1).

Fiscal Impact:

This item has no fiscal impact to the County.

Staff Recommendation:

Option #1: Accept the Science Advisory Committee Summary Statement for the Lake Munson Workshop and direct staff to implement the Lake drawdown recommendations.

Report and Discussion

Statement of Issue:

The Science Advisory Committee (SAC) provided a Summary Statement for the Lake Munson Workshop that contains recommendations for periodic drawdowns to improve the water quality in the Lake (Attachment #1).

Background:

Public Works staff provided a Status Report on Lake Munson Restoration at the May 13, 2008 Board Meeting (Attachment #2). In that report, it was determined that restoration funds from the Florida Fish and Wildlife Conservation Commission (FWC) are potentially available, but typically accounts for less than 10% of the project costs. Until such time as other agencies participate in its funding, FWC could not justify allocating funds to the Lake Munson project. There were no other funding sources available. The Board then directed staff to establish a restoration committee, chaired by Dr. Bill Landing, Chairman of the SAC, to bring back a restoration plan.

Analysis:

On June 26, 2009, the SAC and the Ochlockonee River Soil and Water Conservation District (ORSWCD) hosted a Lake Munson Workshop. The summary of the workshop is provided in Attachment #3.

The organic and nutrient rich sediments that have accumulated over time in Lake Munson are contributing significantly to poor water quality. These sediments need to be removed; however, this would be extremely expensive. PCB contamination in some areas would make disposal even more expensive. Additional funding sources have not been identified.

An interim recommendation is to allow periodic drawdowns for the restoration and protection of Lake Munson. The drawdown concept is not new; periodic drawdowns have occurred on Lake Talquin in an effort to improve water quality. In addition, natural drawdowns occur periodically, such as those recently experienced in Lake Jackson and Lake Iamonia, due to drought. Historically, this has been proven beneficial to the health of these lakes, as the sediments de-water, oxidize, and form a crust over the lake bottom. In the case of Lake Munson, this could serve to "cap" the underlying sediment and provide habitat for fish spawning. The general consensus was that the simplest and least expensive restoration option is to simply drain Lake Munson to allow this process to occur.

The SAC worked with the FWC to determine parameters for the drawdown. These parameters are as follows:

- It was determined that a complete drawdown was most beneficial by maximizing sediment exposure. The drawdown needs to be performed carefully, as protection of downstream flooding is the first priority. The above average rainfall experienced this Winter makes a Fall drawdown more practical. The ideal drawdown time would be a minimum of five months, starting in October and lasting through the winter, as these are the driest months and cooler water would provide increased dissolved oxygen for the biota that move to the sinkhole. If the rains were to hold off into the following Spring, the resulting extended drawdown would allow for more sediment oxidation and compaction to occur. Since the longer drawdown would be the

most beneficial, staff would rely on FWC to determine the latest date for refilling the Lake based on conditions at that time.

- The frequency of the drawdowns should be every 7 to 10 years.
- It was determined that seeding the exposed sediment was not necessary. The seed bank already in place on the bottom sediment is considerable and should provide a natural vegetative response.

The more detailed recommendations provided by the SAC were reviewed and supported by the Leon County Countywide Water Resources Citizens Advisory Committee (WRC), as shown in Attachment #4. Upon Board authorization, the Public Works Department will coordinate the recommended drawdown with FWC staff. It is anticipated that the Public Information Office will assist in providing notice to adjacent property owners and lake users regarding the timing and duration of the drawdown.

In conclusion, there was a general consensus that sediment removal from Lake Munson was extremely important. The organic and nutrient-rich muck sediments are contributing to poor water quality. The FWC established a precedent with the sediment removal from Lakes Iamonia and Miccosukee during the recent drought. Consequently, it is appropriate to request FWC to serve as the lead agency in pursuing sediment removal at Lake Munson.

Options:

1. Accept the Science Advisory Committee Summary Statement for the Lake Munson Workshop and direct staff to implement the Lake drawdown recommendations.
2. Do not accept the Science Advisory Committee Summary Statement for the Lake Munson Workshop and direct staff to implement the Lake drawdown recommendations.
3. Board Direction.

Recommendation:

Option #1.

Attachments:

1. [December 21, 2009 SAC Summary Statement](#)
2. [May 13, 2008 Status Report on Lake Munson Restoration](#)
3. [October 15, 2009 Lake Munson Workshop Summary](#)
4. [February 2, 2010 WRC Statement](#)

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Print

SAC Summary Statement for Lake Munson Workshop
12/21/09 WM Landing

We have reviewed the summary from the Lake Munson Workshop (June 26, 2009) and, based on discussions with workshop participants, offer these additional comments on the general topic of periodic drawdowns for the restoration and protection for Lake Munson. The SAC has reviewed and approved these recommendations, and they have also been discussed with the Water Resources Committee.

The organic and nutrient rich muck sediments in Lake Munson are contributing significantly to poor water quality. Removal of these sediments is desirable, but it is also extremely expensive and logistically difficult. PCB contamination in some areas would also restrict the disposal options. When such lakes naturally drain, the sediments de-water, oxidize, and form a crust. This serves to "cap" the underlying sediment and also provides decent habitat for fish spawning. Thus, the simplest and cheapest option is to simply drain the lake to allow this process to occur.

We have an excellent opportunity to monitor and quantify the effects of a drawdown on water and sediment quality in Lake Munson in the coming months as a result of plans by Leon County Public Works (LCPW) to conduct repairs on the dam. We strongly urge LCPW to maintain frequent communication with all of the relevant stakeholders as their plans for the dam repairs move forward. This includes the public, local property owners and residents, NGOs, and governmental agencies especially the Florida Fish and Wildlife Conservation Commission (FWC) since they are particularly concerned with the health of the fishery in Lake Munson. Options for frequent and widespread public noticing include posting on a Leon County web site, posting at boat ramps, submitting a newspaper article, and alerting the various stakeholders (and the Science Advisory Committee) via email.

1. How far should the drawdowns go (how many feet?).

Partial drawdowns would leave pools of water for the fish and other biota in the lake, but a two foot drawdown will expose only 10% of the bottom, and thus is not worth doing. A five foot drawdown will expose almost three quarters of the lake bottom, but the remaining water will be too shallow to support large fish. A complete drawdown would expose the most sediment and would force fish and other biota to the sinkhole in the southwestern corner of the lake. Many fish and other organisms would not survive a complete drawdown, however the lake biota would recover relatively quickly upon refill. The fish populations could be re-established from those that survived in the sinkhole, from upstream Lake Henrietta, and from re-stocking by FWC. It is hoped that the invasive Island Apple Snail population would be dramatically reduced by a complete drawdown, allowing natural aquatic vegetation to re-establish.

The most recent opinion from Michael Hill (and colleagues at FWC) is that we should opt for a complete drawdown, as soon as possible after FWC removes and relocates some of the largest "trophy" bass (sometime in early 2010). It has been suggested that efforts be made to minimize the death of fish and other creatures (turtles, alligators, etc.) during an extended complete drawdown, and we encourage interested parties to start such a discussion. However, it is important to recognize that the primary goal of the drawdown is to improve sediment quality (and thus water quality) so that the long-term health of the entire lake ecosystem will be improved. All of the creatures that live naturally in Lake Munson recovered from the complete

drawdown in 2000 with no obvious ill effects. In the lake's current state, extensive blue-green algae blooms and late summer warm temperatures threaten the entire fish population every year. The drawdown schedule under discussion should reduce this threat.

2. How frequently should drawdowns be done?

Drawdowns on Lake Munson should be reasonably frequent, with an effort to mimic the natural draining and refill cycle that keeps such lakes in a healthy state. Every seven to ten years would be appropriate, starting with the proposed drawdown in early 2010.

3. When should drawdowns be done, and how long should they last?

The timing of any drawdown and subsequent re-fill needs to be carefully considered, with input from FWC. The primary objective of a complete drawdown is to maximize the exposure of the sediments to the air. On average, the driest months in Tallahassee are October, November, December, and January. A complete drawdown starting in October, and lasting through the winter would be ideal. In addition, because oxygen is more soluble in cold water, cooler waters provide increased dissolved oxygen for the biota that have moved to the sinkhole. If the rains were to hold off through the Spring, an extended drawdown would allow for even more sediment oxidation and compaction. Even though the growing season might be encountered, willows and other woody plants will not be large enough to be a problem upon refill and will easily drown out and create submersed habitat. A drawdown extending into the warm summer months would lead to lower dissolved oxygen levels that could result in fish kills in the sinkhole, however it would not be difficult to re-establish the fish population through natural restocking from upstream Lake Henrietta or manual restocking by FWC.

4. How low will the County need to drain the lake to complete the repair work?

The dam repairs are expected to take about four months. If the work starts in April 2010 and continues through July or August 2010, we expect that some woody plants will start to grow in the exposed lake bed. Upon refill, those plants would be drowned and would provide beneficial habitat for the fish in Lake Munson. A complete drawdown from April through July or August (i.e. including warm summer conditions) may also lead to low dissolved oxygen levels that could result in fish kills. Despite these concerns, we believe that the biota will recover naturally once the lake refills and that it is more important to get started on trying to improve the sediment characteristics by exposing them for as long as possible. Once again, the timing of the drawdown and subsequent re-fill needs to be carefully considered, with input from FWC.

5. Should a drawdown be started now (or very soon)?

FWC has decided to remove and relocate some of the large bass in Lake Munson, so a drawdown should be started as soon as they have completed that task or as soon as FWC agrees that it is appropriate to start. We suggest that February 15, 2010 might be a reasonable deadline to start the drawdown.

6. How fast should the lake be drained?

Ames Sink has a known acceptance rate and the County has the ability to control the drawdown rate and avoid flooding of downstream properties. Due to the outflow of resuspended sediment during the drawdown, County staff should consider the possible impacts this might

have downstream and consider ways to minimize the impacts. The drawdown rate should not be so fast as to strand large numbers of fish, and should be coordinated with input from FWC.

7. Should Leon County devote funds to increase the water quality monitoring frequency from quarterly (to perhaps monthly), and to test the characteristics of the exposed sediment (water and nutrient content) for the duration of the first drawdown?

One cannot suffer from having too much information. The FWC will be continuing fisheries and aquatic plant surveys and will be able to measure the effects of the drawdowns that way. There is no drawback to establishing an enhanced water quality and sediment quality monitoring program, except that additional funding will likely be needed. It may be adequate to monitor water quality on incoming and outgoing streams. The reduced number of quarterly water quality samples from the lake itself could enable more frequent sampling of incoming and outgoing streams. Access to isolated pools may be constrained by the exposed muck sediment. Monitoring how fast the sediment compacts, dewater, and forms a crust would provide useful information for conducting future drawdowns, since knowledge gained from each managed drawdown must be used to evaluate and modify the management strategy.

8. The Water Resources Committee wondered if it would be useful to seed the exposed sediment with some rapidly growing winter grass, followed by a controlled burn prior to re-fill. This could enhance nitrogen loss, but would probably have little effect on phosphorus levels. Should we consider this option?

The seed bank already in place on the bottom sediments is considerable thus we should expect a natural vegetative response. "Terrestrial" plants will be drowned after the re-fill and provide fish habitat. A controlled burn would be difficult to manage in terms of developing fire lanes and smoke control.

Board of County Commissioners Agenda Request

Date of Meeting: May 13, 2008

Date Submitted: May 7, 2008

To: Honorable Chairman and Members of the Board

From: Parwez Alam, County Administrator
Alan Rosenzweig, Assistant County Administrator
Tony Park, P.E., Director of Public Works

Subject: Acceptance of a Status Report on Lake Munson Restoration

Statement of Issue:

The Board directed staff at its February 12, 2008 regular meeting to provide a status report for the Lake Munson muck removal project.

Background:

At the September 11, 2007 meeting, the Board accepted a status report regarding Lake Munson. During the meeting two citizens spoke regarding the availability of funding (several million dollars) from the Florida Fish and Wildlife Conservation Commission (FWC) for additional lake restoration. As a result of these comments, the Board directed staff to meet with FWC staff and to schedule a workshop to address the possible funding for additional lake cleanup. The funding was to come from the FWC Aquatic Habitat Restoration/Enhancement Section (AHRES), an internal FWC fund allocation that is not directly granted to local communities but is provided based on an internal allocation method depending upon specific projects across the state. The Board workshop was scheduled for November 27, 2007 to review the funding program and restoration activities within the Lake Munson Basin.

During the fall of 2007, staff met on a number of occasions regarding this matter. Staff worked closely with FWC regarding the AHRES funding, and had been assured throughout the meetings that funding was available and the County should continue with its efforts. County staff provided all requested information to support the funding application being prepared by FWC staff. Unfortunately, on November 15, 2007 Public Works staff received a brief voice mail stating that funding would not be available and FWC staff would not be attending the Board workshop. Consequently, the Board workshop intended to focus on the AHRES funding was cancelled on November 16, 2007.

Analysis:

Subsequent to receiving the FWC staff voice mail, Tony Park followed up to determine what additional efforts could be made to secure funding. Mr. Lawson Snyder, Section

Agenda Request: Acceptance of a Status Report on Lake Munson Restoration
May 13, 2008
Page 2

Leader, Aquatic Habitat Conservation and Restoration, identified the following issues:

1. FWC staff had concerns that the level of toxicity in the muck that needs to be removed could result in difficulty in disposal;
2. FWC funding reviewers wanted a better understanding of what habitat (i.e. fish/wildlife) would be enhanced as part of the clean-up; and
3. FWC's internal calculations for cost caused them some concern.

Mr. Snyder stated that a future meeting with County staff would be appropriate to discuss some of these issues; however, current year funding would not be available. He further indicated that FWC may consider the lake restoration for an in-house project due to the complicating sediment contamination.

A follow-up meeting was held with FWC and County staff on April 11, 2008. Mr. Snyder explained that the intent of the AHRES program is to enhance aquatic habitat and that funds from the program are not to be used as lead agency funding for water quality improvement projects where significant portions of the funding would not result in direct improvements to the aquatic habitat. Mr. Snyder and his staff described their other activities around the state where projects similar to the Lake Munson project have been funded and that, typically, the AHRES funding accounts for less than 10 percent of the project costs. Further, the AHRES funding is typically part of a multi-agency task force where various agencies fund a project to the extent that their mission is accomplished.

In summary, the AHRES funds are potentially available to Leon County, but at a later stage in the development and implementation of the Lake Munson project. Until such time as other agencies participate in its funding, AHRES cannot justify allocating funds to a Lake Munson project.

Options:

Accept the Lake Munson Status Restoration Report.

1. Do not accept the Lake Munson Status Report.
2. Board Direction.

Recommendation:

Option #1.

Attachments:

1. April 16, 2008 Letter from Lawson Snyder/FWC

PA/AR/TP/JB/TH/djw

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**OCHLOCKONEE RIVER
SOIL AND WATER CONSERVATION DISTRICT
And the
Leon County Science Advisory Committee.**

SERVING ALL OF LEON COUNTY

October 5, 2009:

**Scott Matteo
Chair
Supervisor
District II**

RE: Summary of the June 26, 2009 Lake Munson Workshop.

**Blas Gomez
Supervisor
District I**

The Ochlockonee River Soil and Water Conservation District and the Tallahassee-Leon County Science Advisory Committee hosted the Lake Munson Workshop on June 26, 2009 at the Leon County Agricultural Extension Office. Mr. Darrell Johnson, the regional NRCS Agent prepared a fine lunch for the group. There were 65 attendees representing almost all of the state and local agencies and environmental groups. Dr. Bill Landing, Department of Oceanography, FSU, the Chair of the Tallahassee-Leon County Science Advisory Committee, moderated the workshop.

**Misty Penton
Supervisor
District III**

Mission: To continue and expand protective and restorative efforts of Lake Munson/Munson Slough water quality and biological health. The goal is to return Lake Munson to healthy water quality levels.

Objectives: Soliciting major concerns from various agencies to acquire a condensed list of issues.

**Brian Acosta
Supervisor
District IV**

Jess van Dyke spoke of the necessity to accomplish something now. He advised the Lake Munson Action Team that authored a Lake Management Plan in 1994. This plan called for restorative efforts, including sediment removal, 15 years ago.

**Sean McGlynn
Supervisor
District V**

The presentation by Johnny Richardson, Leon County Water Quality Scientist, used Leon County's water quality monitoring data to show that the water quality in Lake Munson is actually worse than the inflow water quality. He discussed the complexities and expenditures involved with removing sediments contaminated with PCBs. Mr. Richardson mentioned the invasive exotic Island Apple Snail (*Pomacea insularum*) recently established throughout the Lake Munson watershed.

The presentation by John Cox, City of Tallahassee Stormwater, mentioned numerous water quality improvement projects the City has planned for the Lake Munson Watershed and an equally impressive expenditure of funds.

Matt Phillips, FWC Biologist, Invasive Plant Management Section, stated that

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And the
Leon County Science Advisory Committee.

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there are essentially no aquatic plants remaining in Lake Munson, only algae and some exotic *Colocasia esculenta*.

Scott Matteo
Chair
Supervisor
District II

The presentation by Richard Weikowitz, author and modeler for the Lake Munson TMDL, retired from FDEP, mentioned that pollution reduction goals would be required in the Munson Watershed, these range from to 60% to 80% reductions in nutrients and fecal bacteria. He also pointed out that the water in Lake Munson eventually descends into the aquifer via a sinkhole. Some of this water has been traced to Wakulla Springs and other areas, like Indian Springs.

Bias Gomez
Supervisor
District I

Margaret Fogg of Munson Inc., the local homeowners group, stated that she was ready for a clean Lake Munson now. She also mentioned that Jesse Brown, the other co-founder of Munson Inc. is gravely ill. This workshop is dedicated to her.

Misty Penton
Supervisor
District III

Sean McGlynn, a water quality consultant mentioned that the combined City of Tallahassee, Leon County and Blueprint 2000 planned water quality improvement projects in the Lake Munson Watershed are expected to cost over 100 million dollars over the next 20 years. This could yield significant water quality improvements for Lake Munson. He suggested that it might be prudent to model these improvements to determine how effective they are before construction. He said we should plan and coordinate a phased sediment removal strategy, over the next 20 years, during the drawdowns, and this could begin at the southern portion of the lake, where PCB contamination and disposal expense would be minimal.

Brian Acosta
Supervisor
District IV

Sean McGlynn
Supervisor
District V

The presentation by Michael Hill, FWC Fisheries Biologist, Division of Habitat and Species Conservation, Aquatic Habitat Restoration and Enhancement Sub-Section, discussed periodic drawdowns, which caused significant water quality improvements in Lake Munson during previous drawdown. A timetable of 3 to 7 years was discussed. Michael Hill explained that drawdowns have numerous beneficial effects on lake sediment and water quality. The exposed sediments dry out, oxidize, and compact yielding a "crust" that serves as suitable substrate for fish spawning after the lake re-fills. The crust is a barrier to retard upward diffusion of nutrients from deeper sediment. Drawdowns should be in late fall and winter to minimize the growth of woody plants on the exposed sediment. To avoid triggering fish kills, drawdowns should not be attempted in late summer when dissolved oxygen levels are low. Low oxygen and low water are a prescription for fish

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SOIL AND WATER CONSERVATION DISTRICT
And the
Leon County Science Advisory Committee.**

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mortalities. Periodic drawdowns reduce the need to remove the nutrient and organic-rich sediments. Mr. Hill also brought up the idea that Lake Munson could be restored to the marsh habitat, its original state, as an 'out of the box management concept.' The dam that impounds the water in the lake could be removed. This would greatly improve treatment in the basin. Ponds could be built in the basin to enhance treatment and wildlife habitat. Mr. Hill and a consensus of the participants thought that this is an intriguing idea but it would be difficult to achieve.

**Scott Matteo
Chair
Supervisor
District II**

After the invited speakers finished a group discussion ensued. The following items were generally agreed upon:

**Blas Gomez
Supervisor
District I**

1. Lake Munson is a valuable environmental and community resource that should be improved and protected. Many different agencies ("stakeholders", including residents on the lake) are interested and involved in this effort, and an open and continuing dialog among all of the stakeholders is necessary. All governmental and non-governmental agencies should work together, either as a formal task-force or on an ad-hoc basis, to inform the public and each other about their plans for current and future projects that will affect Lake Munson and the Lake Munson watershed.

**Misty Penton
Supervisor
District III**

**Brian Acosta
Supervisor
District IV**

2. Water quality improvement is a major concern in Lake Munson and the Lake Munson watershed. In coordination with Blueprint 2000, Leon County, and the City of Tallahassee, current and future projects in the Lake Munson watershed will influence the quantity, quality, and timing of stormwater input to Lake Munson. Effective planning should include water quality modeling to assess the combined effects of each project and maximize water quality improvement for Lake Munson.

**Sean McGlynn
Supervisor
District V**

3. There should be an effort to re-establish macrophytes in Lake Munson as this would enhance nutrient assimilation, stabilize the sediments, and provide fish habitat in Lake Munson. The herbivorous invasive exotic Island Apple Snail seems to consume most native aquatic plants, however there are some resistant plant species worthy of investigation. Control of the snails is difficult. Leon County and BP2K have a snail control project in the Martha Wellman Pond (in the Lake Munson Drainage Basin). Over 4 tons of snails were removed from this pond with traps over two years. While the population was controlled and the aquatic plants re-established, eradication is difficult because most of the Lake Munson Drainage Basin is infested with these exotics and

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they can be reintroduced from other parts of the drainage basin. At this time it is not clear how best to address the Island Apple Snail problem; snail control efforts seem to require some continued maintenance to stop re-infestation.

**Scott Matteo
Chair
Supervisor
District II**

4. There should be a planned drawdown regime for Lake Munson. A drawdown in late 2009 or early 2010 should be associated with plans by Leon County Public Works to conduct repairs on the dam. The timing of the drawdowns was discussed and should be at least every seven years and possibly as often as every three years.

**Blas Gomez
Supervisor
District I**

5. A sediment removal or treatment program for Lake Munson could be phased into future drawdown regimes. Sediment removal and disposal would be the most challenging and expensive part of any restoration effort, but all of the agencies involved should continue to work together to develop a sediment improvement plan that could be accomplished if funding were made available in the future.

**Misty Penton
Supervisor
District III**

**Brian Acosta
Supervisor
District IV**

**Sean McGlynn
Supervisor
District V**

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STATEMENT OF THE LEON COUNTY COUNTY-WIDE WATER RESOURCES CITIZENS ADVISORY COMMITTEE

The Leon County Board of County Commissioners specifically charged the County-Wide Water Resources Citizens Advisory Committee with the responsibility to recommend policies that would strengthen the linkage between water resources and land use. Based on this charge and on information presented by County staff, the Committee has the following comments and recommendations:

The Water Resources Committee has reviewed the Leon County Science Advisory Committee's (SAC) follow-up Summary Statement to the Board following the Lake Munson Workshop held on June 26, 2009. The Summary Statement addresses periodic drawdowns for the restoration and protection for Lake Munson.

The Committee supports the proposed drawdown of Lake Munson as advised by SAC in its Summary Statement, and further recommends that this drawdown be implemented as soon as possible, given appropriate weather and other conditions.

I HEREBY CERTIFY that the above statements were duly approved by the Leon County Countywide Water Resources Citizens Advisory Committee following its meeting on February 2, 2010.



Mr. Robert Scanlon, Chair

Dr. Jim Cavanagh
Mr. Grayal Farr
Dr. Pam Hall
Mr. John Labie
Ms. Nancy Miller
Dr. Larry Robinson

cc: John Kraynak, Division Director, Environmental Compliance
Leon County Department of Growth and Environmental Management

RS/smh

**Leon County
Board of County Commissioners**


Notes for Agenda Item #6

Leon County Board of County Commissioners

Cover Sheet for Agenda #6

February 9, 2016

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Approval of the Interlocal Agreement with the City of Tallahassee for the Woodside Heights Wastewater Retrofit Project

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

Fiscal Impact:

This item has no fiscal impact. Funds for the project have been budgeted.

Staff Recommendation:

Option #1: Approve the Interlocal Agreement between Leon County and the City of Tallahassee for the Provision of Sewer Service to the Woodside Heights Subdivision (Attachment #1), and authorize the Chairman to execute, in a form approved by the County Attorney.

Report and Discussion

Background:

Consistent with the terms of the grant agreement with Northwest Florida Water Management District (NFWFMD), the County and City are required to enter into an agreement for the provision of sewer service to support the Woodside Heights subdivision septic to sewer conversion project. This agenda item recommends the attached draft interlocal agreement be approved.

In June 2014, the Board accepted a status report on a series of water quality projects the County had submitted for funding to the NFWFMD as part of the Florida Department of Environmental Protection (FDEP) Springs Restoration program. The first phase of the Woodside Heights subdivision septic to sewer conversion project was addressed in the 2014 applications. In December 2014, the Board authorized adding four water projects to the legislative priorities, including the full Woodside Heights subdivision conversion from septic system to sanitary sewers. In July 2015, the Board accepted the 2015 Legislative Priorities Report on the status of the appropriations requests.

In July 2015, the Board accepted a grant of \$500,000 for the first phase of the Woodside Heights subdivision septic to sewer conversion project. This grant addressed the first two units of the subdivision. Subsequent to the award, County staff continued to work closely with NFWFMD in developing project scope and timelines for funding the full subdivision conversion to sanitary sewer

A community meeting was held on-site Saturday, November 7, 2015 to evaluate the residents' interest in the project. As of November 13th, signed interest forms have been received for 31 properties. Additional inquiries are being received and pursued by the outreach consultant. A limited number of residences are not connected to the City of Tallahassee water supply system, a requirement for City sewer service. The local share of the project funds could be used for water connection in order for them to participate in the sanitary sewer grant project.

In December 2015, the Board approved an amendment to the grant agreement with NFWFMD to realize an additional \$1,950,000 to expand the availability of sanitary sewer to more of the neighborhood.

Analysis:

The Woodside Heights subdivision is a compact neighborhood within the Primary Focus Area #1 in the Wakulla Springs Basin Management Action Plan, a key area for septic tank phase-out to assist in the Wakulla Springs recovery (Attachment #2). The total \$2,450,000 awarded by the NFWFMD and matched by Leon County will be used to fund the design and construction of the central sewer lines. The grant funds will also pay for the costs of the home connections and septic tank removals for up to 200 structures in the subdivision. The County match is designated to come from the County's share of the existing Blueprint 2000 Water Quality funding allocated to Leon County.

The NFWFMD Grant Agreement (Attachment #3) requires an Interlocal Agreement (Attachment #1) between Leon County and the City of Tallahassee to ensure that the sanitary sewer system constructed under the grant is operated and maintained appropriately.

The basic terms of the Interlocal Agreement are:

- The County will design, permit and build a sewage collection system in the subdivision, subject to review and approval of the City.
- The County will convey ownership to the City and the City will be responsible for perpetual operation and maintenance of the collection system.
- The agreement provides the County, through the grant, pay the City for the system connection charges for the neighborhood.
- The State Health Department may require any failed septic system to connect to the system.
- All new construction will be required to connect to the system.
- Any resident on a private well must connect to City water in order to connect to City sewer.
- Any resident desiring to connect to the sewer system can do so at any time that service is available and no resident will be required to connect (unless as noted above).
- Properties which are not connected to the sanitary sewer system will be assessed a readiness to serve charge.
- Includes dispute resolution provisions.

The County Attorney's Office has approved to form the final proposed interlocal agreement included as Attachment #1.

Options:

1. Approve the Interlocal Agreement between Leon County and the City of Tallahassee for the Provision of Sewer Service to the Woodside Heights Subdivision (Attachment #1), and authorize the Chairman to execute, in a form approved by the County Attorney.
2. Do not approve the Interlocal Agreement between Leon County and the City of Tallahassee for the Provision of Sewer Service to the Woodside Heights Subdivision.
3. Board direction.

Recommendation:

Option #1.

Attachments:

1. Interlocal Agreement between Leon County and the City of Tallahassee for the Provision of Sewer Service to the Woodside Heights Subdivision
2. Woodside Heights map
3. NFWFMD Grant Agreement Amendment #1

INTERLOCAL AGREEMENT FOR THE PROVISION OF SEWER SERVICE TO
WOODSIDE HEIGHTS SUBDIVISION

THIS AGREEMENT, made and entered into this ____ day of _____, 2016, by and between the CITY OF TALLAHASSEE, a Florida municipal corporation (hereinafter referred to as "City"), and LEON COUNTY, FLORIDA, a charter county and a political subdivision of the State of Florida (hereinafter referred to as "County").

WITNESSETH

WHEREAS, the County is the sole local governmental entity to authorize the planning, construction and operation of central water systems and sewage disposal systems within the unincorporated area of the County and will provide such services when it deems it appropriate; and,

WHEREAS, the County has recognized a long-standing problem in the Woodside Heights Subdivision that onsite sewage treatment and disposal systems (OSTDS) do not function properly due to soil and groundwater conditions; and,

WHEREAS, the County, having recognized the nitrate loads associated with OSTDS and the impact of nitrate loads on Wakulla Springs, will identify areas in the Wakulla Springs Primary Springs Protection Zone where elimination or retrofit of existing OSTDS will be required as part of the Wakulla Springs Basin Management Action Plan; and,

WHEREAS, the County was awarded Northwest Florida Water Management District Springs Restoration Grants to joint-fund construction projects to construct a central sewage collection system ("sewer system") to serve the Woodside Heights Subdivision, located within the Primary Springs Protection Zone; and,

WHEREAS, the County has determined that it is in the best interests of the citizens of Woodside Heights Subdivision that sewer service be provided to the residences in that area by the City of Tallahassee; and,

WHEREAS, the County has confirmed that the Woodside Heights Subdivision lies within the City water and sewer franchise area; and,

WHEREAS, the Woodside Heights Subdivision is within the Lake Munson Target Area identified in the City Master Sewer Plan adopted in January 2010;

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

a. The foregoing recitals are true and correct and are incorporated herein by reference.

Section 1. Effective Date. This Agreement shall commence upon full execution hereof by both parties.

Section 2. Responsibilities of County.

1. The County shall construct a new central sewer system to serve the Woodside Heights Subdivision. The County will secure all necessary permits for construction of the sewer system, and will secure, for the City and in form(s) acceptable to the City, all property or property rights required for the construction, operation, and maintenance of the sewer system. The sewer system shall be based on gravity design which will convey sewage first to conventional central pumping stations and then to a connection point on the existing City system to be mutually agreed upon by the City and County.

2. The sewer system design shall comply with the City's Engineering Design Manual for Water and Sewer Facilities and construction shall comply with the City's Technical Specifications for Water and Sewer Construction. The City's determination regarding compliance with such design and construction requirements shall be final. The County or its agent shall submit design plans to the City for review and approval. Construction shall not start until plans have been approved by the City. The City shall be timely in recognition of the County commitment to have service available as soon as possible.

3. The City is intended to be a third-party beneficiary of the contracts for design and construction of the sewer system, and the County shall ensure that those contracts reflect such status for the City. As such, the design consultant and the contractor shall be directly liable to the County and the City for the proper and timely performance of all obligations under the respective contract including without limitation all warranty provisions. Upon completion of the sewer system, the County shall convey ownership of the completed sewer system along with necessary easements to City for operation and maintenance and shall take all action necessary to assign to the City all warranties relating to construction of the sewer system, including warranties as to workmanship and material.

4. Following City acceptance of the sewer system, the County shall complete connections for all property where permission is granted by owners, utilizing Springs Restoration Grant funds. As an incentive for residents to connect to the sewer system, the County will also use grant funds to pay the City the sewer system charge for each sewer service tap installed in the sewer main during the sewer system construction. The County will make the total system charge payment to the City upon acceptance of the sewer system and receipt of a correct invoice from the City. In recognition of the above described arrangement for payment of system charges, the parties agree the system charge for each sewer service tap installed, will be two-thirds of the normally applicable system charge.

5. The County shall use its best efforts to have homeowners in the Woodside Heights Subdivision connect to the sewer system.

Section 3. Responsibilities of City.

1. Upon completion of the sewer system and compliance with City specifications and requirements, the City shall accept the sewer system for ownership, operation, and maintenance. The City shall utilize the completed sewage collection system and its existing sewage collection and treatment facilities to provide sewer service to the Woodside Heights Subdivision. City shall not be responsible for any of the provisions of this Agreement until such time as City has accepted ownership of the completed sewer system. The City will not unreasonably withhold acceptance of ownership of the completed sewer system.

2. The City shall inspect construction of the sewer system to ensure compliance with the previously approved City specifications and requirements. The County shall pay the City all costs incurred for inspection and construction related testing.

3. Nothing in this Agreement shall prevent the City or County from using its general revenues to provide any of its services or financial assistance to any citizen or property owner inside Woodside Heights.

4. Nothing herein shall be interpreted to require the City to assume responsibility for individual grinder pumps or discharge piping to the point of connection with the gravity sewer main.

Section 4. Terms of Service.

1. Pursuant to Florida Statutes, the Health Department will require that any resident with a failed septic system shall be required to connect to the sewer system.

2. The County shall not issue any permits for new construction unless the structure is proposed to be connected to the new City sewer system.

3. Any resident desiring to connect to the sewer system may do so at any time that service is available. Residents connecting to the sewer system must also connect to the City water system. Any resident that does not connect to the sewer system will be charged the applicable readiness to serve charge via the City utility bill in accordance with Sec 21-324, City of Tallahassee Code.

4. Sewer service under this Agreement shall be provided subject to applicable City policies (except the rebate policy), standards, procedures, regulations, rates, fees, loan programs and charges.

Section 5. Dispute Resolution.

1. The Parties shall attempt to resolve any disputes that arise under this Agreement in good faith and in accordance with this section. The provision of the "Florida Governmental Conflict Resolution Act" shall not apply to disputes under this Agreement, as an alternative dispute resolution process is hereby set forth in this section.

2. The aggrieved Party shall give written notice to the other Party in writing, setting forth the nature of the dispute, date of occurrence (if known), and proposed resolution, hereinafter referred to as the "Dispute Notice."

3. Should the Parties be unable to reconcile any dispute, the City Manager and County Administrator, or their designees, shall meet at the earliest opportunity, but in any event within ten (10) days from the date that the Dispute Notice is received, to discuss and resolve the dispute. If the dispute is resolved to the mutual satisfaction of the Parties, they shall report their decision, in writing, to the City Commission and Board of County Commissioners. If the City Manager and County Administrator, or their designees, are unable to reconcile the dispute, they shall report their impasse to the City Commission and Board of County Commissioners.

4. If a dispute is not resolved by the foregoing step, within forty-five (45) days after receipt of the Dispute Notice, unless such time is extended by mutual agreement of the Parties, then either Party may require the dispute to be submitted to mediation by delivering written notice thereof (the "Mediation Notice") to the other Party. The Mayor shall represent the City and the Chair shall represent the County. The mediator shall meet the qualifications set forth in Rule 10.100(d), Florida Rules for Mediators, and shall be selected by the Parties within ten (10) days following receipt of the Mediation Notice. The mediator shall also have sufficient knowledge and experience in the subject of the dispute. If agreement on a mediator cannot be reached in that ten (10) day period, then either Party can request that a mediator be selected by an independent conflict resolution organization, and such selection shall be binding on the Parties. The costs of the mediator shall be borne equally by the Parties.

5. If an amicable resolution of a dispute has not been reached within sixty (60) calendar days following selection of the mediator, or by such later date as may be mutually agreed upon by the Parties, then, upon the agreement of both Parties, such dispute may be referred to binding arbitration; otherwise, each Party may pursue whatever remedies may be available at law, in equity, or otherwise. If the dispute is so referred, such arbitration shall be conducted in accordance with the Florida Arbitration Code (Chapter 682, Florida Statutes).

- a) Such arbitration shall be initiated by delivery, from one Party (the "Petitioner") to the other (the "Respondent"), of a written Arbitration Notice therefore containing a statement of the nature of the dispute involved. The Respondent, within ten (10) days following its receipt of such Arbitration Notice, shall deliver an answering statement to the Petitioner. After the delivery of such statements, either Party may make new or different claims by providing the other with written notice thereof specifying the nature of such claims involved.
- b) Within ten (10) days following the delivery of such Arbitration Notice, each Party shall select an arbitrator and shall deliver written notice of that selection to the other. If either Party fails to select an arbitrator within such time, the other Party may make application to the court for such appointment in accordance with the Florida Arbitration Code. Within ten

(10) days following delivery of the last of such written notices, the two arbitrators so selected shall confer and shall select a third arbitrator.

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

Section 6. General Provisions.

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

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

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

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

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

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

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

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

9. Public Bodies. It is expressly understood between the Parties that the City is a duly incorporated municipal corporation of the State of Florida and that the County is a charter county and a political subdivision of the State of Florida. Nothing contained herein shall be

construed as a waiver or relinquishment by either of the Parties to claim such exemptions, privileges or immunities as may be provided to that Party by law.

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

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

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

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

14. Exceptions to Agreement. All provisions of Chapter 18, of the Leon County Code of Laws, not in conflict with the provisions herein, shall remain in full force and effect. The Water and Sewer Agreement entered into by and between Leon County and the City shall not apply and shall have no effect upon the terms and conditions of this Agreement.

IN WITNESS WHEREOF, the Parties hereto, through their duly authorized representative, have executed this Interlocal Agreement for the Provision of Sewer Service to Woodside Heights Subdivision as of the date written above.

LEON COUNTY,
FLORIDA

CITY OF TALLAHASSEE,
FLORIDA

BY: _____
Bill Proctor, Chairman
Board of County Commissioners

BY: _____
Andrew Gillum, Mayor

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

ATTEST:
BY: _____
James O. Cooke, IV
City Treasurer - Clerk

BY: _____

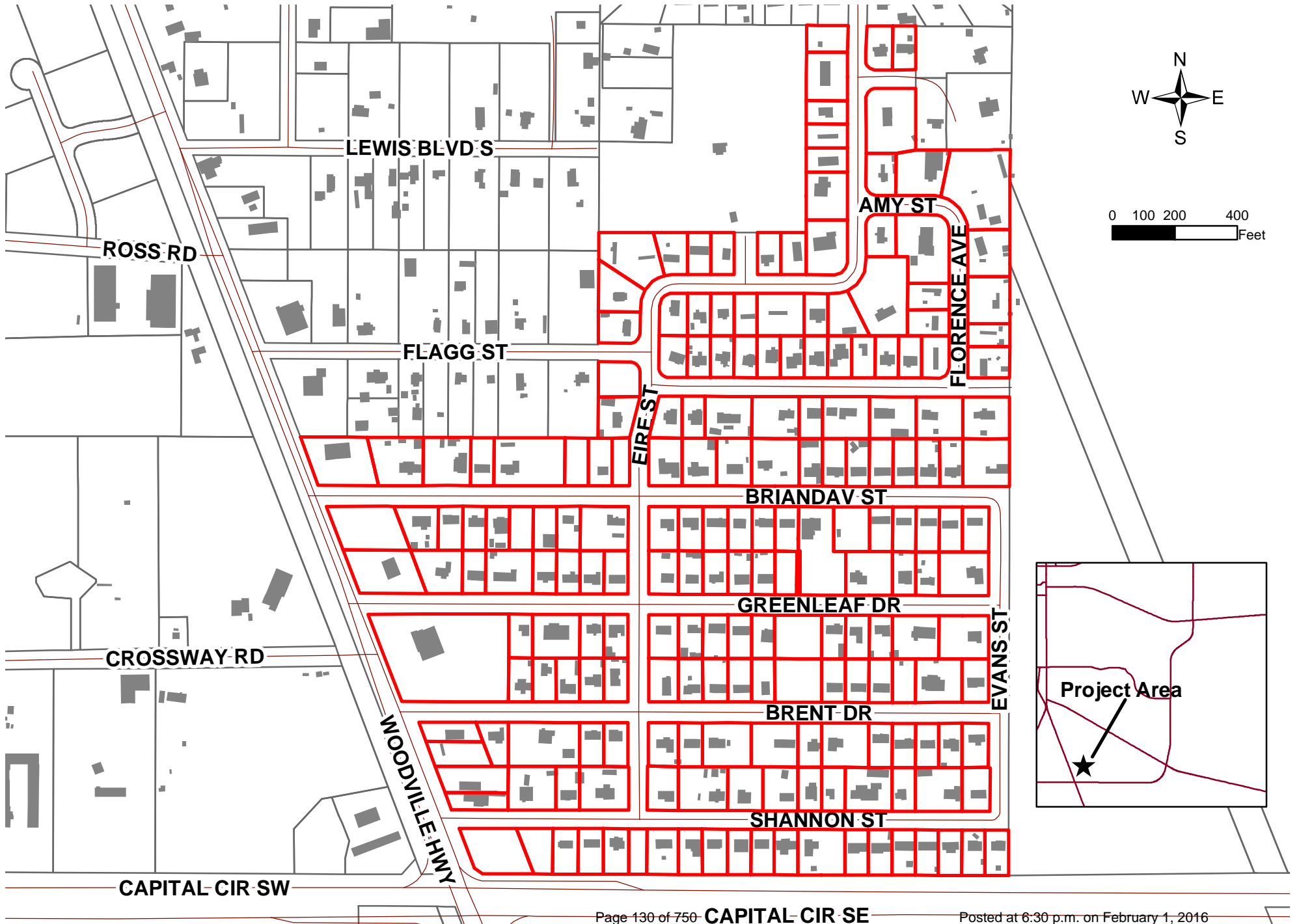
APPROVED AS TO FORM:
Leon County Attorney's Office

APPROVED AS TO FORM:
City of Tallahassee Attorney's Office

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

BY: _____
Lewis E. Shelley, Esq.

Woodside Heights Subdivision



AMENDMENT NO. 1 TO GRANT AGREEMENT
BETWEEN
THE NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
AND
LEON COUNTY
FOR
WOODSIDE HEIGHTS WASTEWATER RETROFIT PROJECT

NFWWMD CONTRACT NUMBER 15-021

THIS AGREEMENT AMENDMENT, made and entered into by and between the NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT, a public entity created by Chapter 373, Florida Statutes, as amended, for itself, hereinafter referred to as the "DISTRICT," and LEON COUNTY, FLORIDA, a political subdivision of the State of Florida, hereinafter referred to as the "GRANTEE."

In consideration of services to be performed for the public benefit hereunder, the DISTRICT and the GRANTEE hereby agree to amend DISTRICT AGREEMENT Number 15-021 referenced above as follows:

1. Paragraph 1. is amended to read as follows:
 - A. To provide funding not to exceed Two Million Four Hundred Fifty Thousand Dollars and NO/100 (\$2,450,000.00) or fifty-percent of the final cost for approved expenses in support of the Woodside Heights Wastewater Retrofit Project described in ATTACHMENT 1.
 - B. To provide payment of funds to the GRANTEE, on a reimbursement basis, in the total amount indicated in Paragraph 1.A., for Tasks satisfactorily completed within 30 days of completion, submittal and approval of the deliverables identified in ATTACHMENT 1. Invoices may be submitted no more frequently than monthly. All invoices for completed Tasks must be submitted with supporting documentation and with sufficient detail for the proper pre-audit and post-audit thereof. Supporting documentation shall reflect actual paid costs.
2. Paragraph 2.B. is amended to read as follows:
 - B. To provide approximately \$2,450,000 in funding for completion of the Lake Munson Target Area Wastewater Retrofit Project.
3. Paragraph 2.D. is amended to read as follows:
 - D. To invoice the DISTRICT for Tasks satisfactorily completed in support of the Woodside Heights Wastewater Retrofit Project, as described in ATTACHMENT 1. Invoices for completed Tasks may be submitted no more frequently than monthly and must be submitted with supporting documentation and with sufficient detail for the proper pre-audit and post-audit thereof. Supporting documentation shall reflect actual paid costs.

3. Paragraph 2.L. is added to read as follows:
 - L. To cooperate with an inspector general in any investigation, audit, inspection, review, or hearing, pursuant to Section 20.055(5), F.S.
4. Paragraph 3.A. is amended to read as follows:
 - A. This AGREEMENT shall remain in effect for a period of 36 months from the date of AGREEMENT execution which is the date of the last signature, unless extended by mutual written consent.
4. Paragraph 3.B. is amended to read as follows:
 - B. The GRANTEE shall develop a detailed Work Plan for construction tasks, as specified in ATTACHMENT 1, Task 3. The Work Plan for construction tasks must be incorporated into the AGREEMENT Scope of Work in the form of an approved amendment to this AGREEMENT. It is understood and agreed that the detailed Work Plan shall include a narrative description of the task, a corresponding detailed budget for each deliverable under that task and a schedule for completion of each component of the tasks and deliverables. The Work Plan shall require approval by the DISTRICT as to content, deliverables, and schedule prior to initiating the work specified in ATTACHMENT 1, Task 3.
5. Attachment 1 is amended to read as follows:

ATTACHMENT 1 – SCOPE OF WORK WOODSIDE HEIGHTS WASTEWATER RETROFIT PROJECT

Background

The Woodside Heights Wastewater Retrofit Project is located in southern Leon County in the primary protection zone for Wakulla Springs. This area is in the unconfined part of the Wakulla Springs Contribution Area and contributes nitrogen and phosphorus into the Floridan aquifer, contributing to water quality impairment at Wakulla Springs. There are estimated to be over 200 septic systems in the subdivision. This project will be an initial phase to connect approximately 200 septic systems to the City of Tallahassee wastewater treatment system and abandon the septic systems. The main sewer line collection system will be constructed, providing for future extension of the system and connection of additional service locations to the wastewater treatment system as additional funds are obtained. Wakulla Springs is one of Florida's most noteworthy and iconic Floridan aquifer springs. The spring and river comprise a rich and diverse ecosystem, integrated as part of the St. Marks River and Apalachee Bay watershed. Wakulla Springs is also among Florida's important recreational and tourist destinations and the focus of a major state park, which receives approximately 200,000 visitors annually.

Project Description

Leon County will implement wastewater improvement projects in the Wakulla Springs contribution area to construct sewer lines, pump stations, septic tank abandonment and other appurtenances to connect approximately 200 septic systems to the City of Tallahassee wastewater treatment system. Connection of existing septic systems to central sewer is funded solely through the NFWFMD grant.

Task 1: Interlocal Agreement and Amendment of Contract

Description: Contracting between the Northwest Florida Water Management District (Grantee) and Leon County (County) for the Grantee to provide \$2,450,000 in contractual funding to the County to complete

the Lake Munson Target Area, Woodside Heights Wastewater Retrofit Project. The County will be responsible for design, permitting and construction of sewer lines, pump stations, connection lines, and other appurtenances, and for septic tank abandonment for the project. An interlocal agreement will be executed between Leon County and the City of Tallahassee for connecting the new wastewater transmission lines to the City's existing wastewater system.

Deliverables: A copy of the interlocal agreement between Leon County and the City of Tallahassee (City) to connect the new wastewater lines constructed for the Lake Munson Target Area, Woodside Heights, Wastewater Retrofit Project to the City's wastewater transmission and treatment system.

Task 2: Site Survey, Design, Permitting, Easements, Bidding, and Selection of Subcontractor

Description: Leon County will complete project surveying, preparation of design drawings and specifications, permitting, and bidding. Services will be provided by Leon County staff and engineering consultants already under contract with the County. The County shall design the system as described in Task 3 (Construction) and obtain all necessary permits and easements. The County shall prepare and solicit bids utilizing a bid package in accordance with state and federal laws and this Agreement. The design plans will be reviewed and approved by the District Grant Manager before work proceeds under Task 3.

Deliverables: Copy of completed survey(s); copy of detailed final design; copy of easement(s) obtained; copy of all required permits; copy of bid package; bid sheet indicating project bidders and name of selected subcontractor(s); and, copy of executed subcontract(s)

Task 3: Construction

Description: The County's selected subcontractor(s) will complete construction of the sewer lines, including pump stations and other appurtenances as required, and other necessary infrastructure to connect an estimated 200 septic systems in the target area to the City of Tallahassee wastewater treatment system. The main sewer line collection system will be constructed, providing for current project connections and future extension of the system and connection of additional service locations to the wastewater treatment system as funding allows. Activities under this task also will include construction of connection lines to wastewater customer locations, payment of connection fees to connect wastewater customer locations to the central sewer system, and proper abandonment of septic systems in the target area.

Deliverables:

1) Sewer lines, including pump stations and other appurtenances as required, and other necessary infrastructure to connect an estimated 200 septic systems in the target area to the City of Tallahassee wastewater treatment system constructed as described in this task, as evidenced by: 2) Dated color photographs of the construction site(s) prior to, during, and immediately following completion of the construction task; 3) certified as-built drawings; 4) signed statement from a Florida Licensed Professional Engineer indicating construction has been completed in accordance with the design; and, 5) signed acceptance of the completed project by the Grantee.

It is understood and agreed that the Grantee shall not perform, nor be reimbursed for, any work for this task until this Agreement is formally amended to incorporate an approved revised Grant Work Plan with task detail that includes a detailed task description based on the approved design, deliverables, task timeline, budget and performance measures.

Task 4: Final Report

Description: Submit a Draft Final Report and a Final Report. The Draft and Final Reports should capture the outcome and results of all tasks included in this project. The reports shall include the following:

- A summary of the project results.
- An explanation of any problems encountered and how those problems were overcome; an explanation of any project delays.
- A brief summary of any additional phases yet to be completed.

- Any additional information that explains the results of the project.

Deliverables: An electronic copy of a draft final report and an electronic copy of the final report in Word format.

Anticipated Schedule

The anticipated schedule, described in months following grant agreement approval, is as follows:

Task	Scheduled Completion Date
1. Execution of Contract Agreement between NFWFMD and Leon County and Interlocal Agreement between Leon County and the City of Tallahassee	Months 1-6
2. Survey, Design, Permitting, Easements, Bidding and Selection of Subcontractor	Months 2-13
3. Construction	Months 14-35
4. Final Report	Months 35-36

Anticipated Project Cost and Funding

Project: Woodside Heights Wastewater Retrofit Project

Grantee: Leon County

The table below outlines expenses and funding anticipated through completion of the project. Task level funds represent estimated amounts. The NFWFMD grant will not exceed the total amount indicated in the agreement. Additional required funds will be provided or obtained by Leon County. Grant funding through this AGREEMENT is available for survey, design, permitting, easements, bidding, and construction costs directly associated with and required for project completion. This AGREEMENT will not require an amendment for changes in amounts listed in categories for GRANTEE funds or changes in the anticipated schedule listed above that occur prior to the expiration of the AGREEMENT. The AGREEMENT will require an amendment providing a detailed Work Plan for Task 3 prior to commencement of construction work.

<i>Budget by Task</i>	<i>NFWFMD Grant</i>	<i>Leon County Funds</i>
<i>1) Contract Agreement and Interlocal Agreement</i>		<i>\$5,000.00</i>
<i>2) Survey, Design, Permitting, Easements, Bidding, and Selection of Subcontractor</i>	<i>\$225,000.00</i>	<i>\$250,000.00</i>
<i>3) Construction</i>	<i>\$2,225,000.00</i>	<i>\$2,185,000.00</i>
<i>4) Final Report</i>		<i>\$10,000</i>
<i>Total</i>	<i>\$2,450,000.00</i>	<i>\$2,450,000.00</i>

Reporting Requirements

1. With each invoice the GRANTEE shall provide the following:
 - a. Description of activities completed during the invoice period;
 - b. Design drawings and project area map, as available, if not previously provided;
 - c. Photographic record of project activities and progress to date; and
 - d. Expense backup documentation, in sufficient detail for proper pre-audit and post-audit.
2. The GRANTEE shall provide quarterly progress reports, due on March 31, June 30, September 30 and December 31 of each year until the project is complete, to include the following:
 - a. Description of facility construction to date;
 - b. Design drawings and project area map (unless provided previously);
 - c. Photographic record of project activities and progress to date (unless provided previously);
 - d. Work plan and schedule for next phase of project up to the next semiannual report or final project summary report. Note any changes to anticipated schedule outlined above; and
 - e. Summary of construction and total project costs to date, itemized by major component.
3. The GRANTEE shall provide a Final Project Summary Report upon completion of the project, to include the following:
 - a. Project Summary Statement outlining accomplishments, problems encountered solutions, and future recommendations.
 - b. Design drawings and project area map, if not previously provided.
 - c. Detailed description of the objectives and anticipated outcomes of the planned construction project, to include estimates of the number of people ultimately served, anticipated fire flow and water storage improvements, and any other improvements planned.
 - d. Documentation of project costs, including grant funding and funding from other sources.
4. In accordance with 287.058(1)(h), F.S., requiring financial consequences for nonperformance, failure to provide as-built drawings within thirty days of project completion will incur a 1% reduction in final payment request reimbursement. Events outside the control of the GRANTEE will be considered in the application of financial consequences for nonperformance.
5. In accordance with 287.058(1)(h), F.S., requiring financial consequences for nonperformance, failure to complete tasks 1 through 4 and provide required deliverables within the timeline identified above will result in the following financial consequences: tasks completed and deliverables submitted more than 30 days after scheduled completion will be subject to a 2% reduction in reimbursement, tasks completed and deliverables submitted more than 60 days after scheduled completion will be subject to a 4% reduction in reimbursement, tasks completed and deliverables submitted more than 90 days after scheduled completion will be subject to a 5% reduction in reimbursement. The financial consequences for nonperformance for tasks 5 and 6 will be specified following the development of a detailed Work Plan and subsequent amendment of this contract. Events outside the control of the GRANTEE will be considered in the application of financial consequences for nonperformance.

Specified deliverables must be provided in electronic format unless specified otherwise for each Task.

IN WITNESS WHEREOF, the parties hereto have executed this AGREEMENT the day and year last below written.

**NORTHWEST FLORIDA WATER
MANAGEMENT DISTRICT**

**BOARD OF COUNTY COMMISSIONERS
LEON COUNTY, FLORIDA**

By: _____
Brett Cyphers, Executive Director

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

Date: _____

Date: _____

**Leon County
Board of County Commissioners**


Notes for Agenda Item #7

Leon County Board of County Commissioners

Cover Sheet for Agenda #7

February 9, 2016

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Request to Schedule the First and Only Public Hearing for the Transfer of Six Small Franchise Areas from Rowe Utilities to Seminole Waterworks, Inc. on March 8, 2016

County Administrator Review and Approval:	Vincent S. Long, County Administrator
County Attorney Review and Approval:	Herbert W. A. Thiele, County Attorney
Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator Tony Park, P.E., Director of Public Works
Lead Staff/ Project Team:	Katherine Burke, P.E., Director of Engineering Services

Fiscal Impact:

This item has no fiscal impact to the County.

Staff Recommendation:

Option #1: Schedule the first and only public hearing for March 8, 2016, at 6:00 p.m. for the transfer of six small franchise areas from Rowe Utilities to Seminole Waterworks, Inc.

Report and Discussion

Background:

Seminole Waterworks, Inc. has a contract for the purchase of Rowe Utilities and has requested a transfer of the franchise areas to their company. For the franchise transfer to occur, Leon County's ordinance requires that a hearing before the Board of County Commissioners be held.

Analysis:

Rowe Utilities is a small private utility that operates the following six small private systems:

Brewsters Estates
Bucklake Estates
Meadow Hills
North Lake Meadows Subdivision
Plantation Estates
Sedgefield Units 1, 2, 3, 4

A map of these systems is included (Attachment #1). These six systems are existing private systems and received formal approval from the Board at the time of their development (Attachment #2). The six small water systems were developed in the 1980s and, therefore, were considered grandfathered franchises in 2005 when the Water and Sewer Agreement with the City of Tallahassee was executed that granted it the entirety of the County not already claimed by others. Per the County Attorney's office, there are no statutes or terms in the Water and Sewer Agreement which grant the City of Tallahassee the right of first refusal for the transfer of private water systems. The Agreement merely acknowledges that private systems existed in 2005.

In this type of transaction Section 18-29 requires that a hearing before the Board of County Commissioners be held after a public notice of the proposed transfer is published once a week for two weeks no sooner than 20 days in advance of the public hearing.

Upon approval to set the public hearing, the required notices will be published within the timeframes required by Section 18-29.

Options:

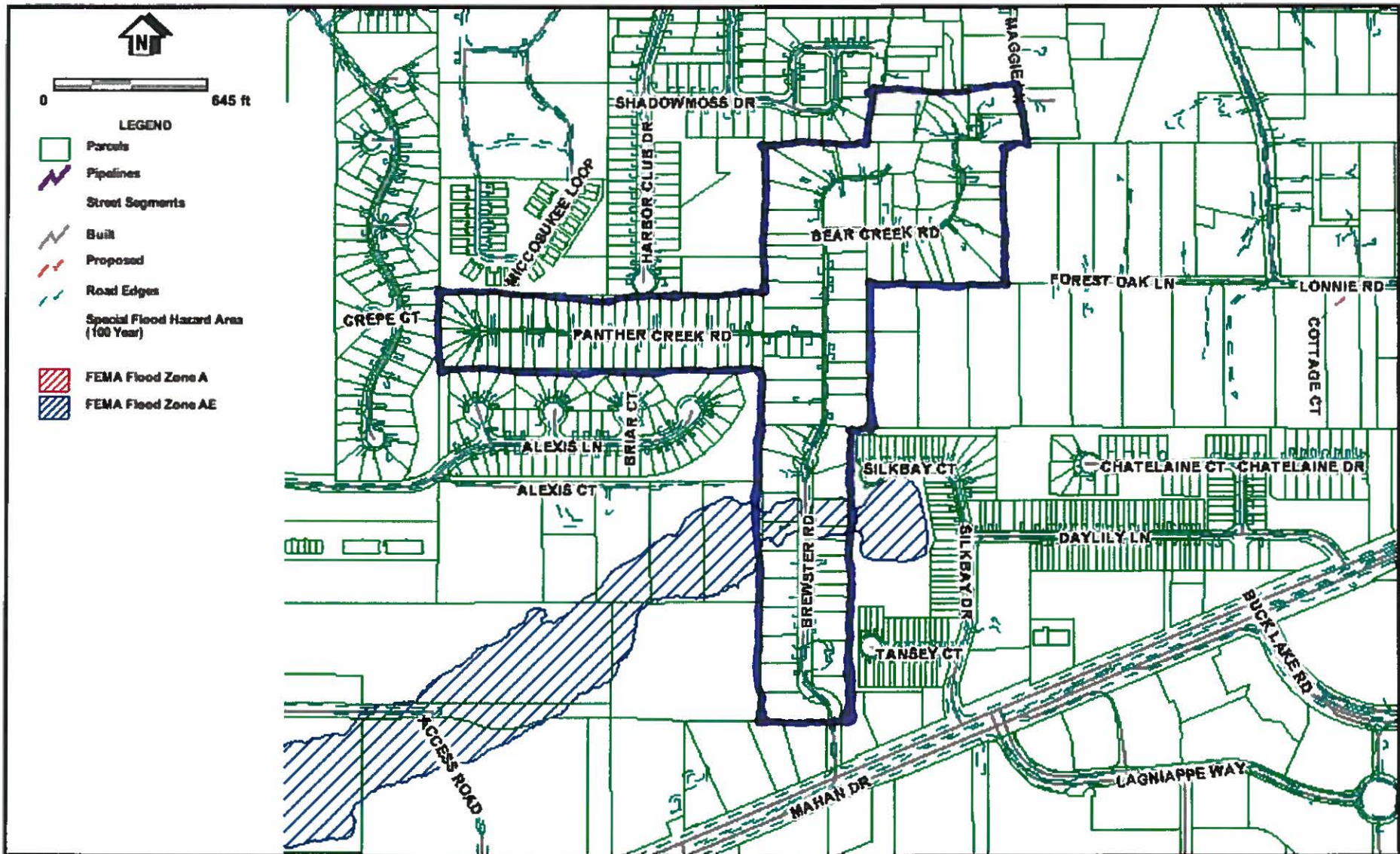
1. Schedule the first and only public hearing for March 8, 2016, at 6:00 p.m. for the transfer of six small franchise areas from Rowe Utilities to Seminole Waterworks, Inc.
2. Do not schedule the first and only public hearing.
3. Board direction.

Recommendation:

Option #1.

Attachments:

1. Location map for the six water systems
2. Board approval of the original franchise areas to Rowe Utilities



Tallahassee-Leon County

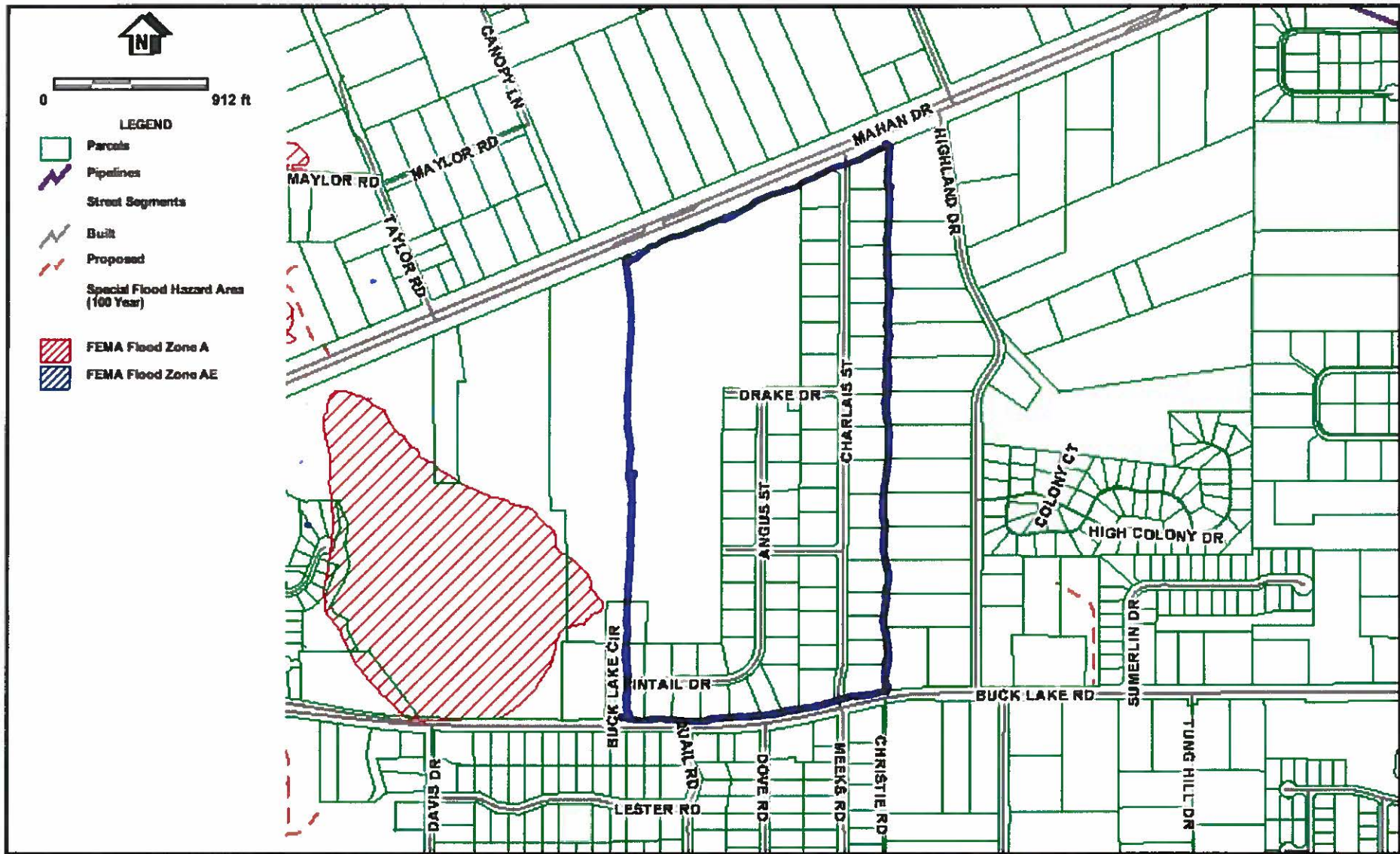


Brewster Estates Water System

Leon County Water Service Area #37

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Tallahassee-Leon County



Bucklake Estates Water System

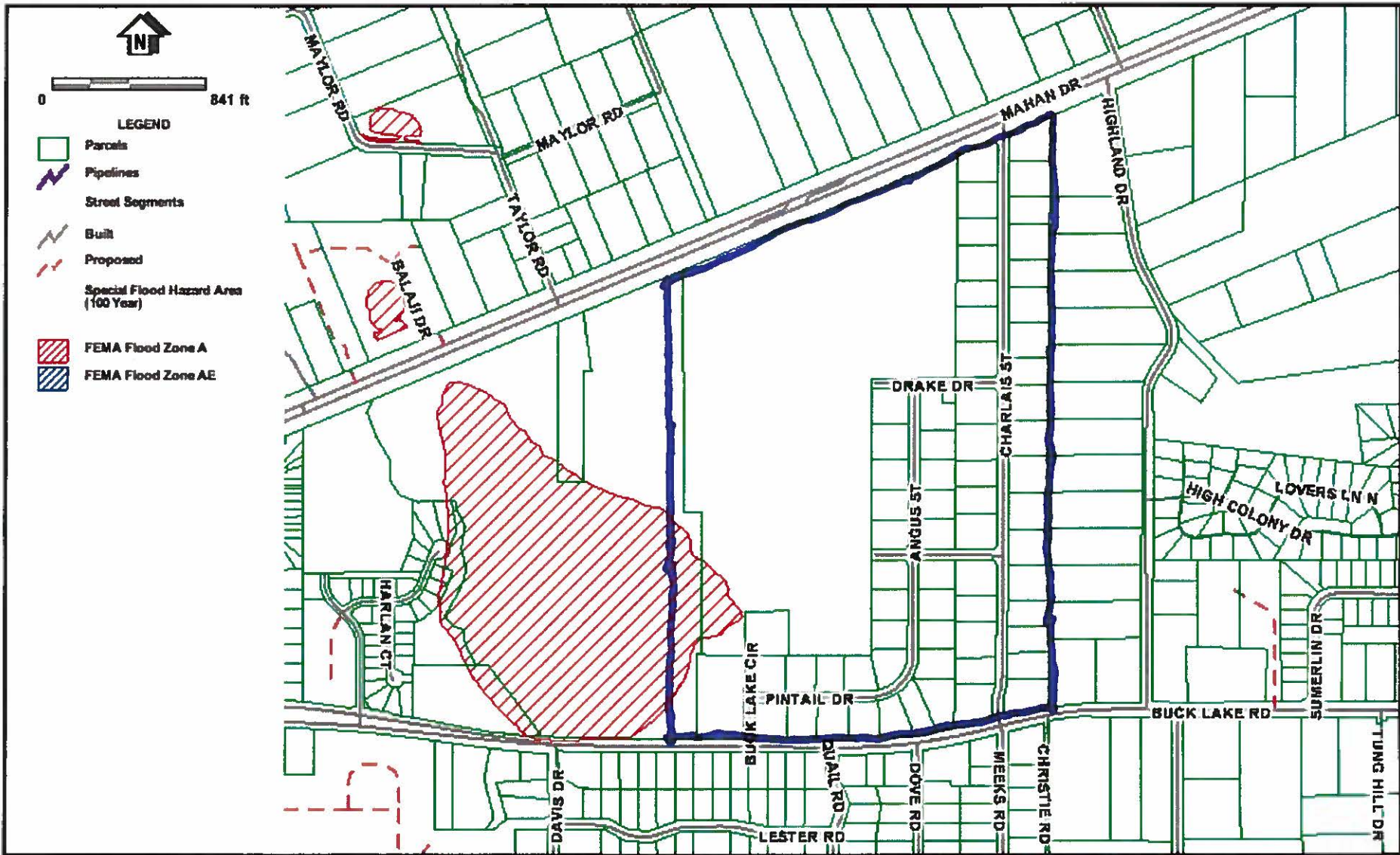
Leon County Water Service Area #45

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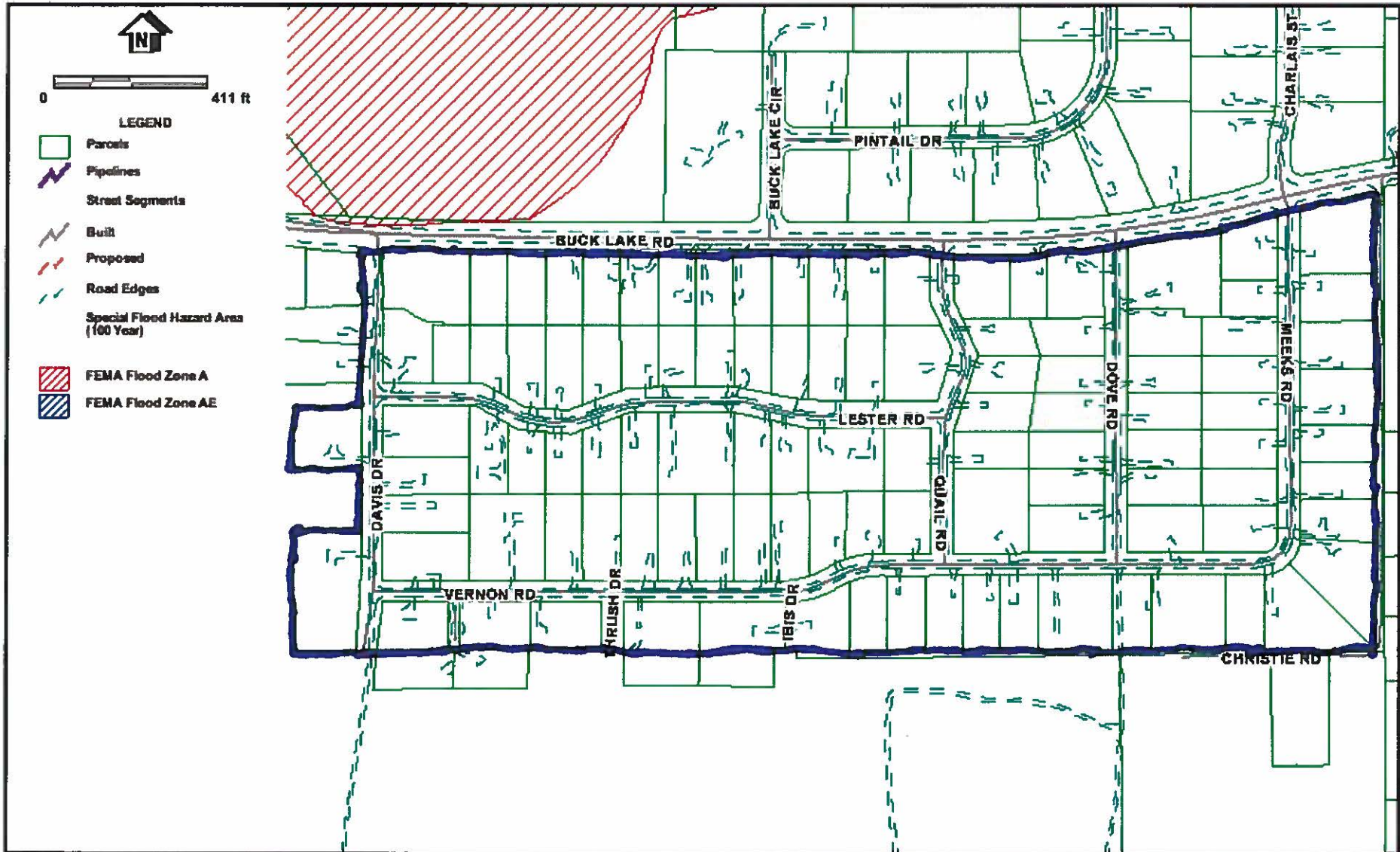
Tallahassee-Leon County



Requested Service Area by Mr. Rowe

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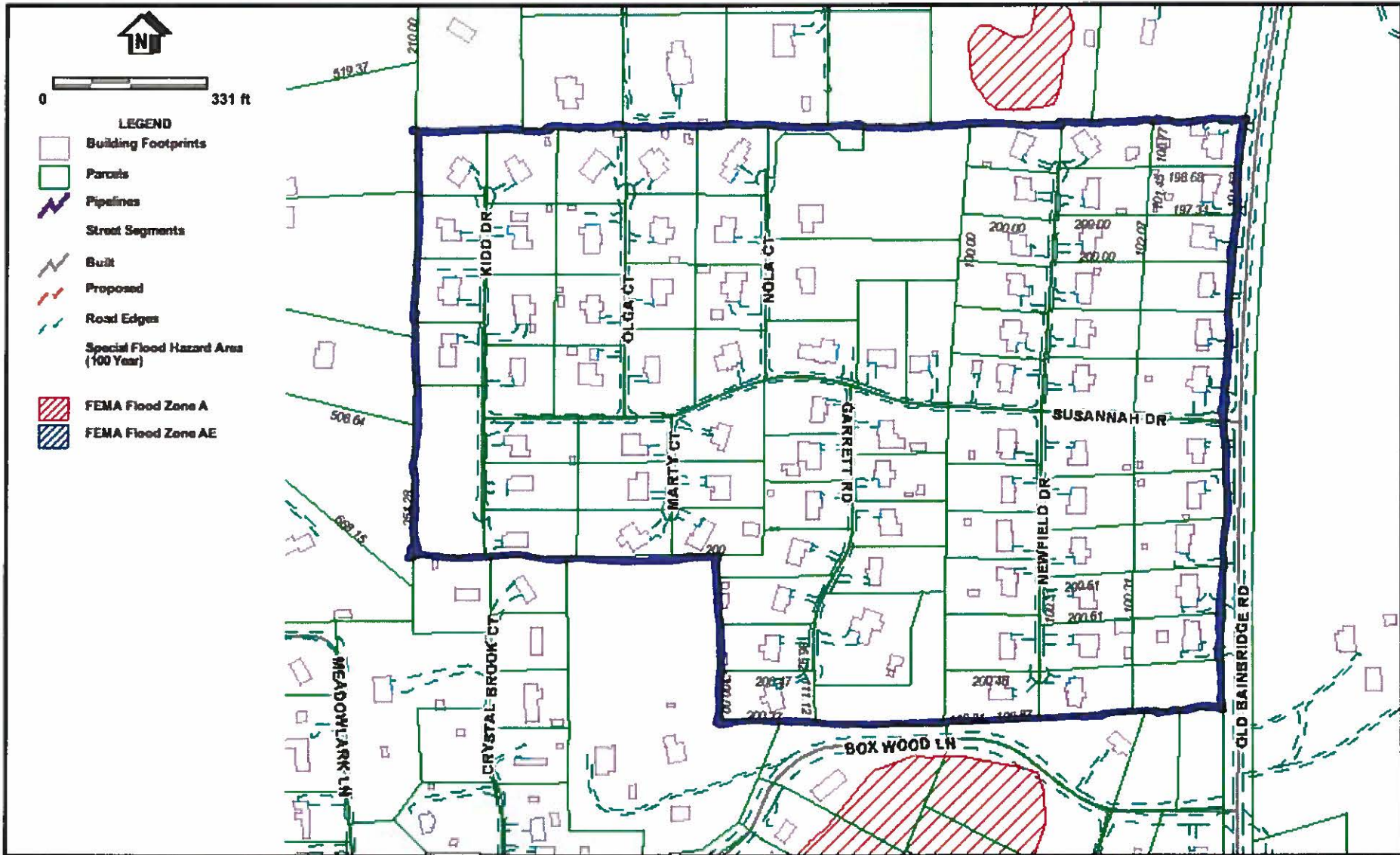


Meadow Hills Water System

Leon County Water Service Area #18

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- LEGEND**
- Building Footprints
 - Parcels
 - Pipelines
 - Street Segments
 - Built
 - Proposed
 - Road Edges
 - Special Flood Hazard Area (100 Year)
 - FEMA Flood Zone A
 - FEMA Flood Zone AE



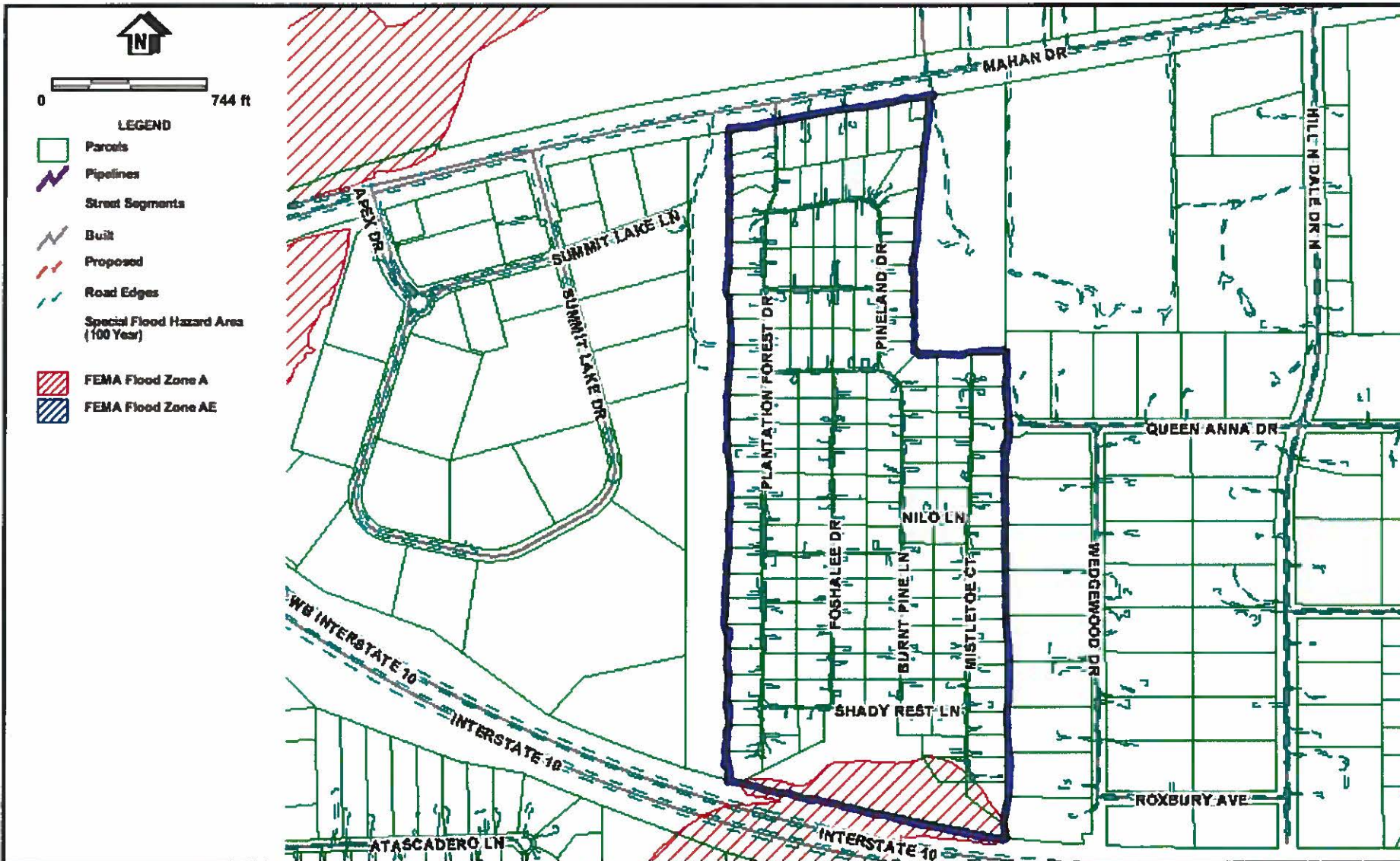
Rowe Utilities Water Systems

North Lake Meadows Subdivision

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Date Created: 1/27/2016



Tallahassee-Leon County

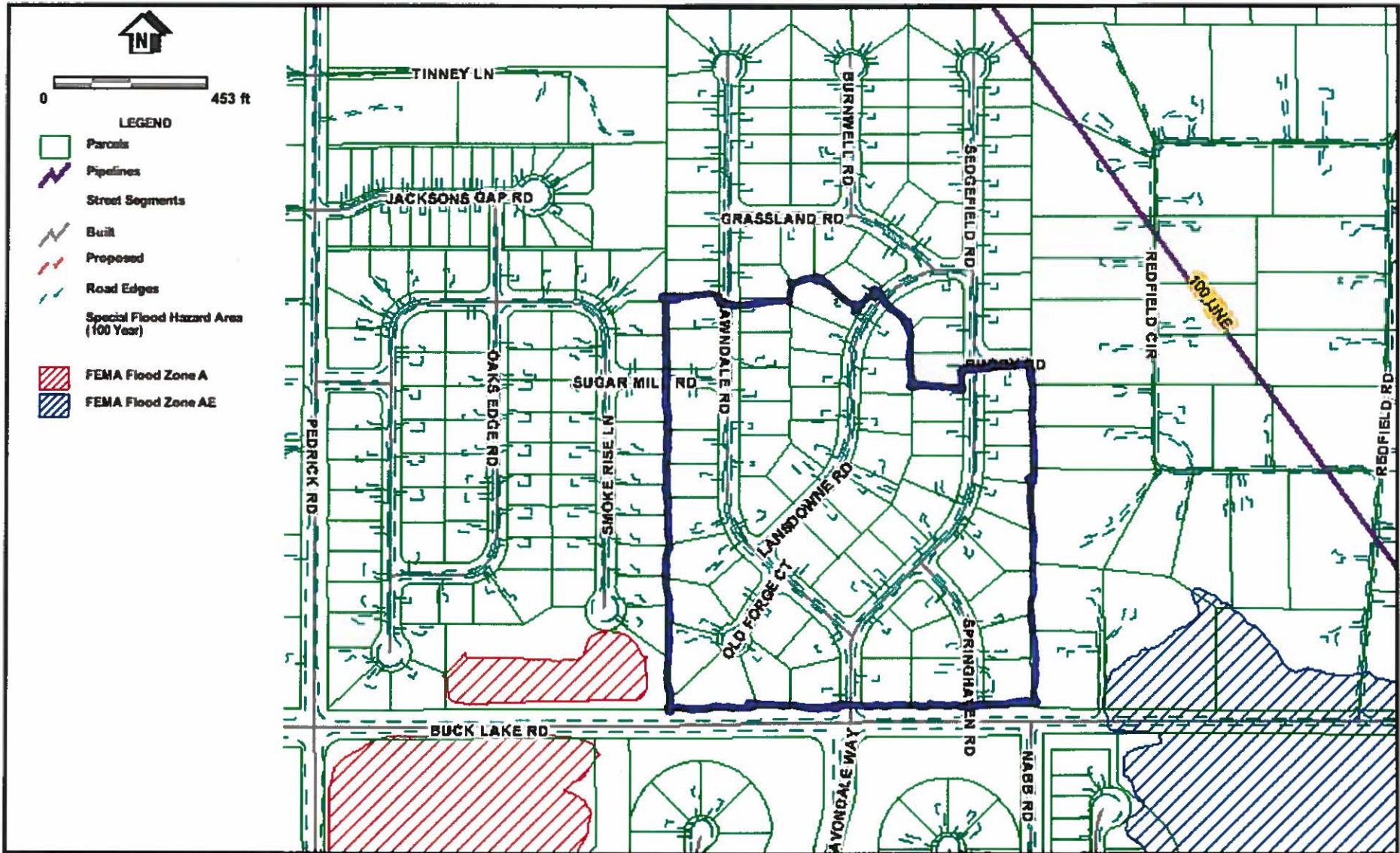


Rowe Utilities Water Systems

Plantation Estates Subdivision

TLCGIS Map Disclaimer: This product has been compiled from the most accurate source data from Leon County, the City of Tallahassee, and the Leon County Property Appraiser. However, this product is for reference purposes only and is not to be construed as a legal document or survey instrument. Any reliance on the information contained herein is at the user's own risk. Leon County, the City of Tallahassee, and the Leon County Property Appraiser assume no responsibility for any use of the information contained herein or any loss resulting therefrom.

TLCGIS
Leon County Courthouse
301 S. Monroe St. P3 Level
Tallahassee, FL 32301
850/606-5504
Date Created: 1/27/2016



Tallahassee-Leon County



Sedgefield Water System

Leon County Water Service Area #19

TLCGIS Map Disclaimer: This product has been compiled from the most accurate source data from Leon County, the City of Tallahassee, and the Leon County Property Appraiser. However, this product is for reference purposes only and is not to be construed as a legal document or survey instrument. Any reliance on the information contained herein is at the user's own risk. Leon County, the City of Tallahassee, and the Leon County Property Appraiser assume no responsibility for any use of the information contained herein or any loss resulting therefrom.

TLCGIS

Leon County Courthouse
 301 S. Monroe St. P3 Level
 Tallahassee, FL 32301
 850/606-5504

Date Created: 1/27/2016



CITY HALL
300 S. ADAMS ST
TALLAHASSEE, FL
32301-1731
904/891-8100
TDD 1-800/955-8771

PENNY SHAW HERMAN
Mayor/Commissioner
SCOTT MADDOX
Mayor Pro Tem-
Commissioner

DEBBIE LIGHTSFY
Commissioner
STEVE MEISBURG
Commissioner
RON WEAVER
Commissioner

SIEVEN C. BURKETT
City Manager
ROBERT B. INZER
City Treasurer-Clerk

JAMES R. ENGLISH
City Attorney
RICARDO FERNANDEZ
City Auditor

November 8, 1994

VENDOR: Rowe Drilling Company
Post Office Box 1363
Tallahassee, Florida 32302

Contract documents have now been executed by all parties and we are enclosing a copy for your files.

Project: Brewster Estates Agreement

If you have any questions, please contact Julia Jones or John Bishop of our office at 904-891-8132.

cc: Water & Sewer
Accounting

AGREEMENT

THIS AGREEMENT made this 7TH day of NOVEMBER, 1994, by and between the CITY OF TALLAHASSEE, a Florida municipal corporation ("City"), and ROWE DRILLING COMPANY, INC. ("Rowe").

WHEREAS, Rowe owns and operates a private water system which provides potable water to a subdivision known as Brewster Estates, which subdivision is located within the corporate limits of the City; and,

WHEREAS, the City plans to install a sanitary sewer system and a water system to provide sewer services and fire protection to Brewster Estates; and,

WHEREAS, the City desires to use periodic readings from water meters installed, owned, and maintained by Rowe for the purpose of billing customers in Brewster Estates for sanitary sewer services; and,

WHEREAS, Rowe desires to provide to the City certain readings from such water meters under the terms and conditions set forth in this Agreement;

NOW, THEREFORE, in consideration of the mutual covenants and promises set forth herein, the parties hereby agree as follows:

1. Rowe shall furnish to the City, no later than March 20th of each year, records of water meter readings, for the preceding November, December, January, and February, for all customers served by the water system owned by Rowe and located within Brewster Estates. Such records shall be furnished for the purpose of billing customers within that subdivision for sanitary sewer services provided by the City's sewer system. There shall be no charge to the City for providing such information or records.

2. In consideration for providing the City with the meter readings, the City will install, at no cost to Rowe, a water tap and meter to serve as a standby source of water for Rowe's water system. The City will render periodic bills for all such water used by Rowe and such bills shall be paid by Rowe in the same manner and within the

same time required by the City for any of its water customers. There will be no monthly minimum charge to Rowe; however, Rowe will pay a charge based on the actual volume of any water used.


3. The City will not allow any connections to its water system for the purpose of providing direct water service to a residential customer unless the City first has purchased the water system owned by Rowe. The parties agree that the City can use its water system to provide fire protection services to the subject subdivision.


5. This Agreement shall inure to the benefit of, and be binding upon, the parties, their successors and assigns.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by its duly authorized representatives effective the date first written above.


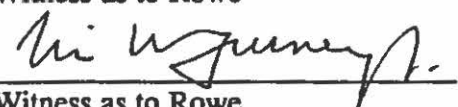
ATTEST:

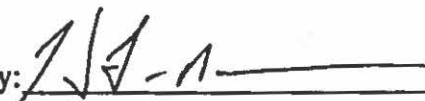
CITY OF TALLAHASSEE

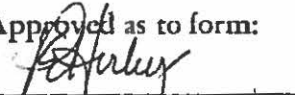
By: 
Robert B. Inzer
City Treasurer-Clerk

By: 
Anita R. Favors
Interim City Manager

ROWE DRILLING COMPANY, INC.


Witness as to Rowe

Witness as to Rowe

By: 
H. Lamar Rowe
President

Approved as to form:

Patrick E. Murley
Assistant City Attorney


DORIS MALOY
LEON COUNTY TAX COLLECTOR

2003 REAL ESTATE

Folio 0012997

NOTICE OF AD VALOREM TAXES AND NON-AD VALOREM ASSESSMENTS

ACCOUNT NUMBER	ESCI	CD	ASSESSED VALUE	EXEMPTIONS	TAXABLE VALUE	MILLAGE CODE
112204 0001			500	0	500	1

R
0085444 02 AV 0.503 **AUTO H1 1 0872 32302-1

 ROWE DRILLING CO INC
 PO BOX 1389
 TALLAHASSEE FL 32302

11-22-04
 BREWSTER ESTATES UNIT 2 UNREC 22
 1N 1E .097 A WELL SITE OR 955/2
 241

TAXES BECOME DELINQUENT APRIL 1ST

AD VALOREM TAXES		
TAXING AUTHORITY	MILLAGE RATE (DOLLARS PER \$1,000 OF TAXABLE VALUE)	TAXES LEVIED
C100 LEON COUNTY GENERAL FUND	3.6000	1.80
FINE & FORFEITURE	4.8500	2.48
C130 LEON COUNTY - MSTU EMS	.5000	.25
C120 LEON COUNTY - MSTU HEALTH	.1200	.08
T100 CITY OF TALLAHASSEE	3.7000	1.85
S100 SCHOOL BOARD		
LOCAL REQ EFFORT	5.7410	2.87
OPERATING (DISC)	.6760	.34
CAP OUTLAY (DISC)	2.0000	1.00
DEBT SERVICE	.8070	.40
W100 NW FLA WATER MD	.0500	.03
TOTAL MILLAGE 22.1440		
AD VALOREM TAXES		\$11.08

910.01

NON-AD VALOREM ASSESSMENTS		
LEVYING AUTHORITY	RATE	AMOUNT
		\$.00
NON-AD VALOREM ASSESSMENTS		

COMBINED TAXES AND ASSESSMENTS	\$11.08	PAY ONLY ONE AMOUNT	See reverse side for important information.
IF PAID IN TOTAL DUE	NOV 10.64	DEC 10.75	JAN 10.86
			FEB 10.97
			MARCH 11.08

RETAIN THIS PORTION FOR YOUR RECORDS



BOARD OF COUNTY COMMISSIONERS

DEPARTMENT OF PUBLIC WORKS
LEON COUNTY COURTHOUSE / TALLAHASSEE, FLORIDA 32301
(904) 488-9300

COMMISSIONERS:

- DOUG NICHOLS
DISTRICT 1
- GAYLE NELSON
DISTRICT 2
- JIM CREWS
DISTRICT 3
- ROBERT K. HENDERSON
DISTRICT 4
- J. LEE VAUSE
DISTRICT 5

- DIVISIONS OF
- ADMINISTRATION
- ENGINEERING
- ENVIRONMENTAL SERVICES
- OPERATIONS
- UTILITY SERVICES

February 16, 1981

BREWSTER ESTATES

Mr. H. Lamar Rowe
Rowe Drilling Company
7580 West Tennessee Street
Tallahassee, FL 32304

Dear Mr. Rowe:

Please be advised that on December 9, 1980, the Board of County Commissioners approved your application to operate the existing Brewster Estates Water System. A copy of the approved service area boundary map is attached.

As outlined in County Ordinance 80-29, all water and sewage disposal systems are required to adhere to all applicable Federal, State, and local rules and regulations. Also, attached for your convenience are forms to be used for your annual statement of gross service revenues and annual system fee for your system.

If you have any questions pertaining to this subject, please feel free to contact me at 1123 Thomasville Road, or telephone 488-9307.

Sincerely yours,

Joseph A. Vonasek
Utilities Coordinator

JAV/lmf

Attachments

Agenda Request

TO: Honorable Chairman & Members of the Board

FROM: James W. Parrish, County Administrator

SUBJECT: Application by Mr. Lamar Rowe for the Brewster Estates Water System

DATE: December 3, 1980

RECOMMENDATION:

It is recommended that the Board of County Commissioners approve the application of Mr. Lamar Rowe to operate the existing Brewster Estates Water System within the modified boundary indicated on the attached map. And, designate such area as Leon County Water Service Area Number 37.

STATEMENT OF ISSUE:

County Ordinance 80-29 provides that owners of existing systems, upon application and submission of information requested by the County, be authorized to operate a water and/or sewer system in a specific geographical area. Mr. Rowe has submitted the application and information. The service area boundary now needs to be established. The Brewster Estates Water System is located within the City Zone.

ALTERNATIVE:

Approve only the specific area(s) where pipes exist. This would deny future service to properties readily available and within the capability of the system.

ANALYSIS:

The applied for modified area, cross-hatched on the attached map, is adjacent to the Brewster Estates water system and is a marginal distance from the City System. The modified area is the final phase of the Brewster Estates Development and would utilize the remaining available service of the Brewster System. There currently exists a contract between Mr. Bevis and Mr. Benny Chastain to develop the modified area.

Mr. Lamar Rowe, Mr. Bevis, Mr. Chastain, and the City of Tallahassee concur in this recommendation.

JWP/JMB/lmf

Board of County Commissioners

INTER OFFICE MEMORANDUM

DATE: December 10, 1980

TO: Department Heads

FROM: James W. Parrish, County Administrator *JWP*

SUBJECT: Agenda Followup to BCC Meeting of December 9, 1980

- Item 1. Approved Supplemental Budget - Public Hearing set at 3:30 P.M.
- Item 2. Approved Bills and Vouchers submitted by Clerk's Office.
- Item 3. Approved Minutes of September 23, 1980.
- Item 4. Approved Draw Request for 5th and 6th Cent Gas Tax.
- Item ⑤ Approved application by Lamar Rowe for Brewster Estates Water System
- Item ⑥ Approved release of Irrevocable Letter of Credit in Sterling Woods.
- Item 7. Approved all Budget Amendment requests.
- Item 8. Approved authorization to Cannibalize Equipment.
- Item 9. Deferred Commission Memberships and Appointments to 12-16-80.
- Item 10. Approved CETA Title VI Public Service Employment projects as recommended with the exception of the Gadsden County weatherization project which was deferred pending additional revenue information, and the City of Tallahassee energy conservation project was approved, contingent upon use of Department of Energy standards for weatherization.
- Item 11. Approved bonds for Tax Collector, Clerk of the Circuit Court, Leon County Property Appraiser, Supervisor of Elections and Sheriff.
- Item 12. County Administrator made verbal report regarding disposition of Chaires property. Board directed County Administrator to proceed with same through the Tallahassee Board of Realtors.
- Item 13. Approved appointment of Planning Committee and Consultant for Library's Planning Grant. Commissioner Henderson was appointed as Commission member to the Planning Committee. Lois Fleming to coordinate process and also to furnish all Commissioners on regular basis copy of Library Board Minutes.

Agenda Followup to December 9, 1980 Meeting
Page 2
December 10, 1980

Bob
Greans
Jon
Lich

Item 14. Approved Drainage Easement for Mr. Bates Fountain. Public Works to take before and after pictures for the work being done on the easement to insure that the property is put back in good condition.

Item 14a. Approved Tharpe Street Bikeway. Staff directed to proceed with planning and design.

Item 15. County Attorney presented oral report on 2/3 of 2/3 ordinance. Board approved certain alternatives and County Attorney directed to incorporate those amendments into final form for presentation back to Board.

OTHER MATTERS

Item 1. Buck Hood presented a check to the Board for \$37,000 for Workers Compensation rebate premium. The Board directed that a discussion of the County's Safety Program be included in the upcoming workshop on Personnel Rules and Regulations.

Item 2. Ben Tucker presented proposed plan to expand BMX track at Tom Brown Park. Board directed staff to review proposal and make recommendations to the Board.

Item 3. Cliff Mason requested the Board to respond to his letter regarding Supervisor of Elections. Board scheduled response to letter for January 6, 1981 meeting.

GE

Item 4. County Attorney presented a Corrected Deed for Phipps Landing. A condition to acceptance is that the County will replace the fence to the new property line. Board directed this to be done.

PEIDER

Item 5. County Attorney advised Board of Court Order regarding 73-10 and indicated that he will present recommendations at the meeting of December 16. - *73-10 remains in effect.*

Hidel

Item 6. Commissioner Henderson asked staff of status on Ford Arms. Staff will report back to the Board at the January Workshop.

JCH

Item 7. Board was advised that the Jackson Bluff paving project will be scheduled for award of construction bid at a January meeting.

Item 8. Commissioner Henderson requested status on pistol permit ordinance. County Administrator advised it was under consideration but was not a high priority matter.

GIVE PURCHASING ADVANCE WARNING.

Agenda Followup to December 9, 1980 Meeting
Page 3
December 10, 1980

- Item 9. Commissioner Vause requested that a discussion of variances to the Sign Ordinance be scheduled for December 16 meeting.
- Item 10. Commissioner Vause requested information on laws pertaining to discharge of fire arms. He was advised that the County was not working on a proposed ordinance. Commissioner Vause to refer Sheriff's Office to County Attorney.
- Item 11. Board re-scheduled workshop of December 17 to December 16 at 8 A.M.
- Item 12. Board scheduled a formal meeting for December 22 at 7 P.M. at the D.O.T. auditorium for the purpose of considering final action on the proposed Comprehensive Plan.
- Item 13. Board directed that the appropriate Resolution be prepared by the County Attorney requesting an extension to the deadline for comments on proposed Rule 41 which deals with disadvantaged elderly and handicapped transportation. This action was in followup to action taken at the M.P.O. meeting of December 8. The public hearing on this matter is scheduled for 12-10-80. Earl Black to contact Noel Brown regarding specifics.
- Item 14. Board requested a memorandum on the status of the Housing Finance Authority.

Maint. on easement K.E-5 OK. ?

710
4110

BOARD OF COUNTY COMMISSIONERS
REGULAR PUBLIC MEETING

9 DEC 80

AGENDA
3:00 P.M.

INVOCATION
PLEDGE OF ALLEGIANCE TO THE FLAG
PRESENTATION AND AWARDS

SCHEDULED PUBLIC HEARING

1. Supplemental Budget - 3:30 P.M.

CONSENT AGENDA

2. Bills and Vouchers (Clerk)
3. Approval of Minutes - Sept. 23, 1980 and Sept. 30, 1980
4. Draw Request - 5th and 6th Cent Gas Tax
5. ✓ Application for the Brewster Estates Water System
6. Release of Irrevocable Letter of Credit - Sterling Woods
7. Budget Amendments

CLERK OF CIRCUIT COURT

8. Authorization to Cannibalize Equipment

GENERAL BUSINESS

9. Commission Memberships and Appointments
10. Approval of CETA Title VI Projects
11. Approval of Constitutional Officers' Bonds

COUNTY ADMINISTRATOR



BREWSTER ESTATES WATER SYSTEM MODIFIED BOUNDARY MAP

APPROVED BY LEON COUNTY
BOARD OF COUNTY COMMISSIONERS
ON: *September 9, 1980*
James M. Barineau
JAMES M. BARINEAU, DIRECTOR
DIVISION OF UTILITIES SERVICES

Leon County Water Service
Area Number 37

BREWSTER ESTATES UNREC

JAMES M. BARINEAU
DIVISION OF UTILITIES SERVICES

CLIFFORD MILL PLACE - 11 22 51

PROPERTY NORTH OF US HIGHWAY 90 IS LOCATED FROM SOUTH

LOTS IN BREWSTER ESTATES UNREC & LOT 2 ARE TO CENTER LINE OF ROADS

1	2	3	4	5	6	7	8	9	10
11	12	13	14	15	16	17	18	19	20

LEON COUNTY, FLORIDA
JOHN P. MOORE
PROPERTY ATLAS
SCALE 1" = 200'

INDEX: 22
PAGE 157 OF 750
TOWNSHIP: 1E
RANGE: 1E



Posted at 6:30 p.m. on February 1, 2016



Board of County Commissioners

DEPARTMENT OF PUBLIC WORKS
1123 THOMASVILLE ROAD
TALLAHASSEE, FLORIDA 32303
904-488 9300

Commissioners
DOUG NICHOLS
District 1
JAYLE NELSON
District 2
JIM CREWS
District 3
ROBERT HENDERSON
District 4
J LEE VAUSE
District 5
JAMES W PARRISH
County Administrator
FE STEINMEYER III
County Attorney

August 26, 1981

Bucklake Estates

Mr. H. Lamar Rowe
Rowe Drilling Company, Inc.
7580 West Tennessee Street
Tallahassee, FL 32304

Dear Mr. Rowe:

Please be advised that on June 23, 1981, the Board of County Commissioners approved your application to operate the existing Bucklake Estates Water System. A copy of the approved service area boundary map is attached.

As outlined in County Ordinance 80-29, all water and sewage disposal systems are required to adhere to all applicable Federal, State, and local rules and regulations. Also, attached for your convenience are forms to be used for your annual statement of gross service revenues and annual system fee for your system.

If you have any questions pertaining to this subject, please feel free to contact me at 1123 Thomasville Road, or telephone 488-9307.

Sincerely yours,

J. A. Vonasek
Utilities Coordinator

JAV/lmf

Attachments

Board of County Commissioners

INTER OFFICE MEMORANDUM

[Handwritten initials]
P/C

DATE: June 24, 1981

TO: All Department Heads

FROM: James W. Parrish, County Administrator

[Handwritten signature]

SUBJECT: Followup to Agenda of Board Meeting of June 23, 1981

- Item 1. Approved Amendments to Palmist Ordinance with following changes: Page 1, Line 29 - annual occupational license tax, striking the specific amount for same. Page 3, Paragraph 3 to be changed. County Attorney to prepare corrected ordinance.
- Item 2.
 - a. VanLandingham Construction - Board concurred with Planning Commission recommendation to deny application.
 - b. James D. Shealy - Board voted against Planning Commission recommendation to deny application - Board and Planning Commission to meet within thirty days.
 - c. Realty Financial Services - Board concurred with Planning Commission recommendation.
 - d. R. L. Mirabeau - Board concurred with Planning Commission.
- Item 3. Board approved abandonment of drainage easement made by Brandon Woods. Adopted Resolution abandoning present easement and accepted easement as offered.

[Handwritten: AREA.]
- Item 4. Approved submission of grant proposals to State Library of Florida. Board requested specific information regarding in-kind match on all items, including career service salaries, space, equipment, etc.
- Item 5. Approved bills and vouchers.
- Item 6. Approved Alternative Community Service Contract.
- Item 7. Approved application to grandfather-in Bucklake Estates Water System.
- Item 8. Approved Florida Boating Improvement Program Project for Coe Landing.
- Item 9. Approved acquisition of fire truck for Miccosukee Land Coop Fire Dept.

[Handwritten: NO MAINT.]
- Item 10. Approved May, Zima as financial analyst for evaluating I.D.R.B.
- Item 11. Approved I.D.R.B. application fee.
- Item 12. Approved budget amendments for: a. Summer Intern; b. Summer Youth Program; Summer Youth Program - FAMU. Related Contracts also approved.

AGENDA
3:00 P.M.

BOARD OF COUNTY COMMISSIONERS
REGULAR PUBLIC MEETING
JUNE 11, 1981

INVOCATION
PLEDGE OF ALLEGIANCE TO THE FLAG
PRESENTATION AND AWARDS

SCHEDULED PUBLIC HEARINGS - 3:30 P.M.

1. Amendments to the Palmist Ordinance
2. Rezoning Application Requests:
 - a. VanLandingham Construction, Inc.
 - b. James D. Shealy
 - c. Realty Financial Services, Inc.
 - d. R. L. Mirabeau
3. Application for Abandonment of Drainage Easement

CONSENT

4. Submission of Grant Proposals to State Library of Florida
5. Approval of Bills and Vouchers
6. Approval of Contract - Alternative Community Service Program
- ✓ 7. Application to Grandfather-in Existing Bucklake Estates Water Syst.
8. Approval of Fla. Boating Improvement Prog. Project - Coe Landing
9. Acquisition of Fire Truck for Miccosukee Land Coop Fire Dept.
10. Approval of Financial Analyst for Evaluating I.D.R.B.
11. Approval of Fee for I.D.R.B. Applications
12. Budget Amendments:
 - a. Summer Intern - CETA
 - b. Summer Youth Employment Program - CETA
 - c. Summer Youth Employment Program - FAMU - CETA

COUNTY ADMINISTRATOR

Board of County Commissioners

Agenda Request

TO: Honorable Chairman & Members of the Board

FROM: James W. Parrish, County Administrator

SUBJECT: Application by Mr. H. Lamar Rowe to "Grandfather-In" the Existing Bucklake Estates Water System

DATE: June 17, 1981

RECOMMENDATION:

It is recommended that the Board of County Commissioners approve the application of Mr. H. Lamar Rowe to operate the existing Bucklake Estates Water System within the staff recommended area as indicated on the attached boundary map. And, designate such area as Leon County Water Service Area Number 45.

STATEMENT OF ISSUE:

County Ordinance 80-29 provides that owners of existing water and/or sewage disposal systems, upon application and submission of information requested by the County, be authorized to operate a water and/or sewage disposal system within a specific geographical area. Mr. Rowe has submitted an application for the Bucklake Estates Water System; the service area boundary now needs to be established. The Bucklake Estates Water System is located in the City Zone.

ALTERNATIVE:

Approve the service area boundary request as submitted by Mr. Rowe. The requested area, when fully developed, would contain substantially more than 100 taps. The existing one-well system of the Bucklake Estates Water System can legally only service up to 100 taps in accordance with Chapter 17-22, FDER Rules and Regulations, and Leon County Ordinance 80-29.

In addition, in accordance with the City/County Sanitary Sewer and Water Agreement, Paragraph 5, the delineation of an existing system shall be based upon the system capacity, loads or customer requirements, and applications and final construction drawings submitted to FDER.

ANALYSIS:

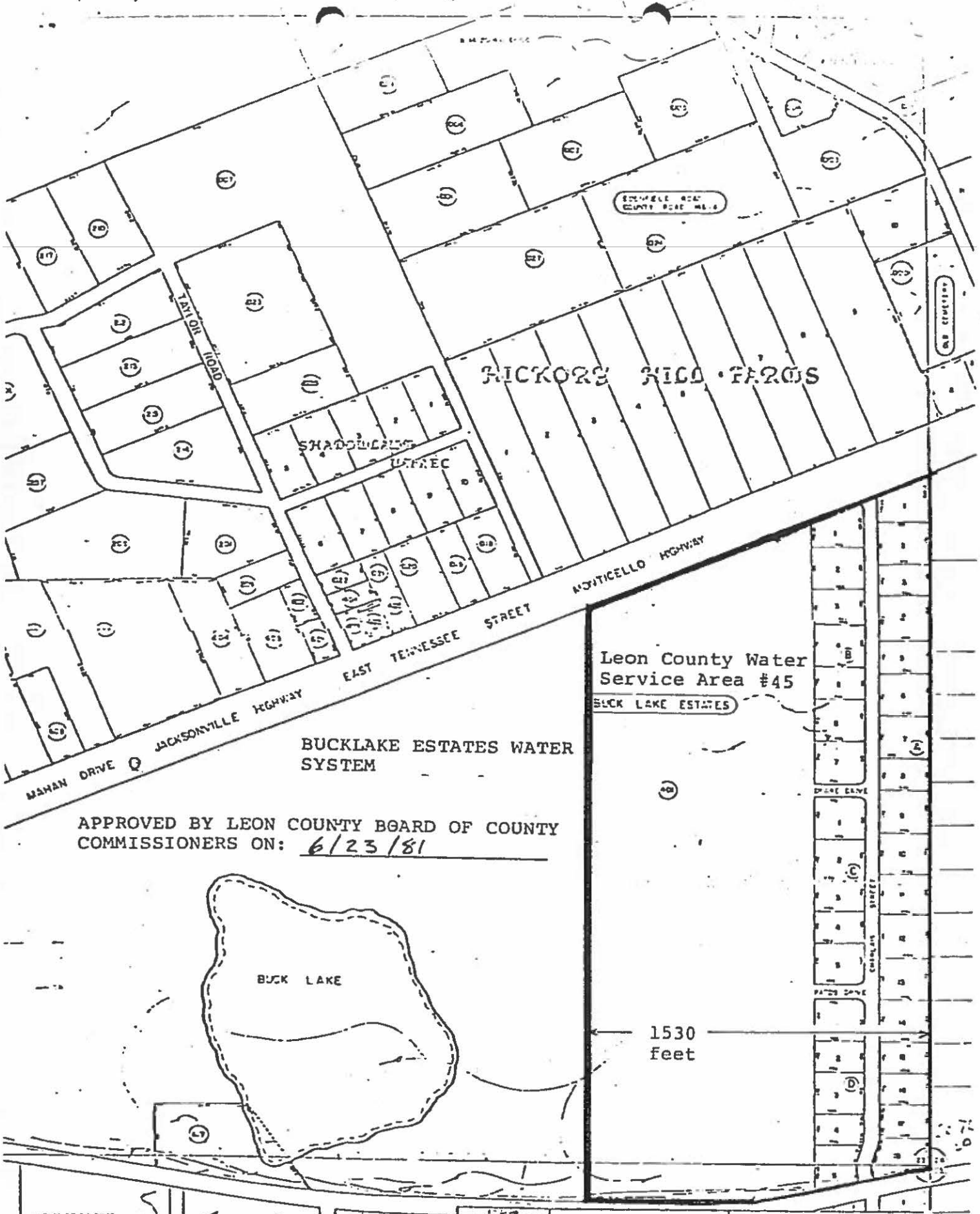
No construction drawings or specifications of the existing system were submitted as a part of the authorization application. There are no known current plans and/or permit applications pending with FDER for future expansions to the system. The County staff, on the advice of council, prepared the attached boundary map, obtained concurrence from the City staff, and has notified Mr. Rowe of its recommendation.

The basis for the recommendation to limit Mr. Rowe to a 100 tap service area for the Bucklake Estates Water System is as follows:

- (1) The City of Tallahassee has plans to construct water mains north and south of Bucklake Estates within the next two to three years.
- (2) The mains constructed by the City can provide fire flow, and in the event of a pump failure within the central system, service would not be significantly disrupted, as opposed to the effect of a pump failure on a one-well, one-pump system operation.
- (3) The City Central Sewer System would be available as expansions to the sewer system occur in areas that subscribe to City Water Service.
- (4) No adequate drawings, specifications, master plans, etc. were submitted, as requested by the staff, to supplement Mr. Rowe's requested boundary area.
- (5) The City staff opposes the granting of a service area for the Bucklake Estates Water System that can service more than 100 taps.
- (6) There are no customers currently on-line in the Bucklake Estates Water System.

JWP/JMB/lmf

Attachment



APPROVED BY LEON COUNTY BOARD OF COUNTY COMMISSIONERS ON: 6/23/81



Leon County Water Service Area #45

BUCK LAKE ESTATES

1530 feet

17 18 19 20 21

17 18 19 20 21

17	18	19	20	21
17	18	19	20	21

22	23	24	25	26	27	28	29	30	31
22	23	24	25	26	27	28	29	30	31

LEON COUNTY, FLORIDA

SECTION 23



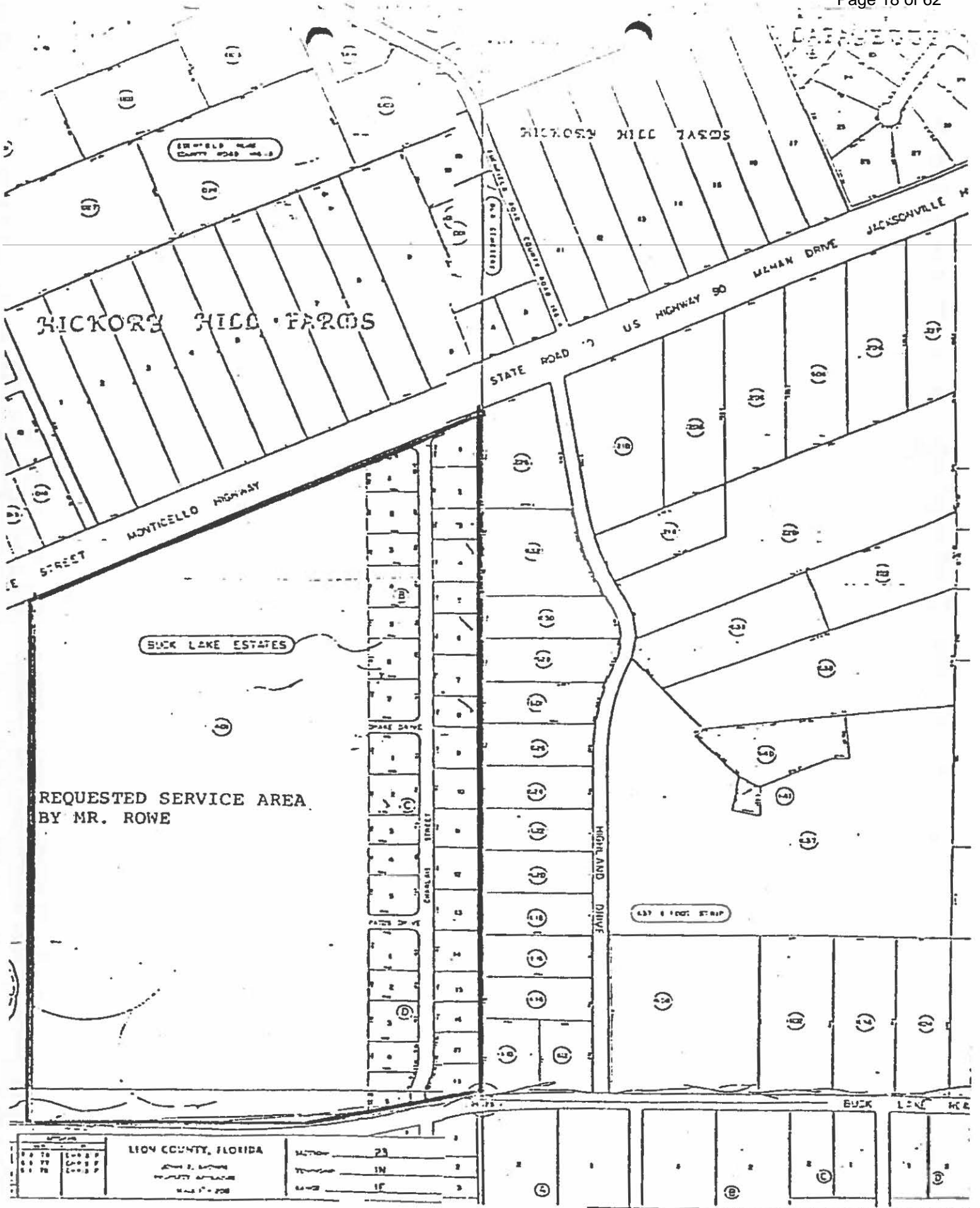


FIGURE 2

Posted at 6:30 p.m. on February 1, 2016

System Name: BUCKLAKE ESTATES WATER SYSTEM

Service Area Number: 45

STATEMENT OF GROSS SERVICE REVENUES AND
ANNUAL WATER/SEWER SYSTEM FEE COMPUTATION FORM

1. System Fiscal Year: _____ to _____
(Same as tax year for private systems.) (Month/Day/Year) (Month/Day/Year)

2. Enter the Total System Revenues Collected in Fiscal Year here: \$ _____

3. Annual Fee Due Leon County: Compute at \$2.00 per \$100.00 of the amount shown in Item 2 and enter here. (Pay within 90 days of end of Fiscal Year shown in Item 1.) \$ _____

4. Additional Charges Due Leon County for Late Payment of Annual Fee: (Additional charges begin on the 91st. day after the end of the Fiscal Year indicated in Item 1.)

A. Number of Calendar Months (or fractions thereof) since Annual Fee Was Due: Enter Here _____

B. Late Charge Factor is 5% of the Annual Fee For Each Calendar Month, or Portion of a Month, After Additional Charge Began:05

C. Late Charge Computation: (Multiply 4.B times 4.A and enter here) _____

D. Total Penalty: (Multiply amount shown in Item 4.C times Item 3 and enter here) \$ _____

5. Total Amount Due Leon County: (Add lines 3. and 4.D., then enter here) \$ _____

6. I do hereby swear (affirm) that to the best of my knowledge, the information on this form is true and correct.

System Owner

Notary Public

NOTE: Please make all checks payable to: Board of County Commissioners, Leon County. Send the completed, notarized form and amount due to:

Division of Utility Services
Leon County Courthouse
Tallahassee, Florida 32301

DORIS MALOY
LEON COUNTY TAX COLLECTOR

2003 REAL ESTATE
NOTICE OF AD VALOREM TAXES AND NON-AD VALOREM ASSESSMENTS

Folio 0014221

ACCOUNT NUMBER	ESC CD	ASSESSED VALUE	EXEMPTIONS	TAXABLE VALUE	MILLAGE CODE
112325 0002		1,000	0	1,000	2

R

0085444 02 AV 0.503 **AUTO H1 1 0872 32302-1
 ROWE DRILLING CO INC
 PO BOX 1389
 TALLAHASSEE FL 32302

11-23-25
 BUCK LAKE ESTATES 23 & 26 1N 1E
 .129 A WELL SITE OR 956/2220



TAXES BECOME DELINQUENT APRIL 1ST

AD VALOREM TAXES		
TAXING AUTHORITY	MILLAGE RATE (DOLLARS PER \$1,000 OF TAXABLE VALUE)	TAXES LEVIED
C100 LEON COUNTY GENERAL FUND	3.6000	3.60
FINE & FORFEITURE	4.9500	4.95
C130 LEON COUNTY - MSTU EMS	.5000	.50
C120 LEON COUNTY - MSTU HEALTH	.1200	.12
S100 SCHOOL BOARD		
LOCAL REQ EFFORT	5.7410	5.74
OPERATING (DISC)	.6760	.68
CAP OUTLAY (DISC)	2.0000	2.00
DEBT SERVICE	.8070	.81
W100 NW FLA WATER MD	.0500	.05
TOTAL MILLAGE 18.4440		
AD VALOREM TAXES		\$18.45

910.01

NON-AD VALOREM ASSESSMENTS	
LEVYING AUTHORITY	RATE
NON-AD VALOREM ASSESSMENTS	
\$.00	

COMBINED TAXES AND ASSESSMENTS	\$18.45	PAY ONLY ONE AMOUNT	See reverse side for important information.
IF PAID IN TOTAL DUE	NOV 17.71	DEC 17.90	JAN 18.08
			FEB 18.27
			MARCH 18.45

RETAIN THIS PORTION FOR YOUR RECORDS

*Orig. Mailed to
Keren. 3/31/80*

WARRANTY DEED

THIS INDENTURE, made and entered into this 27th day of March, 1980, by and between ALBAN STEWART, of Leon County, Florida, Party of the First Part, and ROWE DRILLING COMPANY, INC., a Florida corporation, whose mailing address is 7580 West Tennessee Street, Tallahassee, Leon County, Florida 32304, Party of the Second Part,

W I T N E S S E T H :

That the said Party of the First Part, for and in consideration of the sum of Ten (\$10.00) Dollars and other good and valuable considerations to him in hand paid by the Party of the Second Part, the receipt whereof is hereby acknowledged, has granted, bargained, sold and conveyed, and by these presents does hereby grant, bargain, sell and convey unto the said Party of the Second Part, its successors and assigns forever, the following described land, situate, lying and being in Leon County, Florida, to-wit:

Commence at the Southeast corner of Section 23, T1N, R1E, and run thence North 00 degrees 18 minutes East along the East boundary of said Section 3210.52 feet to a concrete monument on the South boundary of the right of way of State Road No. 10, thence run South 67 degrees 30 minutes West 553.22 feet along said right of way boundary to a concrete monument, thence run South 00 degrees 18 minutes West 1274.81 feet to a concrete monument which is the POINT OF BEGINNING; from said POINT OF BEGINNING run thence North 89 degrees 72 minutes West 75 feet to an iron pipe, thence run South 00 degrees 18 minutes West 75 feet to an iron pipe; thence run South 89 degrees 72 minutes East 75 feet to an iron pipe, thence run North 00 degrees 18 minutes East 75 feet to the POINT OF BEGINNING, containing 0.129 acres more or less.

SUBJECT to restrictive covenants of record, if any, which are specifically not reimposed or extended hereby and further subject to the restriction that the use of the property conveyed hereby shall be used only for a water well and water distribution system.

The above property is not the homestead of the said Party of the First Part.

And the said Party of the First Part does hereby warrant the title to said lands and will defend the same against the lawful claims of all persons whatsoever, except for the

afforementioned reservations, restrictive covenants and taxes for the year 1980.

IN WITNESS WHEREOF, the said Party of the First Part has hereunto set his hand and seal on the day and year first above written

Signed, sealed and delivered in the presence of:

ALBAN STEWART (SEAL)

Laura E. Wilkinson

STATE OF FLORIDA
COUNTY OF LEON

BEFORE ME, the undersigned authority, this day personally appeared ALBAN STEWART, to me well known to be the person described in and who executed the foregoing Warranty Deed, and he acknowledged before me that he executed the same.

WITNESS my hand and official seal in the County and State, last aforesaid, this 28th day of March, 1980.

Laura E. Wilkinson
Notary Public, State of Florida
at Large.

My Commission Expires: Friday, 12th, State of Florida at 1
My Commission Expires Sept. 13, 19
Revised by Amendment to the Notary Code

AGREEMENT

THIS AGREEMENT, made this 12th day of June 1978, by and between ALBAN STEWART, hereinafter referred to as the Developers, and ROWE DRILLING COMPANY, INC., hereinafter referred to as the Contractor; and

WHEREAS, the Developers are currently the owners of certain real property known as "Buck Lake Estates" (hereinafter referred to as the "Property"); and

WHEREAS, the Developers are desirous of having a well, water plant and water distribution system constructed for the Property;

WHEREAS, the Developers have agreed to convey a certain portion of the Property to the Contractor in exchange for construction of the well, water plant and water distribution system by the Contractor.

NOW, THEREFORE, in consideration of the sum of Ten Dollars (\$10.00) each to the other in hand paid, the receipt whereof is hereby acknowledged, and of the mutual covenants and agreements herein contained, the parties agree as follows:

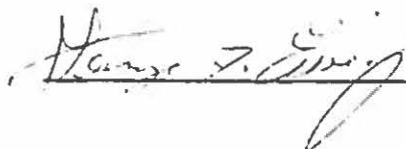

1. The Contractor will furnish all labor and materials necessary for the construction and installation of a well, water plant and water distribution system on the Property in accordance with the plans and specifications.
2. The Developers will pay to the Contractor the cost of construction and installation of the well, water plant and water distribution system as each phase is installed.
3. As additional consideration for this Agreement and for the construction and installation of the well, water plant and water distribution system, the Developers, their successors in interest, assigns, heirs and personal representatives, hereby grant to the Contractor, its successors and assigns, the exclusive franchise to provide water and a water system for the Property; and further agree that they will give actual written notice of the Contractor's franchise to any and all grantees, assignees or other successors in interest; and that the Developers will include a reference to the Contractor's franchise as a covenant running with the Property, or any portion or subdivision thereof, in any instrument conveying any interest in and to said Property.
4. In the event the Property is sold, conveyed or otherwise transferred to a local governmental unit by the contractor, its successors, heirs or assigns, and that governmental unit discontinues use of the well site for furnishing water,

then the property upon which the well site is located shall be conveyed back to the Developers, their heirs, assigns or personal representatives, by the governmental unit.

5. This Agreement shall insure to the benefit of the heirs, beneficiaries, successors, assigns or personal representatives of the respective parties hereto.

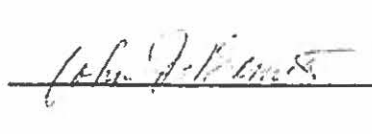
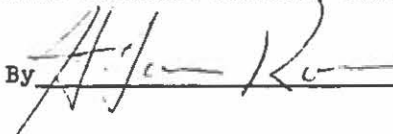
IN WITNESS WHEREOF, the parties hereto have set their hands and seals on the day and year first above written.

Signed in the presence of:

 <hr/>	 <hr/> DEVELOPERS (SEAL)
--	---

As to Developers

ROWE DRILLING COMPANY, INC.

 <hr/>	By  <hr/> (SEAL)
--	---

As to Contractor

JOINDER AND CONSENT

KNOW ALL MEN BY THESE PRESENTS

That ROWE DRILLING COMPANY, INC., a Florida corporation, as
Owners and Grantees of the following described property in BUCK LAKE
ESTATES:

Commence at the Southeast corner of Section 23, T1N, R1E, and run
thence North 00 degrees 18 minutes East along the East boundary
of said Section 3210.52 feet to a concrete monument on the South
boundary of the right of way of State Road No. 10, thence run
South 67 degrees 30 minutes West 553.22 feet along said right of
way boundary to a concrete monument, thence run South 00 degrees
18 minutes West 1274.81 feet to a concrete monument which is the
POINT OF BEGINNING; from said POINT OF BEGINNING run thence
North 89 degrees 72 minutes West 75 feet to an iron pipe, thence
run South 00 degrees 18 minutes West 75 feet to an iron pipe;
thence run South 89 degrees 72 minutes East 75 feet to an iron
pipe; thence run North 00 degrees 18 minutes East 75 feet to the
POINT OF BEGINNING, containing 0.129 acres more or less.

does hereby join ALBAN STEWART, the owner of the land herein described,
in dedicating to the perpetual use of the public all roads, streets,
alleys, and other rights-of-way and all parks and recreation areas and
all easements for utilities, drainage and other purposes and for all
purposes incident thereto as shown and depicted on that certain plat of
survey prepared by Addison Marshall to be known as BUCK LAKE ESTATES
SECOND ADDITION, and more specifically described on the face thereof.

IN WITNESS WHEREOF, said ROWE DRILLING COMPANY, INC. has
executed this instrument under seal, this 16th day of June, A.D., 1982.

Signed, Sealed and Delivered

ROWE DRILLING COMPANY, INC.

in the Presence of:

John M. Young
Sylvester Young

BY: H. Lamar Rowe (Seal)
H. Lamar Rowe

STATE OF FLORIDA

COUNTY OF LEON

THE FOREGOING INSTRUMENT was acknowledged before me, the undersigned
authority, by H. LAMAR ROWE, President, ROWE DRILLING COMPANY,
INC., for the purpose therein expressed, this 16th day of June, A.D. 1982.

Alban Stewart
Notary Public, State of Florida at Large
My Commission Expires Oct. 23, 1982



Board of County Commissioners

DEPARTMENT OF PUBLIC WORKS
1123 THOMASVILLE ROAD
TALLAHASSEE, FLORIDA 32303
804-488-0300


Commissioners
DOUG NICHOLS
District 1
GAYLE NELSON
District 2
WILLIAM G. MONTFORD
District 3
ROBERT K. HENDERSON
District 4
J. LEE VALSE
District 5
JAMES W. PARRISH
County Administrator
F. E. STEINMEYER, III
County Attorney

June 21, 1983

TO WHOM IT MAY CONCERN:

RE: Water System, Buck Lake Estates

This is to certify that the water system in Buck Lake Estates is owned and operated by Rowe Drilling Co., Inc. and as per Leon County Ordinance #80-29, should Rowe Drilling Co., Inc. default for any reason, Leon County is legally entitled to assume the operation of this system.



Michael D. Young, Director
Dept. of Environmental & Engineering Services

An equal opportunity/affirmative action employer



BOARD OF COUNTY COMMISSIONERS

DEPARTMENT OF PUBLIC WORKS
LEON COUNTY COURTHOUSE / TALLAHASSEE, FLORIDA 32301
(904) 488-9300

COMMISSIONERS:

- DOUG NICHOLS
DISTRICT 1
- GAYLE NELSON
DISTRICT 2
- JIM CREWS
DISTRICT 3
- ROBERT K. HENDERSON
DISTRICT 4
- J. LEE VAUSE
DISTRICT 5

- DIVISIONS OF
- ADMINISTRATION
- ENGINEERING
- ENVIRONMENTAL SERVICES
- OPERATIONS
- UTILITY SERVICES

February 16, 1981

Meadow Hills

Mr. H. Lamar Rowe
Rowe Drilling Company
Post Office Box 1363
Tallahassee, FL 32302

Dear Mr. Rowe:

Please be advised that on October 13, 1980, the Board of County Commissioners approved your application to operate the existing Meadow Hills Water System.

A copy of the approved service area boundary map is attached.

As outlined in County Ordinance 80-29, all water and sewage disposal systems are required to adhere to all applicable Federal, State, and local rules and regulations. Also, attached for your convenience are forms to be used for your annual statement of gross service revenues and annual system fee for your system.

If you have any questions pertaining to this subject, please feel free to contact me at 1123 Thomasville Road, or telephone 488-9307.

Sincerely yours,

Joseph A. Vonasek
Utilities Coordinator

JAV/lmf

Attachments

Board of County Commissioners

Agenda Request

TO: Honorable Chairman & Members of the Board

FROM: James W. Parrish, County Administrator

SUBJECT: Application by Mr. Lamar Rowe to "Grandfather-in" the existing Meadow Hills Water System

DATE: October 9, 1980

RECOMMENDATION:

It is recommended that the Board of County Commissioners approve the application of Mr. Lamar Rowe to operate the existing Meadow Hills Water System within the existing boundary indicated on the attached location map. And, designate such area as Leon County Water Service Area Number 18.

STATEMENT OF ISSUE:

County Ordinance 80-29 provides for owners of existing systems, upon application and submission of information requested by the County, be authorized to operate a water and/or sewer system in a specific geographical area. Mr. Rowe has submitted the application and information. The service area boundary now needs to be established.

ANALYSIS:

The application is for a service area within the County Water/Sewer Zone. The information submitted is timely and adequate. The service area boundary has been established as requested by Mr. Rowe. The County Staff concurs in the requested area. The system appears to have reached capacity and only the area of the existing system is included in the service area.

JWP/JMB/lmf

Board of County Commissioners

INTER OFFICE MEMORANDUM

DATE: October 22, 1980

TO: Department Heads

FROM: James W. Parrish, County Administrator *JWP*

SUBJECT: Agenda Followup to BCC Meeting of October 21, 1980

CONSENT AGENDA

- Item 1. Approved Killlearn Improvement Trust Agreement withdrawal request totaling \$26,869.00.
- Item 2. Approved Tram Road Change Order request.
- Item 3. Approved Property Appraiser's Budget Amendment.
- Item 4. Approved drainage easement for Briarwood East Mobile Home Park.
- Item 5 ✓ Approved policy concerning County Commission Staff.
- Item 6. Approved bills and vouchers submitted by the Clerk of the Court.

COUNTY ADMINISTRATOR

Item 7. Approved application of Mr. Lamar Rowe to operate the existing Meadow Hills Water System and designate such area as Leon County Water Service Area Number 18.

James B
Send when ready

✓ Request regarding Sedgefield Utility Zone was continued until a later date. Public Works to advise when ready to place back on Agenda.

Item 8. The Board reviewed the CDBG Grant Proposal and made the following recommendations:

- a. The cost estimates for demolition be reduced.
- b. Additional information for mobile home weatherization be provided.
- c. The site acquisition for Miccosukee exclude any rental options. Other options for homeowners be pursued.
- d. Water system expenditure for Miccosukee be reviewed. Talquin to survey area for possible expansion of the original proposal.

Any contact or dealings w/ any insurance carriers must be reported to front office.

Agenda Followup to BCC Meeting of October 21, 1980
Page 2
October 22, 1980

- e. Rural transportation for Woodville requires further information; however, Board did not want to pursue operating subsidies for rural transportation.
- f. The Board will be asked to make a final decision at the Nov. 4 Public Hearing to be held at 4:30 P.M.

✓ Item 9. The Board approved the 5 Year Road Program as recommended. The Board further indicated that it did not feel the Blairstone Road extension would be included in the 5 year plan.
AND ISSUE. to be addressed before 10/30/80.

Item 10. The County Administrator to contact the City Manager and Planning Department for recommendations to install "No Thru Truck" signs along Woodgate Way when extension is paved thereto.

Item 11. Approved Resolution for Annexation and authorized November 4 ballot.

Item 12. The Board approved pistol permit requested for John H. Ehrhardt.

HOUSEKEEPING

✓ Item 13. City Commissioners Rudd and Ford appeared and requested reconsideration of the June 24 Drainage Maintenance Policy. The Board directed the County Administrator to obtain an inventory from the City of alleged drainage problem areas, to delineate drainage easements from County right-of-way and to provide a ditch maintenance schedule to the Board for consideration. Public Works to investigate complaint by Mr. Sims of 2921 Edenderry Road with regard to erosion of a sewer line running across the ditch at his address. Also, check the complaint made by Mr. Leedy of 2410 Balsam Terrace.
R.E. & Jim.
RESPONSE RECD

BOARD ASKED FOR MAINT SCHEDULE.

✓ Item 14. The County Attorney presented a copy of a proposal between the County, City and School Board for Callaway Street project. The Board deferred action and requested copy of the proposed contract for further consideration. Also, contract should include payment by the School Board within sixty (60) days from actual expenditure by the County for right-of-way acquisition.
and get info on project together.

Item 15. The Board approved the modified Community Services Trust Fund Contract, contingent upon the approval of the Assistant County Attorney.

Item 16. The Board was advised of the meeting scheduled for Wednesday, 10-22-80, for a H.U.D. briefing for local officials.

Item 17. The Board reviewed proposed County letterhead and logo. There was a consensus to change the logo and Ms. Munroe was directed to prepare additional options to be presented to the Board at the Nov. 4 meeting. The Board indicated that the proposed logo should incorporate the theme of Leon County being the Capital County, that it is service oriented and an old, established County.

AGENDA
3:00 P. M.

BOARD OF COUNTY COMMISSIONERS
REGULAR MEETING
OCTOBER 21, 1980

INVOCATION
PLEDGE OF ALLEGIANCE TO THE FLAG
PRESENTATIONS & AWARDS

SCHEDULED PUBLIC HEARINGS

CONSENT AGENDA

- approved* 1. Killearn Improvement Trust Agreement
 - approved* 2. Tram Road Change Order
 - approved* 3. Property Appraiser's Budget Amendment
 - approved* 4. Briarwood East, Drainage Easement
 - approved* 5. Policy - County Commission Staff
 - approved* 6. Bills (Clerk)
- CLERK OF CIRCUIT COURT

COUNTY ADMINISTRATOR

7. Applications to "Grandfather-in" Existing Water Systems

- approved* a. Meadow Hills
- continued* b. Sedgfield
- 4:00 PM* 8. Tentative 1981 Community Block Development Grant
- 4:00 PM* 9. County Road Program - Discussion

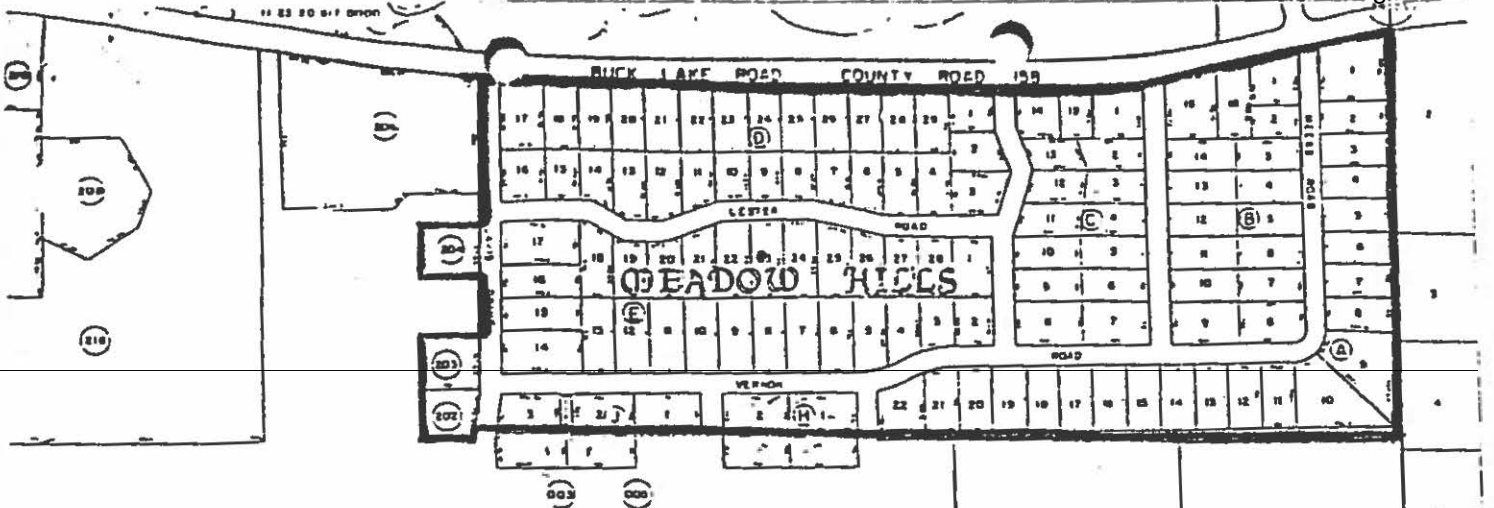
GENERAL BUSINESS

- 4:00 PM* 10. Woodgate Request (Commissioner Henderson)
- 4:00 PM* 11. Annexation, City of Tallahassee
- 4:00 PM* 12. Pistol Permit - John H. Ehrhardt

COUNTY ATTORNEY

CITIZENS TO BE HEARD

ADJOURNMENT



MEADOW HILLS WATER SYSTEM
 LEON COUNTY WATER SERVICE AREA #18
 BOUNDARY MAP
 APPROVED BY LEON COUNTY BOARD OF
 COUNTY COMMISSIONERS ON: *October 13, 1980*

James M. Barineau
 JAMES M. BARINEAU, Director
 DIVISION OF UTILITIES SERVICES



LAKE LAFAYETTE
 OLD SHORE LINE

SEABOARD COAST LINE RAILROAD

<table border="1"> <tr> <th>DATE</th> <th>BY</th> <th>REVISION</th> </tr> <tr> <td>7-1-76</td> <td>CHAS. P.</td> <td>CHANG. P.</td> </tr> <tr> <td>8-1-77</td> <td>CHAS. P.</td> <td>CHANG. P.</td> </tr> <tr> <td>8-1-78</td> <td>CHAS. P.</td> <td>CHANG. P.</td> </tr> </table>		DATE	BY	REVISION	7-1-76	CHAS. P.	CHANG. P.	8-1-77	CHAS. P.	CHANG. P.	8-1-78	CHAS. P.	CHANG. P.	LEON COUNTY, FLORIDA JOHN S. MOYER COUNTY ENGINEER SCALE 1" = 100'	SECTION: 25 TOWNSHIP: 1N RANGE: 1E	
DATE	BY	REVISION														
7-1-76	CHAS. P.	CHANG. P.														
8-1-77	CHAS. P.	CHANG. P.														
8-1-78	CHAS. P.	CHANG. P.														

DORIS MALOY
LEON COUNTY TAX COLLECTOR

2003 REAL ESTATE

Folio 0015593

NOTICE OF AD VALOREM TAXES AND NON-AD VALOREM ASSESSMENTS

ACCOUNT NUMBER	ESC. CD	ASSESSED VALUE	EXEMPTIONS	TAXABLE VALUE	MILLAGE RATE
112650 A0210		16,000	0	16,000	2

R

0085444 02 AV D.503 **AUTO H1 1 0872 32302-1



ROWE DRILLING CO INC
PO BOX 1389
TALLAHASSEE FL 32302-1389

11-26-50
MEADOW HILLS UNIT 1 LOT 21 BLOCK
A OR 391/34 8 (WELL SITE)

TAXES BECOME DELINQUENT APRIL 1ST

AD VALOREM TAXES		
TAXING AUTHORITY	MILLAGE RATE (DOLLARS PER \$1,000 OF TAXABLE VALUE)	TAXES LEVIED
C100 LEON COUNTY GENERAL FUND	3.8000	57.60
FINE & FORFEITURE	4.8500	79.20
C130 LEON COUNTY - MSTU EMS	.5000	8.00
C120 LEON COUNTY - MSTU HEALTH	.1200	1.92
S100 SCHOOL BOARD LOCAL REQ EFFORT	5.7410	91.86
OPERATING (DISC)	.6760	10.82
CAP OUTLAY (DISC)	2.0000	32.00
DEBT SERVICE	.8070	12.91
W100 NW FLA WATER MD	.0500	.80
TOTAL MILLAGE 18.4440		AD VALOREM TAXES \$295.11

910.01

NON-AD VALOREM ASSESSMENTS	
LEVYING AUTHORITY	AMOUNT
NON-AD VALOREM ASSESSMENTS \$.00	

COMBINED TAXES AND ASSESSMENTS	\$295.11	PAY ONLY ONE AMOUNT	See reverse side for important information.
IF PAID IN TOTAL DUE	NOV 283.31	DEC 286.26	JAN 289.21
		FEB 292.16	MARCH 295.11

RETAIN THIS PORTION FOR YOUR RECORDS

DORIS MALOY
LEON COUNTY TAX COLLECTOR

2003 REAL ESTATE
NOTICE OF AD VALOREM TAXES AND NON-AD VALOREM ASSESSMENTS

Folio 0089119

ACCOUNT NUMBER	ESC W CD	ASSESSED VALUE	EXEMPTIONS	TAXABLE VALUE	MILLAGE CODE
242010000371		1,000	0	1,000	2

R

0007367 01 AV 0.278 **AUTO T7 0 0872 32302-1



ROWE DRILLING CO INC
PO BOX 1389
TALLAHASSEE FL 32302-1389

24-20-10
NORTH LAKE MEADOWS UNIT 2 UNREC
WELL SITE- PART OF LOT 37 OR 113
9/163

TAXES BECOME DELINQUENT APRIL 1ST

AD VALOREM TAXES		
TAXING AUTHORITY	MILLAGE RATE (DOLLARS PER \$1000 OF TAXABLE VALUE)	TAXES LEVIED
C100 LEON COUNTY		
GENERAL FUND	3.6000	3.60
FINE & FORFEITURE	4.9500	4.95
C130 LEON COUNTY - MSTU EMS	.5000	.50
C120 LEON COUNTY - MSTU HEALTH	.1200	.12
S100 SCHOOL BOARD		
LOCAL REQ EFFORT	5.7410	5.74
OPERATING (DISC)	.6760	.68
CAP OUTLAY (DISC)	2.0000	2.00
DEBT SERVICE	.8070	.81
W100 NW FLA WATER MD	.0500	.05
TOTAL MILLAGE 18.4440		AD VALOREM TAXES \$18.45

910.01

NON-AD VALOREM ASSESSMENTS		
LEVYING AUTHORITY	RATE	AMOUNT
		NON-AD VALOREM ASSESSMENTS \$.00

COMBINED TAXES AND ASSESSMENTS \$18.45 **PAY ONLY ONE AMOUNT** See reverse side for important information.

IF PAID IN TOTAL DUE	NOV	DEC	JAN	FEB	MARCH
	17.71	17.90	18.08	18.27	18.45

RETAIN THIS PORTION FOR YOUR RECORDS

REC. 1 FEB 3 1961

THIS AGREEMENT, Made and entered into on this 22nd day of April A. D. 1961, by and between HAROLD A. DAVIS and EVELYN P. DAVIS, his wife, parties of the first part, and J. U. ROWE and RUFUS ROWE, co-partners doing business under the name of ROWE BROTHERS WELL DRILLING COMPANY, parties of the second part, all of the parties hereto being of the County of Leon, State of Florida,

WITNESSETH:

That the parties hereto, for and in consideration of the sum of money to be paid and the services to be rendered, as hereinafter set forth, mutually agree and stipulate as follows:

1.

That the parties of the first part will, within five days after this agreement is executed, convey to the parties of the second part, by a Warranty Deed, two parcels of real property situate in a tract of land owned by parties of the first part and known as "MEADOW HILLS", in Leon County, Florida, the two parcels to be conveyed being particularly described as follows:

The following parts or portions of Section 26, Township 1 North, Range 1 East, to-wit:

Begin at the Southeast corner of the Northwest quarter of the Northeast quarter of said Section 26 and from said point run South 89 degrees 28 minutes East 40.0 feet, thence North 00 degrees 30 minutes East 20 feet to a point which is the point of beginning; thence run North 89 degrees 28 minutes West 60.0 feet, thence South 00 degrees 30 minutes West 20 feet, thence North 89 degrees 28 minutes West 40 feet, thence North 00 degrees 30 minutes East for a distance of approximately 190 feet to the South boundary of a street, 60 feet in width, thence northeasterly along said street boundary a distance of 104.4 feet, more or less, to a point, thence South 00 degrees 30 minutes West 200 feet to the point of beginning.

ALSO: Commence at the Northwest corner of the Southwest quarter of the Northeast quarter of said Section 26 and run thence South along the East line thereof a distance of 777.67 feet, thence West parallel to the North line thereof a distance of 770 feet to a point which is the point of beginning; thence run North 40 feet to the South line of a street, thence East along said street line 20 feet to the West line of another street, thence South along last mentioned street 40 feet, thence West 50 feet to the point of beginning.

and such deed shall contain a clause whereby the title to said two lots will revert to the parties of the first part, their heirs or assigns, in event the use of said two lots is discontinued as a site for the waterworks hereinafter provided for.

2.

The parties of the second part shall have and are hereby given the right to lay, or install, water mains to serve each lot bordering any street, or road, which now exists, or which may be hereafter established in the tract of land owned by the parties of the first part, situate in Leon County, Florida, and briefly described as follows:

Commence at the Northeast corner of Section 26, Township 1 North, Range 1 East, thence run South along the Eastern boundary of said Section 26 for a distance of 80 feet, more or less, to a point on the Southern boundary of State Road No. 158 (Buck Lake Road) to a point which is the point of beginning; from said point of beginning run East 1341.5 feet to a point, thence South 1356.8 feet to a point, thence East 3200 feet, more or less, to a point on the Northern shore of Lake Lafayette, thence in a Northeasterly direction along the Northern shore line of said Lake Lafayette for a distance of 1758.75 feet to a point, thence run North 662.8 feet to a point, thence West 660 feet to a point, thence North 1,320 feet to a point, thence North 1,165 feet, more or less, to a point on the Southern right of way line of said State Road No. 158, then in an Easterly direction along the Southern right of way line of said State Road No. 158 for a distance of 3,296 feet, more or less, to the point of beginning. The said tract of land being herein referred to as "MEADOW HILLS".

3.

That the parties of the second part will install, maintain and operate a system of waterworks on the two lots, conveyed to them as hereinbefore mentioned, and along the streets, or roads, mentioned in paragraph 2 above, for a period of 25 years, or until this agreement is terminated by the mutual consent of all parties hereto. That such waterworks system shall, at all times, be so maintained and operated as to furnish an adequate supply of water, and water pressure, to all houses located in said tract of land known as "MEADOW HILLS", and will furnish an adequate supply of water for domestic purposes to all of said lots for the price and upon the terms herein contained.

4.

The parties of the second part will, within 30 days after the execution and delivery of the aforementioned deed, commence the installation of the said system of waterworks by drilling one eight-inch (8") water well on one of the parcels of land conveyed by the aforementioned deed and will have such well ready for use in supplying water to any house hereinafter constructed on any lot in said "MEADOW HILLS" tract of land, within 120 days from the date of this agreement.

5.

That upon the completion of the well mentioned in the previous paragraph, the parties of the second part will, without unnecessary delay, lay a water main, or mains, from said well along the street or streets, road or roads, in said "MEADOW HILLS" tract of land, on which there is any house under construction, or completed (except house now occupied by said parties of the first part), and will provide for a connection for each lot served by any such water main. That when the construction of a house is commenced on any lot, the parties of the second part will, upon payment to them by the owner of the lot, of a tapping fee in the amount of One Hundred ^{Twenty Five} ~~(\$125.00)~~ Dollars which will include cost of piping from water main to connection on lot line, connect said lot with the water system and supply water to the said lot under the following conditions.

6.

After water is made available to any lot by the installation of the aforementioned water main and connection thereof with the lot, the parties of the second part shall be entitled to make a monthly water charge of \$1.75 minimum until a house is completed on such lot, and such charge shall be paid by the owner of the lot. After a house is completed on any lot, the parties of the second part will install a water meter and the monthly charge for water, after such meter is installed, shall be 1.00 minimum, representing the charge for the first 5,000 gallons of water set per month by such house, or lot, plus 40 cents per thousand gallons for any water in excess of 5,000 gallons per month. The water bills shall

REC-111

be payable by the 10th of each month, and if not paid by the 10th of each month, the parties of the second part shall be entitled to a late charge of \$1.00. In event the water bill is not paid by the 20th of the month, the parties of the second part shall have the right to cut the water off from said lot and to make a cut-off charge of \$5.00 for failure to pay the water bill, and to make a charge of \$5.00 for reconnecting the premises with the water. The house and lot now occupied by the parties of the first part as their home, shall be entitled to connect with said water system and be served thereby upon the same terms and conditions hereinbefore set forth for the other lots in said tract of land, as soon as a water main is installed in the street or road bordering said lot.

7.

That all expense involved in the installation, operation and maintenance of such waterworks system shall be promptly paid by parties of the second part.

8.

That in event parties of the second part desire to sell and convey the system of waterworks, including the two lots hereinbefore described, during the existence of this agreement, the parties of the first part shall have the first refusal of purchasing such waterworks system, including the two lots and easement hereinbefore described, at the price and upon the terms the same are then offered for sale and shall have a period of thirty (30) days, after being notified by said parties of the second part that they desire to sell the waterworks system and in which notice the price and terms shall be quoted, in which to consummate the purchase thereof. If within such thirty (30) day period the parties of the first part fail to exercise the right to purchase such waterworks system, the parties of the second part shall be free to dispose of same to any other purchaser.

9.

That this agreement shall be binding upon the parties hereto, their heirs, legal representative, or assigns.

IN WITNESS WHEREOF, The said parties hereto have hereunto set their hands and seals, in duplicate, to this instrument, the day and year first above written.

Signed, sealed and delivered
in the presence of:

Harold A. Davis (SEAL)
 Harold A. Davis
Mrs. Evelyn P. Davis (SEAL)
 Evelyn P. Davis
J. U. Rowe (SEAL)
 J. U. Rowe
Rufus Rowe (SEAL)
 Rufus Rowe

STATE OF FLORIDA
COUNTY OF LEON

Before me, the undersigned authority, this day personally appeared Harold A. Davis and Evelyn P. Davis, his wife, known by me to be the persons so named in and who executed the foregoing instrument of writing and acknowledged the execution thereof as and for their own free act and deed and for the uses and purposes therein expressed.

Witness my hand and Notarial Seal at Tallahassee, Florida, this 5th day of April A.D. 1961.

N. P. STATE OF FLORIDA AT LARGE
MY COMMISSION EXPIRES 1-27-62

STATE OF FLORIDA
COUNTY OF LEON

Before me, the undersigned authority, this day personally appeared J. U. Rowe and Rufus Rowe, known by me to be the persons so named in and who executed the foregoing instrument of writing and acknowledged the execution thereof as and for their own free act and deed and for the uses and purposes therein expressed.

Witness my hand and Notarial Seal at Tallahassee, Florida, this 3rd day of April A. D. 1961.

N. P. STATE OF FLORIDA AT LARGE
MY COMMISSION EXPIRES 1-27-62

LICENSE AND PERMIT

FROM

BOARD OF COUNTY COMMISSIONERS, LEON COUNTY, FLORIDA
(hereinafter called the Board)

J. W. Rowe and Rufus Rowe, ^{TO} Co-partners, Trading and Doing Business
as Rowe Brothers Well Drilling Company
(hereinafter called the Licensee)

to construct, maintain, repair, operate, and remove lines for the
transmission of Water under, on,

over, across, and along the following described County highways,

to-wit:

Davis Drive, Lester Road, Vernon Road, Quail Road, Dove Road
and Meeks Road, in Meadow Hills, Unit #1, as per plat recorded
in Plat Book 4, at page 55 of the Public Records of Leon County,
Florida.

said County highways being outside the limits of any municipality,
and hereinafter referred to as the "highway."

This license and permit is subject to the following
conditions, limitations, and restrictions:

(1) The licensee shall provide and file with the
Board a map or plat of the above highway, showing thereon the
proposed location of the lines and shall lay such lines at
locations shown on said map or plat.

Page Two

(2) The lines shall be laid not less than 4 feet below the surface of the highway.

(3) The licensee shall repair any damage or injury to the highway caused by the exercise of the privilege herein granted and shall promptly restore the same to the same condition which existed immediately prior to any damage or injury done the highway.

(4) The licensee shall hold Leon County, the Board of County Commissioners and the members thereof harmless from the payment of any compensation or damages resulting from the exercise of the privileges granted herein.

(5) Licensee shall lay said lines with due regard for the safety and convenience of the public and the Board reserves the right to designate the time at which excavation work may be done and to prescribe special safety measures to be taken by the licensee to safeguard the safety and convenience of the public.

(6) This license is for a period of 25 years, subject, however, to termination by the Board in the event the highway shall be closed, abandoned, vacated, discontinued, or reconstructed.

(7) In the event of widening or repair or reconstruction of the highway, the licensee shall, at the direction of the Board, move or remove lines at no cost to Leon County.

BOARD OF COUNTY COMMISSIONERS
LEON COUNTY, FLORIDA

BY: *Christie Hall*
Its Chairman

ATTEST:

Paul J. Spitzfeld
Clerk of the Circuit Court
Leon County, Florida

Missing Leon County Agreement - happened after 1980

North Lake Meadows - Unit 2

The Tax Roll is compiled by the Legal Descriptions as recorded in the Public Records of Leon County. Location addresses are not used in the preparation of the Tax Roll. They should not be used for title searches or preparation of legal documents. Parcel ID numbers are for the certified year only.

Parcel Information

Parcel ID : 2420100000371	Location : NOLA CT
Parent Parcel: 2419204040000	Legal : NORTH LAKE MEADOWS UNIT 2
Owner(s) : ROWE DRILLING CO INC	UNREC
PO BOX 1389	WELL SITE- PART OF LOT 37
TALLAHASSEE FL 32302	OR 1139/163

Sales Information

Date	Price	Book	Page	Imp/Vac	Instrument Type
------	-------	------	------	---------	-----------------

All information provided by this online Internet resource is subject to verification by the Leon County Property Appraiser office. The Parcel and Sale Information is updated daily.

2011 Certified Property Value

Taxing Authority	Rate	Market	Assessed	Exempt	Taxable
County	7.85	\$1.00	\$1.00	\$0.00	\$1.00
MSTU -EMS	0.5	\$1.00	\$1.00	\$0.00	\$1.00
School - State Law	5.536	\$1.00	\$1.00	\$0.00	\$1.00
School - Local board	2.498	\$1.00	\$1.00	\$0.00	\$1.00
City	3.7	\$1.00	\$1.00	\$0.00	\$1.00
Water Management	0.45	\$1.00	\$1.00	\$0.00	\$1.00

Building Value: \$0.00 Land Value: \$1.00 SOH Differential: \$0.00

2011 Building Information

Property Use :0000 - Vacant Residential

Actual Year Built	Base SQ Ft	Auxiliary SQ Ft	Millage Code	Classified Use	Number of Buildings
	0	0	2	0	0

<http://www.leonpa.org/print.cfm?ACCOUNT=2420100000371>

10/5/2012

NORTH LAKE MEADOWS

OR1139PC 163

THIS INSTRUMENT PREPARED BY:
JAMES O. SHELFER, Attorney
300 Lewis State Bank Bldg.
Tallahassee, FL 32301
(904) 222-6543

QUITCLAIM DEED

THIS QUITCLAIM DEED, executed this 16th day of October, 1984, by FRED G. SHELFER, SR. and ALICE M. BARRIENTOS, Grantor, to ROWE DRILLING COMPANY, INC., whose address is 7580 W. Tennessee St., Tallahassee, Fl 32304, Grantee. Whenever used herein, the terms "Grantor" and "Grantee" shall include singular and plural, heirs, legal representatives, and assigns of individuals, and the successors and assigns of corporations, wherever the context requires.

W I T N E S S E T H :

The Grantor, for good and valuable consideration, hereby releases and quitclaims to the Grantee, all the right, title, interest, claim and demand which the Grantor has in that parcel of land, situate, lying and being in the County of Leon, State of Florida, to-wit:

Commence at the Northwest corner of the South Half of the Northeast Quarter of Section 19, Township 2 North, Range 1 West, Leon County, Florida and then run South 00 degrees 17 minutes 38 seconds East along the Quarter Section line 3726.47 feet to a concrete monument on a fence line, then run along said fence line as follows: East along the South boundary of Farm View Estates (unrecorded) 1746.41 feet to a concrete monument, then run North 00 degrees 53 minutes 48 seconds East along said boundary of Farm View Estates (unrecorded) 135.07 feet to a concrete monument, then continue North 00 degrees 53 minutes 48 seconds East along the boundary of said Farm View Estates (unrecorded) 913.87 feet to a concrete monument, then run North 89 degrees 46 minutes 00 seconds East 750.15 feet to the POINT OF BEGINNING. From said POINT OF BEGINNING continue North 89 degrees 46 minutes 00 seconds East 201.00 feet, then leaving said fence line run South 00 degrees 14 minutes 00 seconds East 50.00 feet, thence run South 89 degrees 46 minutes 00 seconds West 52.00 feet, thence run North 00 degrees 14 minutes 00 seconds West 35.00 feet, thence run South 89 degrees 46 minutes 00 seconds West 134.29 feet, thence run South 00 degrees 53 minutes 48 seconds West 95.40 feet, thence run North 89 degrees 06 minutes 12 seconds West 15.00 feet, thence North 00 degrees 53 minutes 48 seconds East 110.10 feet to the POINT OF BEGINNING; containing 0.14 acres, more or less.



RECORDED IN THE PUBLIC RECORDS OF FLA.
NOV 19 3 38 PM 1984
PAUL J. FRIEDLAND
CLERK OF CIRCUIT COURT

694489

The Grantee shall have all of the estate, right, title, or interest of the Grantor, either in law or equity.

OR1139PC 154

IN WITNESS WHEREOF, the Grantor has delivered this Deed
the day and year first above written.

WITNESSES:

Lavern D. Tompkins
Walter E. Smith

Fred G. Shelfer, Sr.
FRED G. SHELFER, SR.

Lavern D. Tompkins
Walter E. Smith

Alice M. Barrientos, by Fred G. Shelfer, Sr.
ALICE M. BARRIENTOS, by FRED G. SHELFER, SR. as Attorney-in-Fact for ALICE M. BARRIENTOS by Power of Attorney recorded in Official Records Book 1107, Page 555 of the Public Records of Leon County, Florida.

STATE OF FLORIDA,
COUNTY OF LEON.

The foregoing Quitclaim Deed was acknowledged before me
by FRED G. SHELFER, SR. on this 16th day of October, 1984.



Lavern D. Tompkins
NOTARY PUBLIC

My Commission Expires Feb. 15, 1987
Notary Public, State of Florida
Bonded thru TNY Ins. Insurance, Inc.

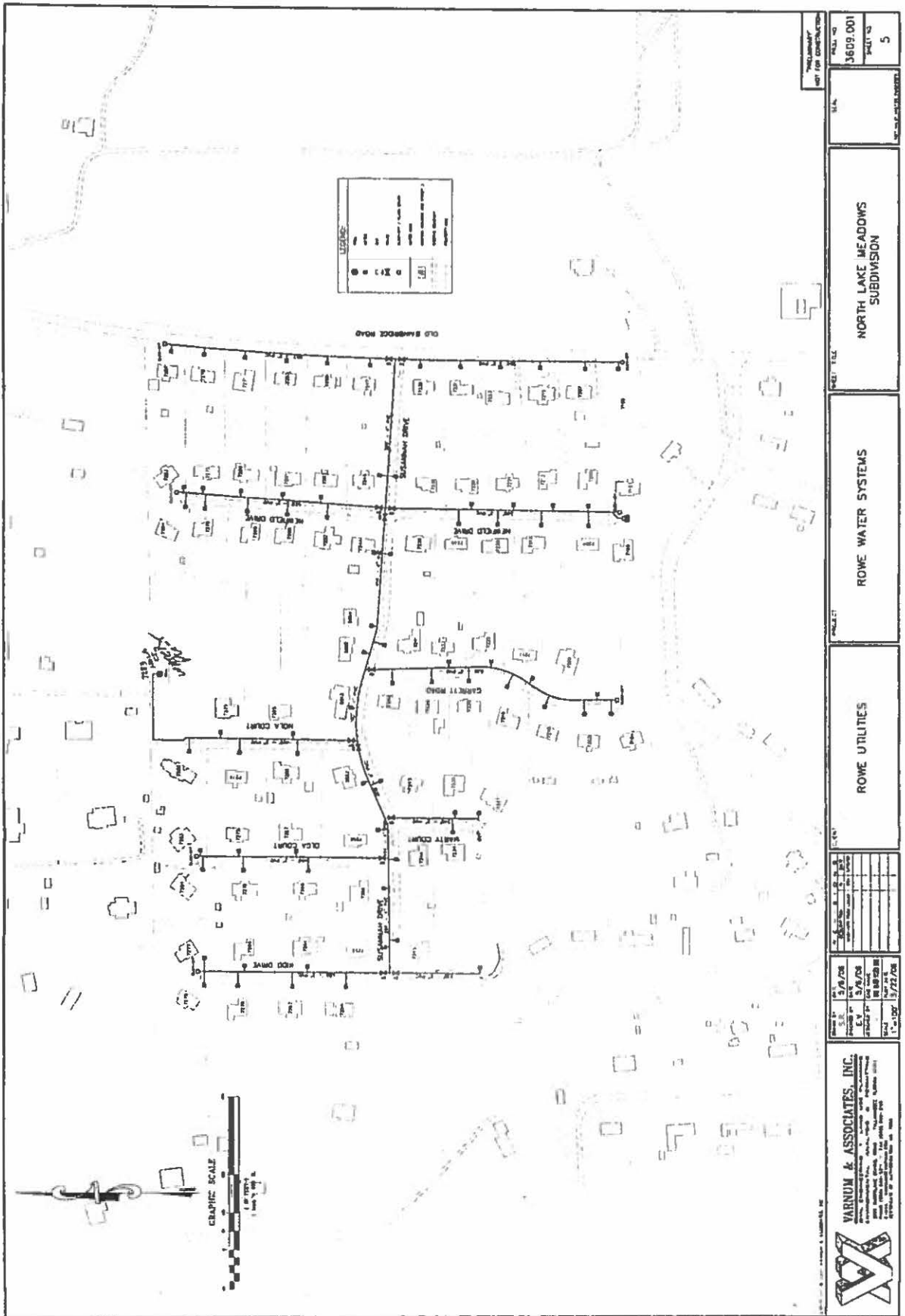
STATE OF FLORIDA,
COUNTY OF LEON.

The foregoing Quitclaim Deed was acknowledged before me
by FRED G. SHELFER, SR. as Attorney-in-Fact for ALICE M. BARRIENTOS
on this 16th day of October, 1984.



Lavern D. Tompkins
NOTARY PUBLIC

My Commission Expires Feb. 15, 1987
Notary Public, State of Florida
Bonded thru TNY Ins. Insurance, Inc.



Missing Leon County Agreement - happened after 1980

Plantation Estates

DORIS MALOY
LEON COUNTY TAX COLLECTOR

2003 REAL ESTATE

Folio 0024374

NOTICE OF AD VALOREM TAXES AND NON-AD VALOREM ASSESSMENTS

ACCOUNT NUMBER	ESC	CD	ASSESSED VALUE	EXEMPTIONS	TAXABLE VALUE	MILLAGE CODE
121750 B0051			500	0	500	2

R

0007367 01 AV 0.278 **AUTO T7 0 0872 32302-1
 ROWE DRILLING CO INC
 PO BOX 1389
 TALLAHASSEE FL 32302

12-17-50
 PLANTATION ESTATES UNIT 5 .172 A
 PART OF LOTS 5 & 6 BLOC K B WELL
 SITE OR 1383/1421

TAXES BECOME DELINQUENT APRIL 1ST

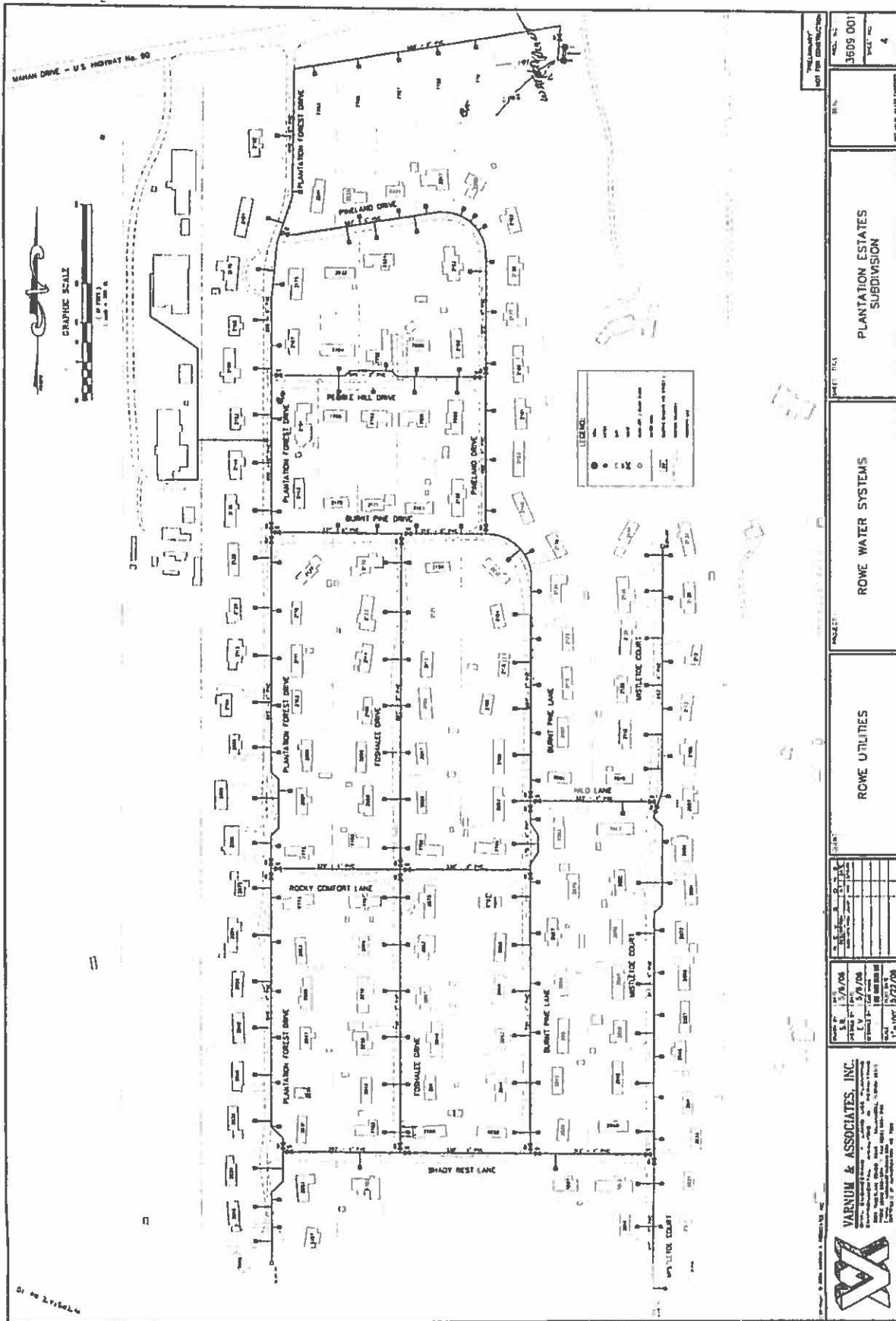


AD VALOREM TAXES		
TAXING AUTHORITY	MILLAGE RATE (DOLLARS PER \$1,000 OF TAXABLE VALUE)	TAXES LEVIED
C100 LEON COUNTY		
GENERAL FUND	3.8000	1.80
FINE & FORFEITURE	4.9500	2.48
C130 LEON COUNTY - MSTU EMS	.5000	.25
C120 LEON COUNTY - MSTU HEALTH	.1200	.06
S100 SCHOOL BOARD		
LOCAL REQ EFFORT	5.7410	2.87
OPERATING (DISC)	.6760	.34
CAP OUTLAY (DISC)	2.0000	1.00
DEBT SERVICE	.8070	.40
W100 NW FLA WATER MD	.0500	.03
<i>910.01</i>		
TOTAL MILLAGE 18.4440		AD VALOREM TAXES \$9.23

NON-AD VALOREM ASSESSMENTS		
LEVYING AUTHORITY	RATE	AMOUNT
		NON-AD VALOREM ASSESSMENTS \$.00

COMBINED TAXES AND ASSESSMENTS		\$9.23		PAY ONLY ONE AMOUNT		See reverse side for important information.	
IF PAID IN TOTAL DUE	NOV 8.86	DEC 8.95	JAN 9.05	FEB 9.14	MARCH 9.23		

RETAIN THIS PORTION FOR YOUR RECORDS





BOARD OF COUNTY COMMISSIONERS

DEPARTMENT OF PUBLIC WORKS
LEON COUNTY COURTHOUSE / TALLAHASSEE, FLORIDA 32301
(904) 488-9300

COMMISSIONERS:

- DOUG NICHOLS
DISTRICT 1
- GAYLE NELSON
DISTRICT 2
- JIM CREWS
DISTRICT 3
- ROBERT K. HENDERSON
DISTRICT 4
- J. LEE VAUSE
DISTRICT 5

- DIVISIONS OF
- ADMINISTRATION
- ENGINEERING
- ENVIRONMENTAL SERVICES
- OPERATIONS
- UTILITY SERVICES

February 16, 1981

SEDFIELD SUB.

Mr. H. Lamar Rowe
Rowe Drilling Company
Post Office Box 1363
Tallahassee, FL 32302

Dear Mr. Rowe:

Please be advised that on November 14, 1980, the Board of County Commissioners approved your application to operate the existing Sedgfield Water System. A copy of the approved service area boundary map is attached.

As outlined in County Ordinance 80-29, all water and sewage disposal systems are required to adhere to all applicable Federal, State, and local rules and regulations. Also, attached for your convenience are forms to be used for your annual statement of gross service revenues and annual system fee for your system.

If you have any questions pertaining to this subject, please feel free to contact me at 1123 Thomasville Road, or telephone 488-9307.

Sincerely yours,

Joseph A. Vonasek
Utilities Coordinator

JAV/lmf

Attachments

Board of County Commissioners

Agenda Request

TO: Honorable Chairman & Members of the Board

FROM: James W. Parrish, County Administrator

SUBJECT: Application by Mr. Lamar Rowe to "Grandfather-In" the Sedgefield Water System Service Area

DATE: October 23, 1980

RECOMMENDATION:

It is recommended that the Board of County Commissioners approve the application of Mr. Lamar Rowe to operate the existing Sedgefield Water System within the modified boundary indicated on the attached map. And, designate such area as Leon County Water Service Area Number 19.

STATEMENT OF ISSUE:

County Ordinance 80-29 provides for owners of existing systems, upon application and submission of information requested by the County, be authorized to operate a water and/or sewer system within a specific geographical area. Mr. Rowe has submitted the application and information. The service area boundary now needs to be established.

ALTERNATIVE:

Approve only Units 1, 2, and 3, where pipes exist.

ANALYSIS:

This application pertains to a system located within the City Water/Sewer Zone. In accordance with the City/County Sanitary Sewer and Water Agreement, the City of Tallahassee is designated as the exclusive provider of water and sanitary sewer services within this zone. The County agreed that it would not operate a system within the City Zone and further, would not establish a service area boundary unless the City concurred in the boundary to be established.

Honorable Chairman & Members of the Board
Agenda Request -- Sedgefield Water System
October 23, 1980
Page Two

The majority of the Sedgefield Development has been completed according to the conceptual plan. The Technical Coordinating Committee reviewed the completion of construction of the Sedgefield Project on August 18, 1980. There were no objections made to the use of a privately owned water system. The system owner and the City concur in the modified service area.

JWP/JMB/lmf

Board of County Commissioners

INTER OFFICE MEMORANDUM

DATE: November 5, 1980

TO: Department Heads

FROM: James W. Parrish, County Administrator *JWP*

SUBJECT: Agenda Followup to ~~BCC Meeting of November 1, 1980~~

SCHEDULED PUBLIC HEARINGS

- Item 1. Approved Supplemental Budget requests.
- Item 2. Approved rezoning request for Roy Shuford.
- Item 3. Approved rezoning request for Bradley Munroe.
- Item 4. Approved rezoning request for Kid's Venture, Inc.
- Item 5. Approved rezoning request for Warren Wise.
- Item 6. Rezoning request concerning Dynamics Investments, Inc. was continued to 11-25-80 meeting at 3:30 P.M.
- Item 7. Approved rezoning request submitted by the Planning Commission on the C. T. Herring property.
- Item 8. Denied recommendation of Planning Commission regarding rezoning request for John Gamble and called for a meeting of the BCC and Planning Commission to review this matter. The item is scheduled for re-consideration at the 11-25-80 public hearing meeting. Mark Stamps to notify Mr. David Stevenson of 2029 Doomar Drive when this item is to be considered by the Board and the Planning Commission.
- Item 9. Public Hearing was continued to November 17 at 12 Noon. Jon Martin to provide update on right-of-way acquisition status for Miccosukee Road.

CONSENT AGENDA

- tem 10. Approved Killlearn Improvement Trust Agreement Withdrawal Request.
- tem 11. Approved award of bids for building supplies and bricks.

Agenda Followup to BCC Meeting of November 4, 1980
Page 2
November 5, 1980

- tem 12. Approved adoption of Resolution Requesting Eligibility Under the Land and Water Conservation Fund Program.
- tem 13. Approved Budget Amendments, items a; b and c.
- tem 14. Approved Private Sector Initiative Program Title VII Plan.
- tem 15. Approved issuance of Duplicate Tax Certificate.
- tem 16. Approved maintenance bond release for Meadows at Woodrun, Unit II.
- tem 17. Approved bills and vouchers submitted by the Clerk of the Court.

COUNTY ADMINISTRATOR

- tem 18. Approved by Resolution fire safety improvements for Leon County Jail. County Administrator to negotiate with architect for such improvements Reschedule for 11-18-80 for Board to consider.

- tem 19. ~~Approved all applications to grandfather in existing water systems. Public Works to prepare necessary letters to advise applicants of approval.~~

GENERAL BUSINESS

- tem 20. Board approved County Administrator's recommendation to not accept right-of-way for Sandstone Boulevard.
- tem 21. Board directed Planning Department staff to work with CONA on a process for notifying of public homeowners associations for proposed rezoning cases.
- tem 22. Board approved appointment of Andrew Dann as Chairman of the Leon/Gadsden Consortium's Advisory Council and reappointed Mr. Dann as the labor representative for an additional two-year term. John Alrich to provide Mr. Dann with letter of appointment.
- tem 23. Board denied the request of Mr. Savage to abandon Elk Horn Landing and directed Public Works Department to determine usage of the landing over a twelve month period and report back to the Board at the end of that time. *DEVELOP PLAN OF ACTION.*
- tem 24. Board consensus was favorable to staff's response to state comments on Comprehensive Plan. Board will discuss specific meeting schedule at the November 10 joint City/County Commission Meeting.

*JAMES
BALINETAU*

Tully

AGENDA
3:00 P.M.

BOARD OF COUNTY COMMISSIONERS
REGULAR PUBLIC MEETING

~~NOVEMBER 19, 2015~~

INVOCATION
PLEDGE OF ALLEGIANCE TO THE FLAG
PRESENTATIONS & AWARDS

SCHEDULED PUBLIC HEARINGS - 3:30 P.M.

1. Supplemental Budget
2. Rezoning Request - Roy Shuford - Agricultural 2 to Residence 1
3. Rezoning Request - Bradley Munroe - Agricultural 2 to Residence 3
4. Rezoning Request - Kid's Venture, Inc. - Agricultural 2 to Mobile Home 1
5. Rezoning Request - Warren Wise - Agricultural 2 to Commercial 2
6. Rezoning Request - Dynamic Investments, Inc. - Agricultural 2 and Mobile Home 2 to Residence 3 and Commercial 1
7. Rezoning Request - Planning Commission (C.T. Herring property) - Agricultural 2 to RM-1
8. Rezoning Request - John Gamble - Agricultural 2 and Residence 1 to RM-2
9. Community Development - Public Hearing - 4:00 P.M.

CONSENT AGENDA

10. Killearn Improvement Trust Agreement Withdrawal Request
11. Award of Bid(s)
 - Building Supplies

AGENDA
3:00 P.M.

BOARD OF COUNTY COMMISSIONERS
REGULAR PUBLIC MEETING
NOVEMBER 4, 1980

COUNTY ADMINISTRATOR (continued)

~~Applications to Grandfather into Existing Water Systems~~

- a. Register Trailer Park
- b. Barineau's Trailer Park
- c. Hayes Mobile Home Park
- d. Southern Pines

~~Agenda Items~~

GENERAL BUSINESS

- 20. Paving of Sandstone Boulevard (Commissioner Vause)
- 21. Proposed Resolution on Land Use Planning (Commissioner Henderson)
- 22. Appointment of New Chairperson to Leon/Gadsden Consortium's Advisory Council
- 23. Request to Abandon Elk Horn Landing
- 24. Discussion of Tentative Comprehensive Plan Meeting and Related Procedural Issues

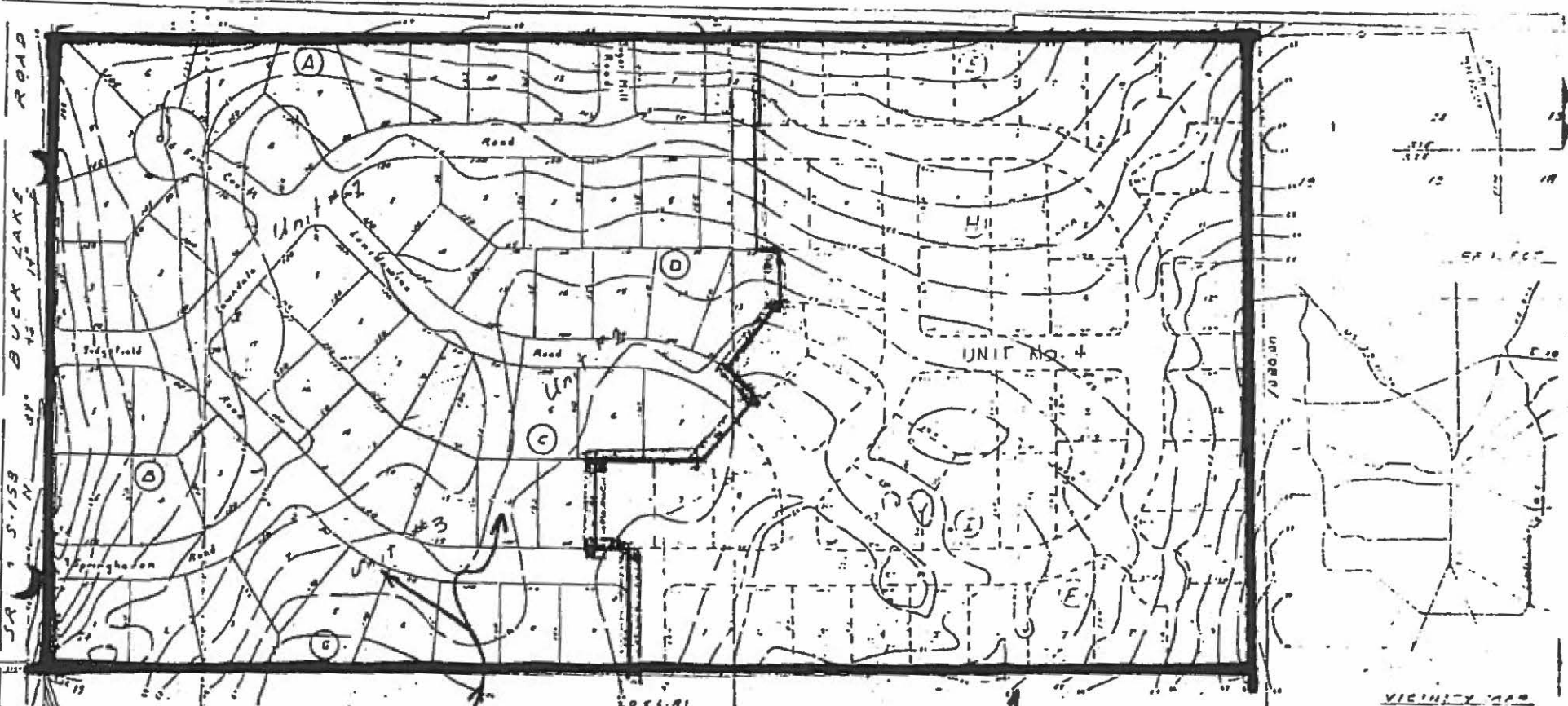
COUNTY ATTORNEY

CITIZENS TO BE HEARD

SEDGEEFIELD WATER SYSTEM
 LEON COUNTY WATER SERVICE AREA #19

APPROVED BY LEON COUNTY BOARD
 OF COUNTY COMMISSIONERS ON: *November 14, 1980*

James M. Barineau
 JAMES M. BARINEAU, DIRECTOR
 DIVISION OF UTILITIES SERVICES



EXISTING SYSTEM
 Units 1, 2, and 3

Unit 4--MODIFIED SERVICE AREA BOUNDARY

Existing Lot Lines
 Proposed Lot Lines

James M. Barineau

JAMES M. BARINEAU, DIRECTOR
 DIVISION OF UTILITIES SERVICES

Sedgefield Unit No. 4
 Single Family residences
 51 Acres

Unit	Number of Lots
16	Completed
17	
42	Completed

TC
 Budget
 January

AV0085444 UN441528

DORIS MALOY
LEON COUNTY TAX COLLECTOR

2003 REAL ESTATE
NOTICE OF AD VALOREM TAXES AND

Folio 0014605
ON-AD VALOREM ASSESSMENTS

ACCOUNT NUMBER	ESC / CD	ASSESSED VALUE	EXEMPTIONS	TAXABLE VALUE	MILLAGE CODE
112470 0001		1,500	0	1,500	2

R

0085444 02 AV 0.503 **AUTO H1 1 0872 32302-1
 ROWE DRILLING CO INC
 PO BOX 1389
 TALLAHASSEE FL 32302

11-24-70
 SEDGEFIELD UNIT 2 24 1N 1E .183
 A WELL SITE OR 900/2249

TAXES BECOME DELINQUENT APRIL 1ST

AD VALOREM TAXES		
TAXING AUTHORITY	MILLAGE RATE (DOLLARS PER \$1000 OF TAXABLE VALUE)	TAXES LEVIED
C100 LEON COUNTY GENERAL FUND	3.6000	5.40
FINE & FORFEITURE	4.9500	7.43
C130 LEON COUNTY - MSTU EMS	.5000	.75
C120 LEON COUNTY - MSTU HEALTH	.1200	.18
S100 SCHOOL BOARD		
LOCAL REQ EFFORT	5.7410	8.61
OPERATING (DISC)	.6760	1.01
CAP OUTLAY (DISC)	2.0000	3.00
DEBT SERVICE	.8070	1.21
W100 NW FLA WATER MD	.0500	.08
TOTAL MILLAGE 18.4440		AD VALOREM TAXES \$27.67

910.01

NON-AD VALOREM ASSESSMENTS		
LEVYING AUTHORITY	RATE	AMOUNT
NON-AD VALOREM ASSESSMENTS		\$.00

COMBINED TAXES AND ASSESSMENTS \$27.67 **PAY ONLY ONE AMOUNT** See reverse side for important information.

IF PAID IN TOTAL DUE	NOV	DEC	JAN	FEB	MARCH
	26.56	26.84	27.12	27.39	27.67

RETAIN THIS PORTION FOR YOUR RECORDS

WARRANTY DEED

STONE CONSTRUCTION COMPANY, INC. and SKIPPER LANE, INC., corporations organized and existing under the laws of the State of Florida, the Grantors, in consideration of the sum of TEN DOLLARS and other valuable consideration, received from ROWE DRILLING COMPANY, INC., a corporation organized and existing under the laws of the State of Florida, the Grantee, of Leon County, Florida, hereby, on this 8/1 day of June, 1978, convey to the Grantee the real property in Leon County, Florida, described as:

Begin at the Northeast corner (also the most Easterly corner) of Lot 3, Block "C" of Sedgefield Unit No. 1, a subdivision according to the plat thereof as recorded in Plat Book 7 page 58 of the Public Records of Leon County, Florida, and run North 58 degrees 50 minutes 23 seconds West along the Northeasterly boundary line of said Lot 3, 163.87 feet to the Easterly boundary line of the 60 foot right of way of Lansdowne Road and a point on a curve, thence Northeasterly along said boundary line curve concave to the Northwest, having a radius of 325.00 feet and a central angle of 07 degrees 03 minutes 07 seconds for an arc distance of 40.00 feet (the chord of said arc bears North 27 degrees 38 minutes 04 seconds East 39.98 feet) thence run South 65 degrees 53 minutes 29 seconds East 158.21 feet, thence run South 22 degrees 14 minutes 13 seconds West 60.06 feet to the Point of Beginning, containing 0.183 acres, more or less.

and covenant that the property is free of all encumbrances, that lawful seisin of and good right to convey that property are vested in the Grantors, and that the Grantors hereby fully warrant the title to said land and will defend the same against the lawful claims of all persons whosoever, except as to taxes for the year 1978 and all subsequent years, and any restrictive covenants of record.

Signed in the presence of: STONE CONSTRUCTION COMPANY, INC.
Marilyn W. Midyette By [Signature] (SEAL)
[Signature] As President

This instrument prepared by John C. Cooper

STATE OF FLORIDA
COUNTY OF LEON

The foregoing instrument was acknowledged before me
this 8th day of June, 1978, by _____
Node L. Stone, Jr. of STONE CONSTRUCTION COMPANY,
INC., a Florida corporation, on behalf of the corporation.

Marilyn W. Midyette
Notary Public

Notary Public, State of Florida at Large
My Commission Expires Sept. 1, 1981
Entered by American Title & Guaranty Company

Signed in the presence of: SKIPPER LANE, INC.

Mary B. Shuford
By Mary B. Shuford (SEAL)
As President
Andrew B. Cohen

STATE OF FLORIDA
COUNTY OF LEON

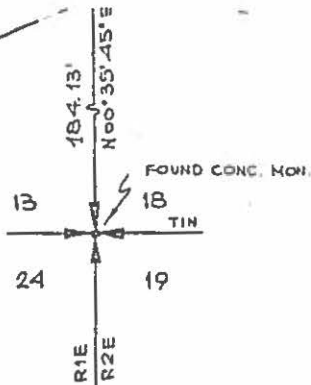
The foregoing instrument was acknowledged before me
this 5th day of June, 1978, by Mary B
Shuford as President of SKIPPER LANE, INC., a
Florida corporation, on behalf of the corporation.

Andrew B. Cohen
Notary Public

Notary Public, State of Florida at Large
My Commission Expires Sept. 1, 1981
Entered by American Title & Guaranty Company

This instrument prepared by John C. Cooper

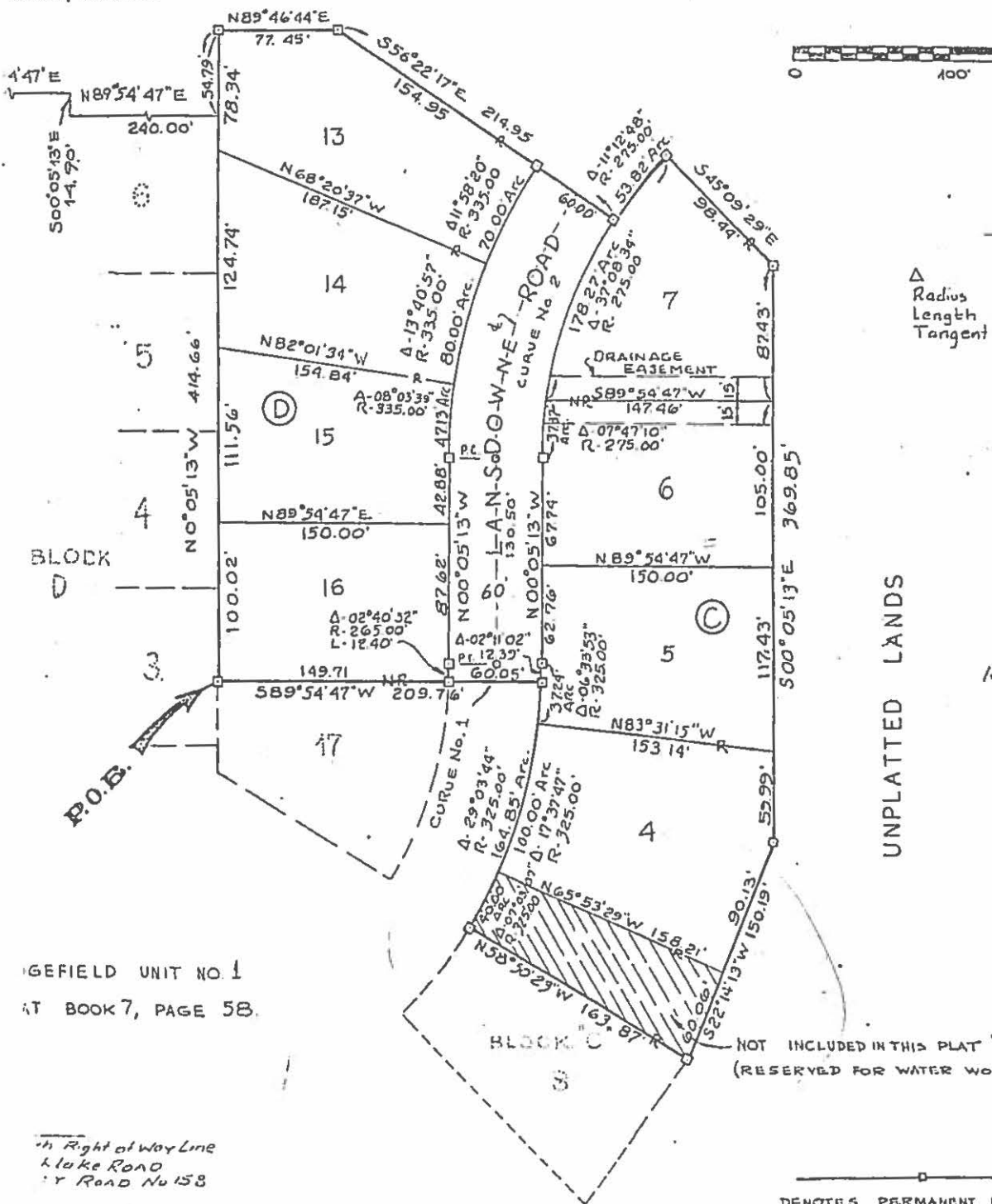
TE ROAD 10 (U.S. 90)
567°49'00"W
R/W LINE 1170.35'



IRON PIPE

BEARING BASE:
BOUNDARY LINE AGREEMENT
DATED 30, SEPT. 1975 AS
RECORDED IN OFFICIAL RECORD
BOOK 779, PAGE 6B3,
PUBLIC RECORDS OF LEON
COUNTY, FLORIDA.

UNPLATTED LANDS



GEFIELD UNIT NO. 1
AT BOOK 7, PAGE 58.

Right of Way Line
Lake Road
Road No 158

DENOTES PERMANENT REF
MONUMENT 4" x 4" x 2 1/2" CON
MONUMENTS WITH 1 1/2 INCH
ALUMINUM DISK MARKED 'P'

**Leon County
Board of County Commissioners**


Notes for Agenda Item #8

Leon County Board of County Commissioners

Cover Sheet for Agenda #8

February 9, 2016

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Adoption of Proposed Revised Policy No. 14-2, "Criteria for the Placement of Fire Hydrants on Current Water Systems"

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator Tony Park, P.E. Director of Public Works Chad Abrams, Chief, Office of Public Safety
Lead Staff/ Project Team:	Katherine Burke, P.E. Director of Engineering

Fiscal Impact:

This item has been budgeted and adequate funding is available.

Staff Recommendation:

Option #1. Adopt the proposed revised Policy No. 14-2, "Criteria for the Placement of Fire Hydrants on Current Water Systems" (Attachment #1).

Report and Discussion

Background:

Talquin Electric proposes to retrofit water lines on Longview Drive from North Monroe to Sanders. This retrofit will include the installation of ten new hydrants. Consistent with the County's Fire Hydrant policy, two of the ten proposed hydrants are on the fire hydrant priority list; however based on the existing prioritization, funding for these two hydrants would not be available for several years.

Staff recommends revising the Policy to allow fire hydrants on the prioritization list to be installed out of sequence if there is an opportunity to leverage funds or participate with outside agencies on current or proposed projects.

Analysis:

The City of Tallahassee and Talquin Electric have been excellent partners in facilitating hydrant installations to better serve unincorporated area residents. Recently, Talquin Electric proposed to replace approximately 6,000 linear feet of a failing six-inch line with a new eight-inch line on Longview Drive from North Monroe to Sanders and install ten new hydrants. Two of the ten proposed hydrants are on the existing priority list; though funding is not anticipated to be available to support replacement for several years:

- #59 Longview – 600 feet east of North Monroe
- #76 Longview – 1,800 feet east of Ruth Drive

This water system upgrade is estimated to cost approximately \$500,000, representing a significant investment in the community, which will improve water quality, reliability, and fire protection. Talquin Electric has requested the County consider advancing the installation of hydrants #59 and #76 to reduce the cost of a later, separate installation and minimize the construction disruption to the neighborhood. The cost to install the two hydrants during Talquin Electric's upgrade is approximately \$11,000.

Policy No. 14-2 does not currently provide a mechanism to address these leveraging opportunities. While the Policy does include language that considers "the availability of other funding sources to support the hydrant installation" in the selection criteria, it does not provide for the matching opportunity that Talquin has proposed. Therefore, under the current policy, hydrants #59 and #76 would have to be installed in the order of the approved prioritized list.

Options:

1. Adopt the proposed revised Policy No. 14-2, "Criteria for the Placement of Fire Hydrants on Current Water Systems.
2. Do not adopt the proposed revised Policy No. 14-2, "Criteria for the Placement of Fire Hydrants on Current Water Systems."
3. Board direction.

Title: Adoption of Proposed Revised Policy No. 14-2, "Criteria for the Placement of Fire Hydrants on Current Water Systems"
February 9, 2016
Page 3

Recommendation:

Options #1

Attachments:

1. Revised Policy No. 14-2, "Criteria for the Placement of Fire Hydrants on Current Water Systems"

Board of County Commissioners Leon County, Florida

Policy No. 14-2

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

Date Adopted: ~~February 25, 2014~~ February 9, 2016

Effective Date: ~~April 8, 2014~~ February 9, 2016

Reference: N/A

Policy Superseded: N/A

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

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

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

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

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

Revised February 9, 2016

Leon County Hydrant Placement Prioritization List

- 1 Natural Bridge @ Lewis Lane
- 2 Chinkapin Lane about 100' north of Post Oak Drive
- 3 Autumn Wood and Nature Lane
- 4 Chateau Ln and Chandalar Ln
- 5 Inkwood Lane about 150' of Post Oak Drive
- 6 Rustic Drive about 500 west of Tall Pine
- 7 Glendalin Rd about 300' east of Ulmer Ct
- 8 Burntleaf Lane about 200' south of Lake Atkinson Drive
- 9 Rustic Drive at Tall Pine Drive
- 10 Old Poste Road about 600' east of Louvinia
- 11 Belk Drive W and Francis Naples Dr
- 12 McWest Street and McWest Ct.
- 13 Balmoral Drive and Portsmouth Circle
- 14 Bay Cedar Drive just west of Mastic Lane
- 15 Clara Kee and Ben Blvd
- 16 Portsmouth Circle - 500' west of Portsmouth Ct
- 17 Page Rd btwn Shadyside & Duggar
- 18 Nex Pierce Trl and Cottinham Drive
- 19 Lake Heritage and Lou Ann Ct.
- 20 Taff Rd about 1000' north of Natural Bridge
- 21 Blue Bill Pass and Doonesbury Way
- 22 Old Poste Road just east of Louvinia
- 23 Woodville Hwy @ Lavernes
- 24 Doonesbury about 800' east of Mossy Top Way
- 25 Little River Lane about 500' south of Tally Ann Drive
- 26 Castleberry Drive at Onyx Trl
- 27 Little River Lane and Lake Heritage
- 28 Autumn Woods Way about 600' east of Doonesbury
- 29 Masterson Lane about 700' south of Masterson Ct.
- 30 Lunker lane about 600' est of Mossy Top Way
- 31 Matt Wing Rd about 1200' past Roger Hamlin Rd traveling E
- 32 Hickory Forest Circle about 500' east of Doonesbury
- 33 Masterson Ln at Hickock Ct
- 34 Hastings Drive about 800' west of Booth Road
- 35 Louvinia Dr and Louvinia Way
- 36 Mossy Top Way about 600' south of Village Way
- 37 Louvinia Dr and Priority Ln
- 38 North Monroe and Breeze Ct.
- 39 Louvinia Dr and Ranch Rd
- 40 Mossy Top Way east of Calcutta Ct
- 41 Chaires Cross Rd and Yant Ln
- 42 Ruth and Faulk
- 43 Apalachee Pkwy and Raymond Tucker Rd
- 44 Old Hickory about 600' north of Cypress Circle.
- 45 Chaires Cross Rd about 550' North of Green Oak Dr

Leon County Hydrant Placement Prioritization List

- 46 Bombadil Drive and Jodphur Ct
- 47 Chaires Cross Rd and Queen Anna Dr
- 48 Clara Kee and McCleod Drive
- 49 Clara Kee Blvd east of Clara Key Court
- 50 Clara Kee and Blind brook Lane
- 51 Split Oak Lane and S. Placid Pl
- 52 Rippee Rd about 300' west of Booth Rd
- 53 Wiggington Rd and Bell Dr
- 54 Widgeon Way and Bowfin Drive
- 55 Old Bainbridge and East Street
- 56 Mcleod and Ben Blvd.
- 57 North Monroe and Clara Key north
- 58 North Monroe and Shady Oaks Drive
- 59 Longview - 600' east of North Monroe
- 60 Lakeshore Dr about 900' S of Hunters Crossing
- 61 Harriet and North Monroe
- 62 North Monroe and Faulk
- 63 Lakeshore Dr and Hunters Crossing
- 64 Old Bainbridge and Twiss Ln
- 65 Rockingham Rd about 1000' east/south of Camden
- 66 Robinhood Rd about 1100' S of Dartmoor Dr
- 67 Sherborne Rd and Rockingham
- 68 Old Bainbridge and Camden
- 69 Maderia Cir about 500' E of Wiltshire Rd
- 70 Rockingham at Woodbridge Rd
- 71 Rolf Drive about 550' north of Hastings
- 72 Robinhood Rd about 500' S of Lakeshore Dr
- 73 Sherborne Rd and Kensington
- 74 Sharer Rd about 500' S of Anton Dr
- 75 Camden Rd and Woodbridge Rd
- 76 Longview - 1800' east of Ruth Drive
- 77 Old Bainbridge about 800' north of Twiss Ln
- 78 Sharer Rd and Sandy Dr
- 79 Westmoreland Dr about 900' W of Danesborough Dr
- 80 Lakeshore Dr and North Shore Cir



Leon County

Board of County Commissioners

301 South Monroe Street, Tallahassee, Florida 32301
(850) 606-5302 www.leoncountyfl.gov

Commissioners

BILL PROCTOR
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JANE G. SAULS
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District 4

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District 5

MARY ANN LINDLEY
At-Large

NICK MADDOX
At-Large

VINCENT S. LONG
County Administrator

HERBERT W.A. THIELE
County Attorney

August 14, 2015

Mr. Anyone
123 Any Street
Tallahassee, FL

Dear Mr. Anyone,

At Leon County Government, public safety and fiscal stewardship are two of our top priorities. To this end, Leon County has used revenue from the Fire Services Fee to improve public safety infrastructure in your area by placing a fire hydrant near your property. The goal of this project is to improve the firefighting capabilities for our citizens by making water readily available to protect lives and property by adding hydrants to water systems currently capable of supporting the water flow necessary to fight a fire.

A new fire hydrant has been constructed near your property at the following location:

Page Road between Shadyside and Duggar

By installing this fire hydrant, you may also be eligible for a lower fire insurance premium. We recommend you contact your insurance carrier and inform them of this public safety infrastructure improvement.

While none of us hope to use vital public safety services like a fire hydrant, Leon County Government is committed to providing these services that are critical when you need them most. Should you have any questions or require additional information, please feel free to contact the Division of Emergency Medical Services at (850) 606-2100.

Yours in Service,

Vincent S. Long
County Administrator


**Leon County
Board of County Commissioners**

Notes for Agenda Item #9

Leon County
Board of County Commissioners
Cover Sheet for Agenda #9

February 9, 2016

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Approval of a Proposed Memorandum of Understanding with the City of Tallahassee Regarding Application for Federal Promise Zone Designation

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 no fiscal impact. All County obligations under the Memorandum of Understanding are projects/programs that are currently being implemented.

Staff Recommendation:

Option #1: Approve a proposed Memorandum of Understanding (Attachment #1) with the City of Tallahassee regarding Application for Federal Promise Zone designation, consistent with the previously approved MOU, and authorize the County Administrator to finalize and execute in a form to be approved by the County Attorney.

Report and Discussion

Background:

On December 29, 2015, the City of Tallahassee notified the County of their intent to apply for Round 3 of Promise Zone designations to the U.S. Department of Housing and Urban Development (HUD). On January 27, 2016, the City Commission authorized the City Manager to submit an application to HUD with a number of partners, under a conditional MOU, with partners such as Leon County Government, the Leon County School District, Tallahassee Community College, CareerSource, the United Way of the Big Bend, and the Tallahassee Housing Authority. The application deadline is February 23, 2016.

Analysis:

On November 12, 2014, the City requested that the County join in on submission of an application for a Promise Zone designation to HUD. That application was for the second round of the Promise Zones initiative in which HUD would designate six urban communities and at least one of the urban designations will be for a small to medium sized community (population of 500,000 or less). Applications for Round 2 were due on November 21, 2014; the City submitted an application for Promise Zone designation and noted that commitment of its participants, such as the County, was contingent at the time of application. At the December 9, 2014 Commission meeting, the Board approved the proposed MOU with the City of Tallahassee (Attachment #2).

The Promise Zone application requires a Memorandum of Understanding (MOU) between the lead organization and “implementing collaborators” describing each organization’s role in the Promise Zone Plan. As the lead organization, the City prepared a proposed MOU with the “implementing collaborators” including Leon County and other area parties such as Tallahassee Community Redevelopment Agency, the Tallahassee Housing Authority, Leon County Schools, United Way of the Big Bend, Tallahassee Community College, and the Florida Department of Juvenile Justice.

The City was notified they did not receive the designation in Round 2. The City received notification for the opening of Round 3 Promise Zone designations and is seeking designation (Attachment #2). A total of 20 Promise Zone designations will be made by the end 2016. Applications for Round 3 are due February 23, 2016 and the City intends to utilize the same participants with the inclusion of the new efforts that have been targeted to the Southside. This collaboration in applying for Promise Zone designation provides further opportunity for the County and City to collaborate on addressing the issues on the Southside. Additionally, the Promise Zone designation would help community parties that seek federal grants to revitalize the areas of the proposed Tallahassee-Leon County Promise Zone (Attachment #3). The additional preference points from Promise Zone designation could make a significant difference in the County’s ability to secure selected federal grants.

Based on the Board's prior support in seeking federal Promise Zone designation and potential to enhance federal grant opportunities for the County and other local organization serving the Southside, staff recommends the Board authorize the County Administrator to finalize and execute a MOU with the City as an implementing participant of the proposed Tallahassee-Leon County Promise Zone. Like the prior application, the County's obligations under the final Memorandum of Understanding would be projects/programs that are currently being implemented or have prior approval by the Board. Staff would continue to work with the City to finalize the MOU in order to clearly update and define the County's commitments for the Promise Zone.

Options:

1. Approve a proposed Memorandum of Understanding (Attachment #1) with the City of Tallahassee regarding Application for Federal Promise Zone designation, consistent with the previously approved MOU, and authorize the County Administrator to finalize and execute in a form to be approved by the County Attorney.
2. Do not approve a Preliminary Memorandum of Understanding with the City of Tallahassee for Federal Promise Zone designation.
3. Board Direction.

Staff Recommendations:

Option #1.

Attachments:

1. Tallahassee-Leon County Preliminary Promise Zone Memorandum of Understanding
2. December 9, 2014 Agenda Item and Previous MOU
3. Promise Zones – Third Round Urban Application Guide
4. Tallahassee-Leon County Promise Zone Area Map

Tallahassee/Leon County Promise Zone Memorandum of Understanding

With the City of Tallahassee and Partners

This Memorandum of Understanding (MOU) is hereby entered into this ____ day of February 2016 for the purpose of implementing the Promise Zone in the City of Tallahassee. This agreement provides evidence of the commitment by the City of Tallahassee (“City” or “Lead Agency”) and Leon County Government, Leon County Schools, Tallahassee Housing Authority, Tallahassee Community College, United Way of the Big Bend, Tallahassee Community Redevelopment Agency, and the Florida Department of Juvenile Justice (the “Implementation Partners”; collectively, the “Parties”) to support the Promise Zone Plan and to coordinate their resources and activities to achieve the Promise Zone Plan Goals.

The Tallahassee/Leon County Promise Zone is a designated area within the City of Tallahassee which exhibits high levels of poverty, crime, unemployment and vacant and deteriorated housing. The Tallahassee/Leon County Promise Zone Plan is designed to achieve the Promise Zone Program objectives of: creating jobs, increasing economic activity, improving educational opportunities, reducing serious violent crime and leveraging private capital. The Tallahassee/Leon County Promise Zone Plan has established six goals to meet those objectives: (1) reduce violent crime through resident engagement, leadership development and targeted programs, (2) promote private investment, enhance existing businesses and create jobs, (3) increase educational opportunities and training for youth and adults, (4) improve health, wellness and the quality of life for residents, (5) improve resident involvement and strengthen neighborhood organizations, and (6) improve the quality of existing housing and encourage the development of affordable and market rate housing.

The City and the Implementation Partners commit to work cooperatively and within the Tallahassee/Leon County Promise Zone Implementation Committee to achieve the Promise Zone Plan goals. The Parties to the MOU agree to:

- a. Participate in the Tallahassee/Leon County Promise Zone Implementation Committee and regularly attend the Committee meetings and workshops.
- b. Share program and performance data regarding activities within the Promise Zone to monitor progress in reaching the Promise Zone Plan goals and to meet the reporting requirements of the Promise Zone Program.
- c. Promote the Tallahassee/Leon County Promise Zone and recruit participation by families, residents, and businesses located within the Promise Zone.
- d. To the extent feasible, align and coordinate all relevant investments in the Promise Zone with the goals and objectives identified in the Promise Zone Plan.
- e. Work to identify funding opportunities over the 10 year implementation period of the Promise Zone designation which can be directed to the support the Promise Zone Plan goals.
- f. Identify changes in policies and programs which could increase coordination and the effectiveness of services provided within the Promise Zone.

- g. Implement the programs and commitments identified by each Party as described in the final MOU.

MOU Partners Roles

City of Tallahassee

The City of Tallahassee will serve as the Lead Agency for the designated Promise Zone and will be responsible for grant administration and for reporting and disseminating information. The City Manager will direct the designated City Departments to fulfill the responsibilities and commitments outlined in this MOU and enumerated in the Promise Zone proposal. Specifically: The Department of Economic and Community Development (“ECD”) will serve as the Chair of the Promise Zone Implementation Committee and provide the necessary administrative support for the Committee. ECD will directly support the Housing, Economic Development and Health and Wellness Sub-committees of the Implementation Committee by providing appropriate staff to serve as co-chairs for those subcommittees. The Tallahassee Police Department will participate as a co-chair of the Public Safety sub-committee of the Implementation Committee. The City will support the resident engagement efforts identified in the Promise Zone application through the City’s Departments of Communications and Parks, Recreation and Neighborhood Affairs. The City will provide the specific program and funding commitments for the Promise Zone as identified in the final MOU.

Leon County Government

The Leon County Government provides a number of programs and services to the residents of the proposed Tallahassee/Leon County Promise Zone. The County commits to serve as an Implementation Partner by actively participating on the Tallahassee/Leon County Promise Zone Implementation Committee and to provide appropriate staff to serve as co-chairs on the Economic Opportunity and Health and Wellness subcommittees. Leon County will provide specific program and funding commitments for the Promise Zone as identified in the final MOU.

Tallahassee Housing Authority

The Tallahassee Housing Authority provides affordable rental housing to low income residents in Leon County. The Authority operates three major affordable housing developments within the proposed Tallahassee/Leon County Zone boundaries and provides Section 8 Vouchers to a number of residents in the designated area. The Authority commits to serve as an Implementation Partner and to actively participate on the Tallahassee/Leon County Promise Zone Implementation Committee and to provide appropriate staff to serve as a co-chair on the Housing subcommittee. The Authority will provide specific program and funding commitments for the Promise Zone as identified in the final MOU.

United Way of the Big Bend

The United Way of the Big Bend provides funds to support many non-profit agencies which provide needed services to the residents of the proposed Tallahassee/Leon County Promise Zone. The United Way has a 17 year partnership with the City and Leon County through the Community Human Services

Partnership (CHSP) to strategically address the health and human service needs of the community. The United Way commits to serve as an Implementation Partner and to actively participate on the Tallahassee/Leon County Promise Zone Implementation Committee and to provide appropriate staff to serve as a co-chair on the Health and Wellness subcommittee. The United Way will provide specific program and funding commitments for the Promise Zone as identified in the final MOU.

Tallahassee Community Redevelopment Agency

The Tallahassee Community Redevelopment Agency provides funding and assistance to support redevelopment and revitalization activities within the designated Frenchtown/Southside and Downtown Redevelopment Districts. A large portion of the proposed Tallahassee/Leon County Promise Zone falls within the boundaries of the Community Redevelopment Agency. The Agency commits to serve as an Implementation Partner and to actively participate on the Tallahassee/Leon County Promise Zone Implementation Committee and to provide appropriate staff to serve as a co-chair on the Economic Opportunity subcommittee. The Agency will provide specific program and funding commitments for the Promise Zone as identified in the final MOU.

Florida Department of Juvenile Justice

The Florida Department of Juvenile Justice currently provides a number of programs and services to reduce gang activity, reduce youth crime and to help in the rehabilitation of offenders. One example of a highly successful program that has been done in conjunction with the City is the Restorative Justice Program. The proposed Tallahassee/Leon County Promise Zone is an identified high crime area and many of the Department's services are focused on residents from the designated area. The Department commits to serve as an Implementation Partner and to actively participate on the Tallahassee/Leon County Promise Zone Implementation Committee and to provide appropriate staff to serve as a co-chair on the Public Safety subcommittee. The Department will provide specific program and funding commitments for the Promise Zone as identified in the final MOU.

Leon County Schools

Leon County Schools is a top performing School District which provides primary education to 33,000 students and manages 48 educational facilities. The District also runs a comprehensive Adult & Community Education (ACE) program which is the primary adult education provider in the community. ACE offers adult and vocational training at 25 locations as well as on line programs. Classes offered through ACE include: GED preparation, Literacy, ESOL, classes for adults with disabilities and senior learning. The Foundation for Leon County Schools is a non-profit affiliate which supports the Leon County School programs. There are eight public schools located within the proposed Promise Zone. A number of specialized programs and services are offered through these schools to Promise Zone residents. The School District will provide specific program and funding commitments for the Promise Zone as identified in the final MOU.

Tallahassee Community College

Tallahassee Community College (TCC), founded in 1966 is an open admission, comprehensive 2-year institution that serves over 13,500 students. According to 2014 Community College Week Magazine, TCC is the nation's top producer of Associate degrees awarded to African Americans. Moreover, year after year the college is the number one source of transfer students to FAMU and FSU. TCC meets the needs to the PZ residents by offering Associate of Arts (AA) and Science (AS) in 25 programs, 35 certificate programs and 17 vocational certificates, and robust Adult Education and ESOL Programs.

TCC is a major contributor to the community's economic development efforts providing both academic and vocational training. TCC works closely with local businesses and industry to develop customized job training programs to provide a skilled local workforce. TCC is committed to working with the Promise Zone to help address the employment and educational needs of the area residents. TCC will provide specific program and funding commitment for the Promise Zone as identified in the final MOU.

DRAFT

Tallahassee/Leon County Promise Zone Memorandum of Understanding

I have reviewed the Memorandum of Understanding, including the specific roles and duties for my organization, and commit to those roles and duties as described.

AGREED TO:

Rick Fernandez, City Manager
City of Tallahassee

AGREED TO:

Vincent S. Long, County Administrator
Leon County

AGREED TO:

Katrina Rolle, President & CEO
United Way of the Big Bend Inc.

AGREED TO:

Jackie Pons, Superintendent
Leon County Schools

AGREED TO:

Andrew Gillum, Chair
Tallahassee Community Redevelopment Agency

AGREED TO:

Brenda Williams, Executive Director
Tallahassee Housing Authority

AGREED TO:

Christina K. Daly, Interim Secretary
Florida Department of Juvenile Justice

AGREED TO:

Jim Murdaugh, President
Tallahassee Community College

Leon County Board of County Commissioners

Cover Sheet for Agenda #3

December 9, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator

Title: Approval of a Proposed Memorandum of Understanding with City of Tallahassee Regarding Application for Federal Promise Zone Designation

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator
Lead Staff/ Project Team:	Shington Lamy, Assistant to the County Administrator Cristina Paredes, Economic Vitality Director Josh Pascua, Management Analyst Don Lanham, Grants Coordinator

Fiscal Impact:

This item has no fiscal impact. The item proposes the execution of Memorandum of Understanding between Leon County and the City of Tallahassee to seek Federal Promise Zone designation for communities within the Southside. All County obligations under the proposed Memorandum of Understanding are projects/programs that are currently being implemented or have prior approval by the Board. The Promise Zone designation would help Leon County and its partners be better positioned to leverage selected federal grant funds.

Staff Recommendation:

Option #1: Approve the proposed Memorandum of Understanding with the City of Tallahassee regarding Application for Federal Promise Zone designation (Attachment #1), and authorize the County Administrator to execute in a form approved by the County Attorney.

Title: Approval of a Proposed Memorandum of Understanding with City of Tallahassee Regarding Application for Federal Promise Zone Designation
December 9, 2014
Page 2

Report and Discussion

Background:

On November 12, 2014, the City of Tallahassee (City) requested that the County partner on submission of an application for a Promise Zone designation to the U.S. Department of Housing and Urban Development (HUD) (Attachment #2).

Analysis:

Promise Zone Initiative Overview

In his 2013 State of the Union address, President Obama laid out an initiative to designate 20 high-poverty urban, rural, and tribal communities as Promise Zones, where the federal government will partner with, and invest in, communities to create jobs, leverage private investment, increase economic activity, expand educational opportunities, and reduce violent crime. The benefits of a Promise Zone designation include:

1. Preference points in selected federal grant programs (Attachment #3). The preference points would apply to any organization with programs and/or services within the Promise Zone that seeks funds from one of the participating federal grant programs, including local not-for-profit agencies.
2. Technical assistance from selected federal agencies to assist in achieving the Promise Zone goals. This could include assignment of AmeriCorps volunteers to assist with implementation of the Promise Zone Plan.
3. Potential tax incentives for businesses that invest in and hire employees from the Promise Zone. This benefit is dependent upon congressional approval of a pending tax incentive program.

If approved, Promise Zone designation will be for an extendable 10-year term. During this term, the specific benefits made available to Promise Zones may vary from year to year, and sometimes more often than annually, due to changes in Federal agency policies and changes in appropriations and authorizations for relevant programs.

Twenty Promise Zones will be selected by the end of 2016. On January 9, 2014, five zones were designated (three urban, one rural and one tribal council); Los Angeles, San Antonio, and Philadelphia received Urban Promise Zone designations in the first round.

For the second round of the Promise Zones initiative, HUD intends to designate six urban communities and at least one of the urban designations will be for a small to medium sized community (population of 500,000 or less). The applicants that did not receive the designation in the first round are eligible and expected to submit for the second round in addition to the any new applicants. Applications for Round 2 were due on November 21, 2014; the City submitted an application for Promise Zone designation and noted that commitment of its partners, such as the County, was contingent at the time of application.

Title: Approval of a Proposed Memorandum of Understanding with City of Tallahassee Regarding Application for Federal Promise Zone Designation
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Promise Zone applications will be evaluated based on documented need, the strategy for meeting the Promise Zone goals and the capacity of the applicant to implement the proposed strategy. The level of need will be determined by comparing the poverty rate, serious and violent crime rate, level of employment rate and long-term vacancy rate for the designated Promise Zone with the larger community.

A Promise Zone must consist of one or more census tracts or portions of census tracts across a contiguous geography. The Zone must have a minimum population of 10,000, but cannot exceed 200,000, and the overall poverty of residents within the Zone must be at or above 33%.

Promise Zone Area Overview

County staff worked closely with the City in developing the proposed Tallahassee-Leon County Promise Zone area (Attachment #4). The proposed Promise Zone has a population of 31,059. The poverty rate in this area is 52%, the employment rate is 80%, and the residential vacancy rate is 11%. This vacancy rate is 2.6 times greater than the overall vacancy rate for the area, which is 4%. In addition, this overall employment rate is lower than the community overall. The proposed area also suffers from high crime areas, which are the focus of a number of current efforts to reduce gun violence. By comparing these stats for the designated Promise Zone with the larger community, the application is able to demonstrate the need for Promise Zone designation.

Much of the area within the proposed Tallahassee-Leon County Promise Zone includes areas already targeted for revitalization, such as the Enterprise Zone, Downtown and Frenchtown/Southside Community Redevelopment Areas, and the Southern Strategy Area.

Other factors that support the proposed Promise Zone boundaries include:

- inclusion of targeted public schools including Riley, Pineview, Griffin, Bond, Nims, FAMU DRS, Raa and Rickards; and
- inclusion of neighborhoods and communities which have been the focus of the County and the City revitalization efforts including Providence, South City, Bond, Apalachee Ridge and Frenchtown; and
- inclusion of public facilities and institutions which provide community services including FAMU, the Lincoln Community Center, LaVerne Payne Community Center, Lawrence Gregory Community Center, Jack McLean Community Center, Walker Ford Community Center, Providence Neighborhood Center, Main Downtown Library Branch, Dr. B.L. Perry, Jr. Branch Library, Domi Station, Leon County Human Services and Community Partnerships, Leon County Veterans Service Center, Leon County Health Department, Bond Community Health Center, and Neighborhood Medical Center; and
- inclusion of areas within the Frenchtown/Southside and Downtown CRA boundaries as well as the Fairgrounds.

Title: Approval of a Proposed Memorandum of Understanding with City of Tallahassee Regarding Application for Federal Promise Zone Designation
December 9, 2014
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Promise Zone Plan

As part of the application, the City must provide a Promise Zone Plan that addresses the challenges in the community. The City has established six goals to meet those objectives:

- (1) reduce violent crime through resident engagement, leadership development and targeted programs,
- (2) promote private investment, enhance existing businesses and create jobs,
- (3) increase educational opportunities and training for youth and adults,
- (4) improve health, wellness and the quality of life for residents,
- (5) improve resident involvement and strengthen neighborhood organizations, and
- (6) improve the quality of existing housing and encourage the development of affordable and market rate housing.

The Plan will assess the area needs and assets, identify the quantifiable Plan goals, and identify the activities that will be implemented to achieve the stated goals. Additionally, this component will include identifying the partners that will participate in the Plan. The City has requested Leon County participate as an “implementing partner” of the proposed Tallahassee-Leon County Promise Zone.

Memorandum of Understanding

The Promise Zone application requires a Memorandum of Understanding (MOU) between the lead organization and “implementing partners” describing each organization’s role in the Promise Zone Plan (Attachment #1). As the lead organization, the City has prepared a proposed MOU with the “implementing partners” including Leon County, Tallahassee Community Redevelopment Agency, the Tallahassee Housing Authority, Leon County Schools, the United Way of the Big Bend, Tallahassee Community College, and the Florida Department of Juvenile Justice. Each implementing partner has an exhibit in the MOU that details their contributions to the Tallahassee-Leon County Promise Zone. Leon County Schools, Tallahassee Community College, and the Florida Department of Juvenile Justice have committed to take the necessary steps to obtain approval to join the MOU prior to December 31, 2014, but at the time of this report, had not provided an exhibit that outlined their commitments.

The City will identify a number of supporting partner organizations, which will also serve as resources in meeting the Plan goals. Some of the identified supporting partners include:

- Florida A&M University
- Florida State University
- Council on Cultural Arts
- NAACP
- Tallahassee Urban League
- Tallahassee Lenders Consortium
- Habitat for Humanity
- Bethel Community Development Corporation
- Big Bend Community Development Corporation
- Economic Development Council
- Small Business Development Center
- CareerSource Capital Region
- Greater Tallahassee Chamber of Commerce
- Jim Moran Institute
- Big Bend Minority Chamber of Commerce
- Capital City Chamber of Commerce
- United Partners for Human Services
- Big Bend Homeless Coalition

Title: Approval of a Proposed Memorandum of Understanding with City of Tallahassee Regarding Application for Federal Promise Zone Designation
December 9, 2014
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The proposed MOU states the County's commitment to provide services and programs that are currently, or anticipated to be, provided within the proposed Tallahassee-Leon County Promise Zone in order to achieve the goals identified in the Plan. The services and programs identified have already been approved and funded by the Board. The MOU does not propose any new programs and services. County services and programs discussed within the MOU include:

- Economic Development (Domi Station business incubator, support of Innovation Park, job search assistance, etc.).
- Primary Healthcare (Leon County CareNet program, support of Dental Clinic and community health centers, etc.).
- Human Services (County's Direct Emergency Assistance Program, Community Human Services Partnership, etc.).

The MOU identifies the following Sales Tax infrastructure projects planned within the proposed Tallahassee-Leon County Promise Zone:

- Airport Gateway (Springhill Road from Capital Circle Southwest to Orange Avenue and Lake Bradford Road from Orange Avenue to Gaines Street)
- Florida A&M Entry Points
- Monroe-Adams Corridor Placemaking
- Orange/Meridian Placemaking
- Beautification and Improvements to the Fairgrounds
- Orange Avenue Widening (Adams Street to Springhill Road)
- Madison Mile Convention District
- Build Bike Route System (implementation of the Bicycle and Pedestrian Master Plan)
- County/City Sidewalk Projects
- College Avenue Placemaking
- StarMetro Improvements

As reflected in the MOU, the Tallahassee Promise Zone Implementation Committee (Committee) would be established to achieve the goals of the Promise Zone. The Committee, which would be staffed by the City, would be comprised of staff of the implementing partners with the appropriate expertise to address the goals of the Promise Zone. The Committee includes six subcommittees to focus on implementing each of the Promise Zone Plan goals. County staff would co-chair the Economic Opportunity subcommittee with City and CRA staff to coordinate Promise Zone Plan initiatives related to economic development. County staff would also co-chair the and Health & Wellness subcommittee with City and United Way staff to coordinate Promise Zone Plan initiatives related to community health.

Title: Approval of a Proposed Memorandum of Understanding with City of Tallahassee
Regarding Application for Federal Promise Zone Designation
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Conclusion

This partnership in applying for Promise Zone designation provides further opportunity for the County and City to collaborate on addressing the issues on the Southside. Additionally the Promise Zone designation would help community partners who seek federal grants to revitalize the areas of the proposed Tallahassee-Leon County Promise Zone. The additional preference points from Promise Zone designation could make a significant difference in the County's ability to secure selected federal grants. Therefore, staff recommends the Board authorize the County Administrator to execute an MOU with the City as an implementing partner of the proposed Tallahassee-Leon County Promise Zone. Staff would continue to work with the City to finalize the proposed MOU.

Options:

1. Approve the proposed Memorandum of Understanding with the City of Tallahassee regarding Application for Federal Promise Zone designation (Attachment #1), and authorize the County Administrator to execute in a form approved by the County.
2. Do not approve the proposed Memorandum of Understanding with the City of Tallahassee regarding Application for Federal Promise Zone designation.
3. Board direction.

Recommendation:

Option #1.

Attachments:

1. Tallahassee-Leon County Promise Zone Memorandum of Understanding
2. Letter from City Manager regarding Promise Zone application
3. List of Federal Programs by Agency affiliated with the Promise Zones Initiative
4. Tallahassee-Leon County Promise Zone Area Map

Tallahassee/Leon County Promise Zone Memorandum of Understanding

With the City of Tallahassee and Partners

This Memorandum of Understanding (MOU) is hereby entered into this 21st day of November 2014 for the purpose of implementing the Promise Zone in the City of Tallahassee. This agreement provides evidence of the commitment by the City of Tallahassee (“City” or “Lead Agency”) and Leon County, Leon County Schools, Tallahassee Housing Authority, Tallahassee Community College, United Way of the Big Bend, Tallahassee Community Redevelopment Agency, and the Florida Department of Juvenile Justice (the “Implementation Partners”; collectively, the “Parties”) to support the Promise Zone Plan and to coordinate their resources and activities to achieve the Promise Zone Plan Goals.

The Tallahassee/Leon County Promise Zone is a designated area within the City of Tallahassee which exhibits high levels of poverty, crime, unemployment and vacant and deteriorated housing . The Tallahassee/Leon County Promise Zone Plan is designed to achieve the Promise Zone Program objectives of: creating jobs, increasing economic activity, improving educational opportunities, reducing serious violent crime and leveraging private capital. The Tallahassee/Leon County Promise Zone Plan has established six goals to meet those objectives: (1) reduce violent crime through resident engagement, leadership development and targeted programs, (2) promote private investment, enhance existing businesses and create jobs, (3) increase educational opportunities and training for youth and adults, (4) improve health, wellness and the quality of life for residents, (5) improve resident involvement and strengthen neighborhood organizations, and (6) improve the quality of existing housing and encourage the development of affordable and market rate housing.

The City and the Implementation Partners commit to work cooperatively and within the Tallahassee/Leon County Promise Zone Implementation Committee to achieve the Promise Zone Plan goals. The Parties to the MOU agree to:

- a. Participate in the Tallahassee/Leon County Promise Zone Implementation Committee and regularly attend the Committee meetings and workshops.
- b. Share program and performance data regarding activities within the Promise Zone to monitor progress in reaching the Promise Zone Plan goals and to meet the reporting requirements of the Promise Zone Program.
- c. Promote the Tallahassee/Leon County Promise Zone and recruit participation by families, residents, and businesses located within the Promise Zone.
- d. To the extent feasible, align and coordinate all relevant investments in the Promise Zone with the goals and objectives identified in the Promise Zone Plan.
- e. Work to identify funding opportunities over the 10 year implementation period of the Promise Zone designation which can be directed to the support the Promise Zone Plan goals.
- f. Identify changes in policies and programs which could increase coordination and the effectiveness of services provided within the Promise Zone.

- g. Implement the programs and commitments identified by each Party as described in the MOU exhibits.

MOU Partners Roles

City of Tallahassee

The City of Tallahassee will serve as the Lead Agency for the designated Promise Zone and will be responsible for grant administration and for reporting and disseminating information. The City Manager will direct the designated City Departments to fulfill the responsibilities and commitments outlined in this MOU and enumerated in the Promise Zone proposal. Specifically: The Department of Economic and Community Development (“ECD”) will serve as the Chair of the Promise Zone Implementation Committee and provide the necessary administrative support for the Committee. ECD will directly support the Housing, Economic Development and Health and Wellness Sub-committees of the Implementation Committee by providing appropriate staff to serve as co-chairs for those subcommittees. The Tallahassee Police Department will participate as a co-chair of the Public Safety sub-committee of the Implementation Committee. The City will support the resident engagement efforts identified in the Promise Zone application through the City’s Departments of Communications and Parks, Recreation and Neighborhood Affairs. The City will provide the specific program and funding commitments for the Promise Zone as identified in Exhibit C.

Leon County

The Leon County government provides a number of programs and services to the residents of the proposed Tallahassee/Leon County Promise Zone. The County commits to serve as an Implementation Partner and to actively participate on the Tallahassee/Leon County Promise Zone Implementation Committee and to provide appropriate staff to serve as co-chairs on the Economic Opportunity and Health and Wellness subcommittees. Leon County will provide specific program and funding commitments for the Promise Zone as identified in Exhibit D.

Tallahassee Housing Authority

The Tallahassee Housing Authority provides affordable rental housing to low income residents in Leon County. The Authority operates three major affordable housing developments within the proposed Tallahassee Zone boundaries and provides Section 8 Vouchers to a number of residents in the designated area. The Authority commits to serve as an Implementation Partner and to actively participate on the Tallahassee/Leon County Promise Zone Implementation Committee and to provide appropriate staff to serve as a co-chair on the Housing subcommittee. The Authority will provide specific program and funding commitments for the Promise Zone as identified in Exhibit E.

United Way of the Big Bend

The United Way of the Big Bend provides funds to support many non-profit agencies which provide needed services to the residents of the proposed Tallahassee/Leon County Promise Zone. The United Way has a 17 year partnership with the City and Leon County through the Community Human Services

Partnership (CHSP) to strategically address the health and human service needs of the community. The United Way commits to serve as an Implementation Partner and to actively participate on the Tallahassee/Leon County Promise Zone Implementation Committee and to provide appropriate staff to serve as a co-chair on the Health and Wellness subcommittee. The United Way will provide specific program and funding commitments for the Promise Zone as identified in Exhibit F.

Tallahassee Community Redevelopment Agency

The Tallahassee Community Redevelopment Agency provides funding and assistance to support redevelopment and revitalization activities within the designated Frenchtown/Southside and Downtown Redevelopment Districts. A large portion of the proposed Tallahassee/Leon County Promise Zone falls within the boundaries of the Community Redevelopment Agency. The Agency commits to serve as an Implementation Partner and to actively participate on the Tallahassee/Leon County Promise Zone Implementation Committee and to provide appropriate staff to serve as a co-chair on the Economic Opportunity subcommittee. The Agency will provide specific program and funding commitments for the Promise Zone as identified in Exhibit G.

Florida Department of Juvenile Justice

The Florida Department of Juvenile Justice currently provides a number of programs and services to reduce gang activity, reduce youth crime and to help in the rehabilitation of offenders. One example of a highly successful program that has been done in conjunction with the City is the Restorative Justice Program. The proposed Tallahassee/Leon County Promise Zone is an identified high crime area and many of the Department's services are focused on residents from the designated area. The Department commits to serve as an Implementation Partner and to actively participate on the Tallahassee/Leon County Promise Zone Implementation Committee and to provide appropriate staff to serve as a co-chair on the Public Safety subcommittee. The Department will provide specific program and funding commitments for the Promise Zone as identified in Exhibit H.

Leon County Schools

Leon County Schools is a top performing School District which provides primary education to 33,000 students and manages 48 educational facilities. The District also runs a comprehensive Adult & Community Education (ACE) program which is the primary adult education provider in the community. ACE offers adult and vocational training at 25 locations as well as on line programs. Classes offered through ACE include: GED preparation, Literacy, ESOL, classes for adults with disabilities and senior learning. The Foundation for Leon County Schools is a non-profit affiliate which supports the Leon County School programs. There are eight public schools located within the proposed Promise Zone. A number of specialized programs and services are offered through these schools to Promise Zone residents. The School District will provide specific program and funding commitments for the Promise Zone as identified in Attachment I.

Tallahassee Community College

Tallahassee Community College (TCC), founded in 1966 is an open admission, comprehensive 2-year institution that serves over 13,500 students. According to 2014 Community College Week Magazine, TCC is the nation's top producer of Associate degrees awarded to African Americans. Moreover, year after year the college is the number one source of transfer students to FAMU and FSU. TCC meets the needs to the PZ residents by offering Associate of Arts (AA) and Science (AS) in 25 programs, 35 certificate programs and 17 vocational certificates, and robust Adult Education and ESOL Programs.

TCC is a major contributor to the community's economic development efforts providing both academic and vocational training. TCC works closely with local businesses and industry to develop customized job training programs to provide a skilled local workforce. TCC is committed to working with the Promise Zone to help address the employment and educational needs of the area residents. TCC will provide specific program and funding commitment for the Promise Zone as identified in Attachment J.

Tallahassee/Leon County Promise Zone Memorandum of Understanding

I have reviewed the Memorandum of Understanding, including the specific roles and duties for my organization, and commit to those roles and duties as described.

AGREED TO:

Anita Favors Thompson, City Manager
City of Tallahassee

AGREED TO:

Vincent S. Long, County Administrator
Leon County

AGREED TO:

Heather Mitchell, President & CEO
United Way of the Big Bend Inc.

AGREED TO:

Jackie Pons, Superintendent
Leon County Schools

AGREED TO:

Andrew Gillum, Chair
Tallahassee Community Redevelopment Agency

AGREED TO:

Brenda Williams, Executive Director
Tallahassee Housing Authority

AGREED TO:

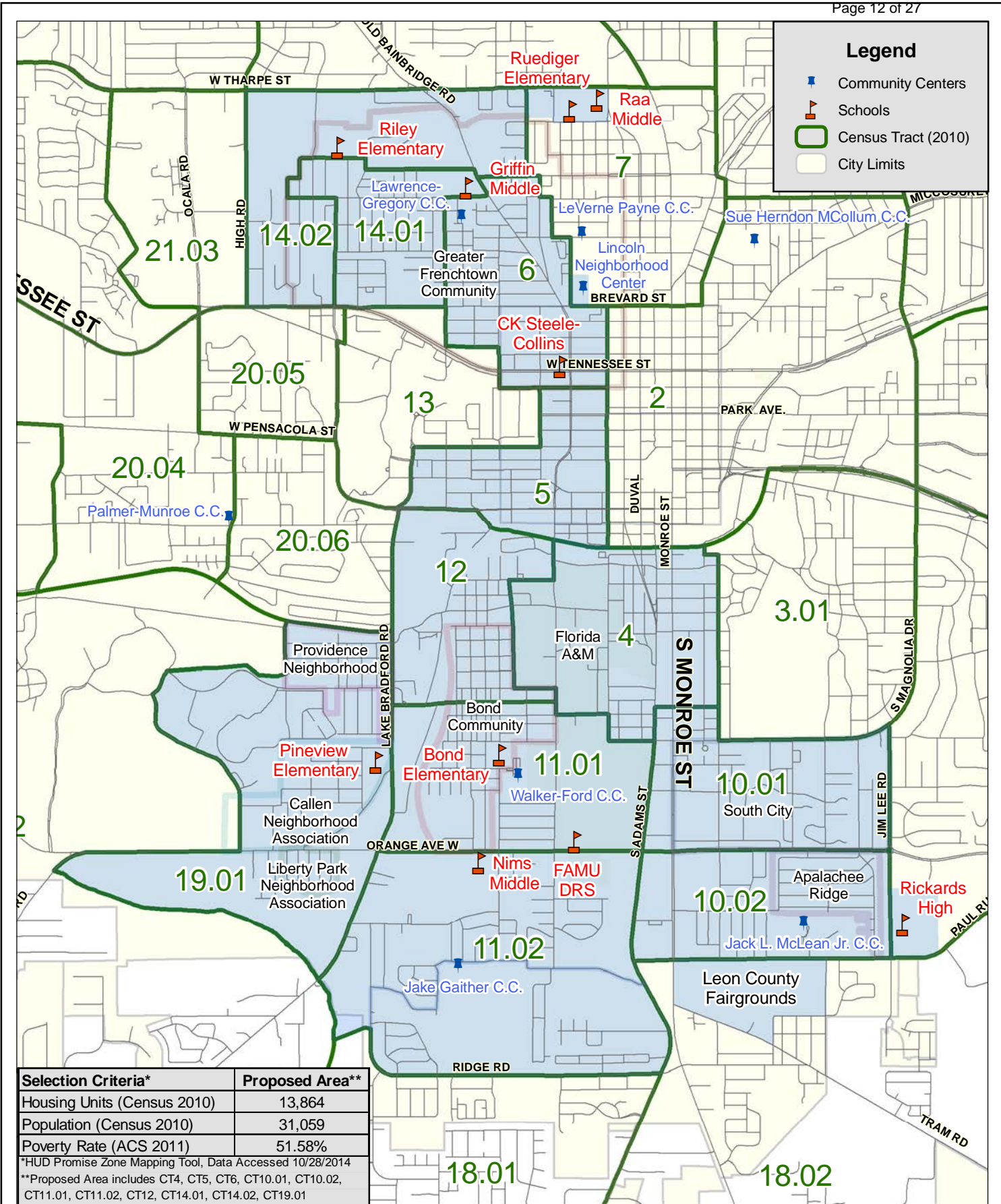
Christina K. Daly, Interim Secretary
Florida Department of Juvenile Justice

AGREED TO:

Jim Murdaugh, President
Tallahassee Community College

EXHIBITS

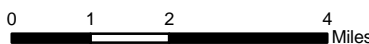
- Exhibit A: Map of Tallahassee/Leon County Promise Zone
- Exhibit B: Promise Zone Implementation Committee
- Exhibit C: City of Tallahassee Zone Commitments
- Exhibit D: Leon County Zone Commitments
- Exhibit E: Tallahassee Housing Authority Zone Commitments
- Exhibit F: United Way of the Big Bend Zone Commitments
- Exhibit G: Tallahassee Community Redevelopment Agency Zone Commitments
- Exhibit H: Florida Department of Juvenile Justice Zone Commitments
- Exhibit I: Leon Schools Zone Commitments
- Exhibit J: Tallahassee Community College Zone Commitments



Selection Criteria*	Proposed Area**
Housing Units (Census 2010)	13,864
Population (Census 2010)	31,059
Poverty Rate (ACS 2011)	51.58%

*HUD Promise Zone Mapping Tool, Data Accessed 10/28/2014
 **Proposed Area includes CT4, CT5, CT6, CT10.01, CT10.02, CT11.01, CT11.02, CT12, CT14.01, CT14.02, CT19.01

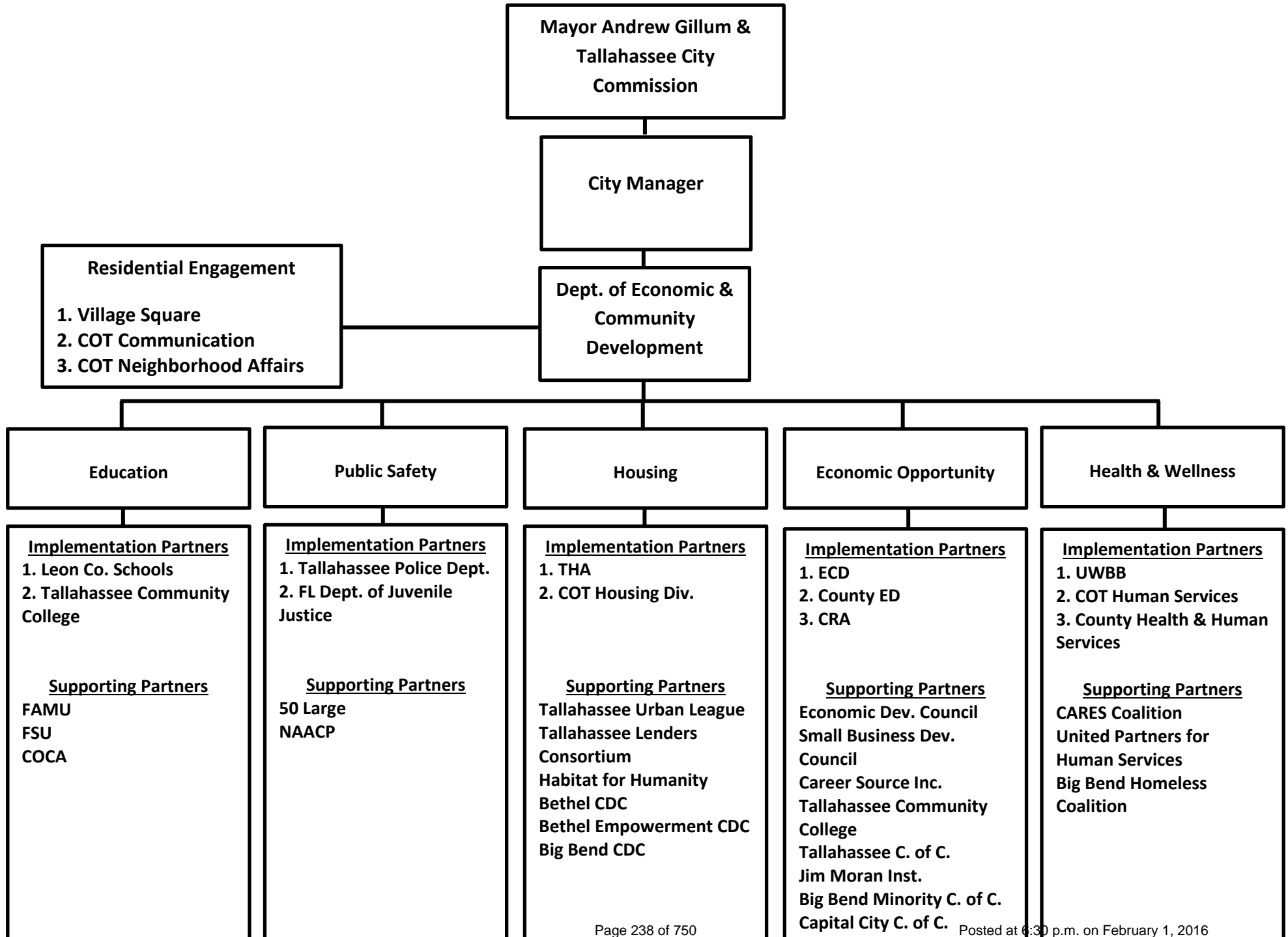
Promise Zone
Proposed Boundaries



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.



Tallahassee Promise Zone Implementation Committee



City of Tallahassee Commitments

The following capital projects will be done in the Tallahassee/Leon County Promise Zone during the 10 year term of the designation.

- FAMU Way Extension: \$38,000,000 project which will construct a new landscaped boulevard within the Promise Zone adjacent to Florida Agricultural and Mechanical University (FAMU).
- Cascades Trail Extension: \$17,000,000 project which will provide a bike trail and greenway adjacent to the FAMU Way extension and will connect with existing bike trial network.
- Orange Ave. Bridge Replacement: \$537,500.
- Capital Cascades Connector Bridge: \$1,402,500.
- Reconstruction of Railroad Ave: \$2,500,000
- Curb, gutter and sidewalk on Flipper St.: \$400,000
- Orange Ave. sidewalk construction: \$1,662,946

This represents a total of \$61,502,946 in capital improvement projects which the City is committed to complete within the proposed Promise Zone within the prescribed 10 year designation.

Specific Project Commitments for 10 years and beyond

The Leon County voters recently approved an extension of a local option sales tax which will generate approximately \$756 million over the next 30 years. Specific capital projects have been identified in the sales tax program as well as discretionary funds for both the City and County for capital projects which they identify. The City and County jointly participate in the management and oversight of the sales tax funded projects. Leon County has agreed to serve as an Implementation Partner for the Tallahassee/Leon County Promise Zone. The following projects will take place in the Tallahassee/Leon County Promise Zone though they may not be implemented in the initial 10 year designation period.

- College Ave. placemaking improvements: \$7,000,000.
- FAMU entrance improvements: \$1,500,000.
- Monroe/Adams corridor placemaking improvements: \$7,000,000.
- Orange/Meridian placemaking improvements: \$4,100,000.
- Fairground improvements: \$12,000,000.
- Southside Gateway improvements: \$29,700,000.
- Orange Ave. widening: \$33,100,000.
- Madison Mile Convention District: \$20,000,000.

This represents a total of \$114,400,000 in capital improvement projects which are committed to be completed in the propose Promise Zone.

Leon County Commitments

Leon County will be an Implementation Partner for the Tallahassee-Leon County Promise Zone (Promise Zone) and will work with the City of Tallahassee to coordinate services and programs provided by partnering agencies and to meet Promise Zone Plan goals in economic development and improving community health. Leon County will strive to accomplish these goals through the following programs and initiatives:

Economic Development

Leon County recognizes that the best means of reducing poverty among Promise Zone residents is to help them secure well-paying jobs and/or starting their own business. The following are a number of initiatives the County will implement to spur economic development:

- Create and maintain a business incubator facility with Domi Ventures in the Promise Zone area. Domi will operate the business incubator, providing mentorship, training, resources, and access to capital funding to entrepreneurs in the Promise Zone area.
- Identify revisions to future land uses which will eliminate hindrances or expand opportunities to promote and support economic activity.
- Consider policy to encourage redevelopment of vacant commercial properties.
- Identify and modify regulations to enhance business development
- Support the Innovation Park research complex in commercialization and technology transfer.
- Develop job search kiosk for veterans.
- Provide job search assistance for citizens on probation or supervised pretrial release.
- Partner with the Tallahassee-Leon County Economic Development Council to provide incentives that attract new businesses and allow local businesses to expand.

Sales Tax Infrastructure Projects

New jobs will be created by creating and improving infrastructure throughout Leon County, both through construction and through private development made possible by the infrastructure improvements. The Florida Local Government Infrastructure Surtax (sales tax) currently generates approximately \$37.8 million annually in Leon County and is shared between the County, City of Tallahassee, and Blueprint 2000 to implement infrastructure projects throughout Leon County. The current phase of projects will be complete in 2019 and a new phase of projects will begin. From 2020 to 2040, the sales tax is expected to generate \$756,000,000 that will be leveraged to implement many infrastructure projects throughout Leon County. Of the 2020 sales tax projects, up to \$220,648,138 could be invested in the designated Promise Zone area through eleven projects implementing road, multimodal, place-making, public transit, stormwater, and other types of infrastructure improvements.

Primary Healthcare

Leon County strives to improve the health of our citizens through collaborative community partnerships with health care providers. Leon County's CareNet program delivers primary healthcare and specialty care services to the many uninsured residents in the Promise Zone through partnerships with local healthcare providers. Additionally, census tracts within the Promise Zone are designated as medically underserved areas by the U.S. Department of Health and Human Services. As a result, the County's annual funding of up to \$1.7 million significantly expands access to care for of residents on the Promise Zone. The facilities, programs, and services offered by the County's healthcare partners are largely located in the Promise Zone, providing greater access and convenience to patients. These partnerships provide high quality and cost effective health care for our uninsured and financially indigent residents. Partnering with state and federal agencies has allowed the County to effectively leverage available funds and increase the impact on the targeted population.

Three of the entities funded by the County (Bond Community Health Center, the Neighborhood Medical Center and the FAMU Pharmacy/Diabetes Partnership) are located within the boundaries of the Zone, while the others provide services to the residents of the Zone. The County provides up to \$1.7 million annually to these partners, leveraging up to \$2.8 million in State and Federal funding. The County also provides up to \$400,000 in funding to the Leon County Health Department and the Tallahassee Memorial Hospital Trauma Center which in turn leverages over \$800,000 in State and Federal funding.

Dental Clinic

The Leon County Health Department Center for Dental Care and Prevention is located in the heart of the Promise Zone area and provides comprehensive dental services to youth and young adults ages 2 – 21 in local communities at no out of pocket cost to families. The Clinic also educates the community about dental health through presentations at schools, community groups, and health fairs.

Human Services

Leon County enhances the quality of life for our residents by providing resources and access to social services. The County partners with the City of Tallahassee and the United Way of the Big Bend in an innovative process called the Community Human Services Partnership (CHSP). Up to \$4.3 million is distributed by the partners, funding 92 programs that provide a multitude of human services such as weekend meals, pregnancy counseling and adoption, rape crisis and emergency resources. The County also has a Direct Emergency Assistance Program to provide financial support to prevent homelessness and hunger and promote health and safety.

TALLAHASSEE HOUSING AUTHORITY

The goal of the THA is to improve the quality of existing housing and the development of affordable and market rate housing. THA selected three experienced Developers in the fall of 2013 to serve as development partners for the revitalization of the THA public housing communities. Two of the THA's large properties, Springfield Apartments and Orange Avenue Apartments (approximately 200 units each) located in the proposed Promise Zone are over 40 years in age and have deficiencies which include aging infrastructure, erosion, property and unit obsolescence and lacking in typical amenities. These sites are in dire need of redevelopment either through substantial rehabilitation or through demolition and rebuilding. It is planned for each revitalized public housing site to include both elderly and family components, blending the best practices of redevelopment and rehabilitation (where plausible), to reinvigorate the entire community and provide 21st Century affordable housing and related services for future generations.

The THA revitalization plan is one that will be responsive to the needs of the communities for years to come. The overall plan for each large site allows for redevelopment in a diverse fashion and promotes housing for all types: seniors and families; units at affordable rents alongside those at extremely low-income which need rental assistance; able-bodied households; and households that include residents with physical and other challenges. The proposed new diversity of product types, and the blend of designs, will promote diversity of product types, and the blend of designs, will promote diversity and a sense of community.

The program/services offered by the THA include the following:

1. Public Housing Program
2. Housing Choice Voucher Program
3. Veterans Affairs Supportive Housing Program
4. The Residential Opportunities and Self Sufficiency (ROSS) Program
5. Family Self-Sufficiency (FSS) Program
6. Homeownership Program

The United Way of the Big Bend (UWBB) commits to serve as an Implementation Partner and to actively participate on the Tallahassee/Leon County Promise Zone Implementation Committee and to provide appropriate staff to serve as a co-chair on the Health and Wellness subcommittee. In addition to that, as part of the scope of work through Promise Zone Proposal, we commit to the following:

Goal 1: Reduce violent crime through resident engagement, leadership development and targeted programs.

- UWBB commits to provide funding for programs aimed at reducing crime through the Community Human Services Partnership (CHSP). This includes support for mentoring programs that provide leadership development training in the identified Promise Zone areas.
- UWBB commits to serve as a member of the City's Gun Violence Committee, working with other community partners to address the community's high gun violence rates in the identified Promise Zone areas.

Goal 2: Promote private investment, enhance existing businesses and create jobs.

- UWBB commits to provide funding for programs that focus on work in the identified Promise Zone area, providing resources for jobs such as counselors, medical professionals and school support through our partners agencies.

Goal 3: Increase educational opportunities and training for youth and adults.

- UWBB commits to provide funding of programs through the Community Human Services Partnership (CHSP) that support educational opportunities for adults such as GED assistance, financial literacy and job skills training for adults in the identified Promise Zone areas.
- UWBB commits to provide funding of programs through the Community Human Services Partnership (CHSP) that support educational opportunities for youth in an after school setting. Opportunities include STEM, cultural arts and physical activity in the identified Promise Zone areas.
- UWBB commits to providing an early learning literacy in the identified Promise Zone areas. This will be done through ReadingPals, an initiative that seeks to pair struggling readers in grades K-3rd with a mentor one hour a week for 25 weeks. This program also provides each participating student with a brand new book each week. Students are tested throughout the year to mark progress.

Goal 4: Improve health, wellness and the quality of life for residents.

- UWBB commits to provide funding for health services through the Community Human Services Partnership (CHSP). This includes support for basic health care needs such as physical exams, vaccination shots and prescription medicine, as well as specialty care services such as help for those with HIV, end of life care, and prenatal assistance in the

identified Promise Zone areas.

- UWBB commits to providing access to dental care for all second graders in the identified Promise Zone areas through its SMILE UNITED initiative. Through this initiative, every 2nd grader in the designated areas will receive dental education, a dental exam by a dentist, dental cleaning, dental sealants and appropriate referrals for further dental care work if needed.

Goal 5: Improve resident involvement and strengthen neighborhood organizations.

- UWBB commits to provide support the City's Community Neighborhood Revitalization Partnership in the identified Promise Zone areas.

Goal 6: Improve the quality of existing housing and encourage the development of affordable and market rate housing.

- UWBB commits to provide emergency funding for housing needs through the Community Human Services Partnership (CHSP) in the identified Promise Zone areas.
- UWBB commits to working with the Big Bend Continuum of Care Homelessness Board to create community priorities that include affordable housing – both existing and new – for the homeless identified in the identified Promise Zone areas.



The Tallahassee Community Redevelopment Agency (CRA) is proud to partner with the City of Tallahassee and the other MOU Partners in the City's Promise Zone application. The mission of the CRA is to address the documented conditions of blight that existing within the agency's two redevelopment districts – the Greater Frenchtown/Southside (GFS) Community Redevelopment Area and the Downtown District (DD) Community Redevelopment Area. The CRA collects dedicated revenue in the form of tax increment funds from the City of Tallahassee and Leon County, as well as revenue from other sources, which are reinvested within the redevelopment district from which they were generated. For FY 2015, that represents approximately \$2.8 million in available program and project revenues.

Many of the CRA's current programs and projects are working to address the five objectives of the Promise Zone Program, as well as the six goals outlined in the Tallahassee Promise Zone Plan. In addition, the majority of the proposed Tallahassee Promise Zone is within the boundaries of the CRA's two redevelopment districts.

To the extent that activities in support of Tallahassee Promise Zone goals occur within sections of the GFS and/or DD redevelopment areas that are also within the Promise Zone area, and the activities are consistent with the relevant community redevelopment plans, the CRA is able to commit the resources listed below to the Tallahassee Promise Zone application. Unless otherwise noted, the funding levels described below are based on the adopted FY 2015 CRA Budget, which covers both the Greater Frenchtown/Southside and Downtown District Community Redevelopment Areas.

- **Affordable Housing Funds - \$350,000.** For FY 2015 the CRA plans to leverage its funds with affordable housing funds provided by the City of Tallahassee to purchase vacant and dilapidated properties within sections of the Promise Zone for construction of new affordable homes. However, the funds can be also be used for multiple affordable housing initiatives, including but not limited to land acquisition, owner-occupied home repairs, renter-occupied home repairs, emergency home repairs, and home-buyer assistance. The long-term goal of the CRA is promote mixed-income housing within the two redevelopment areas.
- **Commercial Façade Improvement Grants - \$325,000.** Grant funds of up to \$50,000 are available to commercial property owners and tenants in the redevelopment districts for improvements to the exterior of their buildings or businesses. As a way to promote private investment within the redevelopment areas, the program requires applicant to provide a dollar-for-dollar match in applicant funds.
- **Commercial Painting Grants - \$45,000.** Provides grant funds of up to \$5,000 per parcel for commercial property owners and tenants in the redevelopment districts to paint the exterior of their buildings or businesses. No match is required under this program

- Loan Guarantee Program - \$50,000. This is a new program that is still under development and will likely be implemented as a pilot program first. The intent of the program is to promote private investment, help existing businesses expand or new businesses to start by providing local banks with loan guarantees to businesses within the GFS redevelopment area. Initial discussions with a local bank experienced in small business development indicate that each \$50,000 loan guarantee would generate between \$250,000 and \$500,000 in small business loans.
- Promotional and Special Events - \$70,000. Since FY 2010, the CRA has set aside funds for promotional and special event programs in both the GFS and DD redevelopment areas. The goal of the program is to increase awareness of the unique contributions the neighborhoods and neighborhood organizations in the redevelopment areas bring to the community. The program also helps promote resident involvement in their neighborhood and increase neighborhood/homeowner association activities.
- Frenchtown and Southside Neighborhood Investment - \$100,000 (\$50,000 each neighborhood). The CRA has set aside \$50,000 for both the Frenchtown and Southside neighborhoods in the GFS redevelopment area for minor neighborhood beautification, quality of life improvements and related projects. As the CRA develops and implements its Investment Plan, the amount of funds set aside for neighborhood investments is expected to increase.
- Frenchtown Heritage Farmers' Market - \$500,000. In recognition that sections of the GFS redevelopment area are designated by the FDA as a food desert in several categories, the CRA has committed \$500,000 toward the development of a farmer's market in the Frenchtown community. The funds can be used to purchase land and improvements, facility construction, as well as furnishings, fixtures and equipment for the market.
- South Towne and South City Shopping Center Improvements - \$200,000. The South Towne and South City shopping centers represent a gateway to downtown Tallahassee through the southern section of the Tallahassee Promise Zone. In partnership with the shopping centers' landlord, the CRA has committed \$200,000 for landscape and streetscape improvements to the shopping center parking lots. The landlord will match the CRA commitment. In addition, the City will provide streetscape improvements along the portion of South Monroe Street that separates the two shopping centers.

In addition to the above, the CRA currently has a balance of more than \$1.0 million in uncommitted funds that could be used for programs and projects that support the proposed Tallahassee Promise Zone. Finally, CRA future year funding levels are expected to grow as new developments are added to the tax rolls and property values in both redevelopment districts increase. This could provide a dedicated funding source for Promise Zone programs and projects that also meet the mission of the CRA.

Questions regarding CRA programs and services available for use in support of the Tallahassee Promise Zone should be directed to Roxanne Manning, CRA Executive Director, at 850-891-8354 or Roxanne.Manning@talgov.com.



November 12, 2014

Vincent S. Long
County Administrator
301 S. Monroe Street
Tallahassee, FL. 32301

RE: Participation in Federal Promise Zone Application

Dear Vince:

The City is pursuing a federal Promise Zone designation. The designation could provide access to federal grant resources which could benefit distressed areas of our community. Promise Zones are selected through a competitive process and we are preparing an application which is due on November 21, 2014. A Promise Zone is a defined area composed of contiguous census tracts which have a combined poverty rate of 33% or greater. The proposed Promise Zone should be an area where efforts are to reduce high unemployment; vacant residential properties and high crime are being attempted.

County and City staff have participated in a process to identify the proposed Promise Zone (map attached). The proposed area includes 12 census tracts with a total population of 31,059 and an overall poverty rate of 51.58%. This area also exhibits high crime, unemployment and vacant properties which meet the Promise Zone selection criteria. While we have focused on census tract borders for the boundaries we included some adjacent parcels, such as the Leon County Fair Grounds, which could potentially benefit from the Promise Zone designation. This proposed area includes neighborhoods such as Frenchtown, Apalachee Ridge, South City, Providence and Bond which have been the focus of both City and County revitalization efforts.

The application calls for a preliminary Memorandum of Understanding (MOU) with those entities (implementing partners) which are critical to the success for revitalization of the proposed Promise Zone. We believe Leon County's participation is critical to this project and will be seeking your participation in the preliminary MOU. This MOU will enumerate the programs and projects which will benefit the proposed Promise Zone. Both our governments have facilities in, and provide services to, the proposed Promise Zone. Additionally, the Sales Tax Extension also has projects in this area. The Promise Zone designation is for a minimum of 10 years so it coincides with the Sales Tax Extension timeframe.

CITY HALL
300 S. Adams Street
Tallahassee, FL 32301-
1731
850-891-0000
TDD: 711 •
Talgov.com

JOHN R. MARKS, III
Mayor

ANITA F. THOMPSON
City Manager

ANDREW D.
GILLUM
Commissioner

LEWIS E. SHELLEY
City Attorney

SCOTT MADDOX
Commissioner

JAMES O. COOKE,
IV
City Treasurer-Clerk

NANCY MILLER
Commissioner

T. BERT
FLETCHER
City Auditor

GIL D. ZIFFER
Commissioner

Our staffs are currently working to develop an inventory of programs and services which we can feature in the Promise Zone application. I greatly appreciate the collaboration which is taking place in this effort.

The City Commission will be taking action on November 12th to authorize submission of the Promise Zone application. We are working to have the language for the preliminary MOU completed by November 14th. If you feel that it will be necessary for your Commission to formally approve your participation in the preliminary MOU, and that cannot be accomplished by the November 21st application deadline, we can proceed with the application and indicate a date when the County will take action. Given the short turnaround for this application, the commitments which we and the implementing partners will be making in this preliminary MOU will be drawn from the inventory of approved programs and projects which can be directed to the proposed Promise Zone.

Please let me know how we should proceed regarding the County's participation in the Promise Zone application process. Michael Parker, Director of Economic and Community Development, is coordinating the City's effort and he has been working with Cristina Paredes and her staff for the County's input. I have attached a briefing piece which we prepared for the Economic Development Target Issue Committee which provides some additional detail on the Promise Zone selection process.

Sincerely,



Anita Favors Thompson
City Manager

Attachments: Promise Zone Map
Economic Development Target Issue Committee Report

Cc Mayor & Commission
Michael Parker

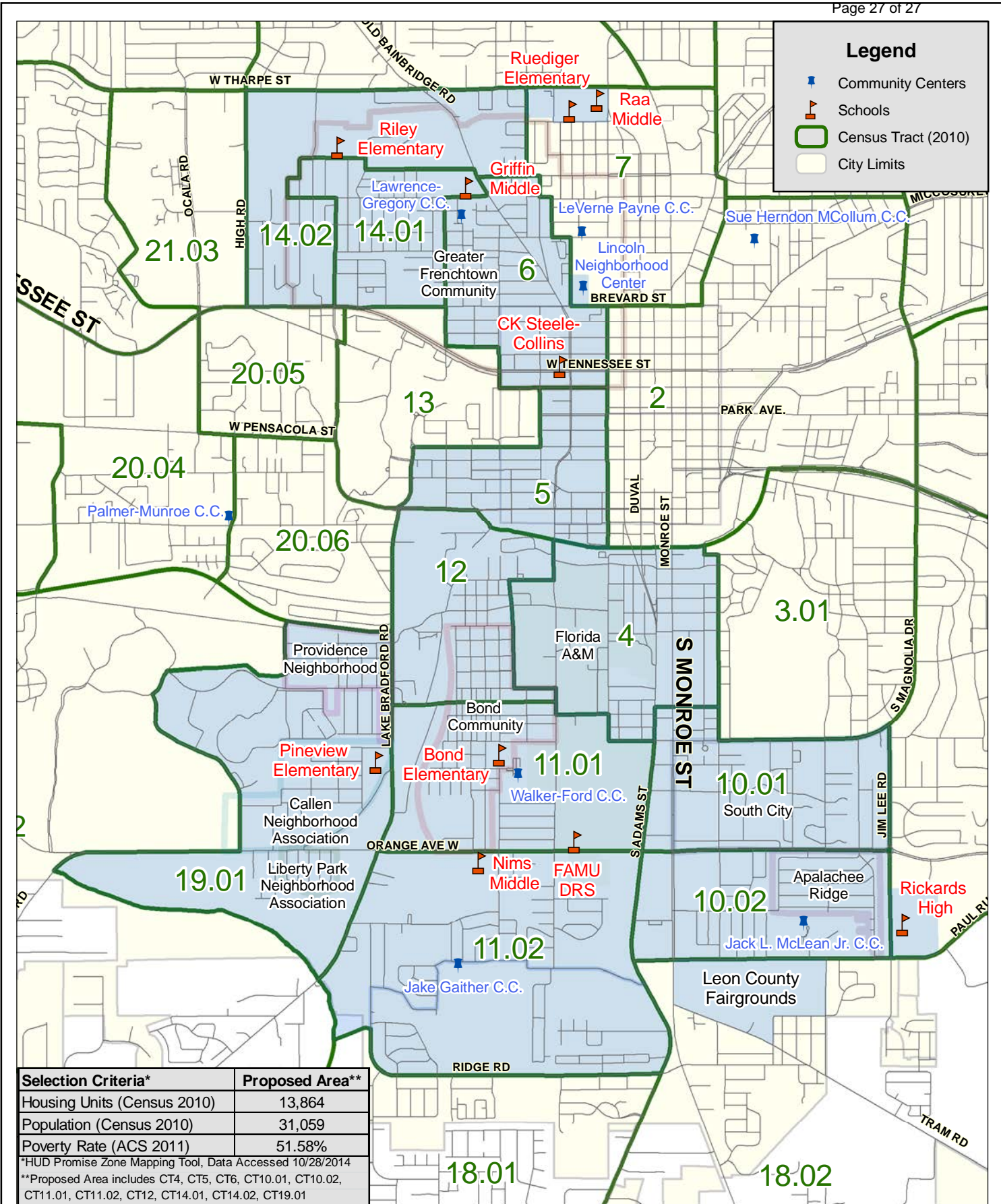
2014 Promise Zone Federal Programs

Primary Category = ● Secondary Category = □													Promise Zone Fact Sheet	
	Access to Capital	Asset Building	Business Assistance	Community Capacity Building	Economic Development	Education	Healthy Food Access	Health	Housing	Human Services and Family Support	Community Infrastructure	Public Safety	Workforce Development	
U.S. Department of Agriculture														
Community Facilities Direct Loan & Grant Program	●				□		□			□	□			https://www.hudexchange.info/onecpd/assets/File/Promise-Zones-Fact-Sheets-USDA-Community-Facilities-Program.pdf
Community Food Projects			□		●									https://www.hudexchange.info/onecpd/assets/File/Promise-Zones-Fact-Sheets-USDA-Community-Food-Projects.pdf
Farmers Market Promotion Program					●									https://www.hudexchange.info/onecpd/assets/File/Promise-Zones-Fact-Sheets-USDA-Farmers-Market-Promotion-Program.pdf
Housing Preservation Grants						●								https://www.hudexchange.info/onecpd/assets/File/Promise-Zones-Fact-Sheets-USDA-Housing-Preservation-Grants.pdf
Local Food Promotion Program					●									https://www.hudexchange.info/onecpd/assets/File/Promise-Zones-Fact-Sheets-USDA-Local-Food-Promotion-Program.pdf
Rural Community Development Initiative			●	□								□		https://www.hudexchange.info/onecpd/assets/File/Promise-Zones-Fact-Sheets-USDA-Rural-Community-Developments-Initiative.pdf
Self-Help 523 TA Grants						●								https://www.hudexchange.info/onecpd/assets/File/Promise-Zones-Fact-Sheets-USDA-Self-Help-523-TA-Grants.pdf
U.S. Department of Commerce														
Economic Development Assistance Programs					●									https://www.hudexchange.info/onecpd/assets/File/Promise-Zones-Fact-Sheets-EDA-EconomicDevelopmentAssistance.pdf
Corporation for National and Community Service														
AmeriCorps VISTA			●											https://www.hudexchange.info/onecpd/assets/File/Promise-Zones-Fact-Sheets-CNCS-AmeriCorpsVista.pdf
Social Innovation Fund			●											https://www.hudexchange.info/onecpd/assets/File/Promise-Zones-Fact-Sheets-CNCS-SocialInnovationFund.pdf
U.S. Department of Education														
School Climate Transformation Grants					●									https://www.hudexchange.info/onecpd/assets/File/Promise-Zones-Fact-Sheets-ED-SchoolClimate.pdf
Project Prevent Grants					●									https://www.hudexchange.info/onecpd/assets/File/Promise-Zones-Fact-Sheets-ED-ProjectPrevent.pdf
GEAR UP					●									https://www.hudexchange.info/onecpd/assets/File/Promise-Zones-Fact-Sheets-ED-GEARUP.pdf
Charter Schools Program Replication and Expansion Grant					●									https://www.hudexchange.info/onecpd/assets/File/Promise-Zones-Fact-Sheets-ED-CharterSchoolsProgramGrants.pdf
Full Service Community Schools Grant					●									https://www.hudexchange.info/onecpd/assets/File/Promise-Zones-Fact-Sheets-ED-FullServiceCommunity.pdf

2014 Promise Zone Federal Programs

Primary Category = ● Secondary Category = □													Promise Zone Fact Sheet	
	Access to Capital	Asset Building	Business Assistance	Community Capacity Building	Economic Development	Education	Healthy Food Access	Health	Housing	Human Services and Family Support	Community Infrastructure	Public Safety	Workforce Development	
U.S. Department of Health and Human Services														
Assets for Independence		●												https://www.hudexchange.info/onecpd/assets/File/Promise-Zones-Fact-Sheets-HHS-AssetsforIndependence.pdf
Community Economic Development Program	□			●	□								□	https://www.hudexchange.info/onecpd/assets/File/Promise-Zones-Fact-Sheets-HHS-CED.pdf
Community Economic Development Program - Healthy Food Financing Initiative Program	□			□	●								□	https://www.hudexchange.info/onecpd/assets/File/Promise-Zones-Fact-Sheets-HHS-CED-HFFI.pdf
Community Health Centers							●							https://www.hudexchange.info/onecpd/assets/File/Promise-Zones-Fact-Sheets-HHS-Community-Health-Centers.pdf
Community Services Block Grants	□		●	□	□	□	□	□	●	□	□	□	□	https://www.hudexchange.info/onecpd/assets/File/Promise-Zones-Fact-Sheets-HHS-Community-Services-Block-Grant.pdf
Healthy Start							●		□					https://www.hudexchange.info/onecpd/assets/File/Promise-Zones-Fact-Sheets-HHS-Healthy-Start.pdf
Teen Pregnancy Prevention Program										●				https://www.hudexchange.info/onecpd/assets/File/Promise-Zones-Fact-Sheets-HHS-TeenPregnancyPrevention.pdf
U.S. Department of Housing and Urban Development														
Choice Neighborhoods Implementation Grant	□	□	□	□	□	□	□	●	□	□	□	□	□	https://www.hudexchange.info/onecpd/assets/File/Promise-Zones-Fact-Sheets-HUD-ChoiceNeighborhoodsImplement.pdf
Choice Neighborhoods Planning Grant	□	□	□	□	□	□	□	●	□	□	□	□	□	https://www.hudexchange.info/onecpd/assets/File/Promise-Zones-Fact-Sheets-HUD-ChoiceNeighborhoodsPlanning.pdf
Community Development Block Grant for Indian Tribes and Alaska Native Villages	□			●										https://www.hudexchange.info/onecpd/assets/File/Promise-Zones-Fact-Sheets-HUD-ICDBG.pdf
U.S. Department of Justice														
Byrne Criminal Justice Innovation Program													●	https://www.hudexchange.info/onecpd/assets/File/Promise-Zones-Fact-Sheets-DOJ-BCJIPProgram.pdf
COPS Hiring Program													●	https://www.hudexchange.info/onecpd/assets/File/Promise-Zones-Fact-Sheets-DOJ-CHP.pdf

Primary Category = ● Secondary Category = □														
Access to Capital Asset Building Business Assistance Community Capacity Building Economic Development Education Healthy Food Access Health Housing Human Services and Family Support Community Infrastructure Public Safety Workforce Development														
												Promise Zone Fact Sheet		
U.S. Department of Labor														
Re-integration of Ex-Offenders												□ ●	http://hudexchange.info/onecpd/assets/File/Promise-Zones-Fact-Sheets-DOL-RExO.pdf	
Trade Adjustment Assistance Community College and Career Training Initiative							□						●	https://www.hudexchange.info/onecpd/assets/File/Promise-Zones-Fact-Sheets-DOL-TAACCT.pdf
YouthBuild											□		●	https://www.hudexchange.info/onecpd/assets/File/Promise-Zones-Fact-Sheets-DOL-YouthBuild.pdf
U.S. Small Business Administration														
Micro Entrepreneurship Initiative	●											□	●	https://www.hudexchange.info/onecpd/assets/File/Promise-Zones-Fact-Sheets-SBA-MicroEntrepreneurship.pdf
HUB Zone													□ ●	https://www.hudexchange.info/onecpd/assets/File/Promise-Zones-Fact-Sheets-SBA-HUBZones.pdf
Women's Business Centers													● □	https://www.hudexchange.info/onecpd/assets/File/Promise-Zones-Fact-Sheets-SBA-WomensBusinessCenters.pdf
Office of Native American Affairs and Technical Assistance													● □	https://www.hudexchange.info/onecpd/assets/File/Promise-Zones-Fact-Sheets-SBA-ONAA.pdf
U.S. Department of the Treasury														
New Markets Tax Credit Program	●											□	●	https://www.hudexchange.info/onecpd/assets/File/Promise-Zones-Fact-Sheets-Treasury-NMTC.pdf



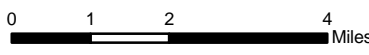
Legend

- Community Centers
- ▢ Schools
- Census Tract (2010)
- City Limits

Selection Criteria*	Proposed Area**
Housing Units (Census 2010)	13,864
Population (Census 2010)	31,059
Poverty Rate (ACS 2011)	51.58%

*HUD Promise Zone Mapping Tool, Data Accessed 10/28/2014
 **Proposed Area includes CT4, CT5, CT6, CT10.01, CT10.02, CT11.01, CT11.02, CT12, CT14.01, CT14.02, CT19.01

**Promise Zone
Proposed Boundaries**



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.



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GENERAL OVERVIEW

Description of the Promise Zones Initiative

The Promise Zones Initiative seeks to revitalize high-poverty communities across the country by creating jobs, increasing economic activity, improving educational opportunities, reducing violent crime, leveraging private capital, and assisting local leaders in navigating federal programs. This is the application guide for urban Promise Zones. The rural and tribal application guide is located at <http://www.hud.gov/promisezones/>. Promise Zones will not receive grant funding. The Promise Zone designation creates an intensive partnership among the Federal government and local leaders who are investing in what works to address multiple community revitalization challenges in a collaborative way, and have demonstrated accountability to clear goals and a commitment to results. Subject to the limitations described below, Promise Zone Designees will receive:

- Opportunity to engage Five [AmeriCorps VISTA](#) members in the Promise Zone
- A federal liaison assigned to assist with navigating federal programs.
- Preferences for certain competitive federal programs and technical assistance from participating agencies.
- Promise Zone tax incentives, if enacted by Congress.

Altogether, this package of assistance will help local leaders accelerate efforts to revitalize their communities. The Promise Zone designation will be for a term of 10 years, and may be extended as necessary to capture the full term of availability of the Promise Zones tax incentives, if enacted by Congress. During this term, the specific benefits made available to Promise Zones will vary from year to year, and sometimes more often than annually, due to changes in an agency's policies and changes in appropriations and authorizations for relevant programs. All assistance provided to Promise Zones is subject to applicable regulations, statutes, and changes in Federal agency policies, appropriations, and authorizations for relevant programs including compliance with federal civil rights requirements. Subject to these limitations, the Promise Zone designation commits the Federal government to partner with local leaders who are addressing multiple community revitalization challenges in a collaborative way and have demonstrated a commitment to results.

Third Round Promise Zone Designation Process

The third round of Urban Promise Zone designations will be made pursuant to this document.¹ A total of 20 Promise Zone designations will be made by the end of 2016. To date,

¹ The rural and tribal application guide is located at: <https://www.hud.gov/promisezones/>.

nine urban, two rural and two tribal communities have been designated. As a result of this competition, the Department of Housing and Urban Development (HUD) intends to designate five urban communities and the Department of Agriculture (USDA) intends to designate one rural and one tribal community.

Applications for Promise Zone designations will be reviewed and evaluated by representatives from across the federal government including: USDA, HUD, Department of Education, Department of Justice, Department of Health and Human Services, Department of Labor, Department of Transportation, Department of Treasury, Department of Commerce, Corporation for National and Community Service, National Endowment for the Arts, Environmental Protection Agency, and the Small Business Administration. Reviewers will first verify that the proposed Promise Zone meets the community eligibility criteria and that the Lead Applicant meets the eligibility criteria (see page [11](#) for eligibility and community eligibility criteria and page [27](#) for a complete list of the threshold requirements). For urban applications, reviewers will confirm the subcategory in which each application should be considered (large Metropolitan Core Based Statistical Area [Metro CBSA] or small/medium Metro CBSA).²

After verifying for each application that all the required components were submitted, that the Lead Applicant is eligible and the proposed Promise Zone would qualify, the reviewers will score all of the applications according to the points assigned to selection criteria shown in the *Application Guide* for the appropriate Promise Zones category (urban, rural or tribal).

After scoring each application according to the Application Guide criteria, HUD may consider, in addition, to the application materials, information available from participating agency records, public sources such as newspapers, Inspector General or Government Accountability Office reports or findings (see [footnote 16](#) for information on possible disqualification based on audit finding). Any evidence cited in the Goals and Activities Template may also be reviewed, except sections identified as “Optional”.

➤ **Categories and Sub-Categories**

An application must score a total of 75 points or more out of 105 points, to be considered for a designation. Once scored, applications will be ranked competitively within each of the three Promise Zones categories and within the urban subcategories, as applicable. Rural applications will be ranked against other rural applications, tribal applications will be ranked against other tribal applications, and urban applications will be ranked against other urban applications within their Metro CBSA subcategory, as applicable.

HUD intends to designate at least one applicant from the small/medium Metro CBSA sub-category if the highest scoring small/medium Metro CBSA application is

² See urban application subcategory definitions on page [30](#).

comparable in quality to other urban designees (within 10 points of the lowest scoring designee and not otherwise disqualified in accordance with all other requirements contained within this application guide). If the number of eligible applications determined to be eligible for the small/medium Metro CBSA subcategory is fewer than the greater of 1) five total applications, or 2) ten percent of the total number of urban applications received, then the applications in the small/medium Metro CBSA subcategory will be included in the large Metro CBSA subcategory and ranked against those applications.

➤ **Geographic Diversity**

The Promise Zones initiative will provide communities and the federal government with the opportunity to demonstrate and accelerate the impact of coordinated federal investment in communities in which stakeholders have come together with a focus on results. The participating federal agencies seek to establish a diverse cohort of quality designees in order to demonstrate strategies that may be useful for communities working on comprehensive revitalization in many contexts nationwide. Therefore, the agencies may select a lower-ranked application over a higher-ranked application, within a category or subcategory, from among those scoring 75 points or more overall, for purposes of establishing geographic diversity with respect to both existing Promise Zones and those to be selected as a result of the third round selection process.

➤ **Promise Zone Finalists**

The participating federal agencies may also choose to name the applicants as "Promise Zone Finalists". The purpose of selecting Promise Zone Finalists is to recognize communities whose application scores reflect high-quality strategies under the criteria set forth in the *Application Guide* and scored at least 75 points, but who did not score sufficiently high enough to achieve a designation under the terms of the competition set forth in the *Application Guide*. The number of finalists designated will be determined by HUD taking into account scores received by all of the applicants in the relevant category and/or subcategory, and other elements of the selection process set forth in the *Application Guide*. The participating federal agencies will seek to expand national knowledge about Promise Zone Finalist communities and their revitalization strategies by posting information submitted in the Finalists' applications on agency websites. The participating federal agencies will also communicate regularly with Finalists about opportunities for relevant funding or technical assistance that may become available, although no preference points or other Promise Zone designation advantages in federal funding competitions will be awarded as a result of Finalist status.

➤ **Notifications of Decisions**

Notification of decisions will be made by letter. Additional notification may be sent by email to the designated applicant point of contact listed in the application.

Application Submission Instructions and Deadline

Overview

The Third Round Application Guide is the controlling document for the Third Round Selection Process. Application materials must be submitted according to the requirements and specifications articulated in this document, including any technical amendments published in the Federal Register. Clarifications will be issued through Questions and Answers posted to the Promise Zones Initiative website at www.hud.gov/promisezones.

A non-binding Application Request Form is due by **February 19, 2016 at 5:00pm EST**. The Application Request Form requires the Lead Applicant organization name, zone type (urban, rural, or tribal), and point of contact information. The Application Request Form must be completed and submitted online by going to <https://survey.max.gov/851139>. Once the form is submitted, the identified point of contact will receive, via an email within 1-2 business days, an individualized link to access the Promise Zone application. Please retain this individualized link and do not share it with anyone who is not authorized to edit your application. All valid emails and links will have a ".gov" domain name.

HUD encourages applicants to submit an Application Request Form to receive their unique link several weeks before the application submission deadline. In addition, HUD urges applicants to submit applications 72 hours prior to the application due date to address in a timely fashion any technical problems that the applicant may experience in MAX Survey. Applicants are also encouraged to participate in tutorial and help sessions that may be organized by HUD to support applicants in using the MAX Survey system. Notification of such sessions will be posted to the Promise Zone website and distributed via email during the application response period. All application submissions must be received by **5:00 p.m. EST on Tuesday February 23, 2016** via MAX Survey (After submission of the online Application Request Form, you will receive a link to your unique MAX Survey application). Your completed application must be **received** by MAX Survey. Your application is "received" when MAX Survey provides you an email confirmation of receipt with a date and time stamp. **If you do not see this confirmation of receipt with a date and time stamp, your application has not been received.** Please note that busy servers, slow processing or upload issues due to large file sizes are not valid reasons for extensions, and **only applications received via MAX Survey by 5:00 p.m. EST on February 23, 2016 will be considered.**

Receipt of a confirmation email from MAX Survey does not indicate that the application contains all of the required information, only that information has been input to the survey and/or files have been attached, and such information and files have been received. Applicants

are strongly encouraged to review the application checklist prior to clicking the “submit” button at the end of the survey, in order to check that they have included all required information. Once an applicant clicks the “submit” button, the applicant loses the ability to modify its information. After a submission, MAX Survey provides an opportunity to download a copy of submitted information in addition to providing an email confirmation of submission. Except as provided below in regard to technical corrections of deficient applications, HUD may not consider any unsolicited information that applicants may want to provide after the application deadline.

Corrections to Deficient Applications

HUD may not seek clarification of items or responses that improve the substantive quality of an applicant’s response to any rating factors or which correct deficiencies which are in whole or part of a rating factor or eligibility criteria. In particular, HUD has determined that it will not request clarifications or replacement of the Mapping Tool data sheet, which consists of the map graphic plus data output based on the geographical area described by the boundaries shown on the map. HUD may contact the applicant to clarify other items in its application. In order not to unreasonably exclude applications from being rated and ranked in situations where there are curable deficiencies, HUD will notify applicants of each technical deficiency and will do so on a uniform basis.

If HUD finds a curable deficiency in an application, HUD will notify the contact(s) listed in the application by email describing the clarification or technical deficiency. Email notification will be sent from HUD with confirmation of delivery receipt requested. The email notification will be the official notification of the need to cure a technical deficiency. It is the responsibility of applicants to provide accurate email addresses for receipt of these notifications and to monitor their email accounts to determine whether a cure letter has been received. The applicant must carefully review the request for cure of a technical deficiency and must provide the response in accordance with the instructions contained in the deficiency notification.

Clarifications or corrections of technical deficiencies must be received by HUD within the time limits specified in the notification. In no case shall the time allowed to correct deficiencies exceed 14 calendar days or be less than 48 hours from the date of the email notification. The start of the cure period will be the date stamp on the email HUD sends to the applicant. If the deficiency cure deadline date falls on a Saturday, Sunday, federal holiday, or other day when HUD’s Headquarters offices in Washington, DC, are closed, then the applicant’s correction must be received on the next day that is not a Saturday, Sunday, or federal holiday, or other day when the HUD’s Headquarters offices in Washington, DC, are closed.

Waiver of Electronic Submission Requirements

An applicant demonstrating good cause (such as an inability to access MAX Survey in a reliable way) may request a waiver from the requirement for electronic submission. Applicants who are unable to submit their applications via Max Survey must submit a request by email to

make alternative arrangements by February 8, 2016 at 5:00p.m. EST: 15 days prior to the application due date. Applicants that are granted a waiver of the electronic submission requirements will not be given additional time to submit their applications. The deadline date for paper and electronic applications will remain the same. Applicants requesting a waiver should submit their waiver requests via e-mail to Promisezones@hud.gov. The subject line must contain the name of the applicant and "Request for Waiver to Electronic Application for Promise Zones." Such requests will be considered on a case-by-case basis and approvals or rejections for alternative submission will be sent by February 15, 2016 at 5:00p.m. EST by HUD. If an applicant is granted a waiver of the electronic submission, the approval notice will provide instructions for submission, as well as how and where to submit each copy. Paper applications received without a currently approved waiver from the Promise Zone office and/or after the established deadline date will not be considered.

Application Overview

The application consists of a combination of items directly entered into MAX Survey (executive summary, general abstract information, and a Goals and Activities Template) and a series of attachments that must be uploaded independently into MAX Survey. A more thorough breakdown of the application components and threshold requirements are located on page [27](#). The documents that must be uploaded into MAX Survey include:

- A Mapping tool data sheet (automatically generated via email for applicant when using the Promise Zone mapping tool as detailed within Application Section II, and on page [33](#)),
- Additional Documents that when combined do not exceed 35 pages (does not include the mapping tool or narrative). These additional documents include:
 - Letter(s) that demonstrates the commitment from leadership of the Unit of General Local Government³ (UGLG),
 - A to-scale city map and community level map,
 - Preliminary Memorandum of Understanding (MOU),
 - Any additional letters of support, tables, figures, charts, or additional maps.
- A separate narrative not to exceed 28 pages detailing items as requested in Application Sections III, IV, and V. The specific formatting requirements of the narrative are as follows:

³ Unit of general local government as defined in section 102(a)(1) of the Housing and Community Development Act of 1974 (42 U.S.C. 5302(a)(1)). [See definition \(a\) \(1\) Unit of General Local Government.](#)

- 1) Double-spaced text to include any tables or figures (pages with single-spaced text will be counted as two pages),
- 2) 8½ x 11-inch paper;
- 3) Approximately one inch margins (½ inch margins or smaller will count as 2 pages);
- 4) 12-point Times New Roman font (to include text that accompanies tables or figures);
- 5) All pages should be numbered, any pages marked as sub-pages (e.g., with numbers and letters such as 28A, 28B, 28C), will be treated as separate pages
- 6) Mark each section clearly (i.e. Section IV Part A: Needs and Assets)
- 7) Shrunken pages, or pages where a minimized/reduced font are used, will be counted as multiple pages

To the extent that application components require resolutions, approvals or other actions by local governing boards, legislative bodies, regulatory bodies, or other entities with fixed schedules for consideration of such actions and such actions cannot be taken prior to the application deadline, applicants must submit electronically by email to PromiseZones@hud.gov the following information by the application deadline: description of the action to be taken, date on which the action is expected, and information necessary to demonstrate its relevance to the proposal. Upon completion of the identified governmental action, applicants must submit by email evidence of the action taken. All emails must include the subject line "Additional submission materials" and the name of the Promise Zone lead applicant. If applicants are not able to send electronic copies of the materials, they may request to send paper copies. However HUD must grant written permission for such a paper transmission in advance. Depending upon the importance of such actions to a selected applicant's Promise Zone Plan, the participating federal agencies may make the Promise Zone designation contingent upon the receipt of evidence that the action has been taken.

APPLICATION SECTIONS

Section I – Executive Summary

An Executive Summary that describes the Promise Zone Plan, including (1) a brief description of the needs and assets of the proposed Promise Zone; (2) the goals of the Promise Zone; (3) activities to achieve goals; (4) the Lead Applicant’s capacity to achieve results; and (5) how the Promise Zone designation would accelerate or strengthen existing efforts at comprehensive community revitalization.

An optional submission of no more than 3 JPEG photographs of the neighborhoods, buildings and streets within the proposed Promise Zone is also encouraged. Since these photos may be used in promotional material in association with the announcement of the third round designees, be sure the photographs do not include images of individuals as this would require specific release forms from anyone in the image. The submission of photographs will in no way affect the scoring of any application.

□ Section I Submission Requirement:

- i. Executive Summary via MAX Survey with a 2,000 character limit, including spaces (this limit is applied automatically to information entered into MAX Survey).
- ii. **Optional:** Up to 3 optional JPEG images of the neighborhoods, buildings and streets within the proposed Promise Zone. Include a statement verifying that the applicant owns all rights to the images submitted and that HUD and its federal partners may use those images for promotional purposes.

Section II – Eligibility Criteria

➤ Abstract

The abstract will serve as a summary of key application information and must clearly identify one Lead Applicant organization, staff point(s) of contact and provide the email and telephone contact information of the Lead Applicant. The abstract will also: identify the application category (urban, rural or tribal) and, for urban applications, the subcategory (large Metro CBSA or small/medium Metro CBSA; see page [30](#)); jurisdictions included in the proposed Promise Zone boundaries; name of the supporting UGLG(s); and list of implementation partners; and provide the economic and population data provided from the Promise Zone mapping tool data sheet (described below under Community Eligibility Criteria).

➤ **Lead Applicant Eligibility**

Due to the nature of the initiative, Promise Zone activities are likely to be carried out by a variety of organizations and organization types. Eligible Lead Applicant/Lead Organization for Promise Zone designations are:

- i. Units of General Local Government (UGLG)⁴;
- ii. An office/department of a local government submitting on behalf of the local government under a local delegation of authority;
- iii. Nonprofit organizations⁵ applying with the support of the UGLG; and
- iv. Public Housing Agencies, Community Colleges, Local Education Agencies (LEAs), or Metropolitan Planning Organizations (MPO)⁶ applying with the support of the UGLG.

➤ **Community Eligibility Criteria**

All of the following must be present in an application for a proposed Promise Zone to be eligible for designation:

- i. Proposed Promise Zone must have one contiguous boundary and cannot include separate geographic areas;⁷
- ii. The rate of overall poverty or Extremely Low Income rate (whichever is greater) of residents within the Promise Zone must be at or above 32.5%;⁸
- iii. Promise Zone boundaries must encompass a population of at least 10,000 but no more than 200,000 residents;
- iv. The Promise Zone application must affirmatively demonstrate support from all mayors or chief executives of UGLGs that include any geographical area within the proposed Promise Zone boundary, subject to the following conditions:

⁴ Unit of general local government as defined in section 102(a)(1) of the Housing and Community Development Act of 1974 (42 U.S.C. 5302(a)(1)). [See definition \(a\) \(1\) Unit of General Local Government.](#)

⁵ Including Workforce Investment Boards (WIBS) and Community Action Agencies (CAA) Examples are illustrative and not exhaustive. See Definition of nonprofit on page [29](#).

⁶ See Definitions of Public Housing Agency, LEAs and MPO on page [29](#).

⁷ Applicants are required to use the Promise Zone mapping tool to show both the boundary and the poverty levels. The mapping tool emails this information as a PDF to the applicant. This PDF, in its entirety, must be included in the application. See page [33](#) for more information on the mapping tool.

⁸ The reported poverty rate or Extremely Low Income rate will be rounded to the nearest .1%.

- Counties and county equivalents (collectively “counties”)⁹. The chief executive of a county must demonstrate support for any Promise Zone Plan (Plan) that includes an area within the unincorporated boundaries of the county. The chief executive of a county may support as many Plans as he or she wishes in incorporated areas within the county, but may only support one Plan that includes an area within the unincorporated boundaries of the county. If the chief executive of a county supports multiple Plans, the chief executive must include an explanation of how the county intends to work with multiple designees at the same time and sustain the necessary level of effort, resources, and support for each designee for the full term of each designation.
- UGLGs other than counties. For UGLGs other than counties, the chief executive of an UGLG must demonstrate support for a Plan that includes any area within the geographic boundaries of the UGLG. The chief executive of UGLGs that are not counties may support only one Plan. If the chief executive of an UGLG that is not a county supports more than one Plan, HUD will disqualify all Promise Zone applications supported by that chief executive.
- Crossing Jurisdictions. The Promise Zone application must demonstrate support for the Plan from all chief executives of UGLGs included within the proposed Promise Zone boundary. The chief executive of a county must demonstrate support for any Plan that includes area within the unincorporated boundaries of the county. For UGLGs other than counties, the chief executive of an UGLG must demonstrate support for a Plan that includes any area within the geographic boundaries of the UGLG. For example, a Plan that includes areas in two cities requires the support of the chief executives from both cities. A Plan that includes area within the boundaries of a city and the unincorporated boundaries of the county requires support from the chief executive of the city and the chief executive of the county.
- UGLGs with Designated Promise Zones. If a Promise Zone designated in Round 1 or 2 is located within a UGLG in which a new application is being submitted, the applicant must include an explanation of how, if a second Promise Zone designation is made, the UGLG plans to work with both of the

⁹ Note the reference to county includes all county equivalents, such as parishes.

Promise Zone designees at the same time and sustain the level of effort, resources and support committed to each Promise Zone under its respective Promise Zone Plan for the full term of each Promise Zone designation. This explanation must be evidenced by commitments from the UGLG in materials submitted by the chief executive in support of the application.

	Is support from the chief executive of City X required?	Is support of the chief executive of City Y required?	Is support of the chief executive of County Z required?
The PZ Plan is for an area entirely within the boundaries of City X.	Yes.*	No.	No.**
The PZ Plan is for an area entirely within the boundaries of City Y.	No.	Yes.*	No.**
The PZ Plan is for an area entirely within the boundaries of unincorporated area of County Z.	No.	No.	Yes.***
The PZ Plan consists of area within City X and City Y.	Yes*	Yes.*	No.**
The PZ Plan consists of area within City Y and an area within the unincorporated boundaries of County Z.	No.	Yes.*	Yes.***
The PZ Plan consists of area within City X, area within City Y, and area within the unincorporated boundaries of County Z.	Yes.*	Yes.*	Yes.***

* For UGLGs other than counties, the chief executive of an UGLG must demonstrate support for a Plan that includes any area within the geographic boundaries of the UGLG.

** However, the chief executive of a county may support as many Plans as he or she wishes in incorporated areas within the county.

*** The chief executive of a county must demonstrate support for any Promise Zone Plan that includes area within the unincorporated boundaries of the county.

□ **Section II Submission Requirements:**

- i. All pages of the PDF mapping tool data sheet, which will be emailed to the applicant in PDF form, to demonstrate poverty level and population levels. *Does not count toward 28 page narrative (a combination of sections III-V) or the 35 page limit for attachments.*
- ii. Abstract and mapping tool data information (to be entered on MAX Survey).
- iii. Letter(s) that demonstrates the commitment from Chief Executives of all UGLGs (see page [9](#) for approved delays). *Letter(s) of support from UGLGs count toward the 35 page limit for attachments.*

Note: If the local elected executive leadership is in transition, the city manager or city council may submit a letter of support. A letter from the incoming local leader may also be included in application materials. The letters count toward the 35 page limit for attachments.

Section III – Selection Criteria: Need (10 points)

The applicant’s submission materials must contain the mapping tool data sheet (submitted in Section II) and sufficient information to verify the following data within the boundaries of the proposed geographic area of the Promise Zone, to the greatest level of specificity possible using available data sources. Data will be compared with that submitted by other applicants in the applicant pool. Points will be awarded for:

- i. Higher poverty rate/extremely low income rate – Concentration of households in poverty or with extremely low incomes (whichever is greater) residing within the proposed Promise Zone (3.33 points);
- ii. Lower employment rate – Employment rate for working-age adults within the Promise Zone (3.33 points);
- iii. Description of the nature and scope of crime in the proposed Promise Zone. (3.33 points)

Note: Secondary sources or locally published data can be used in Section IV—Strategy and Section V—Capacity, to supplement the data points provided by the mapping tool, with attribution to the publication. If the Lead Applicant requests to use alternative data sources in

Section II—Eligibility Criteria or for Section III—Need, a one-page explanation noting the alternative data source must be submitted along with the Promise Zone mapping tool data sheet to promisезones@hud.gov with the subject line “Alternative data source request” by February 2, 2016 at 5:00p.m EST to be approved by HUD.

□ **Section III Submission Requirements:**

- i. A narrative describing the nature and scope of crime in the Promise Zone, highlighting Part I Violent Crime data. Applicants should provide any available local/state data for the Promise Zone (including data, Uniform Crime Reporting (UCR)¹⁰, calls for service, and survey results from target area residents) to support the discussion. As applicable, applicants should identify any hot spots where a large proportion of crime or types of crime occur, as compared with crime rates in the overall jurisdiction, and provide additional information about what is causing the crime to occur in the crime hot spots (e.g. the crime drivers¹¹). Applicants may use charts and graphs to display data.

Suggested 2 page limit of the 28 page narrative.

Section IV – Selection Criteria: Strategy (45 points)

➤ **Section IV Part A: Needs and Assets Assessment (10 points)**

Reviewers will assess the quality of applicant’s current assessment of the needs and assets of the proposed Promise Zone, including identified gaps in current neighborhood revitalization efforts and areas of opportunity. Where relevant, the assessment should include breakdowns of indicators by specific subpopulations (including age, race, national origin, gender, and individuals in households where languages other than English are spoken) or specific geographic areas within the neighborhood. The assessment should also include, as relevant, information on crime dynamics or hot spots, education, barriers to employment or issues with the quality of jobs, housing insecurity, overcrowding, homelessness, existing regional economic growth efforts and industries, areas of commercial blight and/or environmental concern, private economic activity, access to capital, transportation

¹⁰ Information on UCR data can be found at <http://www.bjs.gov/ucrdata/offenses.cfm>

¹¹ Refers to the underlying causes of criminal offending and victims' experiences of crime. It recognizes that certain circumstances of people's lives are associated with a greater likelihood of offending and victimization. For example, the following may be considered examples of “crime drivers” - concentrated poverty, high unemployment, low performing schools, and limited infrastructure such as housing, public transportation, social services, and business.

options and mobility and/or other characteristics related to connectivity and public safety.

□ **Section IV Part A: Submission Requirements**

- i. A narrative summarizing needs and assets of the proposed Promise Zone community. The narrative should describe proposed Promise Zone boundary and provide a justification regarding why the boundaries were determined as such. As applicable, the assessment should include data points and analysis based on information that is no more than 24 months old.

Suggested 2 page limit of the 28 page narrative.

- ii. Provide a to-scale city map and community-level map that clearly labels the proposed Promise Zone in the context of existing city streets, the central business district, other city and neighborhood sites important to the Promise Zone Plan, and census tracts. Applicants should submit a map that clearly labels the following information:
 - If applicable, the boundaries of other federal investments, such as: Choice Neighborhoods grant, Promise Neighborhoods grant, Byrne Criminal Justice Innovation grant, Transportation Investment Generating Economic Recovery (TIGER) grant, Sustainable Communities Regional Planning, Challenge grants, Investing in Manufacturing Communities Partnerships, Performance Partnerships Pilots, HUD Community Needs Assessment, EPA Making a Visible Difference in Communities initiative, or Preferred Sustainability Status;
 - Other useful information to place the Promise Zone in the context of the region, city, county/parish, or municipality: schools, health centers, transit centers/hubs, job centers, other community assets, as well as physical barriers, crime hot spots or concentrations of crime locations, health hazards, and revitalization activity underway or already planned. Maps count toward the 35 page attachment limit.

➤ **Section IV Part B: Promise Zone Plan (25 points)**

Reviewers will assess the strength of the applicant's plan to revitalize the Promise Zone and address the Promise Zone initiative goals: creating jobs, increasing economic activity, improving educational opportunities, reducing violent crime, leveraging private capital and other community goals such as increase access to quality affordable housing, promote health and access to healthcare, improve community infrastructure and promote civic engagement.

Reviewers will rate all of the following factors:

- i. Rationale and Sequencing of the Promise Zone Plan including elements such as:

- Extent to which the plan addresses synergies and potential conflicts among identified goals, including addressing connections among different policy areas;
 - Extent to which the plan articulates a rationale for setting priorities among different goals and activities, and if necessary, addresses the timing of implementation of specific goals and activities;
- ii.** Alignment of Activities of the Promise Zone Plan including elements such as:
- Extent to which the plan aligns activities within the proposed Promise Zone, including specific description of how the Promise Zone plan includes and integrates the activities of any other federal investments including, as applicable: Choice Neighborhoods, HOPE VI, Promise Neighborhoods, Byrne Criminal Justice Innovation, Transportation Investment Generating Economic Recovery (TIGER) grants, HUD Community Needs Assessment, EPA Making a Visible Difference in Communities initiative, Performance Partnerships Pilots, federally qualified health center funding in the proposed Promise Zone, or other federal grants and initiatives; and
 - Extent to which the plan will contribute to or benefit from broader regional economic development, livability or revitalization efforts, including sustainable communities regional plans, federally funded Jobs Accelerator plans, IMCP plans, CEDS or other multi-jurisdictional plans submitted to federal agencies.
- iii.** Responsiveness of the Promise Zone Plan to the gaps and opportunities identified in the assessment of needs and assets Section IV-Part A;
- iv.** Data Management, Accountability and Measurement of the Promise Zone Plan including elements such as:
- Extent to which the Promise Zone Plan establishes a clear system for accountability and measurement of progress and performance among the partners, including, a plan to establish the partnerships and processes necessary to access, manage, and share data for execution, evaluation and continuous improvement, particularly where the evidence base for chosen strategies is still emergent, and a plan and timeline for finalizing the set of intended outcomes, metrics for measuring progress towards

those outcomes, and timelines for when each metric will be measured and when milestones and outcomes will be achieved¹²; and

- v. Barriers to Implementation of the Promise Zone Plan including elements such as:
 - Extent to which the Plan addresses removing barriers and improving systems that impede delivery of services, such as changes in policies, delivery capacity, technology, and program reporting including barriers related to cross-jurisdictional work, if applicable.

Note: For example, if improving transportation is a goal of the Promise Zone Plan, include specific efforts – planned or underway – to address infrastructure and flow in a way that will provide for more reliable and affordable transportation options. If job creation is a goal of the Promise Zone Plan, consider how employers will identify the skills and credentials required for in-demand jobs and help develop training programs; how workers and job seekers will access education and training that meets their unique needs and the requirements for good jobs and careers; and how you will assist employers to find workers who have or can acquire those skills.

□ **Section IV Part B: Submission Requirements**

- i. An overarching narrative of the Promise Zone Plan. The narrative should cover all the selection criteria listed above. However, the narrative should not repeat specific information presented in the Goals and Activities Template.

Suggested 2 page limit of the 28 page narrative.

¹² For more information on data being collected and shared among designated communities and federal agencies, applicants should review the material posted under Data and Evaluation at www.hud.gov/promisezones.

- ii. Complete the Goals and Activities Template within MAX Survey for each proposed goal in the Promise Zone. The applicant must complete at least one template for each applicable Promise Zone goal and may identify additional community goals if needed. The MAX Survey will allow the applicant to identify up to six goals each of which may include up to four activities. The applicant is required to address the four Promise Zone Initiative goals and may select up to two additional identified community goals. See the Goals and Activities Template on page [35](#) for examples. *The Goals and Activities Template will not count toward the narrative's 28 page limit.*

➤ **Section IV Part C: Promise Zone Sustainability and Financial Feasibility (5 points)**

Reviewers will assess the sustainability and financial feasibility of the Promise Zone Plan and coordinating structure.

Reviewers will rate all of the following factors:

- i. Across all of the identified goals, the strength of the plan for obtaining funds for activities;
- ii. Soundness of the organizational structure for retaining commitment and coordination of implementation partner organizations that promotes sustainability of the Promise Zone Plan, including public and private partnerships and stakeholders, during the planned life of the Promise Zone.

□ **Section IV Part C: Submission Requirements**

- i. A narrative outlining the budget projection for funding project coordination for the first 5 years of designation; and
- ii. A narrative description of how a Promise Zone designation would bolster efforts to secure additional funds for partnership structure and/or specific Promise Zone goals and activities.

Suggested 2-3 page limit of the 28 page narrative for sub-sections i & ii above.

Note: Financial support sections of the Goals and Activities Template will be considered for scoring.

➤ **Section IV Part D: Resident Engagement Strategy (5 points)**

Reviewers will assess the strength of the applicant's strategy for meaningful resident engagement in the Promise Zone plan.

Reviewers will rate all of the following factors:

- i. Involvement by resident and community organizations in development of overall Promise Zone Plan;
- ii. Engagement with current residents and New Americans that may include immigrants and refugees. Narrative should address how the strategy

addresses barriers to meaningful, constructive involvement of all residents, including racial and ethnic minorities and other disadvantaged groups; and

- iii. Extent to which the strategy ensures sustained, informed, inclusive, and substantive resident participation in the continued development, implementation and oversight of the Promise Zone Plan.

□ **Section IV Part D: Submission Requirements**

- i. A narrative describing the role of residents in developing the Promise Zone Plan and the proposed strategy for ongoing resident engagement in the Promise Zone Plan, including engagement with current residents and New Americans that may include immigrants and refugees. Narrative should address how the strategy addresses barriers to meaningful, constructive involvement of all residents including racial and ethnic minorities and other disadvantaged groups.

Suggested 1-2 page limit of the 28 page narrative

Section V – Selection Criteria: Capacity and Local Commitment (50 points)

➤ **Section V Part A: Partnership Structure and Commitment (10 points)**

Reviewers will assess the soundness of the partnership structure and the strength/extent of partnership commitment.

Examples of such partnership commitment may include:

- i. Local anchor institution commitment (e.g., hospitals, colleges/universities, major employers and business leaders, national and community foundations);
- ii. City council, county, Metropolitan Planning Organization, and state officials;
- iii. Local educational officials, criminal justice officials, housing authority officials, transit authorities/operators, and the workforce investment board;
- iv. Involvement of neighborhood-serving businesses and/or business associations.

Reviewers will rate the following factors:

- i. The clarity of roles and responsibilities, including factors such as:
 - Clarity of implementation partner responsibilities for executing components of the Promise Zone Plan;
 - Appropriateness of implementation partners based on their designated role in the Promise Zone Plan (Section IV-Part B);
 - The role of Promise Zone residents in the governance structure; and
 - Clarity of partnership governance structure.

- ii. The strength of accountability mechanisms for ensuring effective partnerships, including oversight processes and contractual measures and remedies for non-performance.
- iii. The strength/extent of commitment to coordinate work and investments to achieve outcomes within the Promise Zone (that is not contingent upon receipt of a Promise Zone designation).

□ **Section V Part A Submission Requirements:**

- i. A narrative detailing the partnership structure, including the specific roles and responsibilities of each implementation partner organization, and the role of residents and the accountability mechanisms. If different offices within a larger organization (for example, departments within city government) are responsible for particular functions, please specify. Should AmeriCorps VISTA members be available to support the Promise Zone Plan, describe potential roles and responsibilities and potential organizational sponsors.¹³
- ii. A Promise Zone-specific diagram of the partnership structure that clearly shows the structure for implementing, coordinating, tracking progress, governing, and reporting on the different goals and activities for the Promise Zone Plan. Diagram should be included within the narrative attachment and counts toward the 28-page limit for the narrative.

Suggested 3-4 page limit of the 28 page narrative for sub-sections i & ii above.

- iii. A preliminary Memorandum of Understanding (MOU) to be finalized upon designation. The lead organization and all implementation partners should sign the MOU. The MOU should clearly state the role and responsibilities of partners, and note the commitment to data tracking and sharing. The MOU should include commitments and provisions that are in force regardless of the designation of a Promise Zone, as well as commitments and provisions that would only be enacted if a Promise Zone designation were made. Such contingent provisions and commitments relate primarily to communicating, sharing data and reporting among the lead organization and its partners, and between the lead organization and HUD, to enable effective collaboration

¹³ More information about AmeriCorps Vista can be found at <http://www.nationalservice.gov/programs/ameri-corps/ameri-corps-vista>.

among the local and federal partners for the benefit of a designated Promise Zone.¹⁴

iv. Optional: Letters of support.¹⁵

Note: The preliminary MOU and all letters of support (to include Letter(s) that demonstrates the commitment from Chief Executives of all UGLGs) count toward the 35 page attachment limit.

➤ **Section V Part B: Capacity of Lead Applicant (10 points)**

Reviewers will assess the capacity of the Lead Applicant organization to achieve outcomes through implementation of sophisticated, multi-layered neighborhood revitalization efforts. Reviewers will also assess the degree to which prior experience of the lead organization is similar to, or has prepared the applicant for, the scale, scope, and complexity of the proposed Promise Zone effort.

As applicable to the Promise Zone Plan, reviewers will rate the following factors:

¹⁴ An overview of draft communications and reporting framework for Promise Zones, and the draft data sharing framework, are posted on www.hud.gov/promisezones under archived Round 3 public comment documents. Applicants are encouraged to review these documents to become familiar with the types of communication and coordination that would come with the Promise Zone designation. Please note that these framework documents are drafts under discussion with the designated communities, and are likely to be modified based on their feedback. The documents have been posted to give applicants a general sense of the types of information exchange that may be required if a designation is made, for applicants' planning purposes.

¹⁵ Optional letters of support from partner organizations, including local and state elected officials and private entities, included with the application will count against the 35 page attachment limit and be considered in scoring. If a State or local elected official or a private entity is not acting in capacity of a partner, general letters of support should be submitted separately to the Secretary of the U.S. Department of Housing and Urban Development with a copy emailed to: promisezones@hud.gov. Such general letters of support will not be considered part of the application, will not be read by reviewers during the selection process, will not affect the application's score, and will not count against application page limits. Similarly, Congressional letters should be submitted separately, addressed to the Secretary of the U.S. Department of Housing and Urban Development with a copy emailed to: promisezones@hud.gov. **Congressional letters should not be submitted with the application or included in the supplementary materials, which are limited to 35 pages. Such letters will not be considered part of the application, will not be read by reviewers during the selection process, and will not affect the application's score.**

- i. Role of current organizational leadership within the community and this type of work at the local level;
- ii. Previous success achieving intended outcomes through identifying and implementing evidence-based strategies appropriate to goals;
- iii. Previous success leveraging private resources, including grants and investment capital, and managing large grants and/or capital investments; and
- iv. Previous success identifying and managing multiple non-profit, for-profit, public sector and philanthropic partners towards successful project completion and positive outcomes.

Section V Part B: Submission Requirements:

- i. A narrative describing the lead organization's capacity to achieve Promise Zone outcomes through implementation of sophisticated, multi-layered neighborhood revitalization efforts. Provide examples of past relevant experience and results achieved.
- ii. A narrative assessing the financial stability of the lead organization and discussion of any issues that could affect its ability to play the lead organization role in the Promise Zone Plan. Specifically, the narrative must address any past performance issues under any federal grants, and how the proposed Promise Zone will avoid such issues in future grants that may be made with Promise Zone preferences.¹⁶

Suggested 2-3 page limit of the 28 page narrative for sub-sections i & ii above.

- iii. Nonprofit lead organizations must submit their most current IRS Form 990, Return of Organization Exempt from Income Tax. Public sector lead organizations (local governments, including an office or department within local government, public housing agencies, metropolitan planning organizations, etc.) must submit their most current OMB Circular A-133 (now

¹⁶ The application must note past performance issues under Federal grants and bankruptcies within in the past 5 years. To the extent that the Lead Applicant or any of the partner organizations listed in the application has experienced a recapture of funds, disallowance of costs, monitoring finding, Inspector General finding, or failure to expend funds in conjunction with failure to complete grant-funded activities within the performance period under a federal grant, the applicant must disclose the incident(s), and in its narrative discuss the issues raised, and how, if funds are awarded in the future with Promise Zone preferences, those grants will not experience similar problems. Failure to disclose past performance issues may result in disqualification of the application depending upon the importance of the role that the organization with performance issues will play in the Promise Zone Plan as proposed.

2 CFR Part 200) audit report, including balance sheet (statement of Net Position), Statement of Activities (Income Statement), Statement of Cash Flows, Notes to the Financial Statements, Schedule of Findings and Questioned Costs, Report on Compliance for Each Major Federal Program, Report on Internal Controls Over Compliance, and Schedule of Expenditures of Federal Awards. The Lead Applicant should include IRS Form 990, Return of Organization Exempt from Income Tax or the most recent OMB Circular A-133 audit. *Section is not counted against page limit requirements.*

Note: sub-section i & ii submissions will count towards the page limits and scored for 8 points, sub-section iii will not count towards the page limits and scored for 2 points (10 points total for Section V Part B.

➤ **Section V Part C: Capacity of Implementation Partner Organizations (10 points)**

Reviewers will assess the capacity of implementation partner organizations to implement Promise Zone Plan.

Reviewers will consider the capacity of implementation partner organizations to carry out their roles and responsibilities within the Plan. Points will be based on the degree to which prior experience of each implementation partner has prepared the applicant to successfully fulfill their roles and responsibilities in the context of a situation with the scale, scope, and complexity of the proposed Promise Zone effort.

□ **Section V Part C: Submission Requirements**

- i. A narrative describing implementation partner organizations' capacity to implement their roles and responsibilities under the proposed Promise Zone Plan. A definition of implementation partners is included in the Appendix. Also include any information related to past performance issues under federal grants.¹⁷

Suggested 2-3 page limit of the 28 page narrative.

➤ **Section V Part D: Data and Evaluation Capacity (5 points)**

Reviewers will assess the extent of the prior experience that the organization responsible for data and evaluation has to collect, manage, share, and use data for evaluation and continuous improvement towards each intended outcome. Plans to address challenges should be described. This should include describing any existing data sharing agreements, experience using technology to track metrics, and/or plans to promote access to data in a way that protects privacy, such as local data protections, informed consent procedures, and staff training.

¹⁷ See Footnote [16](#).

Identify the organization (lead organization or implementation partner organization) that will manage data collection and evaluation for the Promise Zone goals and activities. Reviewers will also evaluate how organizations relevant to the Promise Zone Plan, such as police departments or local education agencies, have been and/or will be engaged in providing and analyzing data.¹⁸

□ **Section V Part D: Submission Requirements**

- i. A narrative explaining the prior experiences of the organization to manage, share, and use data. Discuss how data, including operational outputs and outcome indicators, will be used in the management of activities in the Promise Zone Plan.

Suggested 1-2 page limit of the 28 page narrative.

➤ **Section V Part E: Resident Engagement Capacity (5 points)**

Reviewers will assess the extent of past experience in resident engagement. Applicants should identify the organization (lead or implementation partner organization) responsible for resident engagement. Describe their experience leading resident engagement efforts of a similar scope to the Promise Zone plan.

Reviewers will rate the applications based on:

- i. Similarity between proposed resident engagement strategy and the previous efforts of the organization responsible for such engagement; and
- ii. Extent of resident input on project design and execution for those previous efforts.

The organization responsible for leading resident engagement should be clearly identified in the diagram of partnership structure required in Section V, Part A.

□ **Section V Part E: Submission Requirements**

- i. A narrative with detailed information on the organization's past experience with resident engagement.

Suggested 1 page limit of the 28 page narrative.

➤ **Section V Part F: Strength and Extent of Local Government Commitment (10 points)**

Reviewers will assess the strength and extent of local government commitment to target local funds and locally-controlled state and federal funds (not contingent upon receipt of Promise Zone designation) to achieve proposed Promise Zone

¹⁸ More detailed information about data and evaluation can be found on page [31](#).

outcomes. This could include: CDBG, MAP-21, HOME, Section 108 or other formula-based program commitments, state bonds, tax-credits, etc.

□ **Section V Part F: Submission Requirements**

- i. Letter from local government executive, attached in Section II—Eligibility Criteria. Letter should describe the commitment of local government to coordinate work and investments, including targeting of local and locally-controlled state and federal funds toward Promise Zone activities. The letter must list specific programs, amounts of commitment, distinguish between existing and new commitments, and note how funds are being realigned to support the Promise Zone Plan.

Note: The letter from local government executive(s), required for Section II-Eligibility Criteria, will be used to evaluate this selection criterion. Please include only one copy of the letter within the application submission. See Section II—Eligibility Criteria page [11](#) for more information about this letter. All letters of support will be counted towards the 35-page limit for attachments.

THRESHOLD REQUIREMENTS

To be rated and ranked, all applicants and applications must meet all threshold requirements of this application guide. Applicants must demonstrate compliance with the threshold requirements through the information provided in their application, unless instructed otherwise in this application guide. If an application does not meet all threshold requirements, HUD will not consider the application as eligible and will not rate and rank it.

The threshold requirements of this application guide include:

- Completed Abstract (Section II-Eligibility Criteria, page [10](#))
- Meet all Lead Applicant Eligibility Criteria, including submission of a letter of commitment from chief executives of all UGLGs (Section II-Eligibility Criteria, page [11](#))
- Meet all Community Eligibility Criteria, including submission of all pages of the mapping tool data sheet (Section II-Submission Requirements, page [14](#))

SUMMARY OF APPLICATION COMPONENTS

In addition to the threshold requirements above, an application that does not include all of the components listed below (except the optional photos) will not receive the maximum possible points:

1. Executive Summary - entered on MAX Survey (2000 character limit).
2. Abstract - entered on MAX Survey (various character limits).
3. Mapping tool PDF data sheet. **All pages of the mapping tool must be included and do NOT count against page limitations.**
4. UGLG Letter(s) of support - demonstrates the commitment from UGLG leadership, including the chief executives of the UGLGs represented in the Promise Zone. For applications across UGLG lines, a commitment must be demonstrated by leadership of all UGLGs involved (See Page [9](#) for approval delay). **All letters count towards the 35 page attachment limit.**
5. Narrative - **28 pages or less** that includes the most important information for purposes of Promise Zone selection, including a Promise Zone-specific diagram of the partnership structure (see the formatting requirements on page [8](#)). Any pages beyond this limit will not be considered or reviewed. **The narrative does NOT count against the 35 page attachment limit.**
6. To scale city map and community level map. **Maps will count towards the 35 page attachment limit.**
7. Goals and Activities Template (page [35](#)) - entered on MAX Survey (various character limits)
8. Preliminary Memorandum of Understanding (MOU) (page [21](#)). **The MOU will count towards the 35-page attachment limit.**
9. *Additional documentation:* Applicants may include additional materials in Microsoft Word or PDF format as attachments, including any tables, figures, charts, or additional maps. **All additional documentation will count towards the 35-page attachment limit.** Applicants

are encouraged not to restate commitments made in the MOU in additional Letters of Support. Any pages beyond this limit will not be considered or reviewed.

10. *Optional*: Up to 3 optional JPEG images of the neighborhoods, buildings and streets within the proposed Promise Zone. Photographs should not include images of individuals, as this would require specific release forms from anyone in the image. The submission of photographs will in no way affect the scoring outcome of an application.

Definitions and Clarifying Information

Applicant/lead organization:

The applicant is the organization that will, if selected, act as the lead organization for a designated Promise Zone. Due to the nature of the initiative, Promise Zone activities are likely to be carried out by a variety of organizations and organization types. Eligible applicants for Promise Zone designations are Units of General Local Government (UGLG); an office/department of a local government submitting on behalf of the local government under a local delegation of authority; or any of the following applying with support of the UGLG: Nonprofit organizations, Public Housing Agencies, Community Colleges, Local Education Agencies (LEAs), or Metropolitan Planning Organizations (MPOs). The lead organization will execute a Promise Zone designation agreement and be responsible to HUD for fulfilling the responsibilities of the Promise Zone designation. These responsibilities will include organizing and/or coordinating activities pursuant to the plan proposed in the designated community's application and administering any funding or other benefits that a designation may confer in the future to the designated Promise Zone. The lead organization will also be responsible for tracking outcomes, periodically reporting to the participating federal agencies, and participating in evaluation activities as requested by federal agencies. The lead organization will provide, as requested, any necessary certification to other organizations applying for grants and other benefits that, if received, would help to advance the Promise Zone Plan. Organizations receiving such certification will provide them in federal funding competitions and in other activities relating to the conferring of benefits to designated Promise Zones.

To the extent that the lead organization is unable to directly perform any of these duties, it will delegate them specifically to an implementation partner organization, and continue to oversee the fulfillment of all of the responsibilities under the Promise Zone designation agreement. The lead organization will be responsible for reassigning the roles that implementation partner organizations and other partners may play in the Promise Zone Plan in the event that one or more such partners are unable to fulfill their responsibilities. Transfer of the role of 'lead organization' from the lead applicant to another entity will require approval by participating federal agencies, pursuant to the terms of the Promise Zone designation agreement.

Implementation partner organization:

An implementation partner organization is an organization that agrees to fulfill specific responsibilities to carry out the day-to-day work and operations of the Promise Zone Plan, as detailed in the community's Promise Zone application and any amendments, documents referenced in the Promise Zone designation agreement, and other documents that may exist among the partner organizations in the Promise Zone Plan.

Local Education Agency:

As defined in Elementary and Secondary Education Act (ESEA), a public board of education or other public authority legally constituted within a State for either administrative control or direction of, or to perform a service function for, public elementary schools or secondary schools in a city, county, township, school district, or other political subdivision of a State, or for a combination of school districts or counties that is recognized in a State as an administrative agency for its public elementary schools or secondary schools.

Metropolitan Planning Organization:

1) Regional policy body, required in urbanized areas with populations over 50,000, and designated by local officials and the governor of the state. Responsible in cooperation with the state and other transportation providers for carrying out the metropolitan transportation planning requirements of federal highway and transit legislation. 2) Formed in cooperation with the state, develops transportation plans and programs for the metropolitan area. For each urbanized area, a Metropolitan Planning Organization (MPO) must be designated by agreement between the Governor and local units of government representing 75% of the affected population (in the metropolitan area), including the central cities or cities as defined by the Bureau of the Census, or in accordance with procedures established by applicable State or local law (23 U.S.C. 134(b)(1)/Federal Transit Act of 1991 Sec. 8(b)(1)).

Nonprofit:

Nonprofits eligible to be an applicant under this notice are entities that are classified as such in accordance with section 501(c) of the Federal Tax Code or have been designated as such by their state government. A nonprofit organization can be organized for the following purposes: charitable, religious, educational, scientific, or other similar purposes in the public interest. To obtain tax-exempt status, qualified organizations must file an application with the Internal Revenue Service (IRS) and receive designation as such by the IRS. For more information, go to www.irs.gov. Entities that are in the process of applying for tax-exempt status, but have not yet received nonprofit designation from the IRS by the application deadline date, will not be considered an eligible applicant. All nonprofit applicants must submit either their IRS determination letter to prove their 501(c) status or the letter from the state government to prove their nonprofit status.

Public Housing Agency:

The term “public housing agency” has the meaning provided in section 3(b)(6) of the United States Housing Act of 1937 (42 U.S.C. 1437a).

Examples of local government and other partner commitment:

Commitments may be made to the Promise Zone Plan by many organizations acting in the community in ways that support Promise Zone goals and activities. The level of intensity and duration of such commitments may range from occasional assistance and expressions of general support, to the ongoing roles and day-to-day responsibilities taken on by implementation partners, to the lead organization’s responsibility for overall coordination, reporting and delivery of results. Examples of commitments that would be less intensive and consistent than those of an implementation partner might include: in-kind donations of the use of meeting space, equipment, telecommunications services, or staffing for particular functions; letters or other expressions of support for Promise Zone activities and applications for resources at the local, state and federal levels; participation in steering committees or other advisory bodies with respect to the overall Promise Zone Plan or particular elements of it; permanent donations of funding, land, equipment, facilities, or other resources; or the provision of other types of support without taking on a formal role in the day-to-day operations and advancement of the Promise Zone Plan as described in the definitions of implementation partner or lead organization.

Urban application sub-categories:¹⁹

Large Metro CBSA: The proposed Promise Zone community is located in a Metropolitan Core Based Statistical Area (Metro CBSA) with a total population of 500,000 or more.

Small/medium Metro CBSA: The proposed Promise Zone community is located within the geographic boundaries of a Metro CBSA with a population of 499,999 or less.

Evidence - Levels of evidence:²⁰

The five evidence levels are:

1. **No evidence** means that the applicant has not provided evidence that they have collected any qualitative or quantitative data to date.

¹⁹ Additional information regarding Metropolitan Core Based Statistical Areas can be found at <http://www.whitehouse.gov/sites/default/files/omb/bulletins/2013/b13-01.pdf>

²⁰ Corporation for National and Community Service, Operation AmeriCorps NOFO 2014, http://www.nationalservice.gov/sites/default/files/documents/Operation_AmeriCorps_NOFO_2014.pdf evaluation

2. **Pre-preliminary evidence** means the applicant presents evidence that it has collected quantitative or qualitative data from program staff, program participants, or beneficiaries that have been used for program improvement, performance measurement reporting, and/or tracking. An example could be gathering feedback from program participants following their receipt of the intervention.
3. **Preliminary evidence** means the applicant presents an initial evidence base that can support conclusions about the program's contribution to observed outcomes. The evidence base consists of at least one non-experimental study conducted on the proposed program (or another similar program that uses a comparable intervention). A study that demonstrates improvement in program beneficiaries over time on one or more intended outcomes OR an implementation (process evaluation) study used to learn and improve program operations would constitute preliminary evidence. Examples of research that meet the standards include: 1) outcome studies that track program beneficiaries through a service pipeline and measure beneficiaries' responses at the end of the program; and 2) pre- and post-test research that determines whether beneficiaries have improved on an intended outcome.
4. **Moderate evidence** means the applicant presents a reasonably developed evidence base that can support causal conclusions for the specific program proposed by the applicant with moderate confidence. The evidence base consists of one or more quasi-experimental studies conducted on the proposed program (or another similar program that uses a comparable intervention) with positive findings on one or more intended outcome OR two or more non-experimental studies conducted on the proposed program with positive findings on one or more intended outcome OR one or more experimental studies of another relevant program that uses a similar intervention. Examples of research that meet the standards include: well-designed and well-implemented quasi-experimental studies that compare outcomes between the group receiving the intervention and a matched comparison group (i.e. a similar population that does not receive the intervention).
5. **Strong evidence** means the applicant presents an evidence base that can support causal conclusions for the specific program proposed by the applicant with the highest level of confidence. This consists of one or more well-designed and well-implemented experimental studies conducted on the proposed program with positive findings on one or more intended outcome.

Data and Evaluation:

Lead organizations and implementation partners in designated Promise Zones will be expected to participate in data collection and sharing activities with other Promise Zones, federal agencies and outside partners. HUD and the federal agency partners are engaged in a process of collecting different types of data that could be used in future evaluations of the Promise Zones Initiative, and to monitor changes over time in the zones. HUD and interagency partners are prepared to work with the Promise Zones to develop local approaches and support their data collection needs and efforts.

In working with the first round designated Promise Zones and beginning comparisons with the second round designees, the federal agencies have identified eight general policy domains in which most Promise Zone designees have defined goals. The first four are core goals of the federal initiative. In order to work more effectively with local partners, we are tracking federal activity and providing data to communities in all eight domains:

1. Employment and asset building
2. Investment and business growth
3. Education
4. Public safety
5. Housing
6. Health
7. Community infrastructure
8. Civic engagement

HUD and the federal agency partners have identified a core set of indicators linked to policy domains, based on common goals across sites. These indicators reflect the range policy domains for the initiative, and consistent site-specific strategies identified by multiple or all Round 1 and 2 designees. The indicators are categorized into four groups by characteristics of data accessibility and potential for common measurement. For more information on data and evaluation activities, please see www.hud.gov/promisezones.

Further, all lead organizations of designated Promise Zones, implementation partner organizations in the Promise Zone strategies, and any federal grantees whose federally funded work contributes to Promise Zone strategies will be required to participate in evaluation of Promise Zones and related federal grant activities that may be conducted, as well as tracking outcome and performance indicators.

Lead organizations, implementation partners, and federal grantees contributing to Promise Zones must agree to work with evaluators designated by participating federal agencies, and other agency partner staff working on evaluation-related activities, as specified in their respective grant agreements, regulations and other requirements. Guidance on evaluation, performance/outcome indicators, measures and data sources will be forthcoming, but all participants will be expected to put forth their best efforts to connect HUD/USDA or other partners working on indicators tracking activities with data collected at the local level (e.g. from city government for urban zones, county for rural zones, and tribal government for tribal zones). For Promise Zone lead organizations and implementation partners, this may include providing access to program personnel and all relevant programmatic and administrative data, as specified by the evaluator(s) or federal PZ staff under the direction of a federal agency, as legally attainable, during the term of the Promise Zone designation and/or grant agreement.

(See pages [28](#) and [29](#) for definitions of lead organization and implementation partner organizations.)

Mapping Tool Overview²¹

The Promise Zone mapping tool (<http://www.huduser.org/PZ2013/promiseZone.html>) overlays the locally defined neighborhood/community boundaries with data associated with that area and estimates the rates of certain indicators in that area using a proportional allocation methodology. For metropolitan areas, the tool uses Census block group (as defined for Census 2010) as the smallest statistical boundary for the available data. For non-metropolitan areas, the tool uses census tract data to account for less precision in low-population areas. If the locally defined neighborhood/community is partially within two different Census areas, the data for each factor or threshold criteria are calculated based on the portion of the 2010 housing units located in each Census area for the vacancy variables and 2010 population for the population, poverty, and employment variables. The 2010 housing unit and population count data are available to HUD at the block level and thus can be used as the underlying data to apportion each block group and tract's appropriate share of importance.

For example, based on a user defined geography, 80 percent of the housing units in the locally defined neighborhood/community are in a block group with a poverty rate of 40 percent and 20 percent of the units are in a Block group with a poverty rate of 10 percent. The "neighborhood poverty rate" would be calculated as: $(80\% \times 40\%) + (20\% \times 10\%) = 34\%$.

Mapping Tool Data Sources:

The data are from a variety of sources:

1. **ACS 2011** refers to the US Census American Community Survey 2007-2011 five-year estimates. These are the most recent nationally available data for small geographies at the same Census 2010 boundaries as the other data provided, using a statistical technique that combines five years of data to create reliable estimates for small areas.
2. **CHAS 2010** refers to the Comprehensive Housing Affordability Strategy (CHAS) special tabulations HUD receives of Census ACS data. The CHAS data used for this tool are based on ACS 2006-2010 five-year estimates see <http://www.huduser.org/portal/datasets/cp.html> for more information.
3. **Census 2010** refers to block-level 2010 decennial counts of housing and population.
4. **USPS 2013** refers to the United States Postal Service long-term vacancy data as of June 30, 2013.

²¹ <http://www.huduser.org/PZ2013/promiseZone.html>

Additional Notes on Specific Variables

Concentration of People in Poverty is calculated with data at the block group level from ACS 2011 for metropolitan areas and the tract level for non-metropolitan areas. This indicator represents the percent of people within the target geography who are below the poverty line. The estimated concentration of Extremely Low Income (ELI) households represents an approximation of the percent of households within the specified area whose household combined income is below 30% of the HUD defined Area Median Income (AMI). This ELI indicator is calculated with data from the block group level from CHAS 2010. The final number included in this report for "poverty rate" is the greater of these two indicators.

Employment Rate is calculated with data at the block group level from ACS 2011 for metropolitan areas and the tract level for non-metropolitan areas. This indicator represents the percent of the labor force (age 16 and above) that is employed or in the armed forces. Neither the numerator nor the denominator includes people outside of the labor force.

Goals and Activities Template

Use the template below to lay out the goals and activities of the proposed Promise Zone Plan. Complete the template in MAX Survey for each relevant goal in the Promise Zone application. MAX Survey will allow the Applicant to identify up to six goals, each of which includes up to four activities per applicable goal.

Check the box to acknowledge the following statement:

- I give HUD and USDA permission to share information included in mapping tool data sheet and the Goals and Activities Template.

Non-federal organizations including foundations, social investors, researchers, consultants, and networks of professionals and organizations have expressed interest in the work underway in communities applying for Promise Zone designations. Community stakeholders and other members of the public also request information from time to time.

Note: Applicants may select up to six goals in total. Applicants must select each of the four Promise Zone Initiative goals in their Goals and Activities Template. The four Promise Zone Initiative goals are: Create Jobs, Increase Economic Activity, Improve Educational Opportunities, and Reduce Violent Crime. If desired, in addition to the four required Promise Zone Initiative goals, applicants may also choose up to two other goals from a list of the four Promise Zone Initiative goals plus the following options: Increase Access to Quality Affordable Housing, Promote Health and Access to Healthcare, Improve Community Infrastructure, and Promote Civic Engagement. The additional goals available for up to two sets of activities have been drawn from experience with the first round Promise Zone designees and review of second round Promise Zone applications.

Promise Zone Goal

For Goals 1-4, select **each of the 4** Promise Zone Initiative goals from options listed below once. (You may choose the order. Please note that additional policy areas will be defined for each activity, which allows applicants to characterize their work more specifically):

- Create jobs
- Increase economic activity
- Improve educational opportunities
- Reduce violent crime

For Goals 5-6, you may select from a list of 8 goals, from the 4 Promise Zone Initiative Goals listed above or the 4 additional options listed below:

- Increase access to quality affordable housing
- Promote health and access to healthcare

<input type="checkbox"/> Improve community infrastructure <input type="checkbox"/> Promote civic engagement	
Description of Promise Zone Goal – 250 character limit	
[Description of the goal and how it connects to the needs identified in Section IV-A.] <i>Example: Increase educational opportunities and college and career readiness for all children living and attending school in the proposed Promise Zone. Increase graduation rate for all students. In the proposed Promise Zone, there is a 43% high school graduation rate.</i>	
Activity A – 250 character limit	
[Description of an activity or intervention for implementing this goal. Distinguish between new and ongoing activities.] <i>Example:</i> <ul style="list-style-type: none"> • Expand college preparatory program for high school students to help with financial aid, testing, and college applications [Ongoing] 	
Policy Area	
Below is a list of policy areas for Promise Zones activities. Please select up to 5 policy areas that best represent the proposed activity. (While each activity must be part of a larger goal and strategy, activities themselves may have components that cross multiple different policy areas. For example, a goal to "Reduce Violent Crime" may contain an activity such as an ex-offender reentry program that may have a workforce development component. In this case, you may select both policy areas: Workforce Development and Reentry)	
<u>Create Jobs:</u> <input type="checkbox"/> Workforce Development <input type="checkbox"/> Family Asset Building	<u>Increase Economic Activity:</u> <input type="checkbox"/> Private Sector Investment <input type="checkbox"/> Entrepreneurship
<u>Improve Educational Opportunities:</u> <input type="checkbox"/> Early Childhood <input type="checkbox"/> K-12 <input type="checkbox"/> Adult Education	<u>Reduce Violent Crime:</u> <input type="checkbox"/> Crime Prevention and Intervention <input type="checkbox"/> Community Policing and Trust <input type="checkbox"/> Public Safety Capacity Building <input type="checkbox"/> Reentry
<u>Expand Affordable Housing:</u> <input type="checkbox"/> Housing Development <input type="checkbox"/> Homeownership <input type="checkbox"/> Renter Assistance <input type="checkbox"/> Homelessness	<u>Improve Health and Wellness:</u> <input type="checkbox"/> Health <input type="checkbox"/> Healthy Food Access <input type="checkbox"/> Environmental Health
<u>Improve Community Infrastructure:</u> <input type="checkbox"/> Commercial Corridors	<u>Increase Civic Engagement:</u> <input type="checkbox"/> Resident Capacity Building

<input type="checkbox"/> Community Infrastructure <input type="checkbox"/> Transportation <input type="checkbox"/> Broadband	<input type="checkbox"/> Strategic Planning		
Rationale/Evidence- 500 character limit			
Discuss how or why you believe the proposed activity will lead to the achievement of the goal in this specific context.			
Implementation Partners- 500 character limit			
[List implementation partner organizations, including roles and responsibilities for each.] <i>Example:</i>			
<ul style="list-style-type: none"> • <i>The School District and Principal of the neighborhood high school located in the Promise Zone. The School District will provide additional resources to school counselors and provided targeted interventions to students at-risk of dropping out.</i> 			
Committed Financial Support			
List up to 7 firm financial commitments for implementing this activity. For each commitment, select the type of funding source from the drop down menu. Indicate the source of funds, activity, amount, start and end date for each source, and identify the organization receiving the funds. Type N/A if not applicable <i>Example:</i>			
	Please Select Financing Type from Dropdown List	Please Select Source Type from Dropdown List	Please Enter: Total Amount (\$), Source Name, Start and End Date, Any Other Details:
<u>Financial Commitment 1</u>	<i>Choose one:</i> <input checked="" type="checkbox"/> Grant or Direct Allocation <input type="checkbox"/> Loan <input type="checkbox"/> Below-Market Loan <input type="checkbox"/> Guaranteed Loan or First Loss Position <input type="checkbox"/> Equity <input type="checkbox"/> Tax Credit Proceeds	<i>Choose one:</i> <input type="checkbox"/> Federal Government <input type="checkbox"/> State Government <input type="checkbox"/> Local, Regional or Tribal Government <input type="checkbox"/> Local Nonprofit or Foundation <input type="checkbox"/> Regional/National Nonprofit or Foundation <input type="checkbox"/> Private Sector Firm (Business or other for-profit entity) <input type="checkbox"/> Business or Trade Group <input checked="" type="checkbox"/> School District	<i>Example: (type in)</i> \$75,000; General Fund, School District 123; 08/01/2015-07/31/2020; Salary for additional school counselor at Neighborhood High School.

		<input type="checkbox"/> College/University or Research Group <input type="checkbox"/> Public Housing Authority <input type="checkbox"/> Other Public Authority (Transit, Development, Utilities, etc.) <input type="checkbox"/> Certified CDFI/CDE <input type="checkbox"/> For-Benefit Corporation/4th Sector	
<u>Financial Commitment 2</u>	<i>Choose one:</i> <input checked="" type="checkbox"/> Grant or Direct Allocation <input type="checkbox"/> Loan <input type="checkbox"/> Below-Market Loan <input type="checkbox"/> Guaranteed Loan or First Loss Position <input type="checkbox"/> Equity <input type="checkbox"/> Tax Credit Proceeds	<i>Choose one:</i> <input type="checkbox"/> Federal Government <input type="checkbox"/> State Government <input type="checkbox"/> Local, Regional or Tribal Government <input checked="" type="checkbox"/> Local Nonprofit or Foundation <input type="checkbox"/> Regional/National Nonprofit or Foundation <input type="checkbox"/> Private Sector Firm (Business or other for-profit entity) <input type="checkbox"/> Business or Trade Group <input type="checkbox"/> School District <input type="checkbox"/> College/University or Research Group <input type="checkbox"/> Public Housing Authority <input type="checkbox"/> Other Public Authority (Transit, Development, Utilities, etc.) <input type="checkbox"/> Certified CDFI/CDE <input type="checkbox"/> For-Benefit Corporation/4th Sector	<i>Type in:</i> \$60,000; Promise Foundation 2016-2017 Education Technology Grant; 08/01/2016- 07/31/2017; Funding for new computers and statistics software in Neighborhood High School
Financial Support Needed			
List up to 7 types of financial support that are or will be needed for implementing this activity. For each financial need, select the type of funding source from the drop down menu. Indicate the activity, estimated amount, date of needed funds and intended organization receiving the			

funds start and end date for each source, and identify the organization receiving the funds. Type N/A if not applicable.

Example:

	Please Select Financing Type from Dropdown List	Please Enter: Total Amount (\$), Start and End Date, Any Other Details:
<u>Financial Need 1</u>	<p><i>Choose one:</i></p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Grant <input type="checkbox"/> Loan <input type="checkbox"/> Below-Market Loan <input type="checkbox"/> Guaranteed Loan or First Loss Position <input type="checkbox"/> Equity <input type="checkbox"/> Tax Credit Proceeds 	<p><i>Type in:</i> \$25,000;</p> <p>06/01/2016 – 09/01/2016;</p> <p>Funds to purchase test preparation materials for students in School District 123</p>
<u>Financial Need 2</u>	<p><i>Choose one:</i></p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Grant <input type="checkbox"/> Loan <input type="checkbox"/> Below-Market Loan <input type="checkbox"/> Guaranteed Loan or First Loss Position <input type="checkbox"/> Equity <input type="checkbox"/> Tax Credit Proceeds 	<p><i>Type in:</i> \$50,000;</p> <p>06/01/2016 – 08/31/2017;</p> <p>Funds to increase professional development opportunities related to college- and career readiness for educators at Neighborhood High School</p>
<u>Financial Need 3</u>	<p><i>Choose one:</i></p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Grant <input type="checkbox"/> Loan <input type="checkbox"/> Below-Market Loan <input type="checkbox"/> Guaranteed Loan or First Loss Position <input type="checkbox"/> Equity <input type="checkbox"/> Tax Credit Proceeds 	<p><i>Type in:</i> \$100,000;</p> <p>06/01/2016 – 08/31/2017;</p> <p>Funds to establish a data collection system to track student achievement in School District 123</p>

Committed Non-Financial Support

[List any committed non-financial support for this activity. List the source and type of support, activity, start and end date for each resource and identify the organization receiving each resource. Type N/A if not applicable.]

Example:

- *Source and type: AmeriCorps Grant, Corporation for National and Community Service*
- *Activity: AmeriCorps member currently helps a small number of students after school*
- *Start and end date: August 2014-July 2015*
- *Recipient: Neighborhood High School*

Non-Financial Support Needed

[List the types of non-financial support needed for implementing this activity. List the type of support, activity, start and end date for each resource and identify the intended organization receiving each resource. Type N/A if not applicable.]

Example:

- *Type: Volunteers*
- *Activity: Need 10-15 total, part- and full-time staff and volunteers to expand the afterschool program beyond a small group of students*
- *Start and end date: September 2015-2018*
- *Recipient: Neighborhood High School*

Expected Outcomes and Measurement- 500 character limit

[List measures or metrics that will be used to determine whether the activity is leading to the achievement of the goal or any interim outcomes.]

Example:

- *Increase graduation rate 10 percentage points by 2018*
- *Increase in student and parent satisfaction on school district survey*
- *Increase in college acceptance rate*

Data Collection, Tracking and Sharing –500 character limit

[For top-level tracking of progress of subgoals, describe how data will be collected, tracked and shared.]

Example:

- *Track graduation, college acceptance, and student and parent satisfaction rates*
- *Share information annually with Promise Zone partners and community*

Timeline/Milestones for Implementation – 500 character limit

[Briefly describe anticipated timeline and milestones for implementation of this activity. Omit information on needed financial or non-financial support that would be redundant with information provided above.]

Example:

- Hire extra afterschool staff by the beginning of 2016-17 school year
- Have a completed and staffed tracking system by 2017-18 school year
- Secure Federal grant funding by 2017

OPTIONAL Federal Regulatory and/or Statutory Barriers:

Please Note: Responses to this question are voluntary and will not be evaluated in the application review process

[Describe any regulations and/or statutes that create barriers to the implementation of this activity, with citations if possible. Your voluntary response to this question will help HUD, and agencies across the federal government, with policy development, program administration, and technical assistance.]

Example:

- HUD's Regulations at 24 CFR 92.500(d) require that a participating jurisdiction expend its annual allocation of funds under the (HOME) program within five years or the funds will be deobligated. This requirement limits our housing recovery strategy by preventing us from undertaking critical projects that cannot meet this deadline.

OPTIONAL Technical Assistance:

Please Note: Responses to this question are voluntary and will not be evaluated in the application review process

**Technical Assistance is broadly defined as answers to questions, extra support, flexibilities, capacity building, and training that can help organizations to meet their goals by overcoming identified limitations, barriers, and weaknesses. The responses will help HUD, agencies across the federal government, and a wide network of technical assistance providers in efforts to develop new services and tools and improve responsiveness to local capacity needs.*

[Select any type(s) of technical assistance that might be needed for this activity.]

- Community Engagement/Outreach
 - Direct Technical Assistance for Specific Issues
- Data Collection and Evaluation
- Research and Best Practices/General Guidance
- Grant and Financial Management Resources
- Needs Assessment
- Training for Partners and Staff
- Peer to Peer Learning and Networking

[Describe each type of identified technical assistance needed for this activity including roles and deliverables, if any, that federal staff could play on short term assignments and the skills gaps or identified challenges the community aims to address (Short-term assignments should generally be less than one year.) Further, technical assistance, including assistance that might

be delivered by federal staff, is not guaranteed under a PZ designation and should not be included in a PZ Plan.]

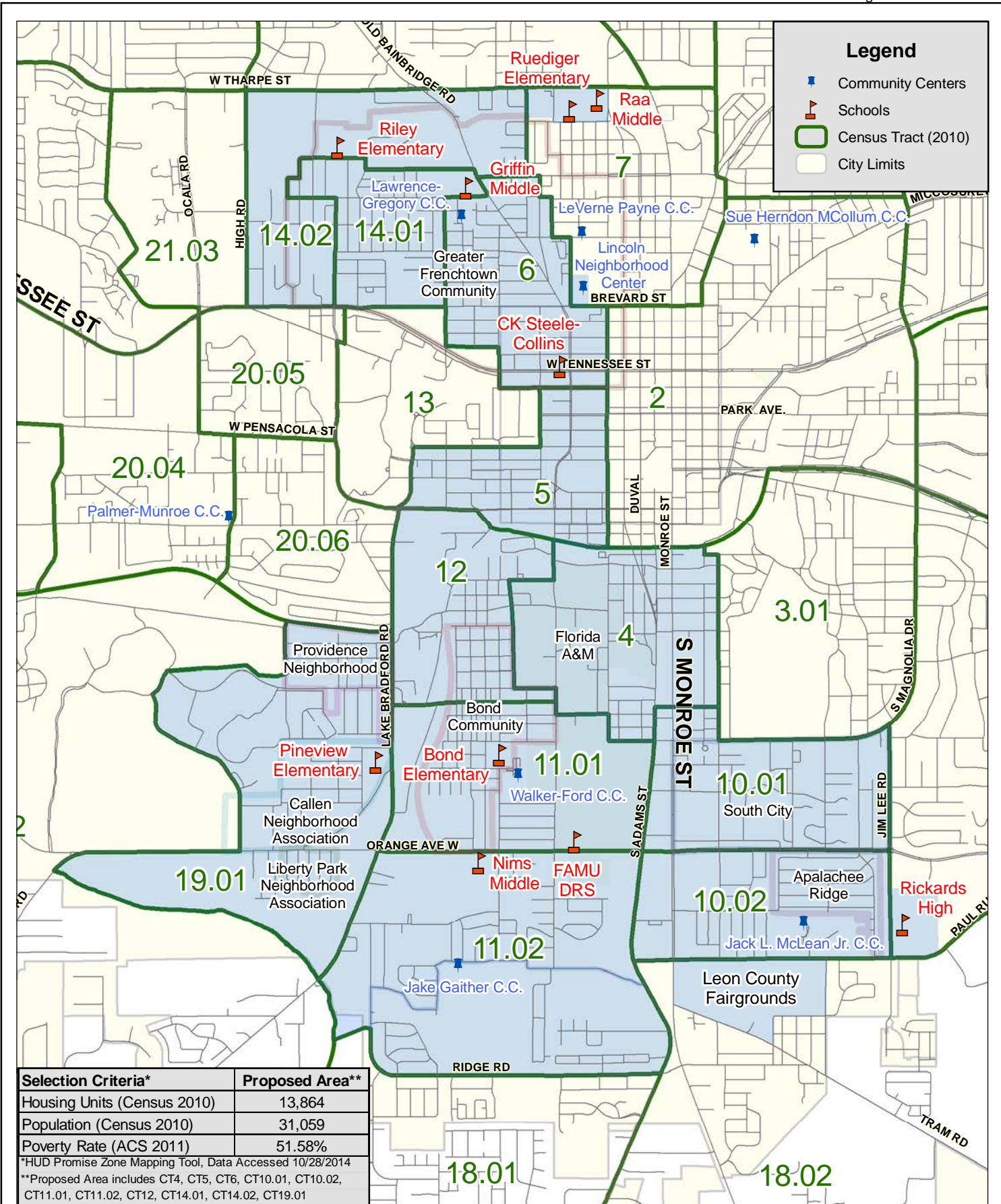
Examples:

Type: Peer to Peer Learning and Networking

Our workforce development partners are interested in collaborating with other organizations in communities that have had a recent large influx of non-English speaking families.

Type: Direct Technical Assistance for Specific Issues

Subject matter expert on brownfields remediation and redevelopment, and applicable federal programs and requirements, needed to work with local teams on feasibility assessments for several contaminated sites in the Promise Zone.



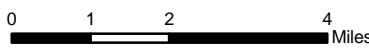
Legend

- Community Centers
- ▲ Schools
- Census Tract (2010)
- City Limits

Selection Criteria*	Proposed Area**
Housing Units (Census 2010)	13,864
Population (Census 2010)	31,059
Poverty Rate (ACS 2011)	51.58%

*HUD Promise Zone Mapping Tool, Data Accessed 10/28/2014
 **Proposed Area includes CT4, CT5, CT6, CT10.01, CT10.02, CT11.01, CT11.02, CT12, CT14.01, CT14.02, CT19.01

**Promise Zone
Proposed Boundaries**



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.



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**Leon County
Board of County Commissioners**


Notes for Agenda Item #10

Leon County Board of County Commissioners

Cover Sheet for Agenda #10

February 9, 2016

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Authorization to Establish the North Monroe Street Stakeholders Task Force

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator Cherie Bryant, Planning Manager
Lead Staff/ Project Team:	Russell Snyder, Land Use Division Manager, Planning Department Susan Poplin, Senior Planner, Planning Department

Fiscal Impact:

This item has no current fiscal impact; however, the task force may generate ideas that the Board may wish to consider as part of future budget deliberations.

Staff Recommendation:

Option #1: Authorize the establishment of the North Monroe Street Stakeholders Task Force focusing on the area of North Monroe north of Interstate 10 and authorize the County Administrator to designate the members.

Report and Discussion

Background:

At the Board retreat on December 7, 2015, the Commission discussed the need to focus on revitalization efforts along North Monroe Street north of Interstate 10 through the establishment of a task force.

Establishing the North Monroe Street Stakeholder Task Force is essential to the following Strategic Initiative that the Board approved at the January 26, 2016 meeting:

- Coordinate partners in the creation of a North Monroe Corridor Task Force for the purposes of revitalization. (2016)

This particular Strategic Initiative aligns with the following Board Strategic Priorities:

- (Q7) - Further create connectedness and livability through supporting human scale infrastructure and development, including: enhancing our multimodal districts. (2012)
- (EN2) - Promote orderly growth which protects our environment, preserves our charm, maximizes public investment, and stimulates better and more sustainable economic returns. (2012)
- (EC1) - Integrate infrastructure, transportation, redevelopment opportunities and community planning to create the sense of place which attracts talent. (2012)

Analysis:

North Monroe Street (Highway 27) is a highly traveled, commercial corridor in North West Leon County. Over the past several years, the Board of County Commissioners has approved significant land use policy changes related to the Lake Protection standards which will encourage redevelopment along this corridor. Additionally, the County has made significant public investment through the redevelopment of the Huntington Oaks plaza and the approval and implementation of a Sense of Place Initiative for the area.

To further assist in the revitalization of the overall corridor (North of I-10 to Fred George Road), the Board directed the establishment of a task force. Members of the task force would consist of representatives from businesses, adjacent neighborhoods, the Florida Department of Transportation (FDOT), planning and public works staff. The County would convene the task force, staffed by the Planning Department, to consider revitalization opportunities for the corridor. Upon conclusion of the task force's work, a report will be provided to the Board which may involve future budget considerations.

Options:

1. Authorize the establishment of the North Monroe Street Stakeholders Task Force focusing on the area of North Monroe north of Interstate 10 and authorize the County Administrator to designate the members.
2. Do not the establishment of the North Monroe Street Stakeholders Task Force.
3. Board direction.

Recommendation:

Option #1.

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**Leon County
Board of County Commissioners**


Notes for Agenda Item #11

Leon County Board of County Commissioners

Cover Sheet for Agenda #11

February 9, 2016

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Acceptance of the 2015 Annual Report of the Science Advisory Committee

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator David McDevitt, Director, Development Support & Environmental Management
Lead Staff/ Project Team:	John Kraynak, P.E., Environmental Services Director

Fiscal Impact:

This item has no fiscal impact to the County.

Staff Recommendation:

Option #1: Accept the 2015 Annual Report of the Science Advisory Committee (Attachment #1).

Report and Discussion

Background:

This year-end report satisfies the requirement in the Science Advisory Committee bylaws stipulating that an annual report of the Committee’s actions shall be provided to the Board.

The Board established the Science Advisory Committee (SAC) on March 28, 1995. SAC’s Statement of Purpose is as follows: “In order to safeguard natural resources and the public health and safety, the Committee shall evaluate and report findings to the Commission on the scientific evidence and make recommendations concerning policies and programs that pertain to environmental issues in developed and developing areas, and evaluate the need for further data collection and analysis on issues approved by the Board of County Commissioners or the appropriate administrator.”

The original establishment of the SAC included seven Board-appointed members, but was later modified to include two City Commission appointed members. The initial meeting of the SAC took place on May 24, 1995. The meetings occur on the first Friday of each month at the Department of Development Support and Environmental Management in the Renaissance Center, pursuant to the Board-approved by-laws (Attachment #2).

Analysis:

The SAC is composed of seven Board-appointed members and two City Commission-appointed members, all of which are credentialed scientists. Appointed members serve a two-year term and shall be eligible for Commissioner reappointment as long as they are active, interested, and adhere to the articles of the by-laws. All terms expire on March 31. The following chart includes Committee member information and attendance record:

Committee Member	Appointed By	Term Expiration	Meetings Attended (8 held in 2015)
Edward Gartner	Commissioner Sauls	3/31/2017	1
Lee Marchman	Commissioner Dozier	3/31/2017	3*
Michael Abazinge/ Thayumanasamy Somasundaram	Commissioner Proctor	12/31/2017	0**
Scott Hannahs	Commissioner Lindley	3/31/2015	6
Thomas Lewis	Commissioner Maddox	3/31/2016	6
Skip Cook	Commissioner Dailey	3/31/2016	6
Vincent Salters	Commissioner Desloge	3/31/2016	6
William Landing (Chair)	City Commission	***	3****
Rich Wieckowicz	City Commission	***	7

*Mr. Marchman started serving in August of 2015.

**Mr. Abazinge was absent the entire year and Mr. Somasundaram’s first meeting will be in January 2016.

***The City does not have a term expiration date.

****Mr. Landing was excused for 3 meetings for an Artic Water Quality Expedition.

The Committee met eight times during the 2015 calendar year: February, March, May, June, August, September, November and December. Meetings were canceled in January, April, July and October due to lack of topics for discussion on the agenda. The SAC reviewed several topics, including revisions to the Lake Protection Future Land Use category in the Comprehensive Plan, revisions to the Lake Jackson stormwater standard, the Lake Talquin total maximum daily load (TMDL) development by the Florida Department of Environmental Protection (FDEP), "The Annual Water Quality Monitoring Report" prepared by the Public Works Department and Lake Munson water quality concerns. More detailed information is included in the Annual Report (Attachment #1).

There was only one specific assignment in 2015. The Committee reviewed the proposed changes to the Lake Jackson Basin stormwater standard and unanimously recommended approval of the standard adopted by the Board on July 7, 2015. In 2014, they reviewed two Ordinances, the Countywide Minimum Environmental Standards and the Low-Impact Development Standards. In addition to any environmental-related matters that may be assigned by the Board for review in 2016, the following topics will warrant review and discussion by the Committee for possible recommendations to the Board:

- Anticipated legislation regarding springs protection;
- Leon County's Annual Water Quality Report;
- Restoration of Lake Munson's water quality; and
- Discussion on Leon County lake protection and improvement.

Options:

1. Accept the 2015 Annual Report of the Science Advisory Committee.
2. Do not accept the 2015 Annual Report of the Science Advisory Committee.
3. Board direction.

Recommendation:

Option #1.

Attachments:

1. SAC Annual Report
2. SAC By-laws

Science Advisory Committee

2015 Annual Report



2015 Annual Report of the Science Advisory Committee

Board Assignments for Review and Recommendation Made:

No topics were assigned for review during the subject year.

Other Topics for Review, Discussion and Recommendations Made:

1. SAC Chairman Bill Landing introduced and welcomed George E. Lewis II, Esquire, and a representative of the Friends of Lake Jackson (FOLJ). Mr. Lewis has lived in the area and on Lake Jackson since 1947. He discussed the historic life cycle, ecologic systems, and the future of Lake Jackson. Mr. Lewis, representing FOLJ, requested the SAC undertake a review of the proposed Lake Protection Future Land Use Comprehensive Plan amendment PCT150104, and advise the Leon County Commission and the Tallahassee City Commission of its review and findings of this proposed amendment. John Kraynak provided handouts to the committee concerning the amendment. Discussion was held concerning comments and the position of the Friends of Lake Jackson, staff recommendations, and Amendment PCT150104.

Recommendation: SAC to proceed reviewing the information for purposes of providing comments on PCT150104.

2. Steve Hodges, TLC Planning Department, presented proposed amendments to the Lake Protection Future Land Use to the SAC. These amendments were also provided to the Water Resources Committee. John Kraynak provided stormwater commentary that included the following: proposed Lake Jackson Stormwater Standard, comparison of treatment efficiencies for stormwater management systems, evaluation of current stormwater design criteria within the State of Florida, and stormwater pollutant loading spreadsheet (Department of Environmental Protection). Presentations were also made to the committee by Pam Hall and George Lewis, representatives of the FOLJ. The following changes were discussed:

1. Revise first paragraph of “Intent to recognize impaired status of Lake Jackson.”
2. Revise second paragraph of “Intent to state that areas outside the USA may not be designated LP.”
3. Exclude existing, residential subdivisions from the nodes.
4. Include the proposed stormwater standard in the Comprehensive Plan.

Recommendations:

1. Approve the Lake Protection Plan with the revisions discussed.
 2. Support the proposed stormwater standard for the Lake Jackson Basin.
 3. Recommend monitoring.
3. John Kraynak provided an overview on the “Consistency Review of an Ordinance to Amend the Stormwater Standard for the Lake Jackson Basin.” He further explained how the Ordinance would protect the water quality of Lake Jackson.

Recommendation: Approve the draft language for the proposed Stormwater Standard in the Lake Jackson Basin.

4. An overview of data collected in 2014 for Leon County Water Quality was given by Leon County's Water Resources Scientist, Johnny Richardson. The water quality sampling is conducted quarterly and consists of 13 lakes, 27 streams and 2 river systems. These water samples are collected to inform the public about their local water resources and for monitoring the changes quarterly and annually. The general water quality of the lakes in Leon County was good, with the exception of Lake Munson. Following the PowerPoint presentation, discussion ensued regarding a Basin Management Action Plan (BMAP) action on Lake Munson.

Recommendation: The SAC members agreed to draft a letter to the County Administrator to urge both City and County Commissioners to consider moving forward with a BMAP process for Lake Munson.

5. An update was given by the Florida Department of Environmental Protection on Lake Talquin models for purposes of developing a Total Maximum Daily Load (TMDL). All models are ready to run with the exception of the Lake Water Quality Analysis Simulation Program (WASP) Model. The Lake WASP Model was modified to create the hydrodynamics file WASP needs in order to run.
6. John Kraynak informed the SAC members that the Board adopted the new Lake Jackson Stormwater Standard. This standard will help protect Lake Jackson's water quality and the water quality of all surface waters in the basin.
7. Chairman Landing showed visuals of local sinkholes in Leon County, including the Buck Lake and Fallschase areas, submitted by Sean McGlynn. A discussion among staff and committee members took place on how the sinkholes may be related or connected in some form. Additional sinkhole visuals were viewed that included pond water levels at particular areas of land prior to the observance of possible sinkholes. No formal conclusions or recommendations were made.
8. The SAC members discussed several iterations of the draft Lake Munson letter over a period of several months. The direction of the letter was revised from recommending a BMAP to utilize the City and County staff's expertise to plan the best methods of water quality improvement for the lake. It was suggested that the letter include a possible Lake Munson workshop to access the scientific data and build upon the workshop conducted by the SAC in 2009 for purposes of developing a plan to improve the water quality in the lake.

Recommendation: Approve the draft Lake Munson letter to be sent to the County Administrator.

SCIENCE ADVISORY COMMITTEE BYLAWS

STATEMENT OF PURPOSE

The Leon County Science Advisory Committee (hereafter referred to as "Science Advisory Committee"), a committee duly established by the Board of County Commissioners, Leon County, Florida in 1995 on the 28th day of March, ratifies and adopts the following Revised Science Advisory Committee By-laws on this 8th day of February 2000 with respect to the procedures to be followed and adhered to by discharging its assigned duties and responsibilities.

It shall be the duty of the Science Advisory Committee to carry out the following charge: In order to safeguard natural resources and the public health and safety, the Committee shall evaluate and report findings to the Commission on the scientific evidence and make recommendations concerning policies and programs that pertain to environmental issues in developed and developing areas, and evaluate the need for further data collection and analysis on issues approved by the Board of County Commissioners or the appropriate administrator.

ARTICLE I – INTENT

It is the intent of these By-laws to codify and ratify the rules of procedure and operation of the Science Advisory Committee.

ARTICLE II – OFFICES

The offices of the Science Advisory Committee shall be in the Leon County Courthouse, Tallahassee, Florida.

ARTICLE III – MEETINGS

Section 1. Regular Meetings. The Science Advisory Committee shall hold at least twelve regular meetings each year. Meetings will be held in the Administration Conference Room at the Leon County Courthouse, or other county facility, on such day and at such time as determined by the committee and noticed.

Section 2. Special Meetings. Any member of the Science Advisory Committee may call a meeting or the committee to discuss any issue properly before the committee. Such meeting shall be called by special notice to each member at least seventy-two (72) hours in advance of the meeting.

Section 3. Sunshine. All meetings of the Science Advisory Committee shall be open to the public and shall be noticed as required by law. The committee may alter or modify the scheduled place of any of its regular meetings by directing written notice of such meeting place change to the parties with matters agendaed for such regular meeting at least three (3) days before the scheduled meeting, as well as providing all other notices of change as required by law.

ARTICLE IV – QUORUM

The Science Advisory Committee shall be composed of nine (9) members with seven (7) appointed by the Board of County Commissioners and two (2) appointed by the City Commission. If additional governmental bodies desire to make appointments to the Committee, said appointment shall be of an ex-officio nature. Ex-officio members will not have voting rights, but they may participate in all other

proceedings of the Committee. All appointees to the Science Advisory Committee shall be credentialed scientists. If any member is absent from two of three consecutive committee meetings, without cause or without prior approval from the Committee Chairman, the Chairman shall advise the Commissioner who appointed the individual of these absences.

No acts or recommendations of the Science Advisory Committee shall be made unless a quorum of five (5) members are present.

ARTICLE V – OFFICERS

The Science Advisory Committee shall select one of its appointed members Chairman for a term of one (1) year. The committee shall also select one of its appointed members as Vice Chairman for a term of one (1) year. The Vice-Chairman shall serve as Chairman in the absence of the Chairman. A Past Chairman member shall serve as Chairman in the absence of the Chairman and Vice-Chairman. Selection of Chairman and Vice-Chairman shall be held at the first meeting in October.

ARTICLE VI – PASSAGE OF MOTIONS OR MATTERS

Section 1. Motions or Matters for Regular Business. At a duly assembled meeting of the Science Advisory Committee, no motion or matter pertaining to the regular business of the Committee shall be passed unless a majority of the members in attendance for the motion or matter under consideration, and voting, are recording as voting in favor of the motion or matter. In those cases where a majority vote in favor of a motion or matter is not recorded, the motion or matter shall be recorded as being defeated.

Section 2. Motions or Matters Amending By-laws. These By-laws may be amended at a regular or special meeting of the Science Advisory Committee by affirmative vote of a simple majority of the Committee, subject to approval by the Board of County Commissioners. Such amended By-laws shall be submitted to the Board of County Commissioners for approval within thirty (30) days of such amendment.

ARTICLE VII – OTHER RULES OF PROCEDURE

Except as expressly provided for herein, the Science Advisory Committee shall generally adhere to *Robert's Rules of Order* in conducting its business and meetings. All parties wishing to present scientific data and analysis will be welcome to do so, however, only credentialed individuals shall be permitted to present reports. All who are to make reports to the Committee shall present written comments in advance to permit members adequate time to review their reports. Report presenters shall be asked to make brief oral opening statements of their reports followed by a question and answer period conducted by the Committee during which time ex-officio members may participate. Meetings shall be limited to two hours in length.

ARTICLE VIII – STAFF/COMMITTEE INTERACTION

County staff may seek the advice and input of the Science Advisory Committee on staff work program issues if such action has been approved by the appropriate administrator.

ARTICLE IX – COMMITTEE/STAFF INTERACTION

The Committee may make requests of staff for information, briefing, reports, and the like on approved issues, except that major staff time or resource commitments must receive prior approval from the appropriate administrator or the Board.

ARTICLE X – SCIENTIFIC ENDINGS AND POLICY CONCLUSIONS

The Science Advisory Committee shall conduct a scientific review of matters brought before it for discussion. The Committee shall make an assessment of the scientific theory, methods, data, and conclusions involved with the literature associated with the issue brought before it and produce a report on its findings. This report shall summarize the conclusions of the SAC on the topic in question, and give recommendations to the Board of the Administration. The Board of County Administrator may forward such reports to the appropriate entity for the development of policies that take the scientific findings into account.

ARTICLE XI – MINUTES

The Science Advisory Committee shall appoint a secretary (who may or may not be a member of the Committee) to take minutes of each regular and special meeting of the Committee. The minutes thus prepared become the official minutes of the Science Advisory Committee once they have been presented to and approved by a motion by the Committee. All such approved minutes shall be signed by the Chairman and attested to by the secretary or another member of the Committee.

ARTICLE XII – RECORDS

The records of the Committee shall be subject to the Florida Public Records Laws.

ARTICLE XIII-REPORTING TO THE BOARD OF COUNTY COMMISSIONERS

The Chairman of the Science Advisory Committee or his/her designee shall provide an annual report to the Board as to the Committee's action.

ARTICLE XIV – TERMS OF MEMBERS

Appointed members of the Science Advisory Committee shall serve a term of two years and shall be eligible for Commissioner reappointment as long as they are active, interested and adhere to the articles herein. Beginning upon the adoption of these 2000 revisions, terms shall be staggered with County Commissioner appointments representing commission districts one, three, four and City Commission appointment #1 expiring in 2000 and appointments from County Commissioner representing the two at large districts, districts two, five and City Commissioner appointment #2 expiring in 2001.

Adopted February 8, 2000

**Leon County
Board of County Commissioners**


Notes for Agenda Item #12

Leon County Board of County Commissioners

Cover Sheet for Agenda #12

February 9, 2016

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Acceptance of the 2014-2015 Contractors' Licensing and Examination Board Annual Report

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator David McDevitt, Director, Development Support & Environmental Management
Lead Staff/ Project Team:	Emma Smith, Permit and Code Services Director Jo'Toria Snelling, Compliance Board Coordinator

Fiscal Impact:

This item has no fiscal impact to the County.

Staff Recommendation:

Option #1: Accept the 2014-2015 Contractors' Licensing and Examination Board Annual Report.

Report and Discussion

Background:

The Leon County Contractors' Licensing and Examination Board (CLB) is empowered by Ordinance to enforce Chapter 5, Article IV of the Leon County Code of Laws, as well as Section 489 of the Florida Statutes, through licensing and disciplinary actions. The Board's responsibilities include review and approval of applications for licensing and review of complaints filed against licensed contractors operating in Leon County (Attachment #1).

The CLB members for the 2014-2015 fiscal year were; Chairman, William Muldrow, Vice Chairman, Jackie Wilson, and board members, Shaddick Haston, Stephen Hodges, John Utermohle, Royce Van Jackson, and Robert Bullard. The seven board members volunteer their time, which averages approximately five hours per month, inclusive of review time (Attachment #2). The CLB meets on the first Thursday of every month, supported by staff consisting of one full time person as the CLB Administrator, and two backup support positions. At the CLB hearings, the CLB is represented by counsel from the County Attorney's Office.

The 2014-2015 Annual Report was reviewed by the CLB members on December 3, 2015.

Analysis:

Leon County currently maintains 917 active contractor files. This includes State Certified, Leon County Registered, and Specialty Contractors (Attachment #3).

Examination Analysis: During Fiscal Year 2014-2015, no licensing applications were received.

Complaint Action: The CLB processes all complaints against contractors that fall within its statutory authority, regardless if the alleged violation occurs within the city limits or the unincorporated areas. During FY 2014-2015, no orders of the Board were overruled, either in civil courts or by the Florida Construction Industry Licensing Board (FCILB). Staff continues to work diligently in processing complaints in a timely and efficient manner.

The complaint process has been streamlined and the database updated; this allows easy accessibility, timely inspections, and follow-up. Utilizing the advanced automation resources approved by the Board of County Commissioners, County and City staff have implemented several modifications to the electronic database where licensing information is shared.

One complaint was filed with the CLB in FY 2014-2015. The complaint was brought into compliance and closed (Attachment #4). Complaints brought to the CLB are processed faster than those processed by the FCLIB. Currently, it takes the State approximately 10 months to process a contractor complaint. Leon County averages 60 days to process and bring complaints to resolution. With success and quality customer service, the licensing program continues to be a model program throughout the state.

The following is a chart of the licensing activity for previous fiscal years.

COMPARISON OF LICENSING BOARD ACTIVITY

CONTRACTOR COMPLAINTS	07-08	08-09	09-10	10-11	11-12	12-13	13-14	14-15
Complaints Resolved Administratively (In Compliance, Non-Jurisdictional or No Probable Cause Found)	11	9	12	5	2	3	1	1
Pending Complaints	2	1	0	0	0	0	0	0
Subtotal:	13	10	12	5	2	3	1	1
Public Hearings:								
Total Complaints Scheduled before the Board	4	5	2	0	0	0	0	0
Public Hearings Carried Over from Previous Year	0	0	0	0	0	0	0	0
Breakdown of Board Action:								
Contractor License Revoked	0	0	0	0	0	0	0	0
Contractor License Suspended	1	1	0	0	0	0	0	0
Contractor License Placed on Probation	0	0	0	0	0	0	0	0
Permitting Privileges Suspended	0	1	0	0	0	0	0	0
Letter of Reprimand Issued	0	0	0	0	0	0	0	0
Cases Dismissed	2	2	1	0	0	0	0	0
Board Deadline Met	1	1	1	0	0	0	0	0
Complaint Withdrawn	0	0	0	0	0	0	0	0
Complaint Continued to Next FY	0	0	0	0	0	0	0	0
Total Complaints Received	17	15	14	5	2	3	1	1

The following chart shows the revenue for the last five fiscal years.

REVENUE ANALYSIS

	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15
License Applications	\$3,390	\$1,219	\$0	\$4,267	\$0
Permit File Maintenance	\$4,539	\$6,250	\$3,274	\$2,381	\$818.51
Administrative Fees Collected from Public Hearings	\$0	\$0	\$0	\$0	\$0
License Renewal Fees	\$4,911	\$5,506	\$8,706	\$5,878	\$8,482.74
	\$12,840	\$12,976	\$11,980	\$12,526	\$9,301.25

Note: Fees are paid into the Building Enterprise Fund.

Options:

1. Accept the 2014-2015 Contractors' Licensing and Examination Board Annual Report.
2. Do not accept the 2014-2015 Contractors' Licensing and Examination Board Annual Report.
3. Board direction.

Recommendation:

Option #1.

Attachments:

1. Contractors' Licensing Board Activity for FY 2014-2015
2. Board Members Attendance Log
3. Chart of Active Contractors
4. Complaints Received/Public Hearings Held

Contractors Licensing Board Activity for FY 2014-2015

	14-15 Qtr 1	14-15 Qtr 2	14-15 Qtr 3	14-15 Qtr 4	14-15 Year End Figures
Licensing Complaints Received	0	0	0	1	1
Complaints Resolved Administratively	0	0	0	1	1
Public Hearings	0	0	0	0	0
Probable Cause Hearings	0	0	0	0	0
New Applications	0	0	0	0	0
Request for Reciprocity	0	0	0	0	0
Walk-Ins for Licenses	23	27	20	30	100
Permits Routed to verify license for Contractors and Sub-contractors	259	294	374	421	1348
Number of verified contractors and subcontractors licenses	604	759	804	896	3063
Telephone Calls Received	180	186	153	192	711
Insurance Certificates Entered	168	191	137	230	726
Velocity Hall Inquiries	0	17	28	23	68
TOTAL ACTIVITY	1234	1474	1516	1793	6017

**LEON COUNTY CONTRACTORS LICENSING
AND EXAMINATION BOARD**

**ATTENDANCE REPORT FOR
FISCAL YEAR 2014-2015**

Board Member	Appointed by:	Term Expires	Percent of Attendance
William Muldrow	Commissioner Proctor	03/31/18	n/a
Stephen Hodges	Commissioner Sauls	03/31/16	n/a
Shaddick Haston	Commissioner Maddox	03/31/16	n/a
Robert Bullard	Commissioner Desloge	03/31/17	n/a
Jackie Wilson	Commissioner Dozier	03/31/17	n/a
Royce Van Jackson	Commissioner Dailey	03/31/18	n/a
John Utermohle	Commissioner Lindley	03/31/18	n/a

There were zero (0) meetings for the Fiscal Year 2014-2015

**Fiscal Year 2014-2015
ACTIVE CONTRACTORS**

	State Certified	Registered	Total
General	267	11	278
Building	252	5	257
Residential	78	6	84
Roofing	160	10	170
Pool	23	3	26
Underground Utility	15	0	15
Certified Solar	5	0	5
Aluminum Structures	9	0	9
		Subtotal:	844

Local Specialty Contractors		
Excavation	61	
Aluminum Structure	2	
Vinyl Siding	3	
Carpentry	1	
Garage Door	6	
	Total Contractors:	917

**Leon County Contractors' Licensing and Examination Board
Fiscal Year 2014-2015**

COMPLAINTS RECEIVED / PUBLIC HEARINGS HELD

Case No.	Complainant Contractor	Status	City or County
15-001	Southard Bobby H. Godwin, Jr.	In compliance - Closed	County

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**Leon County
Board of County Commissioners**


Notes for Agenda Item #13

Leon County Board of County Commissioners

Cover Sheet for Agenda #13

February 9, 2016

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Acceptance of the 2015 Tallahassee-Leon County Board of Adjustment and Appeals Annual Report

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator David McDevitt, Director, Development Support & Environmental Management
Lead Staff/ Project Team:	Ryan Culpepper, Director, Development Services, DSEM Nancy Garcia, Planner II, DSEM

Fiscal Impact:

This item has no fiscal impact to the County.

Staff Recommendation:

Option #1: Accept the 2015 Tallahassee-Leon County Board of Adjustment and Appeals Annual Report.

Report and Discussion

Background:

Subdivision 3, Article II, of the Land Development Code of Leon County establishes the Board of Adjustment and Appeals (BOAA), defines their powers and duties, and sets out applicable regulations and due process provisions. In addition, details of the BOAA's operations are set out in its bylaws, which have been approved by both the Board of County Commissioners and Tallahassee City Commission.

The Board is composed of seven full board members and two alternate board members. Three of the full board members are appointed by the Leon County Board of County Commissioners, three of the full board members are appointed by the Tallahassee City Commission, and one full board member is appointed on a rotating basis by the City Commission and Leon County Board of County Commissioners. To comply with the BOAA meeting quorum requirements, two alternate Board members (one City of Tallahassee alternate member, one Leon County alternate member) also compose the BOAA. The alternate members may attend the meetings when necessary to make up the required BOAA quorum.

Analysis:

During the 2015 calendar year, six applications were received by the BOAA pertaining to land located in unincorporated Leon County (Attachment #1). Of the six applications, three requested issuance of a Previously Existing Land Use Conformity (PELUC) Certificate, two requested variances pertaining to minimum rear yard setbacks, and one requested a variance to the access management standards for restricted uses in the Rural zoning district. The BOAA approved all six of the applications.

Options:

1. Accept the 2015 Tallahassee-Leon County Board of Adjustment and Appeals Annual Report.
2. Do not accept the 2015 Tallahassee-Leon County Board of Adjustment and Appeals Annual Report.
3. Board Direction.

Recommendation:

Option #1.

Attachment:

1. 2015 Tallahassee-Leon County Board of Adjustment and Appeals Annual Report



TALLAHASSEE ~ LEON COUNTY BOARD OF ADJUSTMENT AND APPEALS (BOAA)



2015 ANNUAL REPORT

*Leon County Department of Development Support and
Environmental Management*
Renaissance Center, 2nd Floor
435 North Macomb Street
Tallahassee, Florida 32301-1019
Phone (850) 606-1300
Fax (850) 606-1301

Tallahassee-Leon County Board of Adjustment and Appeals (BOAA)
2015 Annual Report

Date: June 11, 2015
Case No: BOAA 15-001
Applicant/Agent: Lewis Bevis, Jr. and Thomas Bevis
Property Owner: Lewis Bevis, Jr. and Thomas Bevis
Parcel Identification #(s): 31-01-20-217-0000 and 31-01-20-221-0000

Request: Lewis Bevis, Jr. and Thomas Bevis, property owners of the parcels located off of March Road, requested a Previously Existing Land Use Conformity (PELUC) certificate to establish the Bevis Veterinary Hospital and Lafayette Kennel as conforming uses. The applicants requested that the existing 3,633 square foot veterinary hospital complex be allowed to relocate on the same property as the existing Lafayette Kennel.

Case Comments: The two parcels are approximately 14.94 (+/-) acres combined, and are located inside the Urban Service Area. The parcels are zoned Single- and Two-Family Residential (R-3, Section 10-6.637 of the LDC) and designated Urban Residential (UR-2) on the Future Land Use Map of the Tallahassee-Leon County Comprehensive Plan.

In 2007, the applicant was granted a PELUC (BOAA Case #07-002) Certificate, which was in effect for two years from the effective date of the order. The PELUC Certificate granted the petitioners the establishment of the pre-existing land use and eligibility to modify structures on-site, and for the construction of new kennels. Due to unforeseen hardships, the applicant was not able to develop within the two year time frame.

A timely application was made to the BOAA.

Decision: Proper notice was given to the general public and to owners of property within five hundred (500) feet of the subject property. Sixty-seven (67) notices were mailed to property owners within the notification boundary and to neighborhood and business associations (registered with the County) within a one mile radius of the subject property. Staff received two (2) phone calls requesting information regarding the PELUC request, neither in opposition.

Staff recommended approval of the PELUC request with the conditions included as part of the final order (OR BK 4839, BK 2039).

The motion to grant approval for the PELUC request with conditions was passed with five (5) in favor and zero (0) opposed.

Tallahassee-Leon County Board of Adjustment and Appeals (BOAA)
2015 Annual Report

Date: August 13, 2015
Case No: BOAA 15-002
Applicant/Agent: George Harrison, Agent
Property Owner: Adventure Three, LLC
Parcel Identification #(s): 41-35-20-216-000-0

Request: Adventure Three LLC, property owner of 6330 Crawfordville Road, requested a PELUC Certificate to establish the previously existing 2,580 square foot gas station/convenience store as a conforming use on the property.

Case Comments: The property is located within the Residential Preservation (RP, Section 10-6.617 of the LDC) zoning district and is designated Residential Preservation on the Future Land Use Map of the Tallahassee-Leon County Comprehensive Plan. The property is located inside the Urban Service Area.

In 2008, the subject parcel was approved for a PELUC Final Order (BOAA Case #08-012) to re-establish the previously existing use on the site. As of December 2010, the PELUC Certificate had expired.

A timely application was made to the BOAA.

Decision: Proper notice was given to the general public and to owners of property within five hundred (500) feet of the subject property. Eleven (11) notices were mailed to property owners within the notification boundary and to neighborhood and business associations (registered with the County) within a one mile radius of the subject property. Staff received three (3) phone calls requesting information regarding the PELUC request, none in opposition.

Staff recommended approval of the PELUC request with the conditions included as part of the final order (OR BK 4843, BK 2161).

The motion to grant approval for the PELUC request with conditions was passed with five (5) in favor and zero (0) opposed.

Tallahassee-Leon County Board of Adjustment and Appeals (BOAA)
2015 Annual Report

Date: September 10, 2015
Case No: BOAA 15-003
Applicant/Agent: Reynold Home Builders, LLC
Property Owners: Susan Arvin
Parcel Identification #(s): 21-12-35 B-033-0 (Lot 33, Block B)

Request: Susan Arvin, property owner of a parcel located off of Hemley Loop, requested a variance to Section 10-6.616 of the Leon County Land Development Code (LDC) to reduce the required rear yard building setback from twenty (20) feet to eight (8) feet, in order to enclose an existing concrete 12' X 12' patio as a screen room.

Case Comments: The subject property is located within the Lake Protection (LP, Section 10-6.616 of the LDC) zoning district and is designated Lake Protection on the Future Land Use Map of the Tallahassee-Leon County Comprehensive Plan. The property is located inside the Urban Service Area and is Lot 33, Block B, within the Lakeshore Gardens Subdivision.

The variance request would allow for an eight (8) feet rear principal building setback. Without the variance, the limitations imposed by the LP zoning district would not leave sufficient buildable area to enclose the existing 12' X 12' concrete patio and meet the required development standards.

A timely application was made to the BOAA.

Decision: Proper notice was given to the general public and to owners of property within two hundred (200) feet of the subject property. A total of forty (40) notices were mailed to property owners within 200 feet of the subject property and applicable neighborhood and business associations (registered with the County) within a one mile radius of the subject property. Staff did not receive any phone calls, emails or written responses in support of or in opposition to the variance request.

Staff recommended approval of the setback variance based on the information and hardships identified by the applicant.

The motion to grant the variance for the rear yard building setback passed by a vote of four (4) in favor and zero (0) opposed.

Tallahassee-Leon County Board of Adjustment and Appeals (BOAA)
2015 Annual Report

Date: September 10, 2015
Case No: BOAA 15-004
Applicant/Agent: Andray Herron
Property Owners: Dale Ciaccio
Parcel Identification #(s): 14-09-27 R-018-0 (Lot 18, Block R)

Request: Dale Ciaccio, property owner of a parcel located off of Hinsdale Way, requested a variance to Section 10-6.697 of the Leon County Land Development Code (LDC) to reduce the required rear yard building setback from twenty-five (25) feet to twenty-three (23) feet, in order to enclose an existing concrete 30' X 11' patio as a screen room.

Case Comments: The subject property is located within the Killlearn Lakes DRI and is designated Bradfordville Mixed Use on the Future Land Use Map of the Tallahassee-Leon County Comprehensive Plan. The property is located inside the Urban Service Area, and is Lot 18, Block R, within the Deerfield Plantation Subdivision.

The variance request would allow for twenty-three (23) feet rear principal building setback. Without the variance, the limitations imposed by the Killlearn Lakes DRI would not leave sufficient buildable area to enclose the existing 30' X 11' concrete patio and meet the required development standards.

A timely application was made to the BOAA.

Decision: Proper notice was given to the general public and to owners of property within two hundred (200) feet of the subject property. A total of fifty (50) notices were mailed to property owners within 200 feet of the subject property and applicable neighborhood and business associations (registered with the County) within a one mile radius of the subject property. Staff did not receive any phone calls, emails or written responses in support of or in opposition to the variance request.

Staff recommended approval of the setback variance based on the information and hardships identified by the applicant.

The motion to grant the variance for the rear yard building setback passed by a vote of four (4) in favor and zero (0) opposed.

Tallahassee-Leon County Board of Adjustment and Appeals (BOAA)
2015 Annual Report

Date: October 8, 2015
Case No: BOAA 15-005
Applicant/Agent: Brian Proctor
Property Owners: H20TT, LLC
Parcel Identification #(s): 42-03-20-404-0020

Request: H20TT, LLC, property owner of a parcel located off of Silver Lake Road, requested a variance from Section 10-6.612(10)(1)(b)(2) of the LDC to allow the development of sand mine with access to a minor collector roadway (Silver Lake Road) containing frontage with residential land uses or zoning.

Case Comments: The subject property is located within the Rural (R, Section 10-6.612 of the LDC) zoning district and is designated Rural on the Future Land Use Map of the Tallahassee-Leon County Comprehensive Plan. The property is also located outside of the Urban Service Area.

Section 10-6.612(10)(1)(b)(2) of the LDC requires proposed mining activities to provide a plan of vehicular access to and from the site demonstrating that heavy trucks and equipment will not travel on that portion of a local or minor collector street with frontage containing residential land use, zoned for residential land use or containing subdivision lots primarily intended for residential land use.

The request is only for variance to the access management standards for restricted uses in the Rural district, and would allow development of a sand mine with access to a minor collector roadway (Silver Lake Road).

A timely application was made to the BOAA.

Decision: Proper notice was given to the general public and to owners of property within two hundred (200) feet of the subject property. A total of forty (40) notices were mailed to property owners within 200 feet of the subject property and applicable neighborhood and business associations (registered with the County) within a one mile radius of the subject property. Staff received five (5) phone calls, and one (1) email in opposition to the variance request.

Staff recommended approval of the variance based on the information and hardships identified by the applicant.

The motion to grant the variance for relaxation of the access management standards passed by a vote of four (4) in favor and zero (0) opposed.

Tallahassee-Leon County Board of Adjustment and Appeals (BOAA)
2015 Annual Report

Date: December 10, 2015
Case No: BOAA 15-006
Applicant/Agent: Candace Abend
Property Owners: Susanne Miller
Parcel Identification #(s): 12-27-20-003-0000

Request: Susanne Miller, property owner of a parcel located off Benjamin Chaires Road, requested a PELUC Certificate to establish the existing social country club (Shiloh Farm) as a conforming use on the property.

Case Comments: The subject parcel is approximately 65.31 (+/-) acres and is located outside the Urban Service Area. The subject property is located within the Urban Fringe (UF, Section 10-6.613 of the LDC) zoning district and is designated Urban Fringe on the Future Land Use Map of the Tallahassee-Leon County Comprehensive Plan.

Approval of the PELUC would allow Shiloh Farm to be considered a conforming use within the Rural zoning district. No expansion is proposed at this time; however, should the applicant want to expand in the future, site and development plan review shall be required.

A timely application was made to the BOAA.

Decision: Proper notice was given to the general public and to owners of property within five hundred (500) feet of the subject property. A total of thirty-nine (39) notices were mailed to property owners within 500 feet of the subject property and applicable neighborhood and business associations (registered with the County) within a one mile radius of the subject property. Staff received two (2) phone calls, requesting information regarding the PELUC application.

Staff recommended approval of the PELUC request.

The motion to grant the PELUC request passed by a vote of five (5) in favor and zero (0) opposed.

**Leon County
Board of County Commissioners**


Notes for Agenda Item #14

Leon County Board of County Commissioners

Cover Sheet for Agenda #14

February 9, 2016

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Acceptance of the 2015 Annual Status Report Regarding Leon County-Owned Real Estate

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator Tony Park, P.E., Director, Department of Public Works Tom Brantley, P.E., Director, Division of Facilities Management
Lead Staff/ Project Team:	Graham Stewart, Real Estate Manager

Fiscal Impact:

This item has no fiscal impact.

Staff Recommendation:

Option #1: Accept the 2015 annual status report regarding Leon County-Owned real estate.

Report and Discussion

Background:

In January 2013, the Board directed that a report of all real estate related activities occurring with Leon County owned property be prepared and submitted on an annual basis. The following item is a summary of real estate related activity during FY 2014 – 2015 (Attachment #1).

Analysis:

Portfolio of County-Owned Properties

At the close of FY 2014 – 2015, the portfolio of County-owned real estate consisted of 460 parcels of property totaling 6,153.5 acres. During FY 2014-15, 22 parcels were acquired by Leon County and four parcels were divested to other entities. As a result the net change in the portfolio over the past fiscal years was 18 parcels totaling 210.3 acres.

The following is a description of the 22 new parcels added to the portfolio followed by a table displaying four divested parcels.

Parcels	Description
2	Properties containing 174.1 acres located on the north side, of the north arm, of lower Lake Lafayette were acquired from Blueprint 2000 for potential future expansion of the J. R. Alford Greenway
1	Property containing 0.14 acres and a 1,056 SF house was acquired through a donation from a large national bank
12	Properties containing a total of 7.4 acres were acquired through escheatment from the Tax Deed statutory process
1	Property containing 1.5 acres in the Sable Chase Subdivision was acquired by donation for the expansion of an existing storm water management facility
2	Properties containing 0.7 acres at the intersection of Old Woodville & Robinson Road were purchased as a part of an assemblage of properties for a flood mitigation project
1	Property containing 17.3 acres located at the intersection of John Hancock Drive & Timberlane Road was acquired for the expansion of an existing wetlands protection area
3	Properties containing 16.16 acres were acquired through a land swap for the construction of a new intersection and traffic roundabout connecting Beech Ridge Trail and Bannerman Road. Two parcels were utilized for the expansion of the existing storm water management facility to accommodate the new road construction and the third parcel was used for the relocation of the Bradfordville Community Center

Four existing parcels were removed from the portfolio.

Parcels	Description
2	Parcels containing 7.61 acres were divested in a land swap for the construction of the new intersection of Beech Ridge Trail and Kinegha Road
2	Parcels containing .28 acres were donated to Habitat for Humanity

County-Owned Buildings

The Real Estate portfolio includes 65 buildings owned by Leon County containing 2,023,875 square feet that are used to support the daily business of Leon County Government. A summary of these buildings is included in Attachment #2.

Additionally, Leon County is a tenant in three properties that are leased from another entity. Attachment #3 includes the properties that Leon County is currently involved in as both a Lessor and a Lessee.

Leasing Activity

Leon County Real Estate has continued to manage County-owned property and generating revenue from these efforts. One of Real Estate's main functions is leasing vacant space in County-owned buildings where there is currently no need identified for any government functions. The three properties currently offered for rent are the Leon County Government Annex (formerly known as Bank of America Tower), the warehouse building at the Amtrak property, and the Lake Jackson Town Center at Huntington (formerly known as Huntington Oaks). The results from each of these properties are as follows:

Leon County Government Annex

The Tower building is 87% occupied (13% vacancy rate) with County offices occupying 29% and private tenants occupying 58% of the useable space. For FY 2014 – 2015, the rental income generated by private tenants was \$1,554,802. In the Spring 2015, County Administration and Real Estate began negotiating to secure Blueprint 2000 as a tenant into a vacant office suite located on the 4th floor of the tower building. In September 2015, a lease with an initial 10-year term was executed and Blueprint 2000 opened their new 6,659 SF office on January 3, 2016.

Amtrak Station / Warehouse

Beginning in late 2013, the County secured space for a new business located in the old freight depot warehouse at the Railroad Station /Amtrak complex on Railroad Avenue. In May 2014, DomiStation opened its doors as a company focusing on economic development in Leon County. DomiStation partnered with Leon County, Florida State University and Florida Agricultural & Mechanical University to serve as a business incubator for startup companies needing office space and seeking capital to become established. DomiStation is currently in the second year of an initial five year lease term.

Lake Jackson Town Center at Huntington

The shopping center is 80% occupied with the County occupying 35%, including the Lake Jackson Library, Community Center and a Tax Collector office; private tenants occupy 45% of the useable space. The rental income generated from private tenancy for FY 2014 – 2015 was \$269,400. The Lake Jackson Town Center at Huntington continued to attract interest throughout the year. Three new tenants signed leases in the center during FY 2014-15. The Music Academy signed a three-year lease in Suite 100, Carrie Bee's Gift's signed a two-year lease in Suite 101, and Anything Goes Hair Salon signed a two-year lease in Suite 205. All other current tenants remained in their leases. A marketing campaign during the fall of 2015 resulted in one new tenant that is expected in early 2016.

Eminent Domain / Property Acquisition for County Projects

Real Estate works in tandem with Public Works to acquire property rights for capital improvement projects performed by Leon County. These projects require both temporary and permanent property rights. Leon County acquires property rights through donations, direct purchases and in some cases eminent domain. Real Estate works on a daily basis with the County Attorney's office to acquire these property rights. A sample of major projects currently underway and some recently completed include the following:

- Ford's Arm South site acquisition
- Killlearn Acres CIP property acquisition and easements
- Intersection improvements to the intersection of Old Bainbridge and Pullen Roads
- Safe Route to School – Sidewalk Improvement Projects
 - Woodville Elementary School Area
 - Chaires Crossing Road
 - Gearhart Road
- North Monroe Street turn-lane construction from John Knox Road to I-10 - COMPLETE
- Autumn Woods neighborhood drainage improvement project - COMPLETE
- Kinhega Drive/Beech Ridge Trail road reconstruction - COMPLETE

Surplus Property/New Affordable Housing Category

During FY 2014–15, one parcel was added to the Surplus category. As described in the first section of this report, a large national bank donated a single family residential property that had completed the foreclosure process to Leon County. When the opportunity to acquire the parcel was presented, the Director of Housing was contacted who subsequently determined it was suitable for an affordable housing project. During FY 2014 -15, the Housing Director determined that two “Surplus” properties owned by Leon County were candidates for affordable housing projects.

Real Estate has been working closely with the Division of Housing over the past year to create a system to provide more County-owned properties for affordable housing projects. While trying to identify properties suitable for this purpose, it became apparent that a new category was needed to properly classify Surplus properties. Along with the current designations of “Developable” and “Undevelopable”, a new category of “Affordable Housing” was created for

properties suitable for the County's affordable housing program, as determined by the Director of Housing. This new category was created to find alternative uses for some Surplus County-owned properties as well as properties being acquired through the escheatment/Tax Deed process. This new process will continue to supply potential new properties and opportunities for affordable housing projects.

Tax Deed Parcel Acquisitions

The County acquired 12 parcels of property through escheatment of the Tax Deed process during FY 2014-15. There are 26 parcels in this category containing 10.0 acres. The majority of the properties have title defects and issues that must be resolved before they can be disposed of. Issues such as unpaid ad valorem taxes and special assessments, ownership of title, access, liens, etc. are common with these properties. Real Estate continues working with the County Attorney's office to resolve these issues to make the properties marketable again and find alternative uses such as affordable housing. Research indicates the potential of more properties escheating to Leon County ownership in the coming years from the Tax Deed process. Properties acquired through this process will be used to supply the affordable housing program with suitable properties.

As Leon County acquires properties, all departments including Public Works, the Division of Housing, Parks and Facilities Management are notified. Real Estate is constantly working to find alternative uses for these properties such as properties suitable for affordable housing projects, storm water management expansion, conservation, recreation, etc. A detailed list of Tax Deed properties as well as all other categories is included in the attached report.

Options:

1. Accept the 2015 annual status report regarding Leon County-Owned real estate.
2. Do not accept the 2015 annual status report regarding Leon County-Owned real estate.
3. Board direction.

Recommendation:

Option #1

Attachment:

1. FY 2014-2015 Real Estate Portfolio
2. Summary of County-owned buildings
3. Summary of Leon County Leased properties

Leon County Real Estate Portfolio

For Fiscal Year 2014 - 2015
Annual Status Report
For Fiscal Year ending
September 30, 2015

The Leon County Real Estate Portfolio is comprised of 460 parcels of land containing 6,153.5 acres. This report highlights the changes that took place to the portfolio during the 2014 - 2015 fiscal year.

Mike Battle
Real Estate Specialist
Department of Facilities Management
Division of Real Estate Management
Leon County, Florida
October 29, 2015

The Portfolio

The Leon County Real Estate Portfolio is comprised of vacant land with a variety of uses as well as several properties improved with government offices, commercial, industrial and warehouse buildings. The acreage encompassed in the portfolio totals 6,150,563 acres. Within the portfolio there are 102 buildings containing 2,330,302 square feet that are used in various capacities. Seventy buildings, totaling 2,068,259 square feet (65 containing 2,023,259 square feet directly owned by the County and five containing 44,384 square feet leased from other property owners) are used to support the daily business of Leon County. In addition, there are 27 buildings containing 256,458 square feet that are involved in long-term land leases, long term leases to tenants and to the City of Tallahassee. There are also five structures containing 5,585 square feet not utilized by the County on parcels that are designated Surplus and escheated Tax Deed (three buildings containing 3,089 square feet in Surplus and two buildings containing 2,496 square feet in Tax Deed). These structures are primarily residential in nature. At the close of the 2014 – 2015 fiscal year, the Leon County Real Estate Portfolio has grown by 18 parcels from the previous year-end and the total acreage of the portfolio has increased by 210.3 acres. This activity brings the total parcels owned and controlled by Leon County to the current level of 460 parcels, an increase from the 442 parcels at the end of FY 2013-14.

The vast majority of the growth of the portfolio continues to be propelled by the escheatment of parcels from the delinquent property tax process. Florida Statue 197.507 is very specific in the way that the County is to handle delinquent property taxes in an effort to bring these parcels back into the active tax roll. On April 1st of each year, the County Tax Collector declares all unpaid taxes from the previous tax year as delinquent and eligible to have Tax Certificates sold to the public. Subsequently, on June 1st, the Tax Collector places Tax Certificates related to these delinquent parcels on auction to be sold to the public. Tax Certificates that do not receive a bid at the June 1st auction are issued to the County. As of the end of the current fiscal year, the County has 2,185 Tax Certificates outstanding.

Two years after April 1st, if the taxable value of the parcel related to the Tax Certificate in question is greater than \$5,000, FS 197.507 requires the County to file a Tax Deed Application to bring the parcel (whether it is homesteaded or not) to Public Sale in an attempt to collect the delinquent taxes related to it. During FY 2014 – 2015:

1. Real Estate Division filed 168 Tax Deed Applications with the Clerk of the Court's Office.
2. The Clerk's office has brought 50 of these to Public Sale along with 79 of previous year's County applications and 260 applications from other tax certificate holders.
3. The resulting impact of the 50 County Tax Deed Applications brought to Public Sale from the 2014 -2015 application process includes:
 - a. 19 redeemed prior to public sale
 - b. 6 sold at public sale to third-party investors
 - c. 2 pulled from their scheduled public sale to be rescheduled at a later date

- d. 23 received no bid at the public sale and have been placed on the List of Lands Available for Taxes (LOLA)

Once the parcels reach LOLA they are advertised and are eligible for sale to the general public for the amount of the delinquent taxes & omitted Taxes (No Taxes are accrued while on LOLA), in addition to cost and fees related to the sale and accrued interest on the outstanding balances. After a period of three years from the date the parcel is placed on LOLA, if there is no sale, the Clerk of the Court conveys the parcel to the County by an Escheatment Tax Deed.

The Real Estate Division, County Tax Collector and the Clerk of the Courts have been working together to make the delinquent tax process more efficient and productive. In the last two years, Real Estate has been processing more County Tax Deed Applications to bring them into the pipeline in a timelier manner. As a result, it is anticipated that more parcels will be eligible for escheatment to the County in the coming years. The current projections for the escheatment of properties to the County include the following:

- 12 parcels during FY 2014 -2015
- 15 parcels during FY 2015 – 2016
- 22 parcels during FY 2016 – 2017
- 121 Parcels during FY 2017 – 2018

Due to the projected growth, the Real Estate Division is in the process of developing procedures to effectively dispose of this inflow to the Land Portfolio.

1. Staff has begun Quiet Title action on three parcels.
2. Circulating a monthly report among County Staff on the status of the parcels on LOLA to evaluate if there is a need within the County to maintain a parcel in the portfolio for public use.
3. Working with Affordable Housing to identify parcels that would be suitable for infill housing.
4. Offering suitable parcels to Habitat for Humanity and other nonprofit organizations for their use. During FY 2014 – 2015, the County sold two parcels to Habitat for Humanity.
5. Offering adjacent property owners the opportunity to purchase non-developable parcels in an effort to get the parcels back on the tax roll. Issues pertaining to their size, encroachments, ingress and egress and other zoning & growth issues usually cause these parcels to be non-developable.

Highlights of the Land Portfolio are discussed on the following Pages.

Figures 1 & 2 illustrate the categorization of all Leon County owned properties. Figure 1 illustrates the net change in the number of parcels and acreage that occurred during FY 2014 – 2015 from the previous year. Figure 2 reflects the composition of the portfolio by the number of parcels and the corresponding number of acres encumbered in each category.

(Fig. 1)

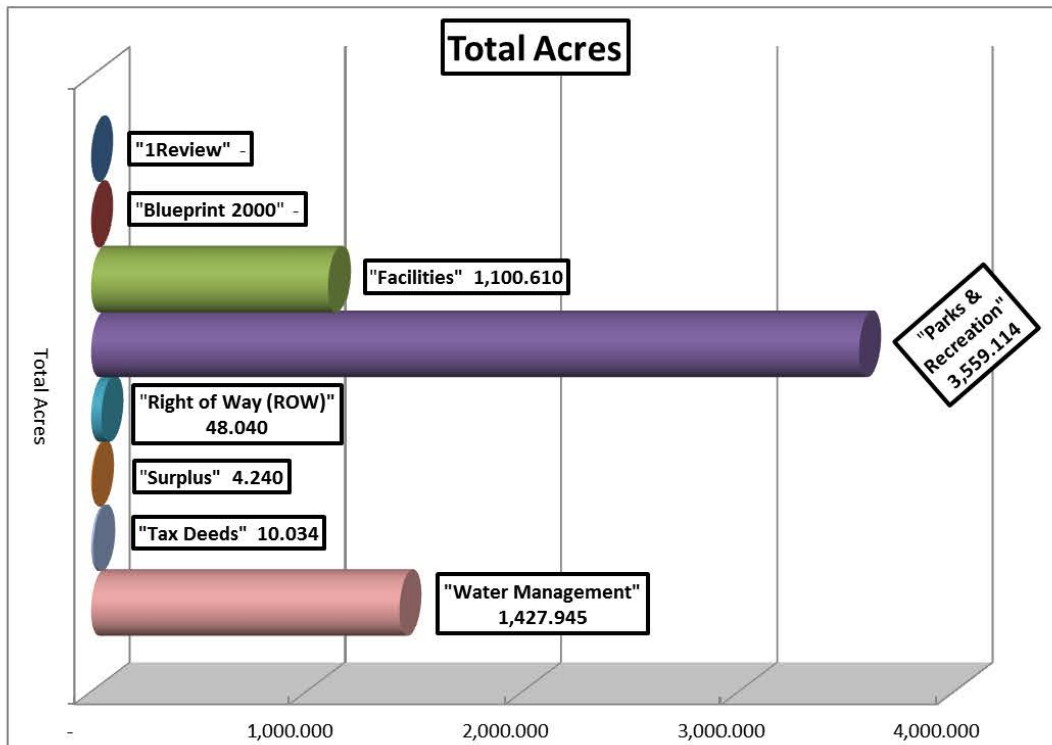
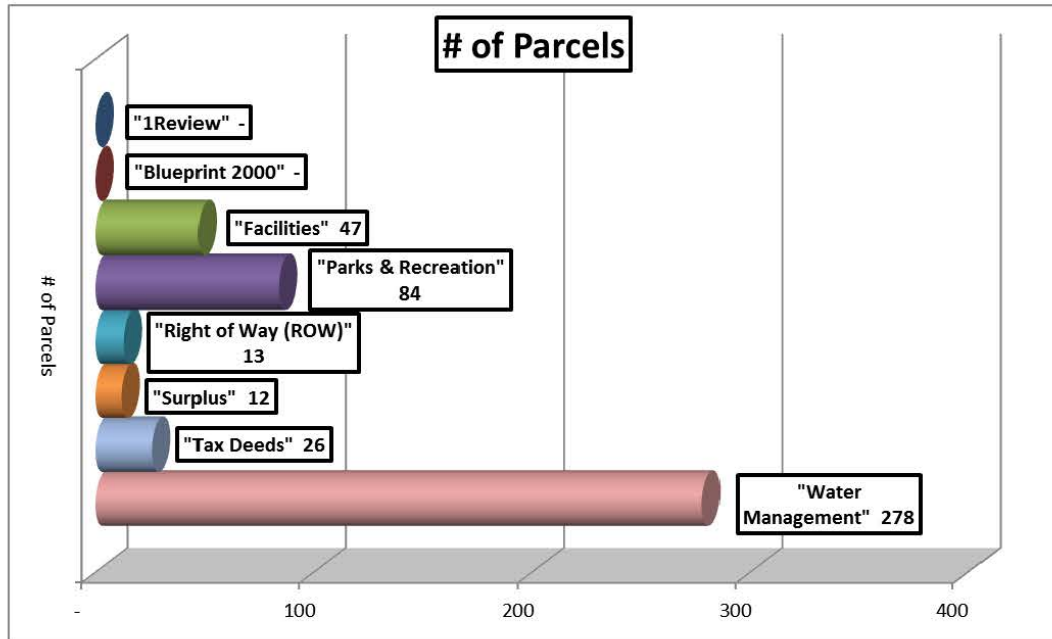
Total County Owned & Controlled Properties

Fiscal Year October 01, 2014 through September 30, 2015

in the Tallahassee-Leon County GIS as of September 30, 2015

Use Category	Parcels Net Change from September 30, 2014 through September 30, 2015			Acreage Net Change from September 30, 2014 through September 30, 2015		
	Total Parcels as of September 30, 2014	Total Parcels as of September 30, 2015	Parcels Net Change	Total Acreage as of September 30, 2014	Total Acreage as of September 30, 2015	Parcel Net Change
"1Review"	-	-	-	-	-	-
"Blue Print 2000"	-	-	-	-	-	-
"Facilities"						
"Facilities - Leased"	9	1	(8)	1,408.060	1.260	(1,406.800)
"Facilities - Owned"	46	46	-	1,098.460	1,099.350	0.890
Total "Facilities"	55	47	(8)	2,506.520	1,100.610	(1,405.910)
"Parks & Recreation"						
"Boat Landing"	18	18	-	61.860	61.860	-
"Community Center"	-	7	7	-	62.970	62.970
"Park - Leased"	-	7	7	-	1,401.910	1,401.910
"Park"	56	52	(4)	1,923.924	2,032.954	109.030
Total "Parks & Recreation"	74	84	10	1,985.784	3,559.694	1,573.910
"Right of Way (ROW)"	13	13	-	48.040	48.040	-
"Surplus"						
"Affordable Housing"	-	2	2	-	0.310	0.310
"Developable"	8	7	(1)	3.010	2.840	(0.170)
"Undevelopable"	5	3	(2)	1.170	1.090	(0.080)
Total "Surplus"	13	12	(1)	4.180	4.240	0.060
"Tax Deeds"						
"Affordable Housing-Developable"	-	4	4	-	0.510	0.510
"Affordable Housing-Undevelopable"	-	2	2	-	1.570	1.570
"Developable"	10	9	(1)	2.390	6.694	4.304
"Undevelopable"	5	11	6	0.430	1.260	0.830
Total "Tax Deeds"	15	26	11	2.820	10.034	6.704
"Water Management"						
"Drainage"	27	28	1	61.055	62.535	1.480
"Drainage - Federal"	-	-	-	-	-	-
"Flood"	26	26	-	38.870	38.870	-
"Flood - County"	51	53	2	30.490	31.170	0.680
"Flood - Federal"	44	44	-	120.000	120.000	-
"SWMF"	99	101	2	327.430	343.010	15.580
"SWMF - Federal"	5	5	-	27.600	27.600	-
"Wetlands"	19	20	1	724.810	742.100	17.290
"Wetlands - Federal"	1	1	-	62.660	62.660	-
Total Water Management	272	278	6	1,392.915	1,427.945	35.030
Total County Controlled Properties	442	460	18	5,940.259	6,150.563	210.304

(Fig 2)



Buildings in the Portfolio – Figure 3 provides the number of buildings located in the County land portfolio. There are 102 buildings containing 2,330,302 square feet used for various purposes throughout the County. In general, they provide for government and commercial office, retail, industrial and warehousing space, in addition to specialized uses such as libraries, health services, public safety, jail and fleet maintenance and service. The following chart is a comprehensive list of all buildings owned and managed by Leon County.

(Fig 3)

Buildings used to Support the Daily Business of Leon County				
<u>Site Name</u>	<u>Location</u>	<u>Primary Building Type</u>	<u>Number of Buildings</u>	<u>Total Bldg Square Footage</u>
Buildings Owned by Leon County used to Support the Daily Business of Leon County				
Leon County Courthouse	301 S Monroe St	Offices & Parking Garage	1	541,810
Jail - Health Dept - Sheriff HQ -851	512 Eddie Boone Way	Public Safety	17	500,673
Leon County Government Annex (BOA Building)	311 S Calhoun St	Offices & Parking Garage	2	240,111
Renaissance Center	435 N Macomb St	Offices & Parking Garage	1	109,152
Public Safety Complex	911 Easterwood Dr	Public Safety	2	97,629
Leroy Collins Library	200 Park Ave W	Library	1	88,230
Public Works Center	1800 N Blair Stone Rd	Office-Warehouse	7	87,845
Lake Jackson Town Center At Huntington	3840 N Monroe St	Retail	1	69,115
Gum Road Transfer Station -611	4900 Gum Rd	Warehouse	4	30,849
Amtrak Station	918 Railroad Ave	Office-Warehouse	3	26,266
Tharpe St Warehouse	3401 W Tharpe St	Warehouse	1	27,728
Juvenile Detention Center	2303 Ronellis Dr	Public Safety	1	24,065
Facilities Management	1907 S Monroe St	Office-Warehouse	2	20,391
NE Branch Library	5513 Thomasville Rd	Library	1	19,802
Public Health Unit	1515 Old Bainbridge Rd	Medical	1	19,406
Orange Ave Health Center	872 Orange Ave W	Medical	1	16,179
Traffic Court	1920 Thomasville Rd	Office	1	15,978
Pedrick Pond Park /Eastside Library	1583 Pedrick Rd	Library/Community Center	1	14,879
B.L. Perry Library	2817 S Adams St	Library	1	13,684
US 27 Landfill	7550 Apalachee Pkwy	Warehouse	8	13,495
Agricultural Center	615 Paul Russell Rd	Office	1	13,289
Tourist Development Center	106 E Jefferson St	Office	1	8,975
Woodville Community Center	8000 Old Woodville Rd	Library/Community Center	1	8,820
Ft. Braden Library	16327 Blountstown Hwy	Library	1	7,664
Daniel B. Chaires Community Park & Community Center	4768 Chaires Cross Rd	Recreation	2	3,596
Miccosukee Community Center-852	13887 Moccasin Gap Rd	Recreation	1	3,104
Bradfordville Community Center	BEECH RIDGE TRL	Recreation	1	1,140
Total Buildings Owned by Leon County used to Support the Daily Business of Leon County Buildings			65	2,023,875
Buildings Leased by Leon County				
Supervisor of Elections Operations Center	2990 Apalachee Pkwy STE 1	Offices & Warehouse	1	31,332
Ft Braden Community Center	16387 Blountstown Hwy	Recreation	1	10,072
Temporary Bradfordville Community Center	6668 Thomasville Rd, Suite 14	Recreation	1	1,300
Williams Rd Fire Station	6370 Williams Rd	Public Safety	1	840
Mahan/Miccosukee Fire Station	4245 Heatherwood Dr	Public Safety	1	840
			5	44,384
Total Buildings used to Support the Daily Business of Leon County			70	2,068,259

(Fig 3 Con't)

County-owned Property with Buildings Utilized by Others				
<u>Site Name</u>	<u>Location</u>	<u>Primary Building Type</u>	<u>Number of Buildings</u>	<u>Total Bldg Square Footage</u>
County owned Property Leases				
North Florida Fairgrounds-853	523 E Paul Russell Rd	Recreation	14	132,342
National Guard Armory	1225 Easterwood Dr	Warehouse	1	38,820
Tom Brown Park	501 Easterwood Dr	Recreation	6	32,724
Tallahassee Developmental Center	455 Appleyard Dr	Medical	5	30,933
American Red Cross	1115 Easterwood Dr	Office	1	21,639
Total County-owned Property with Buildings Utilized by Others			27	256,458

Buildings on Surplus Properties & not Utilized by Leon County at this time				
<u>Site Name</u>	<u>Location</u>	<u>Primary Building Type</u>	<u>Number of Buildings</u>	<u>Total Bldg Square Footage</u>
Surplus				
Affordable Housing - Oakview Dr - 278	278 OAKVIEW DR	Residential	1	1,320
Affordable Housing - 114 Osceola St	114 OSCEOLA ST	Residential	1	1,056
Southern St - 412680 F0020	1211 Southern St	Mobile Home	1	713
Total Buildings on Surplus Properties & not Utilized by Leon County at this time			3	3,089

Buildings on Escheated Properties & not Utilized by Leon County at this time				
Tax Deeds				
<u>Site Name</u>	<u>Location</u>	<u>Primary Building Type</u>	<u>Number of Buildings</u>	<u>Total Bldg Square Footage</u>
Ballard Rd- 3689- 411404 A0030	3689 BALLARD RD	Residential	1	1,764
Lilly Rd 2993-4123060000180-4035 of 2007	2993 LILLY RD	Mobile Home	1	732
Total Buildings on Escheated Properties & not Utilized by Leon County at this time			2	2,496

Total Buildings within the Leon County Real Estate Portfolio	102	2,330,302
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Leased Parcels – The County is currently leasing 10 locations containing 1,408.1 acres. During FY 2014 - 15, a review of what the primary use for the leased properties was conducted. Based on the review, nine parcels containing 1,406.8 acres were reclassified to a new GIS Category under the “Parks & Recreation” banner “Park – Leased.” This movement has left one location in “Facilities – Leased”, which was reported to have 10 Parcels in last year’s report. The enclosed figures reflect all of the leased properties currently in the portfolio by their owners.

- 1) Four parcels are leased from the State of Florida and was reclassified to “Parks & Recreation” “Park – Leased”

(Fig. 4)

Parcel Name	Location	Acres	Description
Leased from the State of Florida			
Miccosukee Road Greenway Park	4996 Crump Road	496.990	Leased from Board of Trustees of the International Improvement Trust Fund - State of Florida (TIITF) Sublessor; Florida Department of Environmental Protection; 50-yr term; expiration Jan 2049; rent \$300.00 Per yr
J. R. Alford Greenway - 1231209010000	2500 Pedrick Road	388.460	1 of 3 parcels leased from Board of Trustees of the International Improvement Trust Fund - State of Florida (TIITF) Sublessor; Florida Department of Environmental Protection; 50-yr term; expiration Nov 2050; rent \$300.00 Per yr
J. R. Alford Greenway - 1232209020000	Rutledge Road	293.790	1 of 3 parcels leased from Board of Trustees of the International Improvement Trust Fund - State of Florida (TIITF) Sublessor; Florida Department of Environmental Protection; 50-yr term; expiration Nov 2050; rent \$300.00 Per yr
J. R. Alford Greenway - 1230209010000	Rutledge Road	192.540	1 of 3 parcels leased from Board of Trustees of the International Improvement Trust Fund - State of Florida (TIITF) Sublessor; Florida Department of Environmental Protection; 50-yr term; expiration Nov 2050; rent \$300.00 Per yr
Total		1,371.780	

Four parcels are leased from the Leon County School Board with 3 reclassified “Parks & Recreation” “Park – Leased” and 1 to “Parks & Recreation” “Community Center”

(Fig. 5)
Parcels Leased by the County
As of: September 30, 2015

Parcel Name	Location	Acres	Description
Leased from Leon County School Board			
Canopy Oaks Community Park	3250 Point View Dr	10.700	Leased from School Board of Leon County, 20-yr term; expiration May 2027; contains 2 5-yr renewals; rent \$1.00 per yr
Miccosukee Community Park	15011 Cromartie Road	10.130	Leased from School Board of Leon County, 20-yr term; expiration May 2027; contains 2 5-yr renewals; rent \$1.00 per yr; the 7,184 SF bldg on the property is not included in the Lease.
Ft Braden Elementary School (Ft Braden Community Park)	15100 Blountstown Hwy	9.300	Leased from School Board of Leon County, 20-yr term; expiration May 2027; contains 2 5-yr renewals; rent \$1.00 per yr
Ft Braden Community Center	16387 Blountstown Hwy	4.900	1 10,072 Leased from School Board of Leon County, 20-yr term; expiration May 2027; contains 2 5-yr renewals; rent \$1.00 per yr
Total		35.030	1 10,072

2) One parcel leased from the Trinity United Methodist Church for additional parking for the Main Library in “Facilities – Leased”

(Fig. 6)
Parcels Leased by the County
As of: September 30, 2015

Trinity United Methodist Church			
Additional Parking for Main Library	120 Park Ave W	1.260	Leased from Trinity United Methodist Church, 30 parking spaces - original lease dated August 1, 1989, contains automatic 1-yr renewals with \$500.00 per year inc; current rent \$20,500.00 per yr
Total		1.260	

3) In July 2014, a lease was entered into with Bannerman Crossing II, LLC for a 1,300 square foot retail suite in the Bannerman Crossing Shopping Center. The purpose of this lease was to provide space for a temporary community center while the Bradfordville Community Center was closed for the construction of the round a about at Bannerman Road and Breech Ridge Trail. The actual building that houses the Bradfordville Community Center will be moved to the southeast corner of a parcel the County received via a land swap with Summit Holdings. The County swapped two parcels that it owned and housed the Bradfordville Community Center, 7.61 acres on the south side of Bannerman Road, in exchange for 16.16 acres along Kinhega Dr. This swap allowed for the extension of Breech Ridge Trail from Kinhega Dr. to Bannerman Rd. and allowed Summit Holdings to expand Bannerman Crossings Center. (Fig.7)

(Fig. 7)

Parcels Leased by the County

As of: September 30, 2015

Bannerman Crossing II, LLC					
Temporary Bradfordville Community Center	6668 Thomasville Rd, Suite 14	-	1	1,300	Leasing retail space until land exchange and moving of building to new location is completed
Total		-	1	1,300	

Changes to the Portfolio during FY 2014 – 2015

During FY 2014 – 2015, the Leon County Land Portfolio had a net increase of 18 parcels containing 210.3 acres, 22 parcels were added to the portfolio, and four parcels were removed.

At the end of FY 2013 – 2014, the portfolio contained 442 parcels containing 5,940.3 acres, while at the end of FY 2014 – 2015 the portfolio grew to 460 parcels containing 6,150.6 acres.

1) Facilities – net change from the end of FY 2013-2014 is a decrease of 9 parcels.

At the end of FY - 2013-2014, the number of parcels classified in “Facilities” was 56, containing 2,506.5 acres. During FY 2014 – 2015, after a review of the County’s primary use for the properties it was leasing, nine parcels were reclassified under “Parks & Recreation”. These parcels are all leased locations that are actually being used as parks, greenways or community centers.

The results of this reclassification reduced the number of parcels assigned to “Facilities” to 47, containing 1,100.6 acres. (Fig. 8)

Fig. 8

Total County Owned Properties
October 01, 2014 vs September 30, 2015

in the Tallahassee-Leon County GIS as of Additional Parking for Main Library

Use Category	Land Portfolio as of October 1, 2014		Transfers into				Transfers out				Acreage Adjustment	Total Parcels as of September 30, 2015			
	# Parcels	Acreage	Reclassified from another Category		Parcels added to Category		Ownership Correction/ Reversion		Reclassified to another Category or Consolidated			Parcels removed from Category		# Parcels	Acreage
"Facilities"			# Parcels	Acreage	# Parcels	Acreage	# Parcels	Acreage	# Parcels	Acreage	# Parcels	Acreage			
"Facilities - Leased"	10	1,408.070	-	-	-	-	-	-	(9)	(1,406.810)	-	-	-	1	1.260
"Facilities - Owned"	46	1,098.460	-	-	-	-	-	-	-	-	-	0.89	46	1,099.350	
Total "Facilities"	56	2,506.530	-	-	-	-	-	-	(9)	(1,406.810)	-	0.890	47	1,100.610	

2) **Parks & Recreation – net change from the end of FY 2013-2014 is an increase of 10 parcels.**

At the end of FY - 2013-2014, the number of parcels classified as “Parks & Recreation” totaled 56, containing 2,506.5 acres and at the end of 2014 – 15 there were 84 parcels containing 3,559.7 acres. (Fig.9)

(Fig. 9)

Total County Owned Properties
October 01, 2014 vs September 30, 2015

in the Tallahassee-Leon County GIS as of Additional Parking for Main Library

Use Category	Land Portfolio as of October 1, 2014		Transfers into				Transfers out				Acreage Adjustment	Total Parcels as of September 30, 2015		
	# Parcels	Acreage	Reclassified from another Category		Parcels added to Category		Ownership Correction/ Reversion		Reclassified to another Category or Consolidated			Parcels removed from Category		# Parcels
"Parks & Recreation"														
"Boat Landing"	18	61.860	-	-	-	-	-	-	-	-	-	-	18	61.860
"Community Center"	-	-	6	62.390	1	0.580	-	-	-	-	(2)	(7.610)	5	55.360
"Park - Leased"	-	-	7	1,401.910	-	-	-	-	-	-	-	-	7	1,401.910
"Park"	56	1,923.924	-	-	2	174.130	-	-	(4)	(57.490)	-	-	54	2,040.564
Total "Parks & Recreation"	74	1,985.784	13	1,464.300	3	174.710	-	-	(4)	(57.490)	(2)	(7.610)	84	3,559.694

a) **“Parks & Recreation/Community Centers”** – Five parcels containing 55.4 acres were added to the “Community Center” category in FY 14-15, up from zero at the end of FY 2013 - 2014. Details on how the change took place include the following:

- i) 4 parcels containing 57.5 acres reclassified from “Parks & Recreation/Park”.
- ii) 2 parcels containing 4.9 acres reclassified from “Facilities/Leased”
- iii) 2 parcels containing 7.61 acres removed from the “Parks & Recreation/Community Center” category in a land swap with Summit Holdings. The 7.61 acres was exchanged for 16.16 acres for the extension of Brech Ridge Trail from Kinhega Dr. to Bannerman Rd., the 16.16 acres was subdivided into three separate parcels two for storm water management for Kinhega Dr. and Brech Ridge Trail.
- iv) 1 parcel containing .58 acres added to “Community Center”, this is the third parcel of subdivision of the 16.16 acres. This parcel will contain the new location of the Bradfordville Community Center.

- b) **“Parks & Recreation/Park-Leased”** - Seven parcels containing 1,401.9 acres were added by reclassification from “Facilities-Leased” to “Parks & Recreation/Park-Leased”, up from 0 reported at the end of FY 2013 -2014. This was part of the reclassification of 9 parcels from “Facilities-Leased” to “Park & Recreation”; 2 parcels to “Community Center” and 7 to “Park - Leased”.
 - c) **“Parks & Recreation/Park”** - A 2 parcel decrease from “Parks & Recreation/Park” from 56 parcels containing 1,923.9 acres at the end of FY 2013 -2014 to 52 parcels containing 2,033.0 at the end of FY 2014 -2015.
 - v) 2 parcels containing 174.7 acres received from Blueprint 2000 for a future part on the north side of the Alford Arm of Lake Lafayette
 - vi) 4 parcels containing 57.5 acres reclassified from “Park” to “Parks & Recreation/Community Center”.
- 3) **Surplus - net change from the end of FY 2013-2014 is a decrease of 1 parcel** - At the end of FY - 2013-2014, the number of parcels classified as “Surplus” totaled 13, containing 4.2 acres. (Fig. 10) and at the end of FY 2014 – 2015 there were 12 parcels containing 4.2 acres.

(Fig. 10)

Total County Owned Properties
October 01, 2014 vs September 30, 2015

in the Tallahassee-Leon County GIS as of Additional Parking for Main Library

Use Category	Land Portfolio as of October 1, 2014		Transfers into		Transfers out		Acreage Adjustment	Total Parcels as of September 30, 2015		
			Reclassified from another Category	Parcels added to Category	Ownership Correction/ Reversion	Reclassified to another Category or Consolidated				Parcels removed from Category
"Surplus"										
"Affordable Housing"	-	-	1	0.170	1	0.140	-	-	2	0.310
"Developable"	8	3.010	-	-	-	-	(1)	(0.170)	7	2.840
"Undevelopable"	5	1.170	-	-	-	-	(2)	(0.080)	3	1.090
Total "Surplus"	13	4.180	1	0.170	1	0.140	(3)	(0.250)	12	4.240

- a) 1 parcel containing .14 acres and a residential structure of 1,056 square feet added by donation from Wells Fargo Bank for affordable housing
 - b) 0 net change - 1 parcel containing .17 acres and a residential structure of 1,320 square feet reclassified from “Surplus – Developable” to “Surplus – Affordable Housing”
 - c) 2 parcels containing .08 acres reclassified from “Surplus – Undevelopable” to “Tax Deed – Undevelopable”
- 4) **Tax Deed Properties** – net change from the end of FY 2013-2014 is an increase of 11 parcels containing 6.7 acres, along with two residential structures containing 2,496 square feet. During FY 2013 – 2014, real estate realized that there are a growing number of properties being added to the land portfolio by escheatment tax deed, from the List of lands Available for Taxes and the delinquent real estate tax process. To better track these parcels the Real Estate Division began classifying these parcels in a separate GIS Category. In FY 2013 -2014, the County received 6

parcels by escheatment via Tax Deed. During the 2014 – 2015 fiscal year, the County received another 12 parcels by escheatment and based on current projections, there will be 15 Parcels escheated in 2015 – 2016, 22 parcels in 2016-2017 and 121 Parcels in 2017 – 2018. This projection is based on the number of parcels currently on the List of Lands Available for Taxes; some of these could possibly be sold to the public over the next three years.

Two parcels containing .28 acres were sold to Habitat for Humanity.

This portion of the portfolio will continue to see continued increased activity as Real Estate, Leon County Tax Collector and the Clerk of the Court work together to bring the backlog of Tax Certificates to Public Sale.

At the end of FY - 2013-2014, the number of parcels classified in “Tax Deed” totaled 14, containing 2.8 acres and at the end of FY 2014 – 2015 there are 26 parcels containing 10.0 acres. (Fig. 11)

(Fig. 11)

Total County Owned Properties
October 01, 2014 vs September 30, 2015
in the Tallahassee-Leon County GIS as of Additional Parking for Main Library

Use Category	Land Portfolio as of October 1, 2014	Transfers into		Transfers out			Acreage Adjustment	Total Parcels as of September 30, 2015	
		Reclassified from another Category	Parcels added to Category	Ownership Correction/ Reversion	Reclassified to another Category or Consolidated	Parcels removed from Category			
"Tax Deed"									
"Affordable Housing- Developable"	- -	6 0.790	- -	- -	- -	(2) (0.280)	-	4 0.510	
"Affordable Housing- Undevelopable"	- -	2 1.570	- -	- -	- -	- -	-	2 1.570	
"Developable"	9 2.390	- -	9 6.694	- -	(8) (2.360)	- -	-	10 6.724	
"Undevelopable"	5 0.430	2 0.080	3 0.720	- -	- -	- -	-	10 1.230	
Total "Tax Deed"	14 2.820	10 2.440	12 7.414	- -	(8) (2.360)	(2) (0.280)	-	26 10.034	

As part of Real Estate’s effort to better track the growing number of parcels that will be coming into the “Tax Deed” category, the category has been subcategorized into “Affordable Housing – Developable” and “Affordable Housing – Undevelopable”. These will be parcels that are determined suitable for use by the Affordable Housing Authority for infill housing. Undevelopable will be parcels suitable for affordable housing; however, title, easements and encroachment issues will have to be resolved before they will be legible. Two other sub-categories for escheated Tax Deeds where suitability for Affordable Housing has not been determine or are in areas that are not suitable for residential use.

- a) During FY 2014 – 15, 8 parcels containing 2.4 acres were reclassified from “Tax Deed – Developable” to “Tax Deed/Affordable Housing”, 6 parcels containing .79 acres to “Affordable Housing – Developable” and 2 Parcels containing 1.6 acres to “Affordable Housing – Undevelopable”.
- b) 12 parcels containing 7.4 acres added by escheated Tax Deed; 9 parcels containing 6.7 acres that could be disposed of after their status is reviewed for utilization within the portfolio or for Affordable Housing; 3 parcels containing .7 acres were classified as undevelopable due to their size, ingress and egress issues and title problems

- c) Two “Affordable Housing – Developable” parcels totaling .28 acres sold to Habitat for Humanity for their use as infill housing.
- 5) **Water Management** - net change from the end of FY 2013-2014 is an increase of six parcels containing 35.0 acres.
- a) One parcel containing 1.48 acres was added to the Water Management subcategory Drainage; the parcel was obtained by donation from Sable Chase, Inc.
 - b) Two parcels containing .68 acres were added to the Water Management subcategory Flood-County. The parcels were purchased in addition to three others previously purchased for a flood mediation project between Old Woodville Rd & Woodville Hwy along Robinson Rd.
 - c) Two parcels containing 15.58 acres were added to the Water Management subcategory Storm Water Management Facility (SWMF). These parcels were acquired through a land swap for the construction of a new intersection and traffic roundabout connecting Beech Ridge Trail and Bannerman Road. These two parcels were utilized for the expansion of the existing storm water management facility to accommodate the new road construction and a third parcel was used for the relocation of the Bradfordville Community Center.
 - d) One parcel containing 17.3 acres was added to the Water Management subcategory Wetlands; the parcel was obtained by donation.

Parcels without formal conveyance

There are several parcels within the land portfolio that have questionable documentation on the true ownership of the parcels; at the end of the 2014 – 2015 FY there are 39 parcels with this status. Real Estate Management Division is continuing to review and research these parcels to determine proper ownership. Of the 39 parcels, 25 seem to be under County Ownership by the Leon County Property Appraiser because they were dedicated for public use by their plat map filed with their subdivision site plans; these areas are commonly storm water ponds, drainage and easements, sidewalks and roads, etc. within the subdivision required by growth management. The ownership is usually changed when the U. S. Postmaster returns mailings to the registered owner undeliverable. A dedication by plat does not constitute ownership and is not a formal conveyance of title, ownership rights to the parcel remains with the dedicating entity or surviving Homeowners Association that controls the subdivision.

Details pertaining to the non-conveyance parcels are included in Figure 12.

(Fig. 12)

Fiscal Year 2014 - 2015
"Conveyance Documentation is not Verified "

As of: September 30, 2015

Parcel Name	Location	Parcel ID	Current USE	FEMA Flood Function Category	Purchase Date	OR Number	OR Page	Acres
"Conveyance Documentation is not Verified " as of September 30, 2015								
"Use" Category								
		# of Parcels	Total Acres					
"1Review" as of September 30, 2015		-	-					
"Blueprint 2000" as of September 30, 2015		-	-					
"Facilities" as of September 30, 2015		-	-					
"Parks & Recreation" as of September 30, 2015								
"Boat Landing"		3	1.330					
"Community Center"		-	-					
"Park - Leased"		-	-					
"Park"		2	1.590					
Total "Parks & Recreation" as of Septembe		5	2.920					
"Right of Way (ROW)" as of September 30, 2015		3	0.680					
"Surplus" as of September 30, 2015								
"Affordable Housing"		-	-					
"Developable"		-	-					
"Undevelopable"		-	-					
Total "Surplus" as of September 30, 2015		-	-					
"Tax Deed" as of September 30, 2015								
"Affordable Housing" "Developable"		-	-					
"Affordable Housing" "Undevelopable"		-	-					
"Developable"		-	-					
"Undevelopable"		-	-					
Total "Tax Deed" as of September 30, 2015		-	-					
Water Management as of September 30, 2015								
"Drainage"		4	2.740					
"Drainage - Federal"		-	-					
"Flood"		-	-					
"Flood - County"		-	-					
"Flood - Federal"		-	-					
"Storm Water Management Facilities - SWMF"		27	84.950					
"Storm Water Management Facilities - SWMF - Federal"		-	-					
"Wetlands"		-	-					
"Wetlands - Federal"		-	-					
Total Water Management as of September		31	87.690					
Total County Controlled Properties		39	91.290					

(Fig. 12 continued)
Fiscal Year 2014 - 2015
"Conveyance Documentation is not Verified "

As of: September 30, 2015

Parcel Name	Location	Parcel ID	Current USE	FEMA Flood Category	Function	Purchase Date	OR Number	OR Page	Acres
"Conveyance Documentation is not Verified " as of September 30, 2015									
"1Review" as of September 30, 2015									
None									
									-
Total "1Review" as of September 30, 2015									-
"Blueprint 2000" as of September 30, 2015									
None									
									-
Total "Blueprint 2000" as of September 30, 2015									-
"Facilities" as of September 30, 2015									
None									
									-
Total "Facilities" as of September 30, 2015									-
"Parks & Recreation" as of September 30, 2015									
Sub-category "Boat Landing" without verified conveyance as of September 30, 2015									
1	Wainwright Landing	4135 Wainwright Rd	"Parks & Recreation"		Boat Landing				0.770
2	Blount Landing	24371 Lanier St	"Parks & Recreation"		Boat Landing				0.310
3	Elk Horn Landing	3997 Elk Horn Rd	"Parks & Recreation"		Boat Landing				0.250
Total Sub-category "Boat Landing" without verified conveyance as of September 30, 2015									3 1.330
Sub-category "Park" without verified conveyance as of September 30, 2015									
1	Meridian Rd at Lakeshore Dr	N Meridian Rd	2112208510000	"Parks & Recreation"	None	Park			0.900
2	Goose Creek Phase II - 123026 0002	Waynard Way	123026 0002	"Parks & Recreation"	AE	Park			0.690
Total Sub-category "Park" without verified conveyance as of September 30, 2015									2 1.590
Total "Parks & Recreation" as of September 30, 2015									5 2.920
"Right of Way (ROW)" as of September 30, 2015									
1	Strip - Springhill Rd to Seasons Ln	Springhill Rd	411560 0001	"Right of Way (ROW)"	None	Vacant			0.320
2	Capital City Estates Sub - B023	Oleander Dr	412330 B0230	"Right of Way (ROW)"	None	Vacant Land			0.240
3	Moccasin Gap Rd at Creswell Loop	Moccasin Gap Rd	1605510090010	"Right of Way (ROW)"	None	ROW			0.120
Total "Right of Way (ROW)" as of September 30, 2015									3 0.680

(Fig. 12 continued)
Fiscal Year 2014 - 2015
"Conveyance Documentation is not Verified "

As of: September 30, 2015

Parcel Name	Location	Parcel ID	Current USE	FEMA Flood Category	Function	Purchase Date	OR Number	OR Page	Acres
"Surplus" as of September 30, 2015									
None									
Total "Surplus" as of September 30, 2015									-
"Tax Deed" as of September 30, 2015									
None									
Total "Tax Deed" as of September 30, 2015									-
Water Management as of September 30, 2015									
"Water Management" Sub-Category "Drainage" without verified conveyance as of September 30, 2015									
1	Raymond Diehl Rd (2900 range)		Raymond Diehl Rd & Olsen Rd	Water Management / Drainage	A SWMF Drainage				1.400
2	Pine Lakes Unrec / COT Electric Easement - A026		368 Cone Dr	Water Management / Drainage	None Swmf Drainage				0.790
3	Huntington Estates-Drainage Easement		Dorset Way	Water Management / Drainage	None Drainage				0.470
4	Indian Head Acres-B012		Apakin Nene	Water Management / Drainage	None Swmf Drainage R/W - City				0.080
Total "Water Management" Sub-Category "Drainage" without verified conveyance as of September 30, 2015									4
"Water Management" Sub-Category "Flood" without verified conveyance as of September 30, 2015									
None									
Total "Water Management" Sub-Category "Flood" without verified conveyance as of September 30, 2015									-
"Water Management" Sub-Category "Flood - County" without verified conveyance as of September 30, 2015									
None									
Total "Water Management" Sub-Category "Flood - County" without verified conveyance as of September 30, 2015									-
"Water Management" Sub-Category "Flood - Federal" without verified conveyance as of September 30, 2015									
None									
Total "Water Management" Sub-Category "Flood - Federal" without verified conveyance as of September 30, 2015									-

(Fig. 12 continued)
Fiscal Year 2014 - 2015
"Conveyance Documentation is not Verified "

As of: September 30, 2015

Parcel	Name	Location	Parcel ID	Current USE	FEMA Flood Category	Function	Purchase Date	OR Number	OR Page	Acres
"Water Management" Sub-Category "Storm Water Management Facilities - SWMF" without verified conveyance as of September 30, 2015										
1	View Point Pond	Old Bainbridge Rd	210525	0001 Water Management / SWMF	A	Storm Water Pond				23.070
2	Mariana Oaks Phase I	Mariana Oaks Dr	320821	0001 Water Management / SWMF	None	Storm Water Pond				8.840
3	Rivers Landing-0002	Rivers Landing Ct	253621	0002 Water Management / SWMF	A	Storm Water Pond				8.290
4	Jordans Pass	Jordans Pass Dr	223622	0001 Water Management / SWMF	A	Storm Water Management				6.210
5	Sierra Woods	Sierra Woods Dr	321631	0002 Water Management / SWMF	A	Storm Water Management				5.630
6	Oak Grove Plantation-0001	Oak Grove Plantation Rd	140725	0001 Water Management / SWMF	None	Storm Water Pond				4.620
7	Lakeshore Estates -003	Timberlane Rd	211250	0003 Water Management / SWMF	A	Storm Water Pond				3.400
8	Kinhega Landings-0001	Winters Run	173328	0001 Water Management / SWMF	A	Storm Water Pond				2.990
9	Sagebrook Mill-3	Fred George Rd & Sagebrook Dr.	211721	0003 Water Management / SWMF	A	Storm Water Pond				2.580
10	Mariana Oaks Phase II	Mariana Oaks Dr	320822	0001 Water Management / SWMF	A	Storm Water Pond				2.550
11	Branded Oaks-0001	Branded Oaks Ct	322125	0001 Water Management / SWMF	A	Storm Water Pond				2.420
12	Pine Laurel 0002	Meandering Ln	112227	0002 Water Management / SWMF	None	Storm Water Pond				2.080
13	Jacksons Gap Sub	Jackson Gap Rd	112440	0001 Water Management / SWMF	None	Storm Water Pond				1.630
14	Cavendish Cove	Cavendish Ct	142321	0002 Water Management / SWMF	None	Storm Water Pond				1.590
15	Montejo Sub-001	Sistrunk Cir & Blair Rd	311924	0001 Water Management / SWMF	None	Storm Water Pond				1.560
16	Rocky Hill SWMF	Deshazier Ln	210626	0002 Water Management / SWMF	A	Storm Water Pond				1.320
17	Buck Lake Rd and Davis Dr	Buck Lake & Davis Dr	1126202070000	Water Management / SWMF	None	Storm Water Pond				1.100
18	Sagebrook Mill-2	Sage Brook Dr	211721	0002 Water Management / SWMF	None	Storm Water Pond				1.060
19	Lakewood Estates	Cypress Cir	210648	0001 Water Management / SWMF	None	Storm Water Pond				0.910
20	Melody Hills - 0002	Owenby Dr	112150	0002 Water Management / SWMF	AE	Storm Water Pond				0.630

(Fig. 12 continued)
Fiscal Year 2014 - 2015
"Conveyance Documentation is not Verified "

As of: September 30, 2015

Parcel	Name	Location	Parcel ID	Current USE	FEMA Flood Category	Function	Purchase Date	OR Number	OR Page	Acres
1	Chris Ln at Wade Trl	Chris Ln	461017	0001 Water Management / SWMF	None	Storm Water Pond				0.620
2	Forest Park Sub -002	Sandalwood Dr N	461035	0002 Water Management / SWMF	None	Storm Water Pond				0.390
3	Forest Park Sub -0001	Sandalwood Dr N	461035	0001 Water Management / SWMF	None	Storm Water Pond				0.370
4	Wakefield-0001	Diehl Dr	110990	0001 Water Management / SWMF	None	Storm Water Pond				0.350
5	Park Ave at Victory Garden Dr	Victory Garden Dr & Park Ave	113375	0001 Water Management / SWMF	None	Storm Water Pond				0.280
6	Capital Park East Sub -001	Capital Park Dr	113367	0001 Water Management / SWMF	None	Storm Water Pond				0.270
7	Cedar Island Sub / Spinnaker Ct - 0001	Spinnaker Ct	211033	0001 Water Management / SWMF	None	Storm Water Pond				0.190
Total "Water Management" Sub-Category "Storm Water Management Facilities - SWMF" without verified conveyance as of September 30, 2015									27	84.950
"Water Management" Sub-Category "Storm Water Management Facilities - SWMF - Federal" without verified conveyance as of September 30, 2015										
None										
Total "Water Management" Sub-Category "Storm Water Management Facilities - SWMF - Federal" without verified conveyance as of September 30, 2015									-	-
"Water Management" Sub-Category "Wetlands" without verified conveyance as of September 30, 2015										
None										
Total "Water Management" Sub-Category "Wetlands" without verified conveyance as of September 30, 2015									-	-
"Water Management" Sub-Category "Wetlands - Federal" without verified conveyance as of September 30, 2015										
None										
Total "Water Management" Sub-Category "Wetlands - Federal" without verified conveyance as of September 30, 2015									-	-
Total without verified conveyance as of September 30, 2015									31	87.690
Total Leon County Land Portfolio as of September 30, 2015									39	91.290

Parcels with Reversion Clauses in their Deed

The portfolio also contains 7 parcels that have reversion clauses within their agreements (as shown in Figure 13 below) which reverts the ownership of the parcel back to the original owner or their heirs if the County stops using the parcel for the donor's intended purpose.

(Fig. 13)

Fiscal Year 2014 - 2015

"Parcels with Reversion Clauses to their Grantor or Lessor "

As of: September 30, 2015

Parcel Name	Location	Parcel ID	Current USE	FEMA Flood Function Category	Purchase Date	OR Number	OR Page	Acres	
"Parcels with Reversion Clauses to their Grantor or Lessor " as of September 30, 2015									
"Use" Category									
		# of Parcels							Total Acres
"1Review" as of September 30, 2015		-							-
"Blueprint 2000" as of September 30, 2015		-							-
"Facilities" as of September 30, 2015		-							-
"Parks & Recreation" as of September 30, 2015									
"Boat Landing"		2							0.760
"Community Center"		-							-
"Park - Leased"		-							-
"Park"		2							0.960
Total "Parks & Recreation" as of Septembe		4							1.720
"Right of Way (ROW)" with Reversion Clause as c		1							22.630
"Surplus" with Reversion Clause as of September 30, 2015									
"Affordable Housing"		-							-
"Developable"		-							-
"Undevelopable"		-							-
Total "Surplus" with Reversion Clause as o		-							-
"Tax Deeds" with Reversion Clause as of September 30, 2015									
"Affordable Housing" "Developable"		-							-
"Affordable Housing" "Undevelopable"		-							-
"Developable"		-							-
"Undevelopable"		-							-
Total "Tax Deeds" with Reversion Clause a		-							-
Water Management as of September 30, 2015									
"Drainage"		2							0.060
"Drainage - Federal"		-							-
"Flood"		-							-
"Flood - County"		-							-
"Flood - Federal"		-							-
"Storm Water Management Facilities - SWMF"		-							-
"Storm Water Management Facilities - SWMF - Federal"		-							-
"Wetlands"		-							-
"Wetlands - Federal"		-							-
Total Water Management as of September		2							0.060
Total County Controlled Properties		7							24.410

(Fig. 13 continued)

Fiscal Year 2014 - 2015

"Parcels with Reversion Clauses to their Grantor or Lessor "

As of: September 30, 2015

Parcel	Name	Location	Parcel ID	Current USE	FEMA Flood Function Category	Purchase Date	OR Number	OR Page	Acres	
"1Review" as of September 30, 2015										
None										
									-	-
Total "1Review" as of September 30, 2015										
"Blueprint 2000" as of September 30, 2015										
None										
									-	-
Total "Blueprint 2000" as of September 30, 2015										
as of September 30, 2015										
None										
									-	-
Total as of September 30, 2015										
as of September 30, 2015										
Sub-category "Boat Landing" with Reversion Clauses September 30, 2015										
1	Stoutamire Landing	Ben Stoutamire Rd	4411208510000	"Parks & Recreation"	AE Boat Landing	Sep-54	176	69	0.450	Reversion clause in deed that will revert ownership to Grantors if not used for a park.
2	Lake Iamonia landing	Iamonia Landing Rd	1723208510000	"Parks & Recreation"	A Boat Landing	Feb-49	107	81	0.310	Reversion clause in deed that will revert ownership to Grantors if not used for Public Recreation
									2	0.760
Total Sub-category "Boat Landing" with Reversion Clauses September 30, 2015										
Sub-category with Reversion Clauses September 30, 2015										
									0	0.000
Total Sub-category with Reversion Clauses September 30, 2015										
Sub-category "Park - Lease" with Reversion Clause as of September 30, 2015										
									0	0.000
Total Sub-category "Park - Lease" with Reversion Clause as of September 30, 2015										
Sub-category "Park" with Reversion Clause as of September 30, 2015										
1	Woodside Heights Playground-E22	813 Greenleaf Dr	311980 E0220	"Parks & Recreation"	None Park	Feb-56	211	146	0.480	1 of 3 parcels, reversion clause in deed
2	Woodside Heights Playground-E6	812 Brent Dr	311980 E0060	"Parks & Recreation"	None Park	Feb-56	211	146	0.480	1 of 3 parcels, reversion clause in deed
									2	0.960
Total Sub-category "Park" with Reversion Clause as of September 30, 2015										
									4	0.760
Total "Parks & Recreation" as of September 30, 2015										

(Fig. 13 continued)

(Fig. 13 continued) Fiscal Year 2014 - 2015
"Parcels with Reversion Clauses to their Grantor or Lessor "

As of: September 30, 2015

Parcel	Name	Location	Parcel ID	Current USE	FEMA Flood Category	Function	Purchase Date	OR Number	OR Page	Acres	
"Right of Way (ROW)" with Reversion Clause as of September 30, 2015											
1	Sunflower Rd - 4613208010000	Sunflower Rd	4613208010000	"Right of Way (ROW)"	A	ROW	Jun-81	1003	1714	22.630	Reversion Clause if not used for road, drainage or utility
Total "Right of Way (ROW)" with Reversion Clause as of September 30, 2015										1	22.630
"Surplus" with Reversion Clause as of September 30, 2015											
None											
Total "Surplus" with Reversion Clause as of September 30, 2015										-	-
"Tax Deeds" with Reversion Clause as of September 30, 2015											
None											
Total "Tax Deeds" with Reversion Clause as of September 30, 2015										-	-
Water Management as of September 30, 2015											
"Water Management" Sub-Category "Drainage" with a Reversion Clause as of September 30, 2015											
1	Durward Sub / Thomasville at North Ride - 151	Thomasville Rd	1119500000151	Water Management / Drainage	None	Swmf Drainage	Sep-55	192	73	0.030	Reversion clause in deed that will revert ownership to Grantors if not used for a ditch or drainage
2	Woodside Heights-F6-1	Greenleaf Dr	311980 F0061	Water Management / Drainage	None	Swmf Drainage	Nov-53	211	146	0.030	Reversion clause if not used as ROW Road Park or drainage
Total "Water Management" Sub-Category "Drainage" with a Reversion Clause as of September 30, 2015										2	0.060
"Water Management" Sub-Category "Drainage - Federal" with a Reversion Clause as of September 30, 2015											
None											
Total "Water Management" Sub-Category "Drainage - Federal" with a Reversion Clause as of September 30, 2015										-	-
"Water Management" Sub-Category "Flood" with a Reversion Clause as of September 30, 2015											
None											
Total "Water Management" Sub-Category "Flood" with a Reversion Clause as of September 30, 2015										-	-
"Water Management" Sub-Category "Flood - County" with a Reversion Clause as of September 30, 2015											
None											
Total "Water Management" Sub-Category "Flood - County" with a Reversion Clause as of September 30, 2015										-	-
"Water Management" Sub-Category "Flood-Federal" with a Reversion Clause as of September 30, 2015											
None											
Total "Water Management" Sub-Category "Flood-Federal" with a Reversion Clause as of September 30, 2015										-	-

(Fig. 13 continued)
Fiscal Year 2014 - 2015
"Parcels with Reversion Clauses to their Grantor or Lessor "

As of: September 30, 2015

Parcel Name	Location	Parcel ID	Current USE	FEMA Flood Function Category	Purchase Date	OR Number	OR Page	Acres
"Water Management" Sub-Category with a Reversion Clause as of September 30, 2015								
None								
Total "Water Management" Sub-Category with a Reversion Clause as of September 30, 2015							-	-
"Water Management" Sub-Category with a Reversion Clause as of September 30, 2015								
None								
Total "Water Management" Sub-Category with a Reversion Clause as of September 30, 2015							-	-
"Water Management" Sub-Category "Storm Water Management Facilities - SWMF - Federal" with a Reversion Clause as of September 30, 2015								
None								
Total "Water Management" Sub-Category "Storm Water Management Facilities - SWMF - Federal" with a Reversion Clause as of September 30, 2015							-	-
Total without verified conveyance as of September 30, 2015							2	0.060
Total Leon County Land Portfolio as of September 30, 2015							7	23.450

Summary

In summary, the portfolio continues to grow, with the total parcels in the Real Estate Portfolio reaching 460 parcels containing 6,150,563 acres. The number of buildings on the 460 parcels is 102 containing 2,330,302 square feet, these structures range from the largest single structure, the Leon County Courthouse containing 541,810 square feet to the smallest at 713 square feet.

In the 2013 – 2014 fiscal year, Real Estate spent a considerable amount of time reorganizing the TlCGIS Mapping Program. This reorganization has created a more productive and informative source of information regarding the Leon County Land Portfolio and buildings. This enhancement of GIS has given users the ability to locate any piece of land owned or leased by the County, by parcel ID, address or use. Once the property is located the user can determine its primary use, Tax ID, location, ownership, status, developmental potential, flood status, purchase date, location of the deed in the Official Records, size, the number of buildings included on each parcel, the total building square footage and the type of building on the parcel without having to go to several different sites. During 2014 -2015, we have continued to clean up and enhance GIS to give County Staff a more productive way to track county properties.

As we have become more involved in the delinquent tax procedure, we have found the potential problem of the parcels escheating to the county that are still occupied. Real Estate is working with the County Attorney to develop a proper way to handle the eviction of these occupants to reduce the County's exposure.

A detail listing of the all of the properties in the Leon County Real Estate Portfolio is attached in the appendix to this report.

Leasing Activity

The Real Estate Division continues its efforts to find the highest and best use for any identified underutilized space in the County's real estate portfolio. In an effort to produce more revenue from its assets, County Administration has directed Real Estate market these locations and to find tenants for the vacant leasable space existing in County owned buildings at current market rates for similar properties.

There are usually two types of leases: Gross Lease and Net Lease. **Gross Lease** is a lease in which all expenses associated with owning and operating the property are paid by the landlord and are passed on to the tenant through the periodic rent the Landlord charges. **Net Lease** is a lease in which the tenant pays, in addition to rent, all operating expenses such as real estate taxes, insurance premiums, and maintenance costs associated with the property. The majority of the leases that Leon County has entered into are Gross Leases, some of our leases are a modification of the Gross Lease, and this is being done with the leases at the Lake Jackson Town Center at Huntington. Certain direct expenses related to the operation of the center, such as parking lot maintenance & lighting, landscaping and common area utilities are passed through to the Tenants by virtue of a Common Area Maintenance Charge (CAM) that can be adjusted on a periodical bases based on actual expenses incurred.

There are currently four locations in the portfolio that are being leased to third-party tenants:

- 1) **Leon County Government Annex Plaza** (f/n/a Bank of America Building) is a 202,159 square foot office complex located on South Calhoun Street just east of the Leon County Courthouse. The complex is comprised of two office buildings, a 3-story 20,171 square foot building and an 8-story 136,810 square foot Class "A" office building with an accompanying 83,130 square foot parking garage.
 - (a) Tower - Current rent roll for the Tower portion of the complex is in Figure 14 below. The complex is 87% occupied with both County offices (29% of the usable square feet) and third party tenants (58% of the usable square feet). The rental income for FY 2014 – 15 was \$1,554,802, up from the \$1,523,690 that was collected last fiscal year.

Marketing of the remaining 15,638 square feet of vacant space in the Tower continues; tenant interest in the tower remains strong due to its close proximity to the Leon County Courthouse, the downtown core and the State Capital and its support buildings.

(Figure 14)

Leon County Government Annex Complex - Gross Revenue Statement & Rent Roll
Fiscal Year October 2014 through September 2015

Leon County Government Annex - Tower									
		County Occupied	Third Party Occupied	Vacant	Total	County Occupancy	Third Party Occupancy	Vacancy	
Square Footage		34,865	70,657	15,638	121,160	28.78%	58.32%	12.91%	
SUITE	TENANT	Occupied by the County	Leased to Third Party Tenants	Vacant	Current Term Expiration Date	Expiration Date if all Renewals are Granted	Annual Rent		Projected 5-yr Rent
							Previous FY Oct -13 to Sept 14	Current FY Oct -14 to Sept 15	
P-1 100	Leon County Supervisor of Elections	2,232	-	-	At Will		\$ -	\$ -	\$ -
P-2 100	Bank of America	-	6,013	-	Mar-17	Mar-17	117,806.75	119,974.88	624,321
P-2 110	Leon County MIS	658	-	-	At Will		-	-	-
1-Suite 100	Bank of America	-	8,845	-	Mar-17	Mar-17	209,579.38	213,773.40	1,112,485
1-Suite 110	Leon County Supervisor of Elections	4,942	-	-	At Will		-	-	-
2-Suite 200	Leon County Human Resources	5,788	-	-	At Will		-	-	-
2-Suite 210	Vacant	-	-	2,419			-	-	-
2-Suite 230	Bank of America	-	5,794	-	Mar-17	Mar-17	131,316.25	133,942.46	697,042
3-Suite 300	Leon County Property Appraiser	14,030	-	-	At Will		-	-	-
4-Suite 400	ATF - GSA	-	6,778	-	Mar-17	Mar-17	171,742.84	171,742.84	853,964
4-Suite 450	BluePrint 2000	-	7,264	-	Dec-25	Dec-33	-	-	837,379
5-Suite 500	CenturyLink	-	3,677	-	Jan-16	Jan-16	87,644.17	89,482.67	465,798
5-Suite 502	Vacant	-	-	4,833			-	-	-
5-Suite 510	Vacant	-	-	5,527			-	-	-
6-Suite 600	Holland & Knight	-	14,039	-	Dec-15	Dec-15	334,419.55	340,244.30	1,784,793
7-Suite 700	Clerk of the Court	6,835	-	-	At Will		-	-	-
7-Suite 740	Holland & Knight	-	7,228	-	Dec-15	Dec-15	148,826.31	151,826.80	802,029
8-Suite 800	Vacant	-	-	1,587			-	-	-
8-Suite 810	Cisco Systems	-	1,102	-	Jan-18	Jan-18	-	19,101.41	180,740
8-Suite 830	Lewis, Longman & Walker	-	8,057	-	Jul-22	Jul-32	201,753.36	203,812.44	1,079,102
8-Suite 840	Leon County MIS	310	-	-	At Will		-	-	-
8-Suite 848	Vacant Space	-	-	1,273			18,722.31	-	-
8-Suite 850	Florida Farm Bureau Federation	-	1,610	-	Jun-15	Jun-19	46,730.51	47,556.34	131,880
Penthouse	Cingular Wireless	-	250	-	May-15	Jul-26	55,138.72	63,344.77	334,183
	Unallocated Common Area	70	-	-	At Will		-	-	-
		34,865	70,657	15,638			\$ 1,523,680	\$ 1,554,802	\$ 8,903,716
		28.8%	58.3%	12.9%					

(b) Plaza Building (Annex) – Current rent roll for the Annex is in Figure 15 below. The Annex has 13,723 of its total 17,155 square feet, or about 80%, occupied. All of which is County Offices. The remaining 3,432 square feet is not as desirable, 1,260 square feet is in the basement and 2,172 square feet on the first floor. It would take a Tenant with specific needs to be interested in this space.

(Fig. 15)

Leon County Government Annex Complex - Gross Revenue Statement & Rent Roll
Fiscal Year October 2014 through September 2015

Leon County Government Annex - Annex									
		County Occupied	Third Party Occupied	Vacant	Total	County Occupancy	Third Party Occupancy	Vacancy	
Square Footage		13,723	-	3,432	17,155	79.99%	0.00%	20.01%	
		Annual Rent							
SUITE	TENANT	Occupied by the County	Leased to Third Party Tenants	Vacant	Current Term Expiration Date	Expiration Date if all Renewals are Granted	Previous FY Oct -13 to Sept 14	Current FY Oct -14 to Sept 15	Projected 5-yr Rent
00B	Leon County Clerk of the Court	1,711	-	-	At Will		\$ -	\$ -	\$ -
00L	VACANT		-	1,260			-	-	-
00M	Leon County Facilities	2,723	-	-	At Will		-	-	-
100	VACANT		-	2,172			-	-	-
101	Leon County Clerk of the Court	3,478	-	-	At Will		-	-	-
201, 202 & 206	Leon County Public Defender	3,691	-	-	At Will		-	-	-
210	Leon County Property Appraiser	2,120	-	-	At Will		-	-	-
Total		13,723	-	3,432			\$ -	\$ -	-
		80.0%	0.0%	20.0%					

2) **Lake Jackson Town Center at Huntington (f/n/a Huntington Oaks Plaza)** is a 69,115 square feet retail shopping center located at 3840 North Monroe Street. The shopping center houses the Lake Jackson Branch Library and Community Center as well as a local Leon County Tax Collector’s office and several third-party tenants.

The center is 84% occupied with both County offices (48.3% of the usable square feet) and third party tenants (35.5% of the usable square feet). The rental income for FY 2014 – 15 was \$269,400, up from the \$263,815 collected last fiscal year.

Figure 16 includes the current rent roll for the center. The Real Estate Division continues to receive strong interest from local business owners wanting to lease space in the center.

(Fig. 16)
Lake Jackson Town Center at Hontington Oaks - Gross Revenue Statement & Rent Roll
Fiscal Year October 2014 through September 2015

Lake Jackson Town Center										
		County	Third Party				County	Third Party		
		Occupied	Occupied	Vacant	Total	Occupancy	Occupancy	Vacancy		
Square Footage		33,367	24,557	11,189	69,113	48.28%	35.53%	16.19%		
Annual Rent & CAM										
SUITE	TENANT	Occupied by the County	Leased to Third Party Tenants	Vacant	Current Term Expiration Date	Expiration Date if all Renewals are Granted	Previous FY Oct -13 to Sept 14	Current FY Oct -14 to Sept 15	Projected 5-yr Rent	
Unit 100	Center for the Arts	-	840	-	Aug-16	Aug-19	\$ -	\$ 4,578	\$ 38,102	
Unit 101	Carrie Bee's	-	840	-	Sep-18	Sep-20	\$ -	\$ -	40,320	
Unit 102, 103 & 104	County Tax Collector	4,796	-	-			\$ -	\$ -	-	
Unit 105	The Arsenal, LLC	-	4,314	-	Aug-16	Aug-20	\$ 65,003	\$ 61,332	185,298	
Unit 200	Seminole Blueprint	-	3,803	-	Sep-16	Sep-20	\$ 55,206	\$ 52,115	163,912	
Unit 201	Vacant Space	-	-	1,200			\$ -	\$ -	-	
Unit 202	Vacant Space	-	-	1,800			\$ -	\$ -	-	
Unit 203	Fashion Nails	-	900	-	Mar-16	Mar-20	\$ 19,727	\$ 18,606	54,159	
Unit 204	China King	-	1,200	-	Apr-17	Apr-17	\$ 19,350	\$ 20,284	24,427	
Unit 205	Anything Goes Hair Salon	-	960	-	May-18	May-21	\$ -	\$ 5,973	47,259	
Unit 206	Vacant Space	-	-	2,362			\$ -	\$ -	-	
Unit 207	Vacant Space	-	-	2,387			\$ -	\$ -	-	
Unit 300	Lake Jackson Branch Library	10,539	-	-			\$ -	\$ -	-	
Unit 301	Lake Jackson Community Center	3,494	-	-			\$ -	\$ -	-	
Unit 302	Vacant Space	-	-	3,440			\$ -	\$ -	-	
Unit 303, 304 & 305	All Saints Anglican Church	-	3,600	-	Feb-16	Jan-00	\$ 42,498	\$ 42,705	\$ 14,045	
Unit 400	Capital City YMCA	-	8,100	-	May-15	Sep-16	62,030.83	63,807.77	106,346.29	
Unit 500	Facilities - Storage	14,538	-	-			-	-	-	
		33,367	24,557	11,189			\$ 263,815	\$ 269,400	\$ 673,868	
		48.3%	35.5%	16.2%						

- 3) **Amtrak Station Complex**, a 28,655 square foot office and warehouse complex located at 918 Railroad Ave in the Gaines Street Corridor in a Multi-Modal Transportation District, on the western edge of the City of Tallahassee between the FAMU & FSU campuses.

(Fig. 17)

Amtrak Station Complex - Gross Revenue Statement & Rent Roll

Fiscal Year October 2014 through September 2015

	County	Third Party	Vacant	Total	County	Third Party	Vacancy
	Occupied	Occupied			Occupancy	Occupancy	
Square Footage	14,621	9,875	-	24,496	59.69%	40.31%	0.00%

SUITE	TENANT	Occupied by the County	Leased to Third Party Tenants	Vacant	Current Term Expiration Date	Expiration Date if all Renewals are Granted	Annual Rent		
							Previous FY Oct -13 to Sept 14	Current FY Oct -14 to Sept 15	Projected 5-yr Rent
Amtrak Station Complex									
Bldg #1 - Old Depot - Unit 1	National Railroad Passenger Corp	-	2,195	-	10/1/2014	9/30/2019	\$ -	\$ -	\$ -
Bldg #1 - Old Depot - Unit 2	County Offices	9,646	-	-			-	-	-
Bldg #2 - Unit 1	County Offices	4,975	-	-			-	-	-
Bldg #3 - Freight Warehouse	DOMI Educational, Inc	-	7,680	-	6/1/2014	5/31/2019	3,851	3,967	19,832.65
Total		14,621	9,875	-			\$ 3,851	\$ 3,967	\$ 19,833
		59.7%	40.3%	0.0%					

- 4) **Leon County Courthouse** is a 541,810-office building and parking garage in downtown Tallahassee located at 301 S Monroe Street. Leasing activity in the complex is strictly for the benefit of the citizens of Leon County and the occupants of the building. Therefore, there is no revenue derived by the activity.

(Fig. 18)

Leon County Courthouse - Gross Revenue Statement & Rent Roll

Fiscal Year October 2014 through September 2015

	County	Third Party	Vacant	Total	County	Third Party	Vacancy
	Occupied	Occupied			Occupancy	Occupancy	
Square Footage	474,010	3,723	-	477,733	99.22%	0.78%	0.00%

SUITE	TENANT	Occupied by the County	Leased to Third Party Tenants	Vacant	Current Term Expiration Date	Expiration Date if all Renewals are Granted	Annual Rent	
							Previous FY Oct -13 to Sept 14	Current FY Oct -14 to Sept 15
Leon County Courthouse								
County Courthouse	County Offices	386,911	-	-	At Will		\$ -	\$ -
Courtrooms	County Courtrooms	87,099	-	-	At Will		\$ -	\$ -
Plaza Level	Federal Credit Union		225	-	12/18/1996	month-to-month	\$ -	\$ -
Suite - 108	Tallahassee Bar Association		1,971	-	1/1/2013	1/31/2030	\$ -	\$ -
Suite - 292 & 295	Tony's Cafe		1,527	-	6/11/2008	month-to-month	\$ 1.00	\$ 1.00
Total Office Space		474,010	3,723	-			\$ 1.00	\$ 1.00
		99.2%	0.8%	0.0%				

In summation, the current Leasing activity generated annual gross rental revenues of over \$1,839,625 during the 2014-15 fiscal year. Leon County continues to profit from the utilization of buildings and properties in the portfolio.

**Leon County Leasing Activity
Fiscal Year 2014 - 2015**

	Occupied Space			Total Leasable SF	Total Annual Revenue
	County Offices	Tenants	Vacant		
Amtrak Station Complex	14,621	9,875	-	\$ 24,496	\$ 3,967
Lake Jackson Town Center	33,367	24,557	11,189	69,113	280,593
Leon County Courthouse	474,010	3,723	-	477,733	3
Leon County Government Annex					
Annex	13,723	-	3,432	17,155	-
Tower	34,865	70,970	15,638	121,473	1,555,063
Total Leasable SF - January 12, 2016	570,586	109,125	30,259	\$ 709,970	\$ 1,839,625
	80.4%	15.4%			

Tax Certificates, List of Lands available for Taxes (LOLA) and Tax Deeds

In the Florida Statutes, Chapter 197 (Tax Collections, Sales and Liens) declares that if a parcel owner is delinquent in the payment of the property taxes associated with a parcel of land, the Tax Collector of that County is required to sell Tax Certificates at a public auction for the amount of the taxes due plus interest and fees. If a delinquent parcel's certificate goes to auction and there is no bid received, the Tax Collector is required to issue the related certificate for the delinquent taxes owed on the parcel in the name of the County in which the parcel resides at an 18% interest rate.

Any Tax Certificate in the County's name may be purchased from the County at any time before a Tax Deed is issued for the property.

- i) Person or persons (whether the registered owner or a third party investor) purchasing a certificate held by the County shall pay the Tax Collector the full face amount of the certificate, plus all interest, costs & fees associated with the processing of the Tax Certificate.
- ii) On all County-held certificates, the interest earned shall be calculated at 1.5% per month to the date of purchase.
- iii) The purchaser of a County-held certificate will be issued a certificate with a face value that includes all sums paid to acquire the certificate from the County. Unless it is the register owner of the parcel and they have satisfied all other outstanding certificates, the parcel will no longer reflect any delinquent taxes on the County's Tax Rolls.
- iv) The purchase date of the new certificate is the date used in determining the date that an application for a Tax Deed can be filed (Tax Deed Application can be filed 2-years after the issuance of the certificate)
- v) The purchase date of the new certificate is also the date used in calculating the interest due or the minimum interest due if redeemed

If a certificate remains unsold for a 2-year period after its issuance, Florida Statute 197.502 requires the County to apply for a Tax Deed on all County-held certificates on any property valued at \$5,000.00 or more on the current Property Appraiser Assessment Roll. For any property valued at less than \$5,000, the county is not required to apply for a tax deed but it may do so if a need is identified to acquire the property. This requirement is used as a way to get the parcel back on the tax roll and delinquent taxes paid, by either:

- i) Forcing the current owner to pay the taxes and other costs owed or risk the loss of ownership of the parcel, or,
- ii) Allowing a third party purchase the parcel at the Tax Deed sale, which subsequently places the parcel back on the tax rolls?

After the Tax Deed Application has been filed, the Tax Collector's office will perform a limited title search to determine the following:

- i) Legal titleholder of record
- ii) Any lienholder of record
- iii) Any mortgagee of record
- iv) Any Vendee of a recorded contract for deed
- v) Any lienholder who has applied to the Tax Collector to receive notice
- vi) Any person to whom the property was assessed on the tax roll for the last year that the property was assessed
- vii) Any lienholder of record who has a recorded lien on a mobile home on the property
- viii) Any legal titleholder of property contiguous to the property in the certificate, if one of the contiguous titleholders is the same as on the certificate, the notice may be mailed to the address that appears on the current assessment roll for the contiguous property

After the Tax Collector has completed their portion of the Tax Deed Application process they will bundle together all the remaining unpaid Tax Certificates, certify that they have completed their portion, and send them over to the Clerk of the Court's office to be prepared for and scheduled for a public auction. The Clerk's office will go through a similar process as the Tax Collector. The Clerk shall notify all interest parties listed in the Tax Collectors statement pursuant to 197.502 (4) at least 20-days prior to the date of the Public Auction.

Upon the completion of the notifications process, the Clerk's Office will advertise the Public Sale once a week for four consecutive weeks in a newspaper selected as provided in FS 197.402 and on the date of the sale as it appears in the advertisement the Clerk's office will administer a Public Sale of all the parcels with applications for Tax Deed. The opening bid on non-homesteaded properties will be the value of all outstanding certificates against the property, omitted taxes that should have been assessed, all delinquent taxes, interest and all other fees and costs. If the property is homesteaded on the latest tax roll, in addition to the amounts listed for non-homesteaded properties an amount equal to 50% of the latest assessed value of the homestead will be required in the opening bid.

The property will be sold to the highest bidder, at the auction the highest bidder must post a nonrefundable deposit of 5% of the bid or \$200.00, whichever is greater and then within 24-hours of the auction full payment, plus doc stamps and recording fees, must be received to complete the transfer of the parcel from the current taxpayer to the highest bidder via Tax Deed under the provisions of FS 197.512/522. If no bid is received at the auction, whether county-held or individually held certificates or the winning bidder fails to pay the amounts due for issuance of a tax deed within 30 days after the sale, the clerk shall enter the land on a list entitled "lands available for taxes" (LOLA);

- i) The Clerk's office will enter the property onto the "List of Lands available for Taxes" (LOLA) and will immediately notify the County Commission and all other persons holding certificates against the property that no bid was received.
- ii) During the first 90-days that the property is on the LOLA, the County may purchase the property for the amount of the opening bid or waive its right to purchase.
- iii) If the County waives its right to purchase;
 - (1) Any person, a County division or any other governmental unit may purchase the property from the Clerk without further notice or advertising for the opening bid amount.
 - (2) Taxes will not be assessed against properties listed on LOLA. However, each year that the taxes that would be due will be treated as omitted, these omitted taxes will be included in any bids for the property received after the Property appears on the LOLA.
 - (3) At the Board of County Commissioners' discretion omitted taxes (taxes due but not assessed while the property is on LOLA) may be waived.
 - (4) If any parcel is acquired from LOLA for providing property for the Leon County Affordable Housing program, the Board of County Commissioners may cancel any county-held certificates and omitted taxes.
 - (5) The Clerk and or the County may not transfer the property back to the taxpayer who failed to pay the delinquent taxes that led to the certificate. (The term "Taxpayer" for this purpose only is defined as the taxpayer's family or an entity that the taxpayer or its family has an interest.)

*Figure 19
Excerpt from Florida Statutes*

On county-held or individually held certificates for which there are no bidders at the public sale and for which the certificate holder fails to timely pay costs of resale or fails to pay the amounts due for issuance of a tax deed within 30 days after the sale, the clerk shall enter the land on a list entitled "lands available for taxes" and shall immediately notify the county commission that the property is available. During the first 90 days after the property is placed on the list, the county may purchase the land for the opening bid or may waive its rights to purchase the property. Thereafter, any person, the county, or any other governmental unit may purchase the property from the clerk, without further notice or advertising, for the opening bid, except that if the county or other governmental unit is the purchaser for its own use, the board of county commissioners may cancel omitted years' taxes, as provided under s. 197.447. Interest on the opening bid continues to accrue through the month of sale as prescribed by s. 197.542.

Taxes may not be extended against parcels listed as lands available for taxes, but in each year, the taxes that would have been due shall be treated as omitted years and added to the required minimum bid. Three years after the day the land was offered for public sale, the land shall escheat to the county in which it is located, free and clear. All tax certificates, accrued taxes, and liens of any nature against the property shall be deemed canceled as a matter of law and of no further legal force and effect, and the clerk shall execute an escheatment tax deed vesting title in the board of county commissioners of the county in which the land is located.

When a property escheats to the county under this subsection, the county is not subject to any liability imposed by chapter 376 or chapter 403 for preexisting soil or groundwater contamination due solely to its ownership. However, this subsection does not affect the rights or liabilities of any past or future owners of the escheated property and does not affect the liability of any governmental entity for the results of its actions that create or exacerbate a pollution source.

Tax Certificates -The review of the Tax Certificate process determined that as of the September 30, 2015 there were 2,185 outstanding Tax Certificates issued in the County's name.

Within the 2,185 outstanding County Tax Certificates, there are a potential 671 Tax Deed Applications. As with the total certificates, the number of possible Tax Deed Applications can decline before the next tax deed application filing, April 1, 2016. During 2014 – 2015 Fiscal year, the county filed 168 tax deed applications. The breakdown of the Tax Certificates Activity follows in Figure 20.

(Fig. 20)
Tax Certificate Summary - Leon County (Investor 998) - as of September 30, 2015

	as of: July 01, 2015	September 30, 2015	Change from Previous Month
Redeemed Tax Certificates	4,893	5,155	262
Canceled Tax Certificates	28	29	1
Tax Certificates with a Special Status	20	15	(5)
Tax Certificates with Tax Deed Applications Filed	457	671	214
Open Tax Certificates	2,742	2,185	(557)
All Tax Certificates - Leon County (Investor 998) - as of September 30, 2015	8,140	8,055	(85)

	# of Certificate	Certificate Face Amount	Parcel Size Acreage	2014 Just Value	2014 Taxable Value	Possible Homestead	Located within City
Redeemed Tax Certificates - Leon County (Investor 998) - as of September 30, 2015							
2007	270	\$ 72,059.89	135.395	\$ 3,964,144	\$ 2,231,658	90	69
2008	1,617	440,627.59	459.470	25,581,544	20,812,378	188	838
2009	1,530	648,751.27	444.247	34,415,375	30,288,978	129	736
2010	76	6,154.27	54.463	1,808,973	351,373	72	8
2011	188	37,864.30	74.847	2,518,965	1,189,504	58	72
2012	469	231,308.26	1,234.249	18,330,622	10,798,837	130	194
2013	372	174,284.04	180.403	10,922,333	8,202,810	109	181
2014	400	226,259.89	2,961.972	22,750,156	20,133,787	97	157
2015	233	80,310.49	172.905	4,540,542	3,505,856	43	78
	5,155	\$1,917,620.00	5,717.949	\$ 124,832,654	\$ 97,515,181	916	2,333

Canceled Tax Certificates - Leon County (Investor 998) - as of September 30, 2015								
2007	1	\$ 81.89	0.400	\$ 18,435	\$ -	1	-	-
2008	3	1,079.65	-	30,693	5,693	1	-	-
2009	2	114.07	-	4,500	4,500	-	-	-
2010	-	-	-	-	-	-	-	-
2011	1	62.08	-	2,500	2,500	-	-	-
2012	10	7,990.35	5.454	208,309	178,147	1	1	1
2013	11	7,394.45	7.034	163,543	140,237	1	1	1
2014	1	1,271.61	-	33,663	24,747	-	-	-
2015	-	-	-	-	-	-	-	-
	29	\$ 17,994.10	12.888	\$ 461,643	\$ 355,824	4	2	2

Tax Certificates with a Special Status - Leon County (Investor 998) - as of September 30, 2015								
2007	-	\$ -	-	\$ -	\$ -	-	-	-
2008	-	-	-	-	-	-	-	-
2009	1	230.51	1.000	12,000	12,000	-	-	-
2010	-	-	-	-	-	-	-	-
2011	-	-	-	-	-	-	-	-
2012	2	208.08	1.050	21,646	6,100	1	-	-
2013	3	1,571.51	0.160	68,393	68,393	-	3	3
2014	7	3,030.63	6.904	166,411	121,400	1	2	2
2015	2	3,581.53	-	118,405	118,405	-	1	1
	15	\$ 8,622.26	9.114	\$ 386,855	\$ 326,298	2	6	6

Tax Certificates with Tax Deed Applications Filed - Leon County (Investor 998) - as of September 30, 2015								
2007	21	\$ 8,975.77	5.064	\$ 156,301	\$ 87,405	4	4	4
2008	44	19,143.95	5.958	481,152	417,805	3	15	15
2009	78	29,935.92	16.753	1,026,489	971,437	3	40	40
2010	2	126.50	0.500	35,866	266	2	-	-
2011	54	22,751.28	12.032	691,205	662,517	2	19	19
2012	104	39,875.33	50.328	1,275,542	1,185,686	5	36	36
2013	180	57,833.39	50.200	1,798,496	1,633,762	10	100	100
2014	92	23,269.17	21.324	1,027,158	892,057	7	49	49
2015	96	17,882.21	12.103	676,441	664,757	1	73	73
	671	\$ 219,793.52	174.262	\$ 7,168,650	\$ 6,515,692	37	336	336

Open Tax Certificates issued to Leon County (Investor 998) as of September 30, 2015 sorted by Certificate Year & Certificate Number								
2007	-	\$ -	-	\$ -	\$ -	-	-	-
2008	-	-	-	-	-	-	-	-
2009	-	-	-	-	-	-	-	-
2010	-	-	-	-	-	-	-	-
2011	-	-	-	-	-	-	-	-
2012	54	17,609.43	15.498	781,900	710,015	2	25	25
2013	148	44,798.70	55.890	1,947,573	1,766,871	6	89	89
2014	562	242,749.76	470.825	10,130,757	8,516,506	65	221	221
2015	1,421	548,213.17	1,332.647	26,628,678	21,329,642	170	571	571
	2,185	\$ 853,371.06	1,874.860	\$ 39,488,908	\$ 32,323,034	243	906	906

All Tax Certificates - Leon County (Investor 998) - as of September 30, 2015								
2007	292	81,118	141	4,138,880	2,319,063	95	73	73
2008	1,664	460,851	465	26,093,389	21,235,876	192	853	853
2009	1,611	679,032	462	35,458,364	31,276,915	132	776	776
2010	78	6,281	55	1,844,839	351,639	74	8	8
2011	243	60,678	87	3,212,670	1,854,521	60	91	91
2012	639	296,991	1,307	20,618,019	12,878,785	139	256	256
2013	714	285,882	294	14,900,338	11,812,073	126	374	374
2014	1,062	496,581	3,461	34,108,145	29,688,497	170	429	429
2015	1,752	649,987	1,518	31,964,066	25,618,660	214	723	723
	8,055	\$3,017,400.94	7,789.073	\$ 172,338,710	\$ 137,036,029	1,202	3,583	3,583

Tax Deed Applications – In accordance with FS 197.502, 2-years after the issuance of a Tax Certificate the hold of the certificate may file for a Tax Deed application. The filing of an application puts in motion in both the Tax Collectors and Clerk of the Courts Office several actions to verify the eligibly of the parcel, lien holders and final contact with the parcel owner to seek redemption of the delinquent taxes before offering the Parcel at public sale. FS 197.502 requires the county to submit applications on all certificates on parcels with a taxable value of \$5,000.00 or more. During the 2014-2015 fiscal year the county filed 168 Tax Deed Applications, in three separate phases; 44 in phase 1, 27 in Phase II and 97 in Phase III.

(Fig. 21)

**Tax Deed Applications filed During 2015
As of September 30, 2015**

Tax Deed Applications - Leon County (Investor 998) - Filed during 2015								
	Year Certificate issued	Just Value	Taxable Value	Parcel Size Acreage	Minimum Bid	Possible Homestead	Located in City	Located in County
Applications Filed	2006	-	-	-	-	-	-	-
	2007	-	-	-	-	-	-	-
	2008	1	18,896	-	0.400	9,425.51	1	1
	2009	1	15,000	15,000	0.500	-	-	1
	2010	-	-	-	-	-	-	-
	2011	3	133,446	111,585	1.000	-	1	3
	2012	16	202,907	156,624	8.711	16,301.57	-	7
	2013	147	2,082,003	1,741,117	42.889	106,735.25	5	92
	2014	-	-	-	-	-	-	-
	2015	-	-	-	-	-	-	-
	168	2,452,252	2,024,326	53.500	132,462.33	7	99	69

At the end of the fiscal year, there were 118 of these applications remaining. 19 applications were redeemed by the owner prior to their scheduled sale, 6 were sold at sale, 15 were pulled to be rescheduled and 10 received no bid and placed on the List of Lands Available for Taxes.

(Fig. 22)

**Tax Deed Applications filed During 2015 - Remaining
As of September 30, 2015**

Tax Deed Applications - Leon County (Investor 998) - Filed during 2015						
	Year Certificate issued	Remaining Applications	Redeemed & Closed	Sold to Third party	Pulled from Public Sale	Added to LOLA
Applications Filed	2006	-	-	-	-	-
	2007	-	-	-	-	-
	2008	-	-	-	1	-
	2009	1	-	-	-	-
	2010	-	-	-	-	-
	2011	2	-	-	1	-
	2012	7	-	1	2	5
	2013	108	-	18	3	9
	2014	-	-	-	-	-
	2015	-	-	-	-	-
	118	19	6	15	10	

At the end of FY 2014 - 2015 there were 150 applications outstanding and awaiting to be scheduled for a Public Sale.

List of Lands Available for Taxes (LOLA) – This is the final step of the delinquent tax process.

If a parcel with a Tax Deed Application goes to a Public Sale and does not receive a bid, it is the obligation of the Clerk of the Court's Office to place these parcels on the “**List of lands Available for Taxes**” at which time these parcels are available for purchase by any interested party for the amount of the opening bid at its Public Sale, plus any omitted taxes, accrued interest and any fees assessed from the date of the sale. The LOLA is published by the Clerk's office periodically and made available to all interest parties.

As of September 30, 2015, there are 156 parcels on LOLA. The current List of Lands Available for Taxes is included in Figure 23.

Parcels will stay on LOLA for a period of 3-years from the date of its public sale. If a parcel is not sold within 3-years of its placement on LOLA, Rule 12D-13.064, of the Florida Administrative Code & Section 197.502(8) for the Florida Statutes state that any properties remaining on the LOLA three years after the date the property was offered for tax deed sale the property shall be escheated to the County that the parcel is within. The Clerk's office will execute an escheatment tax deed to convey the parcel to the County free and clear of any obligations and all claims against the parcel that are related to Tax Certificates, accrued interest, omitted taxes and liens are canceled. The County assumes ownership and the parcel are added to the Real Estate Portfolio. Figure 23 shows the number of parcels and their possible escheatment dates

During the 2014 – 2015 Fiscal Year, 13 parcels escheated and were added the County's land portfolio. The Real Estate Division continues to work with Affordable Housing to determine if escheated Tax Deed properties are a suitable source of property for infill housing.

(Fig. 23)

List of Lands Available for Taxes Reconciliation			
as of September 30, 2015			
	Parcels Added by County	Investors	Parcels Removed
LOLA at End of FY 2013 - 2014			50
Parcels Added to List of Lands Available for Taxes			
Total Parcels Added to LOLA as of October 21, 2014	4	3	7
Total Parcels Added to LOLA as of November 25, 2014	9	-	9
Total Parcels Added to LOLA as of December 18, 2014	11	-	11
February 27, 2015 Public Sales Date January 28, 2015	3	5	8
March 27, 2015 Public Sales Date February 25, 2015	4	4	8
April 24, 2015 Public Sales Date March 25, 2015	12	1	13
May 28, 2015 Public Sales Date April 28, 2015	21	5	26
June 26, 2015 Public Sales Date May 27, 2015	2	3	5
July 24, 2015 Public Sales Date June 24, 2015	3	3	6
August 22, 2015 Public Sales Date July 23, 2015	15	2	17
September 25, 2015 Public Sales Date August 25, 2015	11	4	15
Total additions during 2014 - 2015	95	30	125
Parcels Removed from List of Lands Available for Taxes			
by Sale			5
by Redemption			2
by Escheatment			12
Total removals during 2014 - 2015			19
Total Parcels on LOLA as of September 30, 2015			156

List of Lands Available for Taxes

As of: September 30, 2015

	# of Parcels	Public Sale Opening Bid
Parcels on the List of Lands Available for Taxes as of September 30, 2015		
By Tax Certificate Issue Year		
2003	1	\$ 9,815.00
2004	3	18,895.84
2005	-	-
2006	1	27,564.00
2007	8	128,571.67
2008	35	304,939.66
2009	41	266,472.08
2010	11	181,728.39
2011	17	157,336.05
2012	31	194,120.47
2013	8	50,542.12
2014	-	-
2015	-	-
	156	\$ 1,339,985.28
Total Parcels	156	\$ 1,339,985.28

Parcel Site Acreage
0.620
0.360
-
0.230
7.479
11.304
16.926
10.276
13.669
21.020
7.694
-
-
-
89.512

Just Value	Taxable Value
\$ 15,890	\$ 15,890
31,600	31,600
-	-
12,564	12,564
197,217	111,925
857,313	782,807
808,836	783,826
392,808	249,508
409,828	330,738
513,162	479,211
127,096	127,096
-	-
-	-
-	-
\$ 3,366,304	\$ 2,925,163

Located within City	Possible Homestead	Located within County	Non County Held Application
-	-	1	-
2	-	1	2
-	-	-	-
-	-	1	8
3	2	5	3
16	3	19	8
25	-	16	9
3	5	8	11
6	4	10	6
10	4	19	1
2	6	-	-
-	-	-	-
-	-	-	-
67	24	80	35

Parcel	Name	Location	Parcel ID	Auction Date	Projected Escheatment Date	Certificate	Public Sale Opening Bid	Current Owner	Current Owner's Address	City	Parcel Location	Acres	Legal	Assessed Value	Taxable Value	Parcel Located in City	Possible Homestead	Parcel Located in County	Non County Held Application
1	1579 BALKIN RD-4123206320000	1579 BALKIN RD	4123206320000	10/31/2012	Oct-15	4091 of 2007	\$ 29,734.03	BARINEAU GARY M	1579 BALKIN RD	TALLAHASSEE, FL 32305	1579 BALKIN RD	0.459	23 15 1W .459 A IN NE 1/4 OF SW 1/4 OR 677/482 1888/1569	37,654	12,654		Yes	Yes	
2	OAK CREST BLVD-4124550000540	OAK CREST BLVD	4124550000540	11/5/2012	Nov-15	6522 of 2008	\$ 1,573.12	FORD EUGENE T	716 OLD BAINBRIDGE RD	TALLAHASSEE, FL 32303	OAK CREST BLVD	0.090	OAK CREST LOTS 54 55 DB 72/205	10,000	10,000			Yes	
3	209 OAK CREST BLVD-4124550000640	209 OAK CREST BLVD	4124550000640	11/5/2012	Nov-15	6524 of 2008	\$ 1,009.35	STATEN JIM	209 OAK CREST BLVD S	TALLAHASSEE, FL 32305	209 OAK CREST BLVD	0.040	OAK CREST LOT 64 DB 123/47 OR 655/123	5,000	5,000			Yes	
4	HAZELWOOD RD-4124550001310	HAZELWOOD RD	4124550001310	11/14/2012	Nov-15	6536 of 2008	\$ 1,716.25	PETERS MATHEW R GIVENOLA GRIER	6476 SWIFT CREEK RD	LITHONIA, GA 30058	HAZELWOOD RD	0.900	OAK CREST LOT 131 132 DB 105/234	10,000	10,000			Yes	
5	HAZELWOOD RD-4124550001680	HAZELWOOD RD	4124550001680	11/14/2012	Nov-15	6538 of 2008	\$ 2,533.25	N R L L EAST LLC	1 MAUCHLY	IRVINE, CA 92618	HAZELWOOD RD	0.140	OAK CREST LOTS 168 & 169 DB 128/8	10,000	10,000			Yes	
6	SPRINGHAWK LOOP-470214 A0020	SPRINGHAWK LOOP	470214 A0020	11/14/2012	Nov-15	6872 of 2008	\$ 2,957.83	HUNT WILLIAM A	PO BOX 1044	LECANTO, FL 34461	SPRINGHAWK LOOP	0.610	SPRINGHILL ACRES UNREC 2 2S 2W .55 AC LOT 2 BLOCK A OR 1428/1672	15,000	15,000			Yes	
7	Flipper St-410127 O0070	Flipper St	410127 O0070	3/6/2013	Mar-16	5495 of 2008	\$ 3,752.48	REED BARBARA MCCLAIN	3017 WAHNSH WAY	TALLAHASSEE, FL 32305	Flipper St	0.100	131/432 1768/2079 A M REDDICK-94-617PR SUNSHINE MOBILE HOME	12,000	12,000	Yes		Yes	
8	823 SUNDOWN LN-411480 D0100	823 SUNDOWN LN	411480 D0100	3/6/2013	Mar-16	6310 of 2008	\$ 3,169.77	PLEAS FREDIE L	823 SUNDOWN LN	TALLAHASSEE, FL 32305	823 SUNDOWN LN	0.130	NEIGHBORHOOD LOT 10 BLOCK D OR 125/1406 2026/1126 SUNSHINE MOBILE HOME	9,000	9,000	Yes		Yes	
9	3548 SUNDOWN RD-411480 E0130	3548 SUNDOWN RD	411480 E0130	3/6/2013	Mar-16	6312 of 2008	\$ 5,676.97	CURRY AVERY D	3548 SUNDOWN RD	TALLAHASSEE, FL 32305	3548 SUNDOWN RD	0.160	NEIGHBORHOOD LOT 13 BLOCK E OR 1249/1176 1300/246 1303/1123 OR CROWN RIDGE ESTATES UNREC UNIT IV 24	15,766	15,766	Yes		Yes	
10	4060 MORGAN RD-412406 A0240	4060 MORGAN RD	412406 A0240	3/6/2013	Mar-16	6464 of 2008	\$ 9,491.87	GREEN KENNETH O	2411 KING ST	TALLAHASSEE, FL 32301	4060 MORGAN RD	0.250	15 1W .30 A LOT 24 BLOCK AOR 1588/2100 2167/2289	15,000	15,000			Yes	
11	MOSS COVE LN-4124550000200	MOSS COVE LN	4124550000200	3/6/2013	Mar-16	6518 of 2008	\$ 1,564.97	MARTIN GUSSIE MAE	RT 1 BOX 162	BRISTOL, FL 32321	MOSS COVE LN	0.100	OAK CREST LOTS 20 & 21 OR 880/64	10,000	10,000			Yes	
12	BLOUNTSTOWN HWY-4308206850000	BLOUNTSTOWN HWY	4308206850000	3/6/2013	Mar-16	6650 of 2008	\$ 2,370.34	HOVEN CALVIN	2205 2 ST SW # 426	ROCHESTER, MN 55902	BLOUNTSTOWN HWY	0.470	8 15 3W .47 AC IN NE 1/4 OF SW 1/4 OR 1637/1620 1838/2289	10,000	10,000			Yes	
13	LAKE BRADFORD RD-411180000260	LAKE BRADFORD RD	411180000260	6/5/2013	Jun-16	5842 of 2008	\$ 2,721.40	SHELTON STEPHEN B	7680 DEEPWOOD TRL	TALLAHASSEE, FL 32317	LAKE BRADFORD RD	0.120	UNREC PLAT STOUTAMIRE PROP 11 15 1W .12 A LOT 26 OR 536/525	7,841	7,841	Yes		Yes	
14	1340 CONNECTICUT ST-212664 H0290	1340 CONNECTICUT ST	212664 H0290	9/4/2013	Sep-16	3046 of 2008	\$ 3,182.11	R & M CONSTRUCTION GROUP INC	5845 NW 14TH ST	SUNRISE, FL 33313	1340 CONNECTICUT ST	0.150	SPRING VALLEY LOT 29 BLOCK H OR 1375/1821 1875/1294 1875/1296	12,500	12,500	Yes		Yes	
15	BLACKTHORN TRL-4124550000030	BLACKTHORN TRL	4124550000030	9/4/2013	Sep-16	6517 of 2008	NA	REID MARY	1700 JOE LOUIS ST	TALLAHASSEE, FL 32304	BLACKTHORN TRL	0.040	OAK CREST LOT 3 DB 189/418	5,000	5,000			Yes	
16	DAMON CIR-2236200260000	DAMON CIR	2236200260000	12/11/2013	Dec-16	3988 of 2008	\$ 3,271.86	MCKINNIEN MICHAEL	6564 DAMON CIR	TALLAHASSEE, FL 32304	DAMON CIR	0.610	36 1N 2W .367 A IN W 1/2 OF SW 1/4 OF NE 1/4 DB 103/347	12,000	12,000			Yes	
17	1017 DOVER ST-2126204960000	1017 DOVER ST	2126204960000	1/8/2014	Jan-17	2994 of 2009	\$ 9,123.45	PONDEXTER NAOMI ALFRED C PONDEXTER	1310 W 9TH ST	LAKELAND, FL 33801	1017 DOVER ST	0.240	26 1N 1W .24 A IN SW 1/4 OF SE 1/4 DB 62/495 144/287 OR 581/464	63,127	63,127	Yes		Yes	
18	7115 SANDY CREEK CT-161817 E0010	7115 SANDY CREEK CT	161817 E0010	7/30/2014	Jul-17	1802 of 2009	\$ 5,239.00	WASDIN EDWARD L ETAL	1897 SHADY OAKS DR	TALLAHASSEE, FL 32303	7115 SANDY CREEK CT	2.017	SPORTSMAN PARADISE EAST UNREC LOT 1 (2.017 A) BLOCK E OR 1282/559	20,200	20,200			Yes	
19	Abraham St-212635 V0100	Abraham St	212635 V0100	7/30/2014	Jul-17	3049 of 2009	\$ 3,440.00	WILLSON GEORGE JR	1128 ABRAHAM ST	TALLAHASSEE, FL 32304	Abraham St	0.180	GRIFFIN COLLEGE HEIGHTS 2ND ADD LOT 10 BLOCK V OR 883/1583	12,500	12,500	Yes		Yes	
20	407 SHORELINE DR-311880 H0120	407 SHORELINE DR	311880 H0120	7/30/2014	Jul-17	5375 of 2009	\$ 5,258.00	BURT JOHN	4605 REGENCY TRCE	ATLANTA, GA 30331	407 SHORELINE DR	0.270	LAKEWOOD UNIT 5 LOT 12 BLOCK H OR 938/1561 2001/1294 2358/508	18,000	18,000	Yes		Yes	
21	Old Woodville Rd-331781 A0003	Old Woodville Rd	331781 A0003	7/30/2014	Jul-17	5759 of 2009	\$ 2,518.00	VAUSE GEORGE T	PO BOX 306	WOODVILLE, FL 32362	Old Woodville Rd	0.350	WIGGINS ADDITION EAST W 289 FT OF S 1/2 OF LOT A OR 294/471	10,000	10,000			Yes	
22	T & T Rd-331781 A0004	T & T Rd	331781 A0004	7/30/2014	Jul-17	5760 of 2009	\$ 2,518.00	VAUSE GEORGE T	PO BOX 306	WOODVILLE, FL 32362	T & T Rd	0.470	WIGGINS ADDITION EAST E 200 FT OF S 1/2 OF LOT A OR 164/88	10,000	10,000			Yes	
23	2572 TINY LEAF RD-4609150000100	2572 TINY LEAF RD	4609150000100	7/30/2014	Jul-17	7318 of 2009	\$ 6,401.00	FRAZIER MARTY R	2572 TINY LEAF RD	TALLAHASSEE, FL 32305	2572 TINY LEAF RD	0.628	SOUTHERN PINES UNREC 9 2S 1W .628 A LOT 10 OR 939/2269 1354/195 1721/1540	16,474	16,474			Yes	

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Parcel	Name	Location	Parcel ID	Auction Date	Project Escalation Date	Certificate	Public Sale Opening Bid	Current Owner	Current Owner's Address	City	Parcel Location	Acres	Legal	Assessed Value	Taxable Value	Parcel Located in City	Possible Homestead	Parcel Located in County	Non County Held Application
24	8760 OLD SHELL POINT RD-4611206250000	8760 OLD SHELL POINT RD	4611206250000	7/30/2014	Jul-17	7441 of 2009	\$ 5,426.00	BARRIOS AMADA ABALOS	8760 OLD SHELL POINT RD	TALLAHASSEE, FL 32305	8760 OLD SHELL POINT RD	1.350	11 25 1W 1.35 A IN SE 1/4 OF SW 1/4 OR 519/341 746/628 746/631 896/1824 OR 945/1135 1075/2249 2397/1960	16,200	16,200			Yes	
25	THOMPSON CIR-2424050000190	THOMPSON CIR	2424050000190	8/27/2014	Aug-17	4054 of 2008	\$ 3,058.36	THOMPSON GENEVA	2441 ROBERTS AVE # 704	TALLAHASSEE, FL 32310	THOMPSON CIR	0.230	THOMPSON UNREC 24 2N 1W .23 A LOT 19 OR 393/462 2315/78	5,000	5,000			Yes	
26	THOMPSON CIR-2424050000200	THOMPSON CIR	2424050000200	8/27/2014	Aug-17	4055 of 2008	\$ 3,058.36	THOMPSON GENEVA	2441 ROBERTS AVE #704	TALLAHASSEE, FL 32310	THOMPSON CIR	0.230	THOMPSON UNREC 24 2N 1W .23 A LOT 20 OR 393/462 2315/78	5,000	5,000			Yes	
27	9740 HERON ST-4615140000140	9740 HERON ST	4615140000140	8/27/2014	Aug-17	7472 of 2009	\$ 7,890.48	MORGAN BRITTANEY S	9740 HERON ST	TALLAHASSEE, FL 32305	9740 HERON ST	0.580	SPRING DRIVE ESTATES UNRECORDED LOT 14 OR 1394/516 1788/1899 2206/864 OR 2220/1662	24,512	24,512			Yes	
28	7344 POPLAR POINT DR-222515 A0160	7344 POPLAR POINT DR	222515 A0160	9/24/2014	Sep-17	2539 of 2003	\$ 9,815.00	KING HUBERT L JR JERRY L BEVEJU JR	7352 POPLAR POINT DR	TALLAHASSEE, FL 32301	7344 POPLAR POINT DR	0.620	POPLAR RIDGE UNREC LOT 16 BLOCK A OR 1285/1599 1573/864 2296/504	15,890	15,890			Yes	
29	836 OSCEOLA ST-410127 J0071	836 OSCEOLA ST	410127 J0071	9/24/2014	Sep-17	3435 of 2004	\$ 5,962.57	BILLINGSLEA F C BILLINGSLEA B B	8053 MARIGOLD LN	TALLAHASSEE, FL 32317	836 OSCEOLA ST	0.100	BOND SOUTH E 1/2 OF LOTS 7 & 8 BLOCK J OR 938/423 1476/1502	12,000	12,000	Yes			
30	Orange Ave W-411155 E0020	Orange Ave W	411155 E0020	9/24/2014	Sep-17	3771 of 2004	\$ 7,410.10	ROBINSON ERNIE V	2716 LAKE MARY ST	TALLAHASSEE, FL 32310	Orange Ave W	0.140	LIBERTY PARK LOT 2 BLOCK E OR 1684/341	8,500	8,500	Yes		Yes	
31	851 FOOTMAN LN-1225204150000	851 FOOTMAN LN	1225204150000	9/24/2014	Sep-17	628 of 2007	\$ 17,783.39	FOOTMAN ROSENA	900 29TH ST	WEST PALM BEACH, FL 33407	851 FOOTMAN LN	3.010	25 1N 2E 3.01 A IN E 1/2 OF E 1/2 OF SE 1/4 OR 962/2081 1969/1675	30,519	30,519			Yes	Yes
32	2277 SAXON ST-411180 A0120	2277 SAXON ST	411180 A0120	9/24/2014	Sep-17	3604 of 2007	\$ 6,472.15	HOBBS TRACI LYNN HOBBS-COHEN TERR	12009 SW 2ND ST	HOLLYWOOD, FL 33025	2277 SAXON ST	0.120	PINE HILL LOTS 12 & 13 BLOCK A OR 1518/315	12,000	12,000	Yes		Yes	
33	EUREKA CT-1219140000350	EUREKA CT	1219140000350	9/24/2014	Sep-17	814 of 2008	\$ 12,680.77	DEER POINTE OF TALLA LTD	4123 WOODVILLE HWY	TALLAHASSEE, FL 32305	EUREKA CT	1.020	PASADENA HILLS UNREC LOT 35 OR 1143/1423 1189/1783 1455/160 OR 1500/124	40,000	40,000			Yes	Yes
34	4704 ORCHID DR-412330 F0110	4704 ORCHID DR	412330 F0110	9/24/2014	Sep-17	6423 of 2008	\$ 13,435.90	PORCHER F WEBB	610 COLLINS DR	TALLAHASSEE, FL 32303	4704 ORCHID DR	0.330	CAPITAL CITY ESTATE UNIT 3 LOTS 11 & 12 BLOCK F OR 1810/855	57,275	57,275			Yes	Yes
35	1118 CLAY ST-212635 T0100	1118 CLAY ST	212635 T0100	9/24/2014	Sep-17	3040 of 2009	\$ 18,106.39	DICKEY NATHANIEL	1118 CLAY ST	TALLAHASSEE, FL 32304	1118 CLAY ST	0.160	GRIFFIN COL HTS ADD 2 LOT 10 BLOCK T DB 229/299	98,991	98,991	Yes		Yes	
36	12513 FOREST ACRES TRL-1307200430040	12513 FOREST ACRES TRL	1307200430040	9/24/2014	Sep-17	1404 of 2010	\$ 29,820.24	BRYAN KENNETH E	12513 FOREST ACRES TRL	TALLAHASSEE, FL 32317	12513 FOREST ACRES TRL	1.146	7 1N SE 1.145 A IN SE 1/4 OF NE 1/4 OR 2220/1027 2234/1881 2306/246 OR 2306/248 2332/2020 2344/223 LOT 4 OF	63,983	25,000		Yes	Yes	Yes
37	10711 TEBO TRL-3321206520000	10711 TEBO TRL	3321206520000	9/24/2014	Sep-17	6765 of 2010	\$ 25,862.46	MARKS ENSLEY LEE SR	10715 TEBO TRL	TALLAHASSEE, FL 32305	10711 TEBO TRL	2.000	21 2S 1E 2 A IN E 1/2 OF SW 1/4 OR 876/312 1299/824	40,009	14,509		Yes	Yes	Yes
38	LUTHER HALL RD-4307030010010	LUTHER HALL RD	4307030010010	10/21/2014	Oct-17	4347 of 2004	\$ 5,523.17	TALQLIN SPRINGS GEN PTNSP	PO BOX 3761	TALLAHASSEE, FL 32315	LUTHER HALL RD	0.120	UNREC PLAT BARFIELD PROP 7 1S 3W .37 A LOT 1 TRACT 1 OR 1858/115 1955/2064	11,100	11,100			Yes	Yes
39	1506 CROWN RIDGE RD-411404 A0080	1506 CROWN RIDGE RD	411404 A0080	10/21/2014	Oct-17	3716 of 2006	\$ 27,564.00	SANDERS SAVANNAH	940 LAKE CT SE	SMYRNA, GA 30082	1506 CROWN RIDGE RD	0.230	CROWN RIDGE ESTATES UNIT V UNREC 14 15 1W LOT 8 BLOCK A OR 1145/700 1753/1888 RP-489588 RP-489587	12,564	12,564			Yes	Yes
40	3025 GRADY RD-2113202370000	3025 GRADY RD	2113202370000	10/21/2014	Oct-17	2051 of 2008	\$ 5,777.00	MILTON JAMES L	110 HENDERSON RD	TALLAHASSEE, FL 32312	3025 GRADY RD	0.230	13 1N 1W .23 A IN SE 1/4 OF NW 1/4 OR 1066/1651	15,000	15,000	Yes			
41	Clay St-2126200570000	Clay St	2126200570000	10/21/2014	Oct-17	2914 of 2008	\$ 4,996.18	CAMPBELL DELORES	249 FLUR DR	MONTGOMERY, AL 36110	Clay St	0.150	26 1N 1W .15 A IN SW 1/4 OF NE 1/4 DB 1315/11 96-212PR 1889/1424W OR 1889/1429 1893/1283 1897/465	12,500	12,500	Yes			
42	IDAHO ST-2126202140000	IDAHO ST	2126202140000	10/21/2014	Oct-17	2926 of 2008	\$ 5,030.65	SCOTT EDW R II	PO BOX 567	MADISON, FL 32340	IDAHO ST	0.140	26 1N 1W .14 A IN SE 1/4 OF NW 1/4 OR 254/605 1102/1748	12,500	12,500	Yes			
43	RUSSELLS POND LN-2431200320000	RUSSELLS POND LN	2431200320000	10/21/2014	Oct-17	4563 of 2009	\$ 3,957.17	WIREGRASS HOMEBUILDERS IN	PO BOX 2253	DOTHAN, AL 36302	RUSSELLS POND LN	3.160	31 2N 1W 3.16 A IN N 1/2 OR 1200/1016 1602/1192 1768/1815 OR 1768/1828 INQ LAND NOT INCLUDED IN RUSSELLS POND	12,801	12,801			Yes	
44	4006 MORGAN RD-412406 A0370	4006 MORGAN RD	412406 A0370	10/21/2014	Oct-17	8335 of 2010	\$ 23,595.48	ROLLINS CARLESS	4006 MORGAN RD	TALLAHASSEE, FL 32305	4006 MORGAN RD	0.280	CROWN RIDGE ESTATES UNREC UNIT 1V 24 15 1W .33 A LOT 37 BLOCK AOR 1359/1091	30,250	5,250		Yes	Yes	Yes
45	OLD BAINBRIDGE RD-2125320000021	OLD BAINBRIDGE RD	2125320000021	11/25/2014	Nov-17	2842 of 2008	\$ 4,124.00	FORD TEMPIE ETAL	716 OLD BAINBRIDGE RD	TALLAHASSEE, FL 32303	OLD BAINBRIDGE RD	0.070	GIBBS SUB S 1/2 OF LOT 2 DB 53/4 71	6,920	6,920	Yes			
46	605 EASTWOOD DR-310775 E0120	605 EASTWOOD DR	310775 E0120	11/25/2014	Nov-17	5059 of 2009	\$ 5,688.00	CHEMICAL BANK	277 PARK AVE	NEW YORK, NY 10172	605 EASTWOOD DR	0.190	LYNDALE LOT 12 BLOCK E OR 1578/2275 1781/521 1928/436	16,000	16,000	Yes			
47	2055 MONDAY RD-3109050000050	2055 MONDAY RD	3109050000050	11/25/2014	Nov-17	5091 of 2009	\$ 5,151.00	HOGAN LUERICK ESTATE CLARENCE HOGAN	2055 MONDAY ST	TALLAHASSEE, FL 32301	2055 MONDAY RD	0.220	ALLEN HENRY PROP UNREC 9 1S 1E .22 A LOT 5 & 6 DB 182/287 OR 786/577	16,400	16,400			Yes	
48	1836 T AND T RD-3317200360000	1836 T AND T RD	3317200360000	11/25/2014	Nov-17	5727 of 2009	\$ 5,489.00	VALSE G THOMAS EST	PO BOX 306	WOODVILLE, FL 32362	1836 T AND T RD	0.270	17 2S 1E .27 A IN NE 1/4 OF NE 1/4 OR 890/161	11,360	11,360			Yes	
49	HOLMES ST-410270 A0100	HOLMES ST	410270 A0100	11/25/2014	Nov-17	6256 of 2009	\$ 5,329.00	RUSSELL ROBERT H	1132 MITCHELL AVE	TALLAHASSEE, FL 32303	HOLMES ST	0.190	HUTCHINSON HTS LOT 10 BLOCK A DB169/67 233/187 1939/2023W 96-632PR 2190/1927 10 1S 1W 1.14 AC. IN NE 1/4 OF SE 1/4	15,000	15,000	Yes			
50	2712 KENNEDY DR-4110204120000	2712 KENNEDY DR	4110204120000	11/25/2014	Nov-17	6380 of 2009	\$ 4,959.00	21ST CENTURY BUILDING COMPANY LLC	3520 THOMASVILLE RD FL #4	TALLAHASSEE, FL 32309	2712 KENNEDY DR	1.140	BEING THE PARENT TRACT OF A TWO LOT L.P. OR 1140/1042 1823/1768 10 1S 1W 0.24 AC. IN NE 1/4 OF SE 1/4	13,680	13,680	Yes			
51	KENNEDY DR-4110204120020	KENNEDY DR	4110204120020	11/25/2014	Nov-17	6381 of 2009	\$ 2,169.00	21ST CENTURY BUILDING COMPANY LLC	3520 THOMASVILLE RD FL #4	TALLAHASSEE, FL 32309	KENNEDY DR	0.240	BEING LOT TWO OF A TWO LOT L.P. OR 1140/1042 1823/1768 2365/1611 PINE RIDGE MOBILE HOME ESTATES LOT 6	5,000	5,000	Yes			
52	413 GREAT LAKES ST-411316 F0060	413 GREAT LAKES ST	411316 F0060	11/25/2014	Nov-17	6719 of 2009	\$ 3,583.00	MILLER CLAUDE	906 APACHE ST	TALLAHASSEE, FL 32301	413 GREAT LAKES ST	0.100	BLOCK F OR 1233/366 2111/2027 2146/2178 23 1S 1W .267 AC IN N 1/2 OF N 1/2 OF NE	10,000	10,000	Yes			
53	5017 DUST BOWL LN-4123207000000	5017 DUST BOWL LN	4123207000000	11/25/2014	Nov-17	7004 of 2009	\$ 6,451.00	HALL DEBRA A	212 FLEETWOOD DR	TALLAHASSEE, FL 32310	5017 DUST BOWL LN	0.267	1/4 LOT 7 PER DEED & UNREC SURVEY OR 1417/627 1927/1365 2363/2363 CARY WOODS UNRECORDED 25 1N 2W	20,872	20,872			Yes	
54	CHRISTY CARY LN-2225030000070	CHRISTY CARY LN	2225030000070	12/18/2014	Dec-17	3821 of 2008	\$ 5,778.00	BYRD PAUL JR	8071 IDA RD	TALLAHASSEE, FL 32304	CHRISTY CARY LN	1.490	1.49 A LOT 7 (1 A IN POWERLINE) OR 967/494	15,490	15,490			Yes	
55	4414 BRIGHT DR-2106130000080	4414 BRIGHT DR	2106130000080	12/18/2014	Dec-17	1970 of 2009	\$ 6,000.00	BROWARD DAVIS	PO BOX 12367	TALLAHASSEE, FL 32317	4414 BRIGHT DR	0.290	SHADYWOOD UNREC 6 1N 1W .29 A LOT 8 OR 1008/1712 1627/1480	22,000	22,000			Yes	

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Parcel	Name	Location	Parcel ID	Auction Date	Projected Eschatement Date	Certificate	Public Sale Opening Bid	Current Owner	Current Owner's Address	City	Parcel Location	Acres	Legal	Assessed Value	Taxable Value	Parcel Located in City	Possible Homestead	Parcel Located in County	Non County Held Application
56	Huntington Woods Blvd -2116080000460	Huntington Woods Blvd.	2116080000460	12/18/2014	Dec-17	2312 of 2009	\$ 5,336.00	MURRAY CHESTER	7257 WINTER CREEK LN	TALLAHASSEE, FL 32308	Huntington Woods Blvd.	0.310	HUNTINGTON GARDEN HOMES LOT 46 EAST OF RD OR 1390/739 1849/457	20,000	20,000	Yes			
57	818 VOLUSIA ST-212645 A0450	818 VOLUSIA ST	212645 A0450	12/18/2014	Dec-17	3059 of 2009	\$ 3,836.00	ALEXANDER MARY	914 VOLUSIA ST	TALLAHASSEE, FL 32304	818 VOLUSIA ST	0.130	LINCOLN HTS LOT 45 BLOCK A DB 171/229	12,500	12,500	Yes			
58	CALLOWAY ST-212664 L0080	CALLOWAY ST	212664 L0080	12/18/2014	Dec-17	3112 of 2009	\$ 4,605.00	GILLIAM GARY L	1646 AIRPORT DR	TALLAHASSEE, FL 32304	CALLOWAY ST	0.150	SPRING VALLEY LOT 8 BLOCK L OR 536/158 1365/1571 1369/861	12,500	12,500	Yes			
59	CALLOWAY ST-212664 L0090	CALLOWAY ST	212664 L0090	12/18/2014	Dec-17	3113 of 2009	\$ 4,585.00	GILLIAM GARY L	1646 AIRPORT DR	TALLAHASSEE, FL 32304	CALLOWAY ST	0.150	SPRING VALLEY LOT 9 BLOCK L OR 536/158 1369/861	12,500	12,500	Yes			
60	E. Magnolia Ave-3107202390000	E. Magnolia Ave	3107202390000	12/18/2014	Dec-17	4984 of 2009	\$ 4,880.00	LOCKLEY LAURA	1108 CREEK RD	TALLAHASSEE, FL 32305	E. Magnolia Ave	0.200	7 15 1E .20 A IN NE 1/4 OF NW 1/4 OF NW 1/4 OR 873/459	20,000	20,000	Yes			
61	PUTNAM DR-3107202910000	PUTNAM DR	3107202910000	12/18/2014	Dec-17	4992 of 2009	\$ 6,849.00	PARISH LYDIA M MIRACLE HILL NURSING CR	1329 ABRAHAM ST	TALLAHASSEE, FL 32304	PUTNAM DR	0.475	7 15 1E .475 A IN SW 1/4 OF NW 1/4 DB 1022/1902 OR 243/165 243/322 OR 1075/1322 SUNSHINE MOBILE HOME	20,000	20,000	Yes			
62	543 SUNDOWN RD-411480 C0190	543 SUNDOWN RD	411480 C0190	12/18/2014	Dec-17	6879 of 2009	\$ 4,879.00	FUDGE GLORIA J ESTATE AVERY CURRY	3548 SUNDOWN RD	TALLAHASSEE, FL 32305	543 SUNDOWN RD	0.130	NEIGHBORHOOD LOT 19 BLOCK C OR 1202/1560 2497/989	20,151	20,151	Yes			
63	IDAHO ST-2126202120000	IDAHO ST	2126202120000	1/28/2015	Jan-18	2925 of 2008	\$ 5,330.75	WANZA ANNE ANDERSON CHARLES ANDERSON	722 MOORE AVE	OCEAN CITY, NJ 08226	IDAHO ST	0.140	26 1N 1W .12 A IN SE 1/4 OF NW 1/4 DB 51/447 OR 228/259	12,500	12,500	Yes			
64	5071 MEADOWLARK LN-243025 F0190	5071 MEADOWLARK LN	243025 F0190	1/28/2015	Jan-18	4104 of 2008	\$ 42,471.21	TAYLOR LINDA A	60 CLEVELAND AVE	BUCKHANNON, WV 26201	5071 MEADOWLARK LN	0.570	BOX WOOD ESTATES 19 29 & 30 2N 1W .57 A LOT 19 BLOCK F OR 1893/612	69,507	69,507	Yes	Yes		
65	317 RIDGE RD-411352 B0010	317 RIDGE RD	411352 B0010	1/28/2015	Jan-18	6217 of 2008	\$ 21,106.50	BRADHAM JOE LEWIS JR	124 32ND AVE E #5	BRADENTON, FL 34208	317 RIDGE RD	0.340	FOUR POINTS ADD LOT 1 BLOCK B DB226/435 232/211 OR 2022/1755	100,418	100,418	Yes			Yes
66	Willdridge Dr-210340 D0131	Willdridge Dr	210340 D0131	1/28/2015	Jan-18	1929 of 2009	\$ 2,406.66	SMITH CHARLES M	2008 CYNTHIA DR	TALLAHASSEE, FL 32303	Willdridge Dr	0.170	GREENWOOD HILLS UNREC 1 A PART LOT 13 BLOCK D OR 573/96	5,400	5,400	Yes			
67	Clay St-2126200590000	Clay St	2126200590000	1/28/2015	Jan-18	2962 of 2009	\$ 3,842.70	BETHELONIA MISSIONARY ISABELLA MOORE BAPTIST CHURCH	1335 CLAY ST	TALLAHASSEE, FL 32304	Clay St	0.150	26 1N 1W .15 A IN E 1/2 OF SW 1/4 OF NE 1/4 DB 264/641	12,500	12,500	Yes			
68	767 GOSHAWK WAY-4124206050000	767 GOSHAWK WAY	4124206050000	12/18/2014	Dec-17	7071 of 2009	\$ 9,310.00	AVANT TOMMY	1279 MCKENZIE RD	CANTONMENT, FL 32353	767 GOSHAWK WAY	0.550	24 15 1W .55 A IN SE 1/4 OF SW 1/4 OR 507/242	29,985	29,985	Yes			Yes
69	RO CO CO RD-1626202110000	RO CO CO RD	1626202110000	1/28/2015	Jan-18	2356 of 2010	\$ 8,093.70	DARITY ARCHER TRACEY DARTY	210 24TH ST S	SAINT PETERSBURG, FL 33712	RO CO CO RD	3.330	26 2N 3E 3.33 AC IN NE 1/4 OF NW 1/4 OR 1330/1030 3845/2380	34,970	34,970	Yes	Yes		Yes
70	1494 NASHVILLE DR-213061 B0250	1494 NASHVILLE DR	213061 B0250	1/28/2015	Jan-18	4197 of 2010	\$ 24,016.84	NIX CHERRY A	PO BOX 5425	TALLAHASSEE, FL 32314	1494 NASHVILLE DR	0.110	TENNESSEE VILLAGE LOT 25 BLOCK B OR 1013/41 1402/585 2024/108 OR 2145/378	47,063	47,063	Yes	Yes		Yes
71	714 STAFFORD ST-411137 D0180	714 STAFFORD ST	411137 D0180	2/25/2015	Feb-18	3563 of 2007	\$ 51,421.85	SPRADLEY MICHAEL R SPRADLEY JOHN W	714 STAFFORD ST	TALLAHASSEE, FL 32305	714 STAFFORD ST	0.220	LEE MANOR UNIT S LOT 18 BLOCK D OR 99/387	60,292	-	Yes	Yes		Yes
72	Clay St-2126200530000	Clay St	2126200530000	2/25/2015	Feb-18	2957 of 2009	\$ 3,377.76	JENKINS ELNORA ESTATE DORINDA GEORGE	4500 ELTHAM PARK	TALLAHASSEE, FL 32303	Clay St	0.150	26 1N 1W .15 A IN SW 1/4 OF NE 1/4 DB 34/145	12,500	12,500	Yes			
73	COMPASS LN-3107203010000	COMPASS LN	3107203010000	2/25/2015	Feb-18	4993 of 2009	\$ 6,457.94	LONG ERNESTINE	1320 S BROUGH ST	TALLAHASSEE, FL 32301	COMPASS LN	0.520	7 15 1E .52 A IN SE 1/4 OF NW 1/4 OR 888/2366 1216/631	20,000	20,000	Yes			
74	PUTNAM DR-3107203480000	PUTNAM DR	3107203480000	2/25/2015	Feb-18	5006 of 2009	\$ 7,174.09	DANZY DERRICK	102 DIXIE DR	TALLAHASSEE, FL 32304-3019	PUTNAM DR	0.159	7 15 1E .21A IN NW 1/4 OF NW 1/4 OR 944/471 2408/1655(00-71198)	20,000	20,000	Yes			
75	4065 MORGAN RD-412406 A0160	4065 MORGAN RD	412406 A0160	2/25/2015	Feb-18	7047 of 2009	\$ 28,495.51	WILLIAMS MARY J	4065 MORGAN RD	TALLAHASSEE, FL 32305	4065 MORGAN RD	0.280	15 1W LOT 16 BLOCK A OR 1138/377 1279/1378 1350/2378	49,726	49,726	Yes			Yes
76	6992 CRYSTAL BROOK CT-243025 H0110	6992 CRYSTAL BROOK CT	243025 H0110	2/25/2015	Feb-18	5205 of 2010	\$ 22,769.42	HARPER RICHARD	6992 CRYSTAL BROOK CT	TALLAHASSEE, FL 32303	6992 CRYSTAL BROOK CT	0.680	BOX WOOD ESTATES 19 29 & 30 2N 1W LOT 11 BLOCK H OR 1523/1264	34,431	9,431	Yes	Yes		Yes
77	1383 MCCULLOUGH DR-4126130000170	1383 MCCULLOUGH DR	4126130000170	2/25/2015	Feb-18	8423 of 2010	\$ 28,703.12	BROWN TONY A	1383 MCCULLOUGH DR	TALLAHASSEE, FL 32305	1383 MCCULLOUGH DR	1.210	SOUTHWOOD UNREC 26 & 35 15 1W 1.37 A LOT 17 OR 1380/667	53,817	25,000	Yes	Yes		Yes
78	MONDAY RD-3109202220000	MONDAY RD	3109202220000	2/25/2015	Feb-18	5882 of 2011	\$ 17,441.66	MONTE CRISTO OF TALLAHASSEE NO 1 LLC	4708 CAPITAL CIR NW	TALLAHASSEE, FL 32303	MONDAY RD	5.000	9 15 1E 5 A IN SW 1/4 OF NW 1/4 OR 1447/1403 1606/1156 1157	75,000	75,000	Yes			Yes
79	IDAHO ST-2126202130000	IDAHO ST	2126202130000	3/25/2015	Mar-18	2978 of 2009	\$ 2,365.05	HACKLEY AUDREY A	1305 COLEMAN ST	TALLAHASSEE, FL 32310	IDAHO ST	0.150	26 1N 1W .13 A IN SE 1/4 OF NW 1/4 DB 51/502	12,500	12,500	Yes			
80	WAKULLA ST-410127 U0070	WAKULLA ST	410127 U0070	3/25/2015	Mar-18	6038 of 2009	\$ 4,068.02	CRAWFORD MARY EST GERTRUDE MCINTYRE	318 AVE E	PORT ST JOE, FL 32456	WAKULLA ST	0.100	BOND SOUTH LOT 7 BLOCK U DB 56/412	12,000	12,000	Yes			
81	5012 SARAY WAY-412680 K0150	5012 SARAY WAY	412680 K0150	3/25/2015	Mar-18	7160 of 2009	\$ 9,410.81	SHOUBE L WAYNE	400 SE CAPITAL CIR STE 18, #180	TALLAHASSEE, FL 32301	5012 SARAY WAY	0.300	YONS LAKESIDE ESTATES 2ND ADDITION LOT 15 & S 20 FT OF LOT 16 BLOCK K OR 1844/919	18,000	18,000	Yes			
82	CRUMP RD-1533204510000	CRUMP RD	1533204510000	3/25/2015	Mar-18	2125 of 2011	\$ 9,370.92	HABERSHAM MOSE JR	1731 ALLISON ST NE	WASHINGTON, DC 20017	CRUMP RD	2.800	33 2N 2E 2.80 AC IN SE 1/4 OF SEC 33 TRACT 13 OR 1522/1014	43,350	43,350	Yes			Yes
83	N NATURAL WELLS DR-3321030000110	N NATURAL WELLS DR	3321030000110	3/25/2015	Mar-18	5577 of 2012	\$ 5,697.10	EAGLE INVESTMENTS LC	PO BOX 501	HAVANA, FL 32333	N NATURAL WELLS DR	1.170	NATURAL WELL UNREC 21 25 1E 1.17A LOT 11 OR 1395/1945 1760/990 1979/937 OR 2262/771(CT)	29,250	29,250	Yes			Yes
84	Floral St-410125 B0060	Floral St	410125 B0060	3/25/2015	Mar-18	5677 of 2012	\$ 3,308.84	TIERONE BANK	1235 N ST	LINCOLN, NE 68508	Floral St	0.140	BOND LOT 6 BLOCK B OR 721/596 845/413	12,000	12,000	Yes			
85	818 FLORAL ST-4101750220011	818 FLORAL ST	4101750220011	3/25/2015	Mar-18	5852 of 2012	\$ 6,115.31	BRYANT MARTHA W CASSANDRA DAVIS	2779 ROCKWOOD DR	RIVERSIDE, CA 92503	818 FLORAL ST	0.130	VILLA MITCHELL .13 A W 1/2 OF LOT 1 BLOCK 22 OR 1186/1348 13501684/147	12,000	12,000	Yes			
86	PEPPER DR-410256 D0240	PEPPER DR	410256 D0240	3/25/2015	Mar-18	6014 of 2012	\$ 3,404.02	HUNTER DESIGN BUILD SERVICES LLC	116 LAKE WOOD DR	THOMASVILLE, GA 31792	PEPPER DR	0.160	ELBERTA EMPIRE ADD LOT 24 BLOCK D DB 128/271	15,000	15,000	Yes			
87	PEPPER DR-410256 D0260	PEPPER DR	410256 D0260	3/25/2015	Mar-18	6016 of 2012	\$ 3,404.02	HUNTER DESIGN BUILD SERVICES LLC	116 LAKE WOOD DR	THOMASVILLE, GA 31792	PEPPER DR	0.160	ELBERTA EMPIRE ADD LOT 26 BLOCK D DB 128/271	15,000	15,000	Yes			

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Parcel	Name	Location	Parcel ID	Auction Date	Projected Eschatement Date	Certificate	Public Sale Opening Bid	Current Owner	Current Owner's Address	City	Parcel Location	Acres	Legal:	Assessed Value	Taxable Value	Parcel Located In City	Possible Homestead	Parcel Located In County	Non County Held Application
88	LILLY RD-4123060000200	LILLY RD	4123060000200	3/25/2015	Mar-18	6916 of 2012	\$ 6,940.36	TRANSIT RENTALS OF TLH INC	6046 W TENNESSEE ST	TALLAHASSEE, FL 32304	LILLY RD	0.270	CROWN RIDGE ESTATES UNREC UNIT III 23 15 1W LOT 20 OR 1112/1857/1861 OR 1241/720/722 OR 1451/2225	15,000	15,000			Yes	
89	4036 BUSTER RD-4123060000430	4036 BUSTER RD	4123060000430	3/25/2015	Mar-18	6928 of 2012	\$ 11,382.32	MOORE MARGIE	4036 BUSTER RD	TALLAHASSEE, FL 32305	4036 BUSTER RD	0.280	CROWN RIDGE ESTATES UNREC UNIT III 23 15 1W LOT 43 OR 1255/1434	38,642	38,642			Yes	
90	COLLINS LANDING RD-4308202280000	COLLINS LANDING RD	4308202280000	3/25/2015	Mar-18	7318 of 2012	\$ 5,183.35	RIGGS JOANN NEWELL	PO BOX 5331	TALLAHASSEE, FL 32314	COLLINS LANDING RD	2.500	R 15 3W 2.50 A IN NW 1/4 OR 1017/2022 2518/1037	17,500	17,500			Yes	
91	1830 DEER TREE DR-213107 80010	1830 DEER TREE DR	213107 80010	4/28/2015	Apr-18	1964 of 2007	\$ 3,225.62	BODIFORD GERALDINE	5670 CARIBOU LN	TALLAHASSEE, FL 32311	1830 DEER TREE DR	0.120	DEERTREE HILLS 31 1N 1W LOT 1 BLOCK B OR 767/363 1638/567	9,152	9,152			Yes	
92	9523 LANCE RD-331740 E0120	9523 LANCE RD	331740 E0120	4/28/2015	Apr-18	3131 of 2007	\$ 5,946.87	PRINE JAMES PRINE KIMBERLY	2554 CHATEAU LN	TALLAHASSEE, FL 32311	9523 LANCE RD	0.460	Forest Grove Lot 12 Block E OR 1311/103 1548/2111 1605/690 OR 2370/2390	9,730	9,730			Yes	
93	8561 KIMBO RD-4612120000170	8561 KIMBO RD	4612120000170	4/28/2015	Apr-18	4470 of 2007	\$ 12,847.97	GRANTHAM NORMA J ESTATE	8561 KIMBO RD	TALLAHASSEE, FL 32305	8561 KIMBO RD	3.000	SOUTHWIND PHASE ONE UNREC 12 25 1W 3 A LOT 17 OR 973/1608 1033/1885	37,370	37,370			Yes	
94	California St-212685 E0031	California St	212685 E0031	4/28/2015	Apr-18	3075 of 2008	\$ 1,702.59	GRAHAM JUNIUS	PO BOX 10388	TALLAHASSEE, FL 32302	California St	0.040	VALLEY VIEW 26 1N 1W N 1/4 OF SFS 1/2 LOT 3 BLOCK E DB 100/497	3,125	3,125	Yes			
95	7433 BOOKOUT CV-2235202100000	7433 BOOKOUT CV	2235202100000	4/28/2015	Apr-18	3976 of 2008	\$ 19,375.84	ARENCEBIAN HARRISON	7433 BOOKOUT CV	TALLAHASSEE, FL 32310	7433 BOOKOUT CV	0.570	35 1N 2W 39 A IN SW 1/4 OF NW 1/4 OR 116/483 158/464 177/636 246/287 306/118 OR 340/358 340/361 355/107	34,676	9,676		Yes	Yes	Yes
96	8867 GARDNERS FARM RD-2412200160000	8867 GARDNERS FARM RD	2412200160000	4/28/2015	Apr-18	4032 of 2008	\$ 6,955.72	DICKEY WALTER JR	1806 DOOMAR DR	TALLAHASSEE, FL 32308-****	8867 GARDNERS FARM RD	0.500	12 2N 1W .50 A IN N 1/2 OF NE 1/4 OR 1357/1604 1628/2022 RP-368910	24,506	-		Yes	Yes	
97	PUTNAM DR-4112200550000	PUTNAM DR	4112200550000	4/28/2015	Apr-18	5950 of 2008	\$ 1,479.08	BOOTH HOLDINGS BOOTH TRUST LLC	625 E TENNESSEE ST STE 200	TALLAHASSEE, FL 32308	PUTNAM DR	0.164	12 1S 1W .164 A IN NE 1/4 OF NE 1/4 OR 1504/180 2525/1748(UJ) OR 2113/1153	1,608	1,608	Yes			
98	801 GOODBREAD LN-2125050000180	801 GOODBREAD LN	2125050000180	4/28/2015	Apr-18	2807 of 2009	\$ 3,507.35	HARRIS TONY	5823 BARGULL BAY ST	LAS VEGAS, NV 89131	801 GOODBREAD LN	0.130	UNREC PLAT CROWDER PROP 25 1N 1W .13 A LOT 18 OR 645/25 931/787 1889/326 OR 1973/473	10,000	10,000		Yes		
99	LUTHER HALL RD-4307030020040	LUTHER HALL RD	4307030020040	4/28/2015	Apr-18	7216 of 2009	\$ 1,552.05	OGDEN CHARLES E	262 W 42ND ST	HIALEAH, FL 33012	LUTHER HALL RD	0.140	UNREC PLAT BARFIELD PROP 7 1S 3W .14 A LOT 4 TRACT 2 DB 265/659 2177/1970 2177/1972	3,000	3,000			Yes	
100	9524 AMARETTA DR-331740 E0030	9524 AMARETTA DR	331740 E0030	4/28/2015	Apr-18	6672 of 2010	\$ 5,728.55	NEWMAN GENE G	PO BOX 5375	TALLAHASSEE, FL 32314	9524 AMARETTA DR	0.460	FOREST GROVE LOT 3 BLOCK E OR 1424/1918	30,728	30,728			Yes	Yes
101	1765 BALKIN RD-4123206290000	1765 BALKIN RD	4123206290000	4/28/2015	Apr-18	8253 of 2010	\$ 4,895.93	NEWMAN EUGENE G	PO BOX 5375	TALLAHASSEE, FL 32314	1765 BALKIN RD	0.590	23 1S 1W .459 A IN N 1/2 OF NE 1/4 OF SW 1/4 OR 1171/1833	23,557	23,557			Yes	Yes
102	4838 AVERY CIR-3214206250000	4838 AVERY CIR	3214206250000	4/28/2015	Apr-18	6468 of 2011	\$ 12,831.82	MOORE RICHARD	4792 AVERY CIR	TALLAHASSEE, FL 32311-9361	4838 AVERY CIR	1.000	14 1S 2E 1.0 A IN SW 1/4 OF SW 1/4 OR 1125/1635	26,748	1,748		Yes	Yes	Yes
103	4857 AVERY CIR-3214206270000	4857 AVERY CIR	3214206270000	4/28/2015	Apr-18	6469 of 2011	\$ 20,572.25	MOORE EDDIE	4859 AVERY CIR	TALLAHASSEE, FL 32311	4857 AVERY CIR	2.000	14 1S 2E 2.0 A IN SW 1/4 OF SW 1/4 OR 1219/1188	36,253	10,753		Yes	Yes	Yes
104	OLD WOODVILLE RD-3308205040000	OLD WOODVILLE RD	3308205040000	4/28/2015	Apr-18	6620 of 2011	\$ 887.45	DAVIS CLARENCE ESTATE CARANN DAVIS	3252 LORD MURPHY TRL	TALLAHASSEE, FL 32309	OLD WOODVILLE RD	0.073	8 2S 1E .07 A IN NW 1/4 OF SE 1/4 DB 168/424 265/670 265/672 870/715 OR 2337/2238(W/99-2599N) 2360/2242 R/S	1,750	1,750			Yes	
105	Holton Dr-410125 E0040	Holton Dr	410125 E0040	4/28/2015	Apr-18	6937 of 2011	\$ 3,160.16	COVINGTON ROBERT ESTATE RONALD ROSIER	2210 SAXON ST	TALLAHASSEE, FL 32310	Holton Dr	0.090	BOND E 1/2 LOT 4 BLOCK E DB 146/7	8,500	8,500	Yes			
106	3515 SUNKISSED RD-411480 80030	3515 SUNKISSED RD	411480 80030	4/28/2015	Apr-18	8204 of 2011	\$ 2,809.12	THOMPSON LAMAR	3515 SUNKISSED RD	TALLAHASSEE, FL 32305	3515 SUNKISSED RD	0.210	SUNSHINE MOBILE HOME 1415/1491 1653/543	10,966	10,966	Yes			
107	3529 SUNBURST LOOP-411480 80290	3529 SUNBURST LOOP	411480 80290	4/28/2015	Apr-18	8207 of 2011	\$ 2,878.09	TRANSIT RENTALS OF TLH INC	6046 W TENNESSEE ST	TALLAHASSEE, FL 32304	3529 SUNBURST LOOP	0.140	SUNSHINE MOBILE HOME NEIGHBORHOOD LOT 29 BLOCK B OR 3196/602 1625/672 2430/2385	12,261	12,261	Yes			
108	CRAFT ST-4123120001100	CRAFT ST	4123120001100	4/28/2015	Apr-18	8354 of 2011	\$ 16,978.89	BASS ERETHA ANN	324 N MARTIN L KING BLVD	TALLAHASSEE, FL 32301	CRAFT ST	0.000	RAINBOW ACRES UNREC LOT 110 OR 1210/2267	7,975	7,975			Yes	
109	MOSS COVE LN-4124550001410	MOSS COVE LN	4124550001410	4/28/2015	Apr-18	8560 of 2011	\$ 986.95	GAY DANIEL B	1652 LOWER BRIDGE RD	CRAWFORDVILLE, FL 32327	MOSS COVE LN	0.050	OAK CREST LOT 141 DB 114/150 OR 1337/1743 1859/1665	2,000	2,000			Yes	
110	3651 ERIN DR-321410 C0170	3651 ERIN DR	321410 C0170	4/28/2015	Apr-18	9205 of 2011	\$ 16,770.17	TUCKER THOMAS	709 JOE JOE CT	TALLAHASSEE, FL 32308	3651 ERIN DR	0.460	EASTWOOD UNIT 1 LOT 17 BLOCK C OR 1740/1940	64,292	64,292			Yes	
111	CAPITOLA RD-1319206040000	CAPITOLA RD	1319206040000	4/28/2015	Apr-18	1242 of 2012	\$ 3,962.87	BUCK LAKE RD PTNRS	106 NE 4TH ST	HAVANA, FL 32333	CAPITOLA RD	1.840	19 1N 3E 1.56 A SE OF RR OR 1238/2204/2209/2216/2222	7,000	7,000			Yes	
112	RESHARD CT-1528204920000	RESHARD CT	1528204920000	4/28/2015	Apr-18	1807 of 2012	\$ 1,938.20	HOLTON CARRIE L	728 DOVER ST	TALLAHASSEE, FL 32304	RESHARD CT	1.000	28 2N 2E 1 A IN SE 1/4 OF SE 1/4 OR 1148/1964	7,000	7,000			Yes	
113	13676 ULM RD-1608204630000	13676 ULM RD	1608204630000	4/28/2015	Apr-18	1908 of 2012	\$ 23,415.62	WILLIAMS ARTHUR J	PO BOX 89	TALLAHASSEE, FL 32302	13676 ULM RD	3.000	8 2N 3E 3 A IN W 1/2 OF SE 1/4 OR 1304/213 1537/618	22,538	-		Yes	Yes	
114	919 GRIFFIN ST-212635 A0270	919 GRIFFIN ST	212635 A0270	5/27/2015	May-18	3773 of 2010	\$ 5,535.60	WILLIAMSON MAUREEN L	827 NW MAGNOLIA WAY	LAKE CITY, FL 32056-0405	919 GRIFFIN ST	0.340	GRIFFIN COLLEGE HTS LOTS 27 28 BLOCK A DB 244/285	25,000	25,000	Yes		Yes	
115	Sundown Rd-411480 D0030	Sundown Rd	411480 D0030	5/27/2015	May-18	8095 of 2010	\$ 2,707.05	COOPERWOOD VIVIAN KIMBLE	3214 N RIDGE RD	TALLAHASSEE, FL 32305	Sundown Rd	0.130	SUNSHINE MOBILE HOME NEIGHBORHOOD LOT 3 BLD CK D OR 1827/2200 2415/278	9,000	9,000	Yes		Yes	
116	1469 KNOXVILLE LN-213061 80420	1469 KNOXVILLE LN	213061 80420	5/27/2015	May-18	4062 of 2011	\$ 4,566.10	HARRIS ROBERT	1469 KNOXVILLE LN	TALLAHASSEE, FL 32304	1469 KNOXVILLE LN	0.090	TENNESSEE VILLAGE LOT 42 BLOCK BOR 1210/1715	53,592	25,000	Yes	Yes		Yes
117	HAZELWOOD RD-4124550001420	HAZELWOOD RD	4124550001420	5/27/2015	May-18	8561 of 2011	\$ 992.95	GAY DANIEL B	1652 LOWER BRIDGE RD	CRAWFORDVILLE, FL 32327	HAZELWOOD RD	0.040	OAK CREST LOT 142 OR 1563/1297	2,000	2,000			Yes	
118	HAZELWOOD RD-4124550001430	HAZELWOOD RD	4124550001430	5/27/2015	May-18	8562 of 2011	\$ 992.95	GAY DANIEL B	1652 LOWER BRIDGE RD	CRAWFORDVILLE, FL 32327	HAZELWOOD RD	0.050	OAK CREST LOT 143 OR 37/472 1474/1679 1488/251 OR 2221/377	2,000	2,000			Yes	

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119	FOREST RUN CT-1307200040000	FOREST RUN CT	1307200040000	6/24/2015	Jun-18	1169 of 2012	\$ 8,152.94	ALLEN JOHN	12787 FOREST RUN CT	TALLAHASSEE, FL 32317	FOREST RUN CT	0.500	7 IN 3E .50 A IN E 1/2 OF NE 1/4OR 952/1778 1361/205 1416/112 117	15,000	15,000			Yes	
120	13588 CAPITOLA RD-1317206400000	13588 CAPITOLA RD	1317206400000	6/24/2015	Jun-18	1229 of 2012	\$ 6,416.38	BAITY SHELLEY	5550 DAYFLOWER CIR	TALLAHASSEE, FL 32311	13588 CAPITOLA RD	1.000	17 IN 3E 1 A IN SE 1/4 OF SE 1/4 OF SW 1/4 OR 513/227	5,500	5,500			Yes	
121	1832 T AND T RD-3317200370000	1832 T AND T RD	3317200370000	6/24/2015	Jun-18	5480 of 2012	\$ 2,841.33	HUTTO DANNY RAY	PO BOX 327	WOODVILLE, FL 32362	1832 T AND T RD	0.220	17 25 1E .22 A IN NE 1/4 DB 125/411 1460/632 2124/1817 OR 2138/1248	5,500	5,500			Yes	
122	430 W 5TH AVE STE A-212524 D0050	430 W 5TH AVE STE A	212524 D0050	6/24/2015	Jun-18	2806 of 2008	\$ 38,217.21	SHABAZ HASAN	620 PRESTON ST	TALLAHASSEE, FL 32304	430 W 5TH AVE STE A	0.170	CAPITAL HTS LOT 5 BLOCK D ALSO 10 FT OF ARB ALLEY OR 1251/627 1913/2258 1989/627	106,131	106,131	Yes		Yes	
123	1600 SILVER SADDLE DR-223516 D0670	1600 SILVER SADDLE DR	223516 D0670	6/24/2015	Jun-18	3953 of 2008	\$ 30,849.40	BURKE VICTORIA W	1600 SILVER SADDLE DR	TALLAHASSEE, FL 32310	1600 SILVER SADDLE DR	0.250	SANDSTONE RANCH LOT 67 BLOCK D OR 1825/372 2069/2195 2101/655	69,389	44,389	Yes	Yes	Yes	
124	3641 W W KELLEY RD-321410 D0010	3641 W W KELLEY RD	321410 D0010	6/24/2015	Jun-18	6456 of 2011	\$ 6,821.97	SHEPARD CHRISTOPHER M	3641 WW KELLY RD	TALLAHASSEE, FL 32311	3641 W W KELLEY RD	1.090	EASTWOOD UNIT 1 LOT 1 BLOCK D 0R1199/1287 1597/79 1916/2079 RP 534013/534014	44,141	44,141			Yes	Yes
125	Trimble Rd-2121510452495	Trimble Rd	2121510452495	7/23/2015	Jul-18	2607 of 2008	\$ 9,053.95	ADVANCED BUILDERS & REMODELERS INC	3402 APALACHEE PKWY	TALLAHASSEE, FL 32311	Trimble Rd	0.360	PLANTATION OF TALLAHASSEE PECAN CO 21 31X1W 36 A PART OF LOT 45BEING A PART OF LOT 2 OF A TECH AMD OR 2604 1591 CARROLL LOTS 10 & 11 BLOCK C WEST OF	20,000	20,000	Yes		Yes	
126	5 BRONOUGH ST-410135 C0100	5 BRONOUGH ST	410135 C0100	7/23/2015	Jul-18	3288 of 2007	\$ 1,139.79	COUNCIL AUDREY	1516 HERNANDO DR	TALLAHASSEE, FL 32304	5 BRONOUGH ST	0.090	DUAL-BRONOUGH PAIR OR 876/322 1104/1378 1494/2181 OR 2383/1684 8 2N 3E 51 A IN NW 1/4 OF NW 1/4 OR	500	500	Yes		Yes	
127	8812 DIVINE WAY-1608202040000	8812 DIVINE WAY	1608202040000	7/23/2015	Jul-18	1901 of 2012	\$ 4,898.18	PERKINS DARLENE D	1008 OAK RIDGE RD E	TALLAHASSEE, FL 32305	8812 DIVINE WAY	0.510	949/990 969/149 1178/2359OR 1420/348 1423/543	16,830	16,830			Yes	
128	SEAGULL LN-172305 C0030	SEAGULL LN	172305 C0030	7/23/2015	Jul-18	2060 of 2012	\$ 2,213.43	THOMAS ROSA ELIZABETH	6568 FAIRBANKS FERRY RD	HAVANA, FL 32333	SEAGULL LN	0.230	UNREC PLAT IAMONIA LODGE 23 3N 1E LOT 3 BLOCK C OR 1335/171	7,500	7,500			Yes	
129	280 LOUIS JOHN LN-2424200230000	280 LOUIS JOHN LN	2424200230000	7/23/2015	Jul-18	4147 of 2012	\$ 2,169.30	SMITH ULYSSES	2348 EDDIE RD	TALLAHASSEE, FL 32308	280 LOUIS JOHN LN	0.460	24 2N 1W .46 A IN NE 1/4 OF NE 1/4 OR 668/559 1025/1328	9,200	9,200			Yes	
130	10146 F A ASH WAY-3214206220000	10146 F A ASH WAY	3214206220000	7/23/2015	Jul-18	5273 of 2012	\$ 6,636.91	MOORE LUELLA	4792 W W KELLY RD	TALLAHASSEE, FL 32311	10146 F A ASH WAY	2.470	14 15 2E 2.47 A IN SW 1/4 OF SW 1/4 OR 966/666	20,995	20,995			Yes	
131	4861 AVERY CIR-3214206230000	4861 AVERY CIR	3214206230000	7/23/2015	Jul-18	5274 of 2012	\$ 6,558.54	MOORE JIMMY	4792 W W KELLY RD	TALLAHASSEE, FL 32311	4861 AVERY CIR	1.000	14 15 2E 1 A IN SW 1/4 OF SW 1/4 OR 1009/172	14,000	14,000			Yes	
132	10150 F A ASH WAY-3214206240000	10150 F A ASH WAY	3214206240000	7/23/2015	Jul-18	5275 of 2012	\$ 7,134.17	MOORE LOUISE	4792 W W KELLY RD	TALLAHASSEE, FL 32311	10150 F A ASH WAY	1.000	14 15 2E 1.0 A IN SW 1/4 OF SW 1/4 OR 1120/3	14,000	14,000			Yes	
133	1502 M AND T RD-3308204030000	1502 M AND T RD	3308204030000	7/23/2015	Jul-18	5391 of 2012	\$ 5,976.61	COONCE EFFIE P JUNIOUS P PETERSON	4015 COVINGTON HWY	DECATUR, GA 30032	1502 M AND T RD	1.000	9 25 1E 1 A IN NW 1/4 OF SE 1/4 DB 301/169	20,000	20,000			Yes	
134	10497 ELGIN LN-3317202340000	10497 ELGIN LN	3317202340000	7/23/2015	Jul-18	5487 of 2012	\$ 4,156.26	LALUFMAN SHANE S	10847 MILITARY TRL	TALLAHASSEE, FL 32305	10497 ELGIN LN	0.320	17 25 1E .32 A IN SE 1/4 OF NW 1/4 OR 1467/342 RP-533923-RP-533924- RP-533925	11,413		Yes		Yes	
135	Keith & Liberty St-410125 D0071	Keith & Liberty St	410125 D0071	7/23/2015	Jul-18	5682 of 2012	\$ 3,379.45	COURTNEY ELIZABETH	1507 DANIEL ST	TALLAHASSEE, FL 32304	Keith & Liberty St	0.080	BOND S 1/2 OF LOT 7 BLOCK D OR 781/88	6,000	6,000	Yes			
136	Kissimmee & Keith St-410127 H0010	Kissimmee & Keith St	410127 H0010	7/23/2015	Jul-18	5721 of 2012	\$ 3,402.15	GILLIAM GEORGE R JR	907 TANNER DR	TALLAHASSEE, FL 32305	Kissimmee & Keith St	0.400	BOND SOUTH LOTS 1 & 2 BLOCK H OR1497/108 1883/199 88-206PR	24,000	24,000	Yes		Yes	
137	2113 WAKULLA ST-410127 U0090	2113 WAKULLA ST	410127 U0090	7/23/2015	Jul-18	5740 of 2012	\$ 15,476.55	JOHNSON JOE	2113 WAKULLA ST	TALLAHASSEE, FL 32310	2113 WAKULLA ST	0.100	BOND SOUTH LOT 9 BLOCK U OR 391/598 484/580 1408/779	37,598	37,598	Yes			
138	913 MILES ST-4102204020000	913 MILES ST	4102204020000	7/23/2015	Jul-18	5886 of 2012	\$ 9,900.81	GREEN ROXIE LEE ESTATE	913 MILES ST	TALLAHASSEE, FL 32310	913 MILES ST	0.080	2 15 1W .11 A IN NW 1/4 OF SE 1/4 DB 111/320 126/527 150/435 OR 265/513 335/925	21,860	21,860	Yes			
139	HOLTON ST-411190 C0060	HOLTON ST	411190 C0060	7/23/2015	Jul-18	6335 of 2012	\$ 4,041.15	JACKSON MARY V	2019 BUNZEL ST	HOUSTON, TX 77088	HOLTON ST	0.160	STOUTAMIRE SUB UNIT 2 LOT 6 BLOCK C OR 886/286 1958/1374	15,000	15,000	Yes			
140	3584 SUNDOWN RD-411480 B0570	3584 SUNDOWN RD	411480 B0570	7/23/2015	Jul-18	6834 of 2012	\$ 5,500.77	GAY LANINA CELESTE	2712 MISTY GRADEN CIR	TALLAHASSEE, FL 32303	3584 SUNDOWN RD	0.150	SUNSHINE MOBILE HOME NEIGHBORHOOD LOT 57 BLOCK B OR 1207/1670 1420/1226 2311/1945	26,963	26,963	Yes			
141	1418 SEVILLE ST-4123140000140	1418 SEVILLE ST	4123140000140	7/23/2015	Jul-18	6975 of 2012	\$ 8,649.17	EKINS STEVEN MICHAEL	1418 SEVILLE DR	TALLAHASSEE, FL 32305	1418 SEVILLE ST	0.280	SCENIC MEADOWS UNREC LOT 14 OR 1480/172 1534/734 1779/963 965	35,484	35,484			Yes	
142	2314 EISENHOWER ST - 4109200090000	2314 EISENHOWER ST	4109200090000	8/25/2015	Aug-18	5803 of 2008	\$ 25,466.62	SAMUELLS JERRY	2314 EISENHOWER	TALLAHASSEE, FL 32310	2314 EISENHOWER ST	0.400	9 15 1W .40 A IN W 1/2 OF SW 1/4 OF NE 1/4 OR 1184/330 1682/1679	86,661	86,661	Yes			
143	620 DENT ST - 2125280000621	620 DENT ST	2125280000621	8/25/2015	Aug-18	2873 of 2009	\$ 29,895.14	MATTHEWS ELVIA	3664 MATT WING	TALLAHASSEE, FL 32311	620 DENT ST	0.170	COOPERS ADD W 1/2 OF LOT 62 DB 1 0R170/49/47 OR 221/527 1389/1656 OR 23 47/2307 2362/395	40,447	15,447	Yes			
144	1218 CLEVELAND ST - 4102100000040	1218 CLEVELAND ST	4102100000040	8/25/2015	Aug-18	6154 of 2009	\$ 4,942.51	LYONS SHIRLEY L ESTATE	1112 S MAGNOLIA	TALLAHASSEE, FL 32301	1218 CLEVELAND ST	0.100	LOOMIS LAND 2 15 1W .10 A LOT 4 OR 1285/1078 1388/1014	12,000	12,000	Yes			
145	DELAWARE ST - 2126530140050	DELAWARE ST	2126530140050	8/25/2015	Aug-18	3742 of 2011	\$ 2,969.42	PRIME CREDIT CORPORATION	1584 METROPOLIT	TALLAHASSEE, FL 32308	DELAWARE ST	0.180	SAXON NORTHWEST ADDITION LOTS 5 & W 15 FT OF LOT 4 BLOCK 14 OR 12/64 1238/1437 1306/1897 3622/2023(LP)	8,500	8,500	Yes			
146	1520 BAREBACK DR - 223516 A0870	1520 BAREBACK DR	223516 A0870	8/25/2015	Aug-18	4721 of 2011	\$ 36,305.18	SOTO MA DEL SOCORRO RANGEL	1520 BAREBACK D	TALLAHASSEE, FL 32310	1520 BAREBACK DR	0.330	SANDSTONE RANCH LOT 87 BLOCK A OR 1871/2285 2108/48 2264/153	10,500	10,500			Yes	
147	HOLLYBROOK TRL - 1407202430000	HOLLYBROOK TRL	1407202430000	8/25/2015	Aug-18	1369 of 2012	\$ 5,612.78	DICKEY MARGARET B WALTER DICKY JR	8871 GARDENERS F	TALLAHASSEE, FL 32312	HOLLYBROOK TRL	0.170	7 2N 1E .17 A IN E 1/2 OF W 1/2 OR 1792/1527 PR 93-180	4,250	4,250	Yes			
148	3085 ADKINS FOREST LN - 4702204340000	3085 ADKINS FOREST LN	4702204340000	8/25/2015	Aug-18	7699 of 2012	\$ 6,251.58	NEW ZION LODGE NO 173	109 LIBERTY RD	AWFORDVILLE, FL 32327	3085 ADKINS FOREST LN	0.240	2 2S 2W 1 A IN SE 1/4 DB NN/252	11,139	11,139	Yes			
149	2399 EDDIE RD - 111680 E080	2399 EDDIE RD	111680 E080	8/25/2015	Aug-18	304 of 2013	\$ 5,564.39	WOODBERRY EDDIE JR	2399 EDDIE RD	TALLAHASSEE, FL 32308	2399 EDDIE RD	0.140	TALLAHASSEE HIGHLANDS LOT 8 BLOCK E OR 927/2060 OR 99 4/2366 2373	16,500	16,500	Yes			

Attachment #1
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Parcel	Name	Location	Parcel ID	Auction Date	Projected Escheatment Date	Certificate	Public Sale Opening Bid	Current Owner	Current Owner's Address	City	Parcel Location	Acres	Legal:	Assessed Value	Taxable Value	Parcel Located in City	Possible Homestead	Parcel Located in County	Non County Held Application			
150	12776 FOREST RUN RD - 1308202030000	12776 FOREST RUN RD	1308202030000	8/25/2015	Aug-18	1150 of 2013	\$ 6,529.04	DAVIS BEATRICE C	1669 SWEETWOOD	MELBOURNE, FL 32935	12776 FOREST RUN RD	1.600	8 1N 3E 1.60 A IN W 1/2 OF NW 1/4 OF NW 1/4 OR 1396/818 816	16,000	16,000		Yes					
151	DRIFTWOOD CT - 1308206300000	DRIFTWOOD CT	1308206300000	8/25/2015	Aug-18	1159 of 2013	\$ 6,715.33	PARRISH ROSA PEMBERTON	809 VOLUSIA ST	TALLAHASSEE, FL 32304	DRIFTWOOD CT	2.000	8 1N 3E 2 A IN NE 1/4 OF SW 1/4 OR 1005/1998 2143/2036	20,000	20,000		Yes					
152	EASY ST - 210575 C0082	EASY ST	210575 C0082	8/25/2015	Aug-18	2056 of 2013	\$ 5,951.08	CHARLESTON SQUARE II	4708 CAPITAL CI	TALLAHASSEE, FL 32303-7217	EASY ST	0.050	SUNNY VILLAGE NW PT OF LOT 9 BLK C (PER DEED) AKA PART LOT 8 UNITB BLK C (UNREC) OR 1027/188 1578/561	22,000	22,000		Yes					
153	VOLLUSIA ST - 2126200990000	VOLLUSIA ST	2126200990000	8/25/2015	Aug-18	2941 of 2013	\$ 5,649.29	WHITAKER LONNIE WHITAKER ROSA M	7891 N MERIDIAN	TALLAHASSEE, FL 32312	VOLLUSIA ST	0.560	26 1N 1W .56 A IN SW 1/4 OF NE 1/4 OR 446/205 950/48	8,500	8,500	Yes						
154	BLOUNTSTOWN HWY - 2131204150000	BLOUNTSTOWN HWY	2131204150000	8/25/2015	Aug-18	3423 of 2013	\$ 5,416.11	MESSER CARRIE G	7147 BEECH RIDG	TALLAHASSEE, FL 32312	BLOUNTSTOWN HWY	1.240	31 1N 1W 1.24 A IN SW 1/4 OF SW 1/4 OF SE 1/4 OR 1818/1010 2084/368 370	19,096	19,096		Yes					
155	389 MASTIC LN - 223316 A0220	389 MASTIC LN	223316 A0220	8/25/2015	Aug-18	3804 of 2013	\$ 4,130.49	J C REAL ESTATE INC	PO BOX 5274	TALLAHASSEE, FL 32314	389 MASTIC LN	1.404	WHISPERING PINES EAST UNREC LOT 22 BLOCK A BY EQ/LGR 1.616 AC OR 1247/1320 2104/1620 2483/1475	10,000	10,000		Yes					
156	2142 NATURAL WELLS DR - 332103 B0020	2142 NATURAL WELLS DR	332103 B0020	8/25/2015	Aug-18	5478 of 2013	\$ 10,586.39	SATURN 1 LLC	18305 BISCAINE	AVENTURA, FL 33160	2142 NATURAL WELLS DR	0.700	NATURAL WELLS UNIT 2 LOT 2 BLOCKB OR 1172/143 1196/1326 1937/1525	15,000	15,000		Yes					
22 Parcels on List of Lands Available for Taxes as of September 30, 2015																						
												22										
												105.950										
																6	15	0	0			

(Fig. 24)

Possible Escheatments to Leon County from List of Lands Available for Taxes

as of September 30, 2015

	Number	Acres	Parcels Located in City	Possible Homestead
Possible Escheatments to Leon County in 2015				
Possible Escheatments as of October, 2015	1	0.459	-	1
Possible Escheatments as of November, 2015	5	1.780	2	-
Total Possible Escheatments to Leon County in 2015	6	2.239	2	1

Possible Escheatments to Leon County in 2016				
Possible Escheatments as of March, 2016	6	1.210	3	-
Possible Escheatments as of June, 2016	1	0.120	1	-
Possible Escheatments as of September, 2016	2	0.190	1	-
Possible Escheatments as of December, 2016	1	0.610	-	-
Total Possible Escheatments to Leon County in 2016	10	2.130	5	-

Possible Escheatments to Leon County in 2017				
Possible Escheatments as of January, 2017	1	0.240	1	-
Possible Escheatments as of July, 2017	7	5.265	2	-
Possible Escheatments as of August, 2017	3	1.040	-	-
Possible Escheatments as of September, 2017	10	8.646	4	2
Possible Escheatments as of October, 2017	7	4.310	3	1
Possible Escheatments as of November, 2017	9	2.687	6	-
Possible Escheatments as of December, 2017	10	3.465	8	-
Total Possible Escheatments to Leon County in 2017	47	25.653	24	3

Possible Escheatments to Leon County in 2018				
Possible Escheatments as of January, 2018	7	5.220	3	-
Possible Escheatments as of February, 2018	8	8.219	5	3
Possible Escheatments as of March, 2018	12	8.160	6	-
Possible Escheatments as of April, 2018	23	16.037	6	5
Possible Escheatments as of May, 2018	5	0.650	3	1
Possible Escheatments as of June, 2018	6	3.230	1	1
Possible Escheatments as of July, 2018	17	8.690	8	1
Possible Escheatments as of August, 2018	15	9.284	6	9
Total Possible Escheatments to Leon County in 2018	93	59.490	38	20

Parcels on the List of Lands Available for Taxes as of September 30, 2015	156	89.512	69	24
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Escheated Properties to Leon County in 2014				
LOLA Parcels Removed as of October 10, 2014 by Escheatment	5	1.164	1	1
LOLA Parcels Removed as of November 6, 2014 by Escheatment	5	1.740	-	-
LOLA Parcels Removed as of December 9, 2014 by Escheatment	1	4.340	-	-
Total Escheatments to Leon County in 2014	11	7.244	1	1

Escheated Properties to Leon County in 2015				
LOLA Parcels Removed - September 2015 by Escheatment	1	0.170	1	-
Total Escheatments to Leon County in 2015	1	0.170	1	-

In Conclusion

The Division of Real Estate Management will continue to update and evaluate the portfolio to search for opportunities to maximize the value of the properties under County ownership. However, there continues to be very few opportunities within the Portfolio that could generate substantial amounts of revenue.

Mike Battle
Real Estate Specialist
Division of Real Estate Management - Leon County, Florida

Buildings used to Support the Daily Business of Leon County

<u>Site Name</u>	<u>Location</u>	<u>Primary Building Type</u>	<u>Number of Buildings</u>	<u>Total Bldg Square Footage</u>
Buildings Owned by Leon County used to Support the Daily Business of Leon County				
Leon County Courthouse	301 S Monroe St	Office	1	541,810
Jail - Health Dept - Sheriff HQ -851	512 Eddie Boone Way	Public Safety	17	500,673
Leon County Government Annex Complex	311 S Calhoun St	Office	2	240,111
Renaissance Center	435 N Macomb St	Office	1	109,152
Public Safety Complex	911 Easterwood Dr	Public Safety	2	97,629
Leroy Collins Library	200 Park Ave W	Library	1	88,230
Public Works Center	1800 N Blair Stone Rd	Office-Warehouse	7	87,845
Lake Jackson Town Center At Huntington	3840 N Monroe St	Retail	1	69,115
Gum Road Transfer Station -611	4900 Gum Rd	Warehouse	4	30,849
Tharpe St Warehouse	3401 W Tharpe St	Warehouse	1	27,728
Amtrak Station	918 Railroad Ave	Office-Warehouse	3	26,266
Juvenile Detention Center	2303 Ronellis Dr	Public Safety	1	24,065
Facilities Managerment	1907 S Monroe St	Office-Warehouse	2	20,391
NE Branch Library	5513 Thomasville Rd	Library	1	19,802
Public Health Unit	1515 Old Bainbridge Rd	Medical	1	19,406
Orange Ave Health Center	872 Orange Ave W	Medical	1	16,179
Traffic Court	1920 Thomasville Rd	Office	1	15,978
Pedrick Pond-008	1583 Pedrick Rd	Library	1	14,879
B.L. Perry Library	2817 S Adams St	Library	1	13,684
US 27 Landfill	7550 Apalachee Pkwy	Warehouse	8	13,495
Agricultural Center	615 Paul Russell Rd	Office	1	13,289
Tourist Development Center	106 E Jefferson St	Office	1	8,975
Woodville Community Center	8000 Old Woodville Rd	Library	1	8,820
Ft. Braden Library	16327 Blountstown Hwy	Library	1	7,664
Daniel B. Chaires Community Park & Community Center	4768 Chaires Cross Rd	Recreation	2	3,596
Miccosukee Community Center-852	13887 Moccasin Gap Rd	Recreation	1	3,104
Bradfordville Community Center	BEECH RIDGE TRL	Recreation	1	1,140
Total Buildings Owned by Leon County used to Support the			65	2,023,875

County Owned Property under Lease & Buildings Leased by Leon County

<u>Site Name</u>	<u>Location</u>	<u>Primary Building Type</u>	<u>Number of Buildings</u>	<u>Total Bldg Square Footage</u>
County owned Property Leases				
North Florida Fairgrounds-853	523 E Paul Russell Rd	Recreation	14	132,342
National Guard Armory	1225 Easterwood Dr	Warehouse	1	38,820
Tallahassee Developmental Center	455 Appleyard Dr	Medical	5	30,933
American Red Cross	1115 Easterwood Dr	Office	1	21,639
Williams Rd Fire Station	6370 Williams Rd	Public Safety	1	840
Mahan/Miccosukee Fire Station	4245 Heatherwood Dr	Public Safety	1	840
Total County owned Property Leases			23	225,414
Buildings Leased by Leon County				
Supervisor of Elections Operations Center	2990 Apalachee Pkwy STE 1	Offices & Warehouse	1	31,332
Ft Braden Community Center	16387 Blountstown Hwy	Recreation	1	10,072
Temporary Bradfordville Community Center	6668 Thomasville Rd, Suite 14	Recreation	1	1,300
Total Buildings Leased by Leon County			3	42,704
Total County Owned Property under Lease & Buildings Leased			26	268,118

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**Leon County
Board of County Commissioners**


Notes for Agenda Item #15

Leon County Board of County Commissioners

Cover Sheet for Agenda #15

February 9, 2016

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Establishment of the FY 2017 Maximum Discretionary Funding Levels and Initial Budget Policy Guidance

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 no current fiscal impact to the County. However, direction from the Board will be used in the development of the FY 2017 budget.

Staff Recommendations:

Option #1: Establish the Community Human Services Partnership (CHSP) funding level for FY2017 at \$1,200,000.

Option #2: Establish the maximum discretionary funding levels as follows:
a. Homeless Shelter Construction: \$100,000
b. Legal Services of North Florida (additional funding): \$125,000

Option #3: Authorize an additional \$86,750 for CHSP funding currently allocated towards Non-Direct Service Agency Providers, pending consideration by the City of Tallahassee and the United Way's participation.

Option #4: Maintain the special event funding account as follows:

Special Event Agencies	FY 2017 Funding
Celebrate America 4 th of July Celebration	\$2,500
Dr. Martin Luther King Celebration (Inter Civic Southern Leadership Council of Tallahassee)	\$4,500
NAACP Freedom Fund Award (Tallahassee NAACP)	\$1,000
Soul Santa (Frenchtown \$2,500 and Walker Ford \$1,500)	\$4,000
County Sponsored Tables/Community Events	\$15,000
Total	\$27,000

Report and Discussion

Background:

On January 26, 2016, the Board adopted the FY 2017 Budget Calendar. Annually, the first budget item the Board considers as part of the budget process is establishing the discretionary funding levels for outside agencies. Subsequent to this item, the Board has Budget Workshops scheduled for April and June; additional workshops can be held if necessary in May and July. As specified in Leon County Ordinance, No. 2006-34 “Discretionary Funding Guidelines” (Attachment #1), and Policy No. 93-44, County Fiscal Planning Policy, the Board must consider these funding limits prior to March 31 each year (Attachment #2).

Due to increases in non-departmental funding requests by organizations outside the budget process, the Board adopted Ordinance No. 2006-34, “Discretionary Funding Guidelines” at the November 14, 2006 meeting. The ordinance requires the Board to set a maximum amount of discretionary funds that will be made available to outside agencies during the fiscal year in the following categories: Community Human Services Partnership (CHSP); CHSP – Emergency Fund; Commissioner District Budget; Midyear Funding; Non-departmental funding; and Youth Sports Team. The Board sets the maximum amount of annual funding available in these categories for the budget year. These amounts could be lowered depending on the funding available for competing priorities as the budget is developed and presented to the Board.

During the FY 2015 budget process, the budget realigned most line-item funding for outside agencies to contracted services within appropriate departmental budgets. By directly contracting for county core service, the County substantially reduced what is considered line-item funding. These agencies now enter into annual continuation of services contracts with the County to provide the necessary services. A list of the agencies and the associated contract amount is shown in Table 1.

Table 1: FY 2016 Outside Agency Contracts for Services

Department Oversight	Permanent Contracted Outside Agencies	FY 2016 Funding
Office of Intervention & Detention Alternatives	Disc Village	\$185,759
	Palmer Monroe Teen Center ⁽¹⁾	\$150,000
Office of Human Services & Community Partnerships	Whole Child Leon	\$38,000
	UPHS	\$23,750
	TMH Trauma Center	\$200,000
Office of Economic Development and Business Partnerships	Economic Development Council	\$174,500
Office of Sustainability	Keep Tallahassee-Leon County Beautiful	\$23,750
Strategic Initiatives Division	Oasis Center	\$20,000
Office of Management and Budget	Tallahassee Trust for Historic Preservation	\$63,175
Total		\$878,934

(1) Fixed time limit (FY 2014 – FY 2016) per inter local agreement

At the January 26, 2016 meeting, subsequent to the dissolution of the Economic Development Council, the Board voted to eliminate the \$174,500 in contract funding for the EDC. Funding for economic development will be discussed at the February 29, 2016 Blueprint 2000 Intergovernmental Agency meeting and during the County’s budget workshops.

In order to align CHSP annual funding with the agency allocation process the Board established a new strategic initiative at the December retreat that was adopted at the January 26, 2016, meeting.

- Establish the annual County CHSP funding commitment early in the budget process as a set amount (not as a maximum funding level). (2016)

This particular Strategic Initiative aligns with the following Board Strategic Priority:

- Governance (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)

Analysis:

The non-departmental budget process begins with the establishment of the maximum discretionary funding levels for outside agencies. In addition to the Discretionary Funding ordinance, Policy No. 93-44, County Fiscal Planning Policy, requires that prior to March 31, the Board of County Commissioners will:

1. Confirm the list of permanent line item funded agencies that can submit applications for funding during the current budget cycle.
2. Establish the amount of funding to sponsor community partner/table events in an account to be managed by the County Administrator.
3. Provide direction to staff on additional appropriation requests that should be considered as part of the tentative budget development process.

Based on the Discretionary Funding Ordinance, the Board also establishes maximum funding levels for a series of categories. In addition, the Board is to determine which agencies are to receive applications for funding requests.

Table 2 summarizes the discretionary categories and details the funding allocated during the past three fiscal years, FY 2015 thru FY 2017. Except for the Commissioner District budget fund (not shown and currently set at \$9,500 per Commissioner), the categories in the table are covered by Ordinance 2006-034.

Table 2: FY 2015 – FY 2017 Total Discretionary Funding

Discretionary Funding Category/Fiscal Year	FY 2015	FY 2016	FY2017*
Community Human Service Partnership	\$825,000	\$1,000,000	\$1,200,000
Additional CHSP Funding (Non-Direct Services)**	\$0	\$0	\$86,750
Homeless Shelter Capital	\$100,000	\$100,000	\$100,000
Legal Services Additional Funding	\$0	\$125,000	\$125,000
Special Event Sponsorships	\$32,000	\$27,000	\$27,000
Total	\$957,000	\$1,252,000	\$1,538,750

*Recommended amounts; CHSP would be established as a set funding level, the remaining lines would be established as maximum funding levels pending final budget deliberations.

** The non-direct service funding agencies are currently directly contracted with by the County: \$38,000 Whole Child Leon, \$23,750 UPHS and \$25,000 Domestic Violence Coordinating Council. These recommendation is pending concurrence of the City of Tallahassee and the United Way of the Big Bend.

Community Human Service Partnership Funding

As shown in Table 2, the Board increased funding for the Community Human Service Partnerships program by \$175,000 in FY 2016. This program is administered by the Office of Human Service and Community Partnerships. These funds are pooled with funds from the City and United Way and allocated to outside human services organizations based on a competitive application process.

At the March 10, 2015 Board meeting, when the FY 2016 maximum funding levels were established the Board set the initial CHSP funding level at \$1.2 million. As part of the budget balancing process this amount was reduced to \$1.0 million. As discussed during last year's June 23, 2015 budget workshop, the Board indicated that for FY 2017, the County funding goal for this program would be \$1.2 million. The majority of the additional \$200,000 increase can be offset by the County's \$150,000 three year commitment for Palmer Monroe Teen Center ending in FY 2016.

In order to synchronize the CHSP funding levels with the CHSP application process, and avoid having two separate application processes, the Board adopted a new strategic initiative regarding the establishment CHSP funding level. This strategic initiative states:

“Establish the annual County CHSP funding commitment early in the budget process as a set amount (not as a maximum funding level).” (2016)

Additionally, the Board directed staff to work with the City and the United Way to allow non-direct human service agencies to be eligible for CHSP funding. Currently funding for these agencies totals \$86,750 (\$38,000 Whole Child, \$23,750 UPHS and \$25,000 Domestic Violence Coordinating Counsel). The County Administrator has sent correspondence to both the City and United Way regarding this request. Staff recommends establishing the \$86,750 as possible additional funding for CHSP pending responses from the City and United Way.

Staff will bring back a budget discussion item on the status of this funding category during the April and/or June budget workshops.

Line-Item Funding

\$100,000 Homeless Shelter Capital Funding: During the FY 2015 budget process, the Board approved a five-year funding commitment to assist in the relocation of the Homeless Shelter. The Board approved providing a total of \$500,000 payable over five years towards the capital construction costs of the facility.

\$125,000 Additional Funding for Legal Services of North Florida: Due to a decline in federal and state funding, the Board provided an additional \$125,000 in funding to Legal Services of North Florida (LSNF) in FY 2016. This funding was to cover the cost of a full time attorney and related administrative support. This funding was in addition to the statutorily required \$132,500 the Board has provided since FY 2003.

Special Event Funding

Leon County has traditionally assisted in funding small festivals and events. These requests do not require a written application, but are included in the budget as direct event sponsorships at the direction of the Board as specified in the Discretionary Funding Ordinance. Table 3 reflects the special events funding agencies that have received funding in FY 2016.

Table 3: FY 2016 and Recommended FY2017 Special Event Funding

Special Event Agencies	FY 2016 Funding	FY 2017 Funding
Celebrate America 4 th of July Celebration	\$2,500	\$2,500
Dr. Martin Luther King Celebration (Inter-Civic Southern Leadership Council of Tallahassee)	\$4,500	\$4,500
NAACP Freedom Fund Award (Tallahassee NAACP)	\$1,000	\$1,000
Soul Santa (Frenchtown \$2,500 and Walker Ford \$1,500)	\$4,000	\$4,000
County Sponsored Tables/Community Event Funds	\$15,00	\$15,00
Total	\$27,000	\$27,000

Previous Board action directed special event funding for the Veteran's Parade, and Operation Thank You!, be realigned to the Veterans Services operating budget. Also, funding for the annual Friends of the Library authors event was moved to the Library Services budget. Furthermore, since the Capital City Classic basketball tournament and the Downtown New Year's Eve Celebration met the eligibility requirements for Tourist Development event funding, the Board directed these two events to apply for tourist development special event grant funding.

Youth Sports Teams

In FY 2015, the Board eliminated funding for the Youth Sports Team program. Previously, the Board dedicated \$4,750 to assist in funding after season sports tournaments and award ceremonies. The maximum award was \$500, and funds were available on a first come first served basis. Due to under use (only two teams participated in FY 2013 and FY 2014), the Board discontinued funding the program in FY 2015. Only one inquiry regarding the availability of these funds has been received since funding was discontinued.

Other Funding Considerations

In addition to establishing the maximum discretionary funding level, which includes line-item funding and special event funding, County Fiscal Policy, 93-44 requires the Board to provide direction to staff regarding additional appropriation requests that should be considered during the tentative budget development process. Currently, the Board has provided budget policy direction regarding the following items:

- Consideration to establish a Community Paramedic Program
- Develop a selection and implementation policy for the L.I.F.E sales tax funding category
- Establish annual discretionary funding levels
- Consider establishing a County Apprenticeship-like Program
- Consider funding for possible trails at the Northeast Park property
- Implement a Miccosukee Sense of Place Initiative
- Consideration regarding enhanced future funding for boat landings, and an update on sidewalk projects and funding.

Detailed budget discussion items for these specific topics will be prepared for Board consideration during the scheduled budget workshops. In addition to these items, staff will prepare other budget discussion items pertaining to the current legislative session, Department and Constitutional budget submissions, and any other policy direction the Board may wish to provide.

Options:

1. Establish the Community Human Services Partnership (CHSP) funding level for FY2017 at \$1,200,000.
2. Establish the maximum discretionary funding levels as follows:
 - a. Homeless Shelter Construction: \$100,000
 - b. Legal Services of North Florida (additional funding): \$125,000
3. Authorize an additional \$86,750 for CHSP funding currently allocated towards Non-Direct Service Agency Providers, pending consideration by the City of Tallahassee and the United Way's participation.
4. Maintain the special event funding account as follows:

Special Event Agencies	FY 2017 Funding
Celebrate America 4 th of July Celebration	\$2,500
Dr. Martin Luther King Celebration (Inter Civic Southern Leadership Council of Tallahassee)	\$4,500
NAACP Freedom Fund Award (Tallahassee NAACP)	\$1,000
Soul Santa (Frenchtown \$2,500 and Walker Ford \$1,500)	\$4,000
County Sponsored Tables/Community Events	\$15,000
Total	\$27,000

5. Board direction.

Staff Recommendation:

Options #1 through #4

Attachments:

1. Leon County Ordinance 2006-34, Discretionary Funding Guidelines
2. Fiscal Planning Policy 93-44

ARTICLE XI. - DISCRETIONARY FUNDING GUIDELINES

Sec. 2-600. - Application of article.

This article shall govern the allocation of discretionary funds and provide the board a maximum amount of annual funding available in each of the following fund categories:

- (a) Community human services partnership fund;
- (b) Community human services partnership—Emergency fund;
- (c) Commissioner district budget fund;
- (d) Midyear fund;
- (e) Non-departmental fund; and
- (f) Youth sports teams fund.

(Ord. No. 06-34, § 1, 11-14-06)

Sec. 2-601. - Annual appropriation.

Funding for the purposes set forth in this article shall be subject to an annual appropriation by the board in accordance with this article.

(Ord. No. 06-34, § 1, 11-14-06)

Sec. 2-602. - Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning.

Community human services partnership fund shall mean funds eligible for allocation to social service programs.

Community human services partnership—Emergency fund shall mean funds eligible for allocation for one time funding to meet an emergency situation.

Commissioner district budget fund shall mean funds eligible for allocation to each commissioner for activities relating to his or her district or the county at large.

Emergency situation shall mean those exigent circumstances that would prohibit or severely impact the ability of a currently funded community human services partnership (CHSP) agency to provide services.

Midyear fund shall mean funds eligible for allocation for requests that occur outside of the regular budget process.

Non-departmental fund shall mean funds eligible for allocation for non-profit entities that are included, by direction of the board, as part of the regular adopted budget.

Non-profit shall mean an entity that has been designated as a 501(c)(3) eligible by the U.S. Internal Revenue Services and/or registered as a non-profit entity with the Florida Department of State.

Youth sports teams fund shall mean funds eligible for allocation for temporary and nonrecurring youth sporting events such as tournaments and playoffs, and events recognizing their accomplishments.

(Ord. No. 06-34, § 1, 11-14-06)

Sec. 2-603. - Application process.

- (a) The county administrator or his designee is authorized to develop forms and procedures to be used by a non-profit, group or individual when submitting a request for funding consistent with the provisions herein.
- (b) The county administrator or his designee shall establish a process for evaluating requests for funding made pursuant to this article.

(Ord. No. 06-34, § 1, 11-14-06)

Sec. 2-604. - Funding category guidelines.

- (a) Community human services partnership program fund.
 - (1) Non-profits eligible for community human service partnership (CHSP) funding are eligible to apply for funding for other programs or specific event categories as long as the organization does not receive multiple county awards for the same program or event, or when requesting funding for an activity that is not CHSP eligible, such as capital improvements.
 - (2) Annually, as part of the budget process, the board shall confirm the allocation of funding set aside for the community human services program.
- (b) Community human services partnership program—Emergency fund.
 - (1) Non-profits that are funded through the CHSP process are eligible to apply for emergency, one-time funding through the community human services partnership program—Emergency fund.
 - (2) Annually, as part of the budget process, the board shall confirm the allocation of funding set aside for the community human services partnership program—Emergency fund.
 - (3) These funds are available to any agency that is currently funded through the CHSP process.
 - (4) The request for emergency funding shall be made at a regular meeting of the board. If deemed appropriate, the request for emergency funding shall then go before a CHSP sub-committee consisting of members from the CHSP review boards of each of the partners (Leon County, the City of Tallahassee, and the United Way of the Big Bend). The sub-committee shall determine if the situation would qualify as an emergency situation and what amount of financial support would be appropriate. The CHSP shall then make a recommendation to the county administrator, who is authorized to approve the recommendation for funding.
 - (5) In the event the board does not meet in a timely manner, as it relates to an agency's request, the county administrator shall have the authority to appropriate expenditures from this account.
- (c) Commissioner district budget fund.
 - (1) Annually, as part of the budget process, the board shall determine the allocation of funding set aside for the commissioner district budget fund.
 - (2) Expenditures shall only be authorized from this account for approved travel, and office expenses.
- (d) Midyear fund.

- (1) Non-profits, groups or individuals that do not fit into any of the other categories of discretionary funding as outlined in this article are eligible to apply for midyear funding.
 - (2) Annually, as part of the budget process, the board shall determine the allocation of funding set aside for the midyear fund.
 - (3) In the event the board does not meet in a timely manner, as it relates to a funding request, the county administrator shall have the authority to appropriate expenditures from this account. Such action is thereafter required to be ratified by the board.
- (e) Non-departmental fund.
- (1) Non-profits eligible for non-departmental funding are eligible to apply for funding in any other program or specific event categories as long as the organization does not receive multiple county awards for the same program or event. Eligible funding activities in this category are festivals and events and outside service agencies.
 - (2) Annually, as part of the budget process, the board shall determine the allocation of funding set aside for the non-departmental fund.
 - (3) Non-profits eligible for funding through the cultural resources commission (CRC) Leon County Grant Program (funded through the non-departmental process) are eligible for funding in other program or specific event categories as long as the organization does not receive multiple county awards for the same program or event.
- (f) Youth sports teams fund.
- (1) Non-profits or athletic teams of the Leon County School System that are eligible for the county's youth athletic scholarship program are not eligible for funding pursuant to this article.
 - (2) Annually, as part of the budget process, the board shall determine the amount of funding pursuant to this article.
 - (3) The award for youth sports teams shall not exceed \$500.00 per team.
 - (4) Youth sports teams requesting funding from the board shall first submit their requests in writing to the county administrator or his or her designee for review and evaluation. The request must include certified documentation establishing the legitimacy of the organization.
 - (5) Funding will be allocated on a first-come, first-served basis. In the event that more than one request is received concurrently when the fund's balance is reduced to \$500.00, the remaining \$500.00 will be divided equally among the applicants meeting the evaluation criteria.
 - (6) Applicants must have participated in a city, county, or school athletic program during the year in which funding is sought.
 - (7) Team participants must be 19 years of age or younger.
 - (8) The requested funding shall support post-season activity, e.g., tournaments, playoffs, or awards banquets associated with extraordinary performance.
 - (9) After the youth sports team funding level is established by the board during the budget process, the county administrator shall have the authority to appropriate expenditures from this account.
- (g) Appropriation process. Annually, prior to March 31, the board shall:
- (1) Determine the amount of funding set aside for each funding category identified in this article;
 - (2) Determine the list of permanent line item funded entities that can submit applications for funding during the current budget cycle; and
 - (3) Provide direction to staff on additional appropriation requests that should be considered as part of the tentative budget development process.

(Ord. No. 06-34, § 1, 11-14-06; Ord. No. 11-04, § 1, 2-8-11; Ord. No. 11-08, § 1, 5-24-11; Ord. No. 13-08, § 1, 3-12-13)

Secs. 2-605—2-699. - Reserved.

Board of County Commissioners Leon County, Florida

Policy No. 93-44

Title: Fiscal Planning

Date Adopted: March 11, 2014

Effective Date: March 11, 2014

Reference: N/A

Policy Superseded: Policy No. 93-44, revised 2/8/2011; Policy No. 93-44, revised 11/16/04; Policy 93-44, adopted 8/10/93; Policy No. 92-3, AFiscal Planning,@ adopted 3/10/92

It shall be the policy of the Board of County Commissioners of Leon County, Florida that: Policy No. 93-44, revised by the Board of County Commissioners on February 8, 2011, is hereby superseded, and a revised policy is hereby adopted in its place, to wit:

The County will establish fiscal planning practices to:

1. Provide that the annual operating and capital budget for Leon County shall be developed in conformity with the Tallahassee-Leon County Comprehensive Plan by the Office of Management and Budget, under the advisement of the County Administrator and adopted as provided in State law by a majority vote of the Board of County Commissioners presiding in a public hearing.
2. Provide for the development and annual review of a capital improvement budget. This budget shall contain a 5-year plan for acquisition and improvement of capital investments in the areas of facilities, transportation, equipment and drainage. This budget shall be coordinated with the annual operating budget.
3. Provide that the Board of County Commissioners will continue to reflect fiscal restraint through the development of the annual budget. In instances of forthcoming deficits, the Board will either decrease appropriations or increase revenues.
4. Provide that the County will strive to better utilize its resources through the use of productivity and efficiency enhancements while at the same time noting that the costs of such enhancements should not exceed the expected benefits.
5. Provide that expenditures which support existing capital investments and mandated service programs will be prioritized over those other supporting activities or non-mandated service programs.

6. Provide that the County Administrator shall be designated Budget Officer for Leon County and will carry out the duties as set forth in Ch. 129, F.S.
7. Provide that the responsibility for the establishment and daily monitoring of the County=s accounting system(s) shall lie with the Finance Division of the Clerk of the Circuit Court, and that the oversight of investment and debt management for the government of Leon County shall lie with the Board of County Commissioners.
8. Annually, prior to March 31, the Board of County Commissioners will:
 - A. Establish a budget calendar for the annual budget cycle.
 - B. Confirm the list of permanent line item funded agencies that can submit applications for funding during the current budget cycle.
 - C. Establish the amount of funding to sponsor community partner/table events in an account to be managed by the County Administrator.
 - D. Provide direction to staff on additional appropriation requests that should be considered as part of the tentative budget development process.
9. Provide that this policy shall be reviewed annually by the Board of County Commissioners to ensure its consistency and viability with respect to the objectives of the Board and its applicability to current state law and financial trends.

Revised 3/11/2014


**Leon County
Board of County Commissioners**

Notes for Agenda Item #16

Leon County
Board of County Commissioners
Cover Sheet for Agenda #16

February 9, 2016

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Adoption of the Veteran Services Organization Grant Assistance Program Policy

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

Fiscal Impact:

This item does have a fiscal impact as \$5,000 in funding was included in the FY2016 adopted budget.

Staff Recommendation:

Option #1: Adopt the Veteran Service Organization Grant Assistance Program Policy (Attachment #1).

Report and Discussion

Background:

At the June 23, 2015 Budget Workshop, the Board approved a modification to the Operation Thank You Initiative in lieu of an annual event held in May in order to broaden the County's efforts to honor and recognize veterans throughout the year. As part of the initiative, the Board approved the establishment of a Veteran Service Organization Grant Assistance Program as a means of providing financial assistance to those services organizations assisting local veterans. The Board allocated \$5,000 in its FY 16 budget and directed staff to develop a policy for consideration by the Board.

This policy aligns with the Board's Strategic Priority - Economy:

- Focus resources to assist local veterans, especially those returning from tours of duty, in employment and job training opportunities through the efforts of County government and local partners. (EC5)

Analysis:

Veteran organizations including VET, Inc., the VFW, American Legion, and Marine Corp. League have been instrumental in the planning and promotion of local veteran events. These organizations also play a critical role in the Office of Veteran Services' outreach efforts to promote the programs and services that Leon County, state government, and federal government offer to veterans in the community. At times these organizations have requested financial assistance from the County for service delivery to veterans.

As the next phase of the Operation Thank You Initiative, the Veteran Service Organization Grant Assistance Program would provide funding to organizations for one-time expenses that assist veterans in receiving the benefits they deserve and/or recognize veterans for their services. The approved funding for this program is budgeted at \$5,000 and staff has prepared a draft policy for approval.

The draft policy authorizes the County Administrator, or designee, to award the funds to qualified veteran service organizations based on a competitive evaluation that considers the description of the project or service seeking funds, the proposed benefit offered to veterans, and the ability of the organization to fulfill the intended results. The application window would be from March 1 – April 30th of each year and grants may be awarded up to \$1,000 per year, or 20% of the total program fund, whichever is greater.

Upon approval of the policy, staff will finalize the application materials and disseminate among the local veteran service organizations to apply for Fiscal Year 2016 funding.

Options:

1. Adopt the Veteran Service Organization Grant Assistance Program Policy.
2. Do not adopt the Veterans Service Organization Grant Assistance Program Policy.
3. Board Direction.

Title: Adoption the Veteran Services Organization Grant Assistance Program Policy

February 9, 2016

Page 3

Staff Recommendation:

Option #1

Attachment:

1. Draft Veteran Service Organization Grant Assistance Program Policy

Board of County Commissioners Leon County, Florida

Policy No.

Title: Veteran Service Organization Grant Assistance Program
Date Adopted: February 9, 2016
Effective Date: February 9, 2016
Reference: N/A
Policy Superseded: N/A

It shall be the policy of the Board of County Commissioners of Leon County, Florida, that Policy No__ “Veteran Service Organization Grant Assistance Program” shall hereby be adopted:

Veteran Service Organization Grant Assistance Program

1. Board Intent

- a. Annually as part of the budget process, the Board may establish an allocation for the Veteran Service Organization Grant Assistance Program.
- b. All funding allocated under this category is designated one time, one use funding.
- c. All Leon County Veteran Service Organizations (VSO) are eligible to receive a grant of up to \$1,000 per year or 20% of the total Veteran Service Organization Grant Assistance Program funding level, whichever is greater, to assist in the cost of funding a service or project that provides assistance to Leon County resident Veterans, Active Duty Military members, National Guard or Reserve Members of any branch service in a current drilling status, and their dependents.
- d. The grant is not intended to fund financial assistance, home repair, salaries or per diem expenses. No grants will be allocated directly to individuals.

2. Eligibility

- a. All Veteran Service Organizations that have a chapter or post in Leon County that are requesting funding to assist them in providing a service, or project that would provide assistance to a Leon County resident Veteran, Active Duty Military member, National Guard or Reserve Military member in a drilling status, and their dependents.
- b. A Veteran Service Organization (VSO) is defined as an organization that is chartered by the United States Congress and has a valid 501(c)(3) registration that represents the interests of Veterans.

- c. A dependent is defined as the spouse or child under the age of 18, or the unmarried adult between the age of 18 and 23 who is a full time student at an institution of higher learning.
- d. A service or project is defined as any event or series of events conducted by a Veteran Service Organization that will benefit Leon County resident Veterans, Active Duty Military members, National Guard or Reserve members of any branch service in a current drilling status, and their dependents.
- e. Eligible funding requests may include, but are not limited to, requests for capital improvements, building repairs, transportation, and appreciation/recognition activities not currently funded by any other source of County funding.
- f. This policy does not exclude Veteran Service Organizations from receiving grant funds under this program should the Veteran Service Organization receive County funds for a separately funded program or service. However, Veteran Service Organizations may not seek multiple awards of funding through this grant program for a project or service already funded by the County.

3. Procedures

The following procedures shall govern all funding requests made during the fiscal year:

- a. After the Veteran Service Organization Grant Assistance Program Funding level is established by the Board upon adoption of the annual budget, the County Administrator shall have the authority to appropriate expenditures consistent with this policy and the procedures established therein.
- b. The County Administrator or designee is authorized to develop forms and procedures to be used by outside agencies or individuals.
- c. Veteran Service Organizations requesting funding shall first submit their requests in writing to the County Administrator or designee for review and evaluation. The request must include certified documentation verifying the legitimacy of the organization, include the description of the project or service for which funding is being requested, a list of the expenses the grant will be used to pay, and be signed by the top officer of the organization.
- d. All applications for grant funding must be submitted between March 1 and April 30 of the fiscal year in which the funding level is established.
- e. Based on the availability of resources, funding will be awarded to organizations that meet the eligibility requirements based on a competitive evaluation that considers the description of the project or service seeking funds, the proposed benefit offered to veterans, and the ability of the organization to fulfill the intended results.
- f. Funding requests may be granted up to \$1,000 per year, or 20% of the total Veteran Service Organization Grant Assistance Program funding level, whichever is greater.

**Leon County
Board of County Commissioners**

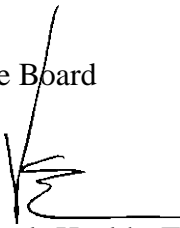
Notes for Agenda Item #17

LeonCounty Board of CountyCommissioners

Cover Sheet for Agenda #17

February 9, 2016

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Acceptance of Status Report on Mental Health Treatment Services and Capacity, Crisis Intervention Training and the Adult Civil Citation Program

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

Fiscal Impact:

This item has no fiscal impact to the County.

Staff Recommendation:

Option # 1: Accept status report on mental health treatment services and capacity, crisis intervention training and the Adult Civil Citation Program.

Report and Discussion

Background:

During the Board's 2015 Strategic Planning Retreat end-of-day discussions, staff was directed to provide a status report on mental health treatment services and capacity, crisis intervention training, the adult civil citation program, and the County's role in support of re-entry programs as jail population management tools.

Public policy relating to the availability of medical treatment for people mental illness and the disposition of offenders with mental illness involved in the criminal justice system present complex societal challenges throughout the country. These challenges align with the Board's Quality of Life Strategic Priority and the following Strategic Initiative:

- (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).

A status report was presented to the Board at its prior Retreat in 2014 summarizing the available services for people with mental illness including the programs funded by the County, and efforts to redirect non-violent mentally ill offenders out of the criminal justice system (Attachment #1). In turn, this resulted in a budget discussion item on April 28, 2015 to modify the delivery of healthcare services through its local contracted primary care providers and also increased the available funding for mental health patient visits (Attachment #2).

Analysis:

This item reflects upon the recent actions taken by the Board and other resources available throughout the community in support of mental health and substance abuse treatment services, alternative programs to mitigate the growth of the jail population, and criminal offender re-entry programs. Should the Board wish to consider additional programmatic investments in these areas, staff can bring back a budget discussion item based on the Board's guidance.

Mental Health Services

The Big Bend Community Based Care, Inc. (BBCBC), a private not for profit agency under contract with the state to serve as the managing entity for substance abuse and mental health service system for the 18 county Northwest Region of Florida. The Florida Department of Children and Families (DCF) contracts with managing entities throughout the state to manage the publically funded substance abuse and mental health system of care. Managing entities are tasked by the state to provide community based strategic planning, oversight and monitoring of the substance abuse and mental health system of care. These managing entities exist in seven distinct community areas in the state.

Big Bend Community Based Care, Inc., has served as the Managing Entity for the Northwest Region of Florida since April 2013 and is contractually obligated to complete a community needs assessment of the substance abuse and mental health system of care in their region which was completed on September 26th, 2014. The community needs assessment provides baseline data and information regarding the substance abuse and mental health system of care (Attachment #3).

The 2014 Community Needs Assessment conducted by BBCBC and prepared by Organizational Management Solutions, Inc. includes a section on access to mental healthcare which concludes that there is one mental health provider for every 910 individuals in the State of Florida. Within the Northwest Region there are clear disparities in mental health provider availability, with 13 of the seventeen 17 counties reporting a provider ratio below the state average (Jefferson County did not report data on this measure). Leon County was one of the four counties to report a mental healthcare provider ratio better than the state average (Leon 666:1; Escambia 857:1; Okaloosa 826:1; and Bay 589:1). However, when compared to Taylor County (26,306:1), Calhoun (5,561:1) and Washington (5,527:1) Counties, there is a great deal of difference within this geographic region when trying to access treatment with a mental health professional.

For Leon County residents, the Board continues to provide significant funding for community based mental health treatment services and facilities including services for those in the criminal justice system. At its September 29, 2015 regular meeting, the Board renewed its Agreement with Apalachee Center, Inc. for the provision of state-mandated Marchman Act and Baker Act mental health and substance abuse treatment services (Attachment #4). Leon County funds voluntary and involuntary crisis stabilization beds through the Apalachee Center which is designated by DCF as the only public receiving facility in Leon County for individuals experiencing a mental health and/or substance abuse crisis. As a public receiving facility, Apalachee is required to provide mental health services to all persons, regardless of their ability to pay, and receives state funds for those activities.

Outpatient treatment for moderate substance abuse and mental illness is the most cost effective strategy to combat these issues. Leon County's Primary Healthcare Program offers access to care for residents who have no insurance coverage and are at, or below, 100% of the Federal Poverty Level. Two relevant findings from BBCBC's 2014 Region-Wide Community Needs Assessment indicated that the outpatient array of services and psychiatric care (medication management) are the most needed services in the region and that nearly one-fourth of all substance abuse treatment clients have a co-occurring mental health diagnosis. BBCBC has determined that this data will be used to develop their short and long term strategic plan.

Of the \$1.2 million budgeted annually for the County's Primary Healthcare Program, \$264,753 is allocated for mental health patient visits through contracted primary healthcare funded agencies (Bond Community Health Center, Neighborhood Medical Center, and Apalachee Center, Inc.). Consistent with the service needs identified in BBCBC's 2014 Needs Assessment, this amount represents an increase over last year's funding and allows for an additional 185 patient visits. Bond Community Health Center and Neighborhood Medical Center both employ psychiatrists, and psychiatric ARPNS, social workers and case managers to provide mental health services.

Both organizations work closely with Apalachee Center, Inc. and other providers to meet patients' mental health needs that are beyond their scope of services.

The 2014 BBCBC Needs Assessment identified residential care and crisis stabilization services among the priority needs for adults in the region. Additionally, the Courts continually experience delays in case disposition for mentally ill defendants due to the lack of permanent supportive housing in the community. As the management entity for the region, BBCBC is now tasked with formalizing its strategic plan to address all of the regional service needs identified in its report for the state's consideration and financial support. Locally, there are a total of 188 behavioral health beds available among the three largest providers in the area: Capital Regional Medical Center (CRMC) opened 24 beds on the 7th floor of CRMC in April, 2015; Tallahassee Memorial Healthcare has approximately 60 beds, and Apalachee Center, Inc., maintains 104 beds. Although Tallahassee Memorial Healthcare and Capital Regional Medical Center receive patients, offer crisis stabilization, and/or short term residential treatment programs, they are private facilities that do not receive state funding through DCF for these services. These three large community treatment providers also offer direct outpatient services to a number of community agencies including the local primary care clinics and the Kearney Center.

Short-term residential treatment programs serve patients in need of treatment longer than a typical hospital stay, generally up to several months. These local providers often accept multiple forms of insurance including Medicare and Medicaid but the facilities range in size, scope, clientele, and available treatments. For example, some facilities cater to teen and adolescent emotional behaviors some cater only to the multitude of eating disorders, and other providers offer an array of substance abuse, chemical dependency, and mental health treatment services. The Forensic Residential Services Program, locally operated by Apalachee Center, Inc., is a statewide court mandated residential program for individuals who are incompetent to proceed, or not guilty by reason of insanity, to learn skills intended to help them successfully re-integrate into the community through a less restrictive environment than the state treatment facilities.

The deinstitutionalization of psychiatric hospitals over the last quarter of the 20th century marked the growing need for community mental health services and financial support. This shifting to a decentralized system presented unique benefits and challenges such as:

- Reducing stigma as people with mental illness became more integrated with their community.
- Shifting costs to county jails and state prisons for the re-institutionalization of people with mental illness that were deemed criminal or unmanageable.

In recent years, much consideration has been given to better coordinate the provision of mental health services at the local level. The Florida Legislature has been exploring the concept of a singular central receiving facility in each community for the intake of all mental health and substance abuse disorders. For this and similar concepts to be successful, long-term financial resources are needed to sustain the cost of critical medical care.

Central Receiving Facility

During the 2015 state legislative session, \$10 million was set aside for a statewide initiative to fund centralized receiving facilities designed for individuals needing evaluation, stabilization or crisis services. The legislative language stipulates that DCF shall create a matching grant program to provide funding for the cost of a centralized receiving facility. Each award must be matched at a one-to-one ratio of state and local funds. The funding may be used to support start-up or ongoing operational costs.

Centralized receiving facilities provide a single point of entry for multiple behavioral health providers, conduct initial assessments and triage, and provide case management and related services, including jail diversion programs for individuals with mental health or substance abuse disorders. The Legislature further directed that DCF work with local agencies to encourage and support the development of centralized receiving facilities. A local agency may apply for grant funds after DCF has approved its operational and financial plan that specifies methods of coordination among providers and identifies proposed uses of the grant funds. To this end, County staff has been participating in a provider and stakeholder workgroup led by the Apalachee Center to determine the support and operational structure for a local central receiving facility. Once there is a consensus among the local providers for the operational and financial plan, staff will provide an update to the Board. Legislation has also been filed in 2016 that would require counties to formulate and submit these plans to DCF in the near future. Regardless of the outcome of this potential mandate, Leon County is in a good posture at this time because these efforts are already underway. However, it should be noted that the creation of a central receiving facility is not intended to have an impact on the jail population.

Criminal Justice System

People with mental illness sometimes become involved with the criminal justice system at varying degrees based on the nature of the offense. The County, and the community as a whole, recognizes the importance of making every effort to identify, diagnose, properly treat, and possibly divert offenders with mental illness away from the criminal justice system. Currently, there is an effective court process in place that addresses misdemeanor inmates who meet Baker Act criteria. This process allows for these inmates to receive services at the public receiving facility.

Florida statutes mandate that all offenders who are arrested and charged with a felony offense go to jail. Of the court's current mental health caseload, 80% - 90% of the offenders have at least one felony charge. Due to the seriousness of these cases, which are often violent in nature, offenders with felony charges are more likely to remain in jail pending case disposition.

Leon County has a long history of using incarceration alternatives and tools at each point of contact to divert misdemeanor offenders from jail, including the funding of two full time staff positions in Court Administration and one position in the Office of Intervention and Detention Alternatives that identifies community based resources for offenders with mental illness.

Crisis Intervention Team Training

Early identification by law enforcement of offenders showing signs of mental illness is the first step in diverting this population from the jail. CIT Training has been in place in Leon County since 2004 for law enforcement officers, court officers, and other personnel in the criminal justice system to help make this critical identification. CIT Training was developed based on the curriculum of a nationally recognized model developed in Memphis, Tennessee to foster more effective intervention between law enforcement and the mentally ill population. As a pre-arrest diversion program, the primary focus of CIT training is to prevent inappropriate arrests of the mentally ill and instead, direct them to treatment in the community. Training is offered twice each year and provides information such as signs and symptoms of mental illness, psychotropic medication and their side effects, Baker and Marchman Acts, and community resources. The DCF Circuit 2 Interagency Baker Act Work Group has developed a brochure to inform the community of the local Baker Act resources and processes (Attachment #5).

Crisis Intervention Teams create a safer and more appropriate law enforcement response to calls involving a person experiencing a mental health emergency. During the past 10 years over 500 law enforcement officers, corrections officers, and police dispatchers in Leon and surrounding Counties have received CIT training. The initial training for CIT certification is 40 hours. Two classes during 2015 consisted of 14 TPD officers, 10 LCSO law enforcement deputies, 10 LCSO corrections deputies, three FDLE Capitol Police officers, three FSU police officers, three Florida Department of Corrections' probation officers, and two police dispatchers for a total of 45 training participants.

Ten year totals include 121 LCSO deputies (law enforcement & corrections) 183 TPD officers, 10 TCC officers, 37 FSU officers, 36 FDLE officers, 33 police dispatchers/call takers, 11 Leon County pretrial release and probation officers, and many from Gadsden and Wakulla Sheriffs' Offices.

Adult Civil Citation Program

Groups such as the American Bar Association and the President's Task Force on 21st Century Policing both recommend law enforcement create alternatives to criminal arrest for minor infractions. It is from this point that the Leon/Tallahassee community launched its Adult Civil Citation (ACC) program.

The ACC Program began as a 36 month pilot project initiated by DISC Village Inc. The program was designed with a two-fold objective: first, to offer law enforcement an additional tool and alternative to arrest while still promoting accountability and public safety; and secondly, to promote the use of cost effective alternatives to the formal criminal justice process from arrest through case disposition. Officials of DISC Village, The Smart Justice Alliance, Attorney General, State Attorney, Public Defender, Leon County Sheriff's Office, and Tallahassee Police Department worked collaboratively in the design of the Leon County ACC Program. In addition, the proposal was shared with and supported by the Public Safety Coordinating Council during its January 15, 2013 meeting. The ACC Program design mirrors many aspects of the Juvenile Civil Citation Program that is currently utilized as a statewide model to divert youth from the criminal justice system. In 2015 the ACC Program Issued a total of 533 civil citations in Leon County,

with 345 being issued by The Tallahassee Police Department and 188 were issued by the Leon County Sheriff's Office. The 2015 Annual Report for Tallahassee and Leon County Adult Civil Citation Program highlights that 324 citations issued were (93%) closed successfully (Attachment #6).

Eligibility criteria dictates that the person reside in the 2nd Judicial Circuit, is cooperative with law enforcement, does not have a previous arrest or civil citation, admits to committing the offense, but participates in the program voluntarily. Eligible misdemeanor offenses include non-domestic simple battery/assault, petit theft with restitution less than \$50, possession of alcohol by person under 21, trespass, disorderly conduct, possession of marijuana less than 20 grams, house party and selling or providing an alcoholic beverage to a minor. The program is fee based and fully funded by the participants. Participants must complete an assessment, attend no fewer than three counseling sessions with a behavioral therapy specialist, participate in substance abuse treatment and attend at least two Narcotics Anonymous or Alcoholics Anonymous meetings, take on-line courses in anger management or petit theft/shop lifting education.

Since the program's inception, it has served more than 1,000 Leon County residents. As documented in the attached white paper by the Civil Citation Network entitled "Adult Civil Citation with Intervention Services: A Pre-Arrest Model," the analysis shows that the program experienced a 6% recidivism rate for participants who successfully completed the program (Attachment #7). Individuals who did not successfully complete the ACC Program were returned to the formal criminal court trial process and experienced a 57% recidivism rate.

Misdemeanor Mental Health Court Docket

The Misdemeanor Mental Health Court docket is a specialty docket that is limited to defendants charged with a misdemeanor offense who experience difficulties in expediting their cases through the conventional docket because of competency deficiencies. Court is convened once per month allowing a variety of service providers to be present to enroll new clients into services and/or provide the court with progress reports. This docket is instrumental in linking defendants who are already out of custody to appropriate community resources they may need, thereby decreasing the likelihood of re-arrest and incarceration. This docket is capped at 20 defendants to allow for thorough review and discussion between legal counsel and service providers for each case.

Felony cases involving mentally ill defendants are distributed among the four felony divisions. All cases are coordinated and staffed by the Criminal Court Manager/Mental Health Coordinator; a position that is funded by Leon County. As of January 26, 2016 the Misdemeanor Mental Health Court docket had a caseload of 18 defendants while the felony mental health caseload served approximately 250 defendants.

Mental Health Pretrial Release and Mental Health Probation

Mental Health Pretrial Release continues to be a vehicle by which the Court can release mentally ill defendants into the community where they can not only be monitored for compliance with court sanctions, but can also be linked to services pending disposition of their case. Mental health probation allows offenders to receive these same services with the understanding that

successful completion is a requirement of their court ordered sentence in order to avoid more severe sanctions by the court. As of December 2015, nineteen defendants were under pretrial supervision and 19 were sentenced to County Probation for a period ranging from 6 to 12 months.

Staff is currently evaluating a federal grant opportunity to enhance the Mental Health Court docket. The grant funds would be used to collect and utilize additional data as a pre-trial risk assessment tool in predicting the likelihood that a defendant will commit a new crime or fail to return the court. At the time of this writing, staff was in the process of scheduling a conference call with the White House for more information on its *Community Solutions Initiative to Safely Reduce Incarceration and Improve Outcomes*.

Veterans Treatment Court

In 2015, the state awarded funding for the creation of a Leon County Veterans Treatment Court. Leon County has contracted with The Office of Court Administration to provide for another two full time positions dedicated to assisting veterans with mental health and substance abuse needs. According to the U.S. Department of Veterans Affairs, one in five veterans has symptoms of a mental health disorder or cognitive impairment and one in six veterans who served in Operation Enduring Freedom and Operation Iraqi Freedom suffer from a substance abuse.

The initial docket was held in November, 2015 and currently has eight defendants being served by the court. Although the Veterans Treatment Court is in its infancy, it is empowered to assist veterans at any stage of the criminal justice system from pretrial to post-adjudication.

Leon County Jail

The Leon County Jail is required to immediately screen and treat all of the inmates that pass through its door for the full duration of their stay. Corizon, the contracted medical service provider, continues to provide intake, physical and mental health screenings, evaluations, follow-up, infirmary care, and medication for those incarcerated in the Leon County Jail. The Public Safety Coordinating Council has assembled a workgroup which includes jail staff to expand options for more efficient case disposition for the mental health population. The Leon County Sheriff's Office has been a strong proponent of diverting non-violent misdemeanor defendants out of the jail in favor of training and treatment programs aimed to reduce recidivism. As described in the following section, inmate re-entry programs come in all shapes and sizes.

Local Re-Entry Programs

Similar to mental health and substance abuse treatment services, there are a variety of outpatient and residential re-entry programs that serve people transitioning from incarceration back into the community. These programs, particularly the residential programs, support inmates who have served long prison sentences and require a period of time to acclimate to regular society and cultural norms. Staff identified several local re-entry programs to demonstrate the wide range of local re-entry programs.

The Leveraging Interventions for Transformations Program (LIFT) was formulated by the Public Safety Coordinating Council and DISC Village in 2010, and subsequently approved by the Board in 2010 to provide employment and vocational skills training and other services for men and women completing their jail sentences. Services include substance abuse and trauma education, job placement assistance, continuing education services, and transportation assistance.

Shisa Inc. is under contract with the Florida Department of Corrections (FDOC) to operate transitional housing, often referred to as halfway houses, for female offenders nearing release from state prison. Prior to release, inmates must pass the screening standards set and administered by FDOC to participate in this work-release program, attend a work-readiness seminar, and obtain employment within 14 days of their arrival to the transitional housing.

The Bethel Empowerment Foundation, Inc. has been working with the Florida Department of Corrections to replicate the Ready4Work Re-entry Program in Jacksonville which offers a four to six week career development training course featuring employment and life-skills upon release from state prison. A tenant of the program will include mental health and substance abuse prevention strategies, self-help techniques, anger, and parent management training.

The Frenchtown Outreach Center partners with the Chaires Community Life Enrichment Center, Inc. for the Beauty for Ashes Halfway House Program which offers an 18 month faith based behavioral modification program for women with chemical dependency and/or prostitution issues. This program includes five beds for transitional residential housing for the first three months and most of participants are referred by the Leon County Jail.

Good News Outreach provides temporary housing for men, including those recently released from jail and prison. This program receives annual funding through the Community Human Service Partnership grant program.

In August 2015 staff met with the GEO Group to discuss their re-entry services program which included transitional training and housing services. The GEO Group is a nation-wide private provider of correctional and detention management, community residential and non-residential re-entry services to federal, state and local government agencies. While their proposal offers flexibility in program design, it is uniquely catered to the re-entry of state inmates given the volume of inmates needed for their business model and the anticipated contractual costs (approximately \$500,000) for such services without any offsetting savings to the Jail budget.

While these small re-entry programs aim to reduce recidivism rates, they are not significant tools in managing the population of the Jail or reducing expenses. The most significant areas for cost savings at the Jail would require a reduction in staffing levels (not recommended) or the closure of an entire pod (section) due to a momentous reduction in the inmate population. This should not discount or discourage the valuable services provided by these re-entry programs which often work closely with area faith based organizations and non-profit service agencies. Instead, these programs should compete for CHSP funding for the great social services they offer to the most destitute residents returning to the community.

Conclusion

As the regional managing entity tasked by DCF to provide community based strategic planning, oversight and monitoring of the substance abuse and mental health system of care, BBCBC has already identified many of the substance abuse and mental health treatment needs of the region. The next step for BBCBC is to finalize and implement the strategic plan to secure state funding to meet the identified needs.

Leon County has a long history of supporting community based mental health treatment services and facilities in the community, including services for those in the criminal justice system, and continues to utilize incarceration alternative programs to divert misdemeanor offenders from the Leon County Jail. Funding is provided for state-mandated mental health services, non-mandated mental health services, the primary healthcare program, the CHSP program for social services agencies, specialized court dockets and release programs, and jail re-entry programs that offer services from transitional housing to job training and placement.

The ongoing investments by the Board in the combined realms of mental health treatment and the criminal justice system are funded through different mechanisms such as the state-mandated contract with Apalachee Center, Inc. for Marchman Act and Baker Act mental health and substance abuse treatment services, the competitive CHSP grant process for social service agencies, full time positions in Court Administration, the Primary Healthcare Program contracts with local healthcare providers, and DISC Village's inmate re-entry program (LIFT).

Of the \$1.2 million budgeted annually for the County's Primary Healthcare Program for residents who have no insurance coverage and are at, or below, 100% of the Federal Poverty Level, \$264,753 is allocated for mental health patient visits through contracted primary healthcare funded agencies (Bond Community Health Center, Neighborhood Medical Center, and Apalachee Center, Inc.). Consistent with the service needs identified in BBCBC's 2014 Needs Assessment, this amount represents an increase over last year's funding and allows for an additional 185 patient visits. Bond Community Health Center and Neighborhood Medical Center both employ psychiatrists, and psychiatric ARPNs, social workers and case managers to provide mental health services. Both organizations work closely with Apalachee Center, Inc. and other providers to meet patients' mental health needs that are beyond their scope of services.

The inmate re-entry programs are valuable social service programs, more so for state prisoners due to their longer sentences, in their efforts to guide people back in to their community with job training and social coaching. However, they are not significant tools in managing the population of the Jail or reducing expenses. Investments in such programs do not provide an offsetting savings at the Jail but would require a new source of dedicated annual revenue. The most significant areas for cost savings at the Jail would require a reduction in staffing levels (not recommended) or the closure of an entire pod (section) due to a momentous reduction in the inmate population.

Further guidance would be needed should the Board wish to identify a segment(s) for additional investment. If so, staff would prepare a budget discussion item based on the Board's direction. It should be noted that based on prior Board direction, the County's line-item funding for CHSP is anticipated to increase from \$1 million in FY 2016 to \$1.2 million in FY 2017. This may provide the additional funds needed in key service areas to be competitively awarded to local agencies.

Options:

1. Accept status report on mental health treatment services and capacity, crisis intervention training and the Adult Civil Citation Program.
2. Direct staff to prepare a budget discussion item based on the Board's further guidance relating to mental health treatment services and capacity, crisis intervention training and the Adult Civil Citation Program.
3. Do not accept status report on mental health treatment services and capacity, crisis intervention training and the adult civil citation program.
4. Board direction.

Recommendation:

Option #1.

Attachments:

1. 2014 Retreat Item
2. April 28, 2015 Budget Workshop Item: Acceptance of Status Report on the Current Healthcare Landscape and Consideration of Opportunities to Enhance the Delivery of Healthcare Services
3. 2014 Community Needs Assessment by Big Bend Community Based Care, Inc.
4. September 29, 2015 Agenda Item: 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.
5. The Department of Children and Families Circuit 2 Interagency Baker Act Work Group Brochure
6. The 2015 Annual Report for Tallahassee and Leon County Adult Civil Citation Program
7. Civil Citation Network White Paper: Adult Civil Citation with Intervention Services: A "Pre-Arrest" Model

5. Board Retreat Issues

5.1 Mental Health Delivery in the Community

Background:

- Apalachee Center, Inc. (ACI) is the only healthcare facility in Leon County designated as the public-receiving facility (in-patient) for individuals in a mental health (Baker Act) and/or substance abuse (Marchman Act) crisis. Leon County contracts with ACI for the provision of these services, up to the FY 2015 budgeted amount of \$638,156. Table 1 summarizes Leon County Baker/Marchman Acts patient utilization at ACI.

Table 1 - Apalachee Center, Inc.								
State Mandated Baker/Marchman Acts Leon County Patient Utilization								
FY 5/06	FY 6/07	FY 7/08	FY 8/09	FY 9/10	FY 10/11	FY 11/12	FY 12/13	FY 13/14
2,203	2,190	2,375	2,128	2,532	2,560	2,314	2,106	2,101

- Tallahassee Memorial HealthCare (TMH) operates a Behavioral Health Center that also provides inpatient and outpatient mental health services, including treatment of substance abuse at its Recovery Center, but it does not receive County funding.
- In FY 2008, the Board appropriated an additional \$100,000 to the Health Department to provide mental health services at Bond Community Health Center (Bond) and Neighborhood Medical Center (NMC). Subsequently, the Health Department contracted with ACI to provide mental health staff at Bond and NMC.
- In FY 2010, the provision of mental health funding to Bond, NMC, and ACI was brought under the County's Primary Healthcare Program instead of being contracted out to the Health Department. The funding was divided so that Bond and NMC each received \$50,000 to hire their own mental health professionals onsite, reimbursed at an \$80 per patient visit rate, and ACI received \$157,671 for outpatient mental health services provided at ACI. This is how the program operates today.
- Sponsored through a 4 year federal Substance Abuse and Mental Health Service Administration (SAMHSA) grant, BAWIC- the Bond-Apalachee Wellness Intergration Center, allows mental health patients to also receive primary health care all under one roof.
- While the Board maintained level funding for the primary care program, of the \$798,097 allocated to NMC in FY 2015, NMC doubled its share of County funding dedicated to mental health services from \$50,000 to \$100,000 to address patient needs.
- Annual funding to the County's CareNet program provides access for patients to participate in patient assistance programs, which in turn, make needed medications, including mental health drugs, affordable and accessible.
- The relocation of The Shelter, along with the new Comprehensive Emergency Services Center, will continue its collaborative partnership with the Renaissance Community Center and all the agencies that work within it: Ability 1st, Big Bend Homeless Coalition Home Plate Program, ACI, and The Shelter's own clinic program. Clients will have access to the ACI's Mental Health Outreach Program, which includes a prescription component and assistance with applying for benefits. The goal is to have a collaborative mental health program that includes Bond, NMC, TMH, and others.
- To facilitate the disposition of cases of mentally ill and developmentally disabled defendants in the criminal justice system, the Board created a Court Mental Health Coordinator position in 2004 and currently provides \$284,524 for the mental health court program which includes three FTEs through Court Administration and the Office of Intervention and Detention Alternatives.
- Since 2004, the County has provided over 500 local law enforcement officers with Crisis Intervention Team Training to divert the mentally ill into appropriate community-based treatment, in lieu of incarceration.

- Leon County funds competency restoration training for defendants found by the Court to be incompetent to proceed, but who are not covered under Florida Statutes for state assistance.
- The overall cost for treating mentally ill patients at the Leon County Jail is roughly \$1.2 million in FY 2015. This includes doing intakes, 14 day health assessments, mental health screenings, mental health evaluations, mental health follow-ups, suicide watches, discharge planning, sick call, 2 medication passes, filing paperwork, drawing labs, infirmary care, etc.
- Additional information regarding Leon County Court Mental Health Services is provided as Attachment #1.
- Table 2 provides a summary of Leon County Mental Health Funding, which totals approximately \$2.5 million this fiscal year.

Table 2 – Leon County Funding for Mental Health Services, FY 2001 - 2015										
Agency	FY 05/06	FY 06/07	FY 07/08	FY 08/09	FY 09/10	FY 10/11	FY 11/12	FY 12/13	FY 13/14	FY 14/15
Leon County Health Department*	N/A	\$157,671	\$257,671	\$257,671	N/A	N/A	N/A	N/A	N/A	N/A
Apalachee Center, Inc. (Baker/Marchman Acts)	\$602,281	\$611,505	\$614,580	\$614,949	\$628,004	\$638,156	\$638,156	\$638,156	\$638,156	\$638,156
Apalachee Center, Inc. (Primary Healthcare Program)	N/A	N/A	N/A	N/A	\$157,671	\$157,671	\$157,671	\$157,671	\$157,671	\$157,671
Bond Community Health Center	N/A	N/A	N/A	N/A	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
Neighborhood Medical Center***	N/A	N/A	N/A	N/A	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$100,000
Mental Health Docket	\$175,403	\$188,710	\$190,931	\$188,803	\$191,346	\$189,565	\$259,810	\$285,703	\$281,572	\$284,524
Estimated Jail Costs	N/A	N/A	N/A	N/A	\$1,023,210	\$1,065,388	\$837,091	\$989,289	\$1,006,508	\$1,225,318
Total	\$777,684	\$957,886	\$1,063,182	\$1,061,423	\$2,100,231	\$2,150,780	\$1,992,728	\$2,170,819	\$2,183,907	\$2,455,669
<p>* For FY 06/07 and FY 08/09, the Board provided mental health funding to the Leon County Health Department who contracted with ACI for provision of services at Bond, NMC, and ACI.</p> <p>** Overall County funding to NMC in FY 15 remained level but NMC chose to designate additional funds for mental health services to address patient needs.</p> <p>*** Annual funding to the County's CareNet program provides access for patients to participate in patient assistance programs, which in turn, make needed medications, including mental health drugs, affordable and accessible.</p>										

Current Issues:

- According to the US Census Bureau, Florida 2013 American Community Survey, there are 36,000 uninsured residents in Leon County (approximately 12.8% of the estimated 2013 population of 278,449). If Medicaid expansion were approved in Florida, the Kaiser Family Foundation estimates that the number of uninsured people in Leon County would be cut in half thereby offering greater access to mental healthcare services.
- The Board adopted a Resolution urging the Florida Legislature to expand the Medicaid program.
- One of the major problems in the criminal justice system is the revolving door for people with mental illness. Inmates typically have high rates of mental illness and chronic disease, but if they can continue the treatment they started in jail through Medicaid when released, it may help keep them out of jail. Continuity of care is vital for those coping with mental illness.

- Current capacity for bed space in the three state hospitals designated for inmates with severe mental illness is limited to 1,700. This space is utilized by all 67 counties and accounts for greater wait times to transfer inmates with severe mental illness.

Near-Term Issues:

- Continue to encourage the State to increase bed space at Florida State Hospitals for those charged with felony crimes, and include as a legislative priority.
- Continue to coordinate mental health services provided by the CareNet agencies to facilitate the integration of primary health care and behavioral health care in order to increase access to care.
- Continue outreach and coordination with Goodwill's Prosperity Center and the Homeless Shelter.
- Continue to support additional community mental health services. Capital Regional Medical Center is preparing to open a 24-bed inpatient adult behavioral health program in 2015.
- Continue to provide Crisis Intervention Team Training for all local law enforcement.

Long-Term Issues:

- Medicaid benefits are terminated once an individual is incarcerated, requiring the County Jail to pay for medical expenses regardless their Medicaid eligibility. Once released, these individuals must begin the cumbersome process of re-enrolling in the program. The Florida and National Association of Counties have continued to advocate for changes to the Medicaid program that would allow an otherwise eligible person who is in custody, but not convicted, to remain eligible for medical benefits until such time as they may be convicted or sentenced.
- Continue to identify options for permanent housing to mitigate the probability of recidivism after case disposition.

Current Strategic Priorities:

- 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)
 - (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)

Current Strategic Initiatives:

- None currently

Potential New FY 2015 Strategic Initiative, for Board Consideration:

- Provide an early budget discussion item regarding County support for 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. (Q3, G2)

Attachment:

1. Leon County Court Mental Health Services Overview

Leon County Court Mental Health Services

In 2004 Leon County provided funding for a Court Mental Health Coordinator position (MHC). The focus of this position was to ensure cases of mentally ill and developmentally disabled defendants in the criminal justice system do not languish. With the support of a Leon County funded administrative assistant, the MHC enhances services for this population that include the following components: 1) Crisis Intervention Team Training, 2) Mental Health Pretrial Release, 3) Mental Health Probation (County and Circuit), 4) Misdemeanor Mental Health Docket, and a 5) Non 916 Competency Restoration Program.

Programs/Services	Service Description	Outcome
Crisis Intervention Team Training	A pre-booking diversion program designed to foster more effective intervention between law enforcement and the mentally ill population.	Over 500 local law enforcement officers trained since inception
Mental Health Pretrial Release and Mental Health Probation	Provides pre and post sentence monitoring and resources to ensure compliance with court ordered conditions	Average annual unduplicated number served is 70 including felony and misdemeanor offenses.
Misdemeanor Mental Health Docket	Serves the mentally ill and developmentally disabled defendants who present with competency deficits and are in need of assistance with understanding the court process and accessing services	57 defendants were served in FY 2014 with an average of 50 defendants served annually since the creation of this specialized docket in FY 2012.
Non 916 Competency Restoration Services	Contract through private provider for community based services for defendants found by the Court to be incompetent to proceed, but are not serviced under Florida statutes	18 defendants served with only 1 violation for new arrest; 4,202 jail bed days averted.
Jail Mental Health Services	Provides intake, health and mental screenings, evaluations, follow up, suicide watch, infirmary care and medications	Cost of mental health staff and medication total an average of \$1.2 million annually

Leon County Board of County Commissioners

Budget Workshop Item #4

April 28, 2015

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator

Title: Acceptance of a Status Report on the Current Healthcare Landscape and Consideration of Opportunities to Enhance the Delivery of Healthcare Services

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator Ken Morris, Assistant County Administrator Scott Ross, Director, Office of Financial Stewardship
Lead Staff/ Project Team:	Eryn Calabro, Director, Office of Human Services and Community Partnerships Rosemary Evans, Financial Compliance Manager Wanda Hunter, Director, Office of Intervention and Detention Alternatives Malcolm Kemp, Deputy Chief, Emergency Medical Services

Fiscal Impact:

This budget discussion item provides a comprehensive overview and analysis of several aspects of the healthcare continuum in Leon County, particularly in the areas supported by the County, and includes recommendations to enhance the delivery of healthcare services in accordance with the strategic initiative adopted by the Board at the 2014 annual retreat. Given the number of options presented in this analysis and the uncertainty with regard to the various state and federal programs affecting the local healthcare landscape, this item recommends deferring the establishment of the funding levels for the FY 16 Primary Healthcare Program to the Board's June budget workshop. For FY 15, the Board allocated \$1.7 million for the provision of healthcare services in the community and \$825,000 to the Community Human Service Partnership.

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Staff Recommendations:

- Option #1: Accept staff report on the creation of a healthcare special district and a County Healthcare Administration Office.
- Option #2: Accept staff report on the Proposed Big Bend Central Receiving Facility for Mental Health and Substance Abuse Patients.
- Option #3: Accept staff report on the Community Paramedic Program and continue to develop this program in partnership with area stakeholders and bring back to the Board at a later date.
- Option #4: Accept staff report and encourage Bond, NMC, and Apalachee to coordinate with the TMH Transition Center to assist patients in establishing a medical home.
- Option #5: Approve the Competitive Provider Reimbursement Pool Funding Model for the FY 2016 Primary Healthcare Program and bring back a budget discussion item to determine the appropriate funding levels.

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Report and Discussion

Background:

At the Board's Annual Retreat on December 8, 2014, the Board adopted the following FY 2015 strategic initiative:

- Quality of Life and Governance – “Provide an early budget discussion item regarding County support for 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 criminal justice system (Q3, G2).”

As part of the early budget discussion item, the Board also directed staff to provide additional information on the establishment of a healthcare district and administration office for the delivery of healthcare services.

This budget discussion item provides a comprehensive overview and analysis of several aspects of the healthcare continuum in Leon County, particularly in the areas supported by the County, and includes recommendations to enhance the delivery of healthcare services in accordance with the strategic initiative adopted by the Board.

Analysis:

This budget discussion item recommends continued stakeholder engagement and analysis on the Community Paramedic Program previously approved by the Board and a fundamental shift in the utilization of limited funds for the Leon County Primary Healthcare Program. Based on the Board's prior guidance and existing practice of attaching healthcare funding to the patient (dollars following the patient), staff is recommending a competitive provider model to further this concept. Rather than independently contracting with multiple providers for a predetermined number of patient reimbursements, this competitive provider model will pool the available County funds for primary and mental healthcare services on a first come first serve basis. This model would not apply to the agencies in which the County provides administrative funding in support of their operations, only those direct service providers that are being reimbursed by the County on a per patient basis.

In order to fully weigh the recommendations provided herein, a thorough review of the County's Primary Healthcare Program is provided in this analysis along with the broader state and federal healthcare landscapes that impact patient services. There are multiple state and federal issues currently affecting the local health system. Medicaid expansion, the Medicaid cost cap, and telemedicine are all ongoing policy initiatives being debated by the 2015 Florida Legislature; The Florida Agency for Health Care Administration (AHCA) is in negotiations with federal officials regarding the end of the Low Income Pool program, a funding source for Bond Community Health Center, Neighborhood Medical Center, and Tallahassee Memorial HealthCare, that is set to expire on June 30, 2015 unless the State of Florida expands Medicaid eligibility; and, Florida leads the nation for enrollment in the federal healthcare exchange established by the Affordable Care Act.

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These items are discussed in greater detail in the subsequent analysis along with several opportunities to enhance healthcare services such as:

- The Creation of a Healthcare Special District and County Office of Healthcare Administration
- A Big Bend Central Receiving Facility
- The Community Paramedic Program
- Establishing a Medical Home
- Competitive Provider Reimbursement Pool for Primary Healthcare

Local Healthcare Landscape

This section of the analysis provides a comprehensive review of the local healthcare landscape and the delivery of healthcare services to indigent populations through the County's Primary Healthcare Program, other County funded programs that support the provision of healthcare, and pending state and federal consideration for healthcare programs that would impact local CareNet providers.

Leon County's Primary Healthcare Program

Leon County's Office of Human Services and Community Partnerships (HSCP) manages the County's Primary Healthcare Program. For more than a decade, the County has made access to healthcare a priority by providing funding to local healthcare agencies to support and supplement their efforts to provide critical healthcare services to uninsured and indigent residents of Leon County. In recent years, the Board has been very successful in leveraging its funding with state and federal programs in order to draw down additional healthcare resources for the uninsured. The County's Primary Healthcare Program, accounting for the leveraged state and federal funds, represents 2.1 percent of the County's \$228 million or 4.1 percent of the total ad valorem revenue collected by the County. The added provision of other human services programs such as CHSP and the statutory required funding for Medicaid, Baker and Marchman Acts, and Child Protection exams, represent a combined value of 3.9 percent of the total County budget or 7.8 percent of ad valorem revenues.

CareNet is a public/private collaborative of the County and local healthcare providers. The mission of the program is to improve the health of citizens by providing quality and cost effective health services through collaborative community partnerships, including reducing non-emergent hospital emergency department visits by Leon County residents. Funding is allocated to supplement the CareNet agencies' efforts to provide greater access to healthcare services for Leon County residents who are uninsured and financially indigent. CareNet is comprised of the following agencies: Bond Community Health Center (Bond), Neighborhood Medical Center (NMC), Florida A & M University College of Pharmacy and Pharmaceutical Sciences (FAMU), Capital Medical Society Foundation We Care Network (We Care), Apalachee Center (Apalachee), Tallahassee Memorial HealthCare (TMH) and Capital Regional Medical Center (CRMC). Funding is not provided to the hospitals; however, each hospital plays a critical role in facilitating referrals for follow-up and the establishment of a medical home as needed. The hospitals also provide specialty medical services and ancillary services in coordination with We Care. It is through this coordinated community effort that citizens who are uninsured and lack access to care are served each year.

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The Primary Healthcare Program is designed to serve those Leon County residents who fall into a coverage gap for health insurance. These are people whose income is at or below 100% of the Federal Poverty Level (FPL) and do not meet Florida's eligibility guidelines for Medicaid. The majority of this population is able-bodied working adults in low-wage jobs that do not offer insurance benefits. In order to qualify for subsidies on the Federal Health Insurance Marketplace, a person must make between 100% and 400% of the FPL. Those falling below this have no access to health insurance if they do not qualify for Medicaid, which mainly serves children, disabled adults, and some parents of qualified children. This is exactly the population the Mercer study indicated the County should be assisting through the Primary Healthcare Program. To qualify as a client for the Primary Healthcare Program, the person must:

- Be a resident of Leon County
- Live below 100% of FPL
- Be ineligible for Medicaid

These requirements are included in Leon County's contracts with the CareNet providers for the duration of the Primary Healthcare Program. For all funding received from the County, each provider submits monthly reports detailing services provided. FAMU Pharmacy and CMS Foundation/We Care Network are reimbursed for pharmaceutical staff and case management staff, respectively, on a monthly basis, up to the contracted amount. Bond, NMC, and Apalachee are reimbursed for services on a per patient visit rate. Primary care services are reimbursed at a \$125/visit rate and mental health services at an \$80/visit rate.

In FY 2013-14, the CareNet agencies reported that County funding provided the following:

- Bond reported 4,500 primary care patient visits and 510 mental health visits for low-income, uninsured Leon County residents.
- NMC reported 3,344 primary care patient visits and 628 mental health visits for low-income uninsured Leon County residents.
- We Care reported donated specialty medical care and dental care valued at more than \$3.4 million, serving 962 low-income, uninsured Leon County residents. An additional 191 residents received short-term case management services, assisting them with access other medical programs that could pay for the needed care.
- Apalachee Center reported 12,127 visits were provided to 842 low-income, uninsured Leon County residents.
- FAMU Pharmacy filled 16,680 prescriptions valued at \$711,392.41, including assisting patients with applying for 566 patient assistance programs.

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Table #1 illustrates the amount of funding the County has provided to each agency over the last five years.

Table #1: Primary Healthcare Funding FY2010/11- FY2014/15

Agency	FY2010/11	FY2011/12	FY2012/13	FY2013/14	FY2014/15
Bond Primary Care	\$332,052	\$332,052	\$332,052	\$332,052	\$318,000
Bond Women & Children	\$245,588	\$245,588	\$245,588	\$245,588	Included in primary care
Bond Mental Health	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
Bond Pharmacy*	\$177,500	\$177,500	\$177,500	\$177,500	\$0.00
Total Bond Funding	\$805,140	\$805,140	\$805,140	\$805,140	\$368,000
Neighborhood Medical Center (NMC) Primary Care	\$416,740	\$416,740	\$416,740	\$416,740	\$698,097
NMC Mental Health	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
Total NMC Funding	\$466,740	\$466,740	\$466,740	\$466,740	\$798,097
Capital Medical Society Foundation/We Care Network	\$130,043	\$130,043	\$130,043	\$130,043	\$168,826
FAMU Pharmacy	\$177,500	\$177,500	\$177,500	\$177,500	\$177,500
FAMU Pharmacy Diabetes Collaborative	N/A	N/A	N/A	N/A	\$67,000
Florida Healthy Kids	\$3,777	\$2,488	\$2,488	\$2,488	\$2,488
Apalachee Center, Inc.	\$157,671	\$157,671	\$157,671	\$157,671	\$157,671
Total Funding	\$1,740,871	\$1,739,582	\$1,739,582	\$1,739,582	\$1,739,582

*Bond began administration of its Pharmacy Program in April 2010, which was previously administered by FAMU.

Historically, the Board has approved of Bond and NMC's contracts having provisions that some of their funding is to be used for the Agency for Healthcare Administration (AHCA) Medicaid Low Income Pool (LIP) matching funds for expansion of access to healthcare services. In an effort to continue leveraging County funding to draw down state and federal funds, Leon County remits matching funds to AHCA for LIP awards but these awards will expire after June 30, 2015 unless the State of Florida agrees to expand Medicaid eligibility. Tables #2 and #3 illustrate the amount of funds leveraged and the total community benefit.

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Table #2: FY 2013-14 Matching Funds for Primary Healthcare Program

Agency	County Match	State & Federal Funding	Total Community Benefit
Bond Community Health Center	\$252,677	\$602,881	\$855,558
Neighborhood Medical Center	\$55,531	\$156,744	\$212,275
Tallahassee Memorial HealthCare	\$200,000	\$564,526	\$764,526
Total	\$508,208	\$1,324,151	\$1,832,359

Table #3: FY 2014-15 Matching Funds for Primary Healthcare Program

Agency	County Match	State & Federal Funding	Total Community Benefit
Bond Community Health Center	\$575,953*	\$1,820,557	\$2,396,510
Neighborhood Medical Center	\$64,150	\$190,413	\$254,563
Tallahassee Memorial HealthCare	\$200,000	\$790,874	\$990,874
Total	\$840,103	\$2,801,844	\$3,641,947

*Bond was allowed to carry forward \$309,603 in FY 2013-14 funds to be used for FY 2014-15 match requests.

Apalachee Contract Modification- Integrated Care Model

The County provides the Apalachee Center, Inc. up to \$157,671 for approximately 2,000 mental health patient visits through the Primary Healthcare Program. This is non-mandated mental health funding which the Board has opted to provide in addition to the \$638,156 provided to Apalachee for state-mandated Baker Act and Marchman Act services. Mental health services are provided by an ARNP, Case Manager, Psychiatrist, and Comprehensive Community Support Team. Subsequent to the Annual Retreat in which the Board discussed the availability and delivery of mental health services in the community, the Apalachee Center, Inc. approached staff about an integrated model of care for those uninsured mental health patients who needed access to primary care. The Board approved an FY 2014-15 mid-year modification which allows Apalachee to bill Leon County for primary care services provided at their facility in addition to the mental healthcare provided under the non-mandated \$157,671 agreement with the County. The following stipulations are in place:

- Apalachee uses the HSCP Management System to submit documentation of client visits.
- Primary care visits are reimbursed at the \$125 per visit reimbursement rate provided to Bond and NMC. Mental health visits continue to be reimbursed at the \$80 per visit reimbursement rate.
- Up to approximately one-third of Apalachee's funding, \$50,000, could be used for primary care visits, with the rest still designated for mental health visits.

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The intended result of this integrated care model is higher quality care for clients with mental illness, as they will have more frequent and more comprehensive check-ins with an entire team of healthcare providers who specialize in meeting their complex needs. Beginning February 5, 2015, Apalachee took over full operation of Bond-Apalachee Wellness Integration Center (BAWIC) from the partnership between Apalachee and Bond, although Bond clinical staff will continue to be sub-contracted for primary care services. Apalachee will be open five hours per day, five days per week. Apalachee has demonstrated that integrated care at BAWIC works well for its client population, those who are severely and persistently mentally ill.

Additional Mental Health Services Information for the Area

Big Bend Community Based Care (BBCBC) is the Managing Entity for the Florida Department of Children and Families' funding of mental health services in Leon County, as part of the Circuit 2 Area. In 2014, a community needs assessment of the substance abuse and mental health system of care in Northwest Florida was conducted by Organizational Management Solutions, Inc. for BBCBC (Attachment #1). Northwest Florida, also known in the report as the Northwest Region, is made up of the following counties: Escambia, Santa Rosa, Okaloosa, Walton, Bay, Calhoun, Gulf, Holmes, Jackson, Washington, Gadsden, Franklin, Jefferson, Leon, Liberty, Madison, Taylor, and Wakulla. Some of the noted findings in this report include:

- While Florida ranks 4th in population among the 50 states, it ranks 48th in per capita spending for mental healthcare services at \$39.55.
- Providers in Circuit 2 indicated on a survey that the services needing the most increased availability are outpatient services.
- In Circuit 2, there is only one provider offering direct client services and using evidence-based practice: Apalachee Center.
- The largest provider, in terms of contract amount, in the Northwest Florida region is Apalachee Center, with \$12,788,238 in annualized funding. Of this, over \$5 million is designated for statewide forensic consumers who are in need of community placement, treatment, and monitoring.

Qualified veterans can receive outpatient mental health services at the VA Clinic. These services will continue to be offered at the new VA clinic when it opens. Veterans needing inpatient services are sent to facilities outside of Tallahassee, such as the VA Medical Center in Gainesville.

Mental Health Services and the Local Criminal Justice System

For those needing access to services through the criminal justice system, Leon County, through its Jail Mental Health Services provides intake, health, and mental screenings, evaluations, follow-up, infirmary care, and medications. Additionally, the County supports the Court's Mental Health Program that facilitates efforts to divert defendants manifesting mental health symptoms from jail to community-based treatment.

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To facilitate the disposition of court cases for mentally ill and developmentally disabled defendants in the criminal justice system, the Board created a Court Mental Health Coordinator position in 2004 and currently provides \$284,524 for the mental health court program, which includes three FTEs through Court Administration and the Office of Intervention and Detention Alternatives. The focus of this position is to ensure cases of mentally ill and developmentally disabled defendants in the criminal justice system do not languish. With the support of a Leon County funded administrative assistant, the MHC enhances services for this population that include the following components:

- 1) Crisis Intervention Team Training,
- 2) Mental Health Pretrial Release,
- 3) Mental Health Probation (County and Circuit),
- 4) Misdemeanor Mental Health Docket, and a
- 5) "Non 916" Competency Restoration Program.

The Mental Health Coordinator collaborates with community-based agencies to facilitate training for law enforcement in crisis intervention. The Crisis Intervention Team is a community initiative designed to improve the outcomes of police interactions with people living with mental illness. This program provides 40 hours of training for law enforcement on how to better respond to people experiencing a mental health crisis. Crisis Intervention training also helps to better coordinate diversion from jails to mental health services. Since 2004, more than 500 local Leon County law enforcement officers, including campus police officers, have completed this training.

Leon County also funds a Mental Pretrial Release and Probation Officer position to assist with monitoring compliance with pre and post sentencing court ordered conditions of release. This position also works to connect people with community-based resources in an effort to reduce recidivism. The average annual unduplicated number served is 70 including felony and misdemeanor offenses.

Funding for the mental health court program totals \$284,524 in FY14-15, which includes three FTEs through Court Administration and the Office of Intervention and Detention Alternatives. The Misdemeanor Mental Health Docket serves the mentally ill and developmentally disabled defendants who present with competency deficits and are in need of assistance with understanding the court process and accessing services. 57 defendants were served in FY 2014 with an average of 50 defendants served annually since the creation of this specialized docket in FY 2012.

Additionally, Leon County operates the Non 916 Competency Restoration Program. "Non 916" refers to individuals whose treatment to restore competency is not paid for by the state under the criteria established by Florida Statutes Chapter 916, which specifically refers to mental illness, intellectual disability, and autism. Examples of non-covered conditions include, but are not limited to, dementia, Alzheimer's disease, and any mental disability sustained as the result of a traumatic head injury. The County contracts with a local provider for competency restoration services for defendants found by the Court to be incompetent to proceed, but who are not

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covered under Florida Statutes for state assistance. Since the Board provided funding in 2013, 18 defendants have been served and 4,202 jail bed days have been averted.

Leon County and the Courts enjoy a working relationship with the local Veterans Administration Justice Outreach Program, which is designed to help veterans in contact with the criminal justice system. Currently, the Office of Intervention and Detention Alternatives, Leon County Jail and Court Administration are working together to design and implement an all-inclusive process that readily identifies, evaluates and refers all eligible veterans.

And finally, the County recently demonstrated its financial commitment to the homeless population through its investment in the Comprehensive Emergency Services Center, now known as The Kearney Center, which opened in April 2015. The Kearney Center provides for closer collaboration of services for citizens experiencing homelessness who are facing mental health issues. This collaboration provides coordinated mental health services in anticipation that timely access to treatment will alleviate some of the strain on the criminal justice system that can result when mental health issues go untreated. Apalachee, Bond, NMC, TMH, and CRMC are all playing a role in providing services at the new center, with a close focus on collaboration to provide mental health and primary care services. The Board's financial commitment for this state-of-the-art facility is \$500,000 over five years.

Status of Community Human Service Partnership (CHSP) Funding

On March 10, 2015, the Board voted to increase the FY 2016 maximum funding level for CHSP from \$825,000 to \$1.2 million, a potential 45 percent increase in the Board's contribution to social service agencies and non-profits. However, there was no firm commitment made to what the final amount will be; and this will be part of the upcoming budget discussions in June. Several Commissioners expressed their desire to see other partner agencies increase their funding levels for the CHSP program along the same lines prior to the Board's June budget workshops.

Local Healthcare Meetings

There are multiple healthcare committees and groups operating in Leon County, some that pursue a broad range of issues and others that are more narrowly focused, which can lead to either shared or competing efforts. The Community Health Coordinating Committee (CHCC) was established in 2010 as a focus group; it serves as a hub of information and an essential element in coordinating existing community partners. Since its formation, the CHCC has played a valuable role as a knowledge-based healthcare resource to the County. Through the CHCC efforts, the County has been able to secure additional grant funding from the state. The CHCC provides a needed resource to the County's Office of Human Services and Community Partnerships to address ongoing healthcare related issues.

The CareNet Executive Directors Meeting is held monthly. These meetings offer a chance for the agency directors to update each other and County staff on news from their agencies and discuss any concerns. Recent meetings focused on updating the directors on the status of the Low Income Pool program and the HSCP Management System Database.

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The United Way of the Big Bend Health Council (Health Council) meets as needed to further its goals of increasing access to pediatric dental care, addressing mental health needs in the community, and working on ways to promote healthy lifestyle choices. Leon County is represented on the Health Council by Rosemary Evans of the Office of Human Services and Community Partnerships. The Health Council worked with Leon County Schools and the Florida Department of Health in Leon County (DOH-Leon) to make sure all second graders in Title I schools receive a dental exam, cleaning, and sealants on their teeth. TMH and Apalachee Center (Apalachee) are working together on ways to use telemedicine to expand access to mental healthcare in the rural areas of the Big Bend. A community survey on stress is being conducted by Florida State University and Florida A & M University. The results of the survey will guide the Health Council in creating a public awareness campaign about stress and how healthy lifestyle choices can combat the effects of stress.

The Circuit 2 Community Alliance (Alliance) is a forum through which services for children and families mandated and funded by state and federal government are planned, organized and coordinated. The Alliance serves as a conduit for information between and among providers, state agencies, consumers and the general public. The Alliance will develop a Regional Management Plan that is revised and updated regularly. The plan will describe the system of care, evaluate its strengths and weaknesses, establish local needs and priorities, propose modifications to the system as appropriate, and encourage members to provide feedback on all aspects of community services. Leon County is represented on the Alliance by Eryn Calabro, Director of the County's Office of Human Services and Community Partnerships.

Robert Wood Johnson Foundation County Health Rankings

The Robert Wood Johnson Foundation released its annual County Health Rankings on March 25, 2015. Leon County slid overall in the rankings from 9th to 12th in the state. These rankings score counties based on health outcomes and health factors. Health outcomes used in scoring include: premature death, poor or fair health, poor physical health days, poor mental health days, and low birth weight. Health factors used in scoring include: smoking, obesity, drinking, sexually transmitted infections, teen births, uninsured rate, education level, unemployment rate, violent crime, air pollution, and housing problems, among others (Attachment #2).

Status of Federal Funding for CareNet Agencies

As of April 1, 2015, Neighborhood Medical Center (NMC) is in the second year of its three year Service Area Competition award designation from the Health Resources and Services Administration (HRSA). Funding to NMC for this award for the second year is \$2,413,724.

In October 2014, NMC, Bond Community Health Center (Bond), and North Florida Medical Centers (NFMC) applied for New Access Point funding from HRSA. This funding would expand the operations of the designated organization. As of the writing of this workshop, HRSA has not announced which organization will receive the funding. The announcement was expected in February 2015, but has been updated with an expected announcement date of April or May 2015.

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In October 2014, NMC and Bond applied for Ryan White HIV Part C funding from HRSA. HRSA re-opened this grant in February 2015, with applications due March 23, 2015. Bond has applied for this funding during the re-opening of the application cycle. The expected announcement date for this grant is prior to May 1, 2015.

Federal Affordable Care Act Enrollment

Florida led the nation in the number of people signing up for health insurance coverage on the Federal Health Insurance Marketplace, with 1.6 million Floridians signing up during the most recent open enrollment period. Ninety-three percent of those who signed up qualified for subsidies available to those whose income falls between 100% and 400% of the Federal Poverty Level. The average monthly premium for Florida was \$376 and an average tax credit of \$294, which means the average monthly premium in Florida was \$82. Leon County enrollment totaled 8,820 for the period of November 15, 2014 through January 16, 2015. County level data has not been released for the entire open enrollment period.

Medicaid Expansion

At the state level, there are four major issues being discussed that could impact Leon County and the local CareNet agencies. One of the major tenets of the Federal Affordable Care Act (ACA) passed in 2010 was the planned Medicaid expansion that would provide low-income adults access to Medicaid coverage. The ACA offers 100 percent federal funding to cover the expansion population for 2014-2016, ramping down to 90 percent for 2020 and the years thereafter. (Attachment #3) The U.S. Supreme Court's ruling that this part of the ACA was optional for states led to many states choosing not to expand Medicaid coverage, including Florida. This has left adults whose income is 0-100% of the Federal Poverty Level without access to affordable health insurance, as subsidies to help pay for coverage on the Federal Health Insurance Marketplace are only available to those with income of 100%-400% of the Federal Poverty Level. Medicaid expansion, which is generally expected to cover those with incomes up to 138% the of Federal Poverty Level, based on other states' plans, has thus far not gained enough traction to pass in the Florida Legislature. There are some alternate plans put forth by outside groups and the Florida Senate has proposed a version of Medicaid expansion as part of their budget. The Senate plan uses vouchers to allow Medicaid recipients to purchase private insurance. The plans proposed so far have work requirements for the beneficiaries. Work requirements proposed by other states as a part of Medicaid expansion have thus far been denied by the U.S. Centers for Medicare and Medicaid Services (CMS). The lack of Medicaid expansion has left a coverage gap for the lowest-income Floridians. This group who lacks access to any affordable health insurance is the population Leon County's Primary Healthcare Program seeks to serve through its funding of services provided by the CareNet agencies. Medicaid expansion, as envisioned under the ACA, has the potential to cover most of the patients that Leon County currently pays the primary healthcare providers to see.

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Medicaid Cost Cap - Senate Bill (SB) 1520

Another important issue being considered at the state level that could impact local CareNet agencies is the Medicaid cost cap. In 21 states, counties are required by their states to help finance the non-federal share of Medicaid. It is estimated that counties already spend almost \$70 billion annually on healthcare services (Attachment #3). Florida counties have been required to participate in some sort of Medicaid cost-sharing relationship with the state since 1972. During the 2013 legislative session, legislation passed that significantly changed the way counties are charged for their portion of costs. More specifically, SB 1520 eliminated the monthly billing process and established a fixed, formula-based county Medicaid contribution. Beginning in FY 2015-16, the individual county percentage shares will begin transitioning, over four years, to being based on each county's respective share of the state's Medicaid enrollees. While some counties will see their costs go down or remain relatively stable over the transition period, other counties are expected to experience significant, and possibly unsustainable, growth in their mandatory Medicaid costs as a result of this transition to an enrollment-based distribution. Leon County's costs have gone up during this transition. Costs are estimated to rise from \$2,573,856 in FY 2014-15 to \$3,168,900 by FY 2019-20.

To evaluate the impact SB 1520 will have on counties, the Florida Association of Counties (FAC) estimated what the individual county contributions will be over the seven-year transition period, using current enrollment data and projections. FAC formed the County Medicaid Workgroup (Leon County was a member) to evaluate potential alternative distributions in order to recommend a more fair and equitable methodology to the FAC Health & Human Services Policy Committee. FAC would like the state to protect those counties that are disproportionately affected by the transition to the enrollment-based formula by establishing a cap on growth in individual county Medicaid costs.

The Medicaid Workgroup came up with a Medicaid Cap Proposal spreadsheet which assumes that additional state funds are used to offset the costs for those counties whose growth exceeds a certain amount (Attachment #4). The proposal spreadsheets, presented to the Legislature this session, show estimated county-by-county payments for state fiscal year (SFY) 15-16 through SFY 19-20. Specifically, the proposal illustrates county-by-county hypothetical payments under three, four, five, six, and seven percent annual growth caps for SFY 15-16 through SFY 19-20. In short, the Board can anticipate additional cost increases for the County's share of Medicaid costs with or without Medicaid expansion or a cap in costs.

Low Income Pool (LIP) Program

The third significant issue being influenced at the state level is the Low Income Pool. Related to Medicaid expansion is the almost \$2 billion Florida is slated to lose on June 30, 2015, when its one-year extension of the Low Income Pool program ends. The Low Income Pool program is run by the Florida Agency for Health Care Administration (AHCA) and pools Federal, State, and local funds for distribution to hospitals, federally qualified health centers (FQHCs), and FQHC Look-Alikes in an attempt to increase access to care. It helps hospitals and FQHCs cover a portion of their uncompensated care costs. In Leon County, Bond Community Health Center currently receives more than \$2.1 million in LIP funds, inclusive of the County's matching funds of \$511,803 (a combination of FY13-14 and FY14-15 funds).

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In addition, Tallahassee Memorial HealthCare (TMH) receives \$1.5 million in LIP funds to help pay for their Family Medicine Residency Program and Transition Center, inclusive of the County's matching funds of \$200,000. Centers for Medicare and Medicaid Services (CMS) has signaled that this money will not be renewed and has stated the expectation that Florida expand Medicaid and accept the Federal funds for such an expansion. According to CMS, this would help make up for the loss of LIP funds as most Floridians would be covered by insurance and thus uncompensated care would decrease. As of the writing of this workshop, AHCA officials state they are working with CMS on a solution, but there is not one as of yet.

At the time of this writing, the House and Senate budgets are about \$4 billion apart due in large part to the ongoing healthcare debate. This has led to the speculation of an extended or special session and an indication by the Governor's Office to pursue legal action against the federal government for withholding LIP funds.

Telemedicine

The fourth issue which is currently being discussed in the Florida Legislature is setting up regulations for the use of telemedicine. This may include allowing healthcare providers to bill Medicaid for services provided via telemedicine, however, at this time, it does not appear other insurers will be required to cover these costs. Proponents of the measure say this would increase efficiency, reduce costs, and provide increased access for patients in rural areas who often do not have to means to travel long distances to their healthcare provider. As of the writing of this workshop, there is strong support for telemedicine in the Florida Legislature.

Summary of Local Healthcare Landscape

The ongoing deliberations, negotiations, and uncertainty of state and federal programs prove challenging to the local CareNet providers which strive to provide patient services. The confluence of these issues at the state and federal levels play a significant role in the local healthcare landscape and should be taken into consideration by the Board in its desire to meet the healthcare needs of the community. The next section of the analysis examines several opportunities for the Board's consideration to enhance the delivery of healthcare services and maximize the available resources.

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Opportunities to Enhance Healthcare Services

The opportunities to enhance the delivery of healthcare services included herein derive from a variety of sources including previous Board direction, staff analysis, and recent input presented by stakeholder/partner organizations.

Creation of a Healthcare Special District and a County Office of Healthcare Administration

Healthcare special districts are a category of special districts created to provide a specialized governmental service. These districts have limited, explicit authority that is specified in charter or laws under which they operate. A special district is created by general law, special act, local ordinance or by rule of the Governor and Cabinet. A special district may be dependent or independent and often rely on ad valorem revenue. Special districts can be a financing mechanism to help the private and public sectors govern, finance, construct, operate, and maintain essential public services and facilities. A dependent special district would allow the Board to make appointments to the governing body of the district and have final approval over millage rates. The creation of an independent district with ad valorem taxing authority would require voter approval and provide for independently elected officials to govern the special district.

Across the nation, healthcare and hospital districts grew in the 1940s and 1950s. In Florida, there are currently 29 hospital districts and five healthcare special districts (one of which is a dual hospital-healthcare district). Of the five healthcare districts, all are independent districts and three of these were created in the late 1940s and 1950s. The five existing Florida healthcare districts have varying revenue sources which include donations, fees, investments, ad valorem taxes, and other revenue in the form of interest income. The healthcare districts' annual revenue sources ranges from \$13 million to \$1.3 billion, with taxes driving a major part of the districts' revenue.

The Board had previously established ad valorem funding through an MSTU for indigent care. When the half penny healthcare sales tax for indigent healthcare was not approved by voters in 2006, the MSTU was reduced to 0.0 mills and subsequently repealed. Care for the uninsured continued to be provided through the Primary Healthcare Program and funded through general revenue.

Under Florida Statute 154.331, a county may establish a county healthcare or mental healthcare special district. The Florida Department of Economic Opportunity (DEO) administers the Special District Accountability Program and provides a handbook for creating special districts (Attachment #5). According to the DEO handbook, the county or municipality creating the special district must outline the purpose, powers, functions, and duties of the district, including methods for financing the district, among other requirements. Should the Board wish to pursue this option, an ordinance would need to be created and approved and a methodology would need to be formulated for financing the district.

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The establishment of a special district or a County Office of Healthcare Administration requires access to a consistent and dedicated revenue source. Determination from the Board would need to be made as to the administrative functions for the proposed County Office and its role with provider agencies. Today, the County's Healthcare Services Coordinator serves as a liaison to local public health partners in ensuring public health needs are met in the community. Florida's public health landscape is structured differently than many states as county health departments are part of a centralized state agency, as opposed to a branch of the local county government. The Department of Health functions as the major overseer of public health operations and creating an entire office of healthcare administration could be duplicative of what is already done through DOH-Leon, AHCA, DCF, and other agencies. One of the Healthcare Services Coordinator's major roles is as a contract manager, monitoring the CareNet agencies to ensure the services paid for by the County are provided. Another role of this position is to seek grant and other sources of funding for healthcare services in the community.

Given the current healthcare landscape, ongoing state and federal negotiations, and increased access to care due to the Affordable Care Act, at this time an additional administrative office is not recommended.

Recommendation #1: Accept staff report on the creation of a healthcare special district and a County Healthcare Administration Office.

Mental Health: Proposed Big Bend Central Receiving Facility

Beginning March 2015, discussions have been held involving Apalachee, Big Bend Community Based Care, DCF, TMH, CRMC, the HSCP office, Leon County EMS and representatives from the Franklin, Gadsden, Jefferson, Liberty, Leon, Madison, Taylor and Wakulla Counties' law enforcement. A paper was presented by Big Bend Community Based Care to review the establishment of a Big Bend Baker Act and Marchman Act Central Receiving Facility for the residents of Franklin, Gadsden, Jefferson, Liberty, Leon, Madison, Taylor and Wakulla Counties. Big Bend Community Based Care (BBCBC) is the Managing Entity for DCF funding of mental health services in the Circuit 2 area inclusive of the eight counties referenced above.

The proposal submits that the proposed central facility would be located at Apalachee's main campus and will serve as the screening and assessment hub for all individuals detained under the Baker Act or Marchman Act within the eight counties. The goal behind centralizing the receiving of Baker Act and Marchman Act patients is to create a single point of entry for the assessment and placement of individuals who are in need of mental health services, reduce the impact of psychiatric and substance abuse client utilization on area hospital emergency departments, as well as to ease the access for law enforcement. Currently, there is one public receiving facility (Apalachee's Crisis Stabilization Unit known as PATH), two private receiving facilities (TMH's Behavioral Health Center and Apalachee's Eastside Psychiatric Hospital) and another 26 bed private facility with CRMC seeking approval for its private Baker Act receiving facility designation.

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The model being presented by BBCBC is from Orange County, where a central receiving facility was created approximately eleven years ago with \$1.2 million in initial funding from the County, plus annual funding, in addition to funding from two hospitals. At this time, the proposal has been presented as an opportunity to engage in open discussions about moving forward with the prospect. At this preliminary stage of discussion, area stakeholders have not yet fully vetted the proposal for its overall intent, costs, or its impact to patient choice and patient care if implemented locally. Leon County EMS and the Office of Human Services and Community Partnerships are actively participating in these discussions and will keep the Board apprised of any future developments on this matter.

Recommendation #2: Accept staff report on the Proposed Big Bend Central Receiving Facility for Mental Health and Substance Abuse Patients.

Community Paramedic Program

With the advent of healthcare reform, new models are needed to provide high quality medical care and reduce costs to individuals, agencies, third party payers, EMS, hospitals, and local, state, and federal governments. New models of integrative care can be developed with the resources that already exist within communities to reach patients in their homes and environments for a more holistic approach to healthcare. Traditional models of EMS response with a subsequent transport to a hospital emergency department is not cost effective for all patient acuity types and does not provide the correct level of care for all citizens in need.

Based on the Board's previous direction, Leon County EMS is working towards creating a Community Paramedic Program to better serve the citizens of Leon County. The Florida Department of Health awarded the County a matching grant in the amount of \$57,735 towards the cost of implementation of the Community Paramedic Program. This program represents a new model of healthcare delivery which expands the role of paramedics, who are currently experienced and in the field, to include community-based evaluation and treatment and referral of patients through mobile health. Future prospects for the program include utilizing physicians through a telemedicine connection when needed.

This particular initiative aligns with the Board's Strategic Priorities:

- Quality of Life – “Maintain and further develop programs and partnerships necessary to support and promote a healthier community, including: access to healthcare and community-based human services (Q3).”

Furthermore, this initiative aligns with the Board's Strategic Initiative:

- Quality of Life – “Implement strategies to improve medical outcomes and survival rates, and to prevent injuries, including: continue to pursue funding for community paramedic telemedicine (Q1, Q2).”

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Currently, emergency departments are overcrowded with non-emergent patients who could receive care either on the scene, be referred to local medical clinics, physicians, or other resources, or in the future be attended to by a physician through a telemedicine connection. According to the white paper “Innovation Opportunities for EMS” (Attachment #6) by the National Highway Traffic Safety Administration, Office of the Assistant Secretary for Preparedness and Response (HHS), and the Health Resources and Services Administration (HHS):

“EMS is an essential component of the United States healthcare system. Ambulance transport to a hospital’s emergency department is often the first and only access point to the healthcare system for many Americans.”

Furthermore, the paper states:

“Emergency Department (ED) overcrowding is a well-documented problem that results in costly, delayed, and often sub-optimal care. Emergency Medical Services (EMS) contributes to this problem by unnecessarily transporting non-acutely ill and injured patients to the EDs when more appropriate and less costly care settings, including the home, may be available.”

The primary goal of the program is the greater utilization of existing local medical resources and the lightening of the load on emergency departments to reduce the use of the more expensive emergency department resources. Field evaluation by specially trained EMS staff using county vehicles is more convenient for the patient, cost effective, and provides an opportunity to educate the patient on the availability of local resources that can better deal with their ongoing medical issues. If patients have their medical needs met with appropriate medications, arranged visits with physicians, provided transportation, and other issues related to medical care, they will not call 911 to deal with non-emergent problems. This model has already been in use by Leon County EMS and all EMS providers across Florida and the nation in part by providing referral to different social service agencies and medical entities in the community. This program proposes to expand and enhance those integrated connections within the community with specific and targeted results.

Upon start-up of the Community Paramedic Program staff anticipates three main services being offered:

1. The first group of patients who would be targeted is a high-use group that includes both chronic illness patients and system abusers. Many times these patients have minor issues that could be taken care of with other resources than emergency department visits. Patient conditions in this group are minor in nature and are currently referred to other resources that are more appropriate within the community after their visit at the emergency department. Also, chronic illness patients would have better outcomes if their care was closely monitored while at home, and specific education and tracking was provided to make sure these very ill patients were following their medical regimens and receiving optimal levels of care.

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2. The second group of patients who would be targeted are those at high risk of readmission to the hospital once they have been discharged. These patients have legitimate medical conditions that must be followed closely or negative outcomes will result. Dealing with these patients in their home environment is important since it allows Community Paramedics to assess all environmental conditions that can impact a patient's health. These patients would be managed with close working relationships with local hospitals and the patient's medical providers to determine the best options for the patient's care.
3. The third group of patients who will be targeted are hospice patients. Many patients who are at the end of life and have been referred into the hospice system are placed back into the hospital system when it is unnecessary. The goal of the Community Paramedic Program with these patients would be to keep hospice patients inside of the hospice system and not place them back into the traditional medical treatment system since it is not indicated. These patients would be treated with consultations with the local hospice agencies and the patient's medical providers to follow accepted standards and meet the intended desires of the hospice patient.

Staff is working with a consultant from Area Metropolitan Ambulance Authority (AMAA) from Ft. Worth, Texas who will facilitate the design of this program in coordination with other local healthcare providers as approved by the Board at the September 2, 2014 Commission meeting. AMAA is a pioneer in Community Paramedic Programs and has been successfully operating such a program since 2011. AMAA's experience has demonstrated the value of a Community Paramedic Program and will be beneficial in engaging community partners and establishing achievable program goals and objectives. Additionally, AMAA has been successful in getting payment for such service from third-party payers because of the amount of money the Community Paramedic Program saves the healthcare system. Preliminary discussions have been held with the two hospitals who expressed interest in the program. The next phase is to have a larger meeting involving community stakeholders who include the hospitals, the healthcare centers, third party insurers, hospices, home health entities, and social service agencies.

Staff is supportive of this patient-centered program as the County is in a unique position to make a significant difference in the quality of life of the all Leon County citizens who are looking for greater access to care. Specifically, this initiative will help to reduce the non-emergent hospital emergency department visits, which is an objective of CareNet and the Primary Healthcare Program. By ensuring that patients receive appropriate medical care, pressure will be taken off emergency services, including 911 calls for ambulances. It is anticipated that this program will allow the County to slow the annual increases in call volume to EMS and the associated increased staffing needs. Local medical and non-medical services that are available within the Leon County community would receive more referrals for their services through this mobile health initiative. This initiative provides expanded opportunities for all of these service providers to find new clients and to demonstrate their value to the community. The Community Paramedic Program initiative provides a unique opportunity to direct patients to the correct resources and meet the needs of the patient, care facilities, third party payers, and taxpayers while collaborating with community stakeholders in an effort to improve the healthcare delivery throughout the County. It is anticipated that this type of program will soon become commonplace alongside the expanded use of telemedicine.

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Recommendation #3: Accept staff report on the Community Paramedic Program and continue to develop this program in partnership with area stakeholders and bring back to the Board at a later date.

Establishing a Medical Home

Since the implementation of the HSCP Management System database in October 2013, staff has seen an increase in compliance from the agencies in providing the required documentation for each patient. The system requires that all documentation be uploaded prior to reimbursement for patient visits. Once the documents are uploaded, they are valid for one year, meaning the providers can request reimbursement for subsequent visits for the client without having to upload new documents for each visit. Given this heightened level of accountability, HSCP staff is confident that the coverage gap population the Primary Healthcare Program is designed to serve is being reached. To date, staff has not seen an increase in services provided, and in some cases has seen a decrease.

In working with the agencies and the TMH Transition Center, staff has recognized additional opportunities for the agencies to provide the patients in this gap population with a medical home. The TMH Transition Center provides follow-up care to certain patients after they leave the hospital in order to offer continuity of care and to avoid an unnecessary readmission back in to the hospital. Staff recommends that Bond, NMC, and Apalachee actively engage in a partnership with the TMH Transition Center to appropriately place patients who have been seen in the emergency room in the proper medical home. This patient-centered approach will ensure Leon County’s funding is reaching the targeted population of the CareNet program, enhance the continuity of care, and potentially mitigate calls to EMS similar to the Community Paramedic Program.

Recommendation #4: Accept staff report and encourage Bond, NMC, and Apalachee to coordinate with the TMH Transition Center to assist patients in establishing a medical home.

Competitive Provider Reimbursement Pool

Of the \$1.74 million the County budgeted for the Primary Healthcare Program in FY 15, approximately \$416,000 supported the administrative costs and staffing for the three organizations listed in Table #4. As illustrated in Table #5, the remaining \$1.3 million is contracted to three providers (Bond, NMC, and Apalachee) based on a per patient visit reimbursement formula. For the three providers

Table #4: FY 15 Funding Levels for Agencies Reimbursed for Administrative Costs

Agency	FY 2014/15 Funding	FY 2014/15 Patient Visits
CMS Foundation/We Care	\$168,826	N/A
FAMU Pharmacy/Diabetes Partnership	\$244,500	N/A
Florida Healthy Kids*	\$2,488	N/A
Total	\$415,814	N/A

reimbursed on a per patient basis, Leon County funds are designed to supplement their other funding sources. Staff is proposing a fundamental shift in the reimbursement process for per patient visits in order to maximize the limited resources available for primary and mental health services.

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As illustrated in Table #5 below, each of the three agency providers has specified patient visits anticipated in their annual contracts for an array of services. The agencies enter patient visit information into the software system and are reimbursed each month for the number of qualified patients that were treated. HSCP staff spends time reviewing these visits to ensure the documentation is correct and that each agency will meet its contracted number of patient visits. Some agencies have expressed the desire to bill for more visits if given the opportunity, while others have expressed difficulty with reaching targeted numbers within the timeframe required by their contract. Table #5 compares the FY 15 contracted number of patient visits with the actual totals through the first six months of the fiscal year. Some providers are on pace to meet their anticipated patient visit counts for certain services while others are well short at the halfway point of the fiscal year.

Table #5: Patient Visits in the First Six Months of FY 15 (October 2014 – March 2015)

Agency	FY 15 Contracted Patient Visits	Oct. 2014 – Mar. 2015 Patient Visits	FY 2014/15 Funding
Bond - Primary Care	2,544	1,351 (53%)	\$318,000
Bond - Mental Health	625	52 (8%)	\$50,000
Neighborhood - Primary Care	4,385	2,363 (54%)	\$548,097
Neighborhood - Mental Health	1,250	300 (24%)	\$100,000
Neighborhood - Dental	1,200	0 (0%)	\$150,000
Apalachee Center - Mental Health*	1,346	535 (40%)	\$107,671
Apalachee Center - Primary Care*	NA	NA	\$50,000
Total	11,750	4,601 (39%)	\$1,323,768

**Apalachee began using the system this fiscal year. HSCP is working with them on making sure the visits are uploaded. A contract amendment to allow Apalachee to bill for primary care was approved by the BOCC in February 2015. Apalachee is working on the visits for this to be uploaded to the HSCP database and billed. Staff anticipates Apalachee will bill for all contracted visits by the end of the fiscal year.*

Staff proposes a competitive provider model whereby the funding truly follows the patient. Rather than independently contracting with multiple providers for a predetermined number of patient reimbursements, this competitive provider model will pool the available County funds for primary and mental healthcare services on a first-come, first-served basis. This model would not apply to the agencies in which the County provides administrative funding in support of their operations, only those direct service providers that are being reimbursed by the County on a per patient basis. 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 also encourage them to follow through on helping patients establish their medical home.

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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 would 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). This proposal also 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 competitive provider model would be facilitated by creating a single pool of money for reimbursement for Bond, NMC, and Apalachee, on a per patient visit rate, inclusive of primary care and mental health visits. The reimbursement rates would remain the same, \$125 per primary care visit and \$80 per mental health visit. At the FY 15 funding level, this would provide a funding pool of \$1,323,768 from which the three agencies could request reimbursements, up to the total available in the pool. In this reimbursement model, \$264,764, or 20% of the funding pool, would be earmarked for mental health reimbursement at the \$80 per visit rate. 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.

If funding match opportunities become available, any of the currently funded Primary Healthcare Program agencies can bring a request to the Board asking for support with local match dollars just as they have in the past. The Board can then approve the necessary funding amount be taken from the primary healthcare funding pool and used to bring additional funding to that agency. The status of LIP funding from AHCA will be finalized before the budget is voted on in September 2015. This gives ample time for agencies to make funding requests to the Board before the pool of money is even able to be accessed in October 2015.

The breakdown of the funding pool for the competitive provider described herein is based on the FY 15 budget for the County's Primary Healthcare budget. Given the number of options presented in this analysis and the uncertainty with regard to the various state and federal programs affecting the local healthcare landscape, staff recommends establishing the funding levels for the FY 16 Primary Healthcare Program at the Board's June budget workshop.

Recommendation #5: Approve the Competitive Provider Reimbursement Pool Funding Model for the FY 2016 Primary Healthcare Program and bring back a budget discussion item to determine the appropriate funding levels.

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Summary

The Board's ongoing investment in these CareNet agencies and uninsured patients provide critically needed services to the most vulnerable citizens. This budget discussion item presents several options for the Board's consideration to enhance the delivery of healthcare services while maximizing the limited resources available for this program. Staff recommends the continuance of stakeholder engagement and analysis on the Community Paramedic Program, as previously approved by the Board, and a fundamental shift in the utilization of limited funds for the Leon County Primary Healthcare Program to a competitive provider reimbursement pool.

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 would 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). 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 also help patients establish their medical home.

This model was designed with the patient in mind to ensure the full utilization of existing resources for access to primary healthcare on a first-come, first-served basis. If funding match opportunities become available, any of the currently funded Primary Healthcare Program agencies can bring a request to the Board asking for support with local match dollars just as they have in the past.

There are many issues affecting the local healthcare system that are still unresolved at this time. Until such time, the County's Primary Healthcare Program is needed to continue to provide access to care for the uninsured and indigent residents of Leon County. Medicaid expansion has the potential to cover most of the patients that Leon County currently reimburses the primary healthcare providers to see. The Medicaid cost cap issue could impact the amount of Medicaid costs Leon County must pay. The Low Income Pool program that brings additional dollars into the community is set to expire on June 30, 2015, without an alternative as of yet. Bond and NMC are still awaiting word on whether or not they have been approved for federal funding through either the HRSA New Access Point grant or the Ryan White HIV/AIDS grant. Given the rapidly changing healthcare landscape at the local, state, and federal levels, the unknown status of multiple programs that could affect CareNet patients, and the proposed opportunities to enhance the delivery of services presented herein, staff recommends establishing the funding levels for the FY 16 Primary Healthcare Program at the Board's June budget workshop.

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Options:

1. Accept staff report on the creation of a healthcare special district and a County Healthcare Administration Office.
2. Accept staff report on the Proposed Big Bend Central Receiving Facility for Mental Health and Substance Abuse Patients.
3. Accept staff report on the Community Paramedic Program and continue to develop this program in partnership with area stakeholders and bring back to the Board at a later date.
4. Accept staff report and encourage Bond, NMC, and Apalachee to coordinate with the TMH Transition Center to assist patients in establishing a medical home.
5. Approve the Competitive Provider Reimbursement Pool Funding Model for the FY 2016 Primary Healthcare Program and bring back a budget discussion item to determine the appropriate funding levels.
6. Board direction.

Recommendation:

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

Attachments:

1. Big Bend Community Based Care Community Needs Assessment
2. Robert Wood Johnson Foundation County Health Rankings
3. NACo Medicaid Information Sheet
4. Medicaid Cap Proposal Spreadsheet
5. Florida Department of Economic Opportunity Special District Handbook
6. White Paper "Innovation Opportunities for EMS" by the National Highway Traffic Safety Administration



Community Needs Assessment

Substance Abuse and Mental Health System of Care

prepared by:



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Background

In accordance with Statute 394.9082 the Florida Department of Children and Families (DCF) contracts with Managing Entities throughout the State of Florida to manage the publically funded substance abuse and mental health system of care. Managing Entities are private non-profit, 501(c)3 agencies organized in the State of Florida hired by the Department of Children and Families to provide community based strategic planning, oversight and monitoring to the substance abuse and mental health system of care. These Managing Entities exist in seven (7) distinct community areas in the state.

Between 2009 and April 2013, the Department of Children and Families implemented the Managing Entity system re-design through competitive procurement of the Managing Entity contracts and subsequent contract awards. Effective April 2013, with the execution of a Managing Entity contract with Big Bend Community Based Care in the Northwest Region of Florida, all areas of the state's substance abuse and mental health system of care are under the management of a private, non-profit managing entity.

The seven (7) managing entities cover the following distinct geographic areas: the Suncoast Region, the Southern Region, the Southeastern Region, Broward County, The Central Region, the Northeast Region and the Northwest Region. Big Bend Community Based Care, Inc. is under contract to provide managing entity services in the eighteen (18) counties which make up the Northwest Region.

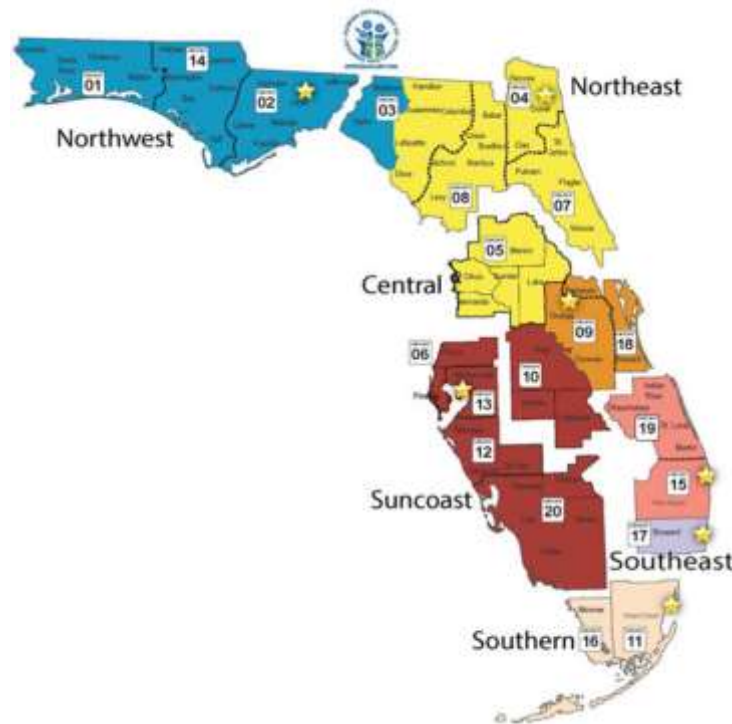


Figure 1: Map of the State of Florida, by Managing Entity Area (similar colored sections) and by Department of Children and Families Regions (land area masses lumped together), Department of Children and Families



Big Bend Community Based Care, Inc., serving as the Managing Entity for the Northwest Region of Florida since April 2013 is contractually obligated to complete a community needs assessment of the substance abuse and mental health system of care in their region within eighteen (18) months of contract award (by September 30th, 2014). This community needs assessment will fulfill that contractual obligation, as well as provide baseline data and information for Big Bend Community Based Care, Inc. regarding the substance abuse and mental health system of care they now manage for the Department of Children and Families.

Introduction

In June 2014, Organizational Management Solutions, Inc. was hired as a private consulting firm to complete a Community Needs Assessment of the Substance Abuse and Mental Healthcare System for Big Bend Community Based Care Inc.'s Managing Entity network. This Community Needs Assessment is intended to give a foundation for understanding the substance abuse and mental healthcare system in Big Bend Community Based Care, Inc.'s eighteen (18) county catchment area in Northwest Florida. This is the first needs assessment of this system of care by Big Bend Community Based Care, Inc. since assuming responsibility for the substance abuse and mental health system of care through a Managing Entity contract award from the Department of Children and Families.

The primary purpose of this needs assessment is to educate, inform and discuss the following:

- Demographics of the region, including population size, gender, ethnicity and race.
- Social and economic data such as: domestic violence rates, poverty rates, median household income, uninsured rate and health outcomes/health factors ranking.
- Secondary data related to behavioral healthcare, including: suicide rates, number of Baker Acts, days of poor mental health, binge drinking rates, and service utilization data specific to the Big Bend Community Based Care, Inc. Managing Entity System of Care.
- Primary data related to behavioral healthcare service including: consumer and/or family survey results, provider survey results and stakeholder survey results.

Methodology

Project Overview

The Community Needs Assessment of the Substance Abuse and Mental Health System of Care in Northwest Florida was accomplished in three (3) main phases: Planning, Primary & Secondary Data Gathering and Analysis, and the Community Needs Assessment Final Report. Organizational Management Solutions, Inc. has accomplished these phases through completion of the following major project deliverables: project planning, establishment and engagement of a Steering Committee, primary and secondary data gathering, analysis and reporting, Community Town Hall/Focus Group meetings in each Circuit and completion of a Community Needs Assessment narrative report with supporting data tables.



Steering Team Meetings

Organizational Management Solutions, Inc. began the Community Needs Assessment by working with a Steering Committee of eleven (11) stakeholders identified by Big Bend Community Based Care, Inc. and five (5) staff from Big Bend Community Based Care, Inc. The Steering Committee was comprised of the following community representatives and staff from Big Bend Community Based Care, Inc.:

Cori Bauserman – Big Bend Community Based Care
Dan Mobley – Life Management Center
Dan Moore, Ability 1st
David Daniels – Big Bend Community Based Care
Dennis Goodspeed – Lakeview Center
Ellen Fitzgibbon – Big Bend Community Based Care
Gordy Pyper – Big Bend Community Based Care
Janice George – Big Bend Community Based Care
Jay Reeve – Apalachee Center
John Wilson – DISC Village
Laura Gribble – Mental Health Association of Okaloosa and Walton
Leashia Scrivner – CDAC
Linda McFarland – Bridgeway Center
Lynne Whittington – Families First Network
Rachel Gillis – COPE Center
Wanda Campbell - CARE

The Steering Committee informed and directed key aspects of the Community Needs Assessment process, including primary data scope, dissemination strategy for surveys and survey collection procedures.

The initial Steering Committee notification and request for volunteers was e-mailed out to select community stakeholders, by Big Bend Community Based Care, Inc. on Friday, June 20th, 2014. On Tuesday, June 24th, Organizational Management Solutions, Inc. e-mailed all those selected Steering Committee members with a brief introduction of Organizational Management Solutions, Inc.'s agency and staff, an overview of the Community Needs Assessment process and a request for completion of a "doodle poll" to identify the most convenient date and time for an initial Steering Committee conference call.

The initial Steering Committee conference call was held for approximately thirty (30) minutes on July 2nd, 2014. During this initial Steering Committee call participants were introduced to Christina "Tina" St.Clair with Organizational Management Solutions, Inc., who is the principle consultant on this Community Needs Assessment and who facilitated all Steering Committee meetings. During this conference call, Steering Committee members were provided with an overview of the Community Needs Assessment process, the detailed project timeline, a description of the role and responsibilities of the Steering Committee during the Community Needs Assessment and the date and time of the Steering Committee follow-up conference call, scheduled for July 17th, 2014 at 10am EST.



On July 11th, 2014 all Steering Committee members were sent, via e-mail the following documents for review: consumer/family member survey, stakeholder survey, provider survey, survey distribution procedure, community town hall/focus group agenda, community town hall/planning meeting agenda, and community meeting invitations/flyers.

During the July 17th, 2014 conference call meeting of the Steering Committee, members were asked to review the following documentation: consumer/family member survey, stakeholder survey, provider survey, survey distribution procedure, community town hall/focus group agenda, community town hall/planning meeting agenda, and community meeting invitations/flyers. The Steering Committee offered recommendations for survey alterations, addition and deletion of survey questions and distribution protocol changes. The Steering Committee also recommended the removal of Community Planning Meetings from the Needs Assessment process, which was agreed to by Big Bend Community Based Care. All Steering Committee members agreed on proposed changes and Organizational Management Solutions, Inc. altered all documents as agreed.

Survey Process/Primary Data Collection

Stakeholder Survey (appendix A)

On July 25th, 2014 Big Bend Community Based Care, Inc. staff e-mailed community stakeholders with a link to a web based survey for completion of a stakeholder survey. Stakeholders were asked to forward this link to other community partners as appropriate. The stakeholder survey was also posted to the Big Bend Community Based Care, Inc. website. The stakeholder survey remained open for completion through August 8th, 2014 at 5:00pm EST.

Provider Survey (appendix B)

A link to the provider survey was e-mailed out to all providers in the Big Bend Community Based Care, Inc. provider network by Organizational Management Solutions, Inc. on July 21st, 2014. The link allowed providers to complete the survey online beginning July 21st, 2014. On July 29th, 2014 and August 6th, 2014 reminder e-mails were sent to all eighteen (18) providers encouraging them to complete the provider survey if they had not already done so. The provider survey was closed on August 8th, 2014 at 5:00pm EST.

Consumer and Family Member Survey (appendix C)

The Consumer and Family Member survey was mailed out to provider locations on July 18th, 2014. These surveys were distributed to the eighteen (18) providers in the Big Bend Community Based Care Managing Entity Network via packets containing: an instruction letter, twenty-five (25) paper consumer and family member survey's, twenty-five (25) self-addressed, stamped envelopes for return of the surveys, and ten (10) flyers for



display in provider locations, announcing the availability of the survey on-line as well. An on-line survey was activated and available for completion on July 18th, 2014, utilizing a Survey Monkey tool, and surveys were accepted utilizing this submission method as well. A link to the on-line survey was also posted on the Big Bend Community Based Care website.

During the open survey period, two (2) reminder e-mails were sent out to the eighteen (18) providers to encourage them to distribute and assist in the collection of the consumer and family member surveys. The online consumer and family member survey was closed at 5:00pm (EST) on August 8th, 2014. All paper surveys, postmarked by August 8th, 2014 were accepted.

Evidenced Based Practice (EBP) Utilization Survey

Organizational Management Solutions, Inc. developed a survey for determining which approved evidenced based practices are being utilized by substance abuse and mental health treatment providers in the Big Bend Community Based Care, Inc. Managing Entity network of care. The EBP Utilization Survey (appendix D) was developed in draft format by Organizational Management Solutions, Inc. and provided to Big Bend Community Based Care, Inc. for review and approval.

The SAMH System of Care EBP survey was developed utilizing the listing of Evidenced-based Practices maintained on the Substance Abuse and Mental Health Services Administration (SAMHSA) National Registry of Evidenced-based Programs and Practices (www.nrepp.samhsa.gov). The survey posed five (5) questions, with each agency required to complete only one (1) EBP survey for their agency. The five (5) questions asked are the following:

- 1. Name of the agency completing the survey.*
- 2. Indicate all EBP's provided for Adult Mental Health at your agency.*
- 3. Indicate all EBP's provided for Adult Substance Abuse at your agency.*
- 4. Indicate all EBP's provided for Children's Mental Health at your agency.*
- 5. Indicate all EBP's provided for Children's Substance Abuse at your agency.*

The survey was created and opened for on-line completion on July 22nd, 2014. The survey remained open for provider completion through August 15th, 2014.

Secondary Data Collection

Organizational Management Solutions, Inc. collected multiple available secondary data related to the demographic make-up of the eighteen (18) counties in the Big Bend Community Based Care, Inc. Managing Entity catchment area. Certain secondary data points were gathered from the Big



Bend Community Based Care, Inc. data system pertaining to the utilization of substance abuse and mental health services in the Northwest Region of Florida.

Community Town Hall Meeting

Organizational Management Solutions, Inc. facilitated three (3) Community Town Hall Meetings, one (1) in Crestview at 9:00am CDT on August 14th, 2014, one (1) in Panama City at 3:00pm CDT on August 14th, 2014 and one (1) in Tallahassee at 10:00am EST on August 15th, 2014.

The Community Town Halls were advertised by e-mail notification from Big Bend Community Based Care, Inc. staff, as well as staff announcing the Community Town Hall meetings in other community meeting venues. The Community Town Hall meetings were also advertised with announcement flyers posted in the eighteen (18) provider locations.

Organizational Management Solutions, Inc., for purposes of the Community Needs Assessment Town Hall meetings prepared a unique Community Needs Assessment Presentation for each of the locations to report information regarding both primary and secondary data collected on the substance abuse and mental health system of care in Northwest Florida.

Draft Report, Final Report and Recommendations Meeting

Organizational Management Solutions, Inc. provided Big Bend Community Based Care, Inc. with a draft of the narrative report and technical appendix on or before September 17th, 2014. Big Bend Community Based Care, Inc. notified Organizational Management Solutions, Inc. of any requested revisions, additions, clarifications or other changes on or before September 24th, 2014.

Organizational Management Solutions, Inc. delivered the final copy of the Community Needs Assessment to Big Bend Community Based Care, Inc. in an electronic format September 26th, 2014, with a follow-up meeting scheduled for September 29th, 2014 to review the document.



Executive Summary

Demographics

Land Area

The Big Bend Community Based Care, Inc. Managing Entity is contracted by the Department of Children and Families to provide oversight, monitoring and management to an eighteen (18) county area in Northwest Florida. The counties include: Escambia, Okaloosa, Santa Rosa, Walton, Bay, Calhoun, Gulf, Holmes, Jackson, Washington, Gadsden, Franklin, Jefferson, Leon, Liberty, Madison, Taylor and Wakulla. These counties include the Judicial Circuits of Circuit 1, Circuit 2, Circuit 14 and two (2) counties from Circuit 3 (Madison and Taylor).



Figure 2: Map of the Northwest Region of Florida, by County

This catchment area makes up slightly over 13,000 square miles, accounting for 24.2% of the land area in the State of Florida.

Circuit 1, located farthest to the west in this region, bordered by the Gulf of Mexico to the South and Alabama to the west and north, is 3,635.95 square miles accounting for 28.0% of the land area across the eighteen (18) county area. The Circuit is comprised of Escambia, Santa Rosa, Okaloosa and Walton Counties.



Figure 3: Map of Circuit 1, State of Florida, Northwest Region



Circuit 14, bordered by portions of Alabama and Georgia to the north, the Gulf of Mexico to the south and Circuit 2 to the east, is 3,869.14 square miles accounting for 29.8% of the land area in the Northwest Region. Circuit 14 is comprised of Bay, Calhoun, Gulf, Holmes, Jackson and Washington Counties.



Figure 4: Map of Circuit 14, State of Florida Northwest Region

Circuit 2, located to the east of Circuit 14, west of Circuit 3, bordered by Georgia to the north and the Gulf of Mexico to the south, is 3,757.99 square miles accounting for 28.9% of the land area in Northwest Florida. Circuit 2, which includes the State of Florida capitol, Tallahassee, is comprised of Franklin, Gadsden, Jefferson, Leon, Liberty and Wakulla Counties.



Figure 5: Map of Circuit 2, State of Florida Northwest Region

The two (2) counties located in Circuit 3 (Madison and Taylor Counties), which are part of this region encompass 1,739.26 square miles accounting for 13.4% of the land area in the Northwest Region. Circuit 3 is traditionally a part of the Department of Children and Families Northeast Region. However, for purposes of Managing Entity contract assignment, Madison and Taylor Counties, in Circuit 3, are part of the Big Bend Community Based Care Northwest Region Managing Entity catchment area.



Figure 6: Map of Madison and Taylor Counties, located in Circuit 3, State of Florida Northwest Region



Circuit 14 is the largest of the Circuits in terms of land area. However, the two counties with the largest land area are located in Circuit 1: Walton (1,037.63) and Santa Rosa (1,011.61). The counties with the smallest land area include: Holmes (478.78) Gadsden (516.33) and Franklin (534.73).

Population Density

The Northwest Region has a population density (persons per square mile) of 108.28, which is lower than the average population density in the State of Florida of 350.60. There is a wide disparity, as well, between the four (4) Circuits in the Northwest Region with Circuit 1 having the largest population density of 188.36, followed by Circuit 2 with a population density of 103.07, Circuit 14 with a population density of 75.96 and the Circuit 2 counties of Madison and Taylor having a combined population density of 24.03.

In the Northwest Region, only Escambia and Leon Counties have a higher population density than the State of Florida average.

Among counties in the Northwest Region, the population density ranges from 453.4 in Escambia County to 10.0 in Liberty County. Only two (2) counties in the Northwest Region have a higher population density rate than the State of Florida: Escambia County (453.4) and Leon County (413.1)

Population

In the State of Florida, the 2010 US Census revealed a statewide population of 18,801,310 with 1,407,886 of those individuals residing in Northwest Florida, accounting for 7.5% of Florida's population (Table 1). Population estimates for 2013, reported by the American Community Survey, reveal a growth in this population across Florida to 19,552,860 with 1,454,079 individuals residing in Northwest Florida. This represents a population growth between the 2010 US Census and the 2013 population estimates of 4% for the State of Florida and a 3.3% population growth for Northwest Florida.

In the Northwest Region, the 2013 estimated population reveals the largest number of individuals residing in Circuit 1, with 720,531 persons accounting for 49.6% of the total population in Northwest Florida. In Circuit 2, the 2013 population estimates indicate 393,202 individuals will be residing in this area, accounting for 27.0% of the population of the Northwest Region. In Circuit 14, the estimated 2013 population is 298,761 accounting for 20.5% of the total population of Northwest Florida. Finally, in Circuit 3, Madison and Taylor Counties have a combined 2013 estimated population size of 41,585 accounting for 2.9% of the total population in the Northwest Region.

The largest county in the Northwest Region, in terms of 2013 estimated population size is Escambia County (305,817), followed by Leon County (281,845), while the smallest counties are Liberty (8,349) and Franklin (11,549).



As we near calendar year 2015, it is important to also consider the 2015 population projections when completing community planning. In the Northwest Region, the 2015 population, as reported by the Bureau of Economic and Business Research in Florida, is estimated at 1,457,783, representing a population growth of 0.25% (approximately 3,000 individuals). This population growth is not significant over the two-year period.

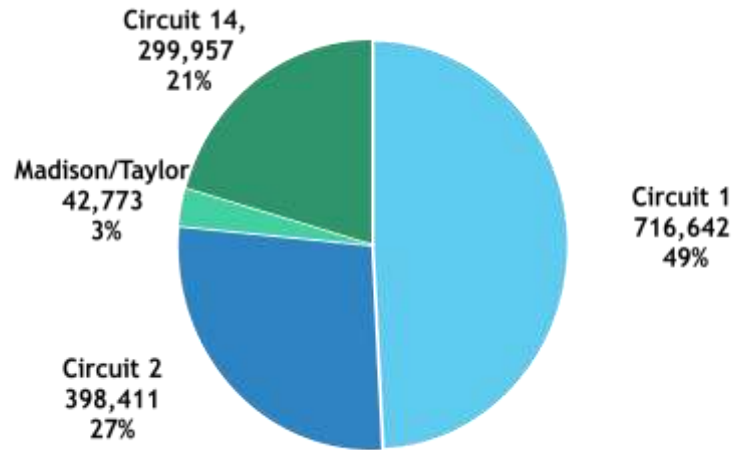


Figure 7: 2015 Projected Population, by Circuit, Northwest Region

Population growth across the eighteen (18) counties in Northwest Florida between the 2010 US Census and the 2013 estimated population varies widely from a population growth of 8.7% in Walton County to a population decrease of 3.8% in Jefferson County. In relation to the Circuit areas, Circuit 1 has the highest anticipated population growth at 5.2%, while in Circuit 3, Madison and Taylor Counties have an estimated population decrease of .05%.

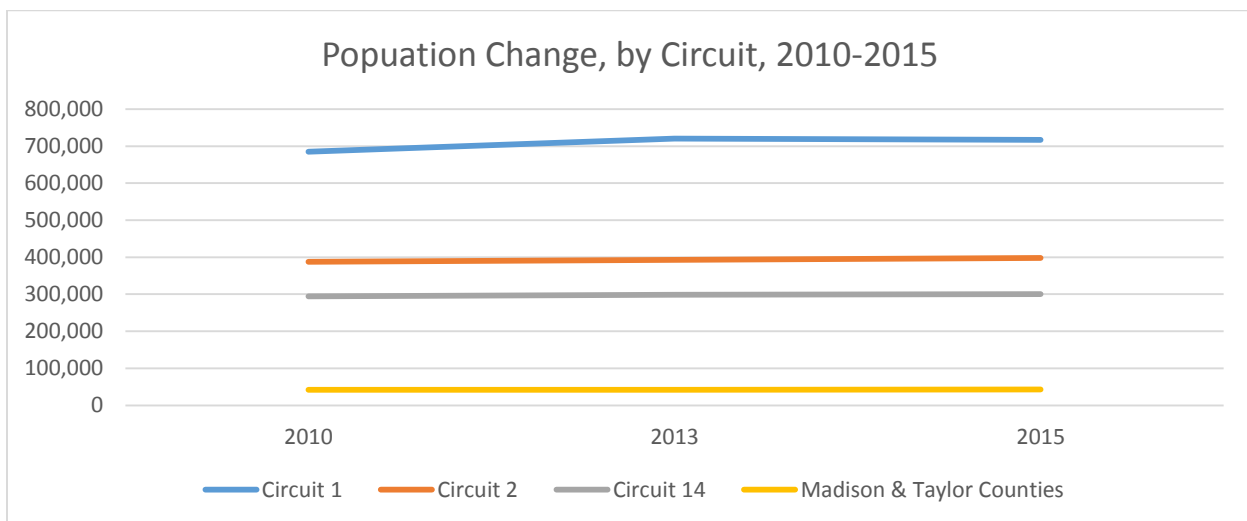


Figure 8: Population Change, by Circuit, 2010-2015



Race

The US Census 2013 Population Estimates also examine the racial make-up of communities across the United States in the following categories: white only, black/African American alone, American Indian/Alaskan native alone, Asian alone, Native Hawaiian/other Pacific Islander alone or two or more races.

In the State of Florida, the population is comprised of individuals identifying as 78.1% white alone, 16.7% black/African American alone, 0.5% American Indian/Alaskan Native alone, 2.3% Asian alone, 0.1% Native Hawaiian/Other Pacific Islander alone and 1.9% two or more races.

In the Northwest Region, the eighteen (18) county area has a lower than the statewide average population of white alone (74.5%), Asian alone (2.3%) and two or more races (1.8%). This area has a higher than the state average of black/African American only (19.6%), American Indian/Alaskan Native alone (0.7%) and Native Hawaiian/other Pacific Islander alone (0.6%)

The white alone population in the Northwest Region is highest in Circuit 14 (80.6%), with Holmes (89.7%) and Walton (89.5%) having the highest populations of white only, while Gadsden (42.1%) and Madison (58.7%) have the lowest rate of white only populations in the Northwest Region.

The black/African American alone population in the Northwest Region is highest in Circuit 2 (32.3%), with Gadsden (55.4%) and Madison (39.0%) having the highest population of black/African American alone in the Northwest Region. Gadsden County, located in Circuit 2, is the only minority-majority county in the State of Florida. The counties with the lowest population of black/African American only include: Walton (5.9%), Santa Rosa (6.5%) and Holmes (6.6%).

The population of American Indian/Alaskan Native alone in Northwest Florida is relatively similar to the State of Florida average (0.5%) in Circuit 2 (0.4%). However, in the remaining areas of Circuit 1, Circuit 14 and Madison and Taylor counties in Circuit 3, the population of American Indian/Alaskan Native alone is higher at 0.9%, 0.8% and 0.8% respectively. This population is represented at the highest rate in Washington (1.4%), Calhoun (1.3%) and Liberty (1.3%) counties, while being represented at the lowest rate in Leon (0.3%), Jefferson (0.4%) and Gulf (0.5%).

Individuals identifying as Asian alone are represented at the state average (2.7) in Circuit 1 (2.7). However, in the remaining areas of Northwest Florida this population is represented at a lower rate than the State of Florida average, with Madison and Taylor counties in Circuit 3 only having an Asian alone population rate of 0.6%. Three (3) counties in Northwest Florida do have a higher than average rate of Asian alone individuals when compared to the State of Florida, including: Okaloosa, Leon and Escambia with Asian alone population rates of 3.2%, 3.1% and 3.0% respectively. Those counties with the lowest representation of individuals identifying as Asian alone include: Madison (0.3%), Liberty (0.4%), Jefferson (0.4%) and Gulf (0.4%).

In the Northwest Region, the rate of individuals who identify themselves as Native Hawaiian/other Pacific Islander alone is relatively in line with the State of Florida average



(0.1%), with Circuit 1 at 0.2%, Circuit 14 at 0.1% and Circuit 2 at 0.09%, however Madison and Taylor counties in Circuit 3 do have a slightly higher percentage of the population identifying as Native Hawaiian/other Pacific Islander alone at 0.6%.

In the State of Florida the percentage of individuals identified as two or more races is 1.9%. In the Northwest Region this race is at varying levels: Circuit 1, 3.2%; Circuit 14, 2.5%; Circuit 2, 1.9%; and Circuit 3 (Madison and Taylor Counties), 1.5%). The highest percentage of individuals that are two or more races is found in Okaloosa County (3.9%) and the lowest rate of individuals identified as two or more races is Gadsden County (1.1%).

Area	White Alone	Black/African American Alone	American Indian/Alaskan Native Alone	Asian Alone	Native Hawaiian/Pacific Islander Alone	Two or More Races
Circuit 1	78.8	14.3	0.9	2.7	0.2	3.2
Circuit 2	62.9	32.3	0.4	2.4	0.09	1.9
Circuit 14	80.6	14.3	0.8	1.6	0.1	2.5
Madison & Taylor Counties	68.1	29.1	0.8	0.6	0.6	1.5
Northwest Region	74.5	19.6	0.7	2.3	0.2	2.7
Florida	78.1	16.7	0.5	2.7	0.1	1.9

Figure 9: Race, Northwest Florida by Circuit

Ethnicity

In the State of Florida 23.6% of the 2013 estimated population has been identified as Hispanic or Latino ethnicity (Table 3). In the Northwest Region this population is greatly reduced with only 5.8% of the 2013 estimated population being identified as Hispanic or Latino. In Circuit 2 (6.3%), the highest number of individuals identified as Hispanic or Latino, while in Madison and Taylor counties in Circuit 3 (4.4%) this rate is the lowest. The counties, in Northwest Florida with the highest rate of individuals identified as Hispanic or Latino reside in Gadsden (10.3%), Okaloosa (8.3%) and Liberty (6.5%) counties. The counties in Northwest Florida with the lowest rate of individuals identified as Hispanic or Latino reside in Holmes (2.7%), Wakulla (3.6%) and Taylor (3.9%).



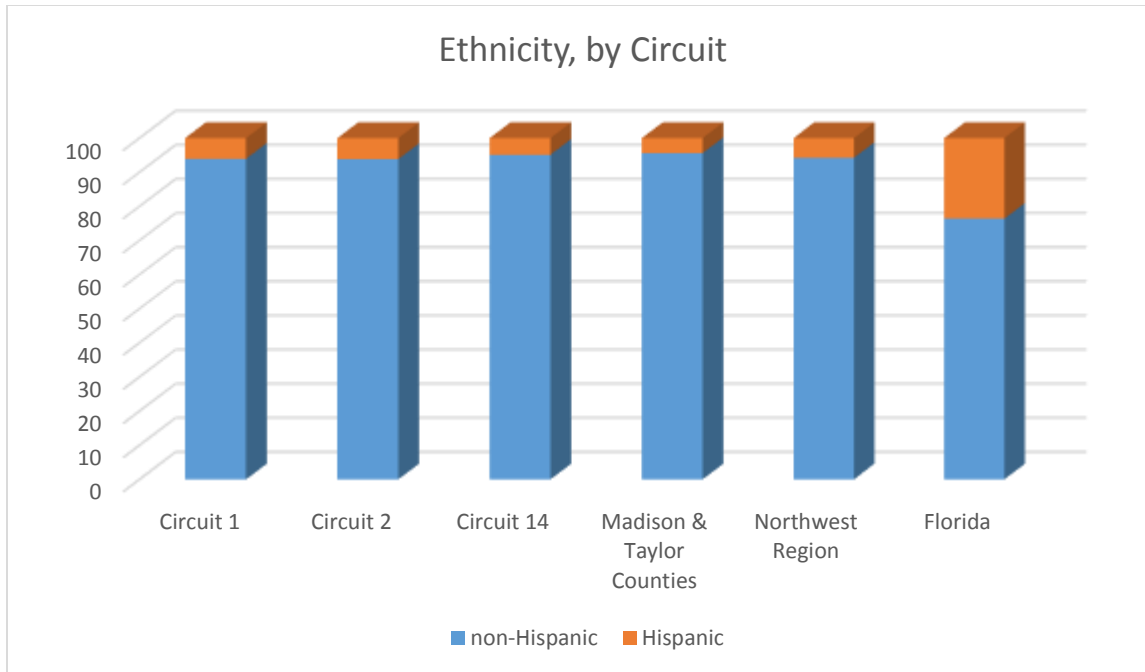


Figure 10: Ethnicity, by Circuit

Gender

The 2013 population estimates indicate that in the State of Florida, 48.9% of the population is male, while 51.1% of the population is female (Table 1). In the Northwest Region this population make-up for gender is relatively reversed, with 49.5% of the population being female and 50.5% of the population being male. Given these population rates, approximately 14,000 more males than females reside in the Northwest Region.

Circuit 2 most closely mirrors the State of Florida average gender representation among the population, with 49.2% of the population being male and 50.8% of the population being female. Madison and Taylor counties, in Circuit 3, have the largest Circuit-level disparity from the State of Florida average for gender among the population, with 54.7% of the population being male and 45.3% of the population being female.

The counties in the Northwest Region with the highest rate of males among the total population include: Liberty (61.7%), Gulf (60.0%) and Franklin (57.3%). The counties in the Northwest Region with the lowest rate of males among the total population include: Leon (47.5%), Bay (49.6%) and Escambia (49.7%).

The counties in the Northwest Region with the highest rate of females among the total population include: Leon (52.5%), Bay (50.4%) and Escambia (50.3%). The counties in the Northwest Region with the lowest rate of females among the total population include: Liberty (38.3%), Gulf (40.0%) and Franklin (42.7%).



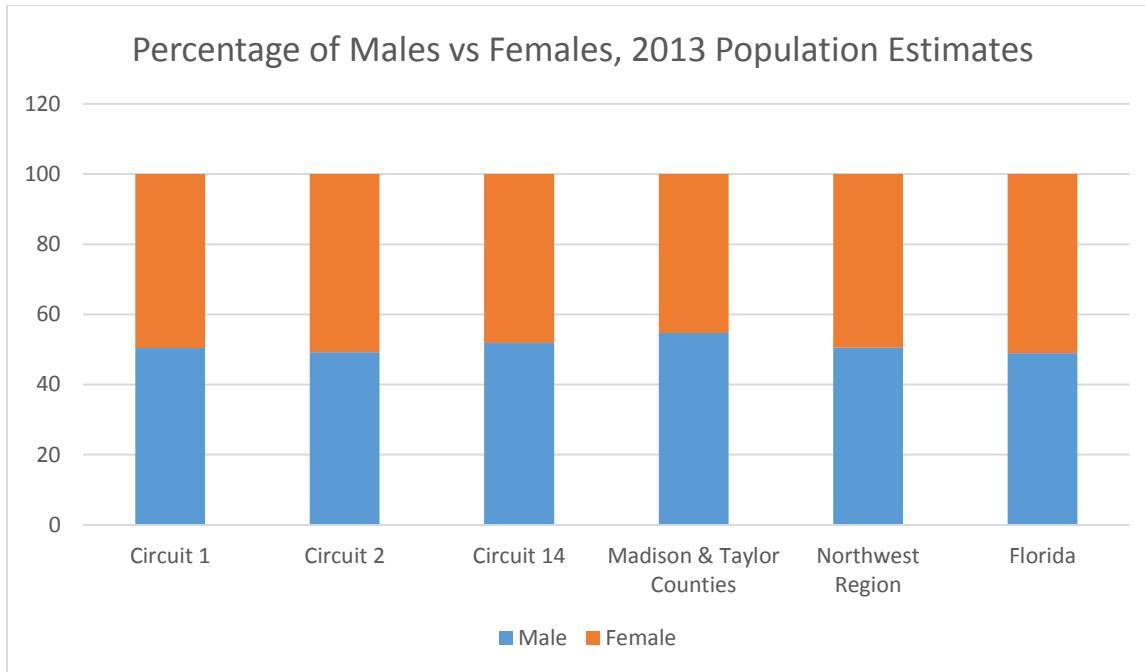


Figure 11: Gender, by Circuit, 2013 population estimates

Age

In Florida, 5.5% of the population is under the age of five (5), 20.6% are under the age of eighteen (18) and those over the age of sixty-five (65) make up 18.7% of the population. In the Northwest Region, the percentage of children under five (5) is slightly higher than the state average, at 5.8%, and slightly higher for those under eighteen (18) at 20.8%. The largest disparity in age in the Northwest Region, when compared to the state of Florida average is among those sixty-five (65) years of age and older, with the Northwest Region having only 14.7% of the population in this age category.

All Circuits in the Northwest Region have a lower than statewide average of individuals over sixty-five (65) years of age, with Circuit 2 having the lowest percentage of individuals in this age range, at only 12.1%. The highest percentage of individuals over the age of sixty-five (65) can be found in Franklin (19.8%), Jefferson (19.5%) and Holmes (18.5%) counties, while the lowest percentage of individuals over sixty-five (65) can be found in Leon (10.9%), Liberty (11.5%) and Wakulla (12.8%) counties.

Circuit 1 has the highest number of children under five (5) at 6.1% of the population, with Okaloosa County having the highest percentage of children under five (5) in the region at 6.7%. The lowest percentage of children under five (5) is found in Gulf County, where only 4.3% of the population is under five (5), with Franklin (4.4%), Jefferson (4.8%) and Liberty (4.8%) also showing a lower percentage of children under five (5).

Only Circuit 1 has a higher than statewide average of individuals under the age of eighteen (18) with 21.7% of the population in this age range. In Circuit 2 (19.6%), Circuit 14 (20.5%) and Madison & Taylor Counties (19.6%), the number of individuals under the age of eighteen (18) is below the state of Florida average. The highest percentage of individuals eighteen (18) and



under can be found in Santa Rosa (22.8%), Gadsden (22.7%) and Okaloosa (22.2%) Counties, while the lowest percentage of individuals under eighteen (18%) can be found in Gulf (15.7%), Franklin (16.6%) and Jefferson (17.5%).

There is a spike in the Northwest Region of individuals aged 18-24 in Circuit 2 specific to Leon County. This higher rate (21.5% in Leon County, compared to the state rate of 11.8%) is likely related to the presence of Florida State University in Leon County.

There is a lower rate of elderly individuals, those over the age of sixty-five (65) in the Northwest Region at a rate of 14.7% compared to the state rate of 18.7%. The largest population of individuals over the age of sixty-five (65) can be found in Franklin County (19.8%) and the lowest population rate of individuals over sixty-five (65) can be found in Leon County (10.9%).

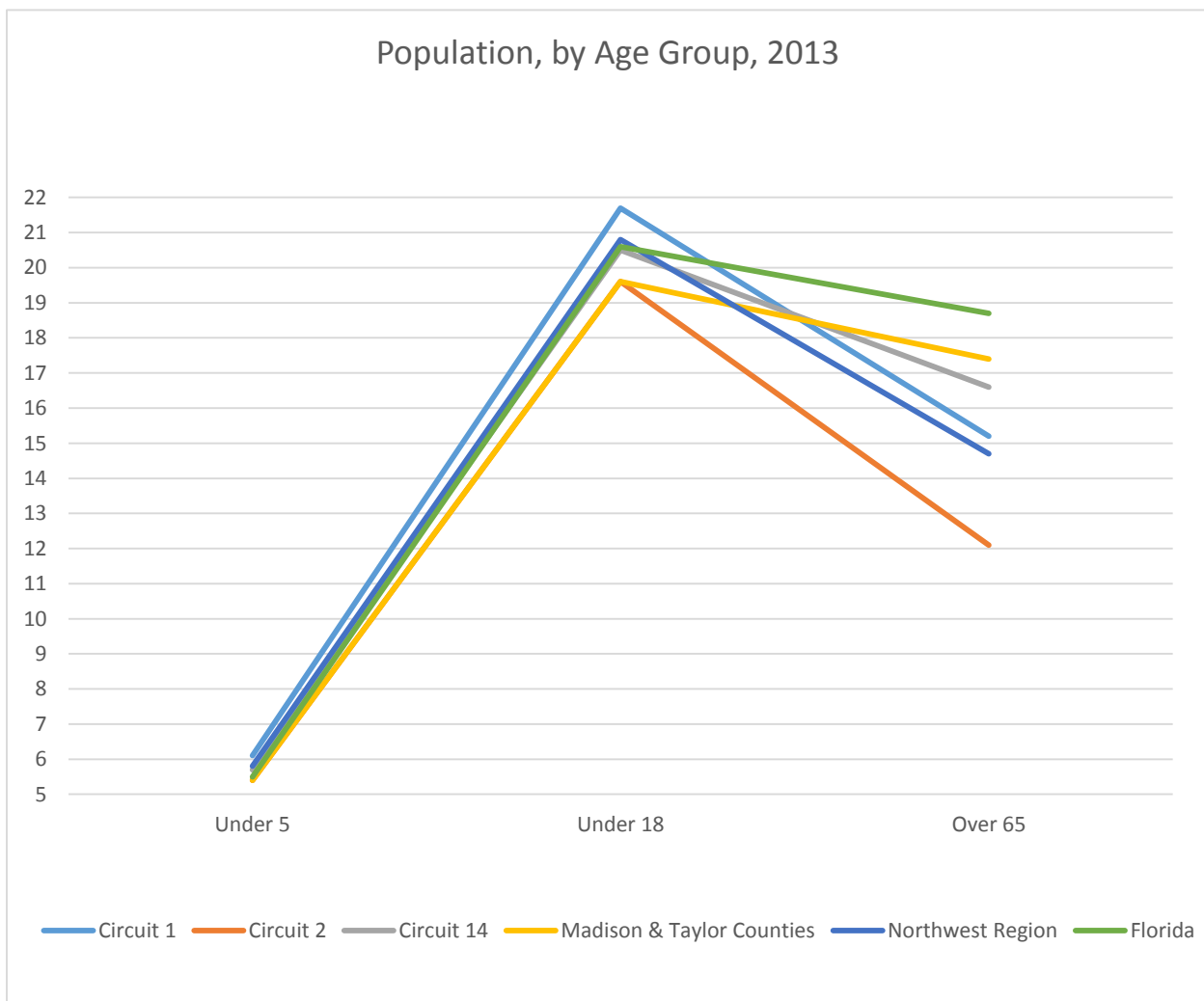


Figure 12: Age, by Circuit, 2013 estimated population



Household & Family Size

The average household size in the State of Florida is 2.48 persons, while the average family size is 3.01 persons. This is slightly lower than the national average of 2.58 persons per household and 3.14 persons per family.

The smallest household size in the Northwest region can be found in Franklin (2.29), Gulf (2.33) and Leon (2.35) counties, while the largest household size can be found in Gadsden (2.61), Wakulla (2.61) and Santa Rosa (2.59) counties.

The smallest family size in the Northwest Region can be found in Franklin (2.79), Gulf (2.83) and Walton (2.87) counties, while the largest family size can be found in Gadsden (3.12), Liberty (3.05), Calhoun (3.03) and Wakulla (3.03).

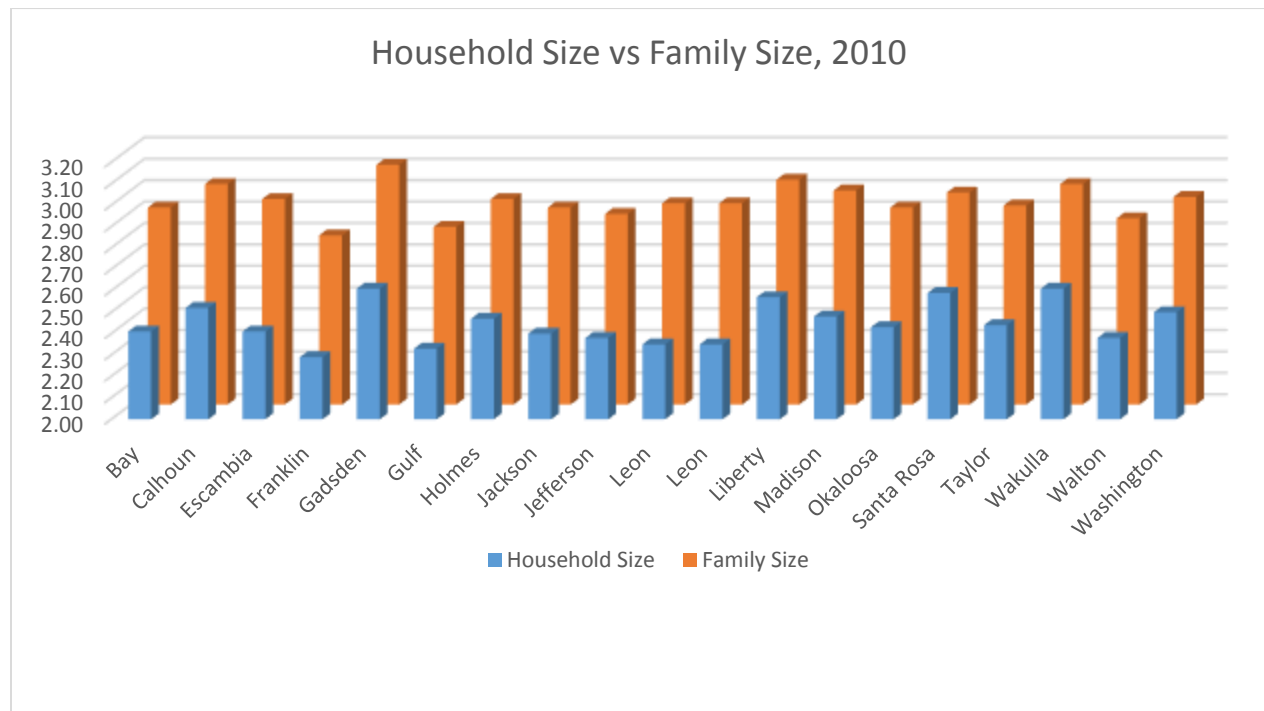


Figure 13: Household Size versus Family Size, 2010, by County

Veterans/Active Duty Military

The State of Florida has one of the largest veteran populations in the United States. This population is high in the Northwestern Region of the state, as is the number of active duty military. In the eighteen (18) counties in the Northwest Region of Florida there are multiple military bases. These eight (8) bases are part of either the Air Force or Navy.



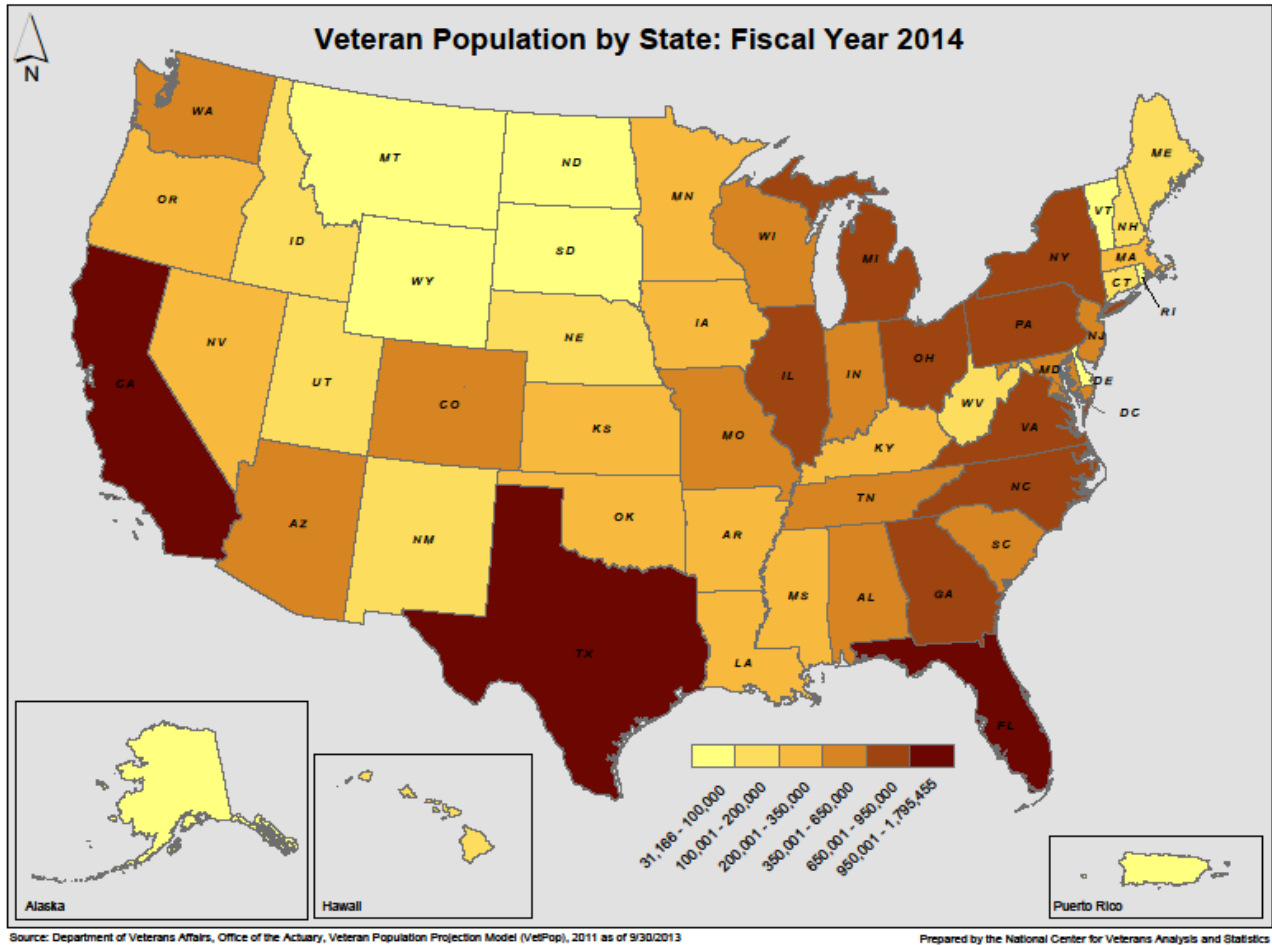


Figure 14: Veteran Population, by State, fiscal year 2014

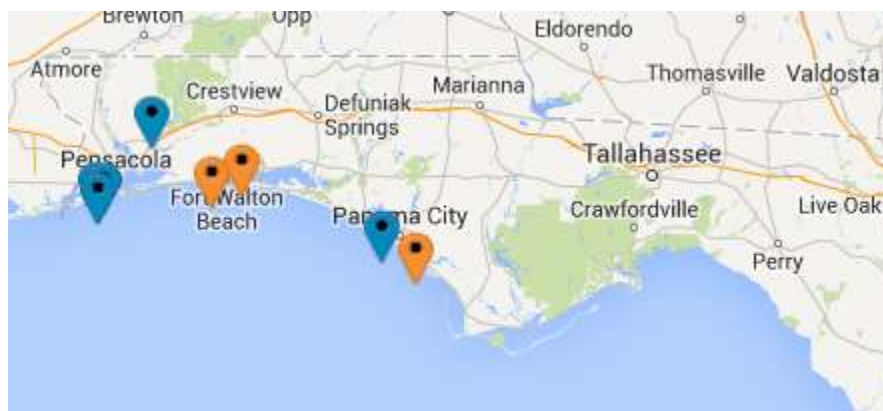


Figure 15: Map of Military Bases, Northwest Florida



Socioeconomics

Median Income

Median income is the amount of household income that divides the income distribution into two equal groups, half having income above that amount, and half having income below that amount. The household median income in the State of Florida is \$47,309. The majority of counties in the Northwest Region fall below the State of Florida median household income, with fourteen (14) of the eighteen (18) counties having a household median income of less than \$47,309, representing, 77.8% of all counties in the Northwest Region.

Median Household income in the Northwest Region ranges from \$57,491 (Santa Rosa) to \$32,480 (Calhoun). Santa Rosa County's median household income is 21.5% above the State of Florida median household income, while Calhoun County's median household income is 31.3% below the State of Florida median.

This median household income spread between Calhoun County at \$32,480/year and Santa Rosa County at \$57,491 represents a difference of 77.0% between the county with the lowest household median income and the county with the highest median household income. This difference represents an annual household income of \$25,011, more than 100% of the 2014 federal poverty guidelines for a family of four (which is \$23,850).

Wakulla County is the county with the third highest household median income at \$53,385, which is 12.8% above the state average. Wakulla County is bordered by Leon, Jefferson, Franklin and Liberty counties, each with a median household income of \$45,915, \$41,163, \$37,428 and \$39,225 respectively (all below the State of Florida average).

Madison and Taylor counties, located in Circuit 3, have the lowest median household incomes in the Northwest Region at \$34,361 and \$34,634 respectively, representing 27.4% and 26.8% below the State of Florida average.



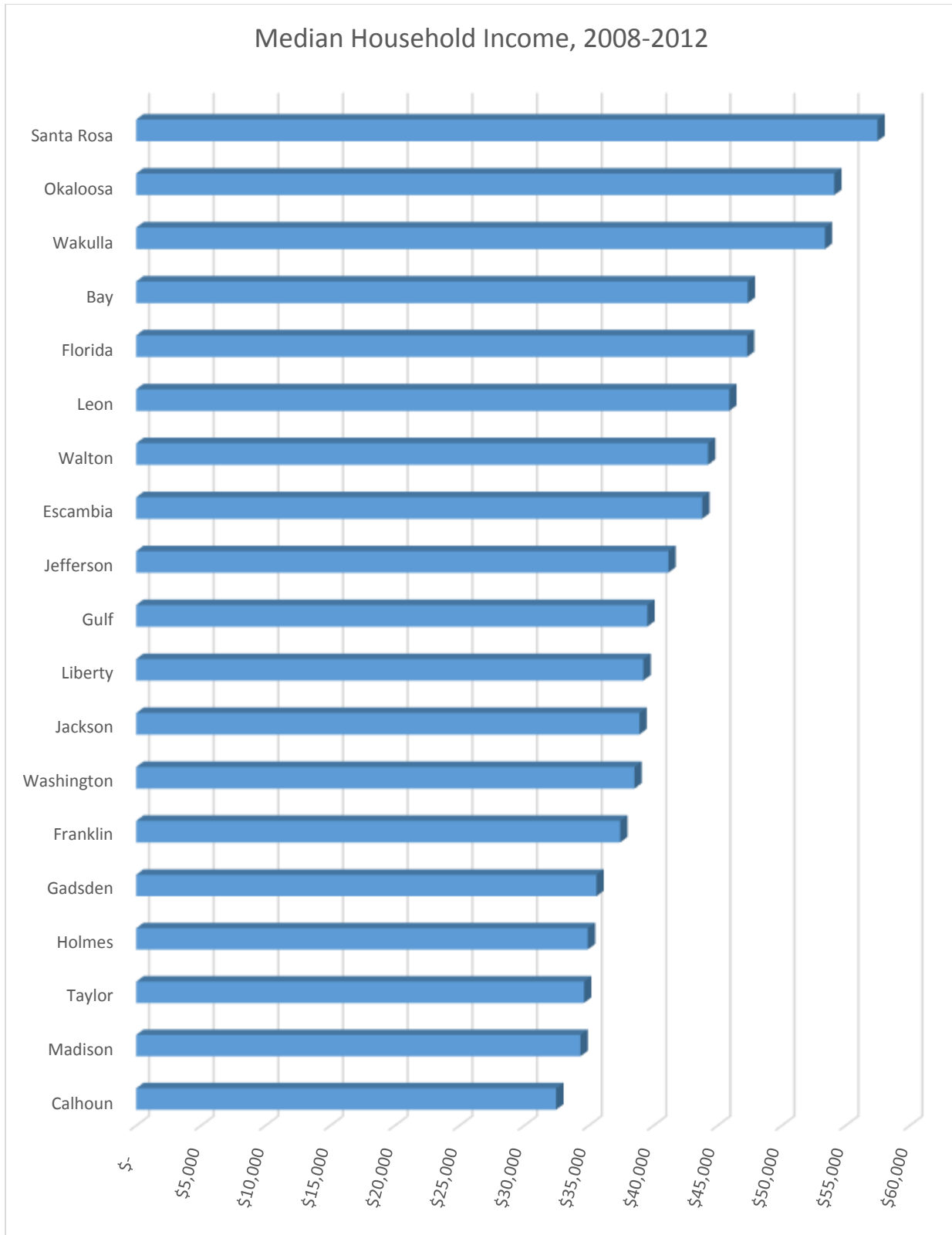


Figure 16: Median Household Income, by County, Northwest Florida, 2008-2012



Poverty

In the State of Florida it is estimated that over one (1) million children live in poverty and over two (2) million adults live in poverty. The statewide estimate is that approximately 25.1% of all children and 14.4% of all adults in Florida live at or below the poverty line. There is a large variation in poverty across the sixty-seven (67) counties within the state, with only 11.7% of children living in poverty in St. John's County, located in the Northeast Region, while 43.5% of children live in poverty in DeSoto County, in the Suncoast Region. This disparity can also be found in the total population, including both children and adults living in poverty, with 9.5% of the total population in St. John's County Florida living in poverty, while 30.2% of the total population in DeSoto County live in poverty.

In the Northwest Region an estimated 24.5% of children and 14.8% of adults live at or below the poverty line. In the Northwest, this is represented across a large range of individuals living in poverty, with between 18.0% – 39.9% percent of children living at or below 100% of the federal poverty guidelines, dependent upon county of residence. The percentage of adults across the eighteen (18) counties in the Northwest Region ranges from 8.1% – 18.5% of the adult population. These percentages equal an estimate of slightly over 74,000 children residing in poverty and over 170,000 adults living in poverty in the Northwest Region of Florida.

Poverty rates in the Northwest Region are highest for children in Gadsden (39.9%), Madison (35.5%) and Franklin (35.3%) counties, while the poverty rate for children is lowest in Santa Rosa (18.0%), Leon (20.7%) and Wakulla (22.8%) counties.

Poverty rates for adults, living in the Northwest Region are highest in Gulf (18.5%), Liberty (17.7%) and Franklin (17.7%), while lowest in Santa Rosa (8.1%), Okaloosa (8.7%) and Wakulla (10.6%).

The rate of all persons living in poverty is highest in Gadsden (26.7%) and Liberty (26.0%) counties, while lowest in Santa Rosa (12.3%) and Okaloosa (13.2%).



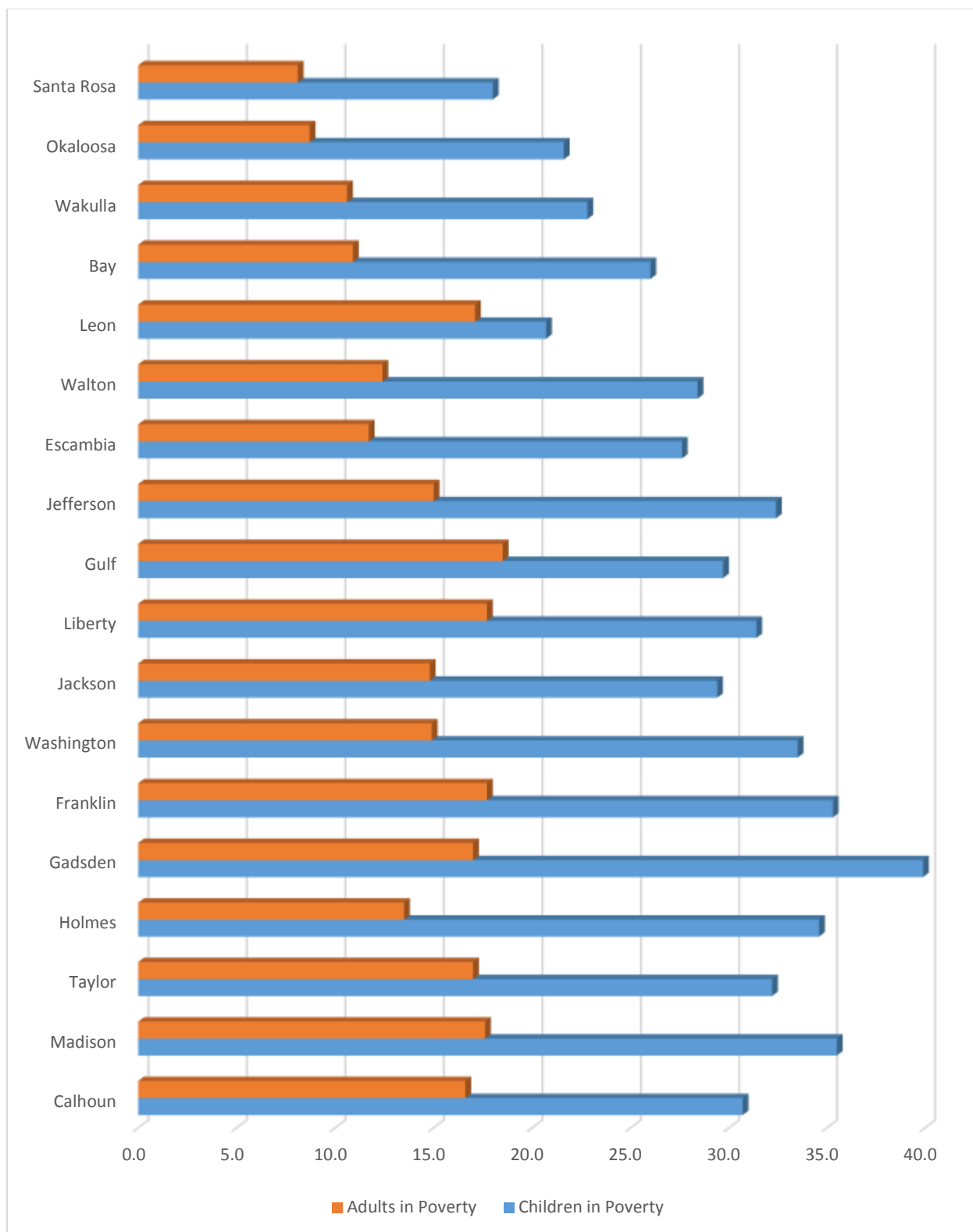


Figure 17: Percent of Adults and Children Living at or below 100% of Poverty, 2012



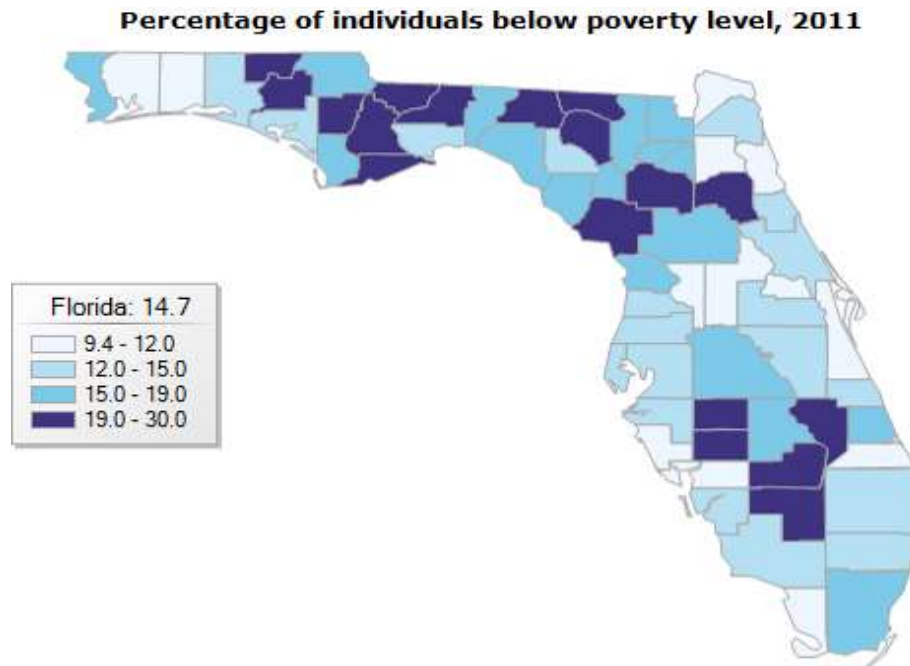


Figure 18: Percent of all persons living in poverty, 2011

Access to Mental Healthcare

In the State of Florida there is one (1) mental health provider for every nine-hundred and ten (910) individuals. Within the Northwest Region there are clear disparities in mental health provider availability, with thirteen (13) of the seventeen (17) counties reporting data on this measure being below the state of Florida average (Jefferson County did not report data on this measure).

In Escambia (857:1), Okaloosa (826:1), Bay (589:1) and Leon (666:1) there is a greater number of mental health providers to the population than the state of Florida average. However, when compared to Taylor County (26,306:1), Calhoun (5,561:1) and Washington (5,527:1) counties, there is a great deal of difference within this geographic region when trying to access treatment with a mental health professional.

Uninsured Rate

In the State of Florida 12% of children do not have access to healthcare coverage, while 29% of adults do not have access to healthcare coverage. This amounts to approximately 500,000 children and over four (4) million adults without access to healthcare coverage. It is important to note that these figures represent uninsured rates prior to the implementation of the Affordable Care Act.

In the Northwest Region, an average of 10% of children are uninsured accounting for approximately 31,000 children without healthcare coverage, while 24% of adults go without healthcare coverage accounting for approximately 275,000 adults.



The uninsured rate for children is highest in Walton County (15%) and lowest in Escambia (9%) and Taylor Counties (9%). The uninsured rate for adults is highest in Gadsden County (29%) and lowest in Wakulla County (21%).

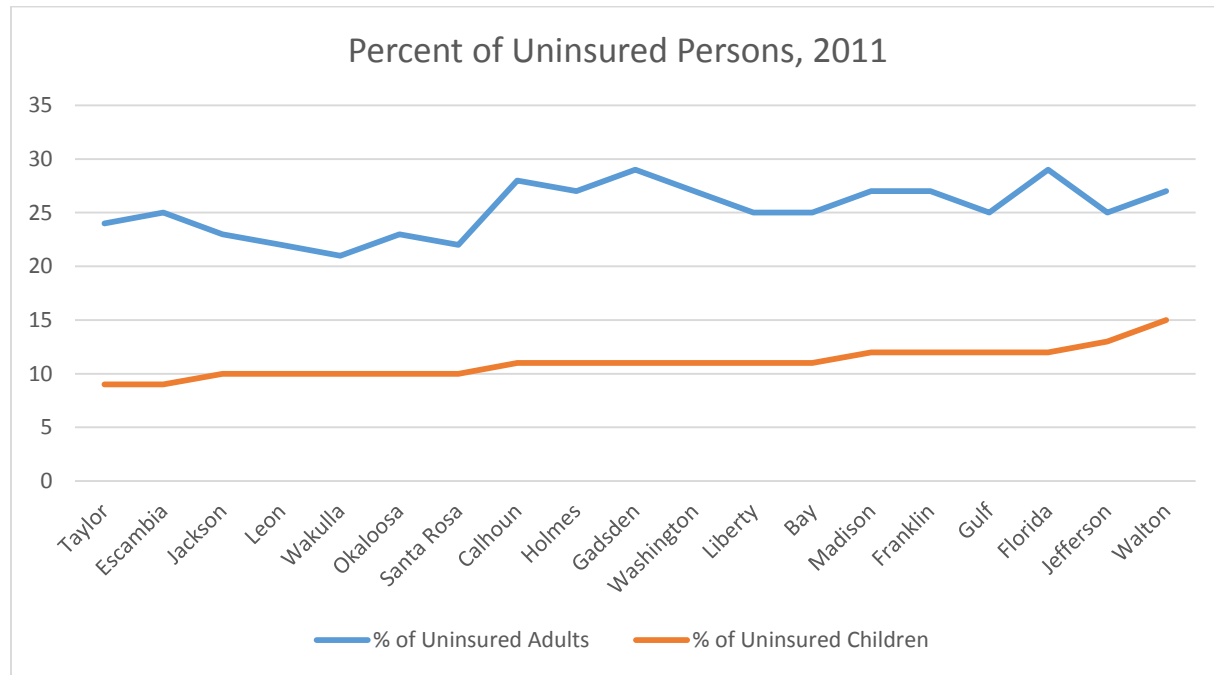


Figure 19: Percent of adults and children uninsured, by county, 2011

Health Outcomes and Health Factors

Each year, in a collaboration between the Robert Wood Johnson Foundation and the University of Wisconsin, each state is measured on various health outcomes and health factors utilizing available data from a variety of sources. This information is then used to rank each county within each state, to determine the “healthiest” counties and the “least healthy” counties. In the State of Florida there are sixty-seven (67) counties. In this section, the “healthiest” county, from the 2014 rankings is county “1” and the “least healthy” county is “67”.

In the eighteen (18) counties in the Northwest Region, the counties are ranked between “6” and “66” out of the sixty-seven (67) counties in the State of Florida for Health Outcomes. Santa Rosa is the “healthiest” county in the Northwest Region at “6” and Washington County is the “least healthy” at “66”.

When evaluated using four (4) quartiles of measurement (1st = 1-17; 2nd = 18-34, 3rd = 35-50 and 4th = 51-67), only 11.1% of the counties in the Northwest Region are in the top 1st quartile, 22.2% are in both the 2nd and 3rd quartiles and the majority of counties, 44.2%, are in the bottom (4th) quartile for Health Outcomes in the State of Florida.



The Health Outcomes measure is derived from using a series of data points associated with both quality of life and length of life. In evaluating the data to determine quality of life, data is examined regarding poor mental health days, low birth weight of babies and poor or fair health.

In the State of Florida, individuals report having an average of 3.8 days per month where they experience poor mental health. In ten (10) of the eighteen (18) counties in the Northwest Region individuals report higher than the statewide average in terms of poor mental health days. In Washington County, this number is the highest at 5.8 poor mental health days per month. In Liberty and Gulf Counties this number of poor mental health days is only 3.0, which is below the statewide average and also the lowest in the Northwest Region.

In Washington County, individuals report having an average of 5.8 poor mental health days per month, compared to the State of Florida average of 3.8.

In terms of low birth weight, in the State of Florida, 8.7% of babies born have a low birth weight of under 5.0lbs. In eleven (11) of the eighteen (18) counties in the Northwest Region this rate of low weight births is higher than the state of Florida average, with Gadsden having 11.7% of babies births at a low birth weight. Santa Rosa and Holmes Counties have the lowest rate of low birth weight babies delivered, both at 7.6% of all births.

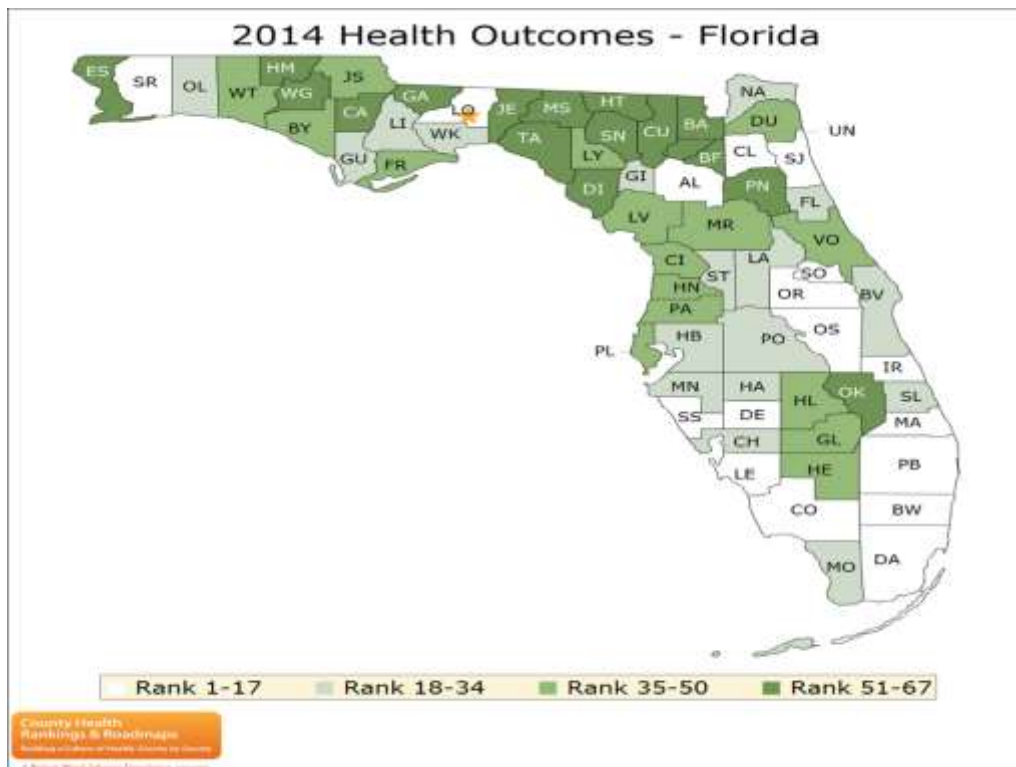


Figure 20: Health Outcomes, statewide by county, 2014



Health Factors account for a number of socioeconomic measures, including high school graduation, college attendance, unemployment rates, ratio of healthcare providers to population, single parent households, violent crime and commute to and from work.

In the Northwest Region, the range of rankings for Health Factors include “9” – “63”. Leon County is ranked as the highest in the Northwest at “9” and Gadsden is ranked the “least healthy” in the region at “63”.

When evaluated using four (4) quartiles of measurement (1st = 1-17; 2nd = 18-34, 3rd = 35-50 and 4th = 51-67), only 16.7% of the counties in the Northwest Region are in the top 1st quartile and the 2nd quartile and the majority of counties, 33.3%, are in the 3rd and bottom (4th) quartile for Health Factors in the State of Florida.

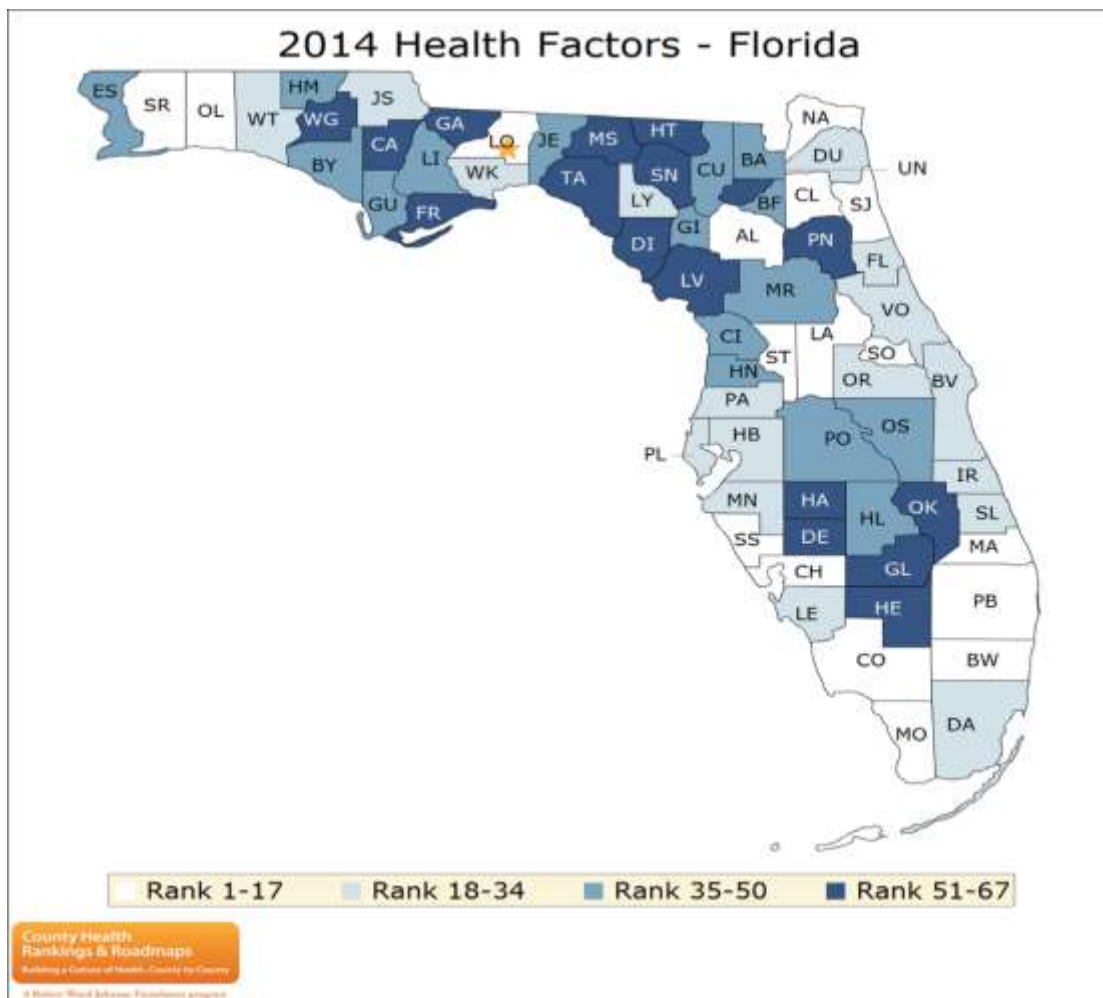


Figure 21: Health Factors, statewide by county, 2014



County	Health Outcome	Health Factor	Quartile	Circuit
Bay	48	38	3 rd	14
Calhoun	54	56	4 th	14
Escambia	57	39	3 rd	1
Franklin	36	52	3 rd	2
Gadsden	61	63	4 th	2
Gulf	34	49	3 rd	14
Holmes	51	46	3 rd	14
Jackson	47	31	3 rd	14
Jefferson	58	47	4 th	2
Leon	9	9	1 st	2
Liberty	32	48	3 rd	2
Madison	56	61	4 th	3
Okaloosa	19	10	1 st	1
Santa Rosa	6	14	1 st	1
Taylor	60	60	4 th	3
Wakulla	29	28	2 nd	2
Walton	46	29	3 rd	1
Washington	66	59	4 th	14

Figure 23: Health Outcomes, Health Factors, Quartile Rank by Circuit, 2014

Behavioral Health Care and other Social Services

Prevalence Data

The Substance Abuse and Mental Health Services Administration has published prevalence estimates for both substance use and misuse, as well as various mental health statics.

Substance Abuse and Dependence Prevalence

In the Unites States in 2010-2011, over four (4) million Americans over the age of twelve (12) suffered from illicit drug dependence, with that number nearing seven (7) million Americans when the definition is changed to include both drug dependence and drug abuse. In the State of Florida, these numbers represent over a quarter of a million individuals and over 400,000 individuals respectively.



In the United States, over twenty (20) million Americans suffer with alcoholism and/or illicit drug dependence or abuse while in the State of Florida this number is well over one (1) million state residents. In light of these high incident rates of drug and alcohol dependence and abuse, it is important to understand the rate at which individuals are able to obtain treatment for these disorders. In the United States, well over twenty-two (22) million Americans are in need of alcohol or illicit drug dependence treatment but are not receiving treatment services, this number is over one (1) million within the State of Florida.

Estimates indicate that over one million individuals in the State of Florida are currently not receiving alcohol or drug treatment that they need.

Mental Illness Prevalence

During 2010-2011, over fifteen (15) million Americans over the age of eighteen (18) suffered from a depressive episode, while in the State of Florida this indicator is over 850,000 individuals. In the State of Florida, nearly a half of a million individuals have been identified as having a serious mental illness, while well over two (2) million have been identified as having any mental illness and an estimated 487,000 individuals had thoughts of suicide at some point during the year.

Suicide

The age-adjusted suicide rate in the State of Florida in 2013 was 13.8, with 2,892 individuals losing their lives by suicide in this state (Table 15). Age-adjusted suicide rates take into account variations in population, by age, across different communities. The age-adjusted rates are rates that would have existed if the population under study had the same age distribution as the "standard" population within the comparison. This is a reduction in the rate of suicide in the State of Florida from 2012, when the rate was 14.2 and 2,922 lives were lost. However, this is an increase over the 2011 and 2010 suicide rates for the State of Florida, both at 13.5 (with 2,765 and 2,753 lives lost in those respective years).

Suicide Rates in 61% of Northwest Florida Counties are higher than the state average.

In the Northwest Region, 244 individuals died by suicide in 2013, which is a decrease from 2012 when 276 individuals died by suicide. However this is an increase from 2011, when only 211 lives were lost by suicide and 2010 when only 210 lives were lost by suicide in the Northwest Region.

The highest 2013 suicide rates in the Northwest Region are found in Taylor (26.0) and Okaloosa (22.9) counties, while the lowest rates are found in Calhoun (0), Liberty (0) and Washington (4.3) counties. Sixty-seven (67) percent of the counties in the Northwest Region had a reduction in the 2013 suicide rate from 2012, however forty-four (44) percent of counties had a 2013 suicide rate higher than the 2011 suicide rate. The counties with the most dramatic increase in suicide between 2012 and 2013 include: Taylor (16.6 increase) and Madison (6.1 increase) Counties, both located in Circuit 3. The counties with the greatest margin of reduction in the



suicide rate between 2012 and 2013 include: Washington (19.4 decrease) and Holmes (17.3 decrease) Counties, both in Circuit 14.

When examining the three (3) year suicide count and rate (rate is per 100,000 of the total population), by age, across the eighteen counties in Northwest Florida, Wakulla (4.9), Jackson (3.4), Escambia (2.5), Okaloosa (1.6) and Leon (1.6) report higher than the statewide average (1.3) of suicides by individuals under eighteen (18) years of age. It is important to note, that due to small population sizes, the rate in these counties is largely impacted by any suicide. The total number of suicides, for individuals under 18, between 2011 and 2013, is 13 occurring in all of the counties mentioned above, as well as Bay County.

In the State of Florida the average rate of suicide for individuals between the ages of eighteen (18) and twenty-four (24), in the three (3) year count (2011-2013) is 11.6. In the Northwest Region of Florida, 55.6% of the counties have a higher suicide rate for this age group, including the highest rates located in Madison (37.7), Okaloosa (22.1) and Jackson (21.9). For individuals ages 25-44 the statewide average climbs to 16.0, with 44.4% of the counties in the Northwest Region having a higher rate. In Circuit 1, the suicide rate for individuals 25-44 is higher than the statewide average in all four (4) counties, while in Circuit 2, only Wakulla has a higher than the State of Florida rate of suicide for this age range. In Circuit 14, 66.7% of the counties have a higher than average suicide rate for this age range, with Washington County having a rate of 30.9.

For individuals 45-64 and individuals over 65 years of age the majority of Northwest Florida counties continue to have higher than the statewide average (23.0 and 19.3 respectively) of suicides. 61.1% of counties in the Northwest Region have a higher than average suicide rate for individuals between 45 and 64 and individuals 65 years of age and older (11 out of 18 counties for each population).

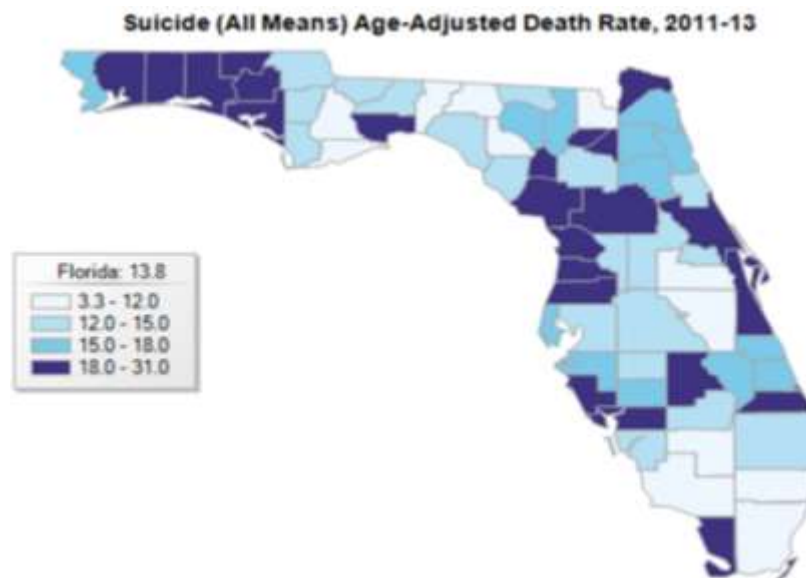


Figure: 24 Suicide rates in Florida, 2011-2013, Age Adjusted



Baker Acts Initiated

In 2013, over 170,000 Baker Acts were initiated to evaluate individuals for involuntary placement to receive mental health treatment, this is a 9.1% increase in Baker Act initiations from 2012. 6.9% of those Baker Acts were initiated in the Northwest Region of the state, representing an increase of 10.5% from 2012.

Year	Involuntary Exam Initiations	Percent Increase to 2013
2013	171,744	
2012	157,352	9.15%
2011	150,466	14.14%
2010	143,347	19.81%
2009	136,120	26.17%
2008	132,066	30.04%
2007	122,454	40.25%
2006	120,506	42.52%
2005	122,206	40.54%
2004	110,697	55.15%
2003	104,600	64.19%
2002	99,772	72.14%

Figure 25: 2002-2013, State of Florida Baker Act Initiation Totals, USF Annual Baker Act Report

61.1% percent of the eighteen (18) counties in the Northwest Region saw an increase in Baker Act initiations between 2012 and 2013. The largest change in Baker Act Initiations between 2012 and 2013 occurred in Franklin (increase of 74.2%), Madison (increase of 41.9%) and Calhoun (23.1) counties. In Taylor (-29.2), Jefferson (-20) and Wakulla (-12.4) they saw the greatest reduction in the number of Baker Act Initiations between 2012 and 2013.



In examining the three (3) year trend data for Baker Act initiations there is a lot of fluctuation, from year to year. Consistently, in the State of Florida, the number of Baker Act initiations has risen every year. However, Santa Rosa County is the only county in the Northwest Region to consistently see an increase over these three (3) years in the number of Baker Acts initiated, while Wakulla and Taylor counties have seen a decrease in Baker Act initiations over the course of this time period.

County	Involuntary Exam Initiations	County	Involuntary Exam Initiations	County	Involuntary Exam Initiations
Alachua	1,844	Hardee	157	Okeechobee	346
Baker	105	Hendry	176	Orange	10,612
Bay	1,364	Hernando	1,485	Osceola	2,404
Bradford	212	Highlands	981	Palm Beach	9,337
Brevard	5,415	Hillsborough	12,394	Pasco	4,878
Broward	13,019	Holmes	149	Pinellas	10,286
Calhoun	96	Indian River	985	Polk	6,264
Charlotte	1,268	Jackson	232	Putnam	403
Citrus	1,171	Jefferson	92	Saint Johns	871
Clay	933	Lafayette	*	Saint Lucie	2,867
Collier	1,447	Lake	2,152	Santa Rosa	1,053
Columbia	382	Lee	4,582	Sarasota	2,980
DeSoto	173	Leon	1,545	Seminole	3,118
Dixie	112	Levy	223	Sumter	397
Duval	7,277	Liberty	36	Suwannee	171
Escambia	4,316	Madison	227	Taylor	75
Flagler	460	Manatee	2,044	Union	71
Franklin	54	Marion	2,806	Volusia	3,816
Gadsden	286	Martin	806	Wakulla	120
Gilchrist	62	Miami-Dade	22,150	Walton	347
Glades	52	Monroe	484	Washington	184
Gulf	101	Nassau	226		
Hamilton	44	Okaloosa	1,561		

Figure 26: 2013 Baker Act Initiations, by County

Poor Mental Health Measures

A number of measures exist to look at the mental health of the populations. These measures include: adults with good mental health, adults who had poor mental health 14 or more of the



past 30 days, and the average number of days where poor mental or physical health interfered with activities of daily living.

In the Northwest Region, a rather narrow range of adults indicate that they have good mental health, with Gulf and Gadsden rated the highest at 90.8% of adults having good mental health, while Wakulla County has the lowest number of adults with good mental health at 83.7%. In the Northwest Region, 55.6% of the counties had a reduction in the percentage of adults with good mental health between 2007 and 2010, with Walton County showing the greatest decrease (-5.3%), while Liberty County showed the greatest increase (3.7%).

The percentage of adults who reported having poor mental health on 14 or more of the past 30 days, increased by 61.1% between 2007 and 2010, with Leon County (5.4% increase), Walton (5.3% increase) and Washington County (5.1% increase) showing the greatest rise in the number of individuals having 14 or more days of poor mental health in the past 30 days. However, in Liberty County (-3.7%) and Bay County (-3.4%) they saw a decrease in the number of individuals indicating poor mental health on 14 or more of the past 30 days. The percentage of individuals indicating they had poor mental health on 14 or more of the past 30 days was highest in Washington County (19.1%) and lowest in Gulf and Gadsden Counties (9.2%).

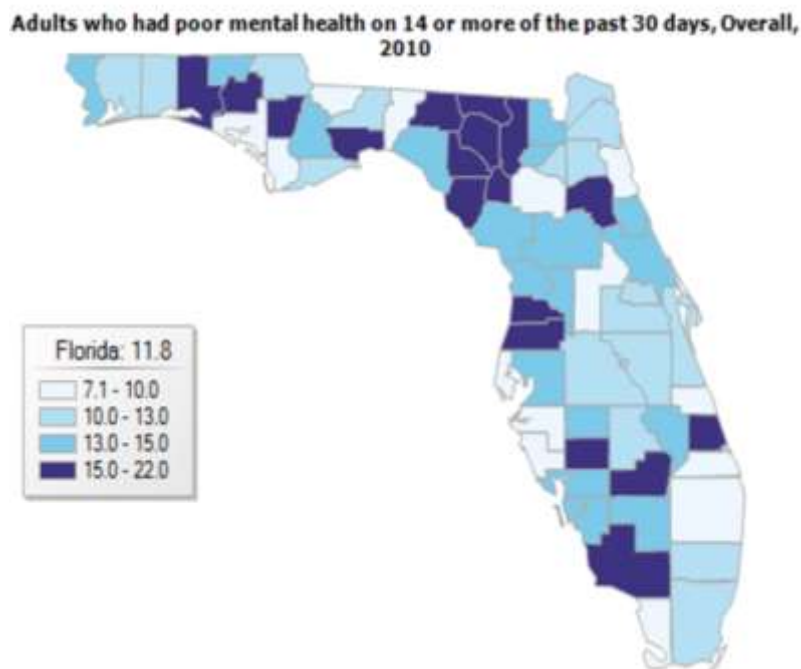


Figure 27: Poor Mental Health for 14 or days in the last 30, 2010

In the Northwest Region the number of days where poor mental health or physical health interfered with daily living ranges from 4.0 days (Okaloosa) to 7.6 days (Calhoun). 83.3% of



counties in the Northwest Region reported an increase in the average number of days where poor mental or physical health interfered with activities of daily living between 2007 and 2010.

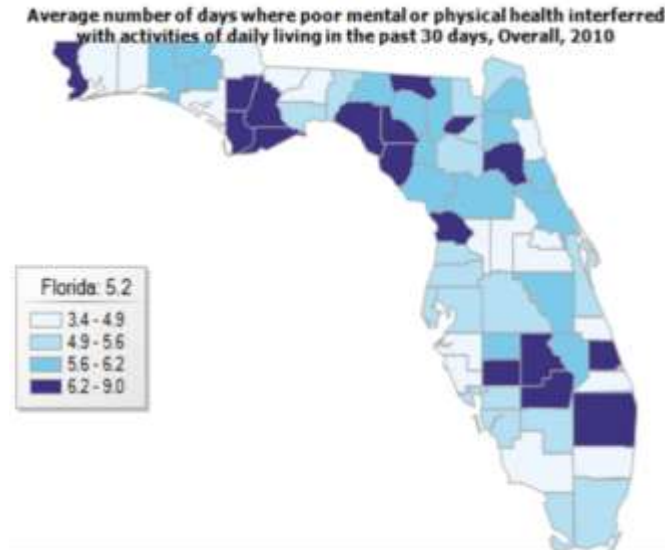


Figure 28: Average number of days that mental or physical health interfered with ability to do activities of daily living, 2010

Alcohol Related Crashes

Alcohol related crashes are a concern in the Northwest Region due to the higher than average rate of these incidents across this geographic region. In the state of Florida the 2009-2011 rate of alcohol related crashes is 97.2, which is a reduction in the rate from 2008-2010 (107) and the rate in 2007-2009 (116.7). In the Northwest Region, the range of alcohol related crash rates between the eighteen (18) counties is 85.2 (Holmes) to 226.3 (Bay County). Holmes (85.2) and Washington (94.3) are the only two (2) counties in Northwest Florida with a lower than statewide average of alcohol related traffic crashes. The counties with the highest rate of alcohol related crashes include: Bay County (226.3), Taylor County (182.1), Madison County (181.4), Walton County (176.5) and Escambia County (172.1). While these rates indicate a higher than average rate of alcohol related crashes across the large majority of the eighteen (18) counties in Northwest Florida, the rate of alcohol related crashes in 2009-2011 is a reduction in the rate for 88.9% of the counties in Northwest Florida when compared to 2008-2010.

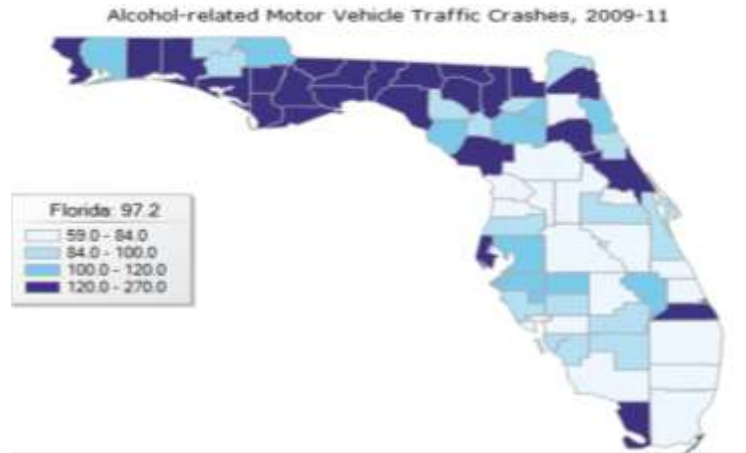


Figure 29: Alcohol related Motor Vehicle Crashes, per 1,000, 2009-2011, Florida CHARTS

Underage Drinking and Illicit Drug Use

In Northwest Florida, reports of middle school students who have engaged in binge drinking are significantly higher in the Circuit 14 counties of Gulf, Washington, Calhoun and Jackson. Across the eighteen (18) county region, Circuit 1 has the lowest rate of middle school youth engaging in binge drinking.

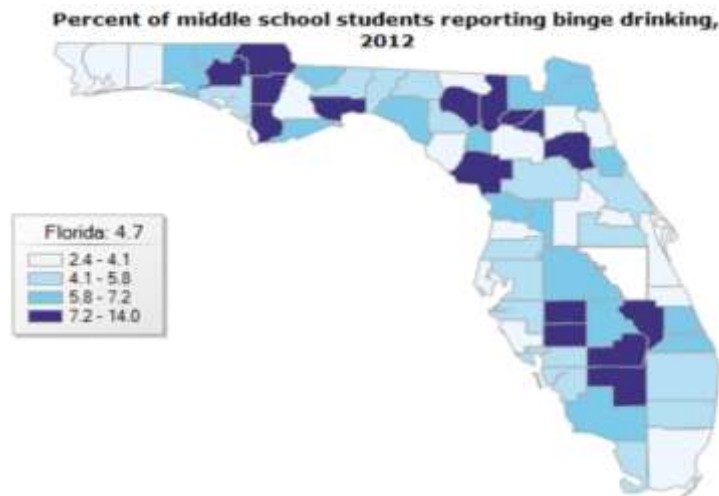


Figure 30: Percent of middle-school students engaging in binge drinking, 2012, Florida CHARTS

Rates for use of marijuana/hashish are significantly lower than reports of binge drinking. The rate for use of marijuana/hashish is higher in Washington, Gulf, Taylor and Franklin Counties while Escambia, Santa Rosa, Okaloosa, Holmes, Jackson, Gadsden, and Jefferson have lower rates.



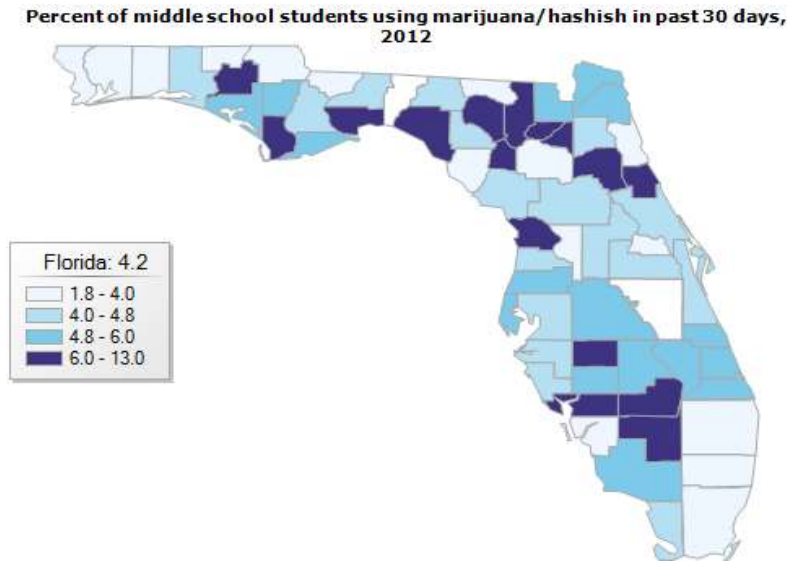


Figure 31: Percent of middle-school students engaging in the use of marijuana/hashish, 2012, Florida CHARTS

In Northwest Florida, reports of high school students who have engaged in binge drinking are significantly higher in seven (7) of the counties: Walton, Washington, Gadsden, Liberty, Franklin, Wakulla, and Taylor. Only three (3) Northwest Florida counties have relatively low rates of high school student binge drinking: Okaloosa, Jefferson and Madison

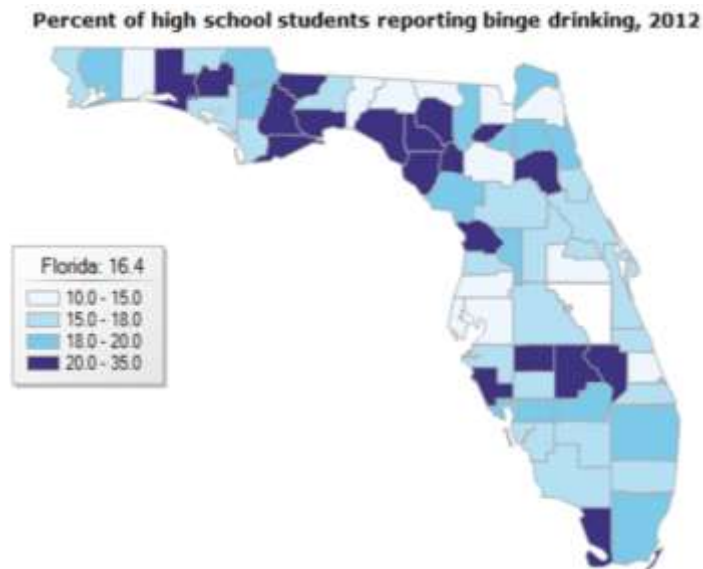


Figure 32: Percent of high-school students engaging in binge drinking, 2012, Florida CHARTS

Rates for use of marijuana/hashish reveal that seven (7) Northwest Florida Counties also have higher incidents of this type of drug use: Walton, Bay, Gulf, Franklin, Wakulla, Leon and Gadsden. However, there are also eight (8) Northwest Florida Counties that have a relatively low rate of marijuana/hashish use: Escambia, Okaloosa, Holmes, Jackson, Calhoun, Liberty, Madison and Taylor.



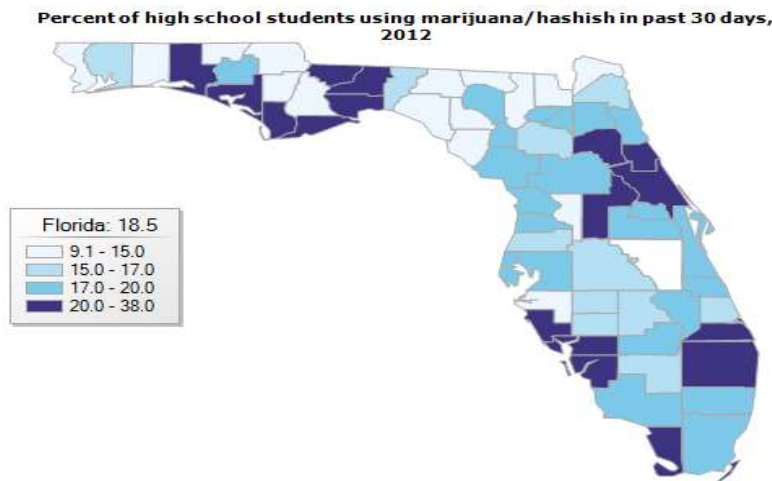


Figure 33: Percent of high-school students engaging in the use of marijuana/hashish, 2012, Florida CHARTS

Juvenile Justice

In 2012-2013, the Department of Juvenile Justice in the eighteen (18) county area in Northwest Florida received over 6,800 delinquency cases. The rate of delinquency cases throughout the region ranges from 0.89 to 3.48, with Escambia (3.48) and Madison (3.34) having the highest delinquency rates, while Jefferson (0.89) and Taylor (1.20) have the lowest rates. When the data is examined to see what the percent of commitment cases are in each county, when compared to the number of delinquency cases, Leon County (11.87%) has the highest rate of delinquency cases resulting in commitment while in Gulf and Liberty County zero commitments resulted from delinquency cases.

Domestic Violence

In the State of Florida, in 2013, 108,030 incidents of domestic violence were recorded establishing a statewide average rate of 559.2 per 1,000 of the total population. This rate has consistently declined between 2011 through 2013. In the Northwest Region, eight (8) of the counties are below the State of Florida average rate, while ten (10) are above the rate. The highest domestic violence offense rate is in Escambia County (1,038.5), Taylor County (979.5) and Bay County (942.8). The lowest rates of domestic violence exist in Liberty County (11.4), Gulf County (137.8) and Calhoun County (163.6). Nine (9) of the eighteen (18) counties had a decrease in the rate of domestic violence between 2013-2012, with the greatest decrease seen in Franklin County (-158.8) and Walton County (-208.5).



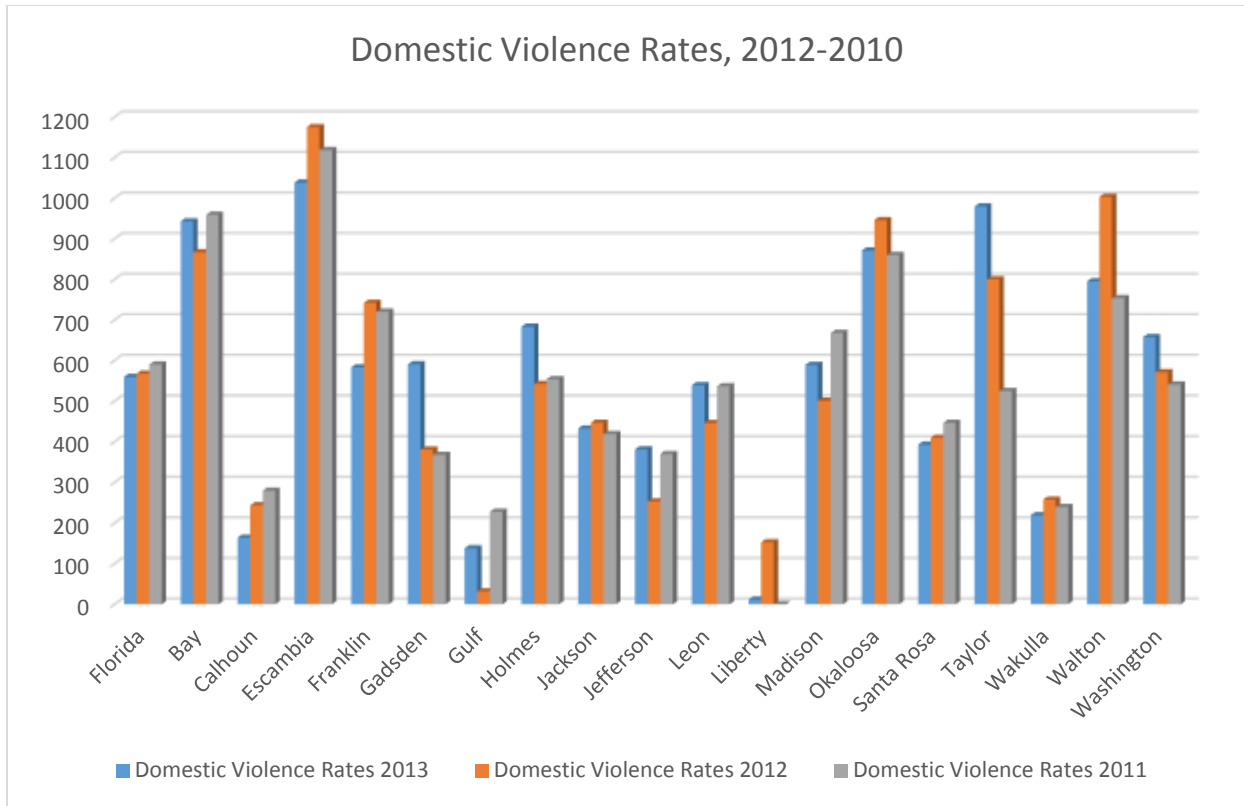


Figure 34: Domestic Violence Rates, 2011-2013

Funding

In the United States, the amount of money dedicated, by each State, for mental health and substance abuse treatment varies widely. It is estimated that \$37,592,900,000 was spent in the United States during 2012 by each of the State Mental Health Agencies. In the State of Florida it is estimated that in 2010 the State Mental Health Agency spent \$742,200,000 on mental health care. While in 2010, the State of Florida accounted for 6.09% of the total US population, as reported by the US Census Bureau, this annual spending amount only accounts for 1.97% of all funding expended on mental health services in 2010 in the US.

State spending on mental health services in 2010 ranged from \$57,400,000 (Idaho) to \$5,674,400,000 (California). According to the Kaiser Family Foundation (2010), the average per capita spending amount for mental health services in the United State is \$120.56. The range within the US for per capita spending on mental healthcare is \$22.97 (Puerto Rico) to \$346.92 (Maine). In the State of Florida the per capita spending rate for mental healthcare services is \$39.55. At \$39.55 per capita spent on mental healthcare in the State of Florida, the state ranks 48th in this measure compared to the other 50 States in the union, only ranked higher than Texas (\$38.99) and Idaho (\$36.64). While 2014 per capita spending analyses are not yet available, it is important to note that the State of Texas, recognizing the need for increased funding for their behavioral healthcare system, increased fiscal year 2014-2015 funding of this system by \$332 million, certainly bringing them closer to the national average for mental health care spending.



Significant increases in funding for the mental health and substance abuse system of care were not passed in the State of Florida's fiscal year 2014-2015 budget.

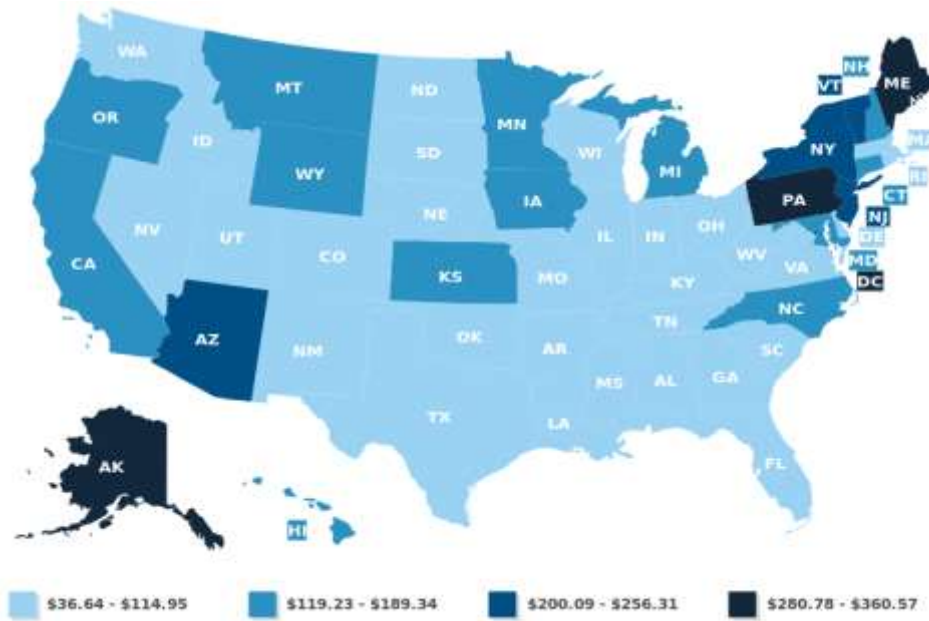


Figure 35: Per Capita Funding of Mental Health in the United States, by State, 2010 – Kaiser Family Foundation

Since 2004, the State of Florida has seen fluctuations on the per capita rate of spending for mental healthcare, with 2004 having a rate of \$35.96 as the low and 2008 being the peak of funding at \$42.11.

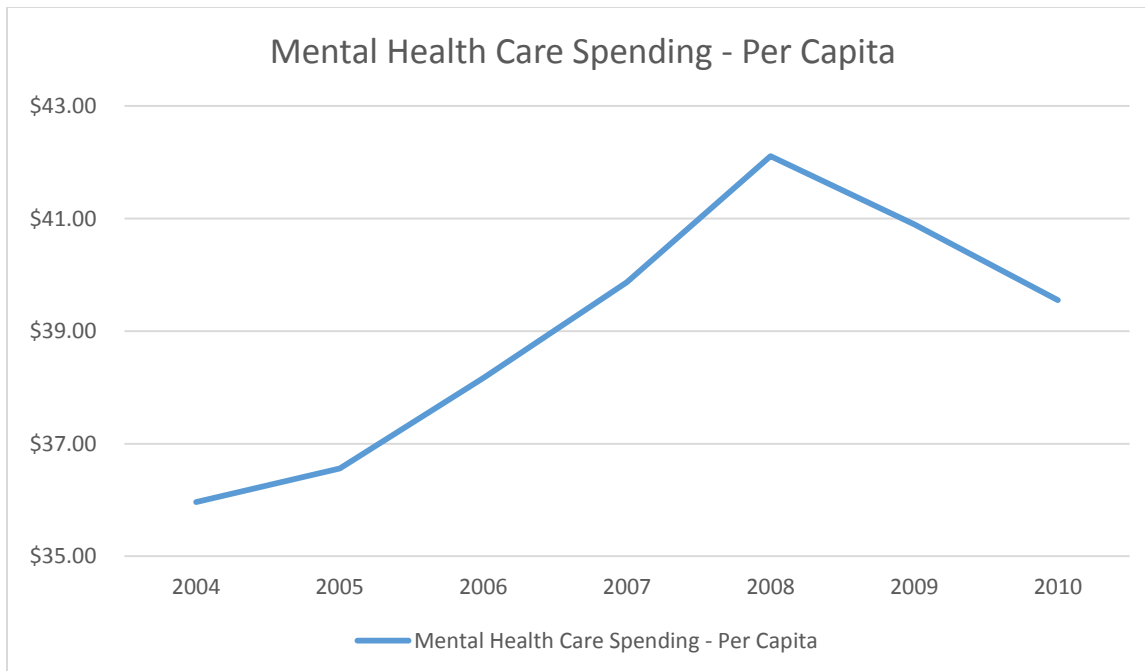


Figure 36: Per Capita Mental Health Funding for Mental Health, Florida, 2004-2010, Kaiser Family Foundation



In the State of Florida, seven (7) Managing Entities manage the Substance Abuse and Mental Health funds appropriated by the state legislature and various federal funds, including the federal block grants. Managing Entities are responsible for oversight and monitoring of the substance abuse and mental health system in a specific geographic area, as well as being responsible for system of care planning at the regional and community levels.

The Department of Children and Families began transition to a Managing Entity, private non-profit system of care management model in 2009 and transitioned the final geographic area in the state to managing entity responsibility in April 2013 with the award of the Big Bend Community Based Care Managing Entity contract. The Department of Children and Families awarded Managing Entity contracts based on historical contract allocations, with existing provider contracts being assigned to each managing entity, at existing funding levels upon contract award.

When examining the overall estimated 2015 population of the seven (7) Managing Entity catchment areas, the Suncoast Region, managed by Central Florida Behavioral Health Network has the largest population at 5,512,439 and Big Bend Community Based Care in the Northwest Region has the lowest total population at 1,457,783.

The following tables depict the total population distribution throughout the state of Florida, the uninsured rate throughout the State of Florida and the poverty rate throughout the State of Florida. Florida is the fourth (4th) largest state in the United State in terms of population. As funding rates within the State of Florida are reviewed, it is critical to understand that Florida, the fourth (4th) largest state in the United States, has inadequate funding levels,, falling at 48th out of the 50 states, and that the rate of uninsured and the rate of those living in poverty are higher than the United States average. While some areas, within the State of Florida, may be funded at a higher rate than others, when compared by per capita rates, rates by individuals uninsured and rates in individuals living in poverty, it is imperative to remember that all of the funding rates discussed are significantly below the national average.



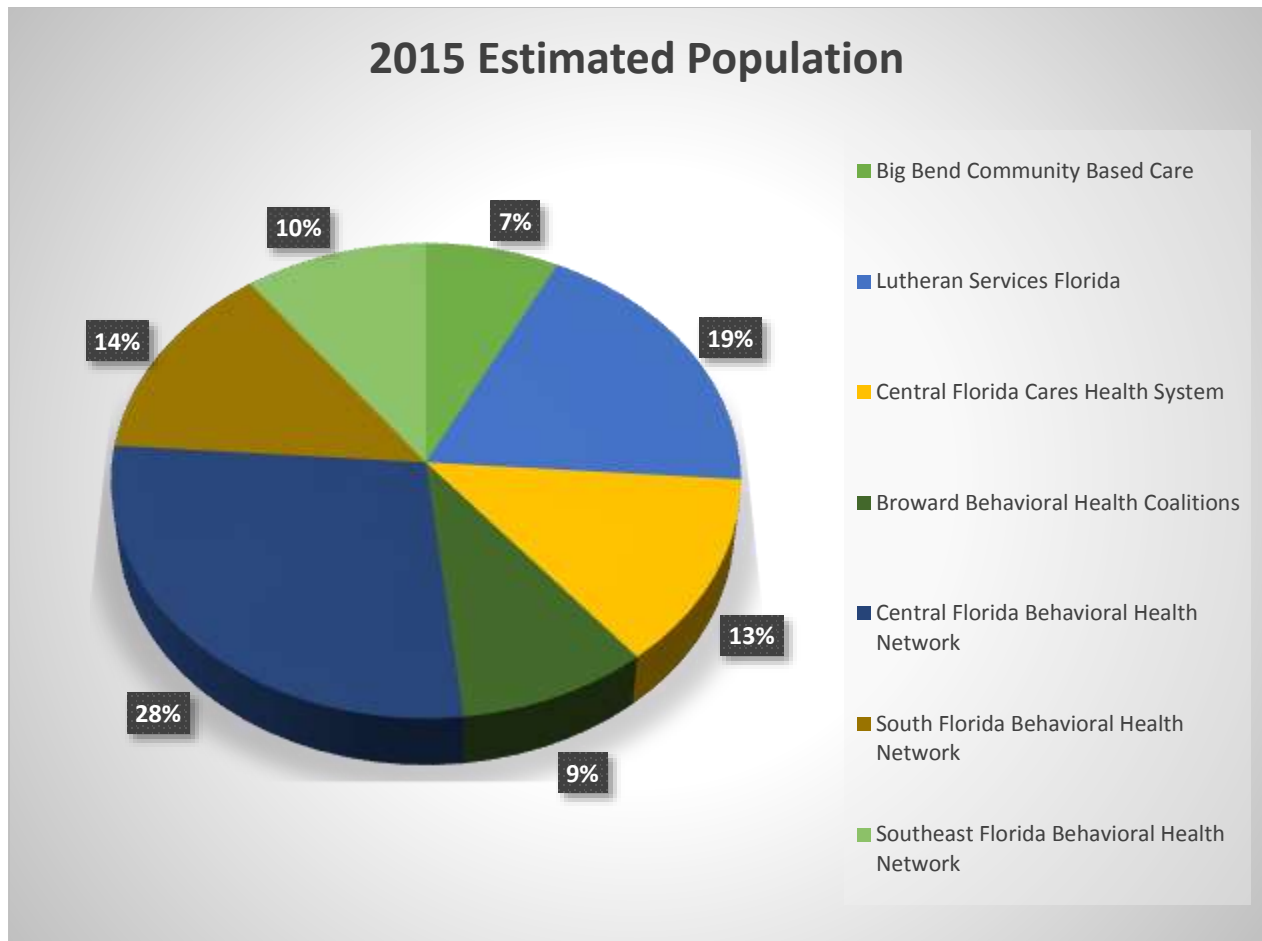


Figure 37: 2015 Estimated Population, Statewide, by Managing Entity Area



In the State of Florida, funding received by the seven (7) Managing Entities is intended for use among those living at or below 300% of poverty who have no other access to healthcare coverage for mental health or substance abuse services. It is critical, when considering the needs of the substance abuse and mental health system of care for the State of Florida to consider the uninsured rate, as well as the poverty rate.

There are approximately 3.2 million individuals in the State of Florida residing at or below 100% of poverty, with 7.5% of them located in the Northwest Region.

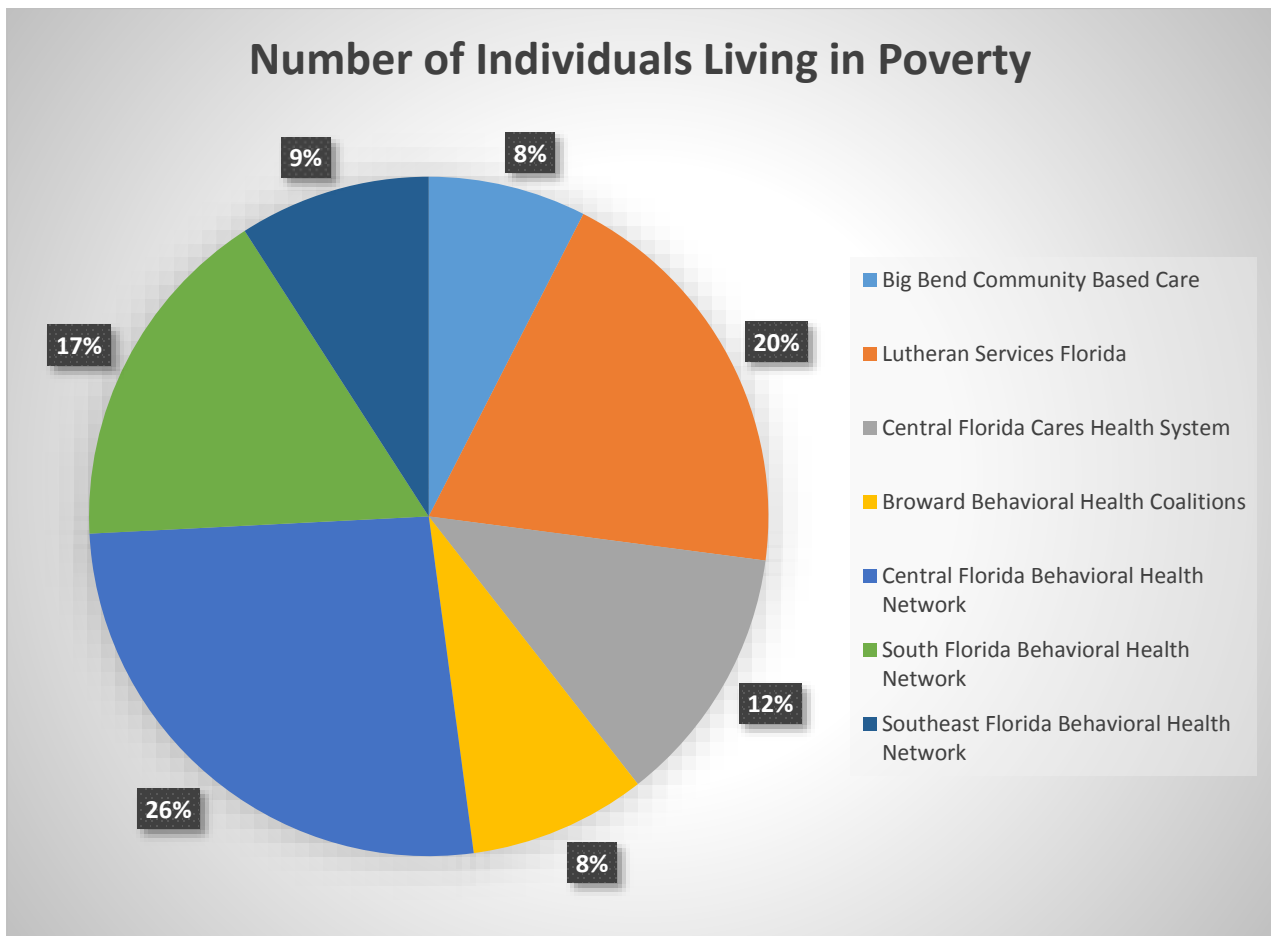


Figure 38: Individuals living at or below 100% of poverty, statewide, by Managing Entity



In the State of Florida approximately 12% of children (509,803) are uninsured while 29% of adults (4,453,654) do not have access to healthcare coverage.

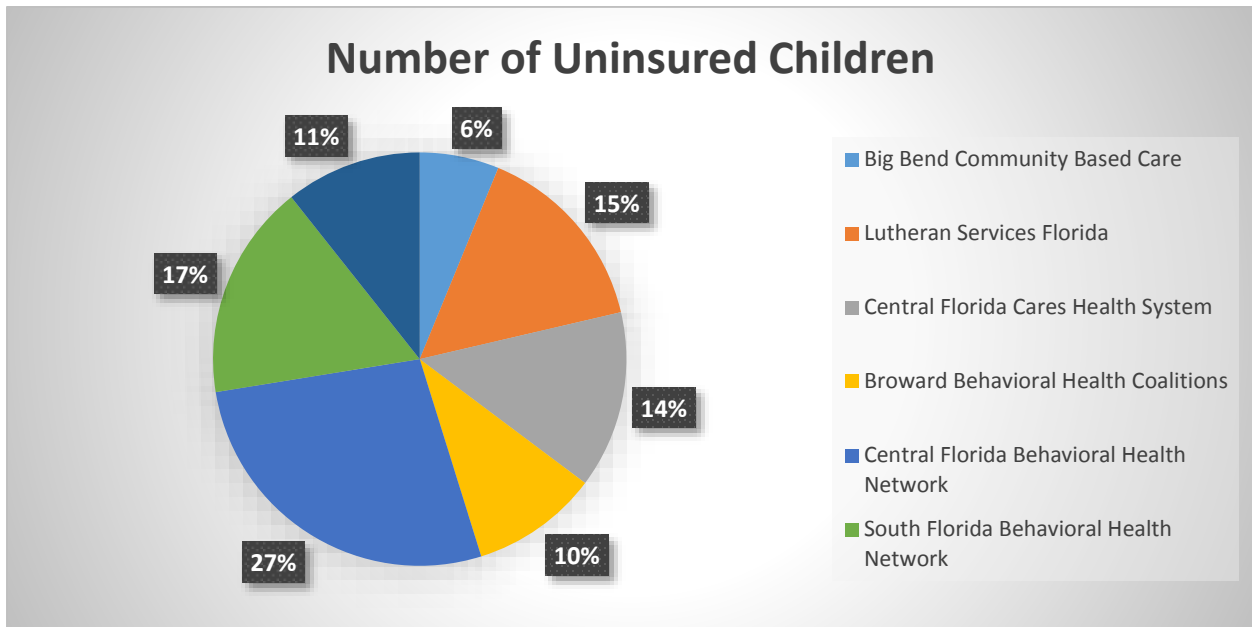


Figure 39: Number of Uninsured Children, 2011, statewide, by Managing Entity

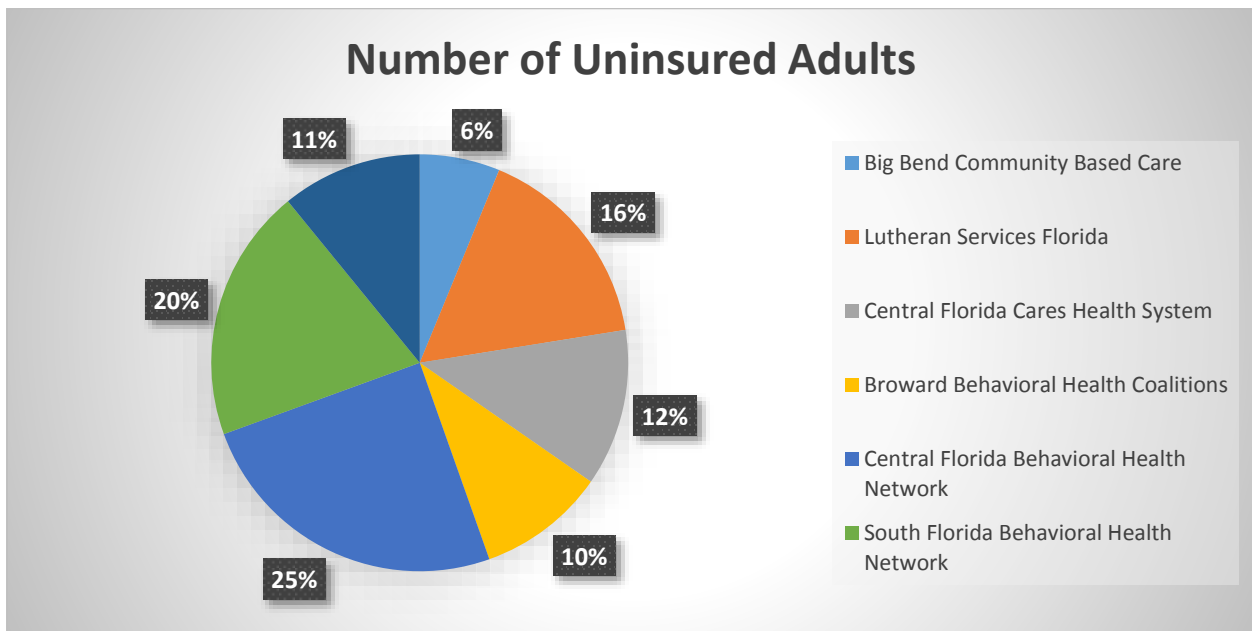


Figure 39: Number of Uninsured Adults, 2011, statewide, by Managing Entity



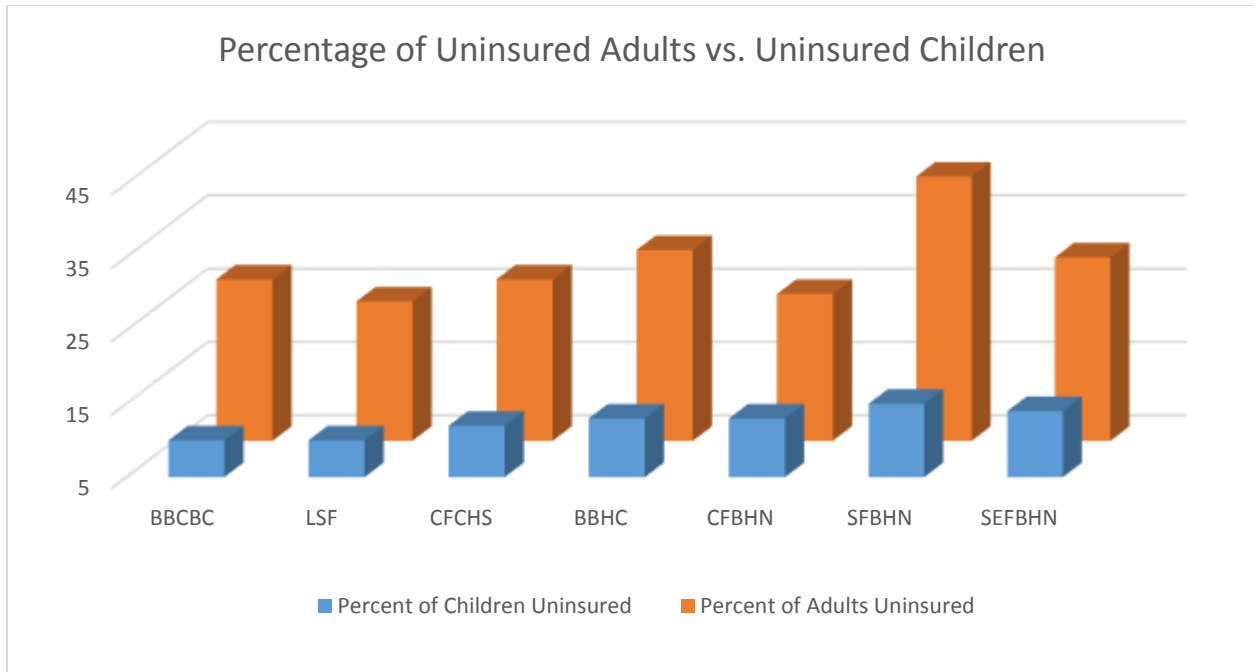


Figure 40: Percentage of Adults without insurance versus Children without insurance, statewide, by Managing Entity.

In total \$537,819,677 is contracted to Managing Entities throughout the State of Florida for use in the Substance Abuse and Mental Health, 52% of which is in Adult Mental Health, 24% in Adult Substance Abuse, 13% in Children’s Substance Abuse and 11% in Children’s Mental Health. Approximately 72% of these funds are appropriated by the State of Florida and 28% are Federal Funds.

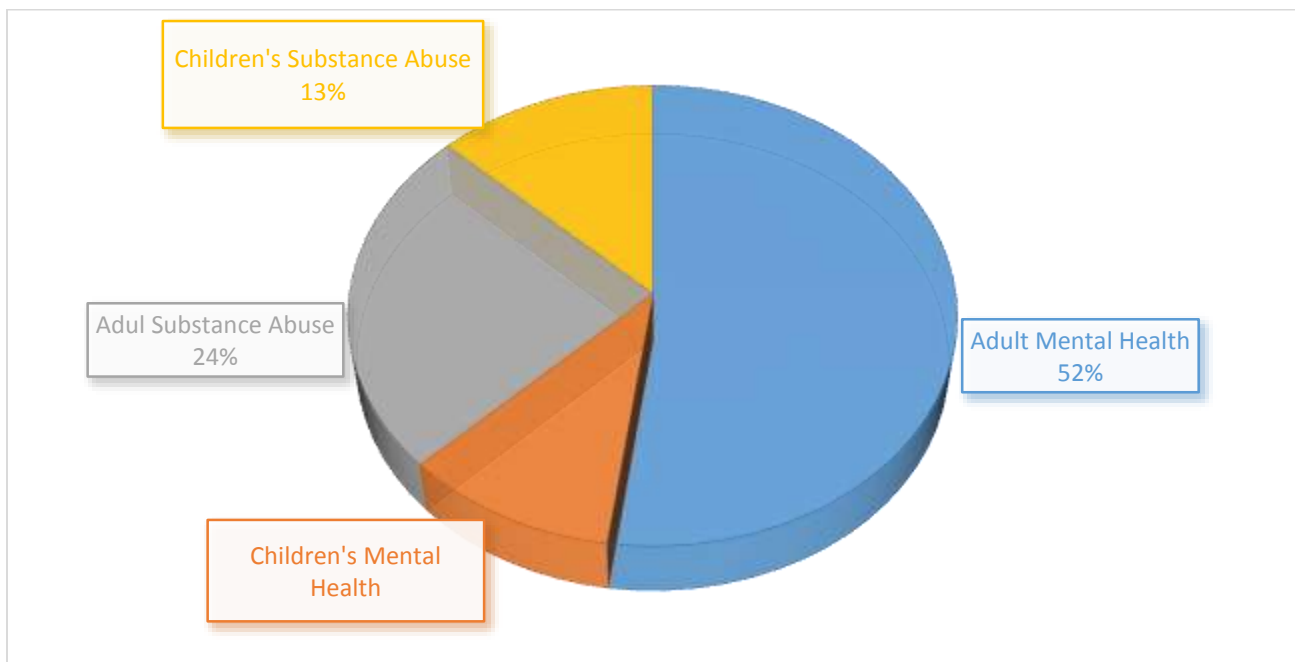


Figure 41: Statewide Funding of Managing Entities, by Fund Type, Fiscal Year 2015



The statistics related to poverty and uninsured rates are important to consider when examining statewide funding, in comparison to the funding received in the Northwest Region, by Big Bend Community Based Care to manage the substance abuse and mental health treatment system. In the State of Florida Big Bend Community Based Care is funded at the highest rate, per capita at \$33.37, as well as being funded at the highest rate for individuals living in poverty and uninsured individuals. When interpreting these numbers for planning, it is important to note that these totals include all types of funding inclusive of existing special projects funded by the legislature, statewide projects funded through a single Managing Entity and previously gained special projects moved into base funding. In the Northwest Region, most notably, one statewide project for treatment of forensic individuals in the community is contracted through the Big Bend Community Based Care Managing Entity for an amount over \$5 million, making their overall funding ratios slightly skewed higher.

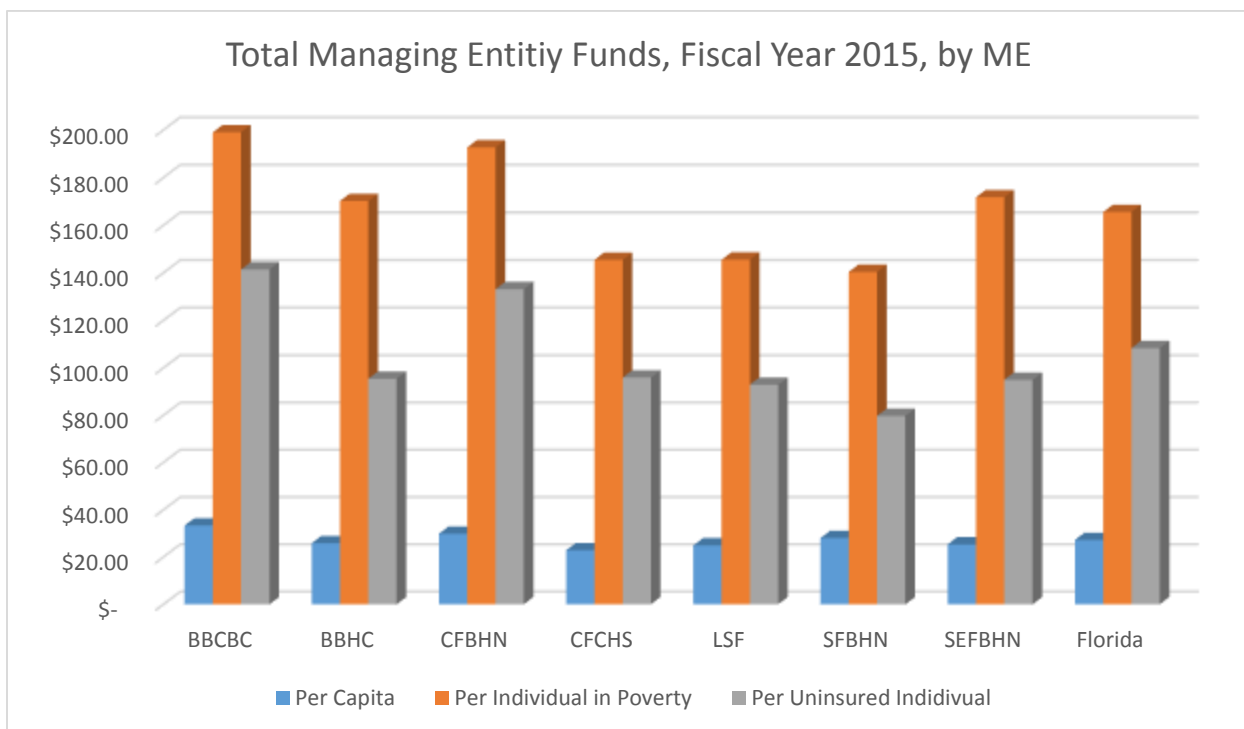


Figure 42: Fiscal Year 2015 Funds, Statewide, by Managing Entity, by per capita, per individual in poverty and per individual uninsured

The needs within communities may be different dependent upon the population make-up and the type of service most needed. It is important to understand the funding ratios in the adult mental health, children’s mental health, adult substance abuse and children’s substance abuse categories.

While Big Bend Community Based Care does have the highest rate of overall adult mental health funding in the state, it must be noted that this is the funding category where the community forensics program is accounted for in the budget. When only base funding for adult mental health is considered, absent of any special projects funding, Central Florida Behavioral Health Network has the highest rate of funding for adult mental health services at \$15.71. In sub-categories under adult mental health the most notable fluctuations in funding, between Managing



Entities occur in the FACT category, with a range of \$0.89/per capita (Broward Behavioral Health Coalition) and \$3.99/per capita (Central Florida Behavioral Health Network).

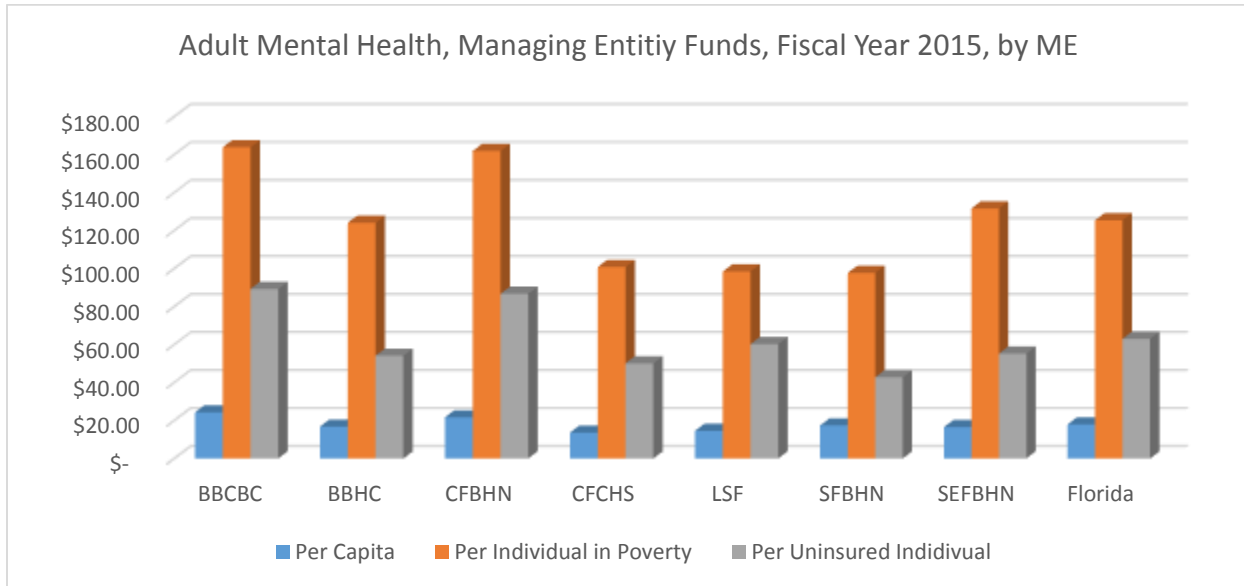


Figure 43: Fiscal Year 2015 Adult Mental Health Funds, Statewide, by Managing Entity, by per capita, per individual in poverty and per individual uninsured

In the Children’s Mental Health funding category, for all funds received, the per capita funding range is \$17.28/per person (South Florida Behavioral Health Network) and \$12.45/per person (Central Florida Cares Health System). In this instance, South Florida Behavioral Health Network receives a large federal pass thru System of Care grant to redesign the children’s mental health system in their area, when base funding alone is considered, the statewide funding range is \$11.61/per person (Broward Behavioral Health Coalition) down to \$8.87/per person (Central Florida Behavioral Health Network).

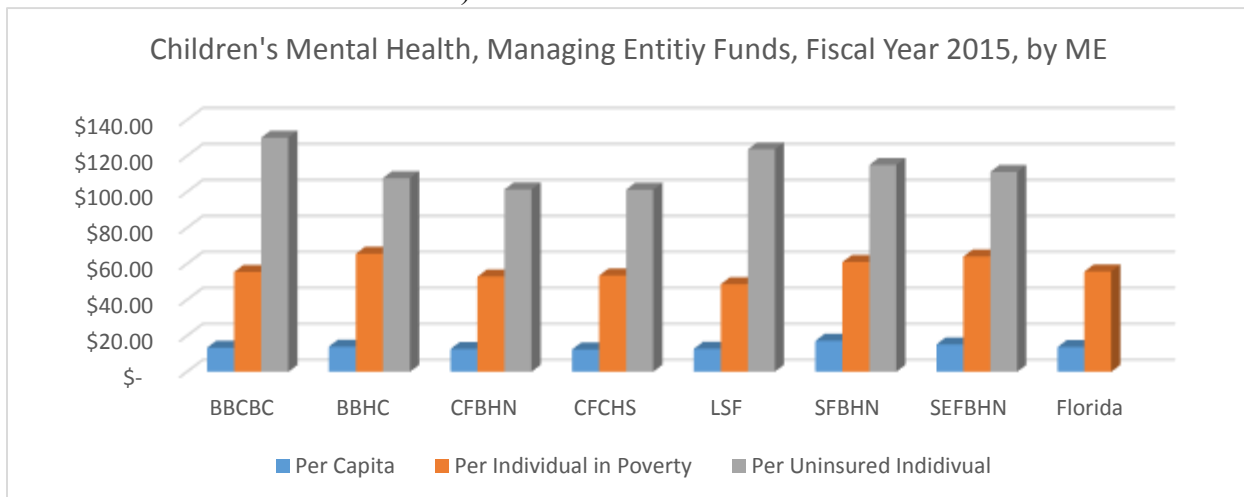


Figure 44: Fiscal Year 2015 Children’s Mental Health Funds, Statewide, by Managing Entity, by per capita, per individual in poverty and per individual uninsured



In the Adult Substance Abuse Category the margin for per capita funding is \$9.11 (Lutheran Services Florida) to \$7.34 (Southeast Florida Behavioral Health Network). Big Bend Community Based Care, in the Northwest Region is ranked 2nd in adult substance abuse funding, with \$8.93/per individual, 5th per individual in poverty at \$60.34 per impoverished individuals and 2nd per individual without insurance coverage at \$32.87. When this funding category is considered with the inclusion of only base Managing Entity supports and Provider Services, then the funding range is lowered to \$6.76/person (Lutheran Services Florida) to \$5.39 (Southeast Florida Behavioral Health Network), with Big Bend Community Based Care ranking 2nd at \$6.59/person.

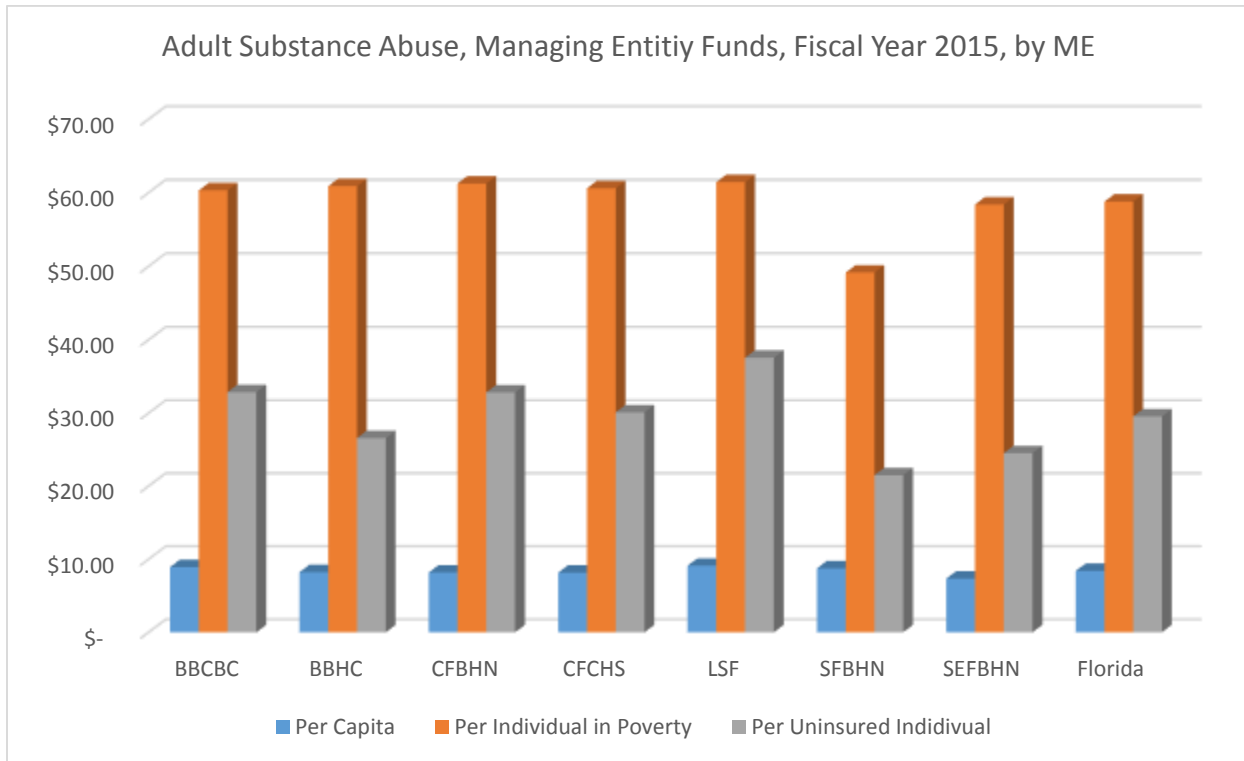


Figure 45: Fiscal Year 2015 Adult Substance Abuse Funds, Statewide, by Managing Entity, by per capita, per individual in poverty and per individual uninsured

In the Children’s Substance Abuse funding category, the range of total funding rates in the state vary from \$20.68/person (Big Bend Community Based Care) to \$14.09/person (Central Florida Cares Health System). In this funding category, Big Bend Community Based Care is also the highest ranked Managing Entity in terms of funding for individuals who are living in poverty and uninsured individuals, at \$85.94 and \$201.58 respectively.



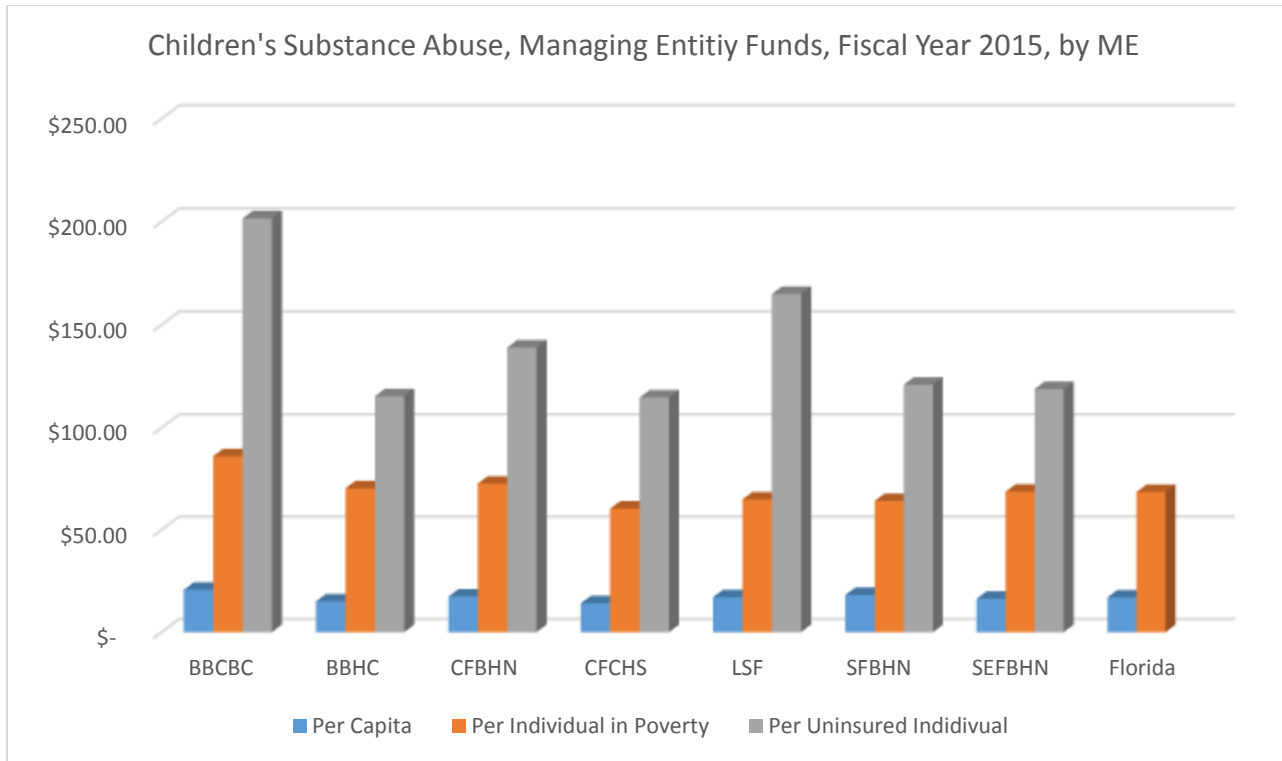


Figure 46: Fiscal Year 2015 Children's Substance Abuse Funds, Statewide, by Managing Entity, by per capita, per individual in poverty and per individual uninsured

In the Northwest Region, Big Bend Community Based Care has a contract with the Department of Children and Families totaling \$46,389,506, of which 27% are federal funds and 73% are state general revenue funds. This funding amount accounts for 9% of the state's overall funding. While Big Bend Community Based Care does only make up 7% of the state's total population, this catchment area accounts for 8% of all individuals, in the State of Florida living in poverty. These funds are inclusive of four (4) major funding categories: adult mental health, \$26,512,910; Children's Mental Health, \$3,914,413; Adult Substance Abuse, \$9,689,639; and Children's Substance Abuse, \$6,272,544.



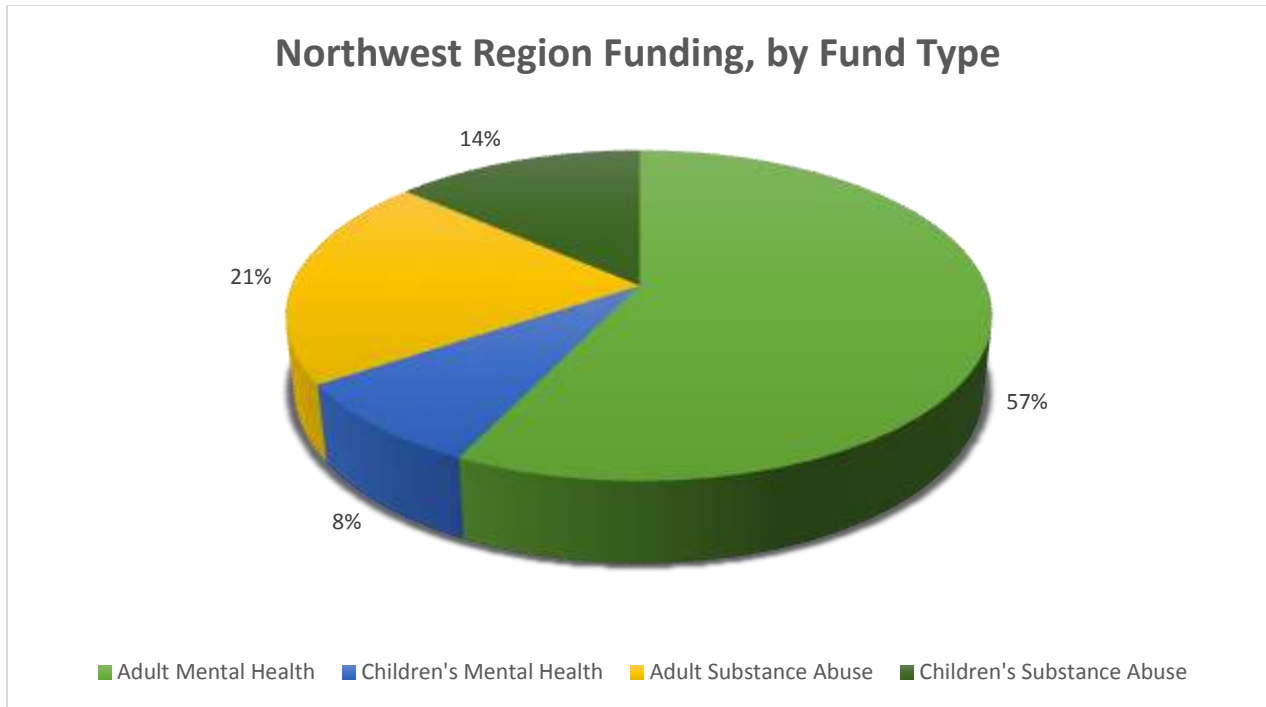


Figure 47: Northwest Region Funding, by Funding Category, fiscal year 2015

The Northwest Region is comprised of area within four (4) different Circuits: Circuit 1, Circuit 2, Circuit 3 (Madison and Taylor Counties only) and Circuit 14. Across this geographic area, there are eighteen (18) primary providers and two (2) ancillary providers. The largest provider, in terms of contract amount, is Apalachee Center in Circuit 2, with \$12,788,238 in annualized funding, followed by Lakeview Center in Circuit 1 with an annualized funding amount of \$11,091,295. Over \$5 million in adult mental health funding, received by Apalachee Center is specifically designated to serve statewide forensic consumers who are in need of community placement, treatment and monitoring. Circuit 1 receives \$19,107,008, Circuit 2/Madison & Taylor Counties receives \$17,230,787 and Circuit 14 receives \$9,908,576.



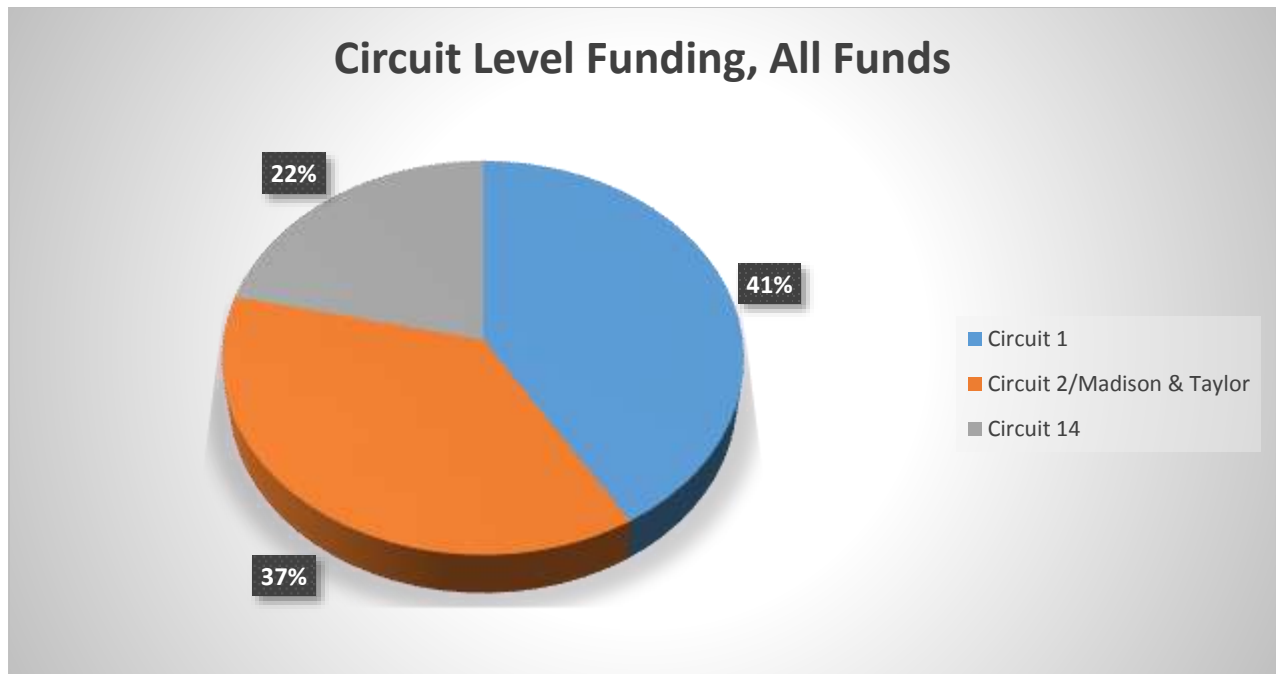


Figure 48: Northwest Region Funding, by Funding Category, fiscal year 2015

While the overall funding for Circuit 2, seems relatively high, given the proportions of population across the Circuits, this is in part due to the approximately \$5 million in special project funding for community based forensic treatment in the adult mental health funding category. When the adult mental health funding category is evaluated, without the inclusion of any special funding categories, this disparity is not found in the Circuit level funding amounts. In calculation of the adult mental health funding ratio, per capita across Circuit 1, 2 and 14 for adult mental health ME supports and provider services alone, the amount of funding is \$13.25/person, Circuit 1; \$9.78/person, Circuit 2/Madison and Taylor; and \$16.53/person for Circuit 14.



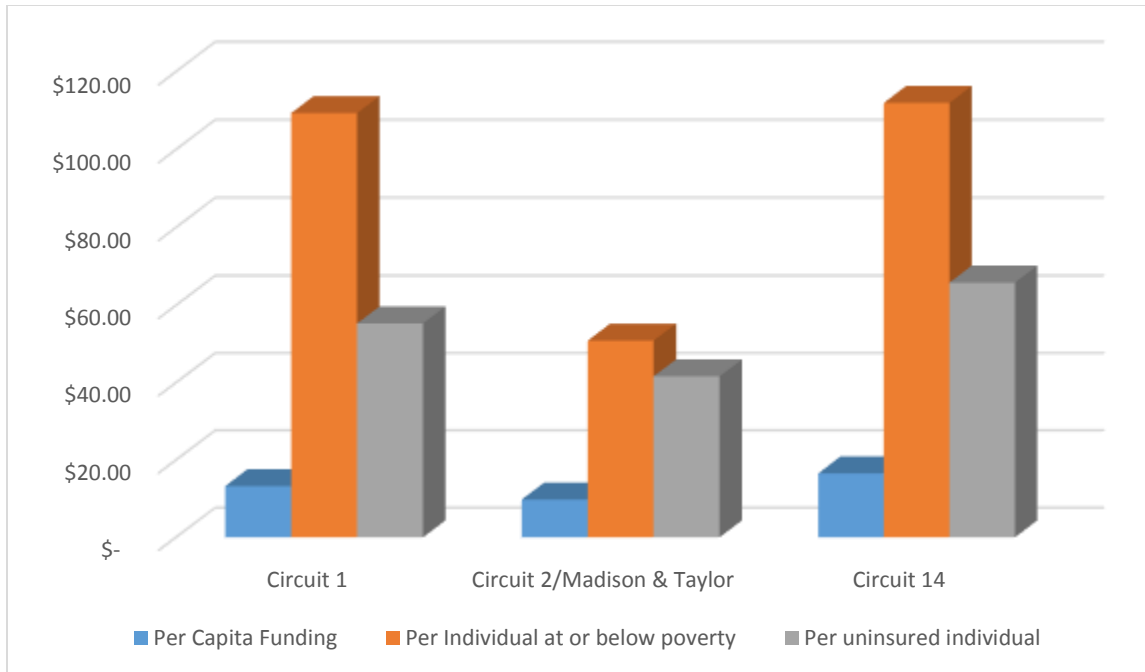


Figure 49: Adult Mental Health ME Supports and Provider Services Funding, Circuit-level, Northwest Region

In the Children’s Mental Health funding category, Circuit 1 receives \$10.48/person, Circuit 2 & Madison/Taylor receives \$18.78/person and Circuit 14 receives \$25.74/person. This dramatic divergence between per capita funding level across Circuits is less pronounced when examined based on uninsured individuals: Circuit 1, \$105.03/uninsured individual; Circuit 2 & Madison/Taylor, \$93.12/uninsured individual and Circuit 14, \$94.23/uninsured individual.

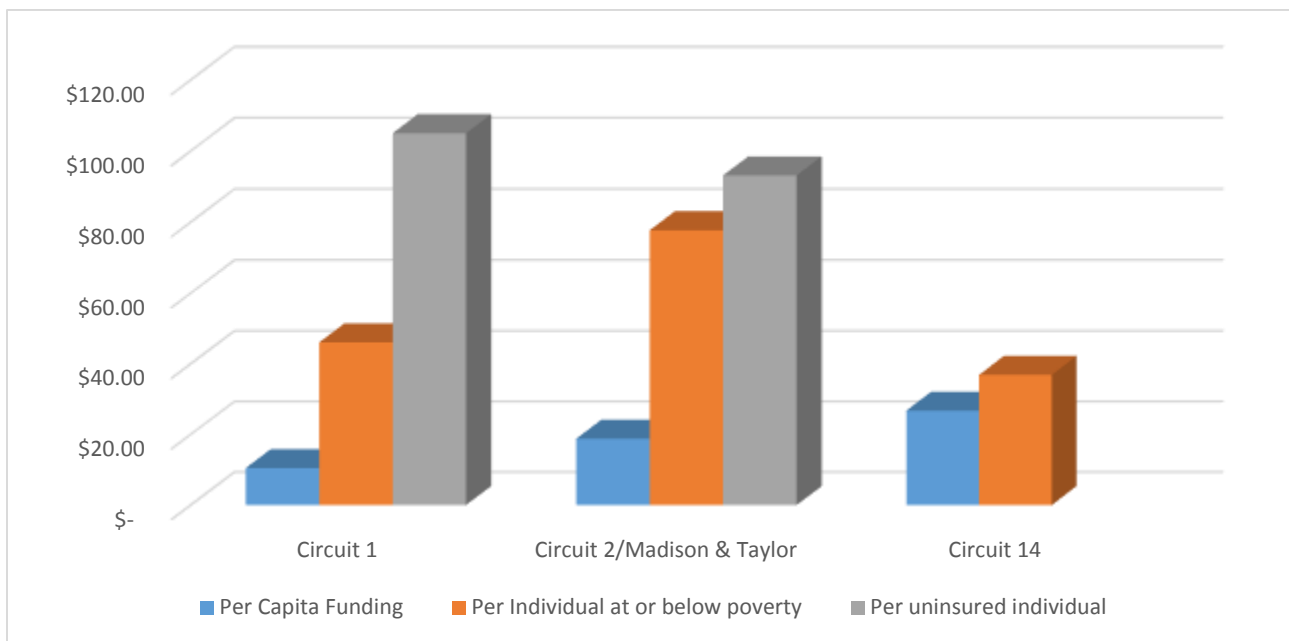


Figure 50: Children’s Mental Health ME Supports and Provider Services Funding, Circuit-level, Northwest Region



Adult Substance Abuse Services, calculated considering ME Supports and Provider Services only, have a range of per capita funding of \$7.22/person, Circuit 1; \$11.42/person, Circuit 2 & Madison/Taylor and \$9.26/person, Circuit 14. This range of funding is similar to that of the range found for uninsured individuals, however the range for those individuals living in poverty is much smaller: \$59.54/impoverished individual, Circuit 1; \$59.42/impoverished individual, Circuit 2 & Madison/Taylor and \$62.69/impoverished individual, Circuit 14.

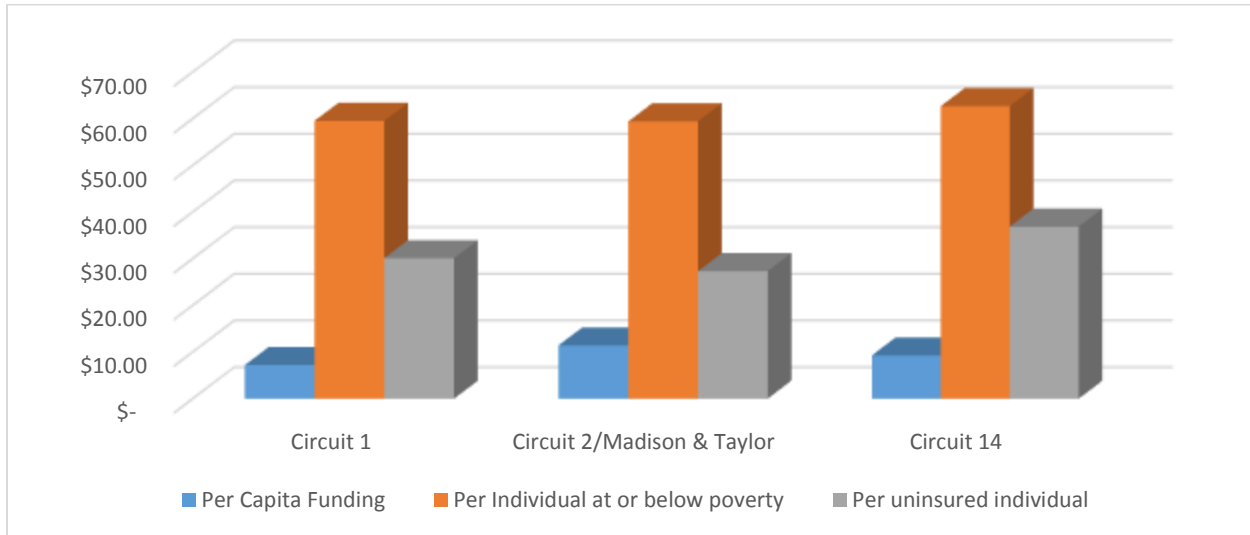


Figure 51: Adult Substance Abuse ME Supports and Provider Services Funding, Circuit-level, Northwest Region

The final category of funding is Children’s Substance Abuse, when calculated utilizing ME Supports and Provider Service funds only has a per capita funding rate of \$17.87/person, Circuit 1; \$16.34/person, Circuit 2 & Madison/Taylor and \$14.42/person, Circuit 14. This disparity increases among those uninsured and those impoverished, with the range for the uninsured population being the highest at \$179.00/uninsured individual, Circuit 1; \$158.35/uninsured individual, Circuit 2 & Madison/Taylor and \$132.48/uninsured individual Circuit 14.

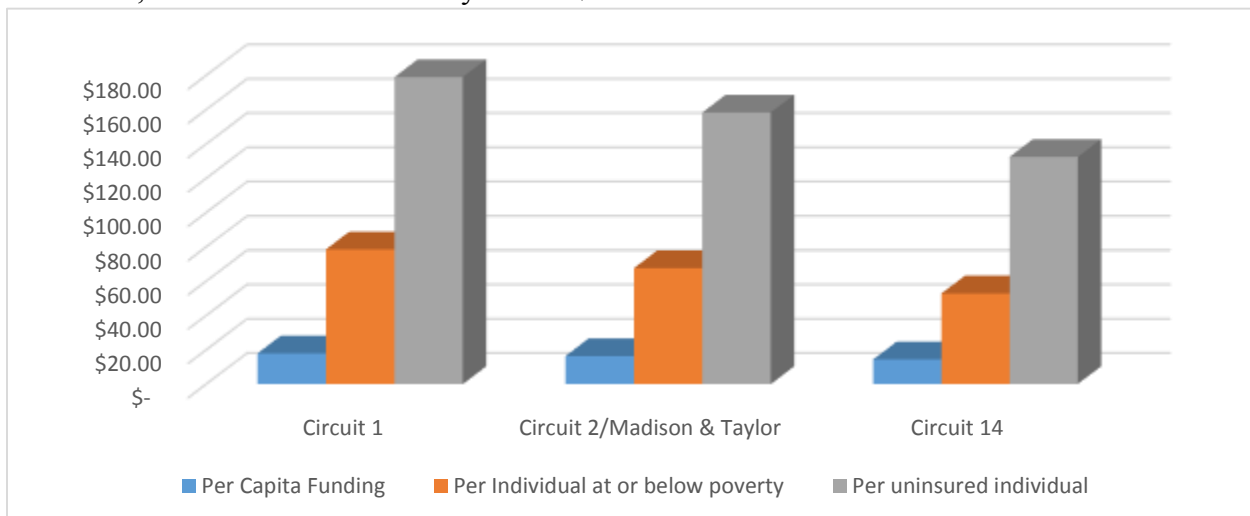


Figure 51: Children’s Substance Abuse ME Supports and Provider Services Funding, Circuit-level, Northwest Region



Primary Data Collection

As part of the Needs Assessment process, Organizational Management Solutions, Inc. conducted primary data gathering through collection of multiple surveys, including: a consumer & family member survey, a stakeholder survey and a provider survey.

Stakeholder Survey

Survey Totals

Thirty-seven (37) stakeholder surveys were returned. Twenty-eight (28) of the respondents reported working in Circuit 1, representing 75.7% of the surveys returned. Nine (9) of the survey's respondents reported working Circuit 2, representing 24.3% of the surveys returned. One (1) of the respondents indicated working in Madison or Taylor Counties, representing 2.7% of the surveys returned. Four (4) of the respondents indicated working in Circuit 14, representing 10.81% of the respondents. *(Respondents were permitted to indicate a connection to more than one Circuit).*

Respondent Roles in the Community

Respondents represented the following roles in the community:

Role	Number of Respondents	Percent of Responses
Juvenile Justice System	2	5.4%
Criminal Justice System (adults)	3	8.1%
Child Welfare System	10	27.0%
DCF	5	13.5%
School System	4	10.8%
Homeless Services	1	2.7%
Domestic Violence Services	0	0%
Local, State or Federal Government	2	5.4%
Hospital	1	2.7%
State Institution	2	5.4%
Community Citizen/Volunteer	3	8.1%
Private Practice Provider	4	10.8%
Primary Care Physician	0	0%



Respondent Referrals for Treatment

54.1% of individuals have referred someone for adult mental health services, 62.2% have referred someone for children's mental health services, 46.0% have referred someone for adult substance abuse services, 40.5% have referred someone for children's substance abuse services and 18.9% have not referred anyone for treatment services.

81.1% of respondents indicated that they "strongly agree" or "agree" that they do know where to refer adults for mental health services in their community, however 10.8% indicated they "strongly disagree" or "disagree" that they know where to refer adults for mental health services in their community.

83.8% of respondents indicated that they "strongly agree" or "agree" that they do know where to refer children for mental health services in their community, however 13.5% indicated they "strongly disagree" or "disagree" that they know where to refer children for mental health services in their community.

77.8% of respondents indicated that they "strongly agree" or "agree" that they do know where to refer adults for substance abuse services in their community, however 11.1% indicated they "strongly disagree" or "disagree" that they know where to refer adults for substance abuse services in their community.

78.4% of respondents indicated that they "strongly agree" or "agree" that they do know where to refer children for substance abuse services in their community, however 16.2% indicated they "strongly disagree" or "disagree" that they know where to refer children for substance abuse services in their community.

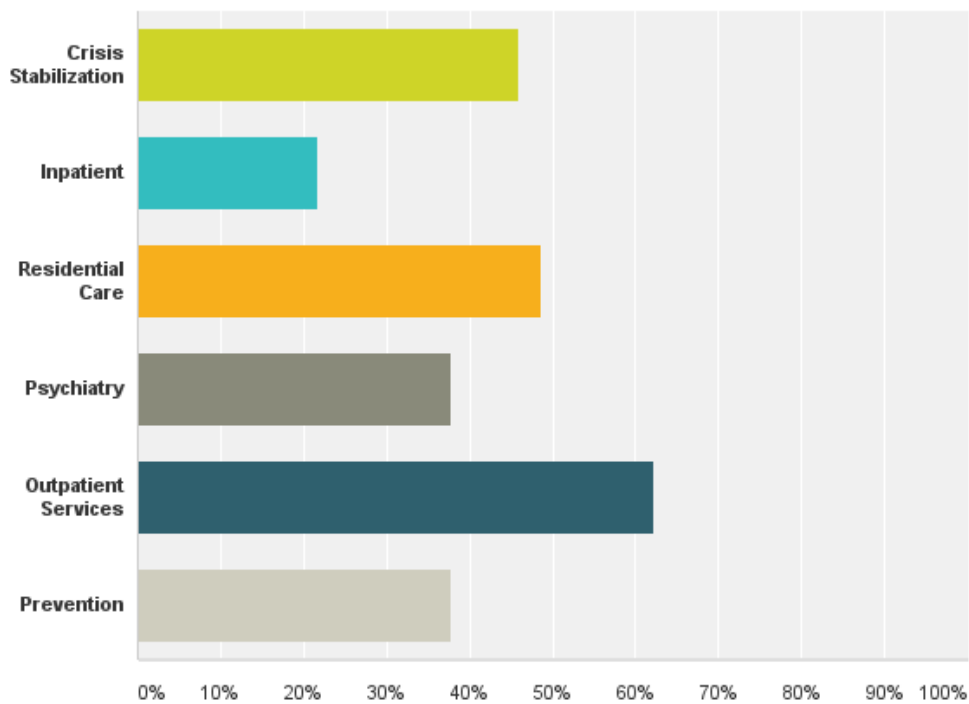


Needs in the Community

When asked what adult mental health services are needed in the community, stakeholders responded:

Q6 Which MENTAL HEALTH services for ADULTS need to have increased availability in your community? (please select no more than 3)

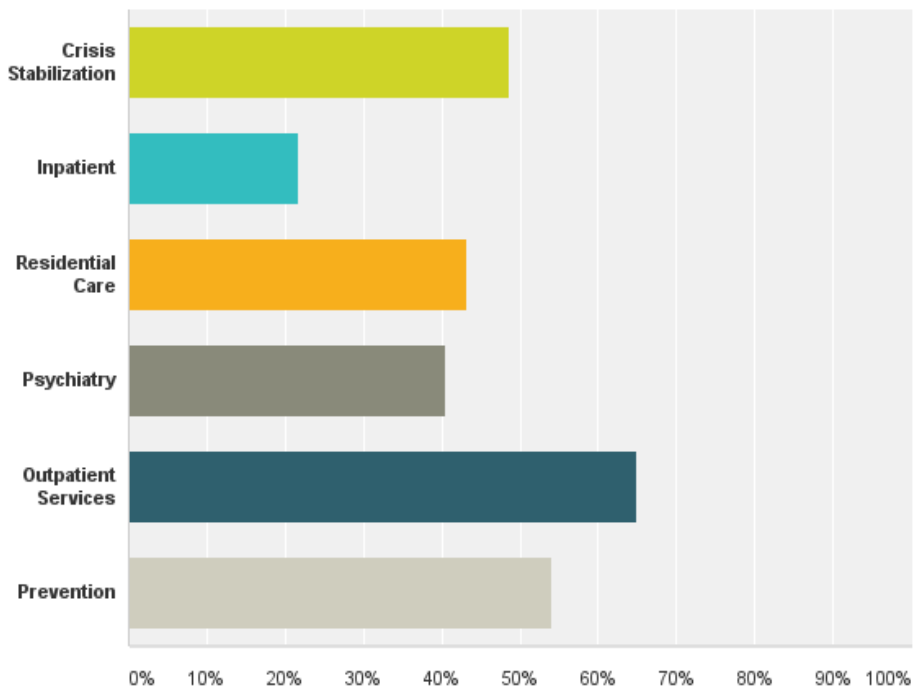
Answered: 37 Skipped: 0



When asked which children's mental health services are needed in the community, stakeholders responded:

Q7 Which MENTAL HEALTH services for CHILDREN need to have increased availability in your community? (please select no more than 3)

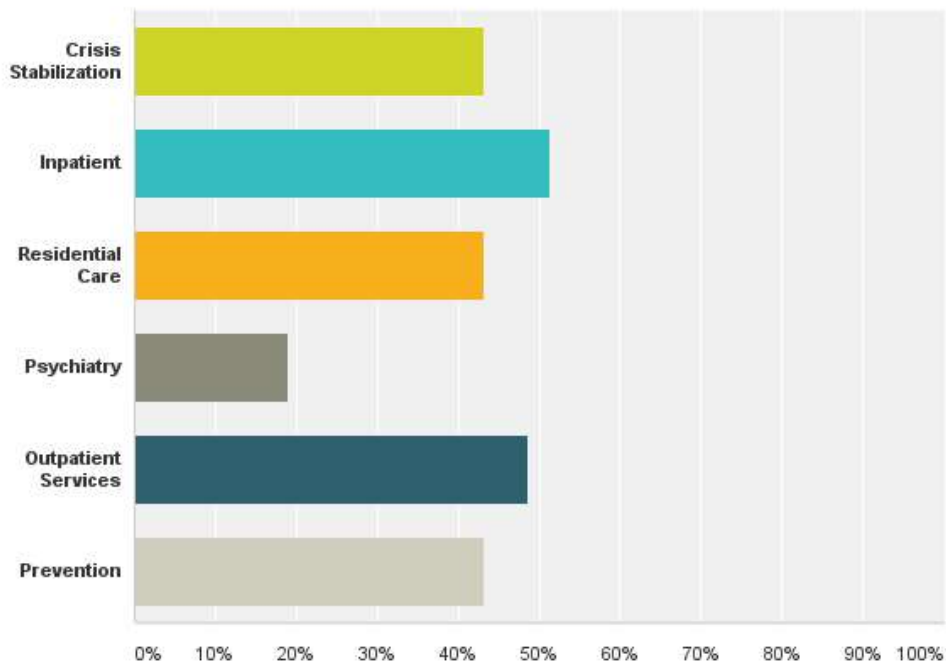
Answered: 37 Skipped: 0



When asked which adult substance abuse services are needed in the community stakeholders responded:

Q8 Which SUBSTANCE ABUSE services need to have increased availability in your community for ADULTS? (please select no more than 3)

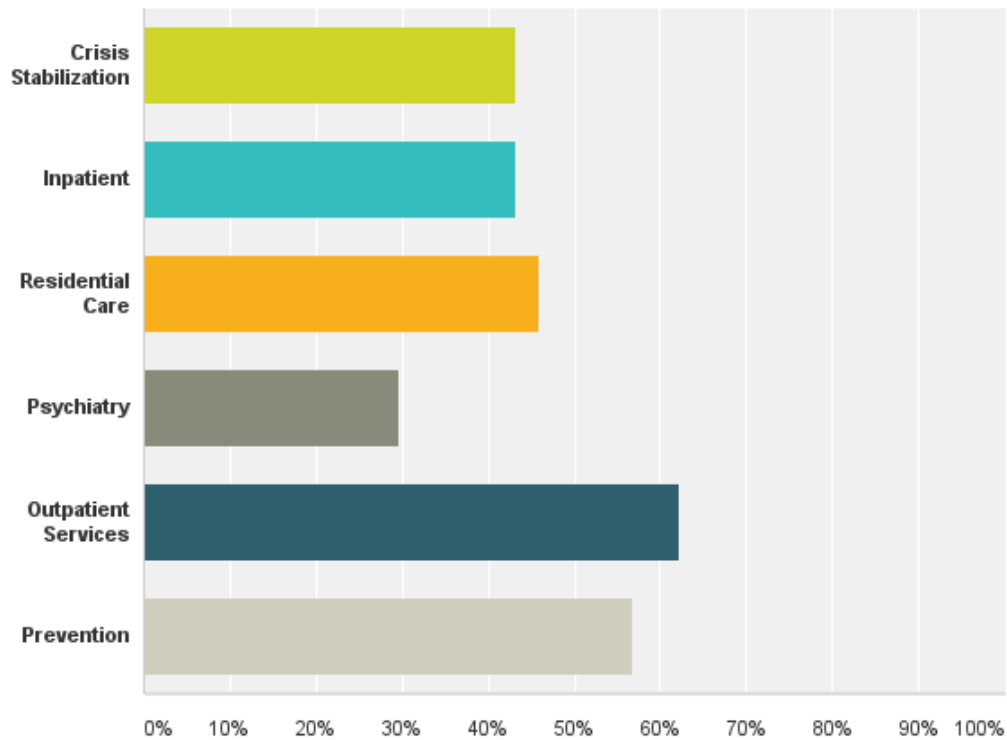
Answered: 37 Skipped: 0



When asked which children’s substance abuse services are needed in the community stakeholders responded:

Q9 Which SUBSTANCE ABUSE services need to have increased availability in your community for CHILDREN? (please select no more than 3)

Answered: 37 Skipped: 0



Provider Survey

Survey Totals

Twenty-two (22) provider surveys were returned. Only one (1) survey was accepted from each agency, based on the first survey submitted according to date and time. After removal of duplicate surveys, thirteen (13) of the eighteen (18) network service providers in the Big Bend Community Based Care Managing Entity provider network completed surveys, representing 72.2% of the network. Nine (9) of the surveys returned were from providers in Circuit 1, representing 69.2% of the respondents, three (3) of the surveys returned were from providers in Circuit 2, representing 23.1% of the respondents, two (2) were from providers in Madison or Taylor Counties, representing 15.4% of the



respondents and four (4) were from providers in Circuit 14, representing 30.77% of the respondents. (*Providers operating in multiple areas were permitted to indicate all areas covered*).

A survey was received from the following network service provider agencies: 211 Big Bend, Apalachee Center, Bridgeway Center, Chemical Addiction Recovery Effort (CARE), Community Drug and Alcohol Council (CDAC), Children's Home Society (CHS-Escambia County), COPE Center, DISC Village, Escambia County Board of County Commissioners, Lakeview Center, Mental Health Association of Walton & Okaloosa, Okaloosa Board of County Commissioners and Turn About. A survey was not received from the following providers: Ability 1st, Bay District Schools, Children's Medical Services (CMS-Leon County), Ft. Walton Beach Medical Center and Life Management Center.

Most Important Services Provided

Providers indicated that the most important service provided, at their agencies, for the adult mental health population is outpatient services, with 46.2% of respondents choosing this service.

Providers indicated that the most important service provided, at their agencies, for the children's mental health population is outpatient services, with 46.2% of respondents choosing this service.

Providers indicated that the most important service provided, at their agencies, for the adult substance abuse population is outpatient services, with 76.9% of respondents choosing this service.

Providers indicated that the most important service provided, at their agencies, for the children's substance abuse population is outpatient services and prevention services, with 53.9% of respondents choosing these services.

Most Needed Services in the Community

Providers indicated that the services needing the most increased availability for adult mental health is outpatient services with 76.9% of the respondents choosing this service.

Providers indicated that the services needing the most increased availability for children's mental health is outpatient services and psychiatry with 69.2% of the respondents choosing these services.



Providers indicated that the services needing the most increased availability for adult substance abuse services is outpatient services with 69.2% of the respondents choosing this service.

Providers indicated that the services needing the most increased availability for children’s substance abuse services is prevention services with 69.2% of the respondents choosing this service.

Supports Available to Deliver Treatment

Providers indicated the support available to them in the system of care for delivering treatment to consumers. Their responses are summarized in the Table below:

Support	Percent of Respondents
Easily accessible workforce	23.1%
Easy access to consumer medication	23.1%
Availability of consumer housing	7.7%
Adequate educational opportunities for staff	38.5%
Timely access and availability for consumer care	69.2%
Adequate levels of funding	0%
Logical and relevant policy implementation from funding sources	7.7%
Adequate rate of reimbursement	0%
Ease of regulatory requirements	0%
Staff enthusiasm	69.2%
None	0%



Barriers to Providing Treatment

Providers indicated the barriers in place in the system of care that impede their delivery of treatment to consumers. Their responses are summarized in the Table below:

Support	Percent of Respondents
Inadequate availability of workforce	7.7%
Lack of consumer access to medication	15.4%
Consumer housing is unavailable	38.5%
Inadequate educational opportunities for staff	0%
Unable to ensure timely access to care	23.0%
Adequate funding is not available	53.9%
Burdensome policy implementation from funding sources	15.4%
Inadequate rate of reimbursement	46.2%
Burdensome regulatory requirements	53.4%
Staff burnout	23.1%
None	0%

Supports and Barriers for Consumers in the System of Care

Providers indicated the benefits and supports available to their consumers, which most assist the consumers in obtaining treatment include: location of services is convenient (61.5%), assurance of confidentiality (64.5%) and affordable access to care (53.9%).

Providers indicated the barriers that exist, which prevent consumer from accessing care in their agencies include: unavailable transportation (84.6%), stigma (46.2%) and lack of availability of services (46.2%).



Consumer and Family Member Survey

Survey Totals

A total of one hundred and eighty-five (185) surveys were returned, nine (9) utilizing the online survey and one hundred and seventy-six (176) returning paper surveys. The Consumer and Family Member Surveys were received from consumers and family members residing in the following twelve (12) counties: Escambia, Okaloosa, Santa Rosa, Walton, Bay, Holmes, Jackson, Washington, Gadsden, Jefferson, Leon and Wakulla. Consumer and Family Member surveys were not completed by residents of the following six (6) counties: Calhoun, Gulf, Liberty, Madison and Taylor. A total of one hundred and fifty-four (154) of the surveys were completed by consumers and thirty-one (31) by family members. This represents a return rate of 83.2% of the surveys from consumers and 16.8% of the surveys returned by family members.

A total of one hundred and thirty (130) surveys were from Circuit 1, representing 70.3% of all surveys collected. A total of sixteen (16) surveys were from Circuit 14, representing 8.6% of all surveys collected. A total of thirty-nine (39) surveys were from Circuit 2, representing 21.1% of all surveys collected. Based on general population, this indicates an overrepresentation of surveys from Circuit 1, with a slight underrepresentation from Circuit 2 and a significant underrepresentation in survey completion from Circuit 14. Madison and Taylor Counties, located in the Northwest Region but within the boundaries of Circuit 3, did not return any surveys.

Survey Respondents – Race, Ethnicity and Age

One hundred and eighty-three (183) individuals indicated their race on the survey, as follows: 73.2% Caucasian, 18.0% Black, and 7.1% Multi-Racial, 1.6% American Indian/Alaskan Native, 0% Asian and 0% Native Hawaiian/Other Pacific Islander. This is a representative sample of the entire region, with the exception of higher return rate of surveys for Multi-Racial individuals and a lower return rate of surveys for Asians. (*The Northwest Regional racial demographic is as follows: 74.5% Caucasian, 19.6% Black, 2.8% Multi-Racial, 0.7% Asian, 0.9% American Indian/Alaskan Native, and 0.2% Native Hawaiian/Other Pacific Islander.*)

One hundred and eighty-four (184) individuals indicated their ethnicity, as follows: 6.0% Hispanic and 94.0% non-Hispanic. This is a representative ethnic sample for the Northwest Region. (*The Northwest Regional ethnic demographic is as follows: 5.8% Hispanic and 94.2% non-Hispanic.*)



One hundred and sixty-three (163) individuals indicated their age on the survey, as follows: 2.5% young child (0-5), 7.4% child (6-12), 9.8% teen (13-17), 20.2% young adult (18-25), 56.4% adult (26-64) and 3.7% senior (65 and over). This sample, when compared to the total population in Northwest Florida, is underrepresented by consumers under five (5) years of age and underrepresented by seniors over sixty-five (65). It should be noted that while those under the age of 5 are underrepresented, the total number of individuals surveyed under the age of eighteen (18) is representative of the same population in the Northwest Region. *(The Northwest Regional age demographic is as follows: 5.8% under 5, 20.8% under 18 and 14.7% over 65.)*

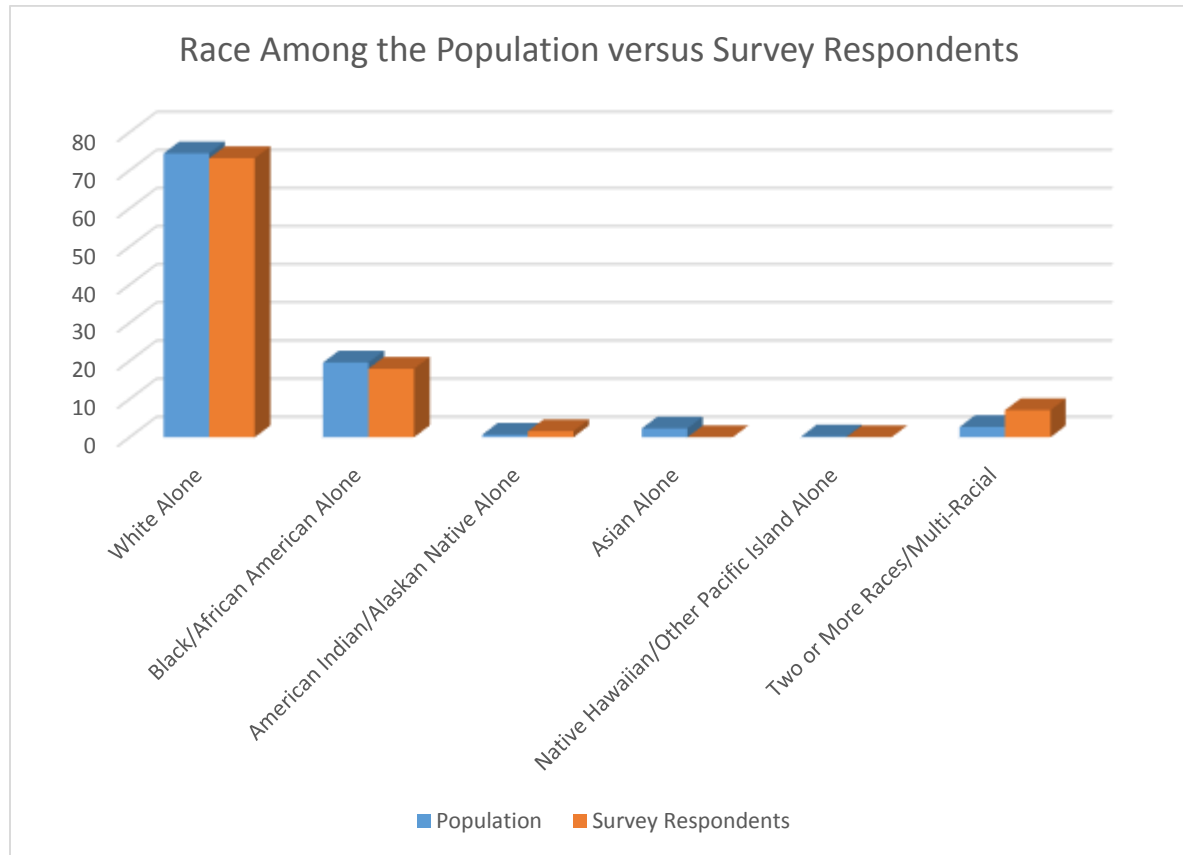


Figure 52: Race of Survey Respondents compared to the racial make-up of the Northwestern Florida total population.

Respondent Services and Providers

One hundred and eighty-three (183) survey respondents indicated the type of treatment currently being received in the substance abuse and mental health system of care, as follows: 51.9% receive mental health services only, 30.6% receive substance abuse services only and 17.5% receive both substance abuse and mental health services.

Consumers indicated, on the survey, the agency and/or agencies where they are currently receiving treatment. Fifteen (15) of the Big Bend Community Based Care Managing



Entity network service providers had consumers indicate they were currently enrolled in services at their agency (*Apalachee Center, DISC Village, Ability 1st, Life Management Center, Chemical Addictions Recovery Effort (CARE), Community Alcohol and Drug Council (CDAC), Children's Medical Services (CMS-Leon County), Children's Home Society (CHS-Western Division), Escambia County Board of County Commissioners, Okaloosa County Board of County Commissioners, Mental Health America (Okaloosa and Walton Counties), Lakeview Center, Bridgeway Center, COPE Center and Ft. Walton Beach Medical Center*), while three (3) network service providers did not have consumers currently enrolled in their programs complete a survey (*Bay Area Schools, Turn About and 211 Big Bend*). This survey represents feedback from consumers or family member of 83.3% of the network service providers in the Big Bend Community Based Care substance abuse and mental health network.



Provider and Service Attributes

Consumers/Family Members were asked to rate various attributes of their mental health service provider and/or mental health services. One hundred and twenty-seven (127) consumers indicated enrollment in mental health only or both mental health and substance abuse services. Not all consumers answered the questions related to provider attributes, only one hundred and nineteen (119) to one hundred and twenty (120) (dependent upon attribute) answered, representing 93.7% - 94.5% of consumers completing the survey who have received any type of mental health service. Consumers or their family members were asked to indicate if these attributes were present always, most of the time, sometimes, rarely or never. In tabulating average scores for this measure, “always” is equal to a value of one (1), “most of the time” is equal to a value of two (2), “sometimes” is equal to a value of three (3), “rarely” is equal to a value of four (4) and “never” is equal to a value of five (5). The table below represents the results of this portion of the survey.

Provider or Service Attributes	Number of Respondents	Average Numerical Rating	Type of Rating
I am able to schedule appointments when I need them.	120	1.6	Always/Most of the Time
The provider’s hours are convenient for me.	119	1.6	Always/Most of the Time
I have transportation to the provider.	120	1.6	Always/Most of the Time
The staff at the provider are respectful of my privacy.	120	1.3	Always/Most of the Time
The staff at the provider are able to help me when I need assistance.	120	1.4	Always/Most of the Time
The staff at the provider are respectful of me.	120	1.4	Always/Most of the Time
I am satisfied with the care I receive.	120	1.5	Always/Most of the Time
My provider coordinates my care with my other healthcare providers.	120	1.7	Always/Most of the Time
I am included in decisions regarding my care.	120	1.5	Always/Most of the Time
My symptoms are improving while in care.	120	1.7	Always/Most of the Time
The services I receive are affordable.	119	1.5	Always/Most of the Time
My provider has informed me and educated me about my mental health diagnosis.	120	1.5	Always/Most of the Time
My provider’s office is neat and comfortable.	120	1.3	Always/Most of the Time



Consumers were asked to rate various attributes of their substance service provider and/or mental health services. Eighty-eight (88) consumers indicated enrollment in substance abuse only or both mental health and substance abuse services. Not all consumers answered the questions related to provider attributes, only seventy-nine (79) to eighty-one (81) (dependent upon attribute) answered, representing 89.8% - 92.0% of consumers completing the survey who have received any type of substance abuse service. Consumers or their family members were asked to indicate if these attributes were present always, most of the time, sometimes, rarely or never. In tabulating average scores for this measure, “always” is equal to a value of one (1), “most of the time” is equal to a value of two (2), “sometimes” is equal to a value of three (3), “rarely” is equal to a value of four (4) and “never” is equal to a value of five (5). The table below represents the results of this portion of the survey.

Provider or Service Attributes	Number of Respondents	Average Numerical Rating	Type of Rating
I am able to schedule appointments when I need them.	80	1.5	Always/Most of the Time
The provider’s hours are convenient for me.	81	1.7	Always/Most of the Time
I have transportation to the provider.	80	1.5	Always/Most of the Time
The staff at the provider are respectful of my privacy.	81	1.3	Always/Most of the Time
The staff at the provider are able to help me when I need assistance.	81	1.5	Always/Most of the Time
The staff at the provider are respectful of me.	81	1.4	Always/Most of the Time
I am satisfied with the care I receive.	81	1.5	Always/Most of the Time
My provider coordinates my care with my other healthcare providers.	79	1.8	Always/Most of the Time
I am included in decisions regarding my care.	81	1.6	Always/Most of the Time
My symptoms are improving while in care.	81	1.4	Always/Most of the Time
The services I receive are affordable.	81	1.4	Always/Most of the Time
My provider has informed me and educated me about my substance abuse diagnosis.	81	1.4	Always/Most of the Time
I am knowledgeable about relapse prevention.	81	1.3	Always/Most of the Time
My provider’s office is neat and comfortable.	81	1.2	Almost/Most of the Time



Most Important Services

Consumers and/or family members were asked to indicate which mental health services are the most important in helping to maintain positive mental health for the consumer. Ninety-nine (99) consumers and/or family members indicated a response to this question, representing 78.0% of the consumers who completed the survey who are currently enrolled in mental health only or mental health and substance abuse services. Consumers and/or family members were asked to limit their selections to no more than three (3) for each respondent. The table below represents the results for this portion of the survey.

Service Type	Number of Respondents	Percent of Respondents
Individual Counseling	78	78.8%
Group Counseling	41	41.4%
Family Counseling	31	13.3%
Case Management	37	37.4%
Inpatient Treatment (CSU or Hospital)	14	14.1%
Psychiatric Medication Services	54	54.5%
Drop-In Center	12	12.1%
Clubhouse	2	2.0%
Certified Peer Specialist	2	2.0%
Residential Housing Support	15	15.2%
Supported Employment	10	10.1%
Support Group in the Community (NAMI or MHA)	13	13.1%
Alternative services: meditation, massage, acupuncture, exercise, etc.	12	12.1%
None	3	3.0%



Consumers and/or family members were asked to indicate which substance abuse services are the most important in helping to maintain positive mental health for the consumer. Sixty-four (64) consumers and/or family members indicated a response to this question, representing 72.7% of the consumers who completed the survey who are currently enrolled in substance abuse only or mental health and substance abuse services. Consumers and/or family members were asked to limit their selections to no more than three (3) for each respondent. The table below represents the results for this portion of the survey.

Service Type	Number of Respondents	Percent of Respondents
Detoxification Services	9	14.1%
Supported Employment	9	14.1%
Residential or Supportive Housing	13	20.3%
Case Management	20	31.3%
Residential Treatment	18	28.1%
Family Therapy	11	17.2%
Medication Services	12	18.8%
Alternative services: meditation, massage, acupuncture, exercise, etc.	8	12.5%
Support Group in the community (AA, NA, ALANON or other)	31	48.4%
Individual Outpatient	48	75.0%
Group Outpatient	45	70.3%
None	10	15.6%



Barriers to Treatment

Consumers and/or family members were asked to indicate which barriers to obtaining treatment, if any, exist in the substance abuse and mental health system. One hundred and twenty-nine (129) consumers and/or family members responded to this survey question, representing 69.7% of those completing the survey. The table below represents the results from this portion of the survey.

Barrier Description	Number of Respondents	Percent of Respondents
Treatment is unaffordable	19	14.7%
Transportation to treatment is not available	23	17.8%
Provider locations are not convenient	16	12.4%
I lack knowledge about what services are available	17	13.2%
Stigma	32	24.8%
I have concerns about confidentiality	17	13.2%
There is a lack of services available	35	27.1%
None	68	52.7%



Supports to Obtaining Treatment

Consumers and/or family members were asked to indicate which supports to obtaining treatment, if any, exist in the substance abuse and mental health system. One hundred and thirty five (135) consumers and/or family members responded to this survey question, representing 73.0% of those completing the survey. The table below represents the results from this portion of the survey.

Support Description	Number of Respondents	Percent of Respondents
Treatment is affordable	91	67.4%
Transportation is available	64	47.4%
I am assured of confidentiality	54	40.0%
There is availability of the services I need	64	47.4%
The location of services is convenient	75	55.6%
I am aware of the services available	60	44.4%
I have the support of family and friends	73	54.1%
None	21	15.6%



Consumer and Family Member Survey

Circuit 1 (Escambia, Okaloosa, Santa Rosa and Walton Counties)

Survey Totals

A total of one hundred and thirty (130) surveys were returned from Circuit 1, representing 70.3% of all surveys submitted as part of this needs assessment. Consumer and Family Member Surveys were received from consumers and family members residing in all four (4) of the Circuit 1 counties, including Escambia, Okaloosa, Santa Rosa and Walton. A total of one hundred and six (106) of the surveys were completed by consumers and twenty-four (24) by family members. This represents a return rate of 81.5% of the surveys from consumers and 18.5% of the surveys returned by family members.

Survey Respondents – Race Ethnicity and Age

One hundred and twenty-nine (129) individuals indicated their race on the survey, as follows: 74.4% Caucasian, 17.1% Black, and 7.0% Multi-Racial, 1.6% American Indian /Alaskan Native, 0% Asian and 0% Native Hawaiian /Other Pacific Islander. This is largely a representative sample of the Circuit, with the exception of a slightly higher return rate of surveys for Blacks and American Indian/Alaskan Native, as well as a slightly lower rate of return for Multi-Racial and Asians. *(The Circuit 1 racial demographic is as follows: 78.8% Caucasian, 14.3% Black, 3.3% Multi-Racial, 2.7% Asian, 0.9% American Indian/Alaskan Native, and 0.2% Native Hawaiian/Other Pacific Islander.)*

One hundred and thirty (130) individuals indicated their ethnicity, as follows: 5.4% Hispanic and 94.6% non-Hispanic. This is a representative ethnic sample for the Northwest Region. *(The Circuit 1 ethnic demographic is as follows: 6.1% Hispanic and 93.9% non-Hispanic.)*

One hundred and twenty-eight (128) individuals indicated their age on the survey, as follows: 3.1% young child (0-5), 7.0% child (6-12), 5.5% teen (13-17), 17.2% young adult (18-25), 53.9% adult (26-64) and 2.3% senior (65 and over). This sample, when compared to the total population in Circuit 1 is under represented by all consumers, except for adult who are overrepresented. *(The Circuit 1 age demographic is as follows: 6.1% under 5, 21.7% under 18 and 15.2% over 65.)*

Respondent Services and Providers

One hundred and eighty-three (183) survey respondents indicated the type of treatment currently being received in the substance abuse and mental health system of care, as



follows: 51.9% receive mental health services only, 30.6 receive substance abuse services only and 17.5% receive both substance abuse and mental health services.

Consumers indicated, on the survey, the agency and/or agencies where they are currently receiving treatment. All of the Big Bend Community Based Care Managing Entity network service providers in Circuit 1 had consumers indicate they were currently enrolled in services at their agency complete a survey.

Provider and Service Attributes

Consumers/Family Members were asked to rate various attributes of their mental health service provider and/or mental health services. In Circuit 1, one hundred and one (101) consumers indicated enrollment in mental health only or both mental health and substance abuse services. Not all consumers answered the questions related to provider attributes, only ninety-six (96) to ninety-seven (97) (dependent upon attribute) answered, representing 95.0% - 96.0% of consumers completing the survey who have received any type of mental health service. Consumers or their family members were asked to indicate if these attributes were present always, most of the time, sometimes, rarely or never. In tabulating average scores for this measure, “always” is equal to a value of one (1), “most of the time” is equal to a value of two (2), “sometimes” is equal to a value of three (3), “rarely” is equal to a value of four (4) and “never” is equal to a value of five (5). The table below represents the results of this portion of the survey.



Provider or Service Attributes	Number of Respondents	Average Numerical Rating	Type of Rating
I am able to schedule appointments when I need them.	97	1.5	Always/Most of the time
The provider's hours are convenient for me.	96	1.6	Always/Most of the time
I have transportation to the provider.	97	1.6	Always/Most of the time
The staff at the provider are respectful of my privacy.	97	1.3	Always/Most of the time
The staff at the provider are able to help me when I need assistance.	97	1.4	Always/Most of the time
The staff at the provider are respectful of me.	97	1.4	Always/Most of the time
I am satisfied with the care I receive.	97	1.5	Always/Most of the time
My provider coordinates my care with my other healthcare providers.	97	1.7	Always/Most of the time
I am included in decisions regarding my care.	97	1.5	Always/Most of the time
My symptoms are improving while in care.	97	1.7	Always/Most of the time
The services I receive are affordable.	96	1.5	Always/Most of the time
My provider has informed me and educated me about my mental health diagnosis.	97	1.5	Always/Most of the time
My provider's office is neat and comfortable.	97	1.3	Always/Most of the time



Consumers were asked to rate various attributes of their substance service provider and/or mental health services. In Circuit 1, forty-seven (47) consumers indicated enrollment in substance abuse only or both mental health and substance abuse services. Not all consumers answered the questions related to provider attributes, only forty-three (43) to forty-four (44) (dependent upon attribute) answered, representing 91.5% - 93.6% of consumers completing the survey who have received any type of substance abuse service. Consumers or their family members were asked to indicate if these attributes were present always, most of the time, sometimes, rarely or never. In tabulating average scores for this measure, “always” is equal to a value of one (1), “most of the time” is equal to a value of two (2), “sometimes” is equal to a value of three (3), “rarely” is equal to a value of four (4) and “never” is equal to a value of five (5). The table below represents the results of this portion of the survey.

Provider or Service Attributes	Number of Respondents	Average Numerical Rating	Type of Rating
I am able to schedule appointments when I need them.	43	1.5	Always/Most of the time
The provider’s hours are convenient for me.	44	1.6	Always/Most of the time
I have transportation to the provider.	44	1.6	Always/Most of the time
The staff at the provider are respectful of my privacy.	44	1.4	Always/Most of the time
The staff at the provider are able to help me when I need assistance.	44	1.5	Always/Most of the time
The staff at the provider are respectful of me.	44	1.5	Always/Most of the time
I am satisfied with the care I receive.	44	1.6	Always/Most of the time
My provider coordinates my care with my other healthcare providers.	43	1.7	Always/Most of the time
I am included in decisions regarding my care.	44	1.7	Always/Most of the time
My symptoms are improving while in care.	44	1.7	Always/Most of the time
The services I receive are affordable.	44	1.6	Always/Most of the time
My provider has informed me and educated me about my substance abuse diagnosis.	44	1.5	Always/Most of the time
I am knowledgeable about relapse prevention.	44	1.4	Always/Most of the time
My provider’s office is neat and comfortable.	44	1.3	Always/Most of the time



Most Important Services

Consumers and/or Family Members were asked to indicate which mental health services are the most important in helping to maintain positive mental health for the consumer. In Circuit 1, seventy-nine (79) consumers and/or family members indicated a response to this question, representing 78.2% of the consumers who completed the survey who are currently enrolled in mental health only or mental health and substance abuse services. Consumers and/or family members were asked to limit their selections to no more than three (3) for each respondent. The table below represents the results for this portion of the survey.

Service Type	Number of Respondents	Percent of Respondents
Individual Counseling	60	75.9%
Group Counseling	15	19.0%
Family Counseling	22	27.8%
Case Management	23	29.1%
Inpatient Treatment (CSU or Hospital)	5	6.3%
Psychiatric Medication Services	46	58.2%
Drop-In Center	6	7.6%
Clubhouse	1	1.3%
Certified Peer Specialist	2	2.5%
Residential Housing Support	10	12.7%
Supported Employment	5	6.3%
Support Group in the Community (NAMI or MHA)	7	8.9%
Alternative services: meditation, massage, acupuncture, exercise, etc.	6	7.6%
None	1	1.3%



Consumers and/or Family Members were asked to indicate which substance abuse services are the most important in helping to maintain positive mental health for the consumer. In Circuit 1, thirty-four (34) consumers and/or family members indicated a response to this question, representing 72.3% of the consumers and/or family members who completed the survey who are currently enrolled in substance abuse only or mental health and substance abuse services. Consumers and/or family members were asked to limit their selections to no more than three (3) for each respondent. The table below represents the results for this portion of the survey.

Service Type	Number of Respondents	Percent of Respondents
Detoxification Services	4	11.8%
Supported Employment	6	17.6%
Residential or Supportive Housing	9	26.5%
Case Management	14	41.2%
Residential Treatment	8	23.5%
Family Therapy	5	14.7%
Medication Services	8	23.5%
Alternative services: meditation, massage, acupuncture, exercise, etc.	6	17.6%
Support Group in the community (AA, NA, ALANON or other)	20	58.8%
Individual Outpatient	23	67.6%
Group Outpatient	19	55.9%
None	2	5.9%



Barriers to Treatment

Consumers and/or family members were asked to indicate which barriers to obtaining treatment, if any, exist in the substance abuse and mental health system. In Circuit 1, ninety (90) consumers and/or family members responded to this survey question, representing 69.2% of those completing the survey. The table below represents the results from this portion of the survey.

Barrier Description	Number of Respondents	Percent of Respondents
Treatment is unaffordable	19	21.1%
Transportation to treatment is not available	19	21.1%
Provider locations are not convenient	11	12.2%
I lack knowledge about what services are available	14	15.6%
Stigma	25	27.8%
I have concerns about confidentiality	12	13.3%
There is a lack of services available	21	23.3%
None	56	62.2%



Supports to Obtaining Treatment

Consumers and/or family members were asked to indicate which supports to obtaining treatment, if any, exist in the substance abuse and mental health system. In Circuit 1, eighty-six (86) consumers and/or family members responded to this survey question, representing 66.2% of those completing the survey. The table below represents the results from this portion of the survey.

Support Description	Number of Respondents	Percent of Respondents
Treatment is affordable	60	69.8%
Transportation is available	35	40.7%
I am assured of confidentiality	36	41.9%
There is availability of the services I need	44	51.2%
The location of services is convenient	51	59.3%
I am aware of the services available	38	44.2%
I have the support of family and friends	50	58.1%
None	17	19.8%

Consumer and Family Member Survey

Circuit 2 (Franklin, Gadsden, Jefferson, Leon, Liberty, Wakulla, Madison and Taylor Counties)

Survey Totals

A total of thirty-nine (39) were returned from Circuit 2, representing 21.1% of all surveys submitted as part of this needs assessment. Consumer and Family Member Surveys were received from consumers and family members residing in four (4) of the counties in Circuit 2 (inclusive of Madison and Taylor Counties), including: Gadsden, Jefferson, Leon and Wakulla. Surveys were not received from consumers and/or family members residing in the following counties: Franklin, Liberty, Madison or Taylor. A total of thirty-three (33) of the surveys were completed by consumers and six (6) by family members. This represents a return rate of 84.6% of the surveys from consumers and 15.4% of the surveys returned by family members.



Survey Respondents – Race, Ethnicity and Age

Thirty-eight (38) individuals indicated their race on the survey, as follows: 65.8% Caucasian, 23.7% Black, and 7.9% Multi-Racial, 2.6% American Indian /Alaskan Native, 0% Asian and 0% Native Hawaiian /Other Pacific Islander. This is largely a representative sample of the Circuit, with the exception of a lower return rate of surveys for Blacks and Asians, with a higher return rate for American Indian/Alaskan Native. *(The Circuit 2 racial demographic is as follows: 63.38% Caucasian, 32.0% Black, 0.1% Multi-Racial, 2.2% Asian, 0.4% American Indian/Alaskan Native, and 0.2% Native Hawaiian/Other Pacific Islander.)*

Thirty-nine (39) individuals indicated their ethnicity, as follows: 10.3% Hispanic and 89.7% non-Hispanic. This shows a slightly overrepresentation of Hispanics in this survey population. *(The Circuit 2 ethnic demographic is as follows: 6.1% Hispanic and 93.9% non-Hispanic.)*

Thirty-three (33) individuals indicated their age on the survey, as follows: 0% young child (0-5), 0% child (6-12), 17.9% teen (13-17), 20.5% young adult (18-25), 38.5% adult (26-64) and 7.7% senior (65 and over). This sample, when compared to the total population in Circuit 2 is underrepresented by children and seniors. *(The Circuit 1 age demographic is as follows: 6.1% under 5, 21.7% under 18 and 15.2% over 65.)*

Respondent Services and Providers

Thirty-nine (39) survey respondents indicated the type of treatment currently being received in the substance abuse and mental health system of care, as follows: 30.8% receive mental health services only, 46.2% receive substance abuse services only and 23.1% receive both substance abuse and mental health services.

Consumers indicated, on the survey, the agency and/or agencies where they are currently receiving treatment. All of the Big Bend Community Based Care Managing Entity network service providers in Circuit 2 had consumers indicate they were currently enrolled in services at their agency complete a survey except for 211 Big Bend and Turn About.



Provider and Service Attributes

Consumers/Family Members were asked to rate various attributes of their mental health service provider and/or mental health services. In Circuit 2, twenty-one (21) consumers indicated enrollment in mental health only or both mental health and substance abuse services. Not all consumers answered the questions related to provider attributes, only eighteen (18) (dependent upon attribute) answered, representing 85.7% of consumers completing the survey who have received any type of mental health service. Consumers or their family members were asked to indicate if these attributes were present always, most of the time, sometimes, rarely or never. In tabulating average scores for this measure, “always” is equal to a value of one (1), “most of the time” is equal to a value of two (2), “sometimes” is equal to a value of three (3), “rarely” is equal to a value of four (4) and “never” is equal to a value of five (5). The table below represents the results of this portion of the survey.

Provider or Service Attributes	Number of Respondents	Average Numerical Rating	Type of Rating
I am able to schedule appointments when I need them.	18	2.1	Most of the Time/Sometimes
The provider’s hours are convenient for me.	18	1.8	Always/Most of the time
I have transportation to the provider.	18	1.5	Always/Most of the time
The staff at the provider are respectful of my privacy.	18	1.4	Always/Most of the time
The staff at the provider are able to help me when I need assistance.	18	1.5	Always/Most of the time
The staff at the provider are respectful of me.	18	1.6	Always/Most of the time
I am satisfied with the care I receive.	18	1.6	Always/Most of the time
My provider coordinates my care with my other healthcare providers.	18	1.7	Always/Most of the time
I am included in decisions regarding my care.	18	1.7	Always/Most of the time
My symptoms are improving while in care.	18	1.6	Always/Most of the time
The services I receive are affordable.	18	1.5	Always/Most of the time
My provider has informed me and educated me about my mental health diagnosis.	18	1.5	Always/Most of the time
My provider’s office is neat and comfortable.	18	1.4	Always/Most of the time



Consumers were asked to rate various attributes of their substance service provider and/or mental health services. In Circuit 2, twenty-seven (27) consumers indicated enrollment in substance abuse only or both mental health and substance abuse services. Not all consumers answered the questions related to provider attributes, only twenty-three (23) to twenty-four (24) (dependent upon attribute) answered, representing 85.2% - 88.9% of consumers completing the survey who have received any type of substance abuse service. Consumers or their family members were asked to indicate if these attributes were present always, most of the time, sometimes, rarely or never. In tabulating average scores for this measure, “always” is equal to a value of one (1), “most of the time” is equal to a value of two (2), “sometimes” is equal to a value of three (3), “rarely” is equal to a value of four (4) and “never” is equal to a value of five (5). The table below represents the results of this portion of the survey.

Provider or Service Attributes	Number of Respondents	Average Numerical Rating	Type of Rating
I am able to schedule appointments when I need them.	24	1.6	Always/Most of the time
The provider’s hours are convenient for me.	24	1.6	Always/Most of the time
I have transportation to the provider.	23	1.3	Always/Most of the time
The staff at the provider are respectful of my privacy.	24	1.3	Always/Most of the time
The staff at the provider are able to help me when I need assistance.	24	1.3	Always/Most of the time
The staff at the provider are respectful of me.	24	1.2	Always/Most of the time
I am satisfied with the care I receive.	24	1.2	Always/Most of the time
My provider coordinates my care with my other healthcare providers.	24	1.7	Always/Most of the time
I am included in decisions regarding my care.	24	1.3	Always/Most of the time
My symptoms are improving while in care.	24	1.1	Always/Most of the time
The services I receive are affordable.	24	1.3	Always/Most of the time
My provider has informed me and educated me about my substance abuse diagnosis.	24	1.2	Always/Most of the time
I am knowledgeable about relapse prevention.	24	1.2	Always/Most of the time
My provider’s office is neat and comfortable.	24	1.2	Always/Most of the time



Most Important Services

Consumers and/or Family Members were asked to indicate which mental health services are the most important in helping to maintain positive mental health for the consumer. In Circuit 2, seventeen (17) consumers and/or family members indicated a response to this question, representing 81.0% of the consumers who completed the survey who are currently enrolled in mental health only or mental health and substance abuse services. Consumers and/or family members were asked to limit their selections to no more than three (3) for each respondent. The table below represents the results for this portion of the survey.

Service Type	Number of Respondents	Percent of Respondents
Individual Counseling	16	94.1%
Group Counseling	14	82.4%
Family Counseling	9	52.9%
Case Management	13	76.5%
Inpatient Treatment (CSU or Hospital)	9	52.9%
Psychiatric Medication Services	7	41.2%
Drop-In Center	6	35.3%
Clubhouse	1	5.9%
Certified Peer Specialist	0	0
Residential Housing Support	5	29.4%
Supported Employment	5	29.4%
Support Group in the Community (NAMI or MHA)	3	17.6%
Alternative services: meditation, massage, acupuncture, exercise, etc.	3	17.6%
None	2	11.8%



Consumers and/or Family Members were asked to indicate which substance abuse services are the most important in helping to maintain positive mental health for the consumer. In Circuit 2, twenty-three (23) consumers and/or family members indicated a response to this question, representing 85.2% of the consumers who completed the survey who are currently enrolled in substance abuse only or mental health and substance abuse services. Consumers and/or family members were asked to limit their selections to no more than three (3) for each respondent. The table below represents the results for this portion of the survey.

Service Type	Number of Respondents	Percent of Respondents
Detoxification Services	2	8.7%
Supported Employment	3	13.0%
Residential or Supportive Housing	4	17.4%
Case Management	6	26.1%
Residential Treatment	7	30.4%
Family Therapy	5	21.7%
Medication Services	3	13.0%
Alternative services: meditation, massage, acupuncture, exercise, etc.	2	8.7%
Support Group in the community (AA, NA, ALANON or other)	6	26.1%
Individual Outpatient	19	82.6%
Group Outpatient	22	95.7%
None	7	30.4%



Barriers to Treatment

Consumers and/or family members were asked to indicate which barriers to obtaining treatment, if any, exist in the substance abuse and mental health system. In Circuit 2, thirty-four (34) consumers and/or family members responded to this survey question, representing 87.2% of those completing the survey. The table below represents the results from this portion of the survey.

Barrier Description	Number of Respondents	Percent of Respondents
Treatment is unaffordable	0	0%
Transportation to treatment is not available	3	8.8%
Provider locations are not convenient	5	23.5%
I lack knowledge about what services are available	3	8.8%
Stigma	6	17.6%
I have concerns about confidentiality	5	23.5%
There is a lack of services available	12	35.3%
None	7	20.6%



Supports to Obtaining Treatment

Consumers and/or family members were asked to indicate which supports to obtaining treatment, if any, exist in the substance abuse and mental health system. In Circuit 2, thirty-three (33) consumers and/or family members responded to this survey question, representing 89.2% of those completing the survey. The table below represents the results from this portion of the survey.

Support Description	Number of Respondents	Percent of Respondents
Treatment is affordable	28	84.8%
Transportation is available	21	63.6%
I am assured of confidentiality	16	48.5%
There is availability of the services I need	16	48.5%
The location of services is convenient	19	57.6%
I am aware of the services available	17	51.5%
I have the support of family and friends	16	48.5%
None	1	3.0%

Consumer and Family Member Survey

Circuit 14 (Bay, Calhoun, Gulf, Holmes, Jackson, and Washington Counties)

Survey Totals

A total of sixteen (16) were returned from Circuit 14, representing 8.6% of all surveys submitted as part of this needs assessment. Consumer and Family Member Surveys were received from consumers and family members residing in four (4) of the counties in Circuit 14, including: Bay, Holmes, Jackson and Washington. Surveys were not received from consumers and/or family members residing in the following counties: Calhoun and Gulf. A total of fifteen (15) of the surveys were completed by consumers and one (1) by family members. This represents a return rate of 93.8% of the surveys from consumers and 6.2% of the surveys returned by family members.



Survey Respondents – Race, Ethnicity and Age

Sixteen (16) individuals indicated their race on the survey, as follows: 81.3% Caucasian, 12.5% Black, and 6.3% Multi-Racial, 0% American Indian /Alaskan Native, 0% Asian and 0% Native Hawaiian /Other Pacific Islander. This is largely a representative sample of the Circuit, with the exception of a slightly lower return rate of surveys for Blacks and Asians, with a higher return rate for Multi-Racial. *(The Circuit 2 racial demographic is as follows: 80.6% Caucasian, 14.3% Black, 2.7% Multi-Racial, 1.6% Asian, 0.9% American Indian/Alaskan Native, and 0.1% Native Hawaiian/Other Pacific Islander.)*

Fifteen individuals indicated their ethnicity, as follows: 0% Hispanic and 100% non-Hispanic. This shows an underrepresentation of Hispanics in this survey population. *(The Circuit 14 ethnic demographic is as follows: 4.9% Hispanic and 95.1% non-Hispanic.)*

Sixteen (16) individuals indicated their age on the survey, as follows: 0% young child (0-5), 18.8% child (6-12), 12.5% teen (13-17), 18.8% young adult (18-25), 50.0% adult (26-64) and 0% senior (65 and over). This sample, when compared to the total population in Circuit 14 is over represented by individuals under eighteen (18) and underrepresented by seniors. *(The Circuit 1 age demographic is as follows: 6.1% under 5, 21.7% under 18 and 15.2% over 65.)*

Respondent Services and Providers

Sixteen (16) survey respondents indicated the type of treatment currently being received in the substance abuse and mental health system of care, as follows: 12.5% receive mental health services only, 68.8% receive substance abuse services only and 18.8% receive both substance abuse and mental health services.

Consumers indicated, on the survey, the agency and/or agencies where they are currently receiving treatment. All of the Big Bend Community Based Care Managing Entity network service providers in Circuit 14 had consumers indicate they were currently enrolled in services at their agency complete a survey except for Bay Area Schools.



Provider and Service Attributes

Consumers/Family Members were asked to rate various attributes of their mental health service provider and/or mental health services. In Circuit 14, five (5) consumers indicated enrollment in mental health only or both mental health and substance abuse services. All consumers answered, representing 100% of consumers completing the survey who have received any type of mental health service. Consumers or their family members were asked to indicate if these attributes were present always, most of the time, sometimes, rarely or never. In tabulating average scores for this measure, “always” is equal to a value of one (1), “most of the time” is equal to a value of two (2), “sometimes” is equal to a value of three (3), “rarely” is equal to a value of four (4) and “never” is equal to a value of five (5). The table below represents the results of this portion of the survey.

Provider or Service Attributes	Number of Respondents	Average Numerical Rating	Type of Rating
I am able to schedule appointments when I need them.	5	2.6	Most of the Time/Sometimes
The provider’s hours are convenient for me.	5	1.4	Almost/Most of the Time
I have transportation to the provider.	5	2.2	Most of the Time/Sometimes
The staff at the provider are respectful of my privacy.	5	1.2	Almost/Most of the Time
The staff at the provider are able to help me when I need assistance.	5	1.4	Almost/Most of the Time
The staff at the provider are respectful of me.	5	1.4	Almost/Most of the Time
I am satisfied with the care I receive.	5	1.4	Almost/Most of the Time
My provider coordinates my care with my other healthcare providers.	5	1.4	Almost/Most of the Time
I am included in decisions regarding my care.	5	1.4	Almost/Most of the Time
My symptoms are improving while in care.	5	1.6	Almost/Most of the Time
The services I receive are affordable.	5	1.6	Almost/Most of the Time
My provider has informed me and educated me about my mental health diagnosis.	5	1.6	Almost/Most of the Time
My provider’s office is neat and comfortable.	5	1	Almost/Most of the Time



Consumers were asked to rate various attributes of their substance service provider and/or services. In Circuit 14, fourteen (14) consumers indicated enrollment in substance abuse only or both mental health and substance abuse services. Not all consumers answered the questions related to provider attributes, only twelve (12) to thirteen (13) (dependent upon attribute) answered, representing 85.7% - 92.9% of consumers completing the survey who have received any type of substance abuse service. Consumers or their family members were asked to indicate if these attributes were present always, most of the time, sometimes, rarely or never. In tabulating average scores for this measure, “always” is equal to a value of one (1), “most of the time” is equal to a value of two (2), “sometimes” is equal to a value of three (3), “rarely” is equal to a value of four (4) and “never” is equal to a value of five (5). The table below represents the results of this portion of the survey.

Provider or Service Attributes	Number of Respondents	Average Numerical Rating	Type of Rating
I am able to schedule appointments when I need them.	13	1.5	Almost/Most of the Time
The provider’s hours are convenient for me.	13	1.8	Almost/Most of the Time
I have transportation to the provider.	13	1.7	Almost/Most of the Time
The staff at the provider are respectful of my privacy.	13	1.2	Almost/Most of the Time
The staff at the provider are able to help me when I need assistance.	13	1.8	Almost/Most of the Time
The staff at the provider are respectful of me.	13	1.5	Almost/Most of the Time
I am satisfied with the care I receive.	13	1.3	Almost/Most of the Time
My provider coordinates my care with my other healthcare providers.	12	2.1	Most of the Time/Sometimes
I am included in decisions regarding my care.	13	1.7	Almost/Most of the Time
My symptoms are improving while in care.	13	1.2	Almost/Most of the Time
The services I receive are affordable.	13	1.2	Almost/Most of the Time
My provider has informed me and educated me about my substance abuse diagnosis.	13	1.5	Almost/Most of the Time
I am knowledgeable about relapse prevention.	13	1.3	
My provider’s office is neat and comfortable.	13	1.2	Almost/Most of the Time



Most Important Services

Consumers and/or Family Members were asked to indicate which mental health services are the most important in helping to maintain positive mental health for the consumer. In Circuit 14, three (3) consumers and/or family members indicated a response to this question, representing 60.0% of the consumers who completed the survey who are currently enrolled in mental health only or mental health and substance abuse services. Consumers and/or family members were asked to limit their selections to no more than three (3) for each respondent. The table below represents the results for this portion of the survey.

Service Type	Number of Respondents	Percent of Respondents
Individual Counseling	2	66.7%
Group Counseling	2	66.7%
Family Counseling	0	0%
Case Management	1	33.3%
Inpatient Treatment (CSU or Hospital)	0	0%
Psychiatric Medication Services	1	33.3%
Drop-In Center	0	0%
Clubhouse	0	0%
Certified Peer Specialist	0	0%
Residential Housing Support	0	0%
Supported Employment	0	0%
Support Group in the Community (NAMI or MHA)	0	0%
Alternative services: meditation, massage, acupuncture, exercise, etc.	0	0%
None	0	0%



Consumers and/or Family Members were asked to indicate which substance abuse services are the most important in helping to maintain positive mental health for the consumer. In Circuit 14, seven (7) consumers and/or family members indicated a response to this question, representing 50.0% of the consumers who completed the survey who are currently enrolled in substance abuse only or mental health and substance abuse services. Consumers and/or family members were asked to limit their selections to no more than three (3) for each respondent. The table below represents the results for this portion of the survey.

Service Type	Number of Respondents	Percent of Respondents
Detoxification Services	3	42.9%
Supported Employment	0	0%
Residential or Supportive Housing	0	0%
Case Management	0	0%
Residential Treatment	3	42.9%
Family Therapy	1	14.3%
Medication Services	1	14.3%
Alternative services: meditation, massage, acupuncture, exercise, etc.	0	0%
Support Group in the community (AA, NA, ALANON or other)	5	71.4%
Individual Outpatient	6	85.7%
Group Outpatient	4	57.1%
None	1	14.3%



Barriers to Treatment

Consumers and/or family members were asked to indicate which barriers to obtaining treatment, if any, exist in the substance abuse and mental health system. In Circuit 14, eleven (11) consumers and/or family members responded to this survey question, representing 68.8%% of those completing the survey. The table below represents the results from this portion of the survey.

Barrier Description	Number of Respondents	Percent of Respondents
Treatment is unaffordable	0	0%
Transportation to treatment is not available	1	9.1%
Provider locations are not convenient	0	0%
I lack knowledge about what services are available	0	0%
Stigma	1	9.1%
I have concerns about confidentiality	0	0%
There is a lack of services available	2	18.2%
None	5	45.5%



Supports to Obtaining Treatment

Consumers and/or family members were asked to indicate which supports to obtaining treatment, if any, exist in the substance abuse and mental health system. In Circuit 14, ten (10) consumers and/or family members responded to this survey question, representing 62.5% of those completing the survey. The table below represents the results from this portion of the survey.

Support Description	Number of Respondents	Percent of Respondents
Treatment is affordable	3	30.0%
Transportation is available	8	80.0%
I am assured of confidentiality	2	20.0%
There is availability of the services I need	4	40.0%
The location of services is convenient	5	50.0%
I am aware of the services available	5	50.0%
I have the support of family and friends	7	70.0%
None	3	30.0%



Evidenced Based Practice Survey Report

Overview

Big Bend Community Based Care, Inc. serving as the Managing Entity for eighteen (18) counties in Northwest Florida has engaged Organizational Management Solutions, Inc. to complete a Community Needs Assessment of the Substance Abuse and Mental Health (SAMH) System of Care in their catchment area. Organizational Management Solutions, Inc. will complete this Community Needs Assessment by September 30th, 2014. As part of the Needs Assessment process, Organizational Management Solutions, Inc. has been engaged to complete a survey of all eighteen (18) Big Bend Community Based Care, Inc. network service providers to determine which Evidenced-based Practices (EBP) are being utilized in the substance abuse and mental health system of care.

EBP Survey Methodology

The SAMH System of Care EBP survey was developed utilizing the listing of Evidenced-based Practices maintained on the Substance Abuse and Mental Health Services Administration (SAMHSA) National Registry of Evidenced-based Programs and Practices (www.nrepp.samhsa.gov). The survey posed five questions, with each agency required to complete only one (1) EBP survey for their agency. The five questions asked are the following:

Name of the agency completing the survey.

Indicate all EBP's provided for Adult Mental Health at your agency.

Indicate all EBP's provided for Adult Substance Abuse at your agency.

Indicate all EBP's provided for Children's Mental Health at your agency.

Indicate all EBP's provided for Children's Substance Abuse at your agency.

The survey was created and opened for on-line completion on July 22nd, 2014. The survey remained open for provider completion through August 15th, 2014.



EBP Survey Results

The EBP survey was completed online, within the open survey period, by thirteen (13) of the eighteen (18) Big Bend Community Based Care Inc. Managing Entity network providers. One (1) provider submitted a listing of EBPs provided by their agency as a separate document from the survey. Four (4) of the network service providers verbally indicated that they are currently providing no EBPs (three (3) of which provide only non-client specific services). One (1) provider did not respond to requests for the EBP information.

Provider	EBP Submission Status
211 Big Bend	Verbal Submission
Ability 1 st	Verbal Submission
Apalachee Center	Online Survey Completed
Bay District Schools	Online Survey Completed
Bridgeway Center	Online Survey Completed
Chemical Addictions Recovery Effort (CARE)	Online Survey Completed
Community Alcohol and Drug Council (CDAC)	Online Survey Completed
Children’s Home Society (CHS – Western Division)	Submission of separate document
Children’s Medical Services (CMS – Leon County)	Online Survey Completed
COPE Center	Online Survey Completed
DISC Village	Online Survey Completed
Escambia County Board of County Commissioners	Online Survey Completed
Ft. Walton Beach Medical Center	No response from provider
Lakeview Center	Online Survey Completed
Life Management Center	Online Survey Completed
Mental Health Association of Okaloosa/Walton	Verbal Submission
Okaloosa County Board of County Commissioners	Online Survey Completed
Turn About	Online Survey Completed



Adult Mental Health Services

Adult Mental Health Services are provided by eleven (11) of the eighteen (18) network service providers in the Northwest Region. Three (3) of the eleven (11) adult mental health providers only provide non-client specific services, while eight (8) of the eleven (11) provide client specific services. Those three (3) providers delivering non-client specific services in the community include: 211 Big Bend, Ability 1st and the Mental Health Association of Okaloosa & Walton. These three (3) non-client specific service providers do not currently administer any Evidence-based Practices in the delivery of their services.

In the Northwest Region, 54.5% of all providers offer one (1) or more Evidence-based Practices for treatment of adults with a mental illness at their agency; of those providers offering a direct, client specific service, 75.0% offer an Evidence-based Practice (*Ft. Walton Beach Medical Center, who did not respond to the survey, is assumed to offer no EBP's for purposes of calculating this rate.*)

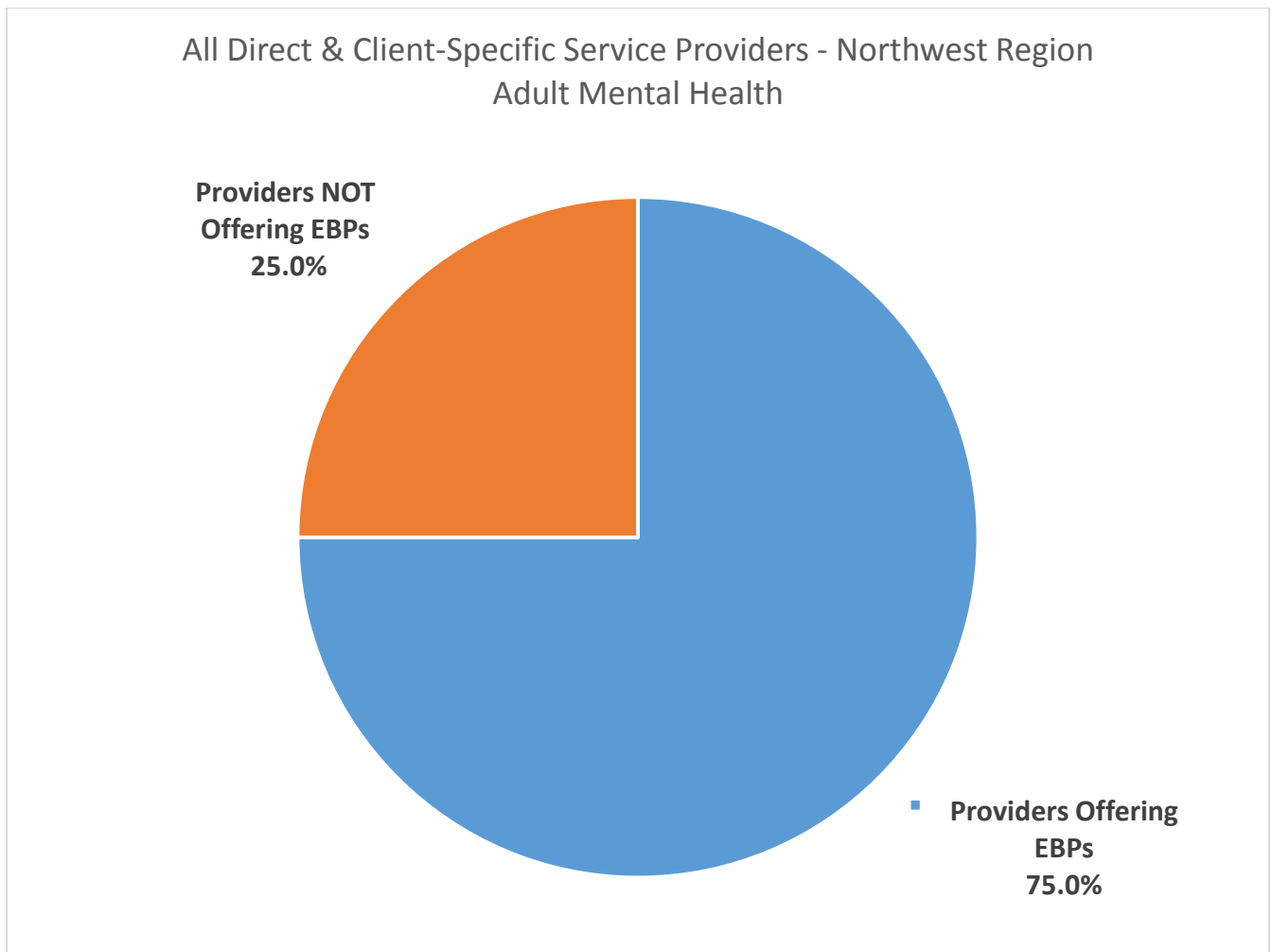


Figure 53: Providers Offering EBPs in the Northwest Region



In the Northwest Region, twenty-four (24) EBPs are offered for consumers receiving adult mental health services. The most common EBP offered for this population is Seeking Safety, with four (4) network providers delivering this service, representing 50.0% of the direct and client specific adult mental health providers. Two (2) of these providers are located in Circuit 1, one (1) of the providers is located in Circuit 14 and one (1) of the providers is located in Circuit 2.

Family Behavior Therapy is offered by three (3) of the adult mental health providers, representing 37.5% of the direct and client specific adult mental health providers. Nurturing Parenting Programs, Clinician-based Cognitive Psychoeducational Intervention for Families (Family Talk), Eye Movement Desensitization and Reprocessing, Trauma-Focused Cognitive Behavioral Therapy (TF-CBT) and Dialectical Behavioral Therapy are each offered by two (2) of the network providers, representing 25.0% of all direct and client-specific adult mental health providers. All other Evidenced-based practices are offered by only one (1) provider in the network.



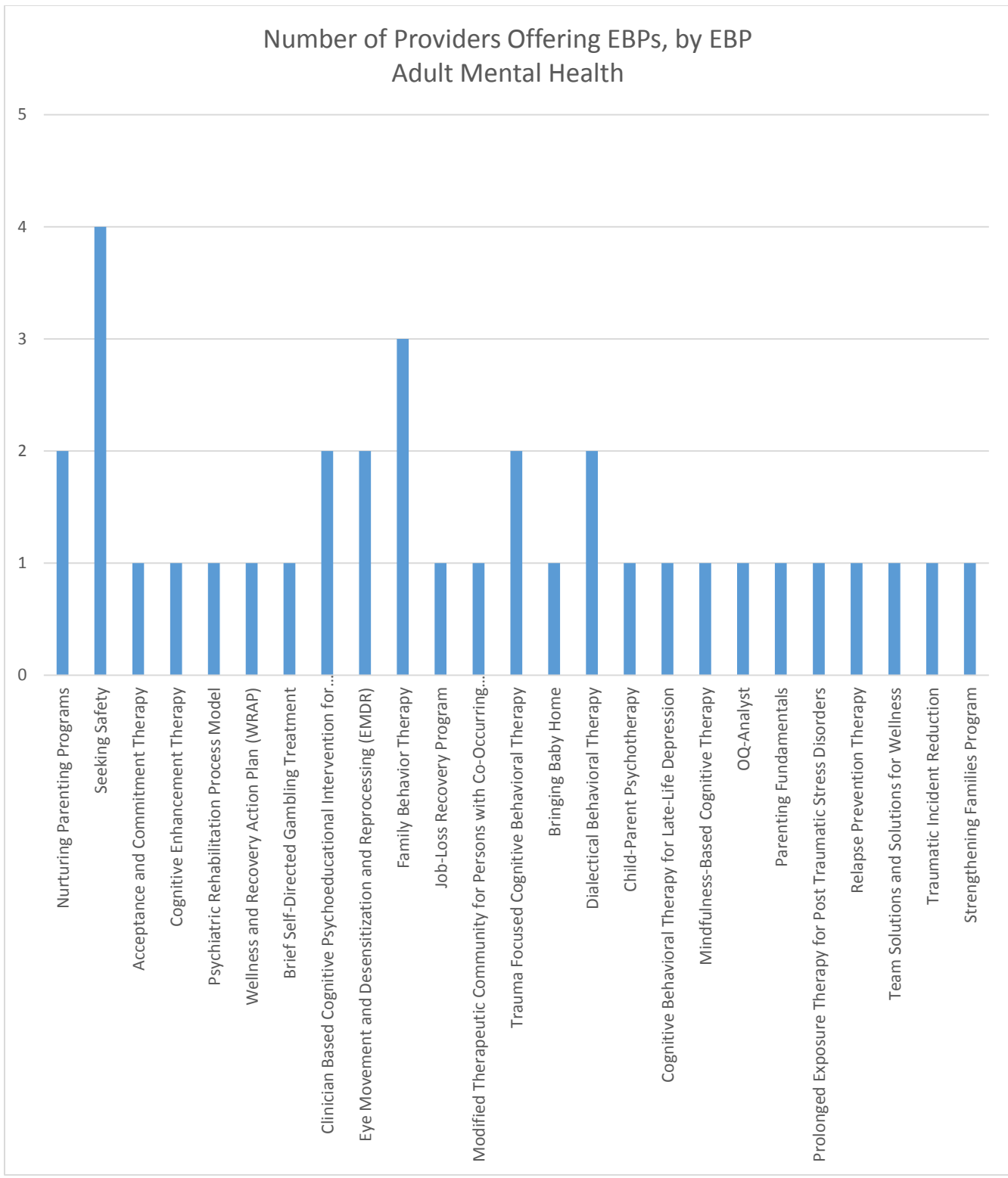


Figure 53: Types of Adult Mental Health EBPs offered – Northwest Region



In the Northwest Region, the following EBP's are offered across all Circuits for adult mental health: Family Behavior Therapy and Seeking Safety.

In Circuit 1, fourteen (14) EBPs are offered for adults seeking mental health treatment out of the total EBPs offered in the Northwest Region of twenty-five (25), representing 56.0% of the adult mental health EBPs offered in the Northwest Region being available in Circuit 1.

In Circuit 2/Madison and Taylor, fifteen (15) of the EBPs are offered for adults seeking mental health treatment out of the total EBPs offered in the Northwest Region of twenty-five (25), representing 62.5% of the adult mental health EBPs offered in the Northwest Region being available in Circuit 2/Madison and Taylor.

In Circuit 14, four (4) of the EBPs are offered for adults seeking mental health treatment out of the total EBPs offered in the Northwest Region of twenty-five (25), representing 16.0% of the adult mental health EBPs offered in the Northwest Region being available in Circuit 14.



Program	Circuit 1	Circuit 2/Madison & Taylor	Circuit 14
Acceptance and Commitment Therapy (ACT)	X		
Brief Self-Directed Gambling Treatment	X		
Bringing Baby Home	X		
Child-Parent Psychotherapy		X	
Clinician-Based Cognitive Psychoeducational Intervention for Families (Family Talk)	X	X	
Cognitive Behavioral Therapy for Late-Life Depression		X	
Cognitive Enhancement Therapy	X		
Dialectical Behavior Therapy		X	X
Eye Movement Desensitization and Reprocessing (EMDR)	X	X	
Family Behavior Therapy	X	X	X
Job-Loss Recovery Program	X		
Mindfulness-Based Cognitive Therapy (MBCT)		X	
Modified Therapeutic Community for Persons with Co-Occurring Disorders	X		
Nurturing Parenting Programs	X		
OQ Analyst		X	
Parenting Fundamentals		X	
Prolonged Exposure Therapy for Posttraumatic Stress Disorders		X	
Psychiatric Rehabilitation Process Model	X		
Relapse Prevention Therapy (RPT)		X	
Seeking Safety	X	X	X
Strengthening Families Program		X	
Team Solutions (TS) and Solutions for Wellness (SFW)		X	
Trauma-Focused Cognitive Behavioral Therapy (TF-CBT)	X		X
Traumatic Incident Reduction		X	
Wellness and Recovery Action Plan (WRAP)	X		

Figure 54: Adult Mental Health EBPs Offered – by Circuit



Evidence-based Practice's: Adult Mental Health, Providers, by Circuit

The eight (8) providers who deliver direct client specific services in the Big Bend Community Based Care Managing Entity SAMH network for adults in need of mental health treatment, along with the Evidence-based Programs or Practices they deliver include:

Circuit 1

In Circuit 1, seven (7) providers offer services funded by adult mental health dollars. Four (4) of the seven (7) providers offer EBPs for consumers enrolled in treatment with their agency. One (1) of the providers not offering any EBPs provides non-client specific services, one (1) of the providers did not respond to requests for information on EBPs provided and one (1) provider offers no EBPs to consumers enrolled in their programs. In Circuit 1, therefore, 57.1% of all providers offer an Evidence-based Practice; with 66.7% of providers offering a direct and client specific service providing an Evidence-based Practice, as follows:

Bridgeway Center

Nurturing Parenting Programs and Seeking Safety.

(Additionally this provider reports providing to the Adult Mental Health population: Motivational Interviewing, SOAR Services, Person-Centered Care, Trauma-Informed Care, Thinking for Change, Focused-Brief Solution Therapy, Cognitive Behavioral Therapy, Integrated Co-Occurring Treatment, and Stages of Change.)

COPE Center, Inc.

Acceptance and Commitment Therapy (ACT), Cognitive Enhancement Therapy, Nurturing Parenting Programs, Psychiatric Rehabilitation Process Model, Seeking Safety, and Wellness Recovery Action Plan (WRAP).

Escambia County Board of County Commissioners

None

Fort Walton Beach Medical Center

Provider did not respond to e-mail requests for survey completion or voicemails requesting the EBP information.

Lakeview Center

Brief Self-Directed Gambling Treatment, Clinician-Based Cognitive Psychoeducational Intervention for Families (Family Talk), Eye Movement Desensitization and Reprocessing (EMDR), Family Behavior Therapy, Job-Loss Recovery Program, Modified Therapeutic Community for Persons with Co-occurring Disorders, Nurturing Parenting Programs, Seeking Safety, Trauma-Focused Cognitive Behavioral Therapy (TF-CBT)



(Additionally this provider reports providing to the Adult Mental Health population: Solution Focused Brief Therapy, Cognitive Behavioral Therapy, Dialectic Behavioral Treatment, Matrix Model, Art Therapy, Motivational Enhancement, Motivational Interviewing, and Peer Support)

Okaloosa County Board of County Commissioners

Bringing Baby Home

Circuit 2 (inclusive of Madison and Taylor Counties)

In Circuit 2, three (3) providers offer services funded by adult mental health dollars. One (1) of the three (3) providers offer EBPs for consumers enrolled in treatment with their agency. Two (2) of the providers not offering any EBPs provides non-client specific services only. In Circuit 2, therefore, 33.3% of all providers offer an Evidence-based Practice; with 100.0% of providers offering a direct and client specific service providing an Evidence-based Practice, as follows:

Apalachee Center

Child-Parent Psychotherapy (CPP), Clinician-Based Cognitive Psychoeducational Intervention for Families (Family Talk), Cognitive Behavioral Therapy for Late-Life Depression, Dialectical Behavior Therapy, Eye Movement Desensitization and Reprocessing (EMDR), Family Behavior Therapy, Mindfulness-Based Cognitive Therapy (MBCT), OQ-Analyst, Parenting Fundamentals, Prolonged Exposure Therapy for Posttraumatic Stress Disorders, Relapse Prevention Therapy (RPT), Seeking Safety, Strengthening Families Program, Team Solutions (TS) and Solutions for Wellness (SFW) and Traumatic Incident Reduction.

Circuit 14

In Circuit 14, one (1) provider offers services funded by adult mental health dollars. One (1) of the one (1) providers offer EBPs for consumers enrolled in treatment with their agency. In Circuit 14, therefore, 100.0% of all providers offer an Evidence-based Practice; with 100.0% of providers offering a direct and client specific service providing an Evidence-based Practice, as follows:

Life Management Center

Dialectical Behavior Therapy, Family Behavior Therapy, Seeking Safety, Trauma-Focused Cognitive Behavioral Therapy (TF-CBT)

(Additionally this provider reports providing to the Adult Mental Health population: Cognitive Behavioral Therapy, Motivational Interviewing, and Individualized Dual Diagnosis Program.



Adult Substance Abuse Services

Adult Substance Abuse Services are provided by nine (9) of the eighteen (18) network service providers in the Northwest Region. All nine (9) of these providers provide client specific services. Five (5) of the providers are located in Circuit 1, three (3) of the providers are located in Circuit 2 (inclusive of Madison and Taylor Counties) and one (1) of the providers in located in Circuit 14. All nine (9) of the adult substance abuse service providers offer EBPs to the consumers they treat, representing an EBP rate for adult mental health of 100.0%.

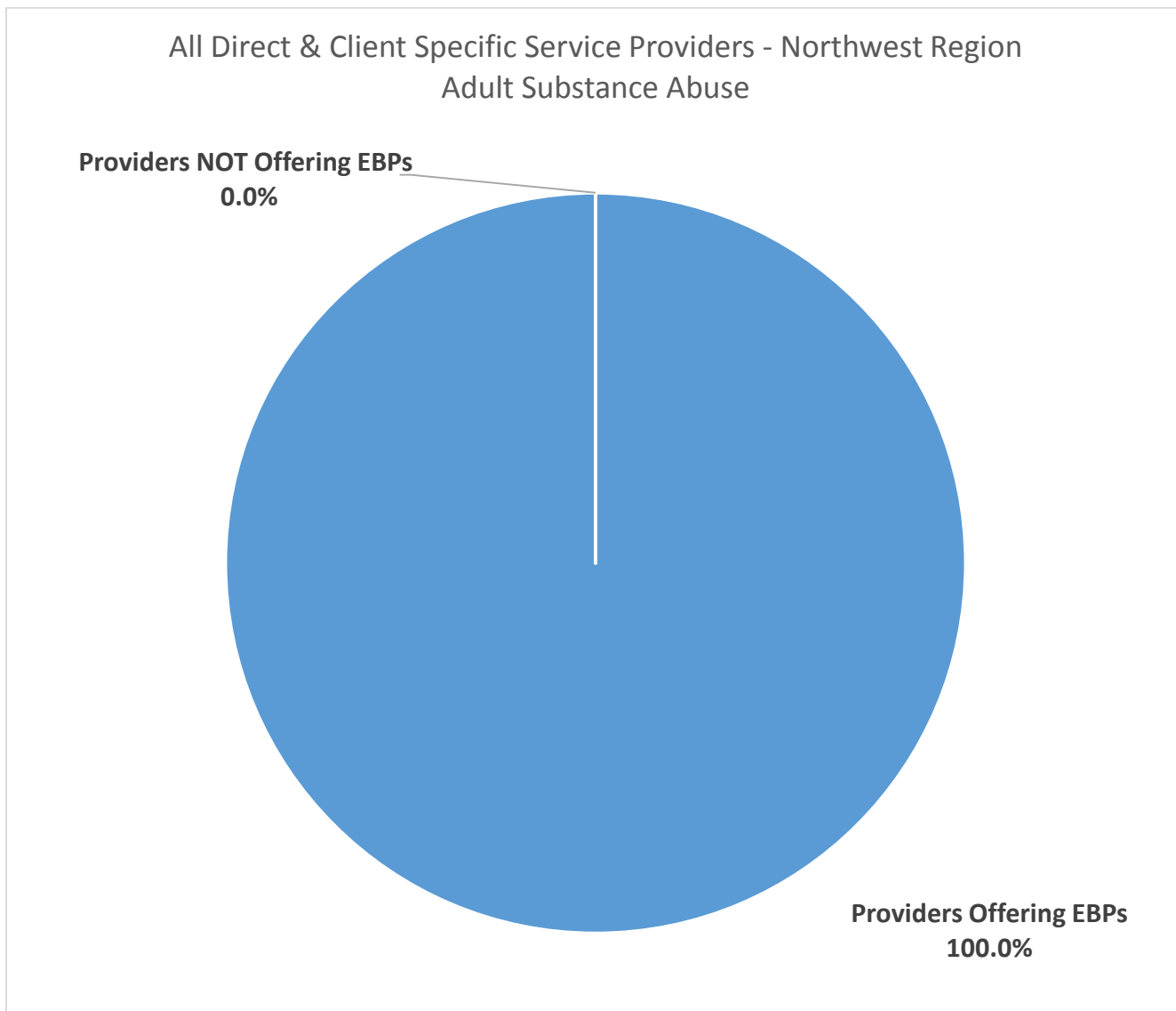


Figure 55: Providers Offering Adult Substance Abuse EBPs – Northwest Region



In the Northwest Region, nineteen (19) EBP are offered for consumers receiving adult substance abuse services. The most common EBP offered for this population is Motivational Interviewing, with six (6) network providers delivering this service.

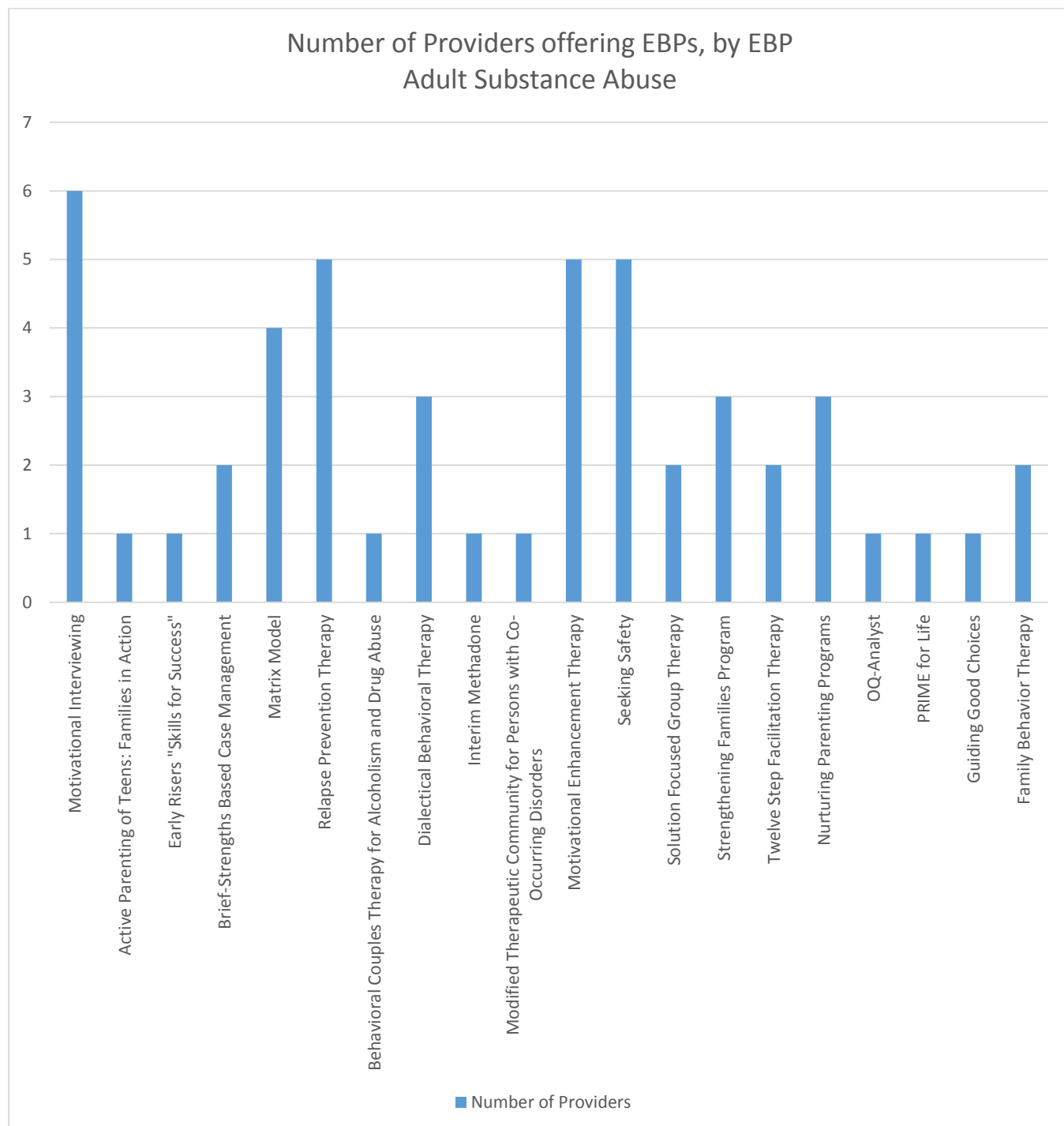


Figure 56: Types of Adult Substance Abuse EBPs offered – Northwest Region



In the Northwest Region, the following EBP's are offered across all Circuits for adult substance abuse treatment: Matrix Model, Motivational Enhancement Therapy, Motivational Interviewing, Nurturing Parenting Program, Relapse Prevention Therapy, Seeking Safety, Strengthening Families and Twelve Step Facilitation Therapy.

In Circuit 1, sixteen (16) EBPs are offered for adults seeking substance abuse treatment out of the total EBPs offered in the Northwest Region of twenty (20), representing 80.0% of the adult substance abuse EBPs offered in the Northwest Region being available in Circuit 1.

In Circuit 2/Madison and Taylor, fourteen (14) of the EBPs are offered for adults seeking substance abuse treatment out of the total EBPs offered in the Northwest Region of twenty (20), representing 70.0% of the adult substance abuse EBPs offered in the Northwest Region being available in Circuit 2/Madison and Taylor.

In Circuit 14, nine (9) of the EBPs are offered for adults seeking substance abuse treatment out of the total EBPs offered in the Northwest Region of twenty (20), representing 45.0% of the adult substance abuse EBPs offered in the Northwest Region being available in Circuit 14.



Program	Circuit 1	Circuit 2/Madison & Taylor	Circuit 14
Active Parenting of Teens: Families in Action	X		
Behavioral Couples Therapy for Alcoholism and Drug Abuse	X		
Brief-Strengths Based Case Management for Substance Abuse	X		X
Dialectical Behavioral Therapy	X	X	
Early Risers "Skills for Success"	X		
Family Behavior Therapy		X	
Guiding Good Choices		X	
Interim Methadone Maintenance	X		
Matrix Model	X	X	X
Modified Therapeutic Community for Persons with Co-Occurring Disorders	X		
Motivational Enhancement Therapy	X	X	X
Motivational Interviewing	X	X	X
Nurturing Parenting Programs	X	X	X
OQ-Analyst		X	
PRIME for Life		X	
Relapse Prevention Therapy	X	X	X
Seeking Safety	X	X	X
Solution Focused Group Therapy	X	X	
Strengthening Families Program	X	X	X
Twelve Step Facilitation Therapy	X	X	X

Figure 57: Adult Substance Abuse EBPs offered – by Circuit

Evidenced-based Practices – Adult Substance Abuse, Providers, by Circuit



The nine (9) providers who deliver direct client specific services in the Big Bend Community Based Care Managing Entity SAMH network for adults in need of substance abuse treatment, along with the Evidence-based Programs or Practices they deliver include:

Circuit 1

In Circuit 1, five (5) providers offer services funded by adult substance abuse dollars. Four (4) of the five (5) providers offer EBPs for consumers enrolled in treatment with their agency. One (1) of the providers did not respond to requests for information on EBPs provided, and is assumed to offer no EBPs at this time due to this lack of response. In Circuit 1, therefore, 80.0% of all providers offer an Evidence-based Practice; with 80.0% of providers offering a direct and client specific service providing an Evidence-based Practice, as follows:

Bridgeway Center

Motivational Interviewing, Seeking Safety

(Additionally this provider reports providing to the Adult Substance Abuse population: Motivational Interviewing, SOAR Services, Person-Centered Care, Trauma-Informed Care, Thinking for Change, Focused-Brief Solution Therapy, Cognitive Behavioral Therapy, Integrated Co-Occurring Treatment, and Stages of Change.)

Community Drug and Alcohol Council (CDAC)

Active Parenting of Teens: Families in Action, Brief Strengths-Based Case Management for Substance Abuse, Early Risers “Skills for Success”, Motivational Interviewing and Nurturing Parenting Programs.

(Additionally this provider reports providing to the Adult Substance Abuse population: Community Trial Intervention To Reduce High-Risk Drinking, Trauma-Informed Care, Strength-based Practices, Family-Centered Practices and Solution-Focused Practices.)

COPE Center

Matrix Model, Motivational Interviewing and Relapse Prevention Therapy (RPT).

Fort Walton Beach Medical Center

Provider did not respond to e-mail requests for survey completion or voicemails requesting the EBP information.

Lakeview Center

Behavioral Couples Therapy for Alcoholism and Drug Abuse, Dialectical Behavioral Therapy, Interim Methadone Maintenance, Matrix Model, Modified Therapeutic Community for Persons with Co-occurring Disorders, Motivational Enhancement Therapy, Motivational Interviewing, Relapse Prevention Therapy (RPT), Seeking Safety, Solution-Focused Group Therapy, Strengthening Families Program and Twelve Step Facilitation Therapy.



*(Additionally this provider reports providing to the Adult Substance Abuse population:
Cognitive Behavioral Therapy.)*

Circuit 2 (inclusive of Madison and Taylor Counties)

In Circuit 2, three (3) providers offer services funded by adult substance abuse dollars. Three (3) of the three (3) providers offer EBPs for consumers enrolled in treatment with their agency. In Circuit 2, therefore, 100.0% of all providers offer an Evidence-based Practice; with 100.0% of providers offering a direct and client specific service providing an Evidence-based Practice, as follows:

Apalachee Center

Dialectical Behavior Therapy, Family Behavior Therapy, Motivational Enhancement Therapy, Motivational Interviewing, OQ-Analyst, PRIME for Life, Relapse Prevention Therapy (RPT), Seeking Safety, Solution-Focused Group Therapy, Strengthening Families Program and Twelve Step Facilitation Therapy.

DISC Village

Guiding Good Choices, Matrix Model, Motivational Enhancement Therapy, Motivational Interviewing, Nurturing Parenting Programs, Relapse Prevention Therapy (RPT) and Seeking Safety.

Turn About

Dialectical Behavioral Therapy, Family Behavior Therapy, Matrix Model, Motivational Enhancement Therapy and Motivational Interviewing.

Circuit 14

In Circuit 14, one (1) provider offers services funded by adult substance abuse dollars. One (1) of the one (1) providers offer EBPs for consumers enrolled in treatment with their agency. In Circuit 14, therefore, 100.0% of all providers offer an Evidence-based Practice; with 100.0% of providers offering a direct and client specific service providing an Evidence-based Practice, as follows:

Chemical Addictions Recovery Effort (CARE)

Brief Strengths-Based Case Management for Substance Abuse, Matrix Model, Motivational Enhancement Therapy, Motivational Interviewing, Nurturing Parenting Programs, Relapse Prevention Therapy (RPT), Seeking Safety, Strengthening Families Program and Twelve Step Facilitation Therapy.



(Additionally this provider reports providing the following to the Adult Substance Abuse population: Cognitive Behavioral Therapy, Thinking for Change, Stages of Change, Trauma-Focused Cognitive Behavioral Therapy and Reactive Emotive Therapy.)



Children's Mental Health Services

Children's Mental Health Services are provided by nine (9) of the eighteen (18) network service providers in the Northwest Region. Eight (8) out of nine (9) of these providers provide client specific services. One (1) of the providers receiving children's mental health funds, 211 Big Bend, provides only non-client specific services and does not deliver any Evidence-based practices associated with the children's mental health funding they receive. One (1) of the providers did not respond to requests for information on EBPs provided. In the Northwest Region, 77.8% of the providers offer an EBP for services funded with Children's Mental Health funds, with 87.5% of providers who provider direct and client specific services offering EBPs.

Five (5) of the providers are located in Circuit 1, three (3) of the providers (including 211 Big Bend) are located in Circuit 2 (inclusive of Madison and Taylor Counties) and one (1) of the providers is located in Circuit 14.

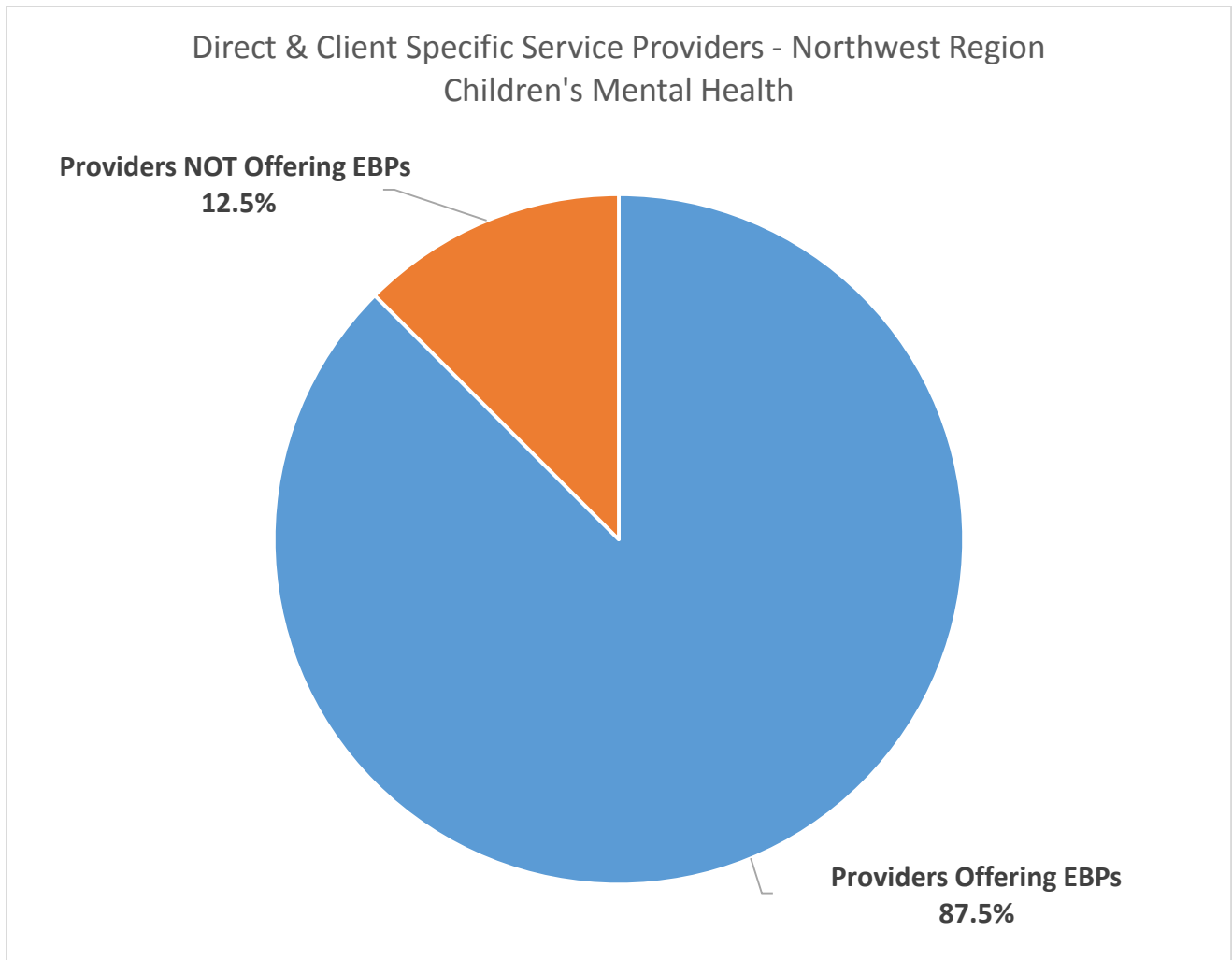


Figure 58: Providers offering Children's Mental Health Services EBPs – Northwest Region



In the Northwest Region, twenty-eight (28) EBPs are offered for consumers receiving children’s mental health services. The most common EBPs offered for this population being Nurturing Parenting Programs, Trauma-Focused Cognitive Behavioral Therapy and Family Behavior Therapy, with four (4) network providers delivering this service.

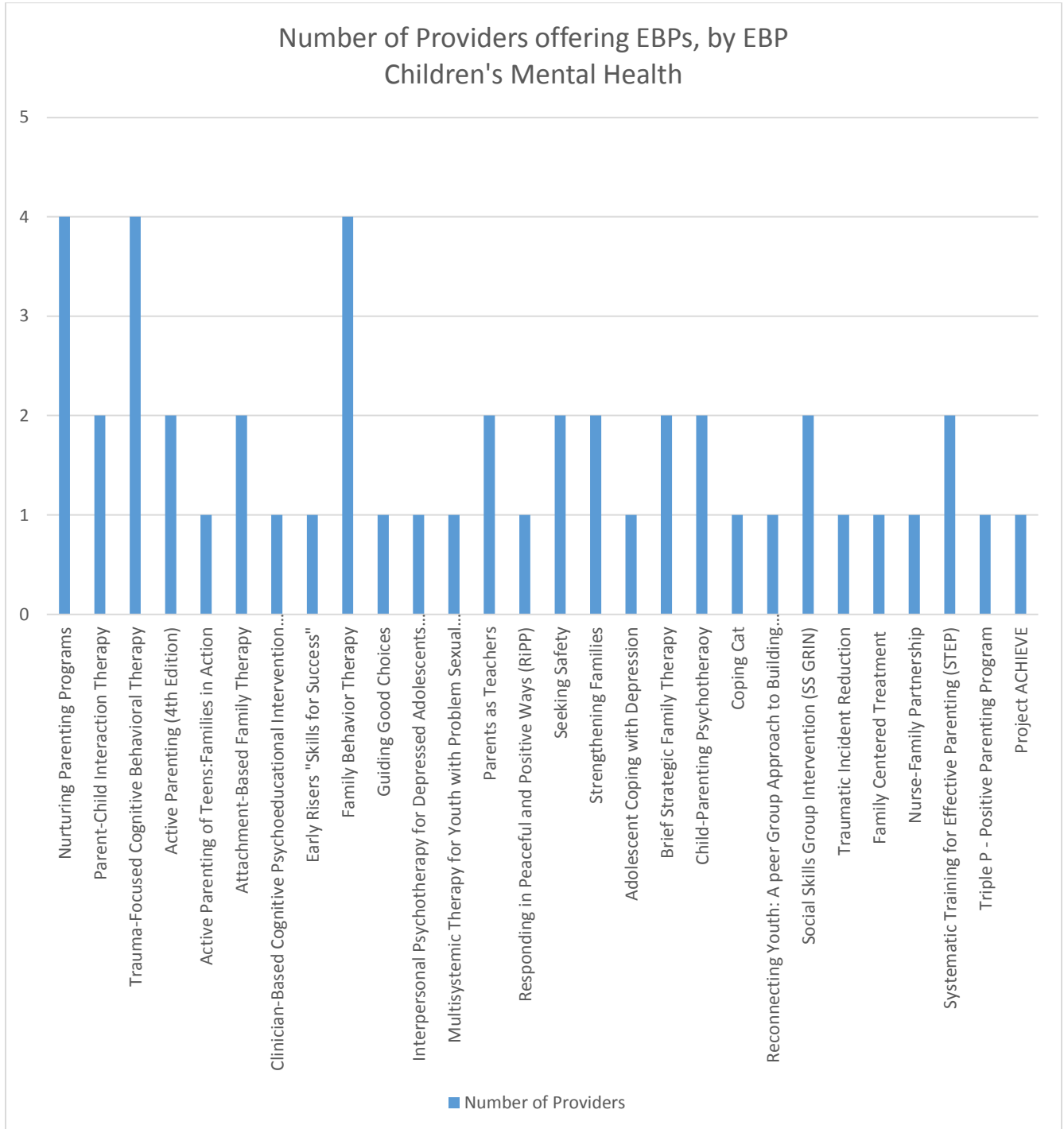


Figure 59: Types of Children's Mental Health EBP's offered – Northwest Region



In the Northwest Region, the following EBP's are offered across all Circuits for children's mental health treatment: Family Behavior Therapy, Nurturing Parenting Programs and Trauma-Focused Cognitive Behavioral Therapy.

In Circuit 1, sixteen (16) EBPs are offered for children seeking mental health treatment out of the total EBPs offered in the Northwest Region of twenty-eight (28), representing 57.1% of the children's mental health EBPs offered in the Northwest Region being available in Circuit 1.

In Circuit 2/Madison and Taylor, eighteen (18) of the EBPs are offered for children seeking mental health treatment out of the total EBPs offered in the Northwest Region of twenty-eight (28), representing 64.3% of the children's mental health EBPs offered in the Northwest Region being available in Circuit 2/Madison and Taylor.

In Circuit 14, seven (7) of the EBPs are offered for children seeking mental health treatment out of the total EBPs offered in the Northwest Region of twenty-eight (28), representing 25.0% of the children's mental health EBPs offered in the Northwest Region being available in Circuit 14.



Program	Circuit 1	Circuit 2/Madison & Taylor	Circuit 14
Active Parenting (4th Edition)	X		X
Active Parenting of Teens: Families in Action			X
Adolescent Coping with Depression		X	
Attachment-Based Family Therapy	X	X	
Brief Strategic Family Therapy		X	X
Child-Parenting Psychotherapy		X	
Clinician-Based Cognitive Psychoeducational Intervention for Families (Family Talk)	X		
Coping Cat		X	
Early Risers "Skills for Success"	X		
Family Behavior Therapy	X	X	X
Family Centered Treatment		X	
Guiding Good Choices	X		
Interpersonal Psychotherapy for Depressed Adolescents (IPT-A)	X		
Multisystemic Therapy for Youth with Problem Sexual Behaviors (MST-PSB)	X		
Nurse-Family Partnership		X	
Nurturing Parenting Programs	X	X	X
Parent-Child Interaction Therapy	X		
Parents as Teachers	X	X	
Project ACHIEVE	X		
Reconnecting Youth: A peer Group Approach to Building Life Skills		X	
Responding in Peaceful and Positive Ways (RiPP)	X		
Seeking Safety	X	X	
Social Skills Group Intervention (SS GRIN)		X	
Strengthening Families	X	X	
Systematic Training for Effective Parenting (STEP)		X	X
Trauma-Focused Cognitive Behavioral Therapy	X	X	X
Traumatic Incident Reduction		X	
Triple P - Positive Parenting Program		X	

Figure 60: Children's Mental Health EBPs offered – by Circuit



Evidence-based Practices – Children’s Mental Health, Provider, by Circuit

The eight (8) providers who deliver direct client specific services for children’s mental health in the Big Bend Community Based Care Managing Entity SAMH network, along with the Evidence-based Programs or Practices they deliver include:

Circuit 1

In Circuit 1, five (5) providers offer services funded by children’s mental health dollars. Four (4) of the five (5) providers offer EBPs for consumers enrolled in treatment with their agency. One (1) of the providers did not respond to requests for information on EBPs provided, and is assumed to offer no EBPs at this time due to this lack of response. In Circuit 1, therefore, 80.0% of all providers offer an Evidence-based Practice; with 80.0% of providers offering a direct and client specific service providing an Evidence-based Practice, as follows:

Bridgeway

Nurturing Parenting Programs and Parent-Child Interaction Therapy.

Children’s Home Society (CHS Western Division)

Parenting-Child Interaction Therapy and Trauma-Focused Cognitive Behavioral Therapy (TF-CBT)

COPE Center

Active Parenting (4th Edition) and Nurturing Parenting Programs.

(Additionally this provider reports providing the following to the Children’s Mental Health population: Students Taking Active Responsibility (STAR).

Fort Walton Beach Medical Center

Provider did not respond to e-mail requests for survey completion or voicemails requesting the EBP information.

Lakeview Center

Attachment-Based Family Therapy (ABFT), Clinician-Based Cognitive Psychoeducational Intervention for Families (Family Talk), Early Risers “Skills for Success”, Family Behavior Therapy, Guiding Good Choices, Interpersonal Psychotherapy for Depressed Adolescents (IPT-A), Multisystemic Therapy for Youth with Problem Sexual Behavioral (MST-PSB), Parents as Teachers, Project ACHIEVE, Responding in Peaceful and Positive Ways (RiPP), Seeking Safety, Strengthening Families Program and Trauma-Focused Cognitive Behavioral Therapy (TF-CBT).

(Additionally this provider reports providing the following to the Children’s Mental Health population: Solutions-Focused Brief Therapy, Cognitive Behavioral Therapy, Pet Therapy, Art Therapy, Motivational Enhancement Therapy and Motivational Interviewing.)



Circuit 2 (inclusive of Madison and Taylor Counties)

In Circuit 2, three (3) providers offer services funded by children's mental health dollars. Two (2) of the Three (3) providers offer EBPs for consumers enrolled in treatment with their agency. One (1) of the providers does not provide any client-specific services with this funding. In Circuit 2, therefore, 66.7% of all providers offer an Evidence-based Practice; with 100.0% of providers offering a direct and client specific service providing an Evidence-based Practice, as follows:

Apalachee Center

Adolescent Coping with Depression (CWD-A), Brief Strategic Family Therapy, Child-Parenting Psychotherapy (CPP), Coping Cat, Family Behavior Therapy, Reconnecting Youth: A Peer Group Approach to Building Like Skills, Seeking Safety, Social Skills Group Intervention (S.S. GRIN) 3-5, Strengthening Families and Traumatic Incident Reduction.

Children's Medical Services (CMS)

Attachment-Based Family Therapy (ABFT), Child-Parent Psychotherapy (CPP), Family Behavior Therapy, Family Centered Treatment (FCT), Nurse-Family Partnership, Nurturing Parenting Programs, Parents as Teachers, Social Skills Group Intervention (S.S. GRIN) 3-5, Systematic Training for Effective Parenting (STEP), Trauma-Focused Cognitive Behavioral Therapy (TF-CBT) and Triple P – Positive Parenting Program.

(Additionally this provider reports providing the following to the Children's Mental Health population: Eye Movement Desensitization and Reprocessing (EMDR), Cognitive Behavioral Therapy and Problem-Focused Therapy)

Circuit 14

In Circuit 14, one (1) provider offers services funded by children's mental health dollars. One (1) of the one (1) providers offer EBPs for consumers enrolled in treatment with their agency. In Circuit 14, therefore, 100.0% of all providers offer an Evidence-based Practice; with 100.0% of providers offering a direct and client specific service providing an Evidence-based Practice, as follows:

Life Management Center

Active Parenting (4th Edition), Active Parenting of Teens: Families in Action, Brief Strategic Family Therapy, Family Behavior Therapy, Nurturing Parenting Programs, Systematic Training for Effective Parenting (STEP) and Trauma-Focused Cognitive Behavioral Therapy (TF-CBT).

(Additionally this provider reports providing the following to the Children's Mental Health population: Cognitive Behavioral Therapy, Motivational Interviewing and Wraparound)



Children's Substance Abuse Services

Children's Substance Abuse Services are provided by eight (8) of the eighteen (18) network service providers in the Northwest Region. All eight (8) of these providers provide client specific services. Four (4) of the providers are located in Circuit 1, two (2) of the providers are located in Circuit 2 (inclusive of Madison and Taylor Counties) and two (2) of the providers in located in Circuit 14. All eight (8) of the providers funded with Children's Substance Abuse funding utilize EBPs in their treatment delivery, representing a rate of 100.0% of the providers in the Northwest Region Utilizing EBPs.

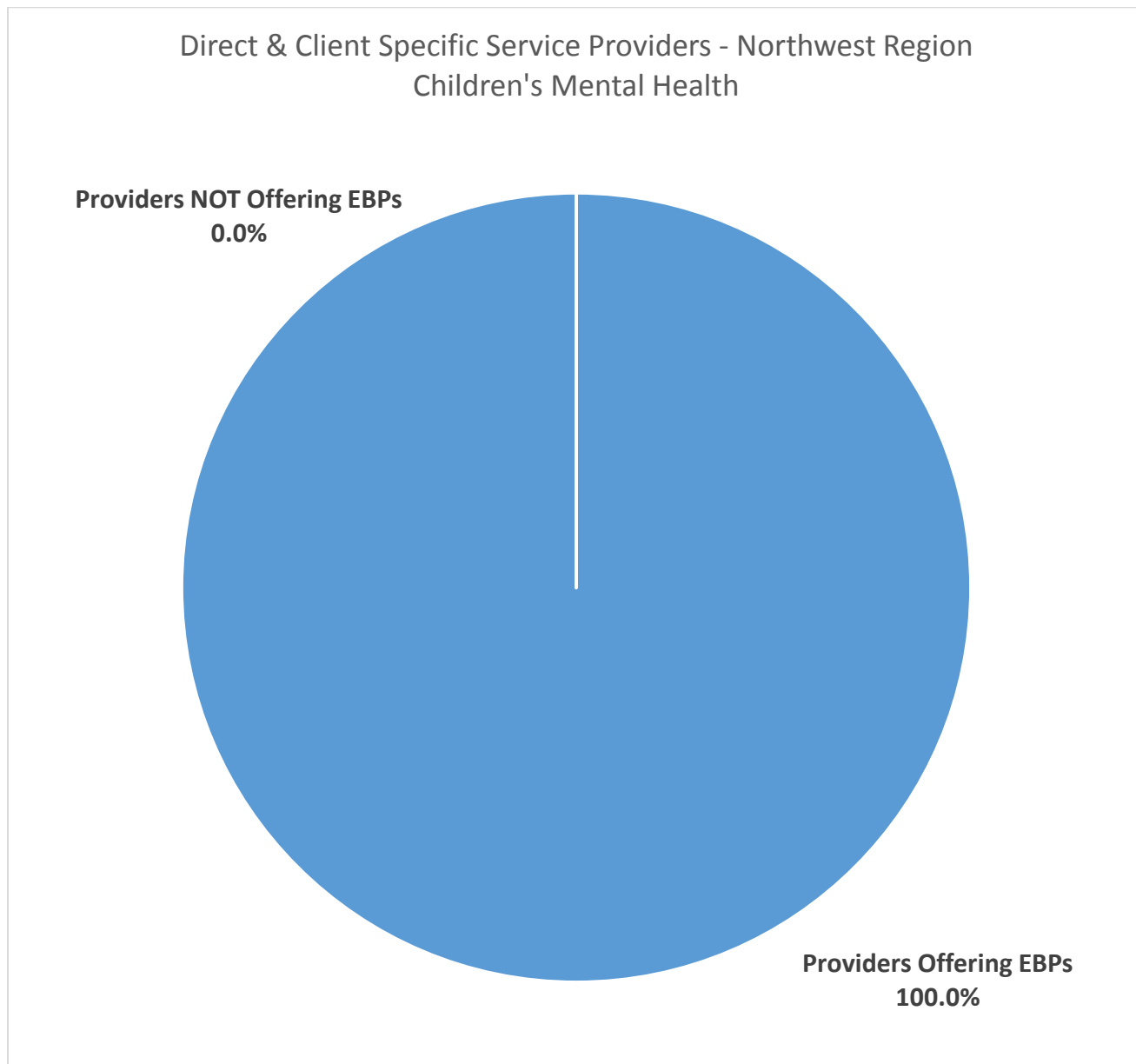


Figure 61: Providers offering Children's Substance Abuse EBPs – Northwest Region



In the Northwest Region, thirteen (13) EBP are offered for consumers receiving children’s substance abuse services. The most common EBP offered for this population is Life Skills Training, with five (5) network providers delivering this service.

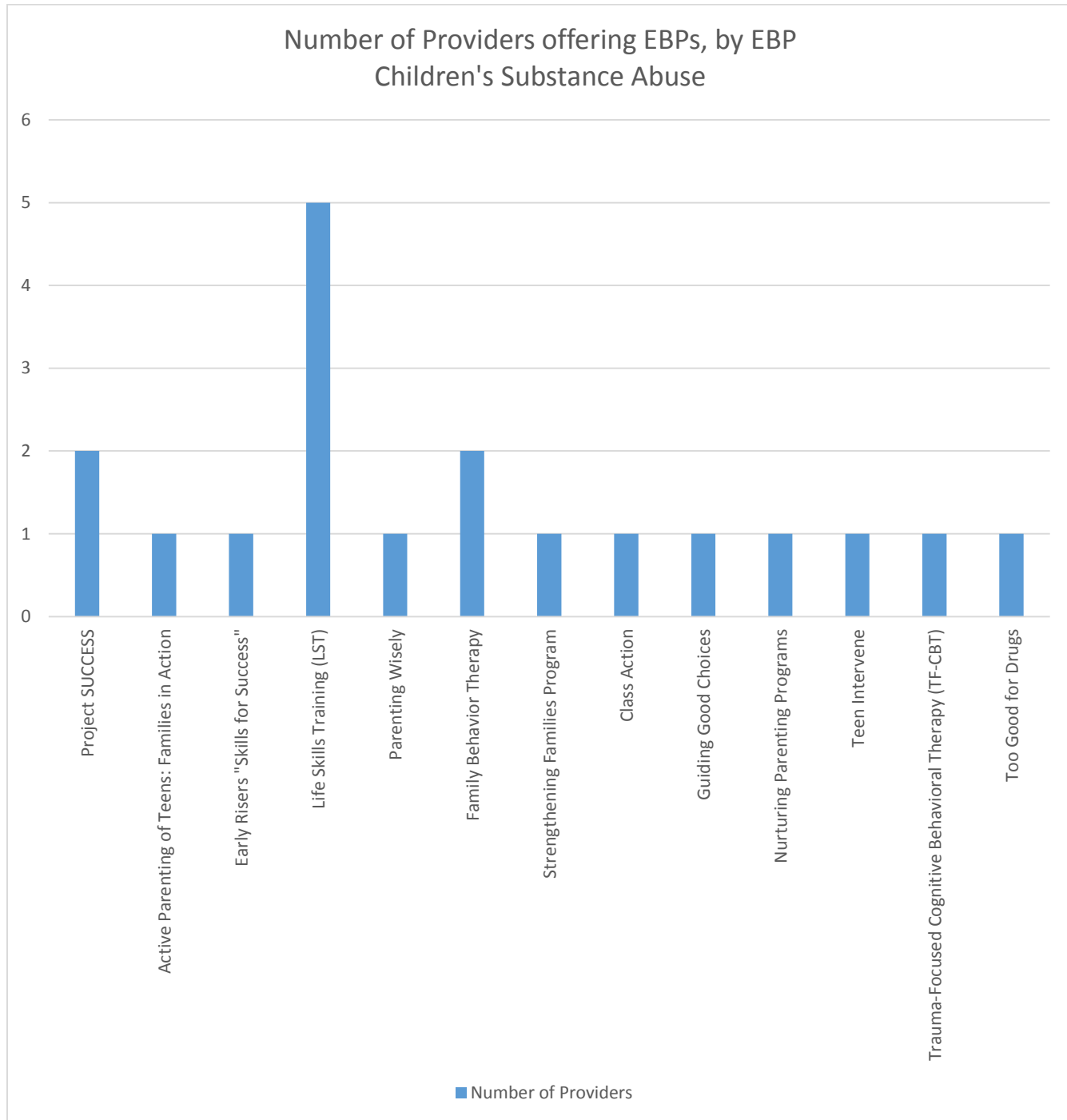


Figure 62: Types of Children’s Substance Abuse EBPs offered – Northwest Region



In the Northwest Region, none of the EBP's for children's substance abuse are offered across all Circuits.

In Circuit 1, seven (7) EBPs are offered for children seeking substance abuse treatment out of the total EBPs offered in the Northwest Region of thirteen (13), representing 53.8% of the children's substance abuse EBPs offered in the Northwest Region being available in Circuit 1.

In Circuit 2/Madison and Taylor, six (6) of the EBPs are offered for children seeking substance abuse treatment out of the total EBPs offered in the Northwest Region of thirteen (13), representing 53.8% of the children's substance abuse EBPs offered in the Northwest Region being available in Circuit 2/Madison and Taylor.

In Circuit 14, three (3) of the EBPs are offered for children seeking substance abuse treatment out of the total EBPs offered in the Northwest Region of seven (7), representing 42.9% of the children's substance abuse EBPs offered in the Northwest Region being available in Circuit 14.

Program	Circuit 1	Circuit 2/Madison & Taylor	Circuit 14
Active Parenting of Teens: Families in Action	X		
Class Action		X	
Early Risers "Skills for Success"	X		
Family Behavior Therapy	X	X	
Guiding Good Choices		X	
Life Skills Training (LST)	X		X
Nurturing Parenting Programs		X	
Parenting Wisely	X		
Project SUCCESS	X	X	
Strengthening Families Program	X		
Teen Intervene		X	
Too Good for Drugs			X
Trauma-Focused Cognitive Behavioral Therapy (TF-CBT)			X



Evidence-based Practices – Children’s Substance Abuse, Providers, by Circuit

The eight (8) providers who deliver direct client specific services for children’ in need of substance abuse treatment in the Big Bend Community Based Care Managing Entity SAMH network, along with the Evidence-based Programs or Practices they deliver include:

Circuit 1

In Circuit 1, four (4) providers offer services funded by children’s substance abuse dollars. Four (4) of the four (4) providers offer EBPs for consumers enrolled in treatment with their agency. In Circuit 1, therefore, 100.0% of all providers offer an Evidence-based Practice; with 100.0% of providers offering a direct and client specific service providing an Evidence-based Practice, as follows:

Bridgeway

Project SUCCESS

Community Drug and Alcohol Council (CDAC)

Active Parenting of Teens: Families in Action, Early Risers “Skills for Success”, Life Skills Training (LST) and Parenting Wisely.

(Additionally this provider reports providing the following to the Children’s Substance Abuse population: Incredible Years, Trauma Informed Care, Strengths-Based Practices and Family Centered Practice.)

COPE Center

Life Skills Training (LST)

Lakeview

Family Behavior Therapy, Life Skills Training and Strengthening Families Program.

(Additionally this provider reports providing the following to the Children’s Substance Abuse population: Cognitive Behavioral Therapy, Pet Therapy and Art Therapy.)

Circuit 2 (inclusive of Madison and Taylor Counties)

In Circuit 2, two (2) providers offer services funded by children’s substance abuse dollars. Two (2) of the two (2) providers offer EBPs for consumers enrolled in treatment with their agency. In Circuit 2, therefore, 100.0% of all providers offer an Evidence-based Practice; with 100.0% of



providers offering a direct and client specific service providing an Evidence-based Practice, as follows:

DISC Village

Class Action, Guiding Good Choices, Nurturing Parenting Programs and Teen Intervene.

Turn About

Family Behavior Therapy and Project SUCCESS.

Circuit 14

In Circuit 14, two (2) providers offer services funded by children's substance abuse dollars. Two (2) of the two (2) providers offer EBPs for consumers enrolled in treatment with their agency. In Circuit 14, therefore, 100.0% of all providers offer an Evidence-based Practice; with 100.0% of providers offering a direct and client specific service providing an Evidence-based Practice, as follows:

Bay Area Schools

Life Skills Training (LST)

Chemical Addictions Recovery Effort (CARE)

Life Skills Training (LST), Trauma-Focused Cognitive Behavioral Therapy (TF-CBT) and Too Good for Drugs.

(Additionally this provider reports providing the following to the Children's Substance Abuse population: Cognitive Behavioral Therapy, Motivational Interviewing and Rational Emotive Therapy.)



Big Bend Community Based Care Utilization Data

Big Bend Community Based Care, Inc. contracts with PsychCare for collection and management of the utilization data for the Managing Entity. PsychCare collects data directly from the providers in the Northwest Region and submits this data to the Department of Children and Families. Data is collected and reported by providers on a monthly basis (at a minimum). The information contained in this section, represents data collected by PsychCare for services delivered in the Big Bend Community Based Care Substance Abuse and Mental Health Network between July 1st, 2013 and June 30th, 2014 (fiscal year 2013-2014).

Numbers Served

Demographic Records are intended to be completed for all consumers receiving treatment in the Big Bend Community Based Care Network, when that client receives individualized treatment services (client-specific). The unduplicated client count based on the submission of Demographic records, for all payor sources, for fiscal year 2013-2014 was 64,726.

Race and Ethnicity

In the Northwest Region, 72.5% of the individuals served are white alone, 22.5% are black/African American alone, 0.5% are American Indian or Alaskan Native alone, 0.5% are Asian alone, 0.2% are Native Hawaiian or Other Pacific Islander alone and 3.8% are multi-racial.

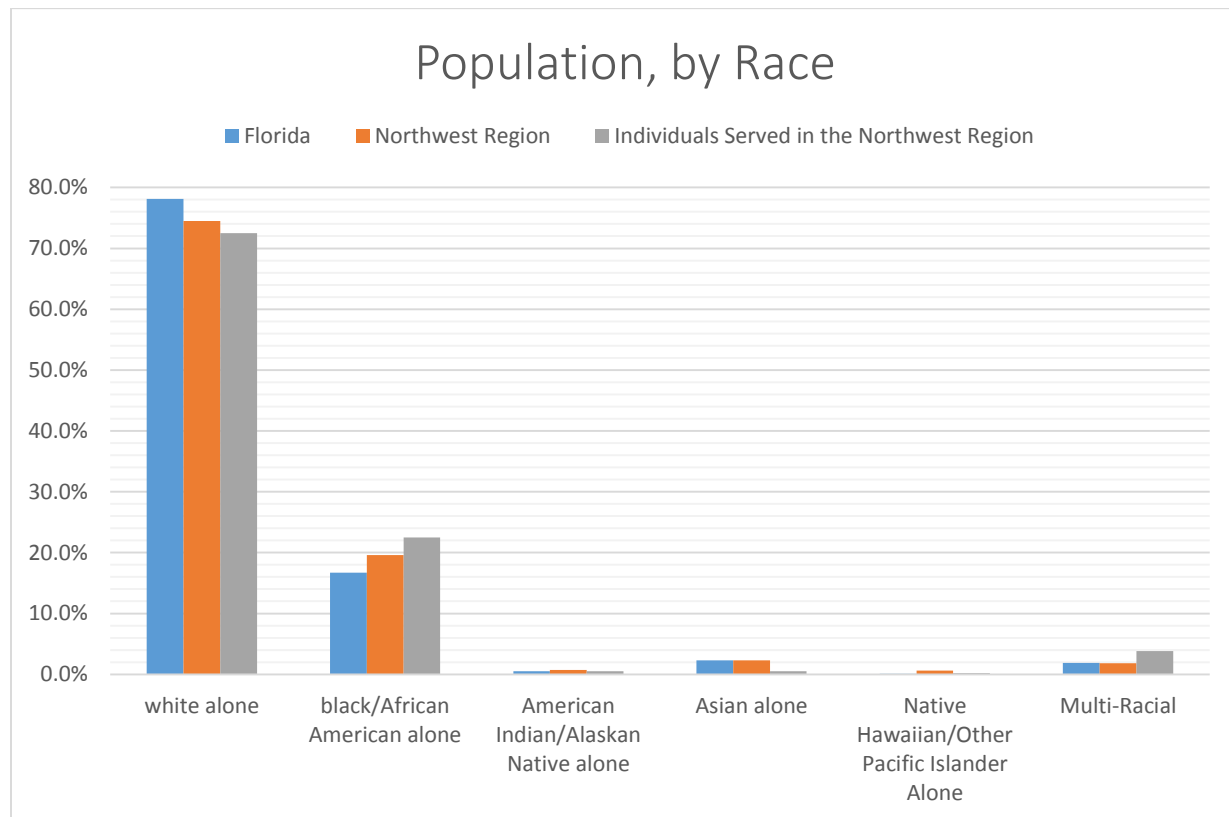


Figure 63: Race & Ethnicity, 2013 population, Florida, Northwest Region, and Individuals Served



Among individuals served in the Northwest Region, 2.4% are Hispanic. This is lower than the average rate of Hispanics in the Northwest Region, which averages 5.8% of the 2013 population.

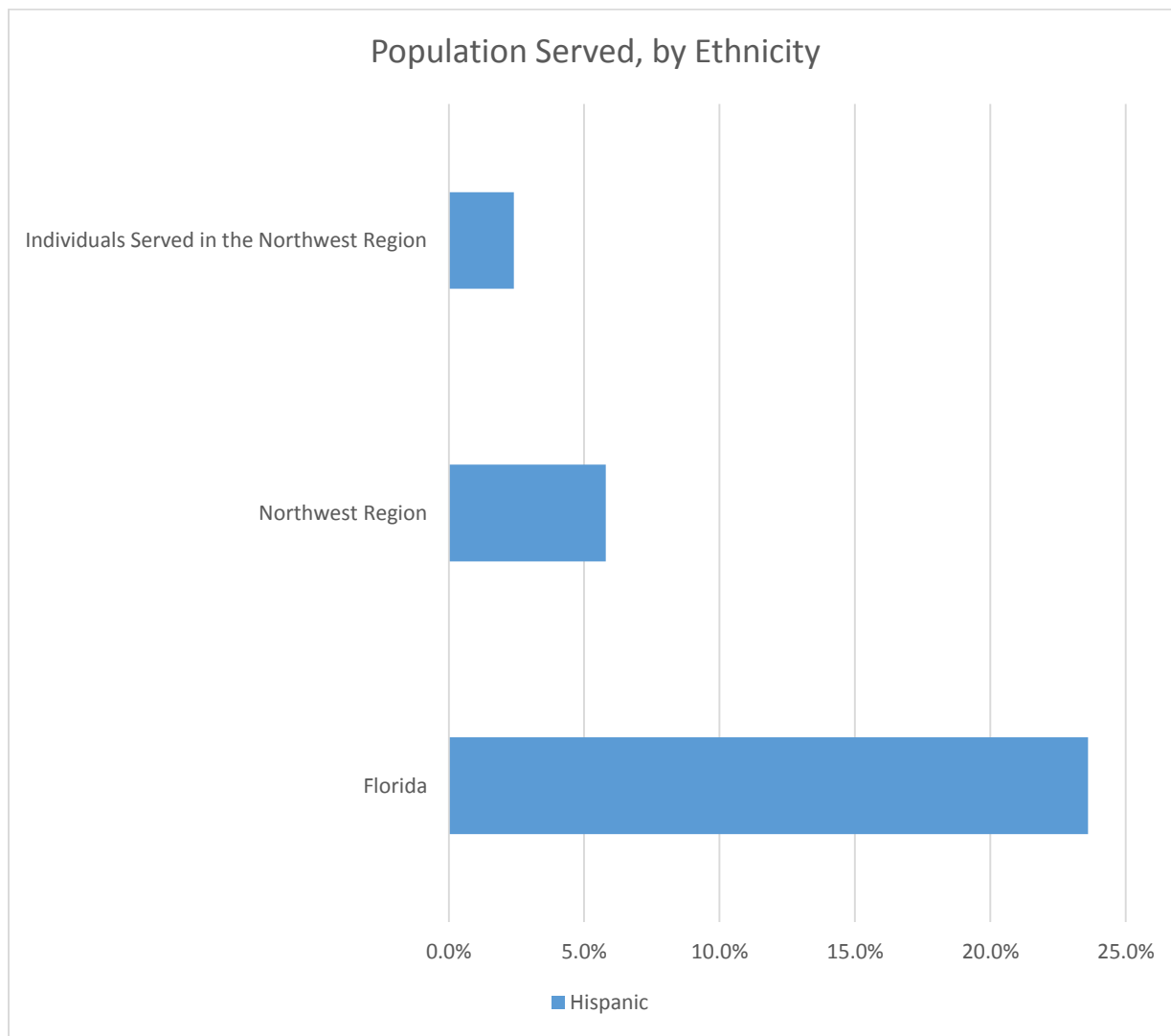


Figure 64: 2013 Population by Ethnicity, Florida, Northwest Region and Individuals Served



Gender

In the Northwest Region, 48.9% of the individuals served are male, while 51.1% of the individuals served are female. This is identical to the gender make-up in the State of Florida but varies slightly from the population make-up of the Northwest Region, which is 49.5% female and 50.5% male.

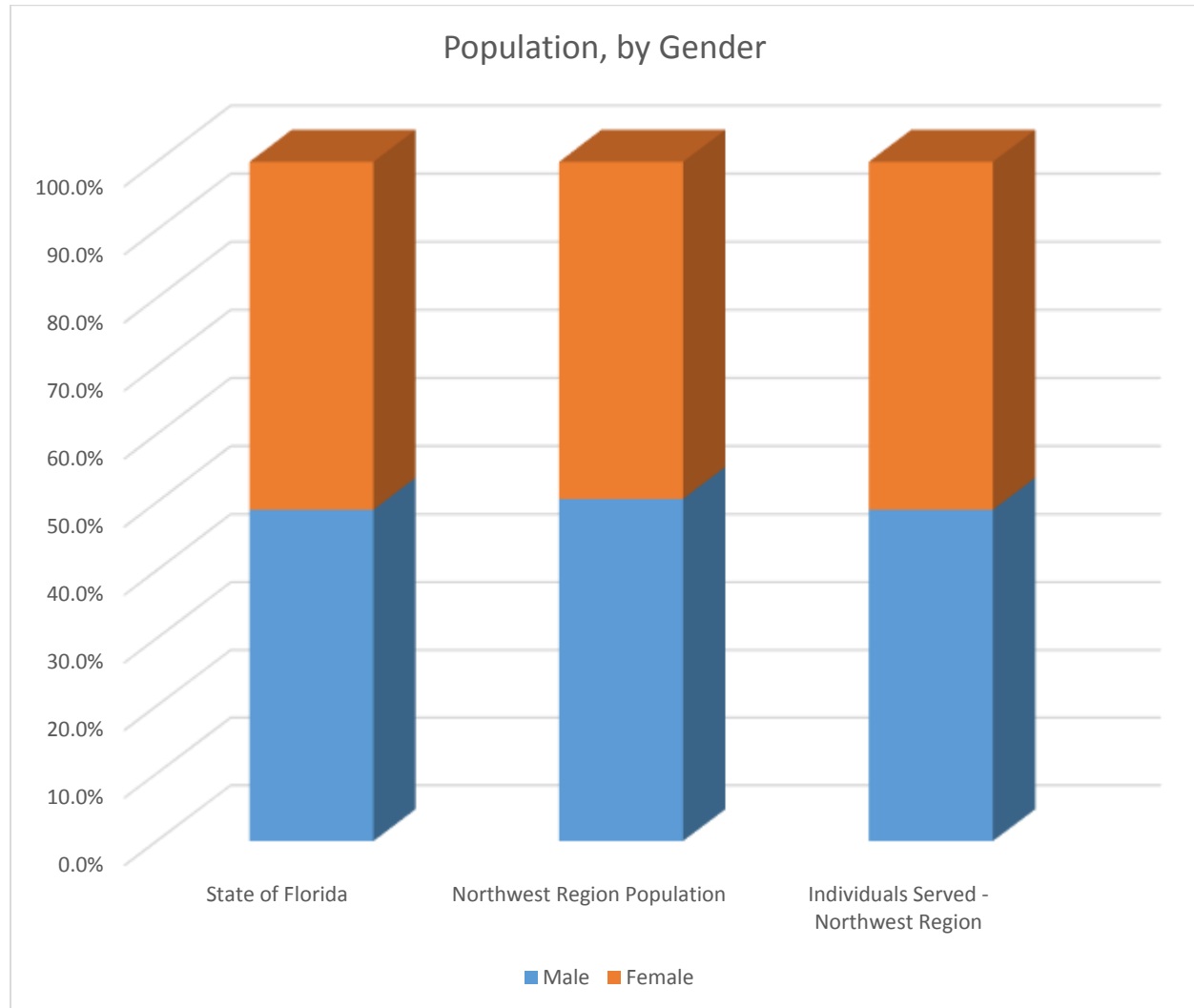


Figure 65: 2013 Population, by Gender, State of Florida, Northwest Region and Individuals Served

Age

Individuals in the Northwest Region, receiving services are 1.1% 0-5 years of age, 8.5% 5-13 years of age, 13.7% 10 to 18 years of age, 14.0% 18 to 25 years of age, 59.0% 26 to 65 years of age and 3.7% 65 years of age and older. In the Northwest Region, 5.5% of the total population is under 5 years old, which is a slight deviation from the numbers served. However, the number of individuals served under the age of eighteen (18) is 23.3%, which is slightly higher than the Northwest Region population average for this age group of 20.6%. In the individuals served, at



an age of sixty-five (65) and over, there is a significant difference in the overall population average of 14.7%, while individuals served at this age range is only 3.7%.

Providers

There were thirteen (13) providers with client specific data entered into the data system for fiscal year 2013-2014: Children’s Home Society, Lakeview Center, Apalachee Center, Bridgeway, Life Management Center, CDAC, COPE, DISC Village, Turn About, CARE, DOH/Leon County CMS, Escambia County Board of County Commissioners and Okaloosa County Board of County Commissioners. All providers, who currently deliver client specific services do have submitted to Big Bend Community Based Care, with the exception of Ft. Walton Beach Medical Center.

The demographic data provided for fiscal year 2013-2014 shows that Life Management Center served the largest number of unduplicated clients, regardless of payor source, with 29.6% of individuals for whom a demographic record was submitted receiving treatment at this facility, followed by Lakeview Center (25.88%) and CDAC (12.76%). In Circuit 1, all clients seen in this area represent 50.19% of individuals treated, in Circuit 2, this total is 15.76% and in Circuit 14 this total is 34.06%. This is relatively representative of the 2013 population ratio in Circuit 1, with 49.6% of the total population in the Northwest Region residing in this geographic area, but it is not representative of Circuit 2 (inclusive of Madison and Taylor) which accounts for 29.9% of the total population and Circuit 14, which represents 20.5% of the population. This unduplicated client count is taken from the Substance Abuse and Mental Health Demographics Record and does vary from the client specific information regarding clients served (which is discussed in a later section).

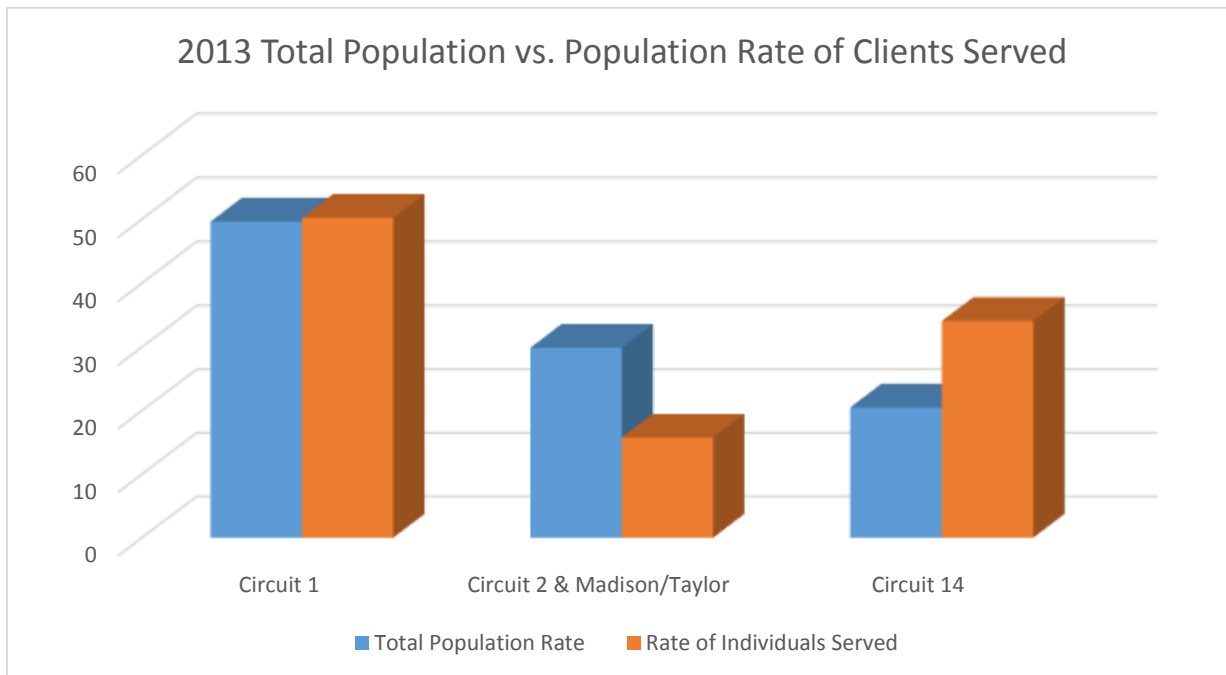


Figure 66: 2013 Population compared to the Individuals Served, by Circuit



Event Records – Non-Client Specific Services

In the data submission, providers who deliver non-client specific services are required to report on the services delivered through a “Non-Client Specific Service Event Form”. In this data set, providers indicate the type of service, age group being served, service location, primary service delivered, and the total number of clients participating but they do not report any individualized information about the participants themselves.

In fiscal year 2013-2014, 26,842 individuals received services through this service type. Due to the absence of client specific information, we cannot determine if any of these individuals are or are not individuals also receiving client-specific services, nor can we determine if any individual is counted more than once. Mental Health focused services were delivered to 309 of these individuals and Substance Abuse services reached 26,533 individuals. The large majority of participants were over the age of twenty-two (22).

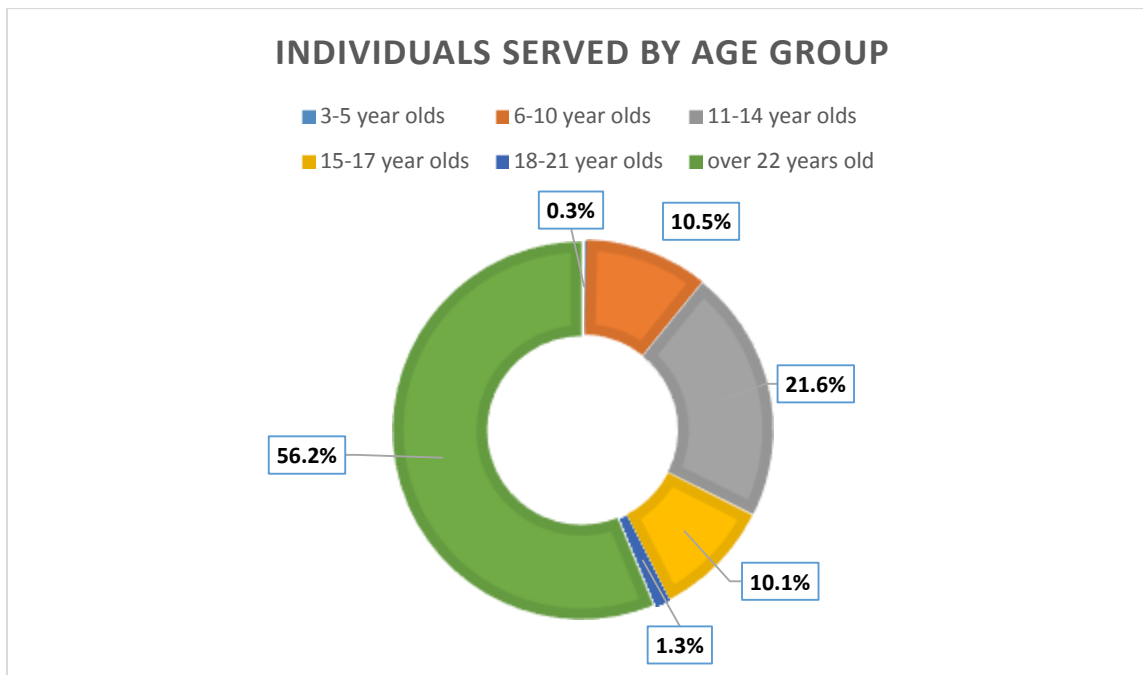


Figure 67: Individuals Served, by Age Group

The most commonly delivered service in this non-client specific category, delivered in the Northwest Region, is Outreach, Outreach accounts for 64.2% of the services delivered as non-client specific, followed by Prevention at 34.7% and Crisis Support/Emergency Services at 1.1%. These are the only three (3) types of non-client specific service events entered into the data system for fiscal year 2013-2014.



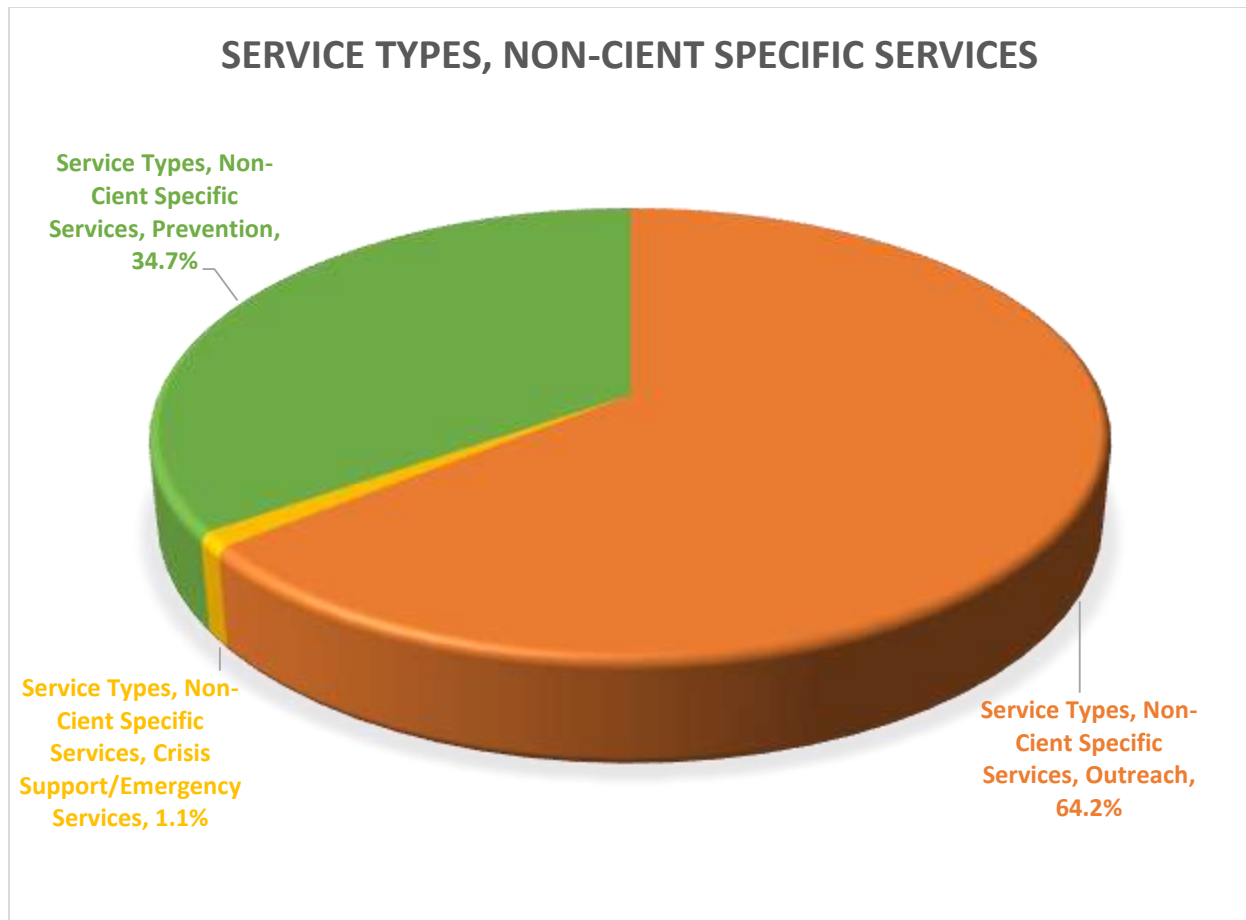


Figure 68: Non-client specific service provided, fiscal year 2013-2014

Non-client specific event data is entered with an indication of the county where the service is being provided. In the Northwest Region, EVNT records for these non-client specific services were entered in nine (9) of the eighteen (18) counties: Bay, Calhoun, Escambia, Gulf, Holmes, Leon, Wakulla, Walton and Washington. Over half of the individuals served through non-client specific services received Outreach services in Bay County (59.85%), followed by Prevention services in Escambia County (33.69%).



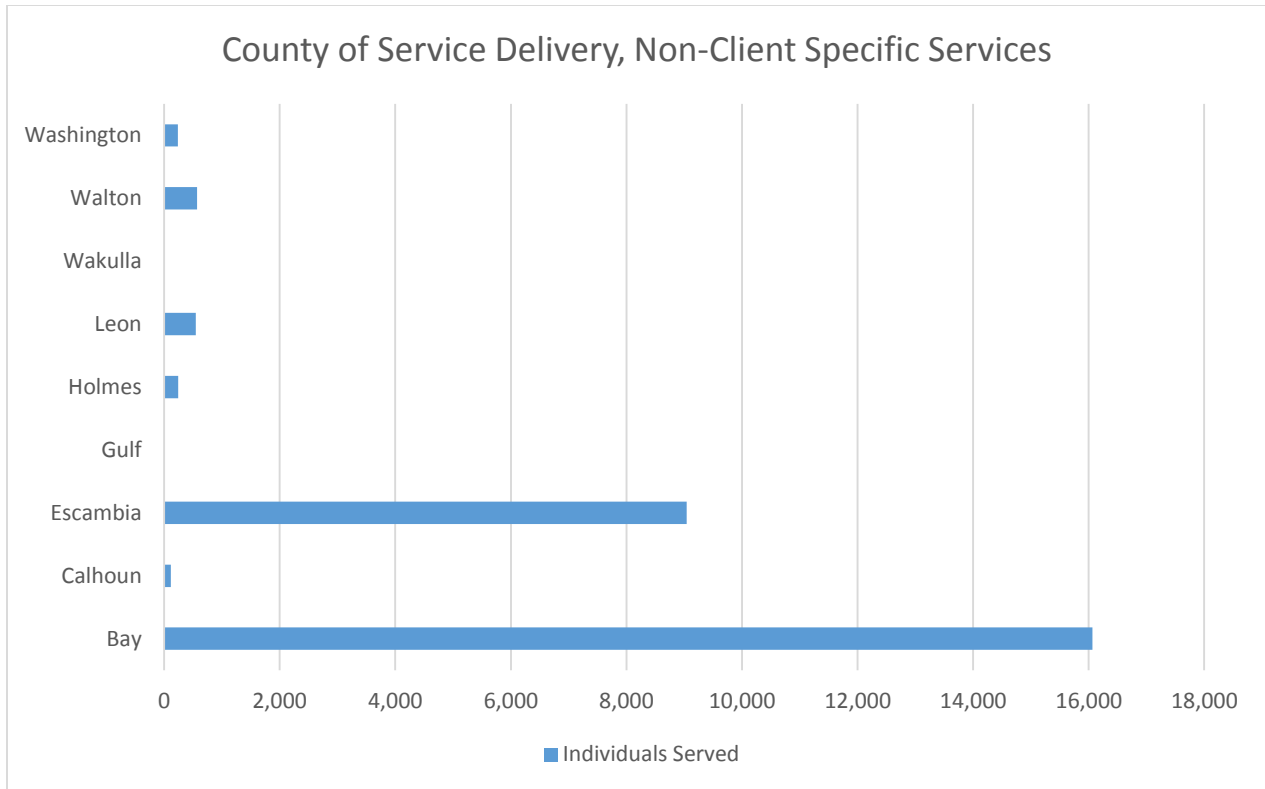


Figure 69: County of Service Delivery, non-client specific services, fiscal year 2013-2014

Prevention Services funded in the Northwest Region total \$1,769,776 for fiscal year 2014-2015. These funds are split between children’s substance abuse prevention at \$505,581 and adult substance abuse prevention at \$1,264,195. Data, entered into the Prevention Data System (KITS), indicates that prevention services are provided in all eighteen (18) of the counties in the Northwest Region. It is estimated that these prevention funds will reach over 25,000 individuals in the Northwest Region.

Service Records – Client Specific Services

Providers are required to complete “Client Specific Service Event Forms” (frequently referred to as SERV records) on all client specific services delivered. This form provides individualized information about the client receiving treatment services, including: social security number, service date, cost center (type of service), service setting, service location, county of service delivery and other information about the provider.

In the Northwest Region, in fiscal year 2013-2014, 44,479 individuals received treatment, 69.7% of them for Mental Health and 30.3% of them for Substance Abuse. Twelve (12) of the eighteen (18) providers in the Northwest Region have submitted client specific data: Children’s Home Society, Lakeview Center, Apalachee Center, Bridgeway Center, Life Management Center, CDAC, COPE, DISC Village, Turn About, CARE, Escambia County Board of County Commissioners and Okaloosa County Board of County Commissioners.



In Circuit 1, providers delivered services to 57.61% of the individuals served through a client specific service. In Circuit 2 (including Madison and Taylor counties), providers served 19.90% of the individuals treated with a client specific service. In Circuit 14, providers served 22.49% of the individuals who received a client specific service in the Northwest Region. In the Big Bend Community Based Care catchment area, Lakeview Center served the highest percentage of individuals receiving client-specific services at 39.55%, followed by Life Management Center at 16.11% and Apalachee Center at 12.76%. The data also reveals that a small number of individuals (9) received treatment in the Northwest Region, but resided elsewhere in the state of Florida, including: Duval County (2 individuals), Flagler County (1 individual), Lee County (2 individuals), Manatee County (1 individual), Palm Beach County (1 individual), Pinellas County (1 individual) and St. John’s County (1 individual). These individuals, from outside of the Northwest Region received a mix of services, including: Assessment, Individual Intervention, Outpatient Group, Outpatient Individual and Incidental Expense.

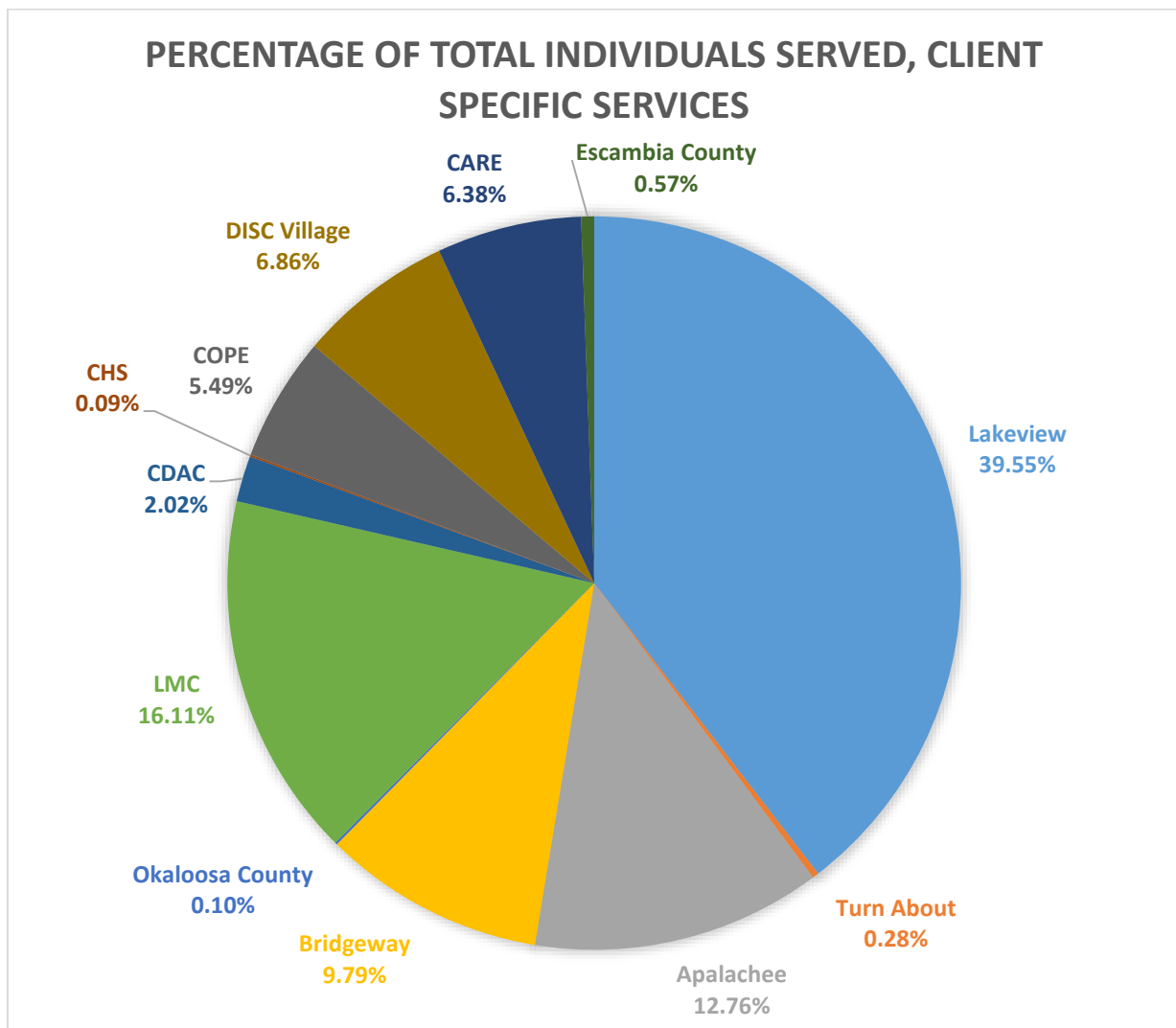


Figure 70: Individuals Served in fiscal year 2013-2014, by provider



Services Provided

A wide range of services are provided throughout the Northwest Region. In the data system, the type of service delivered is indicated by the “cost center” reported. In the Northwest Region, thirty-three (33) different cost centers have been entered into the data system for fiscal year 2013-2014. In an analysis of unduplicated client count, by cost center, the highest number of individuals are served in Medical Services (Medication Management), followed by Outpatient Individual and Case Management. In recent years, there has been a concern over the number of individuals served in higher levels of care, such as Crisis Stabilization, Substance Abuse Detoxification and/or Residential Care. A review of the data for fiscal year 2013-2014 indicates that 6.04% of the individuals served received treatment in a Crisis Stabilization Unit and 3.94% of individuals served received treatment in Substance Abuse Detoxification. The Residential Care service array, comprised of Residential Level 1, Residential Level 2, Residential Level 3, Residential Level 4, Room & Board Level 1, Room & Board Level 2, Room & Board Level 3 and Short Term Residential accounted for less than 2% of the individuals served for each cost center.



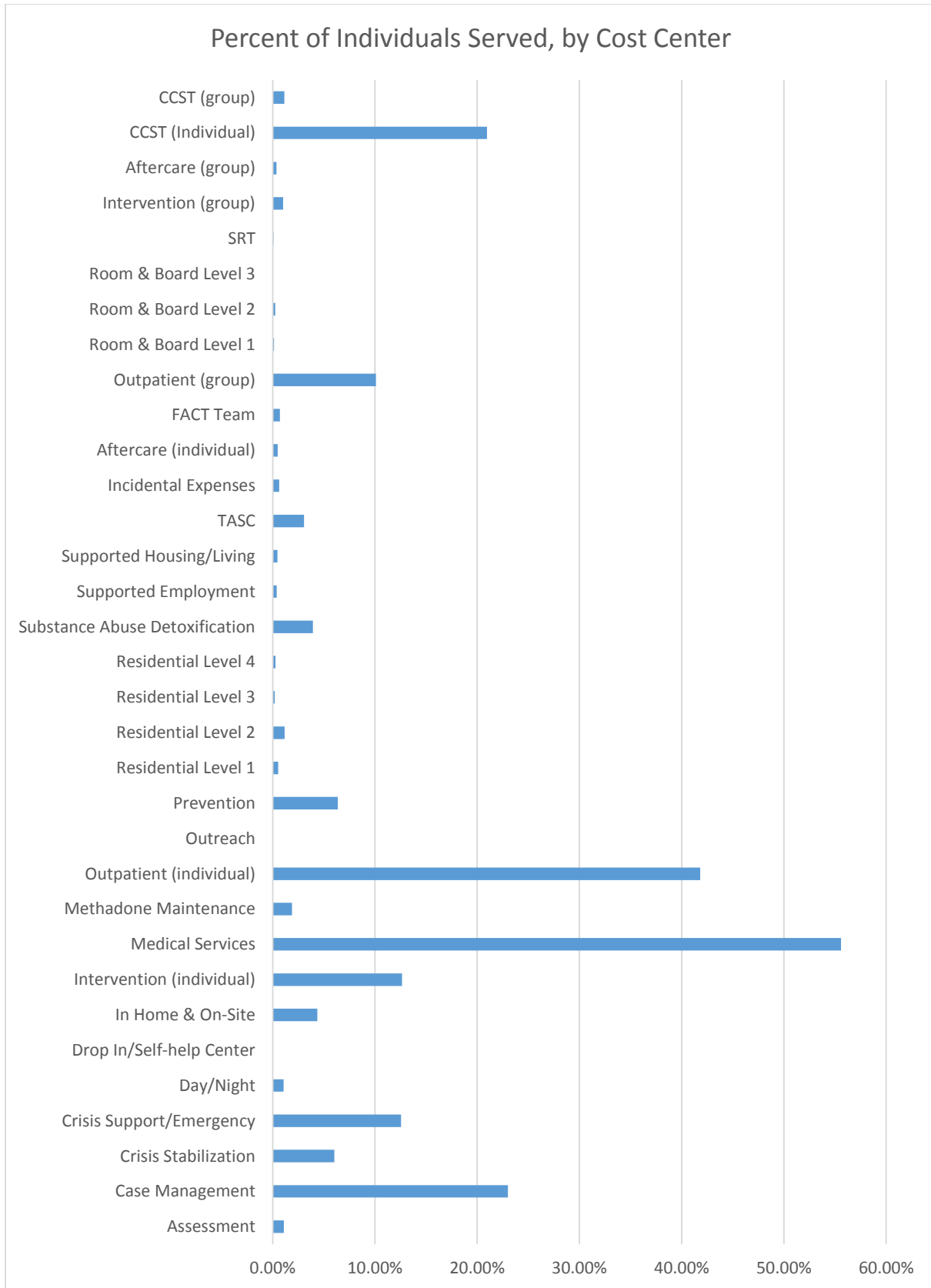


Figure 71: Type of Service provided, fiscal year 2013-2014



The service array in each county or Circuit is slightly different. The number of cost centers billed for in each county ranges from a minimum of six (6) cost centers delivered in Jefferson County to twenty-three (23) cost centers delivered in Leon County. The average number of cost centers delivered across the eighteen (18) county region is 12.33 cost centers per county.

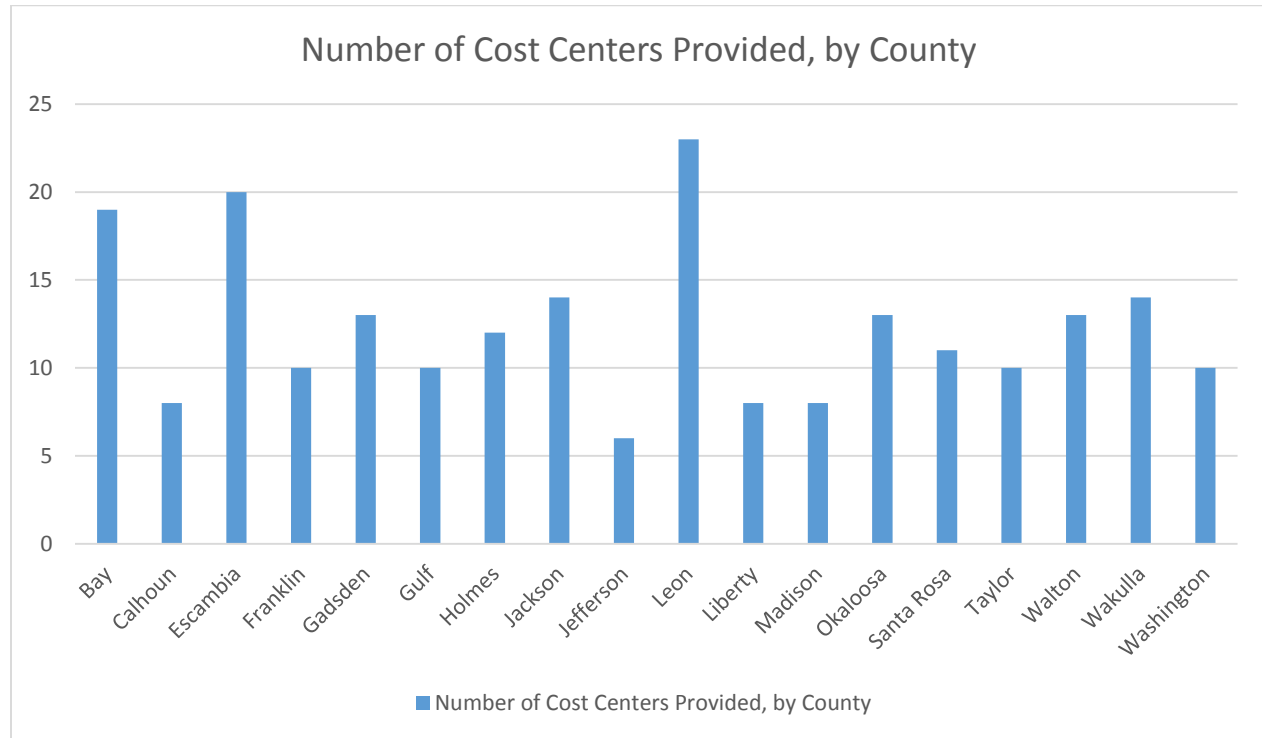


Figure 72: Type of service provided, by County, fiscal year 2013-2014

The types of service also vary by provider. The number of cost centers provided, by provider, varies from one (1) cost center, offered by both Okaloosa County and Escambia County to twenty (20) cost centers provided by Lakeview Center. In examining the Substance Abuse and Mental Health System of Care, by Circuit, it is important to note the following:

- Circuit 1 does not have providers offering the following: Aftercare (group), CCST (individual), CCST (group), Outreach, Room & Board Level 1, Room and Board Level 3 and Short-Term Residential (SRT). CCST (individual) and CCST (group) are bundled billing codes for the delivery of an outpatient services array. Circuit 1 providers opt not to utilize this bundled service code, but do provide the outpatient services array individually. Also, Outreach is typically a client non-specific service and providers in Circuit 1 have entered this service type as a provided service under the Client Non-Specific Event data set.



- Circuit 2 does not have providers offering: Day/Night, Drop-In/Self Help, Methadone Maintenance, Outreach, Room & Board Level 3, Residential Level 1, Residential Level 3, Supported Housing/Living or TASC. Outreach is typically a client non-specific service and providers in Circuit 2 have entered this service type as a provided service under the Client Non-Specific Event data set. Also, TASC is a specialized service. Providers in Circuit 2, do provide the outpatient array of services to the priority population of juvenile offenders that TASC seeks to treat, however they opt not to utilize this billing code for delivery of those services.
- Circuit 14 does not have providers offering: Day/Night, Drop-In/Self-help, Intervention (group), Methadone Maintenance, Prevention, Room and Board Level 1, Residential Level 1, Short Term Residential (SRT), Supported Housing/Living or TASC. Prevention is often a client non-specific service. Providers in Circuit 14, have entered data regarding prevention under non-client specific service delivery. Also, TASC is a specialized service. Providers in Circuit 2, do provide the outpatient array of services to the priority population of juvenile offenders that TASC seeks to treat, however they opt not to utilize this billing code for delivery of those services.



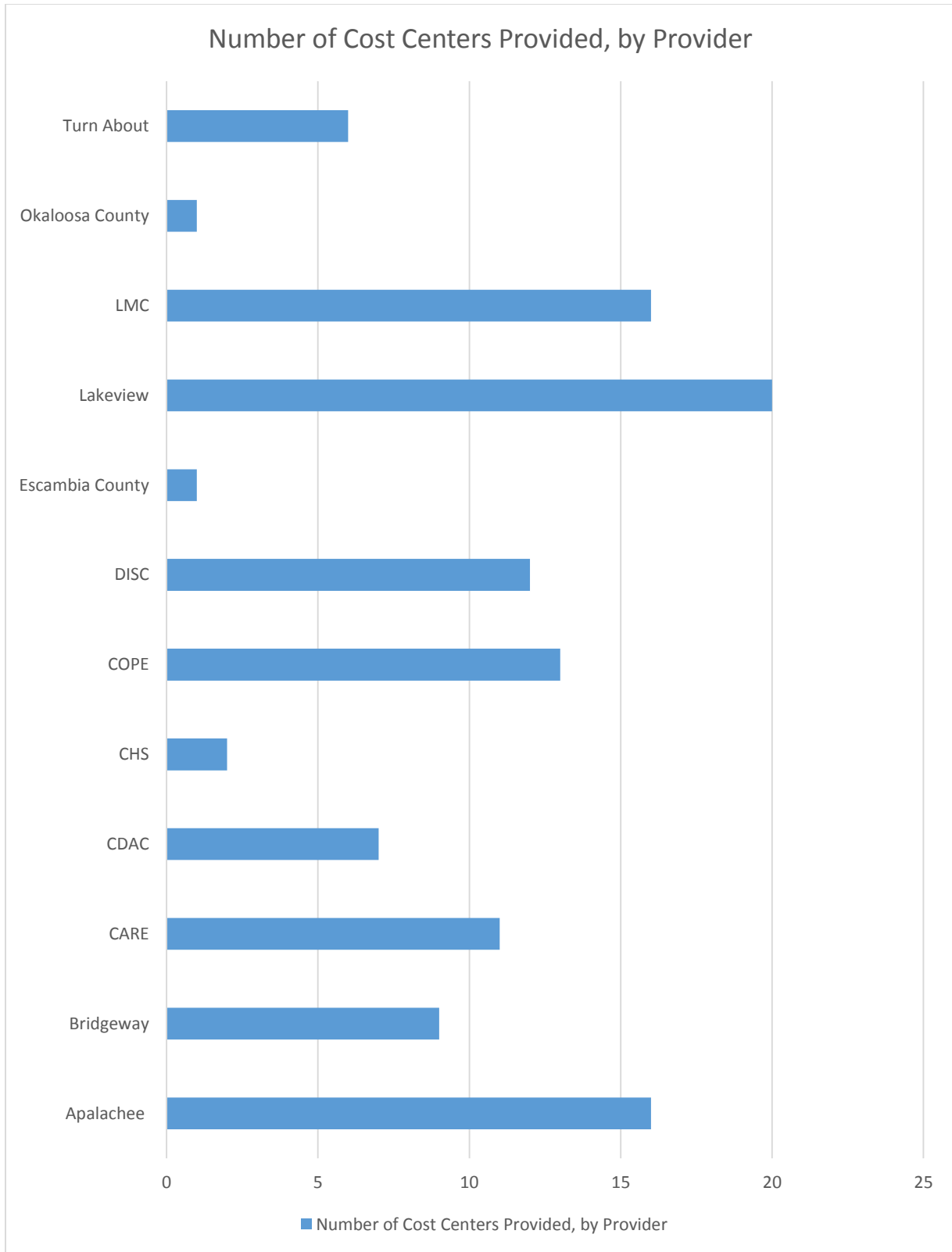


Figure 73: Type of Service Provided by Provider



	Apalachee	Bridgeway	CARE	CDAC	CHS	COPE	DISC	Escambia County	Lakeview	LMC	Okaloosa County	Turn About
Aftercare (group)			X				X					
Aftercare (individual)			X			X	X					X
Assessment					X			X		X		X
Case Management	X	X	X	X		X			X	X	X	X
CCST (group)	X									X		
CCST (individual)	X									X		
Crisis Support/Emergency	X	X				X			X	X		
Crisis Stabilization	X								X	X		
Day/Night				X					X			
Detoxification	X		X						X			
Drop-In/Self-help		X										
FACT Team	X								X	X		
Incidental Expenses			X	X			X					
In-Home & On-Site	X			X		X	X		X	X		
Intervention (group)						X	X					
Intervention (individual)		X	X			X	X		X			X
Medical Services	X	X				X			X	X		
Methadone Maintenance									X			
Outpatient (group)	X	X	X	X		X	X		X	X		X
Outpatient (individual)	X	X	X	X	X	X	X		X	X		X
Outreach										X		
Prevention							X		X			
Room & Board Level 1	X											
Room & Board Level 2	X		X			X	X			X		
Room & Board Level 3										X		
Residential Level 1				X					X			
Residential Level 2			X			X	X		X			
Residential Level 3						X			X	X		
Residential Level 4	X		X				X		X			
SRT	X											
Supported Employment	X								X	X		
Supported Housing/Living		X							X			
TASC		X				X			X			

Figure 74: Type of Service provided, by Provider for fiscal year 2013-2014



	Circuit 1	Circuit 2 (including Madison & Taylor)	Circuit 14
Aftercare (group)	0	1	1
Aftercare (individual)	1	2	1
Assessment	2	1	1
Case Management	5	2	2
CCST (group)	0	1	1
CCST (individual)	0	1	1
Crisis Support/Emergency	3	1	1
Crisis Stabilization	1	1	1
Day/Night	2	0	0
Detoxification	1	1	1
Drop-In/Self-help	1	0	0
FACT Team	1	1	1
Incidental Expenses	1	1	1
In-Home & On-Site	3	2	1
Intervention (group)	1	1	0
Intervention (individual)	3	2	1
Medical Services	3	1	1
Methadone Maintenance	1	0	0
Outpatient (group)	4	3	2
Outpatient (individual)	5	3	2
Outreach	0	0	1
Prevention	1	1	0
Room & Board Level 1	0	1	0
Room & Board Level 2	1	2	2
Room & Board Level 3	0	0	1
Residential Level 1	2	0	0
Residential Level 2	2	1	1
Residential Level 3	2	0	1
Residential Level 4	1	2	1
SRT	0	1	0
Supported Employment	1	1	1
Supported Housing/Living	2	0	0
TASC	3	0	0

Figure 75: Type of Service, by Circuit, Number of Providers Delivering in fiscal year 2013-2014



Mental Health Services

Clients receiving individualized, client specific services for mental health care have unique data which is required for submission regarding their care. Providers delivering these client specific mental health care services must complete and submit data specified on the Mental Health Outcome (PERF) form. In the Northwest Region, the unduplicated of consumers for which this data was completed in fiscal year 2013-2014 was 22,191. This Mental Health Outcome (PERF) form is filled out on multiple occasions throughout treatment, including at admission, during treatment for re-evaluation and at discharge. The unduplicated count of individuals with a Mental Health Outcome (PERF) data set equals 16,216, which is not that same unduplicated count for total individuals for which a Mental Health Outcome (PERF) form was completed. Providers in the Northwest Region completed 314 Mental Health Outcome (PERF) records for individuals with an unknown county of residence, 299 for individuals with an out-of state address and 24 for individuals residing in Florida but outside of the eighteen (18) county area in Northwest Florida, which all account for 2.82% of all Mental Health Outcome (PERF) records completed during fiscal year 2013-2014. Within the Northwest Region, 32.80% of the Mental Health Outcome (PERF) records submitted were for clients in Escambia County, followed by Okaloosa County at 15.41%. The smallest number of client Mental Health Outcome (PERF) records were entered in Franklin County at only 0.41% of all client records submitted.



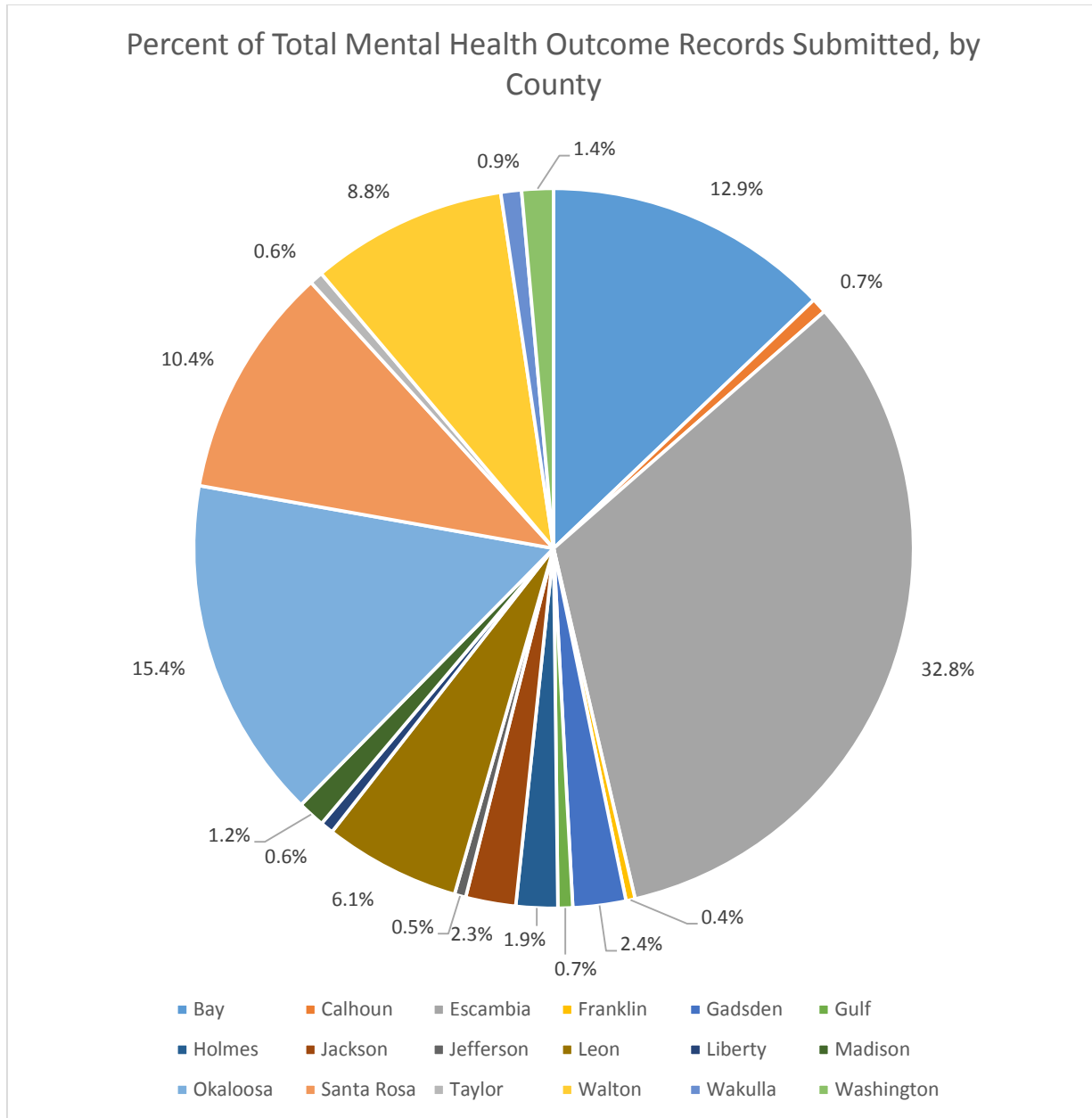


Figure 76: Total MH Outcome Records Submitted, by County for fiscal year 2013-2014

There were 22,230 Mental Health Outcome (PERF) records submitted where an indication was provided of whether or not the client was under an involuntary Baker Act order at the time of evaluation or not. In the Northwest Region, 27.55% of the Mental Health Outcome (PERF) forms were submitted for individuals under an existing Baker Act order for involuntary treatment.

The three (3) most common individual diagnoses for clients receiving treatment are Attention Deficient Hyperactivity Disorder, Unknown Causes and Affective Psychosis. In considering the diagnostic data among disorder types, without diagnostic specification, the most common types



of diagnoses include: Attention Deficient Hyperactivity Disorder, Depression, Schizophrenia and Bi-polar Disorder.

Substance Abuse Services

The unique data submissions required for clients receiving substance abuse treatment include the Substance Abuse Admission Form and the American Society of Addiction Medicine (ASAM) Form. In the Northwest Region, in fiscal year 2013-2014, 9,609 unduplicated client records were entered as Substance Abuse Admission Forms. The largest portion of these individuals received their treatment at DISC Village, followed by Lakeview Center and CARE.

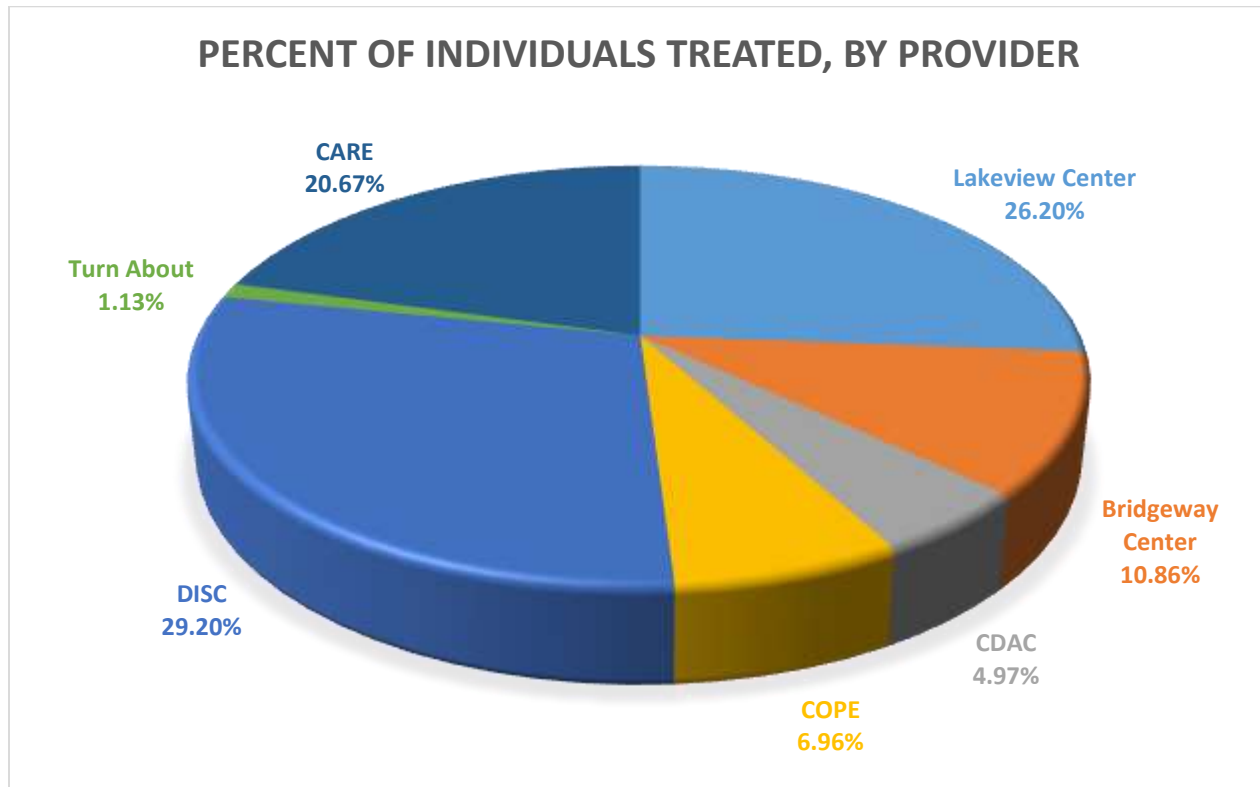


Figure 77: Percent of Individuals Treated, by Provider in fiscal year 2013-2014



The vast majority of individuals served in substance abuse, client specific services, are from the Northwest Region. However, 1.26% of the clients treated were from outside of this geographic Region or from out of the State of Florida. The largest number of clients served in substance abuse treatment are from Leon County, followed by Escambia and Okaloosa Counties.

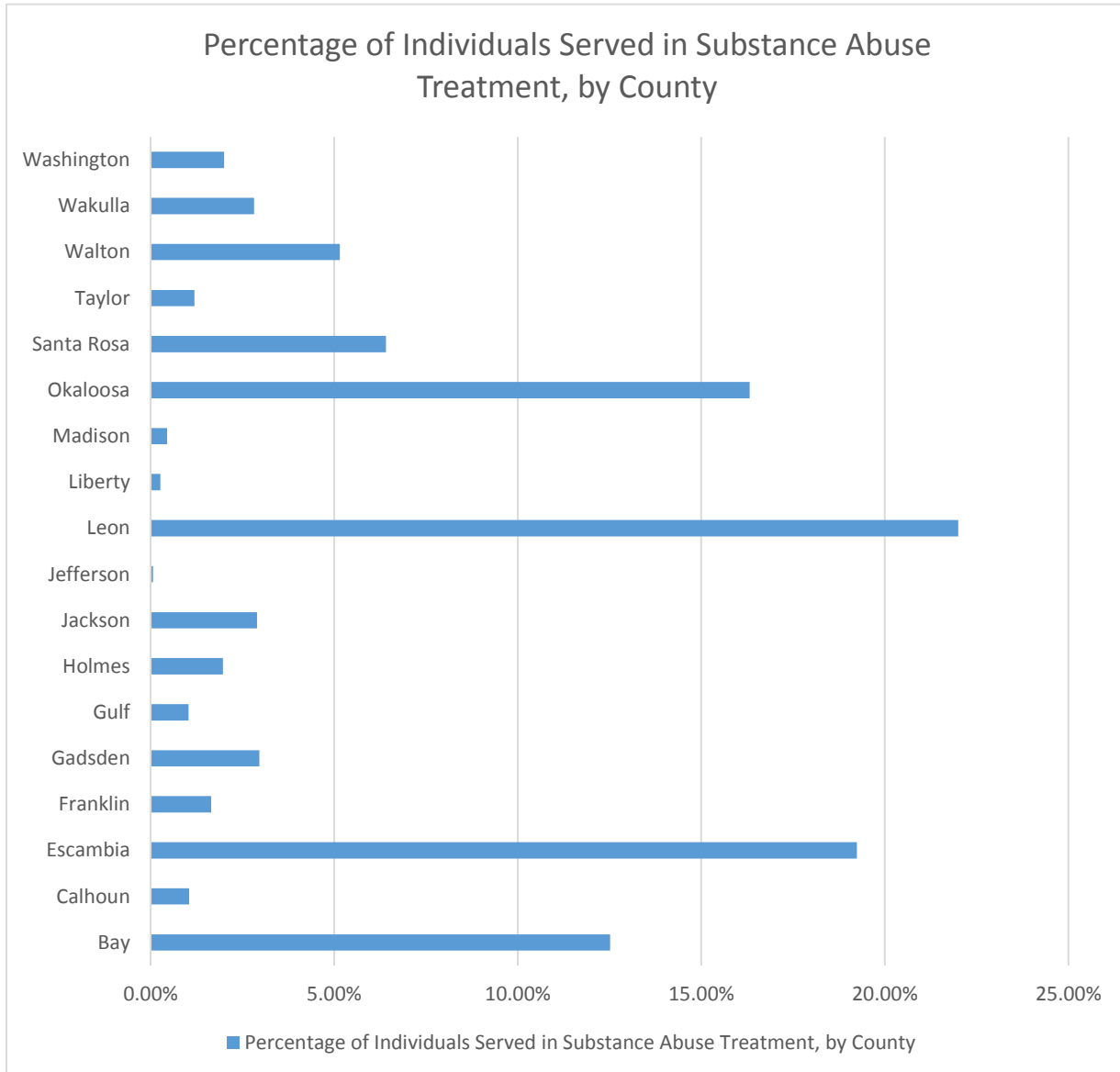


Figure 78: Individuals Served in substance abuse treatment, by county for fiscal year 2013-2014

The individuals receiving substance abuse treatment typically do so voluntarily. In a review of the data for the Northwest Region, this remains true with only 1.03% of the individuals in substance abuse treatment currently under a Marchman Act order for involuntary treatment. In the Northwest Region, 17.34% of individuals are involved with Drug Court, and may be engaged in treatment connected to charges referred to this special offenders program.

One of the focuses in substance abuse treatment involves the treatment of women who are pregnant or post-partum. The fiscal year 2013-2014 data indicates that 1.83% of the individuals



treated were women currently pregnant and 10.61% had given birth in the past twelve (12) months. Additionally the integration of substance abuse treatment and child welfare is critical for families to remain intact. 35.41% of individuals treated for substance abuse addiction have dependent children and 15.91% of parents reported involvement with the child welfare system.

The most common primary substance abuse diagnosis for individuals receiving treatment in the Northwest Region system of care include: Alcohol, Cannabis and Opiates. These individuals, enrolled in substance abuse treatment, often have a mental health diagnosis as well. In the Northwest Region, those individuals in substance abuse treatment, with an identified co-occurring mental illness total 24.84% of the individuals served.

One of the primary diagnostic instruments utilized in the substance abuse field is the American Society of Addiction Medicine (ASAM) tool. An ASAM may be completed, and reported into the data system, at admission, for continued stay or at discharge. In the Northwest Region, 14,320 ASAMs were completed during fiscal year 2013-2014 with 70.71% of them completed for adults and 29.29% completed for children/adolescents. The unduplicated count of consumers receiving an ASAM during this time period equals 7,650 with 70.32% being for adults and 29.68% being for children/adolescents. The majority of ASAMs were completed upon admission (54.69%), with continued stay being only 7.11% of total completed ASAMs and Discharge being 38.16% of the ASAMs completed. Continued Stay ASAMs were higher for children/adolescents with 18.09% of all child/adolescent ASAMs being completed for Continued Stay, while only 10.95% of the ASAMs completed for adults were done for Continued Stay.

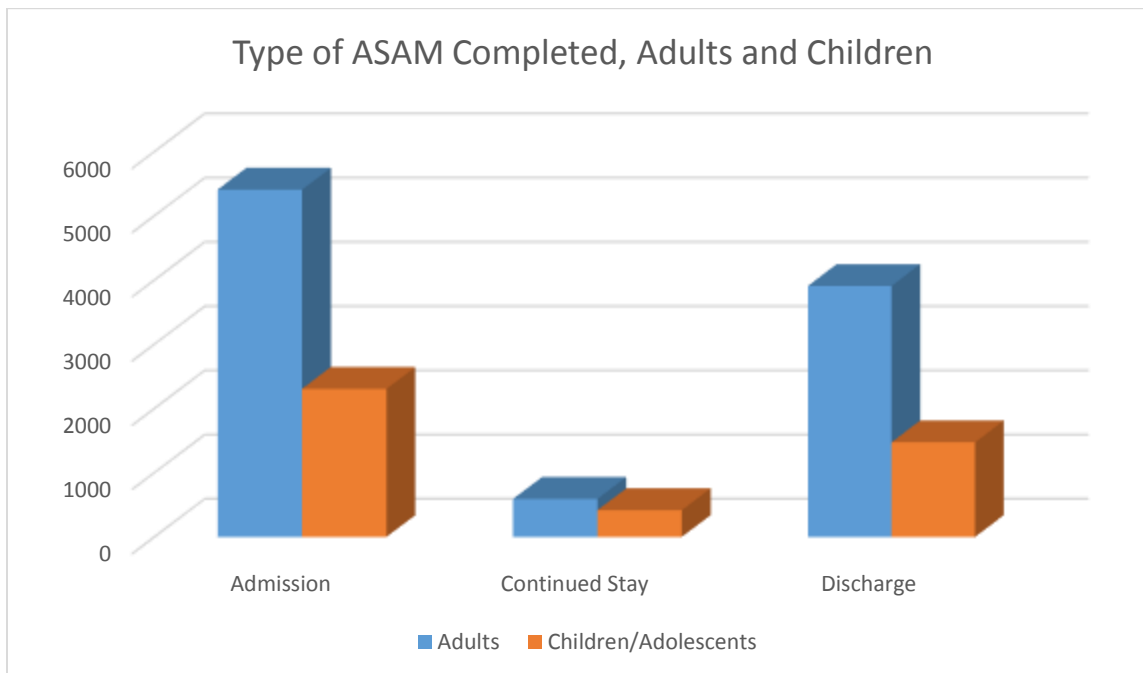


Figure 79: Types of ASAM, by Adult versus Children/Adolescent



In the Northwest Region, eight (8) of the providers entered data regarding completed ASAMs in fiscal year 2013-2014: Lakeview Center, Apalachee Center, Bridgeway Center, CDAC, COPE, DISC, Turn About and CARE. However, only seven (7) providers indicated in the record the required level of care at admission and only three (3) of the providers entering data related to the level of care recommended at discharge.

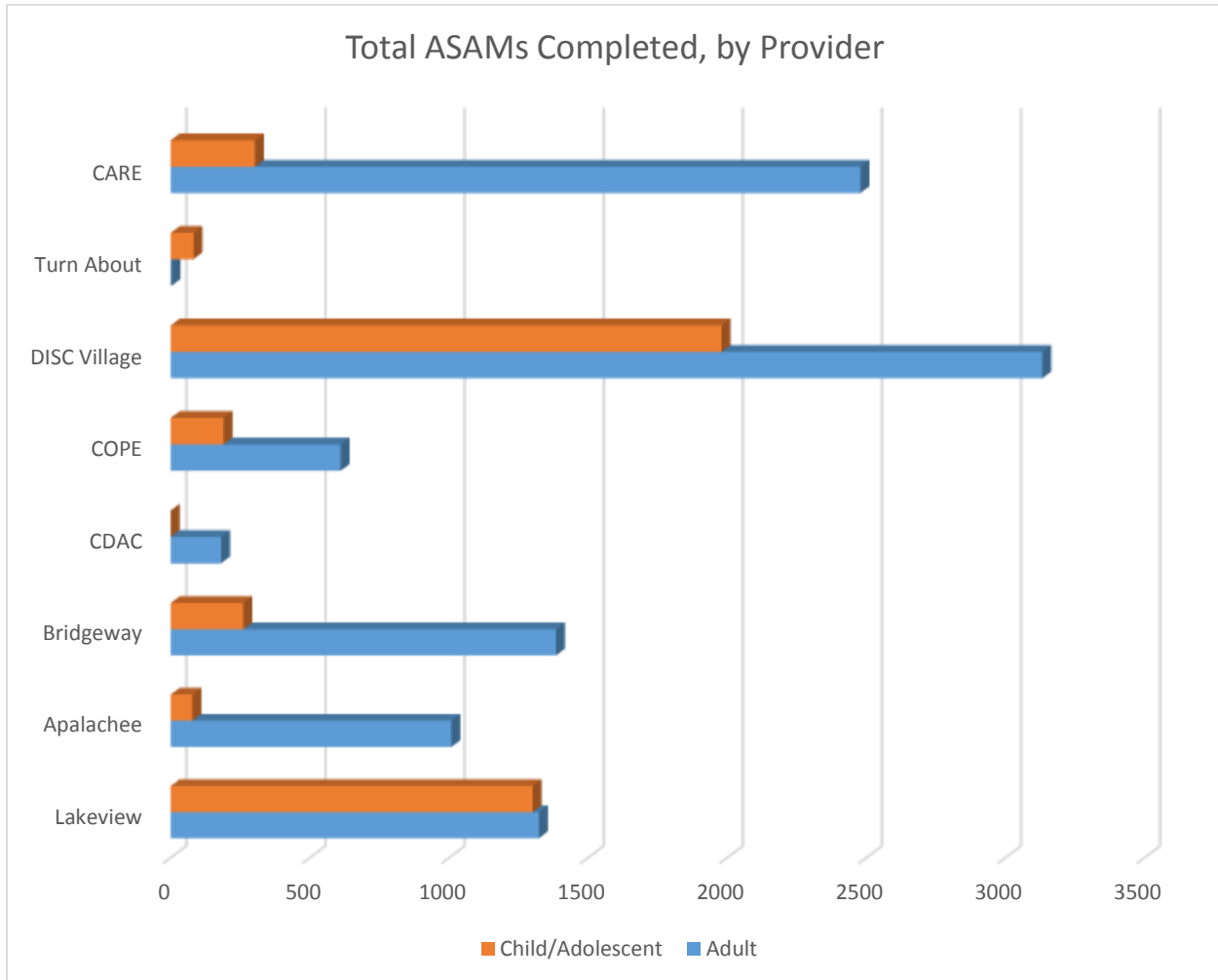


Figure 80: ASAM completed by provider in fiscal year 2013-2014

The most common recommended level of care at admission for substance abuse treatment for adults is Outpatient treatment, which accounts for 53.94% of the recommendations. Only 13.81% of adults are recommended for Detoxification services and less than 5% of adults are recommended for Residential Care. The most commonly recommended level of care for children and adolescents receiving an ASAM at admission in fiscal year 2013-2014 was Intervention, accounting for 76.45% of the recommendations made. Less than 2% of children and adolescents were recommended for Detoxification and fewer than 5% were recommended for Residential treatment.



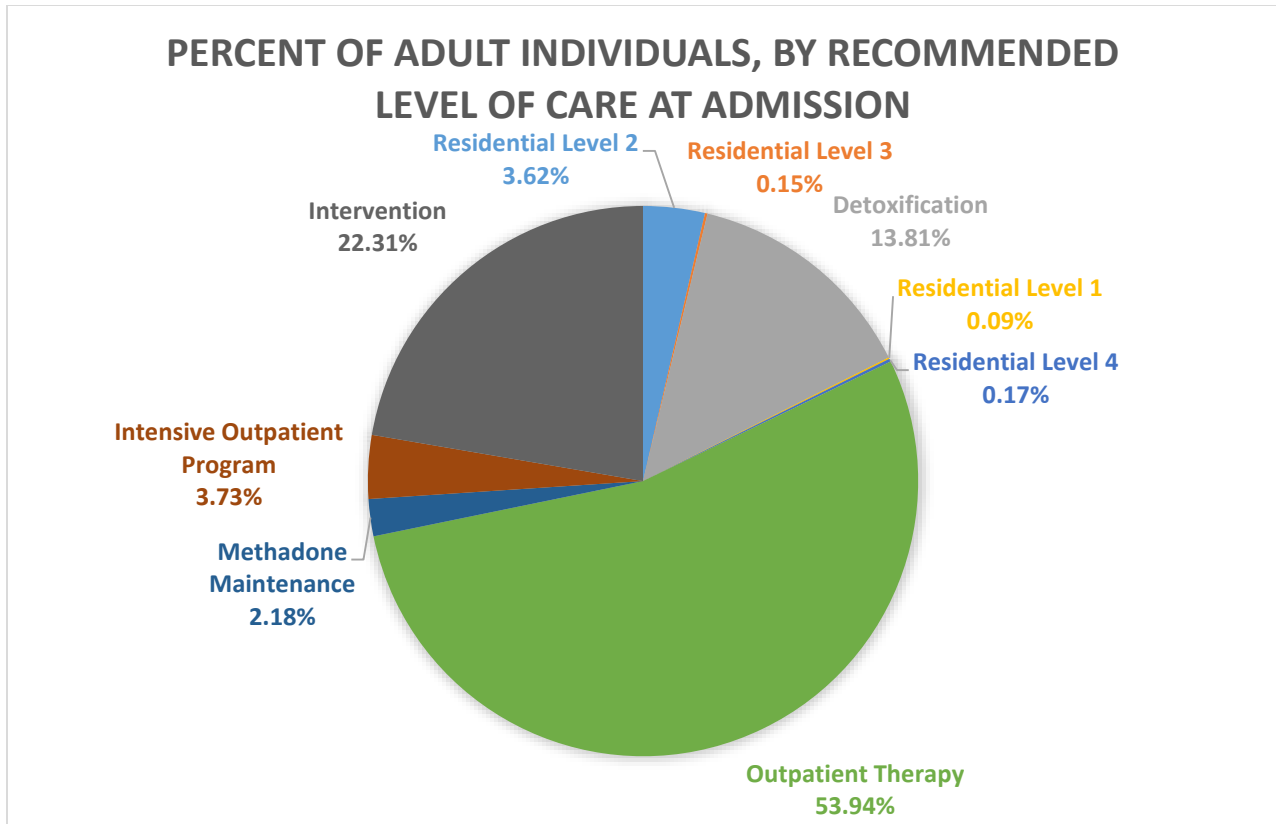


Figure 81: Recommended level of care for adults on the ASAM, fiscal year 2013-2014

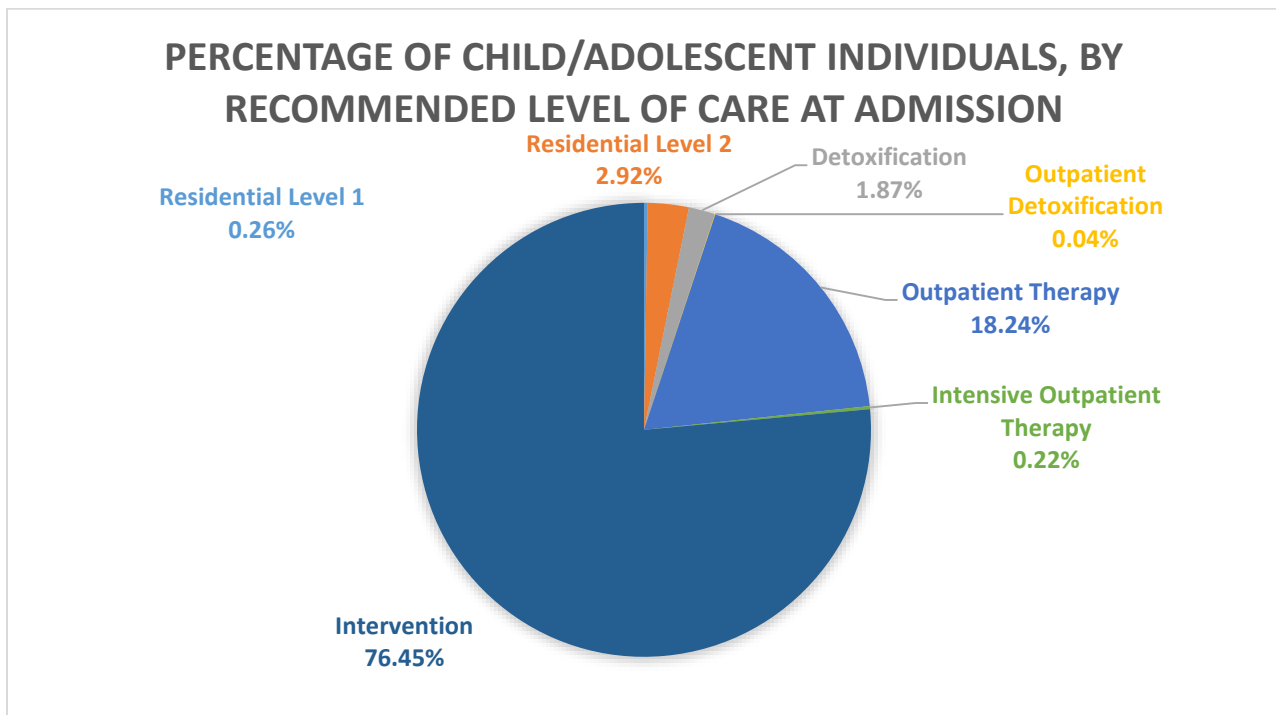


Figure 82: Recommended level of care for children on the ASAM, fiscal year 2013-2014



Key Findings

Demographics

Key Finding: Big Bend Community Based Care has one of the largest geographical regions among Managing Entities in the State of Florida. This provides unique barriers to community based strategic planning, due to physical distance and should be planned for accordingly.

Key Finding: The eighteen (18) counties contained in the Big Bend Community Based Care Managing Entity catchment area have a dramatic range of population density from 10.0 in Liberty County to 453.4 in Escambia County. Community planning and delivery of community based substance abuse and mental health services may be different based on the classification of communities as either urban or rural.

Key Finding: A large presence of military personnel, across the military bases in the Northwest Region requires collaboration and planning with both those military installations and the Department of Veterans Affairs to ensure coordination of care between the two treatment systems.

Socioeconomics

Key Finding: The lowest median household income in the Northwest Region is in Calhoun County at \$32,480 and the highest median household income is in Santa Rosa County at \$57,491. Fourteen (14) of the eighteen (18) counties in Northwest Florida have a lower median household income than the average in the State of Florida.

Key Finding: Poverty rates in the State of Florida are higher than the average poverty rate in the United States. In the Northwest Region of Florida these poverty rates are even higher, with eight (8) of the eighteen (18) counties being among the highest poverty rates in the state.

Key Finding: Uninsured rates for children and adults in the State of Florida are above the national average of individual's uninsured. Uninsured rates in the Northwest reveal that approximately 31,000 children and 275,000 adults in this area are without healthcare coverage.

Health Outcomes

Key Finding: The Northwest Region of Florida has a majority of its counties in the bottom quartile for Health Outcomes. In particular, individuals in the Northwest Region report more days per month of poor mental health, lower than average incidents of



low-birth weight babies and a larger than average percentage of the population reporting poor or fair health.

Health Factors

Key Finding: Health Factor rankings, which are indicators of health in a community that may impact long-term Health Outcomes, are among the lowest in Northwest Florida, with over 66% of the counties in this area being in the bottom half of the State's counties.

Behavioral Healthcare and Other Social Services

Key Finding: The suicide rate in Northwest Florida counties is higher in many areas than the State of Florida average. Most notably, in Circuit 1 and Circuit 14, the suicide rate spikes in multiple counties.

Key Finding: Significant increases in Baker Acts occurred in Franklin County (74.2% increase) and Madison County (41.9%) between 2012 and 2013.

Key Finding: Alcohol related motor vehicle crashes are extremely high in the Northwest Region of Florida, with only two (2) of the counties in Northwest Florida having a rate lower than the State of Florida average.

Key Finding: Multiple counties in the Northwest Region have high rates of both middle school and high school students binge drinking and using marijuana/hashish. This is most concerning among the high school population, where for each measure eight (8) of the counties in the Northwest have a rate of binge drinking and marijuana/hashish use that is classified as high.

Key Finding: Domestic Violence, often correlated to substance misuse, is higher than the statewide average in ten (10) of the counties in Northwest Florida, spiking in Escambia County where the domestic violence rate is nearly double the state average.

System Funding

Key Finding: The State of Florida funding for substance abuse and mental health is among the lowest in the United States, with Florida ranked 48th out of 50 states in 2010 for mental health funding.

Key Finding: Big Bend Community Based Care is the Managing Entity funded highest in the State of Florida calculated utilizing all funds received by per capita, individuals



uninsured and individuals impoverished. It should be noted, however, that Big Bend Community Based Care is the contractor for a statewide community forensic mental health program totaling over \$5 million (approximately 11% of Big Bend Community Based Care's total budget).

Key Finding: Equity disparities exist among the Circuits in the Northwest Region, in all funding categories.

Key Finding: Budget changes in the Department of Children and Families system over the course of time, have moved numerous programs, originally funded through member special projects, into base funding. It is unclear what amount of existing base funding in each Region and/or Circuit is related to funding that originated as a special project and continues to be utilized for the originally appropriated programming.

Consumer, Family Member, Stakeholder and Provider Surveys

Key Finding: More than 10% of stakeholder survey respondents indicated that they are not aware of where to refer an individual in need of one of the four (4) treatment types (adult mental health, children's mental health, adult substance abuse or children's substance abuse).

Key Finding: Stakeholders, Providers and Consumers/Family members all indicated that the outpatient array of services, as well as psychiatric care (medication management) are the most needed in the community.

Key Finding: Adult Substance Abuse Consumers/Family members indicated that support groups in the community are critical for maintaining their sobriety.

Key Finding: Providers indicate that the greatest barriers to providing services to consumers in the community are inadequate funding, inadequate rate of reimbursement and burdensome regulatory requirements.

Key Finding: A large majority (62.2%) of Consumers/Family members indicated that they could not identify barriers to receiving treatment, while other indicated stigma and a lack of available services provide barriers to access.

Key Finding: Consumers/Family members indicated that the supports available for them to access treatment include, affordability of care, support of family and friends, and convenient location of services.

Key Finding: Consumers/Family members ranked provider attributes as positive, indicating that the majority of providers meet their needs always/most of the time.



Evidence-based Practice Data Collection

Key Finding: Five (5) of the providers contracted to provide adult mental health service do not have identified Evidenced-based Practices offered at their agencies.

Key Finding: 100.0% of the nine (9) providers offering services with Adult Substance Abuse Funding offer EBPs.

Key Finding: Two (2) of the providers contracted to provide children's mental health services do not have identified Evidenced-based Practices offered at their agencies.

Key Finding: 100.0% of the nine (9) providers offering services with Children's Substance Abuse Funding offer EBPs.

Utilization Data

Key Finding: The rate of service to individuals by race and ethnicity, when compared to the total population in the Northwest is relatively representative for race but under-represented by those of Hispanic ethnicity.

Key Finding: All providers have entered client-specific data, with the exception of Fort Walton Beach Medical Center (a new provider in FY 13-14). Fort Walton Beach is entering this client specific data in fiscal year 2014-2015.

Key Finding: There is a significant disparity between numbers served, by provider, when examining demographic records when compared to numbers served when examining EVNT and SERV records. This is a statewide concern, as existing system validations do not require a demographic record for each EVNT or SERV record submitted.

Key Finding: There is a disparity in the numbers served by Circuit compared to the total population ratios by Circuits, as reported on demographic records. According to 2013 population estimates, 24.1% of the Northwest Region population resides in Circuit 2, including Madison and Taylor Counties and 20.5% of the population resides in Circuit 14 and 44.6% in Circuit 1. Demographic records indicate that 15.76% of the individuals served in the Northwest Region were served in Circuit 2, including Madison and Taylor Counties, 34.06% of the individuals served were from Circuit 14 and 49.82% are from Circuit 1..

Key Finding: The majority of non-client specific services offered are in Substance Abuse Outreach to individuals of twenty-two (22) years of age.

Key Finding: When examining client specific SERV records, the largest number of clients received treatment at Lakeview Center, followed by Life Management Center and Apalachee Center. This is a slight variation from the funding amounts in the



Region, with Life Management Center more highly represented than would be anticipated.

Key Finding: A relatively low proportion of individuals served receive care in a high level of care (HLOC) such as Crisis Stabilization, Detoxification or Residential Care. The majority of individuals served receive treatment services in the Outpatient Services array.

Key Finding: Each cost center allowable in the State service matrix is provided in each of the Circuits in the Northwest Region. Some Circuits lack Drop-In Centers, Short Term Residential Treatment (SRTs) or varying levels of Residential Care.

Key Finding: PERF data, submitted for purposes of evaluating Mental Health Outcomes for clients, are most frequently completed in Escambia and Okaloosa Counties which is consistent with the population distribution in the Northwest Region.

Key Finding: The number of clients receiving substance abuse treatment in each county is comparable to the overall population ratio for each county within the region.

Key Finding: Nearly one-fourth of all substance abuse treatment clients have a co-occurring mental health diagnosis.

Key Finding: A relatively small number of substance abuse treatment clients (15.91%) report involvement in the child welfare system. However, over one-third of all substance abuse treatment clients report having children.

Key Finding: There is a disparity between the number of providers who have entered any ASAM records, providers who have entered an admission record and providers who have entered a discharge record.

Key Finding: Low numbers of adults and children are recommended for higher levels of care (HLOC) for substance abuse treatment following the completion of an ASAM. The large majority of adults are recommended for Outpatient Treatment and children/adolescents are most often recommended for Intervention Services.



Conclusion

The eighteen (18) county area, where Big Bend Community Based Care provide oversight of the publically funded substance abuse and mental health system of care in a large geographic area with a wide range of population diversity, socioeconomic characteristics, community strengths and system of care gaps.

The Key Findings in this report are intended to provide information for beginning an analysis of the system, and should be carefully reviewed by the Managing Entity to determine what enhancements may or may not be necessary in management of the Substance Abuse and Mental Health System of Care, as well as the prioritization of those potential enhancements. The data, information and key findings should be utilized as a baseline understanding of the system that can be utilized for short-term and long range strategic planning.

In any strategic planning initiative it is imperative to consider the unique data points, contained in this needs assessment report, which describe some of the unique attributes of each community within Northwest Florida. Community-based, comprehensive strategic planning, should encompass the information contained in this needs assessment, in addition to collaboration and communication with key community stakeholders, most notably: consumers, family members and treatment providers.

In addition, strategic planning, for the substance abuse and mental health system of care, should contain additional information regarding substance abuse and mental health services provided through additional funding sources, including, but not limited to: Medicaid, Medicare, private insurance, Veteran's Administration services, private foundation funding, direct federal grant funding, county funding/local match, city/municipality funding and other state agency funding directed towards the treatment of individuals with a mental illness or a substance abuse addiction.



Appendix A

Substance Abuse and Mental Health Stakeholder Survey 2014

Big Bend Community Based Care, Inc. serving as the Managing Entity for eighteen (18) counties in Northwest Florida has engaged Organizational Management Solutions, Inc. to complete a Community Needs Assessment of the Substance Abuse and Mental Health System of Care.

The Community Needs Assessment of the Substance Abuse and Mental Health System of Care in Northwest Florida will be accomplished in three (3) main phases: Planning, Primary & Secondary Data Gathering and Analysis, and the Community Needs Assessment Final Report.

During the primary data gathering phase of this community needs assessment, multiple surveys will be distributed to consumers, family members, community stakeholders and providers to afford the community an opportunity to provide feedback and input into the current state of the substance abuse and mental health system of care in Northwest Florida, as well as suggestions for system strengths and needed improvements.

This survey is your opportunity to provide feedback on the substance abuse and mental health services within your community.

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Appendix A

Substance Abuse and Mental Health Stakeholder Survey 2014

***1. In which Circuit(s) do you engage with the community mental health or substance abuse system of care? (select all that apply)**

- Circuit 1 (Escambia, Okaloosa, Santa Rosa or Walton Counties)
- Circuit 2 (Franklin, Gadsden, Jefferson, Leon, Liberty or Wakulla Counties)
- Circuit 3 (Madison or Taylor Counties)
- Circuit 14 (Bay, Calhoun, Gulf, Holmes, Jackson or Washington Counties)

***2. Please indicate which category best describes your role in the community.**

- Juvenile Justice System
- Criminal Justice System (Adults)
- Child Welfare System
- Department of Children and Families
- School System
- Homeless Services
- Domestic Violence Services
- Local, State or Federal Government Official (legislator, mayor, councilman, etc.)
- Hospital
- State Institution
- Community Citizen/Volunteer
- Private Practice Provider
- Primary Care Physician

Other (please specify)

***3. Please identify which service categories you have referred someone to treatment for in the past 12 months. (please indicate all that apply)**

- Adult Mental Health Services
- Children's Mental Health Services
- Adult Substance Abuse Services
- Children's Substance Abuse Services
- None

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Appendix A

Substance Abuse and Mental Health Stakeholder Survey 2014

***4. Please indicate which agencies you have an established relationship with in your community. (please select all that apply)**

- Apalachee Center
- Bay District Schools
- 211 Big Bend
- Bridgeway Center
- Ability 1st
- CARE (Chemical Addictions Recovery Effort)
- CDAC (Community Drug & Alcohol Council)
- CHS of Escambia County (Children's Home Society)
- COPE Center (Chautauqua Offices of Psychotherapy and Evaluation)
- CMS of Leon County (Children's Medical Services)
- DISC Village
- Escambia County Board of County Commissioners
- Ft. Walton Beach Medical Center
- Lakeview Center
- Life Management Center
- Mental Health Association of Okaloosa/Walton Counties
- Okaloosa County Board of County Commissioners
- Turn About



Appendix A

Substance Abuse and Mental Health Stakeholder Survey 2014

***5. Please indicate your level of agreement to each question below. Indicate "n/a" if you do not have an opinion on the question posed.**

	Strongly Agree	Agree	Neither Agree or Disagree	Disagree	Strongly Disagree	N/A
I know where to direct an adult in need of mental health services in my community for assistance.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I know where to direct a child in need of mental health services in my community for assistance.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I know where to direct an adult in need of substance abuse services in my community for assistance.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I know where to direct a child in need of substance abuse services in my community for assistance.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

***6. Which MENTAL HEALTH services for ADULTS need to have increased availability in your community? (please select no more than 3)**

- Crisis Stabilization
- Inpatient
- Residential Care
- Psychiatry
- Outpatient Services
- Prevention

Other (please specify)



Appendix A

Substance Abuse and Mental Health Stakeholder Survey 2014

***7. Which MENTAL HEALTH services for CHILDREN need to have increased availability in your community? (please select no more than 3)**

Crisis Stabilization

Inpatient

Residential Care

Psychiatry

Outpatient Services

Prevention

Other (please specify)

***8. Which SUBSTANCE ABUSE services need to have increased availability in your community for ADULTS? (please select no more than 3)**

Crisis Stabilization

Inpatient

Residential Care

Psychiatry

Outpatient Services

Prevention

Other (please specify)

***9. Which SUBSTANCE ABUSE services need to have increased availability in your community for CHILDREN? (please select no more than 3)**

Crisis Stabilization

Inpatient

Residential Care

Psychiatry

Outpatient Services

Prevention

Other (please specify)



Appendix A

Substance Abuse and Mental Health Stakeholder Survey 2014

*** 10. What supports and/or benefits are available to consumers for accessing care in your community? (please select no more than 3)**

- Available transportation
- Support of friends, family, and the community in awareness of the need for mental health treatment
- Assurance of confidentiality
- Affordable access to services
- Availability of needed services
- Awareness of available services
- Location of services is convenient
- None

Other (please specify)

*** 11. What barriers do consumers face in accessing care in your community? (please select no more than 3)**

- Transportation unavailable
- Stigma (fear, shame or worried about what others will think)
- Concerns about confidentiality
- Unaffordable treatment
- Lack of availability of services
- Lack of knowledge about available services
- Location of services is not convenient
- None

Other (please specify)

12. Please indicate any additional comments regarding strengths and or concerns in the mental health and substance abuse system of care in your community.



Appendix B

Substance Abuse and Mental Health Provider Survey 2014

Big Bend Community Based Care, Inc. serving as the Managing Entity for eighteen (18) counties in Northwest Florida has engaged Organizational Management Solutions, Inc. to complete a Community Needs Assessment of the Substance Abuse and Mental Health System of Care.

The Community Needs Assessment of the Substance Abuse and Mental Health System of Care in Northwest Florida will be accomplished in three (3) main phases: Planning, Primary & Secondary Data Gathering and Analysis, and the Community Needs Assessment Final Report.

During the primary data gathering phase of this community needs assessment, multiple surveys will be distributed to consumers, family members, community stakeholders and providers to afford the community an opportunity to provide feedback and input into the current state of the substance abuse and mental health system of care in Northwest Florida, as well as suggestions for system strengths and needed improvements.

This survey is your opportunity to provide feedback on the substance abuse and mental health services at your agency, as well as services within the system of care in your community. Please complete only one (1) survey for your agency.

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Appendix B

Substance Abuse and Mental Health Provider Survey 2014

***1. In which Circuit(s) do you provide services? (select all that apply)**

Circuit 1 (Escambia, Okaloosa, Santa Rosa or Walton Counties)

Circuit 2 (Franklin, Gadsden, Jefferson, Leon, Liberty or Wakulla Counties)

Circuit 3 (Madison or Taylor Counties)

Circuit 14 (Bay, Calhoun, Gulf, Holmes, Jackson or Washington Counties)

***2. Please indicate which provider agency you represent.**

211 Big Bend

Ability 1st

Apalachee Center

Bay District Schools

Bridgeway Center

CARE

CDAC

CHS - Escambia County

CMS - Leon County

COPE Center

DISC Village

Escambia County Board of County Commissioners

FL Walton Beach Medical Center

Lakeview Center

Life Management Center

Mental Health Association of Okaloosa/Walton Counties

Okaloosa County Board of County Commissioners

Turn About



Appendix B

Substance Abuse and Mental Health Provider Survey 2014

***3. Which MENTAL HEALTH services, offered by your agency, are most the most critical services in your continuum of care for the ADULT consumers who receive treatment at your agency? (please select no more than 3 options)**

- Crisis Stabilization
- Inpatient
- Residential Care
- Psychiatry
- Outpatient Services
- Prevention
- Not applicable (don't provide services in this category)

Other (please specify)

***4. Which MENTAL HEALTH services for ADULTS need to have increased availability in your community? (please select no more than 3)**

- Crisis Stabilization
- Inpatient
- Residential Care
- Psychiatry
- Outpatient Services
- Prevention

Other (please specify)



Appendix B

Substance Abuse and Mental Health Provider Survey 2014

***5. Which MENTAL HEALTH services, provided by your agency are the most critical services in your continuum of care for the CHILD consumers who receive treatment at your agency? (please select no more than 3 options)**

- Crisis Stabilization
- Inpatient
- Residential Care
- Psychiatry
- Outpatient Services
- Prevention
- Not applicable (don't provide services in this category)

Other (please specify)

***6. Which MENTAL HEALTH services for CHILDREN need to have increased availability in your community? (please select no more than 3)**

- Crisis Stabilization
- Inpatient
- Residential Care
- Psychiatry
- Outpatient Services
- Prevention

Other (please specify)



Appendix B

Substance Abuse and Mental Health Provider Survey 2014

***7. Which SUBSTANCE ABUSE services, provided at your agency, are the most critical in your continuum of care for the ADULT consumers who receive treatment at your agency? (please select no more than 3 options)**

Crisis Stabilization

Inpatient

Residential Care

Psychiatry

Outpatient Services

Prevention

Not applicable (don't provide services in this category)

Other (please specify)

***8. Which SUBSTANCE ABUSE services need to have increased availability in your community for ADULTS? (please select no more than 3)**

Crisis Stabilization

Inpatient

Residential Care

Psychiatry

Outpatient Services

Prevention

Other (please specify)



Appendix B

Substance Abuse and Mental Health Provider Survey 2014

***9. Which SUBSTANCE ABUSE services, offered by your agency, are the most critical in your continuum of care for the CHILD consumers who receive treatment at your agency? (please select no more than 3 options)**

- Crisis Stabilization
- Inpatient
- Residential Care
- Psychiatry
- Outpatient Services
- Prevention
- Not Applicable (don't provide services in this category)

Other (please specify)

***10. Which SUBSTANCE ABUSE services need to have increased availability in your community for CHILDREN? (please select no more than 3)**

- Crisis Stabilization
- Inpatient
- Residential Care
- Psychiatry
- Outpatient Services
- Prevention

Other (please specify)



Appendix B

Substance Abuse and Mental Health Provider Survey 2014

***11. What strengths are present, for you as a provider, to assist you in meeting the needs of your consumers? (please select no more than 3)**

- easily available workforce
- easy access to consumer medication
- availability of consumer housing
- adequate education opportunities for staff
- timely access and availability for consumer care
- adequate levels of funding
- logical and relevant policy implementation from funding sources
- adequate rate of reimbursement
- ease of regulatory requirements
- staff enthusiasm
- None

Other (please specify)

***12. What barriers do you face, as a provider, when trying to meet the needs of consumers in your community? (please select no more than 3)**

- inadequate availability of a workforce
- lack of consumer access to medication
- consumer housing is unavailable
- inadequate education opportunities for staff
- unable to ensure timely access to care
- adequate funding is not available
- burdensome policy implementation from funding sources
- inadequate rate of reimbursement
- burdensome regulatory requirements
- staff burnout
- None

Other (please specify)



Appendix B

Substance Abuse and Mental Health Provider Survey 2014

*** 13. What supports and/or benefits are available to consumers for accessing care in your community (please select no more than 3)**

- Available transportation
- Support of friends, family and the community in awareness of the need for mental health treatment
- Location of services is convenient
- Assurance of confidentiality
- Affordable access to services
- Availability of needed services
- Awareness of available services
- None

Other (please specify)

*** 14. What barriers do consumers face in accessing care in your community? (please select no more than 3)**

- Transportation unavailable
- Stigma (fear, shame or worried about what others would think)
- Concerns about confidentiality
- Location of the service is not convenient
- Unaffordable treatment
- Lack of availability of services
- Lack of knowledge about available services
- None

Other (please specify)



Appendix B

Substance Abuse and Mental Health Provider Survey 2014

15. Please indicate all sources of referrals to your agency.

- Self/Consumer
- Family/Friend of the Consumer
- Primary Care
- Hospital
- Child Welfare
- Criminal Justice/Prison System
- Juvenile Justice
- School
- Homeless Services Provider
- Law Enforcement
- Domestic Violence Shelters/Providers
- Other Mental Health and Substance Abuse Providers

Other (please specify)

16. Please indicate any additional comments regarding strengths or concerns about the mental health and substance abuse system of care in your community.



Appendix C

Substance Abuse and Mental Health Consumer or Family Member Survey

A community needs assessment of the substance abuse and mental health system of care in your area is being conducted. As part of this community needs assessment, surveys are being given to consumers of substance abuse and mental health services, as well as their family members or individuals who support them.

If you are a consumer of substance abuse and mental health services or the family member/support person of an individual who receives substance abuse or mental health services, this survey is your opportunity to provide feedback on the services received, including: the strengths of the services received and any concerns regarding the services received.

Some questions are personal in nature, but we ask them to better understand your needs and/or the needs of your family member/individual you support. Please be as honest as possible in answering the survey questions.

All survey answers will be anonymous. You will not be asked to provide your name on this survey. All survey responses will be combined, with no identifying information regarding individual survey responses provided.

This survey can be obtained, in paper format, from your substance abuse or mental health provider. You may complete it by hand and return it to Organizational Management Solutions, Inc. in the self-addressed stamped envelope available from your provider or you may return the completed survey, sealed, in the self-addressed stamped envelope to your provider to mail for you.

In the event you would like to complete this survey electronically, it is available on-line and you may do so by visiting the Big Bend Community Based Care website at www.bigbendcbc.org and clicking on the link for the Substance Abuse and Mental Health Consumer and Family Member Survey.

Thank you for taking the time to complete this survey.

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Appendix C

Substance Abuse and Mental Health Consumer or Family Member Survey

***1. Please indicate if you are a consumer, currently receiving substance abuse or mental health services or if you are the family member/support of an individual currently receiving substance abuse or mental health services.**

- A consumer of substance abuse and/or mental health services
- A family member/support of an individual receiving substance abuse and/or mental health services;

***2. Please indicate the county where you/your family member/someone you support resides.**

- Bay
- Calhoun
- Escambia
- Franklin
- Gadsden
- Gulf
- Holmes
- Jackson
- Jefferson
- Leon
- Liberty
- Madison
- Okaloosa
- Santa Rosa
- Taylor
- Wakulla
- Walton
- Washington

Other (please specify)



Appendix C

Substance Abuse and Mental Health Consumer or Family Member Survey

***3. Please indicate the county where you/your family member/someone you support receives mental health or substance abuse treatment. (please indicate all that apply)**

- Bay
- Calhoun
- Escambia
- Franklin
- Gadsden
- Gulf
- Holmes
- Jackson
- Jefferson
- Leon
- Liberty
- Madison
- Okaloosa
- Santa Rosa
- Taylor
- Wakulla
- Walton
- Washington

Other (please specify)

***4. Please indicate you/your family members/someone you support's race.**

- Asian
- Black
- American Indian/Alaskan Native
- Caucasian
- Native Hawaiian/Other Pacific Islander
- Multi-Racial

Other (please specify)



Appendix C

Substance Abuse and Mental Health Consumer or Family Member Survey

***5. Please indicate your/your family members/someone you support's ethnicity.**

- Hispanic
- Non-Hispanic

6. Please indicate which of the following you/your family member/someone you support are:

- Young Child (ages 0-5)
- Child (ages 6-12)
- Teen (ages 13-17)
- Young Adult (ages 18-25)
- Adult (ages 26 - 64)
- Senior (ages 65 and over)

7. Please indicate the type of service that you/your family member/someone you support receives. (please indicate all that apply)

- Mental Health Treatment
- Substance Abuse Treatment



Appendix C

Substance Abuse and Mental Health Consumer or Family Member Survey

***8. Please indicate where you/your family member/someone you support received treatment in the past 12 months (indicate all that apply).**

- 211 Big Bend
- Ability 1st
- Apalachee Center
- Bay District Schools
- Bridgeway Center
- CARE (Chemical Addictions Recovery Effort)
- CDAC (Community Drug & Alcohol Council)
- CHS of Escambia County (Children's Home Society)
- CMS of Leon County (Children's Medical Services)
- COPE Center (Chautauqua Offices of Psychotherapy and Evaluation)
- DISC Village
- Escambia County Board of County Commissioners (jail based services)
- Ft. Walton Beach Medical Center
- Lakeview Center
- Life Management Center
- Mental Health Association of Okaloosa/Walton Counties
- Okaloosa County Board of County Commissioners (court based services)
- Turn About



Appendix C

Substance Abuse and Mental Health Consumer or Family Member Survey

***9. Please answer the following questions in regards to you/your family member/someone you support's primary mental health provider. Please select "n/a" if you have not received mental health services in the past 12 months.**

	Always	Most of the time	Sometimes	Rarely	Never
I am able to schedule appointments when I need them.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The provider's hours are convenient for me.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I have transportation to the provider.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The staff at the provider are respectful of my privacy.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The staff at the provider are able to help me when I need assistance.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The staff at the provider treat me with respect.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I am satisfied with the care I receive.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
My provider coordinates my care with my other healthcare providers.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I am included in decisions regarding my care.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
My symptoms are improving while in care.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The services I receive are affordable.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
My provider has informed me and educated me about my mental health diagnosis.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
My provider's office is clean, neat and comfortable.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>



Appendix C

Substance Abuse and Mental Health Consumer or Family Member Survey

*** 10. Please answer the following questions in regards to you/your family member/someone you support's primary substance abuse provider. Please select "n/a" if you have not received substance abuse services in the past 12 months.**

	Always	Most of the time	Sometimes	Rarely	Never
I am able to schedule appointments when I need them.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The provider's hours are convenient for me.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I have transportation to the provider.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The staff at the provider are respectful of my privacy.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The staff at the provider are able to help me when I need assistance.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The staff at the provider treat me with respect.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I am satisfied with the care I receive.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
My provider coordinates my care with my other healthcare providers.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I am included in decisions regarding my care.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
My symptoms are improving while in care.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The services I receive are affordable.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
My provider has informed me and educated me about my substance abuse addiction.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I am knowledgeable about relapse prevention.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
My provider's office is clean, neat and comfortable.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>



Appendix C

Substance Abuse and Mental Health Consumer or Family Member Survey

*** 11. Please indicate the level of MENTAL HEALTH treatment you/your family member/someone you support has received in the last 12 months. Please chose all that apply.**

- Screening or Assessment
- Involuntary Hospitalization (Baker Act)
- Voluntary Psychiatric Hospitalization
- Psychiatric Medication Management
- Outpatient Individual Treatment
- Outpatient Group Treatment
- Drop-In or other Self-Help Center (Clubhouse)
- Case Management
- FACT Team Services
- Residential Treatment/Supportive Housing (including ALP and group home)
- Supported Employment
- Jail or Prison based services
- NAMI or MHA Support Group Meetings
- Information and Referral
- State Psychiatric Hospital
- NONE

Other (please specify)



Appendix C

Substance Abuse and Mental Health Consumer or Family Member Survey

*** 12. Please indicate the level of SUBSTANCE ABUSE treatment you/your family member/someone you support has received in the last 12 months. Please choose all that apply.**

- Inpatient Detoxification
- Outpatient Detoxification
- Methadone Maintenance
- Residential Substance Abuse Treatment
- Screening or Assessment
- Case Management
- Intensive Outpatient
- Individual Outpatient
- Group Outpatient
- Medication Management
- Treatment Accountability for Safer Communities (TASC)
- Jail or Prison based services
- 12 step programs (ALANON, AA, NA or Other)
- Information and Referral

Other (please specify)



Appendix C

Substance Abuse and Mental Health Consumer or Family Member Survey

*** 13. Which MENTAL HEALTH services are most important for you/your family member/someone you support to help maintain positive mental health? (please select no more than 3)**

- Individual Counseling
- Group Counseling
- Family Counseling
- Case Management
- Inpatient Treatment (CSU or hospital)
- Psychiatric Medication Services
- Drop-In Center
- Clubhouse
- Certified Peer Specialist
- Residential Housing Support
- Supported Employment
- Support Group in the Community (NAMI or MHA)
- Alternative Services: meditation, massage, acupuncture, exercise, etc.
- NONE

Other (please specify)



Appendix C

Substance Abuse and Mental Health Consumer or Family Member Survey

*** 14. Which SUBSTANCE ABUSE services are most important for you/your family member/someone you support to help maintain positive substance abuse recovery? (please select no more than 3)**

- Detoxification Services
- Supported Employment
- Residential Housing Support
- Case Management
- Residential Treatment
- Family Counseling
- Medication Services
- Alternative Services: meditation, massage, acupuncture, exercise, etc.
- Support Group in the Community (AA, NA, ALANON or other)
- Individual Counseling
- Group Counseling
- NONE

Other (please specify)



Substance Abuse and Mental Health Consumer or Family Member Survey

*** 15. Please indicate what benefits and/or supports are available to you/your family member/someone you support which made accessing MENTAL HEALTH or SUBSTANCE ABUSE services easier in the last 12 months. (please select no more than 3)**

- Affordable access to treatment
- Available Transportation
- Assurance of confidentiality
- Availability of needed services
- Location of the service is convenient
- Awareness of the available services
- Support of family, friends and the community in awareness of the need for mental health and/or substance abuse treatment
- None

Other (please specify)

*** 16. What were some of the barriers to you/your family member/someone you support getting the MENTAL HEALTH and/or SUBSTANCE ABUSE services needed during the last 12 months? (please select no more than 3).**

- Unaffordable treatment
- Transportation unavailable
- Location of the service is not convenient
- Lack of knowledge about available services
- Stigma (fear, shame, worried about what others would think)
- Concerns about confidentiality
- Lack of available services
- None

Other (please specify)

17. Please add any additional comments regarding strengths or concerns about you/your family member/someone you support's mental health and/or substance abuse services.



Appendix D

Evidence-Based Practice Survey - Managing Entity Network

Dear Provider,

Big Bend Community Based Care, as the Managing Entity for the 18 counties in Northwest Florida is conducting a survey to determine which Evidence-Based Practices are currently being used in the substance abuse and mental health system through your agency's efforts.

Please complete this brief survey to indicate which Evidence-Based Practices your agency currently utilizes in the prevention, intervention and treatment of substance abuse and/or mental illness in your community. Thank you for your participation.



Appendix D

Evidence-Based Practice Survey - Managing Entity Network

***1. Please indicate the provider agency for which you are completing this survey.**

***2. Please indicate all of the Evidence-Based Practices utilized by your agency for ADULT MENTAL HEALTH prevention, intervention and treatment services.**

- Acceptance and Commitment Therapy (ACT)
- Acceptance-Based Behavioral Therapy for Generalized Anxiety Disorder
- Active Parenting (4th Edition)
- Active Parenting of Teens: Families in Action
- Adolescent Community Reinforcement Approach (A-CRA)
- Alcohol Behavioral Couple Therapy
- Behavioral Couples Therapy for Alcoholism and Drug Abuse
- Behavioral Day Treatment and Contingency Managed Housing and Work Therapy
- Brief Self-Directed Gambling Treatment
- Bringing Baby Home
- CAST (Coping And Support Training)
- Celebrating Families!
- Chestnut Health Systems-Bloomington Adolescent Outpatient (OP) and intensive Outpatient (IOP) Tx Model
- Chicago Parent Program
- Child-Parent Psychotherapy (CPP)
- Children in Between
- Clinician-Based Cognitive Psychoeducational Intervention for Families (Family Talk)
- Cognitive Behavioral Therapy for Late-Life Depression
- Cognitive Enhancement Therapy
- Community Advocacy Project (CAP)
- Compeer Model
- Computer-Assisted System for Patient Assessment and Referral (CASPAR)
- Computer-Based Cognitive Behavioral Therapy, Beating the Blues
- Contracts, Prompts, and Reinforcement of Substance Use Disorder Continuing Care (CPR)
- Coping With Work and Family Stress
- Correctional Therapeutic Community for Substance Abusers



Appendix D

Evidence-Based Practice Survey - Managing Entity Network

- Critical Time Intervention
- DARE to be You
- Dialectical Behavior Therapy
- Early Risers "Skills for Success"
- Emergency Department Means Restriction Education
- EnhanceWellness
- Eye Movement Desensitization and Reprocessing
- Family Behavior Therapy
- Family Expectations
- Family Spirit
- Family Wellness: Survival Skills for Healthy Families
- Functional Adaptation Skills Training (FAST)
- Guiding Good Choices
- Helping Women Recover and Beyond Trauma
- IMPACT (Improving Mood--Promoting Access to Collaborative Treatment)
- Incredible Years
- Interactive Journaling
- Job-Loss Recovery Program
- JOBS Program
- Life Goals Collaborative Care (LGCC)
- Mental Health First Aid
- Mindfulness-Based Cognitive Therapy (MBCT)
- Mindfulness-Based Stress Reduction (MBSR)
- Modified Therapeutic Community for Persons With Co-Occurring Disorders
- MoodGYM
- Moral Reconciliation Therapy
- Multi-Family Psychoeducational Psychotherapy (MF-PEP)
- National Alliance on Mental Illness (NAMI) Family-to-Family Education Program
- Nurse-Family Partnership
- Nurturing Parenting Programs
- OQ-Analyst
- Panic Control Treatment (PCT)
- Parent-Child Interaction Therapy



Appendix D

Evidence-Based Practice Survey - Managing Entity Network

- ParentCorps
- Parenting Fundamentals
- Parenting Through Change
- Partners for Change Outcome Management System (PCOMS): International Cnt. for Clinical Excellence
- Partners for Change Outcome Management System (PCOMS): The Heart and Soul of Change Project
- Pathways' Housing First Program
- Penn Resilience Training for College Students
- Prevention and Relationship Enhancement Program (PREP)
- Program of All-inclusive Care for the Elderly (PACE)
- Project ACHIEVE
- Project MAGIC (Making A Group and Individual Commitment)
- Prolonged Exposure Therapy for Posttraumatic Stress Disorders
- Psychiatric Rehabilitation Process Model
- Psychoeducational Multifamily Groups
- QPR Gatekeeper Training for Suicide Prevention
- Reconnecting Youth: A Peer Group Approach to Building Life Skills
- Relapse Prevention Therapy (RPT)
- Say It Straight (SIS)
- Seeking Safety
- Six Core Strategies To Prevent Conflict and Violence: Reducing the Use of Seclusion and Restraint
- Strengthening Families Program
- Strengthening Families Program: For Parents and Youth 10-14
- Systematic Training for Effective Parenting (STEP)
- Systems Training for Emotional Predictability and Problem Solving (STEPPS)
- TCU (Texas Christian University) Mapping-Enhanced Counseling
- Team Solutions (TS) and Solutions for Wellness (SFW)
- TEAMcare
- Transtheoretical Model (TTM)-Based Stress Management Program
- Trauma Affect Regulation: Guide for Education and Therapy (TARGET)
- Trauma Recovery and Empowerment Model (TREM)
- Trauma-Focused Cognitive Behavioral Therapy (TF-CBT)
- Traumatic Incident Reduction
- Triple P-Positive Parenting Program



Appendix D

Evidence-Based Practice Survey - Managing Entity Network

Virginia Student Threat Assessment Guidelines

Wellness Recovery Action Plan (WRAP)

None

Other (please specify)



Appendix D

Evidence-Based Practice Survey - Managing Entity Network

***3. Please indicate all of the Evidence-Based Practices utilized by your agency for CHILDREN'S MENTAL HEALTH prevention, intervention and treatment services.**

- Active Parenting (4th Edition)
- Active Parenting of Teens: Families in Action
- Adolescent Coping With Depression (CWD-A)
- AP's Pals: Kids Making Healthy Choices
- All Stars
- American Indian Life Skills Development/Zuni Life Skills Development
- ATHENA (Athletes Targeting Healthy Exercise & Nutrition Alternatives)
- Attachment-Based Family Therapy (ABFT)
- Brief Strategic Family Therapy
- CAPSLE: Creating a Peaceful School Learning Environment
- Caring School Community
- CAST (Coping And Support Training)
- Celebrating Families!
- Challenging Horizons Program (CHP)
- Chestnut Health Systems-Bloomington Adolescent Outpatient (OP) and Intensive Outpatient (IOP) Tx Model
- Chicago Parent Program
- Child-Parent Psychotherapy (CPP)
- Children in Between
- Children of Divorce Intervention Program (CODIP)
- Children's Summer Treatment Program (STP)
- Clinician-Based Cognitive Psychoeducational Intervention for Families (Family Talk)
- Cognitive Behavioral Intervention for Trauma in Schools (CBITS)
- Collaborative HIV Prevention and Adolescent Mental Health Project (CHAMP) Family Program
- Cool Kids Child and Adolescent Anxiety Management Program
- Coping Cat
- Cross-Age Mentoring Program (CAMP) for Children With Adolescent Mentors
- Cultural Adaptation of Cognitive Behavioral Therapy (CBT) for Puerto Rican Youth
- Curriculum-Based Support Group (CBSG) Program
- DARE to be You
- Early Risers "Skills for Success"
- Emergency Department Means Restriction Education



Appendix D

Evidence-Based Practice Survey - Managing Entity Network	
<input type="checkbox"/>	Families and Schools Together (FAST)
<input type="checkbox"/>	Family Behavior Therapy
<input type="checkbox"/>	Family Centered Treatment (FCT)
<input type="checkbox"/>	Family Spirit
<input type="checkbox"/>	Footprints for Life
<input type="checkbox"/>	FRIENDS Program
<input type="checkbox"/>	Good Behavior Game (GBG)
<input type="checkbox"/>	Guiding Good Choices
<input type="checkbox"/>	Healing Species Violence Intervention and Compassion Education Program
<input type="checkbox"/>	HighScope Curriculum
<input type="checkbox"/>	HOMEBUILDERS
<input type="checkbox"/>	I Can Problem Solve (ICPS)
<input type="checkbox"/>	Incredible Years
<input type="checkbox"/>	Interpersonal Psychotherapy for Depressed Adolescents (IPT-A)
<input type="checkbox"/>	Lions Quest Skills for Adolescence
<input type="checkbox"/>	Mendota Juvenile Treatment Center Program
<input type="checkbox"/>	Michigan Model for Health
<input type="checkbox"/>	Mindfulness-Based Stress Reduction (MBSR)
<input type="checkbox"/>	Moral Reconciliation Therapy
<input type="checkbox"/>	Multi-Family Psychoeducational Psychotherapy (MF-PEP)
<input type="checkbox"/>	Multidimensional Treatment Foster Care (MTFC)
<input type="checkbox"/>	Multisystemic Therapy (MST) for Juvenile Offenders
<input type="checkbox"/>	Multisystemic Therapy for Youth With Problem Sexual Behaviors (MST-PSB)
<input type="checkbox"/>	Multisystemic Therapy With Psychiatric Supports (MST-Psychiatric)
<input type="checkbox"/>	New Beginnings Program
<input type="checkbox"/>	Nurse-Family Partnership
<input type="checkbox"/>	Nurturing Parenting Programs
<input type="checkbox"/>	Open Circle
<input type="checkbox"/>	Parent-Child Interaction Therapy
<input type="checkbox"/>	ParentCorps
<input type="checkbox"/>	Parenting Fundamentals
<input type="checkbox"/>	Parenting Through Change
<input type="checkbox"/>	Parenting Wisely



Appendix D

Evidence-Based Practice Survey - Managing Entity Network	
<input type="checkbox"/>	Parents as Teachers
<input type="checkbox"/>	PAX Good Behavior Game (PAX GBG)
<input type="checkbox"/>	Primary Project
<input type="checkbox"/>	Project ACHIEVE
<input type="checkbox"/>	Project KIND
<input type="checkbox"/>	Project MAGIC (Making A Group and Individual Commitment)
<input type="checkbox"/>	Promoting Alternative Thinking Strategies (PATHS), PATHS Preschool
<input type="checkbox"/>	Reconnecting Youth: A Peer Group Approach to Building Life Skills
<input type="checkbox"/>	Relationship Smarts PLUS (RS+)
<input type="checkbox"/>	Responding in Peaceful and Positive Ways (RIPP)
<input type="checkbox"/>	Ripple Effects Whole Spectrum Intervention System (Ripple Effects)
<input type="checkbox"/>	Safe & Civil Schools Positive Behavioral Interventions and Supports Model
<input type="checkbox"/>	Say It Straight (SIS)
<input type="checkbox"/>	Second Step
<input type="checkbox"/>	Seeking Safety
<input type="checkbox"/>	Six Core Strategies To Prevent Conflict and Violence: Reducing the Use of Seclusion and Restraint
<input type="checkbox"/>	Social Skills Group Intervention (S.S.GRIN) 3-5
<input type="checkbox"/>	Steps to Respect: A Bullying Prevention Program
<input type="checkbox"/>	Strengthening Families Program
<input type="checkbox"/>	Strengthening Families Program: For Parents and Youth 10-14
<input type="checkbox"/>	Students Taking A Right Stand (STARS) Nashville Student Assistance Program
<input type="checkbox"/>	Systematic Training for Effective Parenting (STEP)
<input type="checkbox"/>	Teaching Kids to Cope (TKC)
<input type="checkbox"/>	Teaching Students To Be Peacemakers
<input type="checkbox"/>	Too Good for Violence
<input type="checkbox"/>	Trauma Affect Regulation: Guide for Education and Therapy (TARGET)
<input type="checkbox"/>	Trauma Focused Coping (Multimodality Trauma Treatment)
<input type="checkbox"/>	Trauma-Focused Cognitive Behavioral Therapy (TF-CBT)
<input type="checkbox"/>	Traumatic Incident Reduction
<input type="checkbox"/>	Triple P--Positive Parenting Program
<input type="checkbox"/>	Virginia Student Threat Assessment Guidelines
<input type="checkbox"/>	Zippy's Friends
<input type="checkbox"/>	None



Appendix D

Evidence-Based Practice Survey - Managing Entity Network

Other (please specify)

4. Please indicate all of the Evidence-Based Practices utilized by your agency for ADULT SUBSTANCE ABUSE prevention, intervention and treatment services.

- Active Parenting of Teens: Families In Action
- Adolescent Community Reinforcement Approach (A-CRA)
- Alcohol Behavioral Couple Therapy
- Alcohol Literacy Challenge
- Behavioral Couples Therapy for Alcoholism and Drug Abuse
- Behavioral Day Treatment and Contingency Managed Housing and Work Therapy
- Brief Alcohol Screening and Intervention for College Students (BASICS)
- Brief Self-Directed Gambling Treatment
- Brief Strengths-Based Case Management for Substance Abuse
- CAST (Coping And Support Training)
- Celebrating Families!
- Chestnut Health Systems-Bloomington Adolescent Outpatient (OP) and Intensive Outpatient (IOP) Tx Model
- CHOICES: A Program for Women About Choosing Healthy Behaviors
- Choosing Life: Empowerment! Action! Results! (CLEAR) Program for Young People Living With HIV
- Cocaine-Specific Coping Skills Training
- College Drinker's Check-up (CDCU)
- Community Trials Intervention To Reduce High-Risk Drinking
- Computer-Assisted System for Patient Assessment and Referral (CASPAR)
- Contracts, Prompts, and Reinforcement of Substance Use Disorder Continuing Care (CPR)
- COPE: Collaborative Opioid Prescribing Education
- Coping With Work and Family Stress
- Correctional Therapeutic Community for Substance Abusers
- DARE to be You
- Dialectical Behavior Therapy



Appendix D

Evidence-Based Practice Survey - Managing Entity Network	
<input type="checkbox"/>	Early Risers "Skills for Success"
<input type="checkbox"/>	Enough Snuff
<input type="checkbox"/>	Family Behavior Therapy
<input type="checkbox"/>	Family Spirit
<input type="checkbox"/>	Forever Free
<input type="checkbox"/>	Functional Family Therapy for Adolescent Alcohol and Drug Abuse
<input type="checkbox"/>	Guiding Good Choices
<input type="checkbox"/>	Healthy Workplace
<input type="checkbox"/>	Helping Women Recover and Beyond Trauma
<input type="checkbox"/>	Interactive Journaling
<input type="checkbox"/>	Interim Methadone Maintenance
<input type="checkbox"/>	Keep A Clear Mind (KACM)
<input type="checkbox"/>	Matrix Model
<input type="checkbox"/>	Modified Therapeutic Community for Persons With Co-Occurring Disorders
<input type="checkbox"/>	Moral Reconciliation Therapy
<input type="checkbox"/>	Motivational Enhancement Therapy
<input type="checkbox"/>	Motivational Interviewing
<input type="checkbox"/>	Network Therapy
<input type="checkbox"/>	Nurse-Family Partnership
<input type="checkbox"/>	Nurturing Parenting Programs
<input type="checkbox"/>	OQ-Analyst
<input type="checkbox"/>	Pathways' Housing First Program
<input type="checkbox"/>	PRIME For Life
<input type="checkbox"/>	Prize Incentives Contingency Management for Substance Abuse
<input type="checkbox"/>	Project ASSERT
<input type="checkbox"/>	Project EX
<input type="checkbox"/>	Project MAGIC (Making A Group and Individual Commitment)
<input type="checkbox"/>	Project Towards No Drug Abuse
<input type="checkbox"/>	Protecting You/Protecting Me
<input type="checkbox"/>	Psychiatric Rehabilitation Process Model
<input type="checkbox"/>	Reconnecting Youth: A Peer Group Approach to Building Life Skills
<input type="checkbox"/>	Recovery Training and Self-Help
<input type="checkbox"/>	Reinforcement-Based Therapeutic Workplace



Appendix D

Evidence-Based Practice Survey - Managing Entity Network

- Relapse Prevention Therapy (RPT)
- Reward & Reminder
- Say It Straight (SIS)
- Seeking Safety
- Self-Help in Eliminating Life-Threatening Diseases (SHIELD)
- Solution-Focused Group Therapy
- Strengthening Families Program
- Strengthening Families Program: For Parents and Youth 10-14
- TCU (Texas Christian University) Mapping-Enhanced Counseling
- Team Awareness
- Telephone Monitoring and Adaptive Counseling (TMAC)
- The Brief Negotiation Interview for Harmful and Hazardous Drinkers
- Trauma Affect Regulation: Guide for Education and Therapy (TARGET)
- Trauma Recovery and Empowerment Model (TREM)
- Twelve Step Facilitation Therapy
- Wellness Initiative for Senior Education (WISE)
- Wellness Outreach at Work
- None

Other (please specify)



Appendix D

Evidence-Based Practice Survey - Managing Entity Network

5. Please indicate all of the Evidence-Based Practices utilized by your agency for CHILDREN'S SUBSTANCE ABUSE prevention, intervention and treatment services.

- Across Ages
- Active Parenting of Teens: Families in Action
- Adolescent Community Reinforcement Approach (A-CRA)
- Al's Pals: Kids Making Healthy Choices
- Alcohol Literacy Challenge
- All Stars
- ATHENA (Athletes Targeting Healthy Exercise & Nutrition Alternatives)
- Brief Strategic Family Therapy
- Caring School Community
- CAST (Coping And Support Training)
- Celebrating Families!
- Chestnut Health Systems-Bloomington Adolescent Outpatient (OP) and Intensive Outpatient (IOP) Tx Model
- Class Action
- Climate Schools: Alcohol and Cannabis Course
- Community Trials Intervention To Reduce High-Risk Drinking
- Curriculum-Based Support Group (CSBG) Program
- DARE to be You
- Early Risers "Skills for Success"
- Families and Schools Together (FAST)
- Family Behavior Therapy
- Family Centered Treatment (FCT)
- Family Spirit
- Family Support Network (FSN)
- Footprints for Life
- Functional Family Therapy for Adolescent Alcohol and Drug Abuse
- Good Behavior Game (GBG)
- Guiding Good Choices
- Healing Species Violence Intervention and Compassion Education Program
- Hip-Hop 2 Prevent Substance Abuse and HIV (H2P)
- I Can Problem Solve (ICPS)
- Keep A Clear Mind (KACM)
-



Appendix D

Evidence-Based Practice Survey - Managing Entity Network	
<input type="checkbox"/>	LifeSkills Training (LST)
<input type="checkbox"/>	Lions Quest Skills for Adolescence
<input type="checkbox"/>	Michigan Model for Health
<input type="checkbox"/>	Moral Reconciliation Therapy
<input type="checkbox"/>	Multidimensional Family Therapy (MDFT)
<input type="checkbox"/>	Multisystemic Therapy (MST) for Juvenile Offenders
<input type="checkbox"/>	Not On Tobacco (N-O-T)
<input type="checkbox"/>	Nurse-Family Partnership
<input type="checkbox"/>	Nurturing Parenting Programs
<input type="checkbox"/>	Parenting Wisely
<input type="checkbox"/>	Peer Assistance and Leadership (PAL)
<input type="checkbox"/>	Project ALERT
<input type="checkbox"/>	Project ASSERT
<input type="checkbox"/>	Project EX
<input type="checkbox"/>	Project MAGIC (Making A Group and Individual Commitment)
<input type="checkbox"/>	Project Northland
<input type="checkbox"/>	Project SUCCESS
<input type="checkbox"/>	Project Towards No Drug Abuse
<input type="checkbox"/>	Project Towards No Tobacco Use
<input type="checkbox"/>	Promoting Alternative Thinking Strategies (PATHS), PATHS Preschool
<input type="checkbox"/>	Protecting You/Protecting Me
<input type="checkbox"/>	Reconnecting Youth: A Peer Group Approach to Building Life Skills
<input type="checkbox"/>	Reward & Reminder
<input type="checkbox"/>	Ripple Effects Whole Spectrum Intervention System (Ripple Effects)
<input type="checkbox"/>	Say It Straight (SIS)
<input type="checkbox"/>	Second Step
<input type="checkbox"/>	Seeking Safety
<input type="checkbox"/>	SPORT Prevention Plus Wellness
<input type="checkbox"/>	Stay on Track
<input type="checkbox"/>	Storytelling for Empowerment
<input type="checkbox"/>	Strengthening Families Program
<input type="checkbox"/>	Strengthening Families Program: For Parents and Youth 10-14
<input type="checkbox"/>	Students Taking A Right Stand (STARS) Nashville Student Assistance Program
<input type="checkbox"/>	



Appendix D

Evidence-Based Practice Survey - Managing Entity Network

Teen Intervene

The PreVenture Programme: Personality-Targeted Interventions for Adolescent Substance Misuse

Too Good for Drugs

None

Other (please specify)



Table 1: 2010 Census Population, 2013 Population Estimate, by Gender

Location	Total Population 2010 Census	Total Population 2013 Estimate	2010 – 2013 Percent Change	Male		Female	
				Percent	Number	Percent	Number
Escambia	297,619	305,817	2.8	49.7	151,991	50.3	153,826
Okaloosa	180,822	193,811	7.2	50.8	98,756	49.2	95,355
Santa Rosa	151,372	161,096	6.4	51.0	82,159	49.0	78,937
Walton	55,043	59,807	8.7	50.8	30,382	49.2	29,425
Circuit 1	684,856	720,531	5.2	50.4	363,288	49.6	357,543
Bay	168,852	174,987	3.6	49.6	86,794	50.4	88,193
Calhoun	14,625	14,682	0.4	54.4	7,987	45.6	6,695
Gulf	15,863	15,829	-0.2	60.0	9,497	40.0	6,332
Holmes	19,927	19,717	-1.1	53.3	10,509	46.7	9,208
Jackson	49,746	48,922	-1.7	55.0	26,907	45.0	22,015
Washington	24,896	24,624	-1.1	54.6	13,445	45.4	11,179
Circuit 14	293,909	298,761	1.7	51.9	155,139	48.1	143,622
Franklin	11,549	11,598	0.4	57.3	6,646	42.7	4,952
Gadsden	46,389	46,194	-3.3	50.1	23,143	49.9	23,051
Jefferson	14,761	14,194	-3.8	52.3	7,423	47.7	6,771
Leon	275,487	281,845	2.3	47.5	133,876	52.5	147,969
Liberty	8,365	8,349	-0.2	61.7	5,151	38.3	3,198
Wakulla	30,776	31,022	0.8	55.1	17,093	44.9	13,929
Circuit 2	387,327	393,202	1.5	49.2	193,332	50.8	199,870
Madison	19,224	18,728	-2.6	52.7	9,870	47.3	8,858
Taylor	22,570	22,857	1.3	56.4	12,891	43.6	9,966
Circuit 3 <i>(selected portion)</i>	41,794	41,585	-0.05	54.7	22,761	45.3	18,824
18-County Region (Northwest)	1,407,886	1,454,079	3.3	50.5	734,520	49.5	719,859
Florida	18,801,310	19,552,860	4.0	48.9	9,561,349	51.1	9,991,511

Source: US Census Bureau, 2010

Prepared by: Organizational Management Solutions, Inc.



Table 2: US Census 2013 Population Estimates, by Race

Location	Total Population 2013 Estimate	White Alone		Black/African American Alone	
		Percent	Number	Percent	Number
Escambia	305,817	70.1	214,378	22.8	69,726
Okaloosa	193,811	82.1	159,119	9.9	19,187
Santa Rosa	161,096	87.3	140,637	6.5	10,471
Walton	59,807	89.5	53,527	5.9	3,529
Circuit 1	720,531	78.8	567,661	14.3	102,913
Bay	174,987	82.6	144,539	11.2	19,599
Calhoun	14,682	82.3	12,083	13.4	1,967
Gulf	15,829	78.2	12,378	19.0	3,008
Holmes	19,717	89.7	17,686	6.6	1,301
Jackson	48,922	69.9	34,196	26.9	13,160
Washington	24,624	80.3	19,773	15.5	3,817
Circuit 14	298,761	80.6	240,655	14.3	42,852
Franklin	11,598	82.9	9,615	14.2	1,647
Gadsden	46,194	42.1	19,448	55.4	25,591
Jefferson	14,194	62.0	8,800	35.6	5,053
Leon	281,845	63.0	177,562	31.4	88,499
Liberty	8,349	77.7	6,487	19.1	1,595
Wakulla	31,022	81.7	25,345	15.1	4,684
Circuit 2	393,202	62.9	247,257	32.3	127,069
Madison	18,728	58.7	10,993	39.0	7,304
Taylor	22,857	75.8	17,326	20.9	4,777
Circuit 3 <i>(selected portion)</i>	41,585	68.1	28,319	29.1	12,081
18-County Region (Northwest)	1,454,079	74.5	1,083,892	19.6	284,915
Florida	19,552,860	78.1	15,270,784	16.7	3,265,328

Source: American Community Survey (ACS)
Prepared by: Organizational Management Solutions, Inc.



Table 2 (continued): US Census 2013 Population Estimates, by Race

Location	Total Population 2013 Estimate	American Indian Alone and Alaskan Native Alone		Asian Alone	
		Percent	Number	Percent	Number
Escambia	305,817	0.9	2,752	3.0	9,175
Okaloosa	193,811	0.7	1,357	3.2	6,202
Santa Rosa	161,096	0.9	1,450	2.1	3,383
Walton	59,807	1.0	598	1.0	598
Circuit 1	720,531	0.9	6,157	2.7	19,358
Bay	174,987	0.8	1,400	2.3	4,025
Calhoun	14,682	1.3	191	0.7	103
Gulf	15,829	0.5	79	0.4	63
Holmes	19,717	0.9	177	0.7	138
Jackson	48,922	0.8	391	0.6	294
Washington	24,624	1.4	35	0.6	148
Circuit 14	298,761	0.8	2,273	1.6	4,771
Franklin	11,598	0.7	81	0.6	70
Gadsden	46,194	0.6	277	0.7	323
Jefferson	14,194	0.4	57	0.4	57
Leon	281,845	0.3	846	3.1	8,737
Liberty	8,349	1.3	109	0.4	33
Wakulla	31,022	0.7	217	0.5	155
Circuit 2	393,202	0.4	1,587	2.4	9,375
Madison	18,728	0.7	131	0.3	56
Taylor	22,857	0.9	206	0.8	183
Circuit 3 <i>(selected portion)</i>	41,585	0.8	337	0.6	239
18-County Region (Northwest)	1,454,079	0.7	10,354	2.3	33,743
Florida	19,552,860	0.5	97,764	2.7	527,927

Source: American Community Survey (ACS)

Prepared by: Organizational Management Solutions, Inc.



Table 2 (continued): US Census 2013 Population Estimates, by Race

Location	Total Population 2013 Estimate	Native Hawaiian Alone and Other Pacific Islander Alone		Two or More Races	
		Percent	Number	Percent	Number
Escambia	305,817	0.2	612	3.0	9,175
Okaloosa	193,811	0.3	581	3.9	7,559
Santa Rosa	161,096	0.2	322	3.0	4,833
Walton	59,807	0.2	120	2.4	1,435
Circuit 1	720,531	0.2	1,635	3.2	23,002
Bay	174,987	0.1	175	3.0	5,250
Calhoun	14,682	0.2	29	2.1	308
Gulf	15,829	-	-	1.8	285
Holmes	19,717	0.1	20	2.0	394
Jackson	48,922	0.2	98	1.6	783
Washington	24,624	0.1	25	2.1	517
Circuit 14	298,761	0.1	347	2.5	7,537
Franklin	11,598	0.1	12	1.6	186
Gadsden	46,194	0.1	46	1.1	508
Jefferson	14,194	-	-	1.5	213
Leon	281,845	0.1	282	2.1	5,919
Liberty	8,349	-	-	1.5	125
Wakulla	31,022	0.1	31	1.9	589
Circuit 2	393,202	0.09	371	1.9	7,540
Madison	18,728	0.3	56	1.3	243
Taylor	22,857	0.8	183	1.7	389
Circuit 3 <i>(selected portion)</i>	41,585	0.6	239	1.5	632
18-County Region (Northwest)	1,454,079	0.2	2,592	2.7	38,711
Florida	19,552,860	0.1	19,553	1.9	371,504

Source: American Community Survey (ACS)

Prepared by: Organizational Management Solutions, Inc.



Table 3: 2013 Estimated Population, by Ethnicity

Location	Total Population 2013 Estimate	Hispanic or Latino		Non- Hispanic or Non-Latino	
		Percent	Number	Percent	Number
Escambia	305,817	5.2	15,902	94.8	289,915
Okaloosa	193,811	8.3	16,086	91.7	177,725
Santa Rosa	161,096	5.1	8,216	94.9	152,880
Walton	59,807	6.2	3,708	93.8	56,099
Circuit 1	720,531	6.1	43,912	93.9	676,619
Bay	174,987	5.4	9,449	94.6	165,538
Calhoun	14,682	5.7	837	94.3	13,845
Gulf	15,829	4.8	760	95.2	15,069
Holmes	19,717	2.7	532	97.3	19,185
Jackson	48,922	4.5	2,201	95.5	46,721
Washington	24,624	3.4	837	96.6	23,787
Circuit 14	298,761	4.9	14,616	95.1	284,145
Franklin	11,598	4.9	568	95.1	11,030
Gadsden	46,194	10.3	4,758	89.7	41,436
Jefferson	14,194	4.1	582	95.9	13,612
Leon	281,845	6.0	16,911	94.0	264,934
Liberty	8,349	6.5	543	93.5	7,806
Wakulla	31,022	3.6	1,117	96.4	29,905
Circuit 2	393,202	6.3	24,479	93.8	368,723
Madison	18,728	5.0	936	95.0	17,785
Taylor	22,857	3.9	891	96.1	21,966
Circuit 3 <i>(selected portion)</i>	41,585	4.4	1,827	95.6	39,751
18-County Region (Northwest)	1,454,079	5.8	84,834	94.2	1,369,238
Florida	19,552,860	23.6	4,614,475	76.4	14,938,385

Source: American Community Survey (ACS)
Prepared by: Organizational Management Solutions, Inc.



Table 4: 2013 Estimated Population, by Age

Location	Total Population 2013 Estimate	Persons Under 5		Persons Under 18		Persons Over 65	
		Percent	Number	Percent	Number	Percent	Number
Escambia	305,817	6.1	18,655	21.0	64,222	15.5	47,402
Okaloosa	193,811	6.7	12,985	22.2	43,026	14.7	28,490
Santa Rosa	161,096	5.8	9,344	22.8	36,730	14.0	22,553
Walton	59,807	5.5	3,289	20.4	12,201	18.1	10,825
Circuit 1	720,531	6.1	44,273	21.7	156,179	15.2	109,270
Bay	174,987	6.2	10,849	21.5	37,622	15.9	27,823
Calhoun	14,682	5.6	822	21.2	3,098	16.9	2,481
Gulf	15,829	4.3	681	15.7	2,485	17.4	2,754
Holmes	19,717	5.2	1,025	20.3	4,003	18.5	3,648
Jackson	48,922	4.9	2,397	18.7	9,148	17.6	8,610
Washington	24,624	5.0	1,231	20.3	4,999	16.8	4,137
Circuit 14	298,761	5.7	17,005	20.5	61,355	16.6	49,453
Franklin	11,598	4.4	510	16.6	1,925	19.8	2,296
Gadsden	46,194	6.3	2,910	22.7	10,486	14.9	6,883
Jefferson	14,194	4.8	681	17.5	2,484	19.5	2,768
Leon	281,845	5.4	15,220	19.2	54,114	10.9	30,721
Liberty	8,349	4.8	401	20.0	1,670	11.5	960
Wakulla	31,022	5.3	1,644	21.0	6,515	12.8	3,971
Circuit 2	393,202	5.4	21,366	19.6	77,194	12.1	47,599
Madison	18,728	5.5	1,030	20.3	3,802	17.5	3,277
Taylor	22,857	5.4	1,234	19.0	4,343	17.3	3,954
Circuit 3 <i>(selected portion)</i>	41,585	5.4	2,264	19.6	8,145	17.4	7,231
18-County Region (Northwest)	1,454,079	5.8	84,908	20.8	302,873	14.7	213,553
Florida	19,552,860	5.5	1,075,407	20.6	4,027,889	18.7	3,656,385

Source: American Community Survey (ACS)

Prepared by: Organizational Management Solutions, Inc.



Table 5: 2015 Estimated Population, by Age

Location	Total Population 2015	Ages 0-4		Ages 5-17		Ages 18-24	
		Percent	Number	Percent	Number	Percent	Number
Escambia	302,871	6.1	18,546	15.7	47,512	10.9	33,088
Okaloosa	190,832	6.1	11,725	16.2	30,963	9.2	17,561
Santa Rosa	162,526	5.7	9,532	16.8	27,305	9.5	15,411
Walton	60,413	5.8	3,495	15.1	9,107	7.6	4,609
Circuit 1	716,642	6.0	43,298	16.0	114,887	9.9	70,669
Bay	173,292	6.1	10,603	15.6	27,003	8.9	15,445
Calhoun	14,827	5.9	880	14.6	2,168	8.6	1,273
Gulf	16,212	4.0	654	11.1	1,801	8.2	1,324
Holmes	20,138	5.5	1,117	14.9	2,999	9.4	1,898
Jackson	50,329	5.1	2,558	13.9	7,010	9.3	4,703
Washington	25,159	5.6	1,398	15.2	3,815	9.3	2,330
Circuit 14	299,957	5.7	17,210	14.9	44,796	9.0	26,973
Franklin	11,657	4.8	562	12.1	1,406	7.8	904
Gadsden	48,312	6.6	3,195	15.8	7,623	8.9	4,291
Jefferson	14,692	5.2	758	12.9	1,888	7.1	1,050
Leon	283,218	5.4	15,392	14.2	40,233	21.5	60,968
Liberty	8,795	5.2	459	12.1	1,325	9.3	814
Wakulla	31,737	5.5	1,737	16.2	5,151	8.7	2,770
Circuit 2	398,411	5.5	22,103		57,626	17.8	70,797
Madison	19,530	6.1	1,188	15.2	2,972	9.0	1,754
Taylor	23,243	5.5	1,267	13.5	3,135	8.5	1,981
Circuit 3 <i>(selected portion)</i>	42,773	5.7	2,455	14.3	6,107	8.7	3,735
18 County Region (Northwest)	1,457,783	5.8	85,066	15.3	223,416	11.8	172,174

Source: Florida Demographic Estimating Conference, Bureau of Economic and Business Research, Florida Population Studies

Prepared by: Organizational Management Solutions, Inc.



Table 6: 2015 Estimated Population, by Age, Statewide

Location	Total Population 2015	Ages 0-17		Ages 18 and over	
		Percent	Number	Percent	Number
Big Bend Community Based Care (BBCBC)					
Bay	173,292	21.7	37,606	78.3	135,686
Calhoun	14,827	20.6	3,048	79.4	11,779
Escambia	302,871	21.8	66,058	78.2	236,813
Franklin	11,657	16.9	1,968	83.1	9,689
Gadsden	48,312	22.4	10,818	77.6	37,494
Gulf	16,212	15.1	2,455	84.9	10,440
Holmes	20,138	20.4	4,116	79.6	16,022
Jackson	50,329	19.0	9,568	81.0	40,761
Jefferson	14,692	18.0	2,646	82.0	12,046
Leon	283,218	19.6	55,625	80.4	227,593
Liberty	8,795	20.3	1,784	79.7	7,011
Madison	19,530	21.3	4,160	78.7	15,370
Okaloosa	190,832	22.4	42,688	77.6	148,144
Santa Rosa	162,526	22.7	36,837	77.3	125,689
Taylor	23,243	18.9	4,402	81.1	18,841
Wakulla	31,737	21.7	6,888	78.3	24,849
Walton	60,413	20.9	12,602	79.1	47,811
Washington	25,159	20.7	5,213	79.3	19,946
BBCBC Total	1,457,783	21.2	308,482	78.8	1,149,301
Lutheran Services Florida (LSF)					
Alachua	252,556	18.1	45,650	81.9	206,906
Baker	27,621	24.6	6,791	75.4	20,830
Bradford	27,507	20.5	5,627	79.5	21,880
Citrus	143,798	14.7	21,162	85.3	122,636
Clay	200,672	24.6	49,361	75.4	151,311
Columbia	68,894	21.5	14,819	78.5	54,075
Dixie	16,617	18.2	3,017	81.8	13,600
Duval	890,696	23.3	207,968	76.7	682,728
Flagler	104,985	19.4	20,335	81.6	84,650
Gilchrist	17,189	20.0	3,432	80.0	13,757
Hamilton	14,725	19.5	2,874	80.5	11,851
Hernando	180,212	18.8	33,823	81.2	146,389
LaFayette	8,769	21.1	1,849	78.9	6,920
Lake	316,923	19.9	63,151	80.1	253,772
Levy	41,275	20.1	8,296	79.9	32,979
Marion	346,964	18.6	64,658	81.4	282,306
Nassau	77,444	20.4	15,792	79.6	51,652
Putnam	72,782	21.8	15,881	78.2	56,901
St. John's	214,307	22.0	47,109	78.0	167,198
Sumter	113,848	8.8	9,996	91.2	103,852
Suwannee	44,821	21.3	9,568	78.7	35,253
Union	16,063	18.3	2,934	81.7	13,129
Volusia	506,475	18.3	92,785	81.7	413,690
LSF Total	3,705,143	20.2	746,878		2,958,265



Table 6 (continued): 2015 Estimated Population, by Age, Statewide

Location	Total Population 2015	Ages 0-17		Ages 18 and over	
		Percent	Number	Percent	Number
Central Florida Cares Health System (CFCHS)					
Brevard	558,489	18.7	104,676	81.3	453,813
Orange	1,251,729	23.7	296,622	76.3	955,107
Osceola	306,924	25.1	77,094	74.9	229,830
Seminole	439,649	22.0	96,866	78.0	342,783
CFCHS Total	2,556,791	22.5	575,258	77.5	1,981,533
Broward Behavioral Health Coalitions (BBHC)					
Broward	1,802,981	21.7	390,479	78.3	1,412,502
BBHC Total	1,802,981	21.7	390,479	78.3	1,412,502
Central Florida Behavioral Health Network (CFBHN)					
Charlotte	166,304	13.4	22,316	86.6	143,988
Collier	345,100	19.2	66,123	80.8	278,977
DeSoto	34,505	22.8	7,864	77.2	26,641
Glades	12,894	19.0	2,454	81.0	10,440
Hardee	27,743	27.0	7,479	73.0	20,264
Hendry	38,121	28.5	10,867	71.5	27,254
Highlands	100,876	17.6	17,713	82.4	83,163
Hillsborough	1,319,740	23.7	312,901	76.3	1,006,839
Lee	673,826	19.0	128,304	81.0	545,522
Manatee	344,566	20.1	69,398	79.9	275,168
Pasco	492,687	20.8	102,638	79.2	390,049
Pinellas	927,988	17.1	158,374	82.9	769,614
Polk	634,415	23.0	145,744	77.0	488,671
Sarasota	393,674	14.9	58,843	85.1	334,831
Total CFBHN	5,512,439	20.2	1,111,018	79.8	4,401,421
South Florida Behavioral Health Network (SFBHN)					
Miami-Dade	2,635,261	21.3	562,313	78.7	2,072,948
Monroe	73,340	14.9	10,895	85.1	62,445
Total SFBHN	2,708,601	21.2	573,208	78.8	2,135,393
Southeast Florida Behavioral Health Network					
Indian River	143,755	17.8	25,523	82.2	118,232
Martin	151,388	18.5	24,986	81.5	126,402
Okeechobee	40,235	23.7	9,521	76.3	30,714
Palm Beach	1,374,312	19.9	273,098	80.1	1,101,214
St. Lucie	293,805	21.6	63,526	78.4	230,279
Total SEFBHN	2,003,495	19.8	396,654	20.2	1,606,841
Florida	19,747,233	20.8	4,101,977	79.2	15,645,256

Source: Florida Demographic Estimating Conference, Bureau of Economic and Business Research, Florida Population Studies
Prepared by: Organizational Management Solutions, Inc.



Table 7: Land Area in Square Miles, Persons per Square Mile, Household size, Family Size, 2010

Location	2010 Land Area (square miles)	Persons per Square Mile	Average Household Size	Average Family Size
Escambia	656.46	453.4	2.41	2.96
Okaloosa	930.25	194.4	2.43	2.92
Santa Rosa	1,011.61	149.6	2.59	2.99
Walton	1,037.63	53	2.38	2.87
Circuit 1	3,635.95	188.36	-	-
Bay	758.46	222.6	2.41	2.92
Calhoun	567.33	25.8	2.52	3.03
Gulf	564.01	28.1	2.33	2.83
Holmes	478.78	41.6	2.47	2.96
Jackson	917.76	54.2	2.40	2.92
Washington	582.80	42.7	2.50	2.97
Circuit 14	3,869.14	75.96	-	-
Franklin	534.73	21.6	2.29	2.79
Gadsden	516.33	89.8	2.61	3.12
Jefferson	598.10	24.7	2.38	2.89
Leon	666.85	413.1	2.35	2.94
Liberty	835.56	10	2.57	3.05
Wakulla	606.42	50.8	2.61	3.03
Circuit 2	3,757.99	103.07	-	-
Madison	695.95	27.6	2.48	3.00
Taylor	1,043.31	21.6	2.44	2.93
Circuit 3 <i>(selected portion)</i>	1,739.26	24.03	-	-
18-County Region (Northwest)	13,002.34	108.28	-	-
Florida	53,624.76	350.6	2.58	3.14

-Source: US Census Bureau, 2010
Prepared by: Organizational Management Solutions, Inc.



Table 8: Median Household Income

Location	Median Income 2008-2012	Above/Below Florida Average		Ranking Comparison	
		Percent	Number	Region	Circuit
Escambia	43,806	-7.4	-3,503	7	4
Okaloosa	54,118	14.4	6,809	2	2
Santa Rosa	57,491	21.5	10,182	1	1
Walton	44,254	-6.5	-3,055	6	3
Circuit 1	-	-	-	-	-
Bay	47,364	0.1	55	4	1
Calhoun	32,480	-31.3	-14,829	9	6
Gulf	39,535	-16.4	-7,774	10	2
Holmes	34,928	-26.2	-12,381	16	5
Jackson	38,917	-17.7	-8,392	12	3
Washington	38,536	-18.5	-8,773	13	4
Circuit 14	-	-	-	-	-
Franklin	37,428	-20.9	-9,881	14	5
Gadsden	35,593	-24.8	-11,716	15	6
Jefferson	41,163	-13.0	-6,146	8	3
Leon	45,915	-2.9	-1,394	5	2
Liberty	39,225	-17.1	-8,084	11	4
Wakulla	53,385	12.8	6,076	3	1
Circuit 2	-	-	-	-	-
Madison	34,361	-27.4	-12,948	18	2
Taylor	34,634	26.8	-12,675	17	1
Circuit 3 <i>(selected portion)</i>	-	-	-	-	-
18-County Region (Northwest)	-	-	-	-	-

Source: US Census Bureau, 2010

Prepared by: Organizational Management Solutions, Inc.



Table 9: Persons and Rate of Persons at or below poverty, Northwest Region, 2012

Location	Population Base (2012)	Children in Poverty		Adults in Poverty		All Persons in Poverty	
		Percent	Number	Percent	Number	Percent	Number
Escambia	283,899	27.6	17,401	11.7	33,133	17.8	50,534
Okaloosa	184,447	21.6	8,921	8.7	15,426	13.2	24,347
Santa Rosa	151,837	18.0	6,425	8.1	12,251	12.3	18,676
Walton	55,555	28.4	3,241	12.4	6,870	18.2	10,111
Circuit 1	675,738	-	35,988	-	67,680	-	103,668
Bay	168,194	26.0	9,460	10.9	18,292	16.5	27,752
Calhoun	12,708	30.7	935	16.6	2,115	24.0	3,050
Gulf	12,189	29.7	725	18.5	2,249	24.4	2,974
Holmes	19,930	34.6	1,414	13.5	2,692	22.9	4,106
Jackson	40,561	29.4	2,692	14.8	5,988	21.4	8,680
Washington	22,137	33.5	1,694	14.9	3,309	22.6	5,003
Circuit 14	275,719	-	16,920	-	34,645	-	51,565
Franklin	9,824	35.3	671	17.7	1,736	24.5	2,407
Gadsden	44,022	39.9	4,280	17.0	7,474	26.7	11,754
Jefferson	13,028	32.4	825	15.0	1,950	21.3	2,775
Leon	271,199	20.7	10,806	17.1	46,417	21.1	57,223
Liberty	6,300	31.4	524	17.7	1,114	26.0	1,638
Wakulla	27,429	22.8	1,507	10.6	2,909	16.1	4,416
Circuit 2	371,802	-	18,613	-	61,600	-	80,213
Madison	16,887	35.5	1,353	17.6	2,970	25.6	4,323
Taylor	19,079	32.2	1,369	17.0	3,248	24.2	4,617
Circuit 3 <i>(selected portion)</i>	35,966	-	2,722	-	6,218	-	8,940
18 County Region (Northwest)	3,359,225	-	74,243	-	170,143	-	244,386

Source: Small Area Income and Poverty Estimates, US Census Bureau
Prepared by: Organizational Management Solutions, Inc.



Table 10: Persons and Rate of Persons at or below poverty, Statewide

	% of children living in poverty (2012)	Estimated # of Children in Poverty (2012)	% of all persons living in Poverty (2012)	# of all persons living in poverty	Estimated # of Adults in Poverty (2012)
Big Bend Community Based Care (BBCBC)					
Bay	26.0	9,460	16.5	27,752	18,292
Calhoun	30.7	935	24.0	3,050	2,115
Escambia	27.6	17,401	17.8	50,534	33,133
Franklin	35.3	671	24.5	2,407	1,736
Gadsden	39.9	4,280	26.7	11,754	7,474
Gulf	29.7	725	24.4	2,974	2,249
Holmes	34.6	1,414	22.9	4,106	2,692
Jackson	29.4	2,692	21.4	8,680	5,988
Jefferson	32.4	825	21.3	2,775	1,950
Leon	20.7	10,806	21.2	57,223	46,417
Liberty	31.4	524	26.0	1,638	1,114
Madison	35.5	1,353	25.6	4,323	2,970
Okaloosa	21.6	8,921	13.2	24,347	15,426
Santa Rosa	18.0	6,425	12.3	18,676	12,251
Taylor	32.2	1,369	24.2	4,617	3,248
Wakulla	22.8	1,507	16.1	4,416	2,909
Walton	28.4	3,241	18.2	10,111	6,870
Washington	33.5	1,694	22.6	5,003	3,309
BBCBC Total	-	74,243	-	244,386	170,143
Lutheran Services Florida (LSF)					
Alachua	26.9	11,819	26.6	63,656	51,837
Baker	26.1	1,768	18.8	4,627	2,859
Bradford	34.5	1,850	23.1	5,471	3,621
Citrus	34.2	7,107	18.7	25,611	18,504
Clay	15.3	7,321	10.9	21,081	13,760
Columbia	33.7	4,917	23.4	14,714	9,797
Dixie	37.0	1,158	27.3	3,988	2,830
Duval	26.7	53,714	18.0	155,085	101,371
Flagler	25.5	4,659	15.3	14,919	10,260
Gilchrist	28.9	1,001	22.0	3,446	2,445
Hamilton	37.6	1,039	28.9	3,377	2,338
Hernando	28.8	9,437	18.5	31,705	22,268
LaFayette	30.8	546	26.4	1,838	1,292
Lake	25.6	15,524	15.6	46,642	31,118
Levy	35.8	2,884	22.7	9,002	6,118
Marion	33.0	20,564	18.6	60,707	40,143
Nassau	19.1	2,968	13.0	9,633	6,665
Putnam	41.7	6,620	25.7	18,445	11,825
St. John's	11.7	5,222	9.5	18,967	13,745
Sumter	34.2	2,834	13.7	12,745	9,911
Suwannee	41.4	3,863	28.1	11,303	7,440
Union	26.7	752	26.2	2,711	1,959
Volusia	32.1	28,835	19.7	95,456	66,621
LSF Total	-	196,402	-	635,129	438,727



Table 10 (continued): Persons at or below poverty, Statewide

Central Florida Cares Health System (CFCHS)					
Brevard	23.2	23,866	14.8	79,841	55,975
Orange	27.1	74,437	18.1	212,737	138,300
Osceola	28.4	20,592	19.5	55,447	34,855
Seminole	16.5	15,487	12.6	53,737	38,250
CFCHS Total	-	134,382	-	401,762	267,380
Broward Behavioral Health Coalition (BBHC)					
Broward	21.4	83,255	15.2	274,118	190,863
BBHC Total	-	83,255	-	274,118	190,863
Central Florida Behavioral Health Network (CFBHN)					
Charlotte	24.4	5,256	13.8	21,961	16,705
Collier	24.4	15,153	14.2	46,593	31,440
DeSoto	43.5	3,221	30.2	9,503	6,282
Glades	33.7	796	26.3	3,047	2,251
Hardee	38.2	2,829	28.2	7,214	4,385
Hendry	39.7	4,165	26.9	9,835	5,670
Highlands	36.8	6,459	22.0	21,275	14,816
Hillsborough	26.8	78,643	19.1	240,099	161,456
Lee	25.7	31,300	15.3	97,598	66,298
Manatee	24.5	16,121	15.5	51,089	34,968
Pasco	18.7	17,845	13.4	61,989	44,144
Pinellas	21.4	33,604	14.1	127,234	93,630
Polk	27.5	38,324	18.1	108,784	70,460
Sarasota	21.5	12,516	12.7	48,338	35,822
Total CFBHN	-	266,232	-	854,559	588,327
South Florida Behavioral Health Network (SFBHN)					
Miami-Dade	29.7	160,076	20.8	531,969	371,893
Monroe	20.8	2,293	14.0	10,312	8,019
Total SFBHN	-	162,369	-	542,281	379,912
Southeast Florida Behavioral Health Network (SEFBHN)					
Indian River	25.0	6,297	16.1	22,347	16,050
Martin	23.8	6,036	14.6	21,222	15,186
Okeechobee	37.9	3,423	25.7	9,501	6,078
Palm Beach	22.7	61,222	14.5	193,825	132,603
St. Lucie	28.6	17,239	17.5	49,151	31,912
Total SEFBHN	-	94,217	-	296,046	201,829
Florida	-	1,011,100	-	3,248,281	2,237,181

Source: Small Area Income and Poverty Estimates, US Census Bureau
Prepared by: Organizational Management Solutions, Inc.



Table 11: Persons Uninsured, Adults and Children, Northwest Region

Location	2015 Estimated Population	Number of Children Uninsured	Percent of Children Uninsured	Number of Adults Uninsured	Percent of Adults Uninsured
Escambia	302,871	5,945	9	59,203	25
Okaloosa	190,832	4,269	10	34,073	23
Santa Rosa	162,526	3,684	10	27,652	22
Walton	60,413	1,890	15	12,909	27
Circuit 1	716,642	15,788	10	133,837	25
Bay	173,292	4,137	11	33,922	25
Calhoun	14,827	335	11	3,298	28
Gulf	16,212	295	12	2,610	25
Holmes	20,138	453	11	4,326	27
Jackson	50,329	957	10	9,375	23
Washington	25,159	573	11	5,385	27
Circuit 14	299,957	6,750	11	58,916	25
Franklin	11,657	236	12	2,616	27
Gadsden	48,312	1,190	11	10,873	29
Jefferson	14,692	344	13	3,012	25
Leon	283,218	5,563	10	50,070	22
Liberty	8,795	196	11	1,753	25
Wakulla	31,737	689	10	5,218	21
Circuit 2	398,411	8,218	10	73,542	23
Madison	19,530	499	12	4,150	27
Taylor	23,243	396	9	5,218	24
Circuit 3 <i>(selected portion)</i>	42,773	895	10	9,368	27
18 County Region (Northwest)	1,457,783	31,651	10	275,663	24



Table 12: Persons Uninsured, Adults and Children, Statewide

		Total Children	% of children uninsured	# of children uninsured	Total Adults	% of adults uninsured	# of adults uninsured
Big Bend Community Based Care (BBCBC)							
Bay	173,292	37,606	11%	4,137	135,686	25%	33,922
Calhoun	14,827	3,048	11%	335	11,779	28%	3,298
Escambia	302,871	66,058	9%	5,945	236,813	25%	59,203
Franklin	11,657	1,968	12%	236	9,689	27%	2,616
Gadsden	48,312	10,818	11%	1,190	37,494	29%	10,873
Gulf	16,212	2,455	12%	295	10,440	25%	2,610
Holmes	20,138	4,116	11%	453	16,022	27%	4,326
Jackson	50,329	9,568	10%	957	40,761	23%	9,375
Jefferson	14,692	2,646	13%	344	12,046	25%	3,012
Leon	283,218	55,625	10%	5,563	227,593	22%	50,070
Liberty	8,795	1,784	11%	196	7,011	25%	1,753
Madison	19,530	4,160	12%	499	15,370	27%	4,150
Okaloosa	190,832	42,688	10%	4,269	148,144	23%	34,073
Santa Rosa	162,526	36,837	10%	3,684	125,689	22%	27,652
Taylor	23,243	4,402	9%	396	18,841	24%	4,522
Wakulla	31,737	6,888	10%	689	24,849	21%	5,218
Walton	60,413	12,602	15%	1,890	47,811	27%	12,909
Washington	25,159	5,213	11%	573	19,946	27%	5,385
BBCBC Total	1,457,783	308,482	10.3%	31,651	1,149,301	27.2%	274,967
Lutheran Services Florida (LSF)							
Alachua	252,556	45,650	11%	5,022	206,906	23%	47,588
Baker	27,621	6,791	9%	611	20,830	22%	4,583
Bradford	27,507	5,627	10%	563	21,880	24%	5,251
Citrus	143,798	21,162	11%	2,328	122,636	26%	31,885
Clay	200,672	49,361	10%	4,936	151,311	20%	30,262
Columbia	68,894	14,819	11%	1,630	54,075	26%	14,060
Dixie	16,617	3,017	10%	302	13,600	26%	3,536
Duval	890,696	207,968	9%	18,717	682,728	23%	157,027
Flagler	104,985	20,335	13%	2,644	84,650	26%	22,009
Gilchrist	17,189	3,432	13%	446	13,757	28%	3,852
Hamilton	14,725	2,874	10%	287	11,851	25%	2,963
Hernando	180,212	33,823	12%	4,059	146,389	26%	38,061
LaFayette	8,769	1,849	16%	296	6,920	32%	2,214
Lake	316,923	63,151	10%	6,315	253,772	25%	63,443
Levy	41,275	8,296	14%	1,161	32,979	31%	10,223
Marion	346,964	64,658	11%	7,112	282,306	29%	81,869
Nassau	77,444	15,792	11%	1,737	51,652	22%	11,363
Putnam	72,782	15,881	12%	1,906	56,901	28%	15,932
St. John's	214,307	47,109	9%	4,240	167,198	18%	30,096
Sumter	113,848	9,996	11%	1,100	103,852	20%	20,770
Suwannee	44,821	9,568	13%	1,244	35,253	28%	9,871
Union	16,063	2,934	12%	352	13,129	24%	3,151
Volusia	506,475	92,785	11%	10,206	413,690	26%	107,559
LSF Total	3,705,143	745,878	10%	77,214	2,948,265	24%	717,568



Table 12 (continued): Persons Uninsured, Adults and Children, Statewide

Central Florida Cares Health System (CFCHS)							
Brevard	558,489	104,676	11%	11,514	453,813	24%	108,915
Orange	1,251,729	296,622	13%	38,561	955,107	29%	276,981
Osceola	306,924	77,094	13%	10,022	229,830	32%	73,546
Seminole	439,649	96,866	11%	10,655	342,783	23%	78,840
CFCHS Total		575,258	12%	70,752	1,981,533	27%	538,282
Broward Behavioral Health Coalition (BBHC)							
Broward	1,802,981	390,479	13%	50,762	1,412,502	31%	437,876
BBHC Total	1,802,981	390,479	13%	50,762	1,412,502	31%	437,876
Central Florida Behavioral Health Network (CFBHN)							
Charlotte	166,304	22,316	13%	2,901	143,988	25%	35,997
Collier	345,100	66,123	16%	10,580	278,977	33%	92,062
DeSoto	34,505	7,864	16%	1,258	26,641	40%	10,656
Glades	12,894	2,454	21%	515	10,440	38%	3,967
Hardee	27,743	7,479	16%	1,197	20,264	41%	8,308
Hendry	38,121	10,867	18%	1,956	27,254	43%	11,719
Highlands	100,876	17,713	14%	2,480	83,163	33%	27,444
Hillsborough	1,319,740	312,901	12%	37,548	1,006,839	28%	281,915
Lee	673,826	128,304	14%	17,963	545,522	31%	16,912
Manatee	344,566	69,398	14%	9,716	275,168	29%	79,799
Pasco	492,687	102,638	10%	10,264	390,049	25%	97,512
Pinellas	927,988	158,374	11%	17,421	769,614	27%	207,796
Polk	634,415	145,744	12%	17,489	488,671	28%	136,828
Sarasota	393,674	58,843	13%	7,650	334,831	26%	87,056
Total CFBHN	5,512,439	1,111,018	13%	138,938	4,401,421	25%	1,097,971
South Florida Behavioral Health Network (SFBHN)							
Miami-Dade	2,635,261	562,313	15%	84,347	2,072,948	41%	849,909
Monroe	73,340	10,895	16%	1,743	62,445	30%	18,734
Total SFBHN	2,708,601	573,208	15%	86,090	2,135,393	41%	868,643
Southeast Florida Behavioral Health Network (SEFBHN)							
Indian River	143,755	25,523	14%	3,573	118,232	29%	34,287
Martin	151,388	24,986	12%	2,998	126,402	25%	31,601
Okeechobee	40,235	9,521	14%	1,333	30,714	36%	11,057
Palm Beach	1,374,312	273,098	14%	38,234	1,101,214	30%	330,364
St. Lucie	293,805	63,526	13%	8,258	230,279	32%	73,689
Total SEFBHN	1,949,495	396,654	14%	54,396	1,606,841	30%	480,998
Florida	19,747,233	4,101,977	12%	509,803	15,645,256	29%	4,453,654

Source: Small Area Health Insurance Estimates, 2011, as reported by Robert Wood Johnson
Prepared by: Organizational Management Solutions, Inc.



Table 13: Health Outcomes (including sub-category measures of Health Outcomes)

Location	Health Outcomes	Length of Life (Health Outcome sub-measure)	Quality of Life (Health Outcome sub-measure)	Poor Mental Health Days (Quality of Life sub-measure)	Low birth weight (Quality of Life sub-measure)	Poor or Fair Health (Quality of Life sub-measure)
Escambia	57	51	59	4.8	10.4%	20%
Okaloosa	19	18	16	3.2	7.9%	18%
Santa Rosa	6	12	8	3.1	7.6%	12%
Walton	46	46	49	4.4	8.7%	20%
Circuit 1	-	-	-	-	-	-
Bay	48	43	56	5.6	8.5%	17%
Calhoun	54	31	64	5.5	8.5%	36%
Gulf	34	27	44	3.0	9.6%	18%
Holmes	51	62	32	3.6	7.6%	24%
Jackson	47	42	53	3.6	9.9%	20%
Washington	66	64	66	5.8	9.0%	35%
Circuit 14	-	-	-	-	-	-
Franklin	36	34	38	3.9	7.9%	22%
Gadsden	61	59	60	3.3	11.7%	21%
Jefferson	58	50	61	4.6	10.4%	22%
Leon	9	6	17	3.2	9.5%	10%
Liberty	32	21	48	3.0	10.1%	14%
Wakulla	29	20	45	4.4	8.8%	19%
Circuit 2	-	-	-	-	-	-
Madison	56	53	58	4.3	10.4%	18%
Taylor	60	52	62	4.8	9.9%	24%
Circuit 3 <i>(selected portion)</i>	-	-	-	-	-	-
18-County Region (Northwest)	-	-	-	-	-	-
Florida	-	-	-	3.8	8.7%	16%

Source: Robert Wood Johnson, University of Wisconsin Population Health Institute, County Health Rankings, 2014
Prepared by: Organizational Management Solutions, Inc.



Table 14: Health Factors (including sub-categories of Health Factors)

Location	Health Factors	Some College	Unemployment	Mental Health Providers	Children in Single-Parent Households	Violent Crime	Inadequate Social Support
Escambia	39	62%	8.4%	857:1	43%	806	21%
Okaloosa	10	65%	6.2%	826:1	35%	363	14%
Santa Rosa	14	66%	7.7%	2,319:1	26%	158	14%
Walton	29	55%	5.6%	1,612:1	35%	399	19%
Circuit 1		-	-	-	-	-	-
Bay	38	60%	8.3%	589:1	34%	549	21%
Calhoun	56	34%	8.1%	5,561:1	43%	806	21%
Gulf	49	35%	8.5%	2,397:1	46%	393	26%
Holmes	46	36%	7.1%	1,667:1	34%	298	18%
Jackson	31	44%	7.1%	1,246:1	34%	487	23%
Washington	59	41%	9.4%	5,527:1	35%	179	24%
Circuit 14		-	-	-	-	-	-
Franklin	52	39%	6.7%	2,258:1	50%	814	22%
Gadsden	63	37%	9.1%	1,155:1	59%	861	30%
Jefferson	47	43%	7.9%		38%	846	24%
Leon	9	76%	7.2%	666:1	40%	753	16%
Liberty	48	40%	7.2%	1,469:1	43%	137	23%
Wakulla	28	48%	7.1%	3,097:1	33%	322	20%
Circuit 2		-	-	-	-	-	-
Madison	61	38%	10.1%	4,188:1	45%	811	24%
Taylor	60	37%	9.3%	26,306:1	49%	806	24%
Circuit 3 <i>(selected portion)</i>		-	-	-	-	-	-
18-County Region (Northwest)		-	-	-	-	-	-
Florida		60%	8.6%	910:1	37%	556	-

Source: Robert Wood Johnson, University of Wisconsin Population Health Institute, County Health Rankings, 2014
Prepared by: Organizational Management Solutions, Inc.



Table 15: Suicide Rates by All Means, one year count and rate

Location	All Ages – All Means 2013		All Ages – All Means 2012		All Ages – All Means 2011		All Ages – All Means 2010	
	Number	Rate	Number	Rate	Number	Rate	Number	Rate
Escambia	49	16.6	57	19.7	36	10.8	37	11.7
Okaloosa	44	22.9	37	20.1	30	15.9	35	17.8
Santa Rosa	29	17.8	33	18.5	32	18.8	23	14.6
Walton	13	18.6	13	18.4	16	22.9	11	17.4
Circuit 1	-	-	-	-	-	-	-	-
Bay	35	18.3	37	20.1	33	18.7	30	16.4
Calhoun	0	0.0	3	15.4	4	25.4	2	12.5
Gulf	3	14.7	2	9.3	3	17.0	3	16.8
Holmes	3	14.3	8	31.6	4	21.0	4	18.0
Jackson	5	8.6	10	19.2	7	12.2	3	5.6
Washington	1	4.3	6	23.7	9	33.8	3	11.5
Circuit 14	-	-	-	-	-	-	-	-
Franklin	1	7.2	2	13.3	0	0.0	1	10.9
Gadsden	8	16.1	7	11.2	6	11.6	4	6.0
Jefferson	1	6.1	2	10.1	0	0.0	2	12.2
Leon	36	12.9	45	17.0	29	11.1	41	15.3
Liberty	0	0.0	1	14.8	0	0.0	1	9.8
Wakulla	5	18.5	7	25.1	8	26.3	5	16.8
Circuit 2	-	-	-	-	-	-	-	-
Madison	4	19.4	3	13.3	0	0.0	1	5.7
Taylor	7	26.0	3	9.4	2	9.2	4	14.8
Circuit 3 <i>(selected portion)</i>	-	-	-	-	-	-	-	-
18-County Region (Northwest)	-	-	-	-	-	-	-	-
Florida	2,892	13.8	2,922	14.2	2,765	13.5	2,753	13.5

Source: Florida CHARTS, rate per 100,000

Prepared by: Organizational Management Solutions, Inc.



Table 15 (continued): Suicide Rates by All Means, three year count and rate, by age

Location	Ages 0-17 - All Means 2011-2013		Ages 0-17 - All Means 2010-2012		Ages 0-17 - All Means 2009-2011		Ages 0-17 - All Means 2008-2010	
	Number	Rate	Number	Rate	Number	Rate	Number	Rate
Escambia	5	2.5	3	1.5	2	1.0	2	1.0
Okaloosa	2	1.6	2	1.6	2	1.6	2	1.6
Santa Rosa	0	0.0	0	0.0	1	0.9	1	0.9
Walton	0	0.0	0	0.0	0	0.0	0	0.0
Circuit 1	-	-	-	-	-	-	-	-
Bay	1	0.9	1	0.9	0	0.0	1	0.9
Calhoun	0	0.0	0	0.0	0	0.0	0	0.0
Gulf	0	0.0	0	0.0	0	0.0	0	0.0
Holmes	0	0.0	0	0.0	0	0.0	0	0.0
Jackson	1	3.4	1	3.4	0	0.0	0	0.0
Washington	0	0.0	1	6.4	1	6.4	1	6.4
Circuit 14	-	-	-	-	-	-	-	-
Franklin	0	0.0	0	0.0	0	0.0	0	0.0
Gadsden	0	0.0	0	0.0	0	0.0	0	0.0
Jefferson	0	0.0	0	0.0	0	0.0	0	0.0
Leon	3	1.6	2	1.1	3	1.7	2	1.1
Liberty	0	0.0	0	0.0	0	0.0	0	0.0
Wakulla	1	4.9	1	4.9	1	5.0	1	5.1
Circuit 2	-	-	-	-	-	-	-	-
Madison	0	0.0	0	0.0	1	8.0	1	7.9
Taylor	0	0.0	0	0.0	0	0.0	0	0.0
Circuit 3 <i>(selected portion)</i>	-	-	-	-	-	-	-	-
18-County Region (Northwest)	-	-	-	-	-	-	-	-
Florida	159	1.3	147	1.2	129	1.1	118	1.0

Source: Florida CHARTS, rate per 100,000
Prepared by: Organizational Management Solutions, Inc.



Table 15 (continued): Suicide Rates by All Means, three year count and rate, by Age

Location	Ages 18-24 - All Means 2011-2013		Ages 18-24 - All Means 2010-2012		Ages 18-24 - All Means 2009-2011		Ages 18-24- All Means 2008-2010	
	Number	Rate	Number	Rate	Number	Rate	Number	Rate
Escambia	15	14.9	18	17.4	16	14.8	16	14.2
Okaloosa	12	22.1	8	14.7	17	31.7	19	36.0
Santa Rosa	8	18.5	6	14.4	4	10.0	4	10.3
Walton	1	7.6	1	7.9	0	0.0	1	7.9
Circuit 1	-	-	-	-	-	-	-	-
Bay	8	17.1	9	19.0	8	17.6	7	16.0
Calhoun	0	0.0	0	0.0	0	0.0	0	0.0
Gulf	0	0.0	0	0.0	0	0.0	0	0.0
Holmes	*	18.0	*	36.6	*	17.3	*	32.7
Jackson	3	21.9	2	14.7	1	7.2		0.0
Washington	*	15.1	*	15.3	*	0.0	*	0.0
Circuit 14	-	-	-	-	-	-	-	-
Franklin	*	0.0	*	0.0	*	0.0	*	36.5
Gadsden	2	15.9	1	8.1	1	7.9	0	0.0
Jefferson	*	0.0	*	0.0	*	0.0	*	0.0
Leon	12	7.3	15	9.1	18	10.5	15	8.4
Liberty	*	0.0	*	0.0	*	0.0	*	0.0
Wakulla	0	0.0	0	0.0	1	12.7	1	12.7
Circuit 2	-	-	-	-	-	-	-	-
Madison	*	37.7	*	18.7	*	0.0	*	0.0
Taylor	*	17.1	*	17.2	*	34.1	*	33.6
Circuit 3 (selected portion)	-	-	-	-	-	-	-	-
18-County Region (Northwest)	-	-	-	-	-	-	-	-
Florida	607	11.6	595	11.5	577	11.3	576	11.4

Source: Florida CHARTS, rate per 100,000
Prepared by: Organizational Management Solutions, Inc.

* Data Unavailable in Florida CHARTS



Table 15 (continued): Suicide Rates by All Means, three year count and rate, by Age

Location	Ages 25-44 - All Means 2011-2013		Ages 25-44 - All Means 2010-2012		Ages 25-44 - All Means 2009-2011		Ages 25-44 - All Means 2008-2010	
	Number	Rate	Number	Rate	Number	Rate	Number	Rate
Escambia	48	21.7	39	17.8	30	13.6	43	19.2
Okaloosa	34	23.8	28	19.9	33	23.2	34	23.4
Santa Rosa	22	17.9	22	18.1	25	20.7	25	20.8
Walton	8	18.5	9	21.2	12	28.9	11	26.9
Circuit 1	-	-	-	-	-	-	-	-
Bay	29	22.0	28	21.3	35	26.9	30	23.2
Calhoun	1	8.3	1	8.3	4	32.4	3	24.0
Gulf	2	14.4	4	28.6	6	42.4	4	28.1
Holmes	3	20.5	2	13.6	3	19.8	4	25.7
Jackson	3	7.4	5	12.3	5	12.2	6	14.4
Washington	6	30.9	6	30.6	7	34.7	5	24.5
Circuit 14	-	-	-	-	-	-	-	-
Franklin	1	10.0	1	10.1	2	20.4	2	20.8
Gadsden	3	8.1	1	2.7	1	2.8	4	11.0
Jefferson	0	0.0	0	0.0	1	8.8	1	8.6
Leon	30	14.2	37	17.5	27	12.8	28	13.2
Liberty	0	0.0	0	0.0	0	0.0	0	0.0
Wakulla	7	26.0	8	29.6	10	37.8	7	27.6
Circuit 2	-	-	-	-	-	-	-	-
Madison	1	7.0	1	7.0	1	6.8	4	26.1
Taylor	2	11.0	2	11.1	4	21.5	4	21.0
Circuit 3 (selected portion)	-	-	-	-	-	-	-	-
18-County Region (Northwest)	-	-	-	-	-	-	-	-
Florida	2,266	16.0	2,231	15.8	2,328	16.5	2,395	16.9

Source: Florida CHARTS, rate per 100,000
Prepared by: Organizational Management Solutions, Inc.



Table 15 (continued): Suicide Rates by All Means, three year count and rate, by Age

Location	Age 45-64 - All Means 2011-2013		Ages 45-64 - All Means 2010-2012		Ages 45-64 - All Means 2009-2011		Ages 45-64- All Means 2008-2010	
	Number	Rate	Number	Rate	Number	Rate	Number	Rate
Escambia	53	22.3	55	23.0	51	21.9	50	22.2
Okaloosa	48	31.4	50	33.2	41	27.6	46	31.6
Santa Rosa	44	32.9	43	32.3	33	25.4	31	24.5
Walton	26	51.5	24	48.2	20	40.6	10	20.6
Circuit 1	-	-	-	-	-	-	-	-
Bay	47	33.1	44	31.0	45	31.3	46	31.8
Calhoun	5	41.6	6	49.9	7	61.6	4	37.4
Gulf	4	28.1	3	21.1	1	7.2	2	14.8
Holmes	7	42.2	8	48.4	6	37.9	6	39.5
Jackson	10	23.9	7	16.6	9	21.8	11	27.1
Washington	4	19.4	4	19.5	5	24.8	6	30.5
Circuit 14	-	-	-	-	-	-	-	-
Franklin	2	20.1	2	19.9	0	0.0	0	0.0
Gadsden	11	26.9	12	29.1	14	35.8	11	29.6
Jefferson	2	14.3	1	7.1	2	14.5	5	37.3
Leon	45	24.1	45	23.9	36	19.2	37	19.9
Liberty	0	0.0	1	14.7	2	31.4	2	33.6
Wakulla	4	14.9	5	18.5	5	18.5	4	15.1
Circuit 2	-	-	-	-	-	-	-	-
Madison	3	18.5	1	6.1	2	13.0	4	27.6
Taylor	8	40.8	4	20.4	4	20.9	6	32.2
Circuit 3 (selected portion)	-	-	-	-	-	-	-	-
18-County Region (Northwest)	-	-	-	-	-	-	-	-
Florida	3,561	23.0	3,615	23.5	3,549	23.4	3,477	23.4

Source: Florida CHARTS, rate per 100,000
Prepared by: Organizational Management Solutions, Inc.



Table 15 (continued): Suicide Rates by All Means, three year count and rate, by Age

Location	Age 65 and over - All Means 2011-2013		Ages 65 and over - All Means 2010-2012		Ages 65 and over - All Means 2009-2011		Ages 65 and over- All Means 2008-2010	
	Number	Rate	Number	Rate	Number	Rate	Number	Rate
Escambia	21	15.3	15	11.2	16	12.1	14	10.7
Okaloosa	15	18.4	14	17.8	19	24.8	24	32.0
Santa Rosa	20	31.8	17	27.7	12	20.3	6	10.6
Walton	7	24.5	6	21.7	7	24.6	8	27.4
Circuit 1	-	-	-	-	-	-	-	-
Bay	20	25.8	18	23.7	15	19.8	13	17.1
Calhoun	1	14.1	2	28.6	2	28.9	2	29.2
Gulf	2	24.3	1	12.5	1	12.5	1	12.6
Holmes	4	37.3	4	37.9	2	19.3	3	29.4
Jackson	5	20.4	5	20.7	4	16.7	5	21.01
Washington	5	41.8	6	51.3	5	42.6	6	50.6
Circuit 14	-	-	-	-	-	-	-	-
Franklin	0	0.0	0	0.0	1	15.8	1	15.4
Gadsden	5	24.4	3	14.8	0	0.0	0	0.0
Jefferson	1	12.9	3	39.5	2	27.3	2	28.2
Leon	20	23.1	16	19.4	14	17.8	13	17.2
Liberty	1	34.8	1	35.7	0	0.0	1	35.6
Wakulla	8	73.1	6	56.8	3	27.7	1	9.1
Circuit 2	-	-	-	-	-	-	-	-
Madison	1	10.3	1	10.5	0	0.0	0	0.0
Taylor	1	8.8	2	18.2	1	9.5	1	10.0
Circuit 3 (selected portion)	-	-	-	-	-	-	-	-
18-County Region (Northwest)	-	-	-	-	-	-	-	-
Florida	1,986	19.3	1,852	18.3	1,789	18.0	1,764	18.1

Source: Florida CHARTS, rate per 100,000
Prepared by: Organizational Management Solutions, Inc.



Table 16: Involuntary Exams Initiated

Location	2011		2012		2013	
	Number	Rate of Change	Number	Rate of Change	Number	Rate of Change
Escambia	3,623	5.7	3,535	-2.4	4,316	22.1
Okaloosa	1,571	22.0	1,622	3.2	1,561	-3.8
Santa Rosa	944	4.2	971	2.9	1,053	8.4
Walton	333	16.8	369	10.8	347	-6.0
Circuit 1	6,471	9.5	6,497	0.4	7,277	12.0
Bay	1,266	-5.4	1,191	-5.9	1,364	14.5
Calhoun	98	27.3	78	-20.4	96	23.1
Gulf	81	-11.1	86	6.2	101	17.4
Holmes	133	-8.9	154	15.8	149	-3.2
Jackson	276	0	228	-17.4	232	1.8
Washington	148	-1.3	157	6.1	184	17.2
Circuit 14	2,002	-3.6	1,894	-5.4	2,126	12.2
Franklin	44	-15.4	31	-29.5	54	74.2
Gadsden	237	-4.0	262	10.5	286	9.2
Jefferson	93	-13.9	115	23.7	92	-20.0
Leon	1,384	-4.6	1,473	6.4	1,545	4.9
Liberty	37	27.6	37	0	36	-2.7
Wakulla	144	-16.3	137	-4.9	120	-12.4
Circuit 2	1,939	-12.9	2,055	6.0	2,133	3.8
Madison	182	-11.2	160	-12.1	227	41.9
Taylor	112	-11.8	106	-5.4	75	-29.2
Circuit 3 <i>(selected portion)</i>	294	-11.4	266	-9.5	302	13.5
18-County Region (Northwest)	10,706	1.5	10,712	0.05	11,838	10.5
Florida	150,466	9.8	157,352	4.6	171,744	9.1

Source: University of South Florida, Baker Act Reporting Center
Prepared by: Organizational Management Solutions, Inc.



Table 17: Adults with good mental health

County	2010 Percent	2007 Percent
Escambia	85.4	88.7
Okaloosa	87.9	92.3
Santa Rosa	89.0	91.1
Walton	84.7	90.0
Circuit 1		
Bay	90.0	86.6
Calhoun	84.0	84.8
Gulf	90.8	90.0
Holmes	85.1	85.5
Jackson	87.9	87.4
Washington	80.9	86.0
Circuit 14		
Franklin	87.3	86.6
Gadsden	90.8	90.1
Jefferson	90.5	89.0
Leon	87.6	93.0
Liberty	85.3	81.6
Wakulla	83.7	87.3
Circuit 2		
Madison	84.3	88.2
Taylor	85.2	86.1
Circuit 3 (selected portion)		
Florida		

Source: Florida CHARTS

Prepared by: Organizational Management Solutions, Inc.



Table 18: Adults who had poor mental health on 14 or more of the past 30 days

County	2010 Percent	2007 Percent
Escambia	14.6	11.4
Okaloosa	12.1	7.7
Santa Rosa	11.0	8.9
Walton	15.3	10.0
Circuit 1		
Bay	10.0	13.4
Calhoun	16.0	15.2
Gulf	9.2	10.0
Holmes	14.9	14.5
Jackson	12.1	12.6
Washington	19.1	14.0
Circuit 14		
Franklin	12.7	13.4
Gadsden	9.2	10.0
Jefferson	9.5	11.0
Leon	12.4	7.0
Liberty	14.7	18.4
Wakulla	16.3	12.7
Circuit 2		
Madison	15.7	11.8
Taylor	14.8	13.9
Circuit 3 <i>(selected portion)</i>		
Florida		

Source: Florida CHARTS

Prepared by: Organizational Management Solutions, Inc.



Table 19: Average number of days where poor mental or physical health interfered with activities of daily living in the past 30 days

County	2010 Percent	2007 Percent
Escambia	6.2	3.8
Okaloosa	4.0	3.9
Santa Rosa	4.2	4.0
Walton	6.0	6.1
Circuit 1		
Bay	4.7	4.7
Calhoun	7.6	7.1
Gulf	7.2	5.3
Holmes	6.0	5.4
Jackson	4.7	4.6
Washington	6.2	5.3
Circuit 14		
Franklin	6.6	5.8
Gadsden	4.3	4.1
Jefferson	5.1	6.6
Leon	4.4	3.5
Liberty	6.7	4.9
Wakulla	5.2	4.6
Circuit 2		
Madison	5.7	4.4
Taylor	6.4	5.7
Circuit 3 (selected portion)		
Florida		

Source: Florida CHARTS

Prepared by: Organizational Management Solutions, Inc.



Table 20: Youth Use of Drugs and Alcohol (2010)

County	Percent of Middle School Students Who have Used Alcohol in the Past 30 Days	Percent of Middle School Students Who have Used Marijuana/Hashish in the last 30 days	Percent of High School Students who reported binge drinking	Percent of Middle School Students Who have Used Marijuana/Hashish in the last 30 days
Escambia	10.7	2.9	16.5	14.5
Okaloosa	9.8	2.0	15.0	14.7
Santa Rosa	9.3	1.8	19.8	16.0
Walton	13.9	4.8	21.8	21.6
Circuit 1	-	-	-	-
Bay	11.0	5.9	17.2	20.0
Calhoun	18.3	5.5	18.8	13.0
Gulf	22.1	10.7	17.8	25.1
Holmes	16.5	3.1	16.8	11.0
Jackson	16.9	2.4	18.1	14.4
Washington	19.1	6.0	21.5	17.6
Circuit 14	-	-	-	-
Franklin	22.8	5.3	34.7	34.9
Gadsden	16.0	3.2	29.0	37.2
Jefferson	9.4	*	13.7	16.2
Leon	9.3	4.6	16.8	20.9
Liberty	12.3	4.5	20.0	12.1
Wakulla	18.2	10.1	22.7	27.9
Circuit 2	-	-	-	-
Madison	12.6	4.2	14.8	9.1
Taylor	17.4	6.7	20.3	10.7
Circuit 3 (selected portion)	-	-	-	-
Florida	-	-	-	-

Source: Florida CHARTS

Prepared by: Organizational Management Solutions, Inc.



Table 21: Alcohol Related Crashes

Location	2007-2009		2008-2010			2009-2011		
	Number	Rate	Number	Rate	Rate of Change	Number	Rate	Rate of Change
Escambia	1,848	205.7	1,617	180.5	-25.2	1,542	172.1	-8.4
Okaloosa	913	167.4	833	153.2	-14.2	803	147.6	-5.6
Santa Rosa	561	126.4	537	119.3	-7.1	519	113.4	-5.9
Walton	325	200.3	290	176.7	-23.6	292	176.5	-0.2
Circuit 1	3,647	-	3,277	-	-	3,156	-	-
Bay	1,243	246.8	1,196	236.4	-10.4	1,147	226.3	-10.1
Calhoun	71	163.7	76	173.8	10.1	72	163.7	-10.1
Gulf	77	160.2	66	138.1	-22.1	60	126.1	-12.0
Holmes	58	96.5	55	91.5	-5.0	51	85.2	-6.3
Jackson	199	133.3	175	116.6	-16.7	151	100.9	-15.7
Washington	85	115.6	75	100.8	-14.8	70	94.3	-6.5
Circuit 14	1,733	-	1,643	-	-	1,551	-	-
Franklin	69	198.2	60	172.7	-25.5	61	176	3.3
Gadsden	279	200.0	267	191	-9.0	217	153.8	-37.2
Jefferson	74	168	74	167.5	-0.5	71	160.9	-6.6
Leon	1,164	142.1	1,052	127.7	-14.4	1,000	121	-6.7
Liberty	40	161.8	34	136.2	-25.6	36	143.9	7.7
Wakulla	174	197.5	157	173.6	-23.9	138	149.8	-23.8
Circuit 2	1,800	-	1,644	-	-	1,523	-	-
Madison	103	177.8	114	196.8	19	105	181.4	-15.4
Taylor	141	210.6	126	186.7	-23.9	123	182.1	-4.6
Circuit 3 <i>(selected portion)</i>	244	-	240	-	-	228	-	-
Florida	65,167	116.7	60,092	107	-9.7	54,900	97.2	-9.8

Source: Florida CHARTS, rate per 100,000

Prepared by: Organizational Management Solutions, Inc.



Table 22: Juvenile Justice Statistics, by County, 2012-2013

.Location	Delinquency cases received by DJJ		Youths referred for delinquency		Youth Committed		Percent of Commitment from Delinquency Cases
	Number	Rate	Number	Rate	Number	Rate	
Escambia	2,237	3.48	1,311	2.04	156	0.24	6.97%
Okaloosa	924	2.15	529	1.23	47	0.11	5.09%
Santa Rosa	544	1.48	372	0.94	49	0.13	9.01%
Walton	245	2.01	174	1.43	11	0.09	4.49%
Circuit 1	3,950	-	2,386	-	263	-	6.66%
Bay	924	2.46	561	1.49	28	0.07	3.03%
Calhoun	44	1.42	31	1.00	4	0.13	9.09%
Gulf	41	1.65	22	0.89	0	0	0.00%
Holmes	107	2.67	62	1.55	2	0.05	1.87%
Jackson	151	1.65	94	1.03	7	0.08	4.64%
Washington	107	2.14	81	1.62	1	0.02	9.35%
Circuit 14	1,374	-	851	-	42	-	3.06%
Franklin	29	1.51	22	1.14	2	0.10	6.90%
Gadsden	152	1.45	97	0.93	14	0.13	9.21%
Jefferson	22	0.89	16	0.64	1	0.04	4.55%
Leon	1,037	1.92	671	1.24	123	0.23	11.87%
Liberty	21	1.26	17	1.02	0	0	0.00%
Wakulla	80	1.23	59	0.91	6	0.09	7.50%
Circuit 2	1,341	-	882	-	146	-	10.89%
Madison	127	3.34	77	2.03	5	0.13	3.94%
Taylor	52	1.20	39	0.90	5	0.12	9.62%
Circuit 3 (selected portion)	179	-	116	-	10	-	5.59%

Source: Office of Research and Planning, Florida Department of Juvenile Justice
Prepared by: Organizational Management Solutions, Inc.



Table 23: Domestic Violence offenses and rates

Location	Domestic Violence Offenses 2013		Domestic Violence Offenses 2012		Domestic Violence Offenses 2011	
	Count	Rate	Count	Rate	Count	Rate
Escambia	3,113	1038.5	3,527	1174.6	3,351	1118.5
Okaloosa	1,662	871.1	1,726	946	1,564	859.8
Santa Rosa	617	392.7	648	409.5	695	446.3
Walton	466	794.8	564	1003.3	419	753.6
Circuit 1	-	-	-	-	-	-
Bay	1,608	942.8	1,473	866.4	1,625	959
Calhoun	24	163.6	36	243.6	41	279.4
Gulf	22	137.8	5	31.8	36	227.9
Holmes	137	683.1	108	541.9	111	554
Jackson	215	432.2	224	446.7	209	418.5
Washington	166	657.7	140	571.3	133	540.9
Circuit 14	-	-	-	-	-	-
Franklin	68	582.9	86	741.7	83	720.1
Gadsden	277	590.7	188	380.3	177	367.7
Jefferson	55	380.9	37	253	54	369.6
Leon	1,509	538.8	1,236	446	1,483	536.4
Liberty	1	11.4	13	152.4	0	0
Wakulla	68	219	80	257.3	74	239.6
Circuit 2	-	-	-	-	-	-
Madison	113	589.2	97	500.7	129	667.7
Taylor	227	979.5	180	799.8	118	524.7
Circuit 3 <i>(selected portion)</i>	-	-	-	-	-	-
18-County Region (Northwest)	-	-	-	-	-	-
Florida	108,030	559.2	108,046	567.4	111,681	589.8

Source: Florida Department of Law Enforcement, rate per 100,000
Prepared by: Organizational Management Solutions, Inc.



Table 24: Statewide by Managing Entity Funds, per capita, by poverty, by uninsured, all Funds

Total Managing Entity Funds All Fund Sources			
Managing Entity(Region)	Per Capita (Total 2015 Projected Population)	Per Capita of at or below Poverty	Per capita of Uninsured Population
Big Bend Community Based Care (Northwest)	33.37	199.07	141.43
Broward Behavioral Health Coalition (Broward County)	25.87	170.16	95.46
Central Florida Behavioral Health Network (Suncoast)	29.88	192.72	133.14
Central Florida Cares Health System (Central Florida)	22.85	145.44	95.94
Lutheran Services Florida (Northeast)	24.95	145.54	92.92
South Florida Behavioral Health Network (Southern)	28.10	140.37	79.73
Southeast Florida Behavioral Health Network (Southeast)	25.38	171.76	94.97
State of Florida	27.24	165.57	108.36

Source: Managing Entity Schedule of Funds, 7/21/2014, provided by Big Bend Community Based Care; Florida Demographic Estimating Conference, Bureau of Economic and Business Research, Florida Population Studies; Small Area Income and Poverty Estimates, US Census Bureau; Small Area Health Insurance Estimates, 2011, as reported by Robert Wood Johnson

Prepared by: Organizational Management Solutions, Inc.



Table 25: Statewide by Managing Entity Funds, per capita, Adult Mental Health

Adult Mental Health Funds (per capita)					
Managing Entity	Total AMH	AMH Base Services	AMH TANF	AMH PATH	AMH FACT
Big Bend Community Based Care (Northwest)	\$24.26	\$14.72	\$0.44	\$0.44	\$3.27
Broward Behavioral Health Coalition (Broward County)	\$16.77	\$14.02	\$0.57	\$0.57	\$0.89
Central Florida Behavioral Health Network (Suncoast)	\$21.64	\$15.71	\$0.60	\$0.60	\$3.99
Central Florida Cares Health System (Central Florida)	\$13.60	\$10.62	\$0.36	\$0.36	\$1.90
Lutheran Services Florida (Northeast)	\$14.60	\$11.29	\$0.38	\$0.38	\$2.12
South Florida Behavioral Health Network (Southern)	\$17.39	\$13.16	\$0.40	\$0.40	\$1.76
Southeast Florida Behavioral Health Network (Southeast)	\$16.53	\$13.08	\$0.51	\$0.51	\$2.34
State of Florida	\$17.94	\$13.39	\$0.48	\$0.48	\$2.57

Source: Managing Entity Schedule of Funds, 7/21/2014, provided by Big Bend Community Based Care; Florida Demographic Estimating Conference, Bureau of Economic and Business Research, Florida Population Studies; Small Area Income and Poverty Estimates, US Census Bureau; Small Area Health Insurance Estimates, 2011, as reported by Robert Wood Johnson
Prepared by: Organizational Management Solutions, Inc.



Table 26: Statewide by Managing Entity Funds, per capita, Adult Substance Abuse

Adult Substance Abuse Funds (per capita)				
Managing Entity	Total ASA	ASA Base Services	ASA TANF	ASA Prevention
Big Bend Community Based Care (Northwest)	\$8.93	\$6.59	\$0.42	\$0.97
Broward Behavioral Health Coalition (Broward County)	\$8.24	\$6.02	\$0.37	\$0.89
Central Florida Behavioral Health Network (Suncoast)	\$8.19	\$5.73	\$0.36	\$0.84
Central Florida Cares Health System (Central Florida)	\$8.18	\$5.75	\$0.31	\$0.73
Lutheran Services Florida (Northeast)	\$9.11	\$6.76	\$0.34	\$0.80
South Florida Behavioral Health Network (Southern)	\$8.75	\$6.14	\$0.37	\$0.87
Southeast Florida Behavioral Health Network (Southeast)	\$7.34	\$5.39	\$0.34	\$0.80
State of Florida	\$8.41	\$6.04	\$0.36	\$0.83

Source: Managing Entity Schedule of Funds, 7/21/2014, provided by Big Bend Community Based Care; Florida Demographic Estimating Conference, Bureau of Economic and Business Research, Florida Population Studies; Small Area Income and Poverty Estimates, US Census Bureau; Small Area Health Insurance Estimates, 2011, as reported by Robert Wood Johnson

Prepared by: Organizational Management Solutions, Inc.



Table 27: Statewide by Managing Entity Funds, per capita, Children’s Mental Health

Children’s Mental Health Funds (per capita)				
Managing Entity	Total CMH	CMH Base Services	CMH PRTS	CMH Bnet
Big Bend Community Based Care (Northwest)	\$13.36	\$10.89	\$0.58	\$1.89
Broward Behavioral Health Coalition (Broward County)	\$11.61	\$14.00	\$0.39	\$2.00
Central Florida Behavioral Health Network (Suncoast)	\$12.69	\$8.87	\$0.43	\$2.74
Central Florida Cares Health System (Central Florida)	\$12.45	\$9.95	\$0.68	\$1.82
Lutheran Services Florida (Northeast)	\$12.79	\$11.02	\$0.48	\$1.09
South Florida Behavioral Health Network (Southern)	\$17.28	\$10.60	\$0.60	\$1.76
Southeast Florida Behavioral Health Network (Southeast)	\$15.23	\$11.13	\$0.78	\$3.32
State of Florida	\$13.74	\$10.29	\$0.54	\$2.10

Source: Managing Entity Schedule of Funds, 7/21/2014, provided by Big Bend Community Based Care; Florida Demographic Estimating Conference, Bureau of Economic and Business Research, Florida Population Studies; Small Area Income and Poverty Estimates, US Census Bureau; Small Area Health Insurance Estimates, 2011, as reported by Robert Wood Johnson

Prepared by: Organizational Management Solutions, Inc.



Table 28: Statewide by Managing Entity Funds, per capita, Children’s Substance Abuse

Children’s Substance Abuse Funds (per capita)					
Managing Entity	CSA Total	CSA Base Services	CSA TANF	CSA PPG	CSA Prevention
Big Bend Community Based Care (Northwest)	\$20.68	\$16.82	\$0.20	\$1.34	\$1.86
Broward Behavioral Health Coalition (Broward County)	\$14.98	\$12.78	\$0.14	\$0.38	\$1.34
Central Florida Behavioral Health Network (Suncoast)	\$17.38	\$14.13	\$0.15	\$1.08	\$1.43
Central Florida Cares Health System (Central Florida)	\$14.09	\$11.27	\$0.14	\$1.11	\$1.25
Lutheran Services Florida (Northeast)	\$17.04	\$13.81	\$0.16	\$1.19	\$1.50
South Florida Behavioral Health Network (Southern)	\$18.15	\$14.84	\$0.16	\$1.43	\$1.38
Southeast Florida Behavioral Health Network (Southeast)	\$16.28	\$13.12	\$0.15	\$1.13	\$1.50
State of Florida	\$16.88	\$13.74	\$0.16	\$1.11	\$1.44

Source: Managing Entity Schedule of Funds, 7/21/2014, provided by Big Bend Community Based Care; Florida Demographic Estimating Conference, Bureau of Economic and Business Research, Florida Population Studies; Small Area Income and Poverty Estimates, US Census Bureau; Small Area Health Insurance Estimates, 2011, as reported by Robert Wood Johnson

Prepared by: Organizational Management Solutions, Inc.



Table 29: Statewide by Managing Entity Funds, per capita, poverty and uninsured, All AMH

Total Managing Entity Funds All Adult Mental Health Funds			
Managing Entity(Region)	Per Capita (Total 2015 Projected Population)	Per Capita of at or below Poverty	Per capita of Uninsured Population
Big Bend Community Based Care (Northwest)	24.26	163.87	89.27
Broward Behavioral Health Coalition (Broward County)	16.76	124.13	54.11
Central Florida Behavioral Health Network (Suncoast)	21.64	161.89	86.75
Central Florida Cares Health System (Central Florida)	13.60	100.82	50.08
Lutheran Services Florida (Northeast)	14.60	98.46	60.20
South Florida Behavioral Health Network (Southern)	17.39	97.75	42.75
Southeast Florida Behavioral Health Network (Southeast)	16.53	131.60	55.22
State of Florida	17.94	125.46	63.02

Source: Managing Entity Schedule of Funds, 7/21/2014, provided by Big Bend Community Based Care; Florida Demographic Estimating Conference, Bureau of Economic and Business Research, Florida Population Studies; Small Area Income and Poverty Estimates, US Census Bureau; Small Area Health Insurance Estimates, 2011, as reported by Robert Wood Johnson

Prepared by: Organizational Management Solutions, Inc.



Table 30: Statewide by Managing Entity Funds, per capita, poverty and uninsured, All Adult Mental Health, Services and Provider Activities

Total Managing Entity Funds Adult Mental Health ME Services and Provider Activities			
Managing Entity(Region)	Per Capita (Total 2015 Projected Population)	Per Capita of at or below Poverty	Per capita of Uninsured Population
Big Bend Community Based Care (Northwest)	14.72	99.44	54.17
Broward Behavioral Health Coalition (Broward County)	14.02	103.74	45.22
Central Florida Behavioral Health Network (Suncoast)	15.71	117.52	62.97
Central Florida Cares Health System (Central Florida)	10.62	78.71	39.10
Lutheran Services Florida (Northeast)	11.29	76.12	46.54
South Florida Behavioral Health Network (Southern)	13.16	73.97	32.35
Southeast Florida Behavioral Health Network (Southeast)	13.08	104.15	43.70
State of Florida	13.39	93.61	47.02

Source: Managing Entity Schedule of Funds, 7/21/2014, provided by Big Bend Community Based Care; Florida Demographic Estimating Conference, Bureau of Economic and Business Research, Florida Population Studies; Small Area Income and Poverty Estimates, US Census Bureau; Small Area Health Insurance Estimates, 2011, as reported by Robert Wood Johnson
Prepared by: Organizational Management Solutions, Inc.



Table 31: Statewide by Managing Entity Funds, per capita, poverty and uninsured, All Adult Mental Health, Evidenced Based Prevention and Treatment Approaches

Total Managing Entity Funds Adult Mental Health Evidenced Based Prevention and Treatment Approaches			
Managing Entity(Region)	Per Capita (Total 2015 Projected Population)	Per Capita of at or below Poverty	Per capita of Uninsured Population
Big Bend Community Based Care (Northwest)	0.57	3.83	2.08
Broward Behavioral Health Coalition (Broward County)	0.46	3.41	1.49
Central Florida Behavioral Health Network (Suncoast)	-	-	-
Central Florida Cares Health System (Central Florida)	-	-	-
Lutheran Services Florida (Northeast)	-	-	-
South Florida Behavioral Health Network (Southern)	-	-	-
Southeast Florida Behavioral Health Network (Southeast)	-	-	-
State of Florida	0.08	0.58	0.29

Source: Managing Entity Schedule of Funds, 7/21/2014, provided by Big Bend Community Based Care; Florida Demographic Estimating Conference, Bureau of Economic and Business Research, Florida Population Studies; Small Area Income and Poverty Estimates, US Census Bureau; Small Area Health Insurance Estimates, 2011, as reported by Robert Wood Johnson
Prepared by: Organizational Management Solutions, Inc.



Table 32: Statewide by Managing Entity Funds, per capita, poverty and uninsured, All Adult Mental Health, Community Forensic Beds

Total Managing Entity Funds Adult Mental Health Community Forensic Beds			
Managing Entity(Region)	Per Capita (Total 2015 Projected Population)	Per Capita of at or below Poverty	Per capita of Uninsured Population
Big Bend Community Based Care (Northwest)	4.93	33.28	18.13
Broward Behavioral Health Coalition (Broward County)	0.52	3.85	1.68
Central Florida Behavioral Health Network (Suncoast)	0.73	5.49	2.94
Central Florida Cares Health System (Central Florida)	0.31	2.28	1.13
Lutheran Services Florida (Northeast)	0.37	2.51	1.54
South Florida Behavioral Health Network (Southern)	1.48	8.30	3.63
Southeast Florida Behavioral Health Network (Southeast)	0.10	0.77	0.32
State of Florida	0.94	6.55	3.29

Source: Managing Entity Schedule of Funds, 7/21/2014, provided by Big Bend Community Based Care; Florida Demographic Estimating Conference, Bureau of Economic and Business Research, Florida Population Studies; Small Area Income and Poverty Estimates, US Census Bureau; Small Area Health Insurance Estimates, 2011, as reported by Robert Wood Johnson
Prepared by: Organizational Management Solutions, Inc.



Table 33: Statewide by Managing Entity Funds, per capita, poverty and uninsured, All Adult Mental Health, FACT

Total Managing Entity Funds Adult Mental Health Florida Assertive Community Treatment (FACT)			
Managing Entity(Region)	Per Capita (Total 2015 Projected Population)	Per Capita of at or below Poverty	Per capita of Uninsured Population
Big Bend Community Based Care (Northwest)	3.27	22.12	12.05
Broward Behavioral Health Coalition (Broward County)	0.89	6.57	2.86
Central Florida Behavioral Health Network (Suncoast)	3.99	29.85	15.99
Central Florida Cares Health System (Central Florida)	1.90	14.07	6.99
Lutheran Services Florida (Northeast)	2.12	14.30	8.74
South Florida Behavioral Health Network (Southern)	1.76	9.91	4.33
Southeast Florida Behavioral Health Network (Southeast)	2.34	18.64	7.82
State of Florida	2.57	17.94	9.01

Source: Managing Entity Schedule of Funds, 7/21/2014, provided by Big Bend Community Based Care; Florida Demographic Estimating Conference, Bureau of Economic and Business Research, Florida Population Studies; Small Area Income and Poverty Estimates, US Census Bureau; Small Area Health Insurance Estimates, 2011, as reported by Robert Wood Johnson
Prepared by: Organizational Management Solutions, Inc.



Table 34: Statewide by Managing Entity Funds, per capita, poverty and uninsured, All Adult Mental Health, IDP

Total Managing Entity Funds Adult Mental Health Indigent Psychiatric Medication Program (IDP)			
Managing Entity(Region)	Per Capita (Total 2015 Projected Population)	Per Capita of at or below Poverty	Per capita of Uninsured Population
Big Bend Community Based Care (Northwest)	0.08	0.52	0.28
Broward Behavioral Health Coalition (Broward County)	0.05	0.39	0.17
Central Florida Behavioral Health Network (Suncoast)	0.32	2.36	1.27
Central Florida Cares Health System (Central Florida)	0.03	0.26	0.13
Lutheran Services Florida (Northeast)	0.05	0.35	0.21
South Florida Behavioral Health Network (Southern)	0.05	0.30	0.13
Southeast Florida Behavioral Health Network (Southeast)	0.16	1.29	0.54
State of Florida	0.14	0.96	0.48

Source: Managing Entity Schedule of Funds, 7/21/2014, provided by Big Bend Community Based Care; Florida Demographic Estimating Conference, Bureau of Economic and Business Research, Florida Population Studies; Small Area Income and Poverty Estimates, US Census Bureau; Small Area Health Insurance Estimates, 2011, as reported by Robert Wood Johnson
Prepared by: Organizational Management Solutions, Inc.



Table 35: Statewide by Managing Entity Funds, per capita, poverty and uninsured, All Adult Mental Health, PATH

Total Managing Entity Funds Adult Mental Health Grants – PATH			
Managing Entity(Region)	Per Capita (Total 2015 Projected Population)	Per Capita of at or below Poverty	Per capita of Uninsured Population
Big Bend Community Based Care (Northwest)	0.26	1.73	0.94
Broward Behavioral Health Coalition (Broward County)	0.26	1.92	0.84
Central Florida Behavioral Health Network (Suncoast)	0.23	1.70	0.91
Central Florida Cares Health System (Central Florida)	0.39	2.87	1.43
Lutheran Services Florida (Northeast)	0.29	1.93	1.18
South Florida Behavioral Health Network (Southern)	0.26	1.47	0.64
Southeast Florida Behavioral Health Network (Southeast)	0.22	1.73	0.73
State of Florida	0.27	1.87	0.94

Source: Managing Entity Schedule of Funds, 7/21/2014, provided by Big Bend Community Based Care; Florida Demographic Estimating Conference, Bureau of Economic and Business Research, Florida Population Studies; Small Area Income and Poverty Estimates, US Census Bureau; Small Area Health Insurance Estimates, 2011, as reported by Robert Wood Johnson
Prepared by: Organizational Management Solutions, Inc.



Table 36: Statewide by Managing Entity Funds, per capita, poverty and uninsured, All Adult Mental Health, TANF

Total Managing Entity Funds Adult Mental Health Temporary Assistance for Needy Families (TANF)			
Managing Entity(Region)	Per Capita (Total 2015 Projected Population)	Per Capita of at or below Poverty	Per capita of Uninsured Population
Big Bend Community Based Care (Northwest)	0.44	2.96	1.61
Broward Behavioral Health Coalition (Broward County)	0.57	4.25	1.85
Central Florida Behavioral Health Network (Suncoast)	0.60	4.45	2.39
Central Florida Cares Health System (Central Florida)	0.36	2.64	1.31
Lutheran Services Florida (Northeast)	0.38	2.57	1.57
South Florida Behavioral Health Network (Southern)	0.40	2.27	0.99
Southeast Florida Behavioral Health Network (Southeast)	0.51	4.03	1.69
State of Florida	0.48	3.33	1.67

Source: Managing Entity Schedule of Funds, 7/21/2014, provided by Big Bend Community Based Care; Florida Demographic Estimating Conference, Bureau of Economic and Business Research, Florida Population Studies; Small Area Income and Poverty Estimates, US Census Bureau; Small Area Health Insurance Estimates, 2011, as reported by Robert Wood Johnson
Prepared by: Organizational Management Solutions, Inc.



Table 37: Statewide by Managing Entity Funds, per capita, poverty and uninsured, All Children's Mental Health

Total Managing Entity Funds All Children's Mental Health Funds			
Managing Entity(Region)	Per Capita (Total 2015 Projected Population)	Per Capita of at or below Poverty	Per capita of Uninsured Population
Big Bend Community Based Care (Northwest)	13.36	55.51	130.21
Broward Behavioral Health Coalition (Broward County)	14.00	65.67	107.70
Central Florida Behavioral Health Network (Suncoast)	12.69	52.94	101.44
Central Florida Cares Health System (Central Florida)	12.45	53.50	101.24
Lutheran Services Florida (Northeast)	12.79	48.63	123.69
South Florida Behavioral Health Network (Southern)	17.28	61.01	115.07
Southeast Florida Behavioral Health Network (Southeast)	15.23	64.12	111.06
State of Florida	13.74	55.73	110.52

Source: Managing Entity Schedule of Funds, 7/21/2014, provided by Big Bend Community Based Care; Florida Demographic Estimating Conference, Bureau of Economic and Business Research, Florida Population Studies; Small Area Income and Poverty Estimates, US Census Bureau; Small Area Health Insurance Estimates, 2011, as reported by Robert Wood Johnson

Prepared by: Organizational Management Solutions, Inc.



Table 38: Statewide by Managing Entity Funds, per capita, poverty and uninsured, Children’s Mental Health, ME Services and Provider Services

Total Managing Entity Funds Children’s Mental Health ME Services and Provider Services			
Managing Entity(Region)	Per Capita (Total 2015 Projected Population)	Per Capita of at or below Poverty	Per capita of Uninsured Population
Big Bend Community Based Care (Northwest)	10.89	45.25	106.13
Broward Behavioral Health Coalition (Broward County)	11.61	54.47	89.33
Central Florida Behavioral Health Network (Suncoast)	8.87	37.03	70.95
Central Florida Cares Health System (Central Florida)	9.95	42.60	80.92
Lutheran Services Florida (Northeast)	11.02	41.91	106.60
South Florida Behavioral Health Network (Southern)	10.60	37.41	70.56
Southeast Florida Behavioral Health Network (Southeast)	11.13	46.85	81.15
State of Florida	10.29	41.73	82.77

Source: Managing Entity Schedule of Funds, 7/21/2014, provided by Big Bend Community Based Care; Florida Demographic Estimating Conference, Bureau of Economic and Business Research, Florida Population Studies; Small Area Income and Poverty Estimates, US Census Bureau; Small Area Health Insurance Estimates, 2011, as reported by Robert Wood Johnson
Prepared by: Organizational Management Solutions, Inc.



Table 39: Statewide by Managing Entity Funds, per capita, poverty and uninsured, Children’s Mental Health, PRTS

Total Managing Entity Funds Children’s Mental Health Purchase of Residential Treatment Services (PRTS)			
Managing Entity(Region)	Per Capita (Total 2015 Projected Population)	Per Capita of at or below Poverty	Per capita of Uninsured Population
Big Bend Community Based Care (Northwest)	0.58	2.41	5.65
Broward Behavioral Health Coalition (Broward County)	0.39	1.81	2.97
Central Florida Behavioral Health Network (Suncoast)	0.43	1.77	3.40
Central Florida Cares Health System (Central Florida)	0.68	2.90	5.51
Lutheran Services Florida (Northeast)	0.48	1.81	4.61
South Florida Behavioral Health Network (Southern)	0.60	2.11	3.98
Southeast Florida Behavioral Health Network (Southeast)	0.78	3.30	5.71
State of Florida	0.54	2.18	4.32

Source: Managing Entity Schedule of Funds, 7/21/2014, provided by Big Bend Community Based Care; Florida Demographic Estimating Conference, Bureau of Economic and Business Research, Florida Population Studies; Small Area Income and Poverty Estimates, US Census Bureau; Small Area Health Insurance Estimates, 2011, as reported by Robert Wood Johnson

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Table 40: Statewide by Managing Entity Funds, per capita, poverty and uninsured, Children’s Mental Health, Bnet

Total Managing Entity Funds Children’s Mental Health Title XX1 - Bnet			
Managing Entity(Region)	Per Capita (Total 2015 Projected Population)	Per Capita of at or below Poverty	Per capita of Uninsured Population
Big Bend Community Based Care (Northwest)	1.89	7.86	18.43
Broward Behavioral Health Coalition (Broward County)	2.00	9.39	15.40
Central Florida Behavioral Health Network (Suncoast)	2.74	11.45	21.95
Central Florida Cares Health System (Central Florida)	1.82	7.80	14.81
Lutheran Services Florida (Northeast)	1.09	4.14	10.53
South Florida Behavioral Health Network (Southern)	1.76	6.22	11.74
Southeast Florida Behavioral Health Network (Southeast)	3.32	13.97	24.19
State of Florida	2.10	8.51	16.87

Source: Managing Entity Schedule of Funds, 7/21/2014, provided by Big Bend Community Based Care; Florida Demographic Estimating Conference, Bureau of Economic and Business Research, Florida Population Studies; Small Area Income and Poverty Estimates, US Census Bureau; Small Area Health Insurance Estimates, 2011, as reported by Robert Wood Johnson

Prepared by: Organizational Management Solutions, Inc.



Table 41: Statewide by Managing Entity Funds, per capita, poverty and uninsured, All Substance Abuse Funds

Total Managing Entity Funds All Adult Substance Abuse Funds			
Managing Entity(Region)	Per Capita (Total 2015 Projected Population)	Per Capita of at or below Poverty	Per capita of Uninsured Population
Big Bend Community Based Care (Northwest)	8.93	60.34	32.87
Broward Behavioral Health Coalition (Broward County)	8.24	60.97	26.58
Central Florida Behavioral Health Network (Suncoast)	8.19	61.26	32.83
Central Florida Cares Health System (Central Florida)	8.18	60.60	30.10
Lutheran Services Florida (Northeast)	9.11	61.45	37.57
South Florida Behavioral Health Network (Southern)	8.75	49.15	21.50
Southeast Florida Behavioral Health Network (Southeast)	7.34	58.41	24.51
State of Florida			
	8.41	58.81	29.54

Source: Managing Entity Schedule of Funds, 7/21/2014, provided by Big Bend Community Based Care; Florida Demographic Estimating Conference, Bureau of Economic and Business Research, Florida Population Studies; Small Area Income and Poverty Estimates, US Census Bureau; Small Area Health Insurance Estimates, 2011, as reported by Robert Wood Johnson

Prepared by: Organizational Management Solutions, Inc.



Table 42: Statewide by Managing Entity Funds, per capita, poverty and uninsured, Substance Abuse Funds, ME Supports and Provider Services

Total Managing Entity Funds Adult Substance Abuse ME Supports and Provider Services			
Managing Entity(Region)	Per Capita (Total 2015 Projected Population)	Per Capita of at or below Poverty	Per capita of Uninsured Population
Big Bend Community Based Care (Northwest)	6.59	44.53	24.26
Broward Behavioral Health Coalition (Broward County)	6.02	44.52	19.41
Central Florida Behavioral Health Network (Suncoast)	5.73	42.87	22.97
Central Florida Cares Health System (Central Florida)	5.75	42.61	21.17
Lutheran Services Florida (Northeast)	6.76	45.57	27.86
South Florida Behavioral Health Network (Southern)	6.14	34.52	15.10
Southeast Florida Behavioral Health Network (Southeast)	5.39	42.88	17.99
State of Florida	6.04	42.22	21.21

Source: Managing Entity Schedule of Funds, 7/21/2014, provided by Big Bend Community Based Care; Florida Demographic Estimating Conference, Bureau of Economic and Business Research, Florida Population Studies; Small Area Income and Poverty Estimates, US Census Bureau; Small Area Health Insurance Estimates, 2011, as reported by Robert Wood Johnson
Prepared by: Organizational Management Solutions, Inc.



Table 43: Statewide by Managing Entity Funds, per capita, poverty and uninsured, Substance Abuse Funds, HIV Services

Total Managing Entity Funds Adult Substance Abuse HIV Services			
Managing Entity(Region)	Per Capita (Total 2015 Projected Population)	Per Capita of at or below Poverty	Per capita of Uninsured Population
Big Bend Community Based Care (Northwest)	0.24	1.65	0.90
Broward Behavioral Health Coalition (Broward County)	0.22	1.65	0.72
Central Florida Behavioral Health Network (Suncoast)	0.21	1.57	0.84
Central Florida Cares Health System (Central Florida)	0.18	1.35	0.67
Lutheran Services Florida (Northeast)	0.20	1.35	0.82
South Florida Behavioral Health Network (Southern)	0.22	1.22	0.53
Southeast Florida Behavioral Health Network (Southeast)	0.20	1.59	0.67
State of Florida	0.21	1.45	0.73

Source: Managing Entity Schedule of Funds, 7/21/2014, provided by Big Bend Community Based Care; Florida Demographic Estimating Conference, Bureau of Economic and Business Research, Florida Population Studies; Small Area Income and Poverty Estimates, US Census Bureau; Small Area Health Insurance Estimates, 2011, as reported by Robert Wood Johnson
Prepared by: Organizational Management Solutions, Inc.



Table 44: Statewide by Managing Entity Funds, per capita, poverty and uninsured, Substance Abuse Funds, Prevention Services

Total Managing Entity Funds Adult Substance Abuse Prevention Services			
Managing Entity(Region)	Per Capita (Total 2015 Projected Population)	Per Capita of at or below Poverty	Per capita of Uninsured Population
Big Bend Community Based Care (Northwest)	0.97	6.59	3.59
Broward Behavioral Health Coalition (Broward County)	0.89	6.59	2.87
Central Florida Behavioral Health Network (Suncoast)	0.84	6.27	3.36
Central Florida Cares Health System (Central Florida)	0.73	5.40	2.68
Lutheran Services Florida (Northeast)	0.80	5.39	3.29
South Florida Behavioral Health Network (Southern)	0.87	4.87	2.13
Southeast Florida Behavioral Health Network (Southeast)	0.80	6.34	2.66
State of Florida	0.83	5.81	2.92

Source: Managing Entity Schedule of Funds, 7/21/2014, provided by Big Bend Community Based Care; Florida Demographic Estimating Conference, Bureau of Economic and Business Research, Florida Population Studies; Small Area Income and Poverty Estimates, US Census Bureau; Small Area Health Insurance Estimates, 2011, as reported by Robert Wood Johnson
Prepared by: Organizational Management Solutions, Inc.



Table 45: Statewide by Managing Entity Funds, per capita, poverty and uninsured, Substance Abuse Funds, Expansion of Substance Abuse Services for Pregnant Women

Total Managing Entity Funds Adult Substance Abuse Expansion of Substance Abuse Services for Pregnant Women			
Managing Entity(Region)	Per Capita (Total 2015 Projected Population)	Per Capita of at or below Poverty	Per capita of Uninsured Population
Big Bend Community Based Care (Northwest)	0.70	4.76	2.59
Broward Behavioral Health Coalition (Broward County)	0.74	5.47	2.38
Central Florida Behavioral Health Network (Suncoast)	0.46	3.45	1.85
Central Florida Cares Health System (Central Florida)	0.95	7.04	3.50
Lutheran Services Florida (Northeast)	0.48	3.25	1.99
South Florida Behavioral Health Network (Southern)	0.85	4.77	2.09
Southeast Florida Behavioral Health Network (Southeast)	0.62	4.93	2.07
State of Florida	0.64	4.47	2.25

Source: Managing Entity Schedule of Funds, 7/21/2014, provided by Big Bend Community Based Care; Florida Demographic Estimating Conference, Bureau of Economic and Business Research, Florida Population Studies; Small Area Income and Poverty Estimates, US Census Bureau; Small Area Health Insurance Estimates, 2011, as reported by Robert Wood Johnson

Prepared by: Organizational Management Solutions, Inc.



Table 46: Statewide by Managing Entity Funds, per capita, poverty and uninsured, Substance Abuse Funds, TANF

Total Managing Entity Funds Adult Substance Abuse Temporary Assistance for Needy Families (TANF)			
Managing Entity(Region)	Per Capita (Total 2015 Projected Population)	Per Capita of at or below Poverty	Per capita of Uninsured Population
Big Bend Community Based Care (Northwest)	0.42	2.82	1.54
Broward Behavioral Health Coalition (Broward County)	0.37	2.75	1.20
Central Florida Behavioral Health Network (Suncoast)	0.36	2.69	1.44
Central Florida Cares Health System (Central Florida)	0.31	2.32	1.15
Lutheran Services Florida (Northeast)	0.34	2.32	1.42
South Florida Behavioral Health Network (Southern)	0.37	2.11	0.92
Southeast Florida Behavioral Health Network (Southeast)	0.34	2.68	1.12
State of Florida	0.36	2.49	1.25

Source: Managing Entity Schedule of Funds, 7/21/2014, provided by Big Bend Community Based Care; Florida Demographic Estimating Conference, Bureau of Economic and Business Research, Florida Population Studies; Small Area Income and Poverty Estimates, US Census Bureau; Small Area Health Insurance Estimates, 2011, as reported by Robert Wood Johnson
Prepared by: Organizational Management Solutions, Inc.



Table 47: Statewide by Managing Entity Funds, per capita, poverty and uninsured, All Children's Substance Abuse Funds

Total Managing Entity Funds All Children's Substance Abuse Funds			
Managing Entity(Region)	Per Capita (Total 2015 Projected Population)	Per Capita of at or below Poverty	Per capita of Uninsured Population
Big Bend Community Based Care (Northwest)	20.68	85.94	201.58
Broward Behavioral Health Coalition (Broward County)	14.98	70.24	115.20
Central Florida Behavioral Health Network (Suncoast)	17.38	72.51	138.95
Central Florida Cares Health System (Central Florida)	14.09	60.33	114.58
Lutheran Services Florida (Northeast)	17.04	64.82	164.87
South Florida Behavioral Health Network (Southern)	18.15	64.08	120.86
Southeast Florida Behavioral Health Network (Southeast)	16.28	68.55	118.73
State of Florida	16.88	68.47	135.80

Source: Managing Entity Schedule of Funds, 7/21/2014, provided by Big Bend Community Based Care; Florida Demographic Estimating Conference, Bureau of Economic and Business Research, Florida Population Studies; Small Area Income and Poverty Estimates, US Census Bureau; Small Area Health Insurance Estimates, 2011, as reported by Robert Wood Johnson

Prepared by: Organizational Management Solutions, Inc.



Table 48: Statewide by Managing Entity Funds, per capita, poverty and uninsured, Children's Substance Abuse Funds, ME Supports and Provider Services

Total Managing Entity Funds Children's Substance Abuse ME Supports and Provider Services			
Managing Entity(Region)	Per Capita (Total 2015 Projected Population)	Per Capita of at or below Poverty	Per capita of Uninsured Population
Big Bend Community Based Care (Northwest)	16.82	69.88	163.92
Broward Behavioral Health Coalition (Broward County)	12.78	59.93	98.29
Central Florida Behavioral Health Network (Suncoast)	14.13	58.95	112.96
Central Florida Cares Health System (Central Florida)	11.27	48.26	91.66
Lutheran Services Florida (Northeast)	13.81	52.52	133.60
South Florida Behavioral Health Network (Southern)	14.84	52.37	97.78
Southeast Florida Behavioral Health Network (Southeast)	13.12	55.24	95.68
State of Florida	13.74	55.76	110.59

Source: Managing Entity Schedule of Funds, 7/21/2014, provided by Big Bend Community Based Care; Florida Demographic Estimating Conference, Bureau of Economic and Business Research, Florida Population Studies; Small Area Income and Poverty Estimates, US Census Bureau; Small Area Health Insurance Estimates, 2011, as reported by Robert Wood Johnson
Prepared by: Organizational Management Solutions, Inc.



Table 49: Statewide by Managing Entity Funds, per capita, poverty and uninsured, Children’s Substance Abuse Funds, HIV Services

Total Managing Entity Funds Children’s Substance Abuse HIV Services			
Managing Entity(Region)	Per Capita (Total 2015 Projected Population)	Per Capita of at or below Poverty	Per capita of Uninsured Population
Big Bend Community Based Care (Northwest)	0.46	1.93	4.53
Broward Behavioral Health Coalition (Broward County)	0.34	1.57	2.58
Central Florida Behavioral Health Network (Suncoast)	0.36	1.49	2.86
Central Florida Cares Health System (Central Florida)	0.31	1.34	2.55
Lutheran Services Florida (Northeast)	0.38	1.43	3.63
South Florida Behavioral Health Network (Southern)	0.35	1.22	2.30
Southeast Florida Behavioral Health Network (Southeast)	0.38	1.58	2.740.36
State of Florida	0.36	1.46	2.90

Source: Managing Entity Schedule of Funds, 7/21/2014, provided by Big Bend Community Based Care; Florida Demographic Estimating Conference, Bureau of Economic and Business Research, Florida Population Studies; Small Area Income and Poverty Estimates, US Census Bureau; Small Area Health Insurance Estimates, 2011, as reported by Robert Wood Johnson
Prepared by: Organizational Management Solutions, Inc.



Table 50: Statewide by Managing Entity Funds, per capita, poverty and uninsured, Children's Substance Abuse Funds, Prevention Services

Total Managing Entity Funds Children's Substance Abuse Prevention Services			
Managing Entity(Region)	Per Capita (Total 2015 Projected Population)	Per Capita of at or below Poverty	Per capita of Uninsured Population
Big Bend Community Based Care (Northwest)	1.86	7.72	18.11
Broward Behavioral Health Coalition (Broward County)	1.34	6.30	10.33
Central Florida Behavioral Health Network (Suncoast)	1.43	5.98	11.46
Central Florida Cares Health System (Central Florida)	1.25	5.37	10.20
Lutheran Services Florida (Northeast)	1.50	5.72	14.54
South Florida Behavioral Health Network (Southern)	1.38	4.89	9.21
Southeast Florida Behavioral Health Network (Southeast)	1.50	6.32	10.94
State of Florida	1.44	5.86	11.62

Source: Managing Entity Schedule of Funds, 7/21/2014, provided by Big Bend Community Based Care; Florida Demographic Estimating Conference, Bureau of Economic and Business Research, Florida Population Studies; Small Area Income and Poverty Estimates, US Census Bureau; Small Area Health Insurance Estimates, 2011, as reported by Robert Wood Johnson
Prepared by: Organizational Management Solutions, Inc.



Table 51: Statewide by Managing Entity Funds, per capita, poverty and uninsured, Children's Substance Abuse Funds, PPG

Total Managing Entity Funds Children's Substance Abuse Prevention Partnership Grant (PPG)			
Managing Entity(Region)	Per Capita (Total 2015 Projected Population)	Per Capita of at or below Poverty	Per capita of Uninsured Population
Big Bend Community Based Care (Northwest)	1.34	5.56	13.04
Broward Behavioral Health Coalition (Broward County)	0.38	1.77	2.90
Central Florida Behavioral Health Network (Suncoast)	1.08	4.50	8.63
Central Florida Cares Health System (Central Florida)	1.11	4.77	9.06
Lutheran Services Florida (Northeast)	1.19	4.53	11.52
South Florida Behavioral Health Network (Southern)	1.43	5.06	9.53
Southeast Florida Behavioral Health Network (Southeast)	1.13	4.78	8.27
State of Florida	1.11	4.51	8.94

Source: Managing Entity Schedule of Funds, 7/21/2014, provided by Big Bend Community Based Care; Florida Demographic Estimating Conference, Bureau of Economic and Business Research, Florida Population Studies; Small Area Income and Poverty Estimates, US Census Bureau; Small Area Health Insurance Estimates, 2011, as reported by Robert Wood Johnson

Prepared by: Organizational Management Solutions, Inc.



Table 52: Statewide by Managing Entity Funds, per capita, poverty and uninsured, Children's Substance Abuse Funds, TANF

Total Managing Entity Funds Children's Substance Abuse Temporary Assistance for Needy Families (TANF)			
Managing Entity(Region)	Per Capita (Total 2015 Projected Population)	Per Capita of at or below Poverty	Per capita of Uninsured Population
Big Bend Community Based Care (Northwest)	0.20	0.84	1.97
Broward Behavioral Health Coalition (Broward County)	0.14	0.67	1.10
Central Florida Behavioral Health Network (Suncoast)	0.15	0.65	1.24
Central Florida Cares Health System (Central Florida)	0.14	0.58	1.11
Lutheran Services Florida (Northeast)	0.16	0.62	1.59
South Florida Behavioral Health Network (Southern)	0.16	0.55	1.04
Southeast Florida Behavioral Health Network (Southeast)	0.15	0.63	1.10
State of Florida	0.16	0.63	1.26

Source: Managing Entity Schedule of Funds, 7/21/2014, provided by Big Bend Community Based Care; Florida Demographic Estimating Conference, Bureau of Economic and Business Research, Florida Population Studies; Small Area Income and Poverty Estimates, US Census Bureau; Small Area Health Insurance Estimates, 2011, as reported by Robert Wood Johnson

Prepared by: Organizational Management Solutions, Inc.



Table 53: Statewide Managing Entity Funds

Funding Category	Managing Entity (Region)							All MEs (FL)
	BBCBC (NW)	BBHP (Broward)	CFBHN (Suncoast)	CFCHS (Central)	LSF (NE)	SFBHN (Southern)	SEFBHN (Southeast)	
Adult Mental Health (AMH)								
ME Services & Provider Activities	16,919,657	19,800,186	69,141,045	21,044,614	33,394,556	28,102,319	21,019,591	209,421,968
EBP Treatment Approaches	650,870	650,871	0	0	0	0	0	1,301,741
Community Forensic Beds	5,662,712	734,600	3,229,757	608,712	1,102,606	3,154,522	154,800	14,647,709
FACT	3,763,062	1,254,354	17,560,956	3,763,062	6,271,770	3,763,062	3,763,062	40,139,328
Indigent Psychiatric Medication Program	88,039	74,817	1,391,156	69,078	153,598	113,991	259,382	2,150,061
Baycare Vets (Special Project)	0	0	150,000	0	0	0	0	150,000
Guidance Care Center – Key West (Special Project)	0	0	0	0	0	100,000	0	100,000
Clay Behavioral Health Center (Special Project)	0	0	0	0	300,000	0	0	300,000
Northside Mental Health Center (Special Project)	0	0	150,000	0	0	0	0	150,000
Palm Beach Mental Health/Substance Abuse Treatment (Special Project)	0	0	0	0	0	0	200,000	200,000
Camillus House Mental Health/Substance Abuse Treatment – Homeless (Special Project)	0	0	0	0	0	25,000	0	25,000
Citrus Health Network (Special Project)	0	0	0	0	0	455,000	0	455,000
Grants PATH	293,615	365,630	1,002,273	767,489	845,728	559,639	349,628	4,184,002
TANF	503,503	811,918	2,620,148	704,963	1,127,069	862,833	813,437	7,443,871
AMH Total	27,881,458	23,692,376	95,245,335	26,957,918	43,195,327	37,136,366	26,559,900	280,668,680
Children's Mental Health (CMH)								
ME Supports & Provider Activity	3,359,196	4,534,659	9,857,279	5,724,924	8,231,053	6,074,227	4,414,497	42,195,835
PRTS	178,771	150,762	472,283	390,183	356,193	342,970	310,617	2,201,779
Baycare Behavioral Health (Special Project)	0	781,619	0	0	150,000	0	0	150,000
Title XX1 – Bnet	583,310	0	3,049,311	1,047,967	813,150	1,010,630	1,315,975	8,601,962
Grant – Miami Dade Wraparound FACES	0	0	0	0	0	937,000	0	937,000
Grant – Miami Dade County Wraparound	0	0	0	0	0	1,541,678	0	1,541,678
Grants Project Launch	0	0	715,433	0	0	0	0	715,433
CMH Total	4,121,277	5,467,040	14,094,306	7,163,074	9,550,396	9,906,505	6,041,089	56,343,687



Table 53 (continued): Statewide Managing Entity Funds

Adult Substance Abuse (ASA)								
ME Supports & Provider Activity	8,344,487	9,360,191	27,750,725	12,384,423	21,611,962	14,385,100	9,532,198	103,369,086
HIV Services	126,395	141,780	416,107	162,830	266,584	208,599	144,386	1,466,681
Prevention Services	505,581	567,121	1,664,430	651,320	1,066,333	834,397	577,543	5,866,725
Expansion of Substance Abuse Treatment for Pregnant Women	809,357	1,043,188	2,031,425	1,883,426	1,425,507	1,812,723	994,374	10,000,000
Strengthening our Communities	0	0	300,000	0	0	0	0	300,000
Family Intensive Treatment (FIT)	0	0	2,293,984	502,183	1,570,643	633,190	0	5,000,000
TANF	480,172	525,349	1,585,461	620,332	1,019,224	800,037	540,959	5,571,170
ASA Total	10,265,992	11,637,629	36,042,132	16,204,514	26,960,253	18,674,046	11,789,096	131,573,662
Children's Substance Abuse (CSA)								
ME Supports & Provider Activity	4,324,675	4,199,664	13,297,276	5,397,944	8,624,649	7,308,777	4,308,118	47,461,103
HIV Services	316,050	289,010	877,528	397,791	618,792	437,262	328,116	3,264,549
Prevention Services	1,264,195	1,156,041	3,510,114	1,591,165	2,475,167	1,749,049	1,312,464	13,058,195
Drug Abuse Comprehensive Coordinating Treatment (DACCO)	0	0	250,000	0	0	0	0	250,000
Prevention Partnership Grant (PPG)	412,849	147,256	1,198,439	641,320	889,149	820,788	450,000	4,559,801
TANF	62,306	55,850	171,965	78,574	122,421	89,116	59,768	640,000
CSA Total	6,380,075	5,847,821	19,305,322	8,106,794	12,730,178	10,404,992	6,458,466	69,233,648
Total All Fund Sources	48,648,802	46,644,866	164,687,095	58,432,300	92,436,154	76,121,909	50,848,551	537,819,677

Source: Managing Entity Schedule of Funds, 7/21/2014, provided by Big Bend Community Based Care
Prepared by: Organizational Management Solutions, Inc.



Table 54: Managing Entity Funds, Big Bend Community Based Care (Northwest), Fiscal Year 2014-2015, by Provider

BBCBC Circuit					
	Adult Mental Health	Children's Mental Health	Adult Substance Abuse	Children's Substance Abuse	Total
Provider					
Apalachee Center	11,258,823	779,441	749,974	0	12,788,238
Ability 1 st	211,301	0	0	0	211,301
Bay District Schools	0	0	0	108,351	108,351
211 Big Bend	0	69,139	0	0	69,139
Bridgeway Center	1,215,674	174,447	292,894	171,511	1,854,526
Chemical Addictions Recovery Effort (CARE)	0	0	2,450,186	1,070,882	3,521,068
Community Drug and Alcohol Council (CDAC)	0	0	1,413,116	1,092,392	2,505,508
Children's Home Society (CHS)	0	61,168	0	0	61,168
Children's Medical Services (CMS – Leon County)	0	273,636	0	0	273,636
COPE Center	914,926	221,230	240,430	227,128	1,603,714
DISC Village	0	0	1,816,705	1,840,034	3,656,739
Escambia County Board of County Commissioners	43,971	0	0	0	43,971
Ft. Walton Beach Medical Center	999,145	171,100	316,584	0	1,486,829
Dr. John Hodges	0	18,559	0	0	18,559
Informed Families	0	0	0	175,000	175,000
Lakeview Center	6,081,914	1,319,050	2,328,144	1,362,187	11,091,295
Leon County Drug Court	0	0	50,172	0	50,172
Life Management Center	5,529,948	749,209	0	0	6,279,157
Mental Health Association of Okaloosa/Walton	105,982	0	0	0	105,982
Okaloosa Board of County Commissioners	133,127	0	27,329	0	160,456
Turn About	0	0	4,105	177,457	181,562
Unallocated	18,099	77,434	0	47,602	143,135
Total	26,512,910	3,914,413	9,689,639	6,272,544	46,389,506

Source: Managing Entity Schedule of Funds, 7/21/2014, provided by Big Bend Community Based Care; Big Bend Community Based Care Provider Distribution, provided by BBCBC
Prepared by: Organizational Management Solutions, Inc.



Table 55: Managing Entity Funds, Big Bend Community Based Care (Northwest), Fiscal Year 2014-2015, by Circuit

Total All Fund Sources			
Funding Category	BBCBC Circuit		
	Circuit 1	Circuit 2	Circuit 14
ME Services & Provider Activities	7,401,891	3,451,295	3,879,597
Community Forensic Beds	0	5,167,942	268,828
FACT	1,204,225	1,204,225	1,204,225
Grants PATH	93,874	158,763	0
TANF	257,632	150,161	156,384
AMH Total	9,494,739	11,470,124	5,529,948
Children's Mental Health (CMH)			
ME Supports & Provider Activity	1,658,241	848,580	623,876
Title XX1 – Bnet	307,313	273,636	125,333
CMH Total	1,965,554	1,122,216	749,209
Adult Substance Abuse (ASA)			
ME Supports & Provider Activity	4,029,527	2,266,466	2,171,979
Expansion of Substance Abuse Treatment for Pregnant Women	346,420	206,083	173,304
TANF	242,550	148,407	104,903
ASA Total	4,618,497	2,620,956	2,450,186
Children's Substance Abuse (CSA)			
ME Supports & Provider Activity	2,826,002	1,443,026	894,263
TANF	27,216	0	32,604
CSA Total	3,028,218	2,017,491	1,179,233
Total All Fund Sources	19,107,008	17,230,787	9,908,576

Source: Managing Entity Schedule of Funds, 7/21/2014, provided by Big Bend Community Based Care; Big Bend Community Based Care Provider Distribution, provided by BBCBC
Prepared by: Organizational Management Solutions, Inc.



Table 56: Managing Entity Funds, Big Bend Community Based Care, by Fund Source, by Circuit

BBCBC Managing Entity Funds Adult Mental Health ME Supports and Provider Services			
Managing Entity(Region)	Per Capita (Total 2015 Projected Population)	Per Capita of at or below Poverty	Per capita of Uninsured Population
Circuit 1	13.25	109.37	55.31
Circuit 2 (including Madison and Taylor Counties)	9.78	50.89	41.63
Circuit 14	16.53	111.98	65.85

Source: Managing Entity Schedule of Funds, 7/21/2014, provided by Big Bend Community Based Care; Big Bend Community Based Care Provider Distribution, provided by BBCBC, Florida Demographic Estimating Conference, Bureau of Economic and Business Research, Florida Population Studies; Small Area Income and Poverty Estimates, US Census Bureau; Small Area Health Insurance Estimates, 2011, as reported by Robert Wood Johnson
Prepared by: Organizational Management Solutions, Inc.



Table 56 (continued): Managing Entity Funds, Big Bend Community Based Care, by Fund Source, by Circuit

BBCBC Managing Entity Funds Adult Mental Health Temporary Assistance for Needy Families (TANF)			
Managing Entity(Region)	Per Capita (Total 2015 Projected Population)	Per Capita of at or below Poverty	Per capita of Uninsured Population
Circuit 1	0.46	3.81	1.92
Circuit 2 (including Madison and Taylor Counties)	0.73	3.80	1.81
Circuit 14	0.67	4.51	2.65

Source: Managing Entity Schedule of Funds, 7/21/2014, provided by Big Bend Community Based Care; Big Bend Community Based Care Provider Distribution, provided by BBCBC, Florida Demographic Estimating Conference, Bureau of Economic and Business Research, Florida Population Studies; Small Area Income and Poverty Estimates, US Census Bureau; Small Area Health Insurance Estimates, 2011, as reported by Robert Wood Johnson
Prepared by: Organizational Management Solutions, Inc.



Table 56 (continued): Managing Entity Funds, Big Bend Community Based Care, by Fund Source, by Circuit

BBCBC Managing Entity Funds Children's Mental Health ME Supports and Provider Services			
Managing Entity(Region)	Per Capita (Total 2015 Projected Population)	Per Capita of at or below Poverty	Per capita of Uninsured Population
Circuit 1	10.48	46.08	105.03
Circuit 2 (including Madison and Taylor Counties)	18.78	77.72	93.12
Circuit 14	26.74	36.87	94.23

Source: Managing Entity Schedule of Funds, 7/21/2014, provided by Big Bend Community Based Care; Big Bend Community Based Care Provider Distribution, provided by BBCBC, Florida Demographic Estimating Conference, Bureau of Economic and Business Research, Florida Population Studies; Small Area Income and Poverty Estimates, US Census Bureau; Small Area Health Insurance Estimates, 2011, as reported by Robert Wood Johnson
Prepared by: Organizational Management Solutions, Inc.



Table 56 (continued): Managing Entity Funds, Big Bend Community Based Care, by Fund Source, by Circuit

BBCBC Managing Entity Funds Children's Mental Health BNet Services			
Managing Entity(Region)	Per Capita (Total 2015 Projected Population)	Per Capita of at or below Poverty	Per capita of Uninsured Population
Circuit 1	1.94	7.60	19.46
Circuit 2 (including Madison and Taylor Counties)	3.48	14.40	30.03
Circuit 14	4.41	7.41	18.57

Source: Managing Entity Schedule of Funds, 7/21/2014, provided by Big Bend Community Based Care; Big Bend Community Based Care Provider Distribution, provided by BBCBC, Florida Demographic Estimating Conference, Bureau of Economic and Business Research, Florida Population Studies; Small Area Income and Poverty Estimates, US Census Bureau; Small Area Health Insurance Estimates, 2011, as reported by Robert Wood Johnson
Prepared by: Organizational Management Solutions, Inc.



Table 56 (continued): Managing Entity Funds, Big Bend Community Based Care, by Fund Source, by Circuit

BBCBC Managing Entity Funds Adult Substance Abuse ME Supports and Provider Services			
Managing Entity(Region)	Per Capita (Total 2015 Projected Population)	Per Capita of at or below Poverty	Per capita of Uninsured Population
Circuit 1	7.22	59.54	30.11
Circuit 2 (including Madison and Taylor Counties)	11.42	59.42	27.34
Circuit 14	9.26	62.69	36.87

Source: Managing Entity Schedule of Funds, 7/21/2014, provided by Big Bend Community Based Care; Big Bend Community Based Care Provider Distribution, provided by BBCBC, Florida Demographic Estimating Conference, Bureau of Economic and Business Research, Florida Population Studies; Small Area Income and Poverty Estimates, US Census Bureau; Small Area Health Insurance Estimates, 2011, as reported by Robert Wood Johnson
Prepared by: Organizational Management Solutions, Inc.



Table 56 (continued): Managing Entity Funds, Big Bend Community Based Care, by Fund Source, by Circuit

BBCBC Managing Entity Funds Adult Substance Abuse Temporary Assistance for Needy Families (TANF)			
Managing Entity(Region)	Per Capita (Total 2015 Projected Population)	Per Capita of at or below Poverty	Per capita of Uninsured Population
Circuit 1	0.43	3.58	1.81
Circuit 2 (including Madison and Taylor Counties)	0.69	3.58	1.79
Circuit 14	0.45	3.03	1.78

Source: Managing Entity Schedule of Funds, 7/21/2014, provided by Big Bend Community Based Care; Big Bend Community Based Care Provider Distribution, provided by BBCBC, Florida Demographic Estimating Conference, Bureau of Economic and Business Research, Florida Population Studies; Small Area Income and Poverty Estimates, US Census Bureau; Small Area Health Insurance Estimates, 2011, as reported by Robert Wood Johnson
Prepared by: Organizational Management Solutions, Inc.



Table 56 (continued): Managing Entity Funds, Big Bend Community Based Care, by Fund Source, by Circuit

BBCBC Managing Entity Funds Children's Substance Abuse ME Supports and Provider Services			
Managing Entity(Region)	Per Capita (Total 2015 Projected Population)	Per Capita of at or below Poverty	Per capita of Uninsured Population
Circuit 1	17.87	78.53	179.00
Circuit 2 (including Madison and Taylor Counties)	16.34	67.64	158.35
Circuit 14	14.42	52.85	132.48

Source: Managing Entity Schedule of Funds, 7/21/2014, provided by Big Bend Community Based Care; Big Bend Community Based Care Provider Distribution, provided by BBCBC, Florida Demographic Estimating Conference, Bureau of Economic and Business Research, Florida Population Studies; Small Area Income and Poverty Estimates, US Census Bureau; Small Area Health Insurance Estimates, 2011, as reported by Robert Wood Johnson
Prepared by: Organizational Management Solutions, Inc.



Table 56 (continued): Managing Entity Funds, Big Bend Community Based Care, by Fund Source, by Circuit

BBCBC Managing Entity Funds Children's Substance Abuse Temporary Assistance for Needy Families (TANF)			
Managing Entity(Region)	Per Capita (Total 2015 Projected Population)	Per Capita of at or below Poverty	Per capita of Uninsured Population
Circuit 1	0.17	0.76	1.72
Circuit 2 (including Madison and Taylor Counties)	-	-	-
Circuit 14	0.53	1.93	4.83

Source: Managing Entity Schedule of Funds, 7/21/2014, provided by Big Bend Community Based Care; Big Bend Community Based Care Provider Distribution, provided by BBCBC, Florida Demographic Estimating Conference, Bureau of Economic and Business Research, Florida Population Studies; Small Area Income and Poverty Estimates, US Census Bureau; Small Area Health Insurance Estimates, 2011, as reported by Robert Wood Johnson
Prepared by: Organizational Management Solutions, Inc.



**Leon County
Board of County Commissioners
Cover Sheet for Agenda #5**

September 29, 2015

To:	Honorable Chairman and Members of the Board
From:	Vincent S. Long, County Administrator
Title:	Approval to Renew the Agreement Between Leon County and Apalachee Center, Inc. for the Provision of State-Mandated Baker Act and Marchman Act Services for FY 2015/16

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

Fiscal Impact:

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

Staff Recommendation:

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

Report and Discussion

Background:

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

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

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

Analysis:

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

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

Table 1: FY 2014/15 Screening and Admission

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

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

Table 2: Reasons Not Admitted

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

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

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

Table 3: Leon County Funding and Residents Screened

County Fiscal Year	County Local Match	Residents Screened
FY 10/11	\$638,156	2,560

FY 11/12	\$638,156	2,314
FY 12/13	\$638,156	2,106
FY 13/14	\$638,156	2,101

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

Options:

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

Recommendation:

Option #1.

Attachment:

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



What to Expect After Admission

- The average length of stay ranges from 3-7 days; could be more.
- Persons voluntarily or involuntarily admitted are asked to sign a release of information so that the staff can discuss the treatment plan with the family/significant others. Otherwise information cannot be given out by staff.
- It is important for the family/significant others to share history of mental health treatment and any past/current issues with the treatment team.
- A social worker will try to reach family/significant others as soon as possible.
- Each facility has specific visiting hours; call to get more information.
- When a person admitted to the facility no longer meets criteria for voluntary or involuntary placement, even if there is a court order, they must be released.
- With physician's consent, if medically indicated or for safety reasons, a minor 14 years of age or older may be placed in a room or ward with an adult.
- If you would like to visit or speak with an individual admitted for treatment, please contact the facility.

Receiving Facilities

- ▶ Apalachee Center, Evaluation and Admissions
Phone: (850) 523-3333/1-(800)-342-0774
- ▶ Tallahassee Memorial Access Center
Phone: (850) 431-0892
- ▶ Capital Regional Medical Center Adult Psychiatric Inpatient Unit
Phone: (850) 325-5757

Mental Health Resources

- ▶ Florida DCF 2nd Circuit Substance Abuse & Mental Health Office
Phone: (850) 488-2419
- ▶ National Alliance on Mental Illness Florida
Phone: (850) 671-4445
- ▶ Tallahassee Affiliate- nami-tallahassee.org
Phone: (850) 841-3386
- ▶ Disability Rights Florida
Phone: 1-(800)-342-0823
www.disabilityrightsflorida.org

2nd Circuit Clerk of Court Offices

- ▶ Leon County Clerk of Court
Phone: (850) 577-4180
- ▶ Franklin County Clerk of Court
Phone: (850) 653-8861
- ▶ Gadsden County Clerk of Court
Phone: (850) 875-8623
- ▶ Jefferson County Clerk of Court
Phone: (850) 342-0218
- ▶ Liberty County Clerk of Court
Phone: (850) 643-2215
- ▶ Wakulla County Clerk of Court
Phone: (850) 926-1246

Ask for a Crisis Intervention Team (CIT) trained officer/deputy:
Officer name: _____
Case #: _____



Circuit 2 FLORIDA'S BAKER ACT INFORMATION FOR FAMILIES & CAREGIVERS

Voluntary & Involuntary Admissions Process



What is The Baker Act?

The Baker Act or Florida's Mental Health Act provides an individual with emergency services and temporary detention for mental health evaluation and treatment.

There are two types of Baker Act admissions: *Voluntary* and *Involuntary*.

Voluntary admissions are encouraged, but when this is not possible, the law allows for an involuntary admission with the assistance of law enforcement. Based upon sworn testimony, a court may direct a law enforcement officer to take the person to the nearest psychiatric inpatient facility.

**Please note: When calling law enforcement for a mental health crisis in the Big Bend area, ask for a Crisis Intervention Team (CIT) trained officer on duty, if available.*



For more information, visit:
<http://www.myfamilies.com/service-programs/mental-health/baker-act>



Voluntary Admissions

Criteria:

- The individual has a mental illness.
- The person is competent to consent to treatment.
- The person is suitable for treatment and without treatment, the person may become a danger to self and/or others or be at risk of self-neglect.
- With Express and Informed Consent from a guardian and the minor, a minor can be admitted for treatment voluntarily after a judicial hearing is held and validates the criteria for the voluntary admission has been met.

What to Expect:

- The evaluation shall not be unnecessarily delayed (most facilities complete within 24 hours).
- Withdrawal of consent does not mean automatic release.
- If a person withdraws their consent for voluntary treatment and requests discharge, the facility has 24 hours to assess if the person can be released or needs continued care. If continued treatment is needed, the facility may file a petition with the court for involuntary placement.



Involuntary Admissions

Criteria:

- There is reason to believe that a person is mentally ill.
- Because of mental illness the person refuses voluntary examination or is unable to recognize that an examination/treatment is necessary.
- The person must be a danger to self and/or others, or is at risk of self-neglect.

What to Expect:

- May be initiated by: circuit court, law enforcement officer, a physician, clinical psychologist, licensed psychiatric nurse, licensed clinical social worker, licensed mental health counselor, or licensed marriage and family therapist.
- Law enforcement must transport to the nearest psychiatric inpatient facility.
- Will be evaluated and examined by a physician, clinical psychologist, or psychiatric nurse within 72 hours and the start of the evaluation cannot be unnecessarily delayed.
- A person is released as soon as it is determined that they do not meet criteria for inpatient care.
- If continued treatment is needed after the 72 hour period, the facility petitions the court for continued placement.

2015 Annual Report for Tallahassee & Leon County



CIVIL CITATION
NETWORK®

Adult Civil Citation Program

Program Overview

There is a growing recognition that an arrest, even for a first-time minor offense, has life-long negative consequences that limit employment, school opportunities, access to housing, and many other areas that enable individuals to have successful lives and be productive members of a community. Advocates for criminal justice reform cite extensive research that clearly documents the need to find alternatives to arresting individuals who commit minor offenses.

"The Civil Citation program is a unique tool in our community to effectively enforce the law without permanently labeling an individual as a criminal."
Officer Jamey Martinez - Tallahassee Police Department

Beginning in March 2013, a first-in-the-nation Adult Civil Citation (ACC) program was implemented in Leon County. The program replaces the traditional punishment of the

criminal justice system with the use of civil accountability and behavioral health intervention. As a public/private partnership, the program involves primarily the Tallahassee Police Department and the Leon County Sheriff's Office, along with DISC Village as the private non-profit behavioral health provider. In addition, the program was recently adopted by the Tallahassee Community College Police Department.

Representatives from the participating law enforcement agencies form the program's steering committee. It was this committee that established program criteria and who are responsible for program oversight:

- Eligibility criteria
 - Person resides in the 2nd Judicial Circuit and is cooperative
 - Does not have a previous arrest or civil citation
 - Admits to committing the offense, but, to ensure due process, participation in the program is voluntary
 - Misdemeanor committed is an eligible offense (offenses determined by steering committee)
 - Non-domestic simple battery/assault
 - Petit theft - restitution under \$50
 - Possession of alcohol by person under 21
 - Trespass
 - Disorderly conduct
 - Possession of marijuana less than 20 grams
 - House party
 - Selling/providing alcoholic beverage to a minor
- Specific fee rates for participants - the currently approved fee is \$350.
- Participant failure will result in the person being criminally prosecuted for the original offense either through a notice-to-appear or through an arrest warrant.

Success of the program rests with officers and deputies having the discretion to issue citations and knowing that evidence-based assessments and appropriate intervention services delivered by a private provider can actually change behavior and reduce criminal

recidivism. The program provides a unique opportunity to hold the person accountable for their actions, while at the same time effectively intervening in their lives at the

"I feel the Adult Civil Citation program is a great option. It allowed me to 'help' a young person out when they had a lack of judgment at that time."

Deputy Jon Etheridge - Leon County Sheriff's Office

earliest possible time with services designed to change behavior and reduce the likelihood of additional criminal behavior.

As the service provider for the Tallahassee/Leon ACC program, DISC Village uses a combination of behavioral therapy, substance abuse treatment, and on-line educational modules to accomplish this goal. There are several phases to the services:

- Assessment:
 - An evidence-based assessment tool is used to determine what intervention services are needed and appropriate for each participant.
- Intervention:
 - Three counseling sessions behavioral therapy specialist
 - Motivational interviewing
 - Substance abuse treatment including attendance at two NA or AA meetings
 - On-line courses created by The Change Companies®
 - Anger management education
 - Petit theft/shoplifting education
 - Responsible decision making
 - Life/job skills training
- Case management:
 - 25 hours community services
 - Payment of fees and restitution
 - Referral for other support services as needed
 - Coordination with referring law enforcement agency

2015 Outcome Data

Total Citations Issued: 533

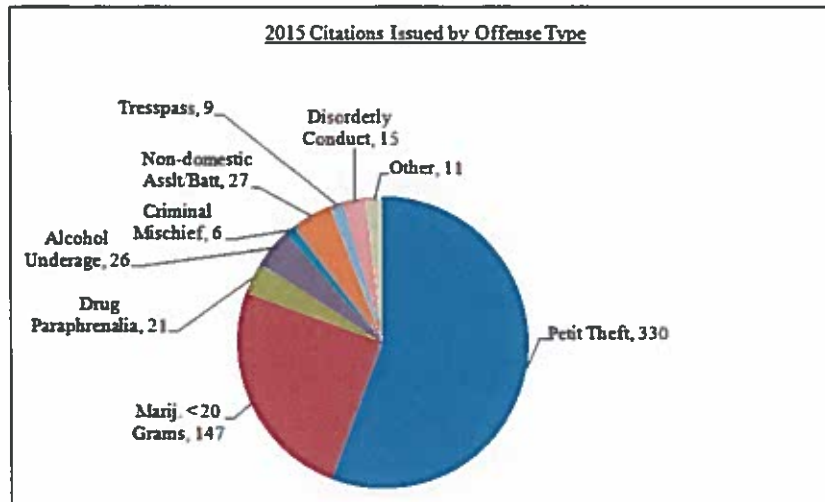
Citations Issued by Agency

- Tallahassee Police Department: 345
- Leon County Sheriff's Office: 188

Closed Successfully: 324

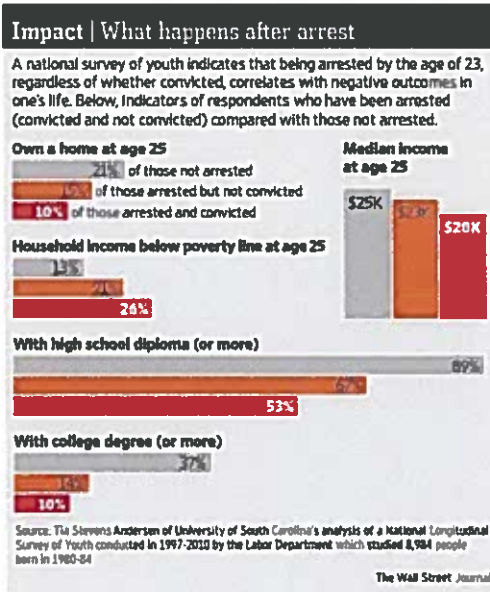
Closed Unsuccessfully: 23

Still Open: 198



Financial Impact

The use of civil citations has multiple short-term and long-term financial impacts for the courts, offenders, and victims. A primary benefit for the court system is the "cost-



avoidance" that results from the reduced workload for the Leon County misdemeanor court. During 2015 there were 324 cases that were successfully handled through the civil citation program without appearing on the court docket. While estimates vary widely on the actual cost to process a case through the criminal justice system, a report available through the National Institute of Health¹ estimates the cost to the criminal justice system to process a larceny/theft case is \$2,879.

The direct financial impact on offenders who are eligible and chose to participate in the civil citation program is \$350. This cost is comparable to the court-ordered fines and fees the person would pay if they choose to have their case handle by the criminal justice system. However, the long-term benefit of avoiding a criminal arrest record by successfully completing the civil citation

program are significant. An article published by the Wall Street Journal documented that individuals who are 25 years of age and who do not have an arrest record have a median income that is 25% higher than those with an arrest and conviction record. They also have a much greater rate of home ownership and completion of a college degree.

¹ McCollister, K.E., French, M.T., Fang, H. (2010). "The Cost of Crime to Society: New Crime-Specific Estimates for Policy and Program Evaluation." *Drug Alcohol Depend.* 2010 April 1; 108(1-2): 98–109. Accessed 12/29/2015 at <http://www.ncbi.nlm.nih.gov/pmc/articles/PMC2835847/>

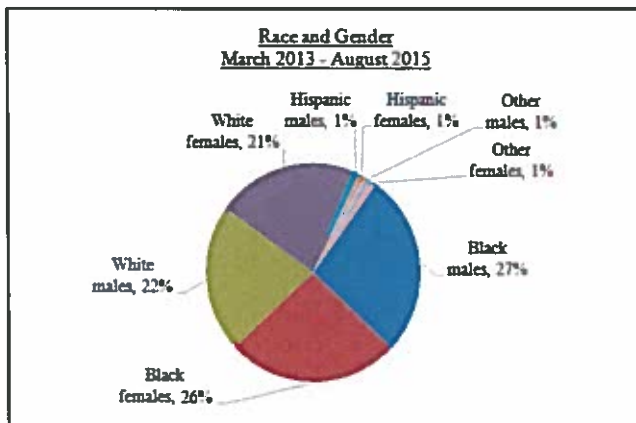
There are also long-term tax revenue consequences because of limited career opportunities and the life-time of lower earnings that result from having an arrest record. With one in three Americans having an arrest record the civil citation program in Leon County offers the potential to avoid the economic erosion that comes from lower tax revenue. The estimated loss in tax revenue (federal, state, and local-property, sales, gasoline, etc.) for each person arrested is approximately \$132,000 over the person's lifetime².

One of the goals of the civil citation program is to improve public safety by reducing recidivism. By preventing crime, the potential costs of being victimized are avoided. Using the cost of crime report cited previously, the tangible cost for each victim of a larceny/theft crime is estimated to average \$480 per offense. The intangible costs of being a victim are difficult to quantify economically because they are mainly emotional, e.g. loss of a sense of security, fear-based changes in behavior, psychological distress, etc. While it is difficult to quantify, any reduction in the number of crimes committed has a significant positive impact on our community. The low recidivism rate for those who successfully complete the ACC program contributes significantly to the long-term reduction of minor crime and our community's overall quality of life.

Initial Program Evaluation

To ensure the ongoing ACC program evaluation is unbiased, a researcher from Western Carolina University's Department of Criminology and Criminal Justice acts as the principal investigator. Dr. Albert Kopak is recognized for his work in the area of drug use, dependence, and substance use disorders among offenders in the criminal justice system. The comprehensive evaluation being conducted by Dr. Kopak includes both

quantitative and qualitative analysis of the ACC program. The evaluation will determine the impact of adult civil citations on recidivism rates and the corresponding cost benefits to the public and the criminal justice system.

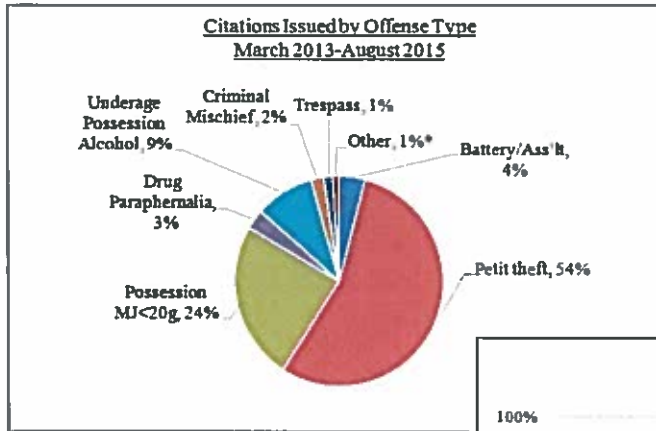


Accurately measuring recidivism, also called rearrest rates, is challenging because of the limited access to Florida's statewide arrest database. Rather than limit the rearrest analysis to local arrest data, Dr. Kopak worked with the Florida Department

of Law Enforcement (FDLE) to include statewide arrest data. One of the reasons this step is important is the transitory nature of our community - especially among college students. To gain as accurate a picture as possible for recidivism, the names of all ACC participants who completed the program - successfully or unsuccessfully - during the

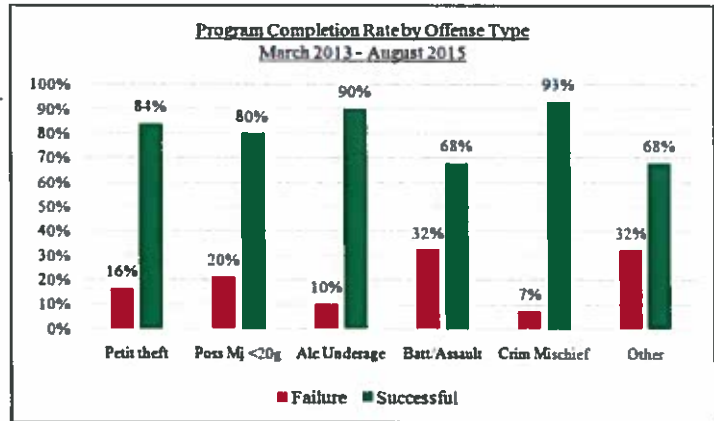
² The assumptions for this estimate include an average annual wage in Leon County of \$40,256 (Source - Leon County Planning Department), a 33% tax rate (Source - Tax Foundation), and an estimated 25% reduction in tax payments over a 40 year career.

period March 2013 through August 2015 were submitted to FDLE for comparison against its statewide database. The question being answered by the data was how many of the ACC participants had been arrested anywhere in Florida for any crime subsequent to participating in the Tallahassee/Leon ACC program? The resulting data was very encouraging! For those who successfully completed the program there was only a 6% rearrest rate. While the data on first-time misdemeanor recidivism is limited, most of the research indicates an average 40%-50% rearrest rate following a first-time misdemeanor arrest. The accuracy of this is reflected in the 57% rearrest rate for ACC participants who did not successfully complete the program.



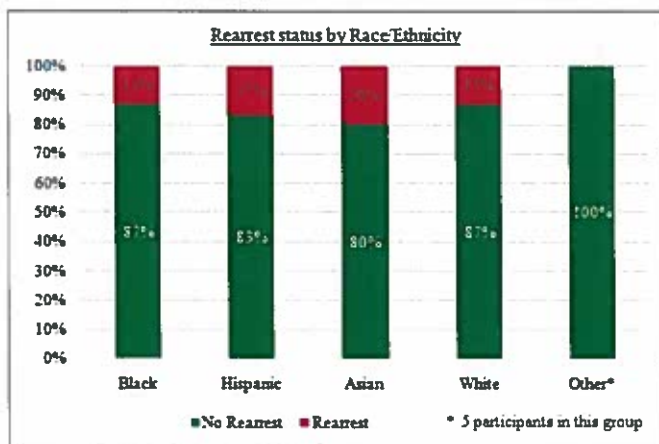
While the data on first-time misdemeanor recidivism is limited, most of the research indicates an average 40%-50% rearrest rate following a first-time misdemeanor arrest. The accuracy of this is reflected in the 57% rearrest rate for ACC participants who did not successfully complete the program.

The Tallahassee/Leon County ACC program is setting the foundation for a model that will be replicated in other communities. Because of this, the Civil Citation Network is using the results of the program evaluation to refine all



aspects of the program to achieve maximum effectiveness. The individualized nature of the program make it essential that criminogenic, social, racial, and gender factors are all taken into consideration for program improvements. As the Tallahassee/Leon ACC

program continues, the extensive data set being collected will be independently analyzed by subject matter experts so there will be constant improvement over time.



The graph on the left presents rearrest rates based upon race regardless of successful or unsuccessful completion of the ACC program.

Conclusion

The ACC pilot project has proven there is an effective alternative to arresting individuals who commit first-time misdemeanors. Our community will benefit greatly in the long-term by not marginalizing the lives of those who make a mistake and who are not a threat to public safety. The Civil Citation Network is committed to continuing research and support services for the Tallahassee/Leon ACC program, and through an expanding network of communities with similar programs the knowledge base for improving the criminal justice system will grow.

The Civil Citation Network® is a non-profit organization created and supported through a private foundation. Our mission is to advocate the use of adult and juvenile civil citations with integrated intervention services. Communities across the country have access to the Network's research and evaluation services, integrated technology platform, extensive website information resources, and technical assistance related to implementation of civil citation programs. Through participating communities, civil citation programs improve public safety and reduce criminal justice system costs. Equally important, through the Civil Citation model, individuals are held accountable for committing a minor crime without the life-long negative consequences of being arrested.

[Contact Greg Frost, President, Civil Citation Network for additional information: greg@civilcitationnetwork.org or call 850-544-7350]

ADULT CIVIL CITATIONS WITH INTERVENTION SERVICES: A "PRE-ARREST" MODEL

There is a growing recognition within the criminal justice system and among community leaders that we cannot arrest our way out of the social problems faced by most communities. As this realization spread, so did the calls to reform how law enforcement agencies handle low-level misdemeanor offenses. This is especially true for first-time offenders who are not a threat to public safety and for those offenses involving possession of small amounts of marijuana. Some of the increasing calls for reform result from community-based reactions to "zero-tolerance" policing strategies; while others are seeking ways to improve community oriented policing programs and neighborhood/police relationships.

Combining the calls for reform that come from multiple professional and community sectors with the emerging body of research that documents the negative consequences of arresting individuals for minor offenses it's become clear fundamental change is needed. Groups such as the American Bar Association and the President's Task Force on 21st Century Policing both recommend law enforcement create alternatives to criminal arrest for minor infractions. It is from this point that the Tallahassee/Leon community launched its Adult Civil Citation (ACC) program.

COMMUNITY COLLABORATION

During the mid-1990's Tallahassee/Leon County was one of the first communities in Florida to implement a juvenile civil citation program. Seeing firsthand the positive results that effective assessment and intervention services had reducing recidivism for juvenile offenders there was a natural progression to expand the approach to adults. The first step was building support and collaboration among key stakeholders:

- Social services agencies - DISC Village as lead provider
- Law enforcement agencies - Tallahassee Police Department, Leon County Sheriff's Office
- Criminal justice agencies - State Attorney's Office, Public Defender's Office, Chief Circuit Judge
- Local elected officials - Tallahassee City Commission, Leon County Board of County Commissioners
- Community advocate groups - Tallahassee Branch of the NAACP

Through a series of one-on-one meetings with key leaders, group meetings to build consensus, and public commission meetings to obtain public input, the framework for an adult civil citation program was developed and approved for implementation. The core concepts included:

- Implement as a three-year pilot project to determine effectiveness.
- No-cost to government is incurred facilitating long-term financial sustainability of the program through fees paid by ACC participants to the service provider.
- Fees paid by participants will be approximately the same as fines and court fees paid if the case were to be prosecuted in court and no one is denied services for inability to pay.
- Pre-arrest diversion results in the participants receiving a biopsychosocial assessment along with drug screening and individualized intervention services based on assessment results.
- Participation is voluntary and those who successfully complete the program will not have an arrest record and those who fail the program will be criminally charged for the original offense.

- A steering committee made up of participating law enforcement agencies is responsible for change management processes, policy implementation, and program oversight.

LAW ENFORCEMENT STEERING COMMITTEE

Law enforcement officers have inherent risks any time they confront someone for committing a crime - no matter how serious or minor the crime. They also have a duty to victims to ensure offenders are held accountable. Because of this, most law enforcement officers who perceive that a diversion program lacks an appropriate level of accountability for the offender will opt for traditional criminal prosecution. The success of the ACC program depends upon law enforcement officers on the street and the details of implementation rests with the participating law enforcement agencies. Representatives from the agencies developed detailed program criteria:

- Eligibility criteria
 - Person resides in the 2nd Judicial Circuit and is cooperative
 - Does not have a previous arrest or civil citation
 - Admits to committing the offense, but, to ensure due process, participation in the program is voluntary
 - Misdemeanor committed is an eligible offense (offenses determined by steering committee)
 - Non-domestic simple battery/assault
 - Petit theft - restitution under \$50
 - Possession of alcohol by person under 21
 - Trespass
 - Disorderly conduct
 - Possession of marijuana less than 20 grams
 - House party
 - Selling/providing alcoholic beverage to a minor
- Specific fee rate for participants
- Participant failure will result in the person being criminally prosecuted for original offense either through a notice-to-appear or through an arrest warrant.

INTERVENTION SERVICES

One of the primary goals of the ACC program is to reduce recidivism of those who participate in the program. As the service provider for the Tallahassee/Leon program, DISC Village uses a combination of behavioral therapy, substance abuse treatment, and on-line educational modules to accomplish this goal.

There are several phases to the services:

- Assessment:
 - An evidence-based assessment tool is used to determine what intervention services are needed and appropriate for each participant.
- Intervention:
 - Three counseling sessions behavioral therapy specialist
 - Motivational interviewing
 - Substance abuse treatment including attendance at two NA or AA meetings
 - On-line courses created by The Change Companies®
 - Anger management education
 - Petit theft/shoplifting education

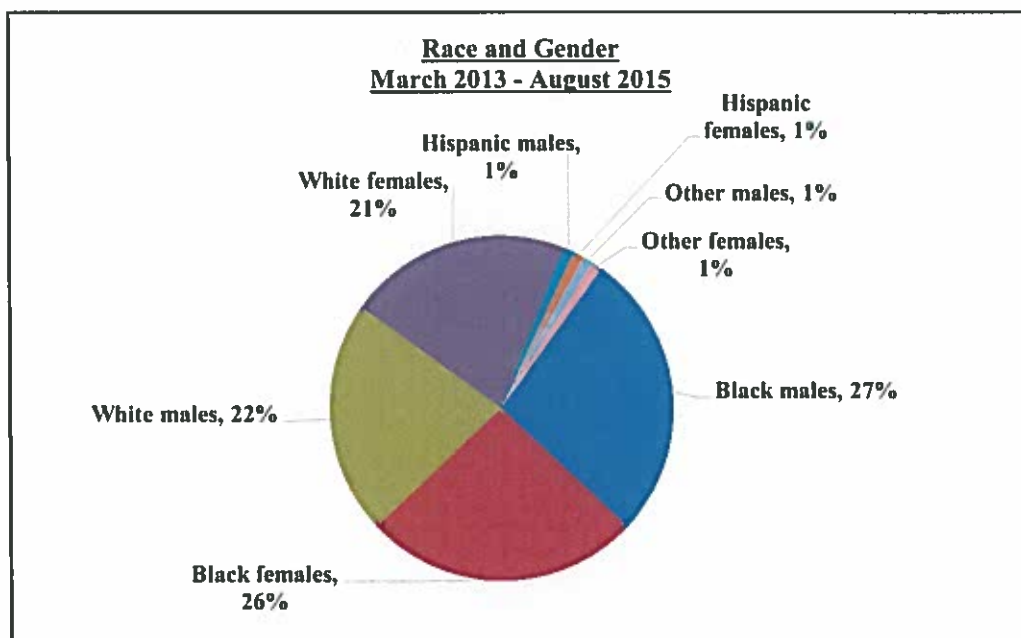
- Responsible decision making
- Life/job skills training
- Case management:
 - 25 hours community services
 - Payment of fees and restitution
 - Referral for other support services as needed
 - Coordination with referring law enforcement agency

OUTCOMES AND PROGRAM EVALUATION

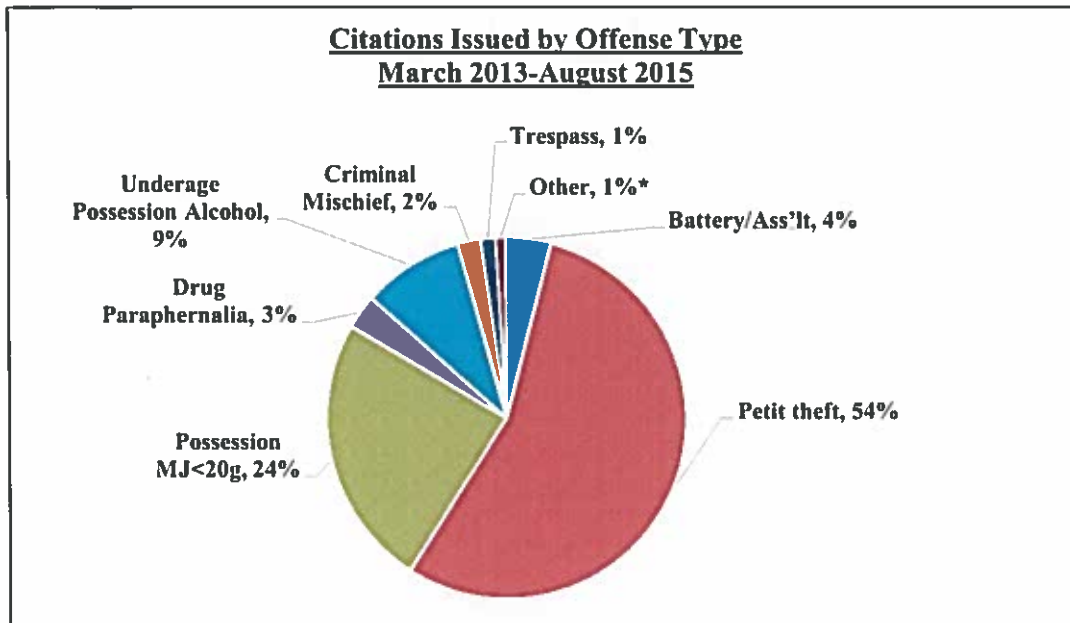
This first-in-the-nation "pre-arrest" diversion program was launched after building community and political support, and more importantly establishing expected outcomes. An essential part of the program is the on-going evaluation that not only tracks outcomes, but also allows for continuous improvement of the model. To ensure the evaluation is unbiased a researcher from Western Carolina University's Department of Criminology and Criminal Justice acts as the principal investigator. Dr. Albert Kopak is recognized for his work in the area of drug use, dependence, and substance use disorders among offenders in the criminal justice system. The comprehensive evaluation being conducted by Dr. Kopak includes both quantitative and qualitative analysis of the ACC program. The evaluation will determine the impact of adult civil citations on recidivism rates and the corresponding cost benefits to the public and the criminal justice system. Dr. Kopak may be contacted by email at amkopak@email.wcu.edu, or by calling 828-227-2328.

Program data was reviewed from the start of the ACC program during March 2013 through August 2015. The following charts provide initial outcome data:

Participant Demographics:

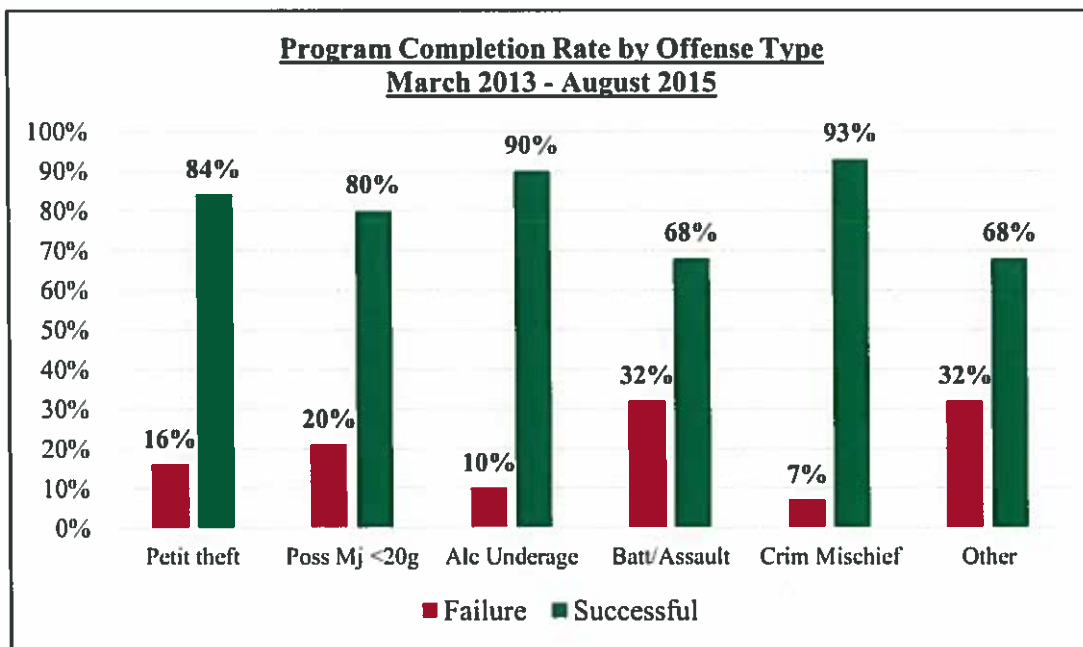


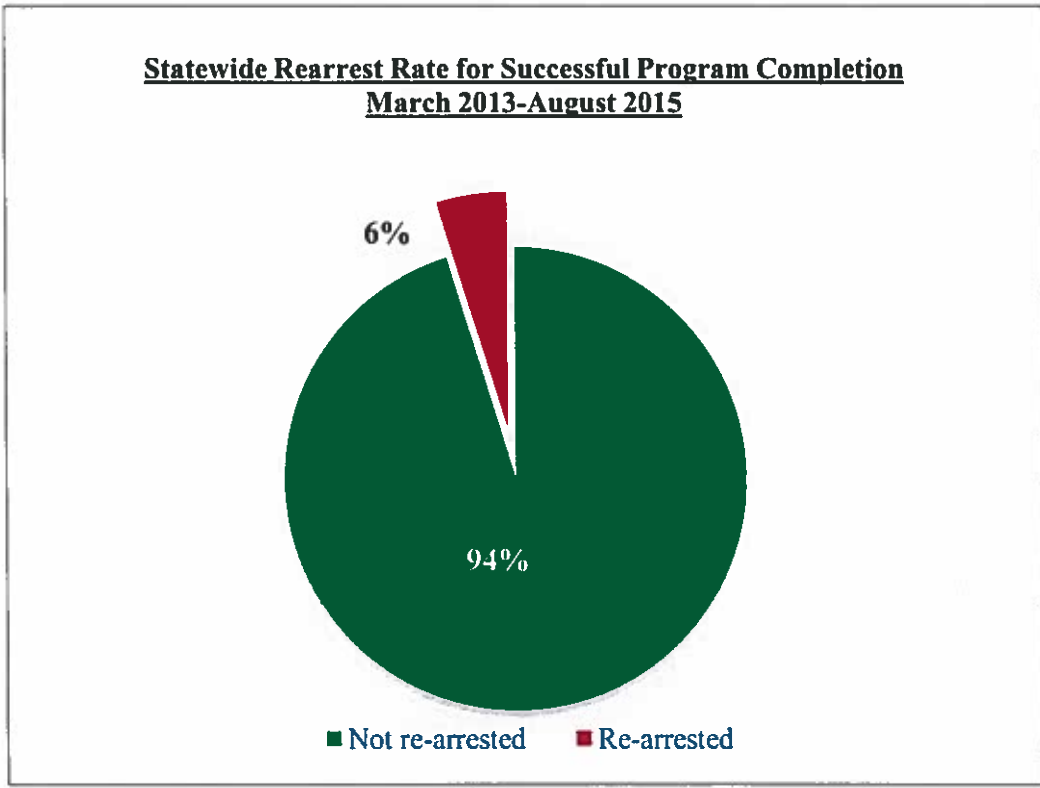
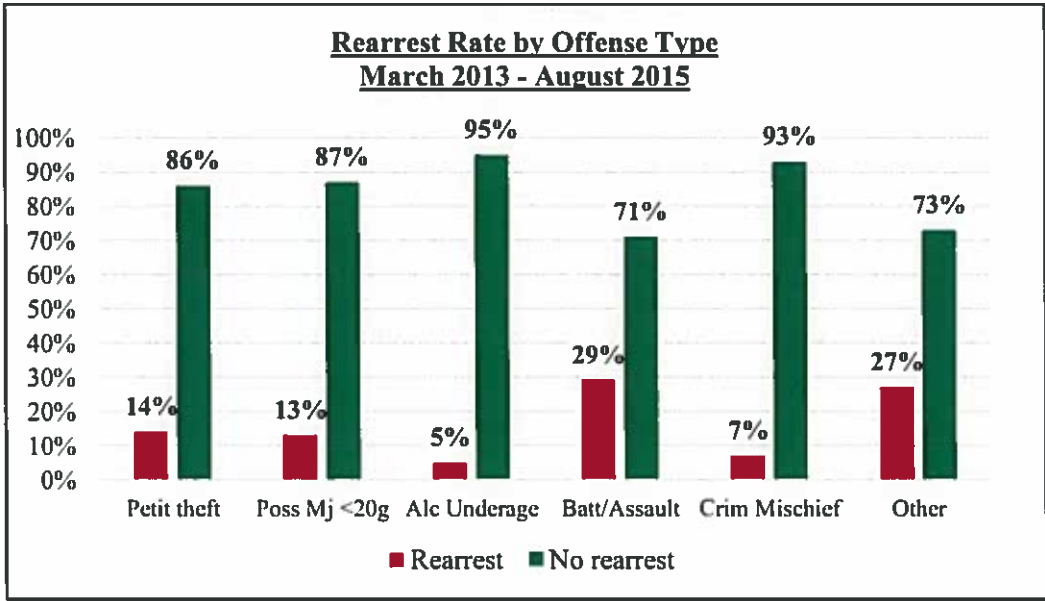
Offense Categories:



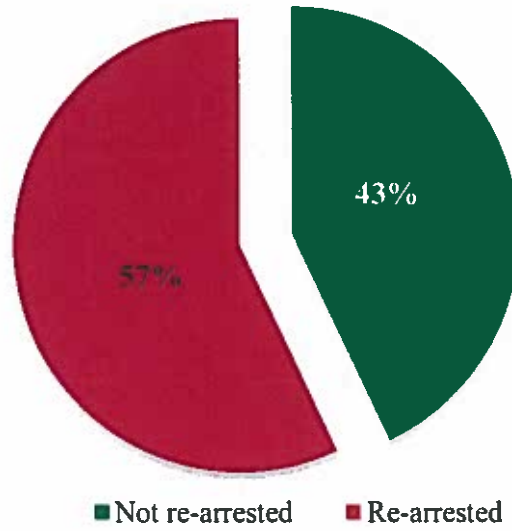
* "Other" category includes disorderly conduct, open-house party, serving alcohol to minor

Outcome Measures:

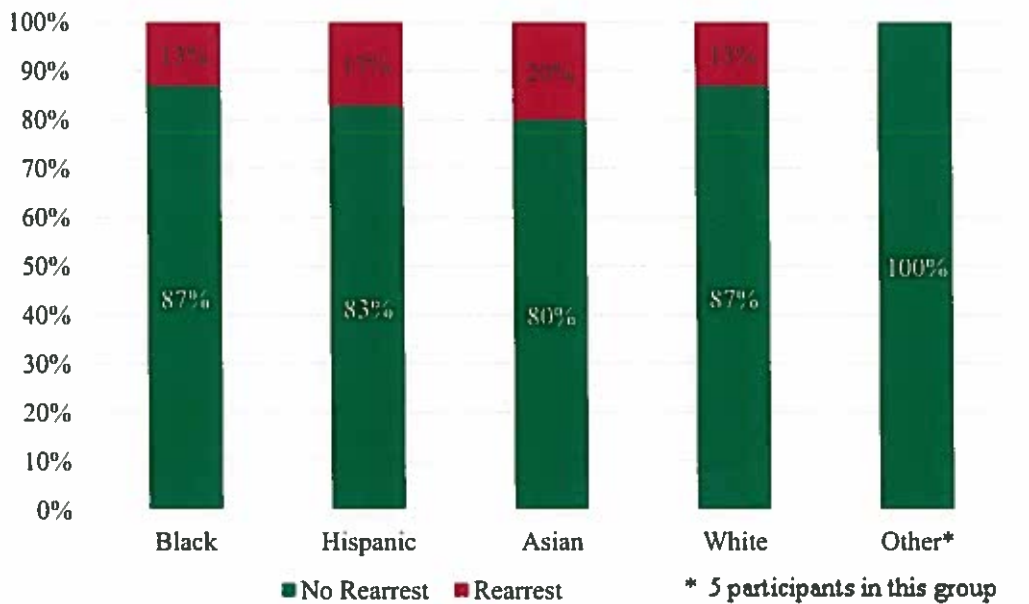




Statewide Rearrest Rate for Unsuccessful Program Termination
March 2013-August 2015



Rearrest status by Race/Ethnicity



WHAT ARE LAW ENFORCEMENT OFFICERS SAYING

"The Civil Citation program is a unique tool in our community to effectively enforce the law without permanently labeling an individual as a criminal."

Officer Jamey Martinez - Tallahassee Police Department

"I feel the Adult Civil Citation program is a great option. It allowed me to 'help' a young person out when they had a lack of judgment at that time."

Deputy Jon Etheridge - Leon County Sheriff's Office

"As an officer, it is nice to have a positive outcome option in my toolbox."

Officer Rachelle Denmark - Tallahassee Police Department

WHAT ARE PARTICIPANTS SAYING?

Individuals who complete the Civil Citation program are asked to fill out an exit survey. The survey results are very encouraging with 92% of participants reporting they were either satisfied or very satisfied with the program. The following are quotes from participants who completed the survey:

"I made a mistake hanging with wrong crowd and I learn from it so that's why I want to attend this program so I could get some help and advice."

"I have a bright future ahead of me and what I did was a huge mistake and I wanted to take the opportunity that would keep me out of jail."

"The Adult Civil Citation Program was an great option for first time offenders as myself. I chose this program instead of the justice system because it offered the help that I needed."

"...it offered me a second chance without actually letting me off the hook. It was a learning experience and I am very happy to have been offered this opportunity."

"That it helped guide in making the most out of the decisions you face during everyday life. It showed me how to correctly analyze situations to make the decision that would most benefit me."

The Civil Citation Network® is a non-profit organization created and supported through a private foundation. Our mission is to advocate the use of adult and juvenile civil citations with integrated intervention services. Communities across the country have access to the Network's research and evaluation services, integrated technology platform, extensive website information resources, and technical assistance related to implementation of civil citation programs. Through participating communities, civil citation programs improve public safety and reduce criminal justice system costs. Equally important, through the Civil Citation model, individuals are held accountable for committing a minor crime without the life-long negative consequences of being arrested.

[Contact Greg Frost, President, Civil Citation Network for additional information: greg@civilcitationnetwork.org or call 850-544-7350]

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**Leon County
Board of County Commissioners**


Notes for Agenda Item #18

Leon County Board of County Commissioners

Cover Sheet for Agenda #18

February 9, 2016

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: First and Only Public Hearing to Consider an Ordinance Amending Section 6-14 of the Fallschase Planned Unit Development (PUD)

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator David McDevitt, Director, Development Support and Environmental Management Ryan Culpepper, Director, Development Services Division
Lead Staff/ Project Team:	Scott Brockmeier, Development Services Administrator

Fiscal Impact:

This item has no fiscal impact to the County.

Staff Recommendation:

Option #1: Conduct the first and only Public Hearing and adopt the Ordinance amending Section 6-14 of the Fallschase PUD.

Report and Discussion

Background:

This agenda seeks to amend the Fallschase PUD so that multifamily development within the FC-CM District, and only within the 13-acre tract north of Buck Lake Road, shall not be required to be located above ground floor retail or office (Attachment #1).

The Development Review Committee (DRC) staff report recommends that the proposed amendment be approved, but limited to the 13-acre tract that is located north of Buck Lake Road. Pursuant to Section 9(c) of the Agreement, proposed PUD amendments require consideration and recommendation by the DRC, with final disposition by the Board. The staff report, with the recommendation supported by the DRC, is included (Attachment #2). Pursuant to the Fallschase Development Agreement, approval of an amendment to the Concept Plan for the Fallschase PUD shall be solely by the Board.

On December 12, 2005, Leon County and AIG Baker entered into a Chapter 163 (Florida Statutes) Development Agreement, which was executed in the Public Records of Leon County as Official Record Book 3420, Page 2132 (the "Agreement"). The Agreement provided development entitlements that include 750,000 square feet of commercial/retail use, 1,514 dwelling units and 35,000 square feet of office use. These entitlements were provided in exchange for a number of commitments from AIG Baker, including, but not limited to, several transportation-related improvements, the donation of 200 acres located along the north side of Upper Lake Lafayette and the dedication of a one acre tract of land for public use.

The Agreement required establishment of a Planned Unit Development (PUD) zoning district and implementing Concept Plan, which were later adopted by the Board of County Commissioners on January 31, 2006 (Ordinance No: 06-02). Subsequent to the PUD approval and development of several of the big box stores, the economy fell into a recession beginning in 2008, and AIG Baker subsequently lost ownership of the property in 2012.

In 2013, a new developer, Lormax-Stern, LLC, representing the new owner of the undeveloped commercial properties (CPP Fallschase II, LLC and CPP Fallschase II SPE, LLC), approached the County with plans for further build-out of the commercial properties. It was during this time the developer was made aware of outstanding obligations within the Agreement and the PUD that included a requirement for the development of a design manual for the Village Center. On June 9, 2015, the Board adopted the "Fallschase Village Center Building and Site Design Guidelines and Standards Manual" (the "Manual"). The Manual established two distinct districts within Fallschase, the Village Center and the Village District, and will guide future development with heightened attention to site design, layout and architectural detail.

In the fall of 2014, DSEM staff and the Buck Lake Alliance (BLA) were approached by a developer representing Cobb Theaters. The Fallschase PUD indicates the location of a movie theater on the 13-acre tract north of Buck Lake Road. The representative for Cobb Theaters indicated the preferred location for the movie theater is not the 13-acre tract located on the north

side of Buck Lake Road, but rather a 14-acre tract located south of Buck Lake Road. The representative worked with staff and members of the BLA to ensure the proposed theater location and design would meet the requirements of the Buck Lake-Fallschase Agreement and the Manual. DSEM staff and the BLA are supportive of the proposal to relocate the theater south of Buck Lake Road. The new location would create additional pedestrian traffic needed to support the Village Center.

Since the theater has indicated a more preferred location south of Buck Lake Road, a developer has recently inquired about developing multifamily dwellings on the 13-acre tract located north of Buck Lake Road. The PUD currently allows multifamily dwellings on this site (FC-CM District), provided it is located above ground floor retail or office. The developer has requested to construct multifamily dwellings without ground floor retail or office on the referenced site.

Analysis:

The applicant's request for PUD amendment seeks to remove the requirement that multifamily residential within the FC-CM district shall be located above ground floor retail or office. Staff supports the request, provided the amendment is limited to the 13-acre tract that is located north of Buck Lake Road. The proposed amendment includes this provision. If adopted by the Board, a subsequent final site plan will be filed for review on the 13-acre tract for multifamily dwellings (without ground floor office or retail). The multifamily development will be subject to the provisions outlined in the Manual. The amendment, as recommended by the DRC, will ensure future opportunity for vertical mixed-use throughout the remainder of the Village Center and Village District properties located south of Buck Lake Road.

The Public Hearing has been publicly noticed consistent with the requirements of Florida Statutes (Attachment #3).

Options:

1. Conduct the first and only Public Hearing and adopt the Ordinance amending Section 6-14 of the Fallschase PUD.
2. Conduct the first and only Public Hearing and do not adopt the Ordinance amending Section 6-14 of the Fallschase PUD.
3. Board direction.

Recommendation:

Option #1.

Attachments:

1. Proposed Ordinance
2. DRC Staff Report dated January 6, 2015
3. Notice of Public Hearing

ORDINANCE NO. 16- _____

**AN ORDINANCE AMENDING LEON COUNTY
ORDINANCE NO. 06-02, SECTION 6-14, RESIDENTIAL
DEVELOPMENT STANDARDS, TO AMEND THE
FALLSCHASE PUD IN LEON COUNTY, FLORIDA;
PROVIDING FOR SEVERABILITY; AND PROVIDING AN
EFFECTIVE DATE.**

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WHEREAS, the intent of the Commercial/Mixed-Use (FC-CM) District of the Fallschase Planned Unit Development (PUD) is to encourage residences to be located in close proximity to the office and commercial uses allowed in the district; and,

WHEREAS, the amendment will allow multifamily dwellings to be established on Parcel ID # 11-22-51 H-2211 of the FC-CM District without the requirement for ground floor retail or office; and,

WHEREAS, amendments to the applicable provisions of the PUD will be required to maintain consistency with the Fallschase DRI Development Agreement; and,

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

SECTION 1. Section 6-14 of the Fallschase PUD (Residential Development Standards) is hereby amended to read as follows:

Sec. 6-14, Residential Development Standards

AIG Baker is permitted to construct a maximum of 1,514 residential dwelling units within the PUD pursuant to the Development Agreement executed by AIG Baker and the County and included in the Appendix to this PUD Application. The Development Agreement specifies 757 single family dwellings and 757 multifamily/condominium dwellings. The ratio of single family dwellings to multifamily/condominium dwellings may be modified as provided herein.

Although AIG Baker anticipates that the majority of the 1,514 residential units will be located within the FC-R district, it should be noted that some residential units may occur within the FC-CM district as identified on the Conceptual Land Use Plan. The final number of units and their location, as well as their integration into the FC-CM district, will be identified by individual phases of final Site Plan/PUD application. With the exception of the 13 acre parcel located north of Buck Lake Road (Parcel ID 11-22-51 H-2211), these units will be located above ground floor retail/office uses of the FC-CM district.

SECTION 2. Conflicts. All ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed to the extent of such conflict, as of the effective date of this Ordinance, except to the extent of any conflicts with the

1 Tallahassee-Leon County Comprehensive Plan, as amended, which provisions shall
2 prevail over any parts of this Ordinance which are inconsistent, either in whole or in
3 part, with the Comprehensive Plan.
4

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

10
11 **SECTION 4.** Effective date. This ordinance shall be effective according to law.
12

13
14 DULY PASSED AND ADOPTED BY the Board of County Commissioners of Leon
15 County, Florida, this ____ day of _____, 2016.
16

17
18 LEON COUNTY, FLORIDA
19

20
21 BY: _____
22 BILL PROCTOR, CHAIRMAN
23 BOARD OF COUNTY COMMISSIONERS
24

25
26 ATTEST:
27 BOB INZER, CLERK OF THE COURT
28 AND COMPTROLLER
29 LEON COUNTY, FLORIDA
30

31
32 BY: _____
33

34 APPROVED AS TO FORM:
35 LEON COUNTY ATTORNEY'S OFFICE
36

37
38 BY: _____
39 HERBERT W.A. THIELE, ESQ.
40 COUNTY ATTORNEY
41
42



Leon County
Department of
Development Support
and Environmental
Management

DEVELOPMENT SERVICES DIVISION MEMORANDUM

TO: Leon County Development Review Committee (DRC)
David McDevitt, Director of DSEM
Tony Park, Director of Public Works
Russell Snyder, Land Use Planning Division Administrator, TLCPD

FROM: Scott Brockmeier, Development Services Administrator *SB*

DATE: January 4 2016

SUBJECT: January 6, 2016 DRC - Fallschase Planned Unit Development (PUD) Concept Plan Amendment (Section 6-14)

APPLICANT: CPP Fallschase II, LLC via Lormax Stern
AGENT: Edward Bass, PE, Moore Bass Consulting, Inc.

The Agent is requesting DRC review and a recommendation in favor of a proposed amendment to the Fallschase PUD Concept Plan (LSP060058). The proposal seeks amendment to Section 6-14 of the Fallschase PUD Concept Plan, "Residential Development Standards." This section references the overall residential entitlements in the PUD of 1,514 dwelling units, of which, 757 can be developed as multifamily dwellings. This section also acknowledges that multifamily dwellings may be developed within the Fallschase Commercial-Mixed Use (FC-CM) district of the PUD, provided they are located above ground floor retail or office uses.

The proposal seeks an amendment in order to remove the requirement for ground floor retail/office uses in conjunction with multifamily in the FC-CM district of the PUD. Staff is generally supportive of the proposal, provided the amendment is clarified so that it would only apply to the 13-acre parcel that is located north of Buck Lake Road (PID 11-22-51 H-2211- Attachment #1). Staff's recommendation that the amendment shall only be applied to the 13-acre parcel is so that the Village Center, located south of Buck Lake Road, still has opportunity for mixed-use development in the future. Section 6-14, as it was adopted with the PUD, is included as Attachment #2. The proposed amendment, as submitted by the Applicant's Agent, is included as Attachment #3. Staff's recommended changes are included in Attachment #4.

Pursuant to Section 9(c) of the Fallschase DRI Development Agreement (“Agreement”), the proposed PUD amendments require consideration by the DRC who will forward a recommendation to the Board of County Commissioners (Board). The Board has final decision authority on whether to approve the proposed amendment at a regularly scheduled public hearing. The date of this meeting has not yet determined and will only be scheduled upon a favorable recommendation from the DRC.

Comments and recommendations received thus far from the Buck Lake Alliance deal primarily with the development and design of the multifamily apartments on the 13-acre parcel. An application for final site plan review for the multifamily residential on the 13-acre parcel has not been filed with DSEM. Staff will continue to work closely with the BLA during final site plan review.

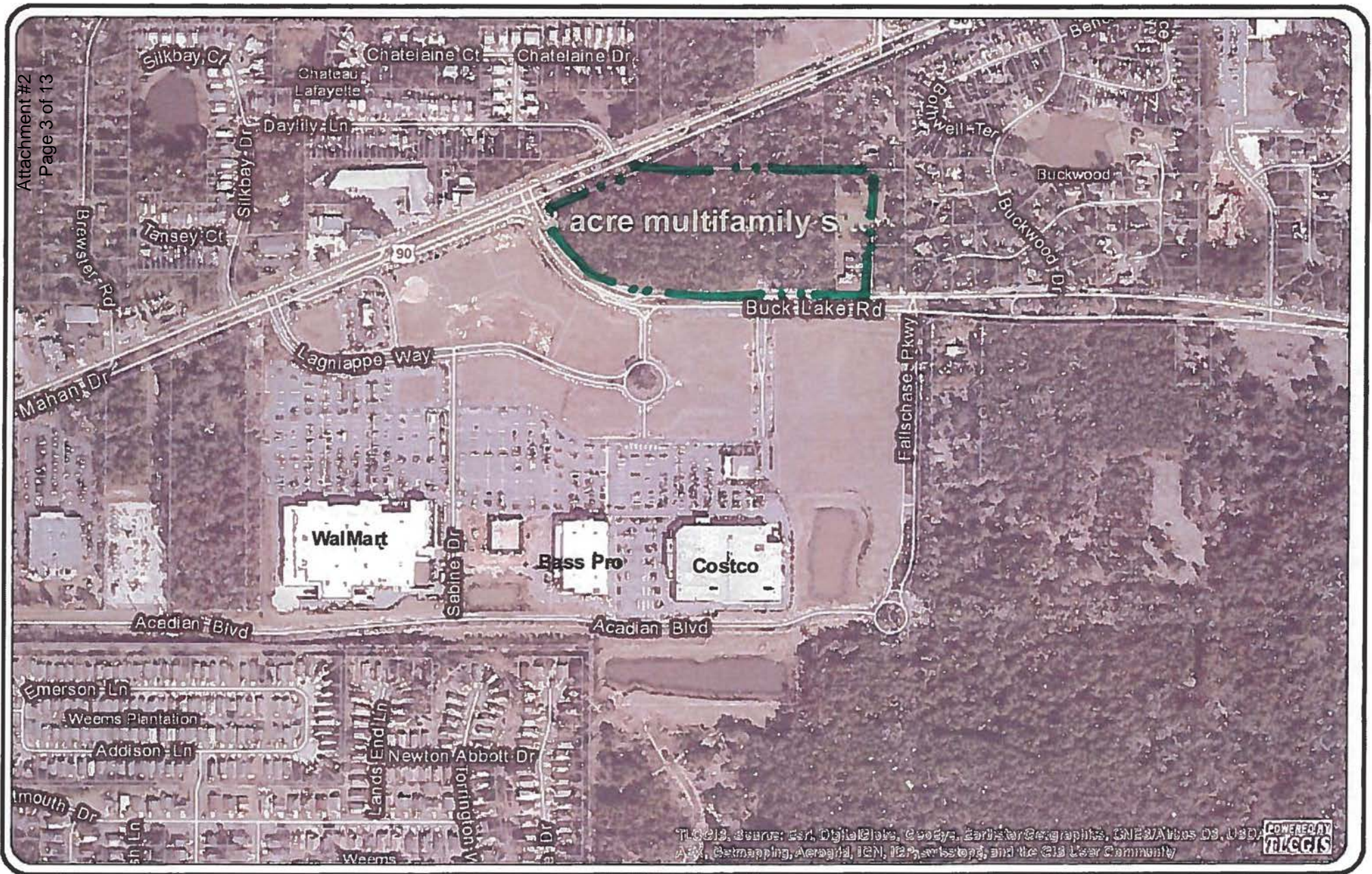
Attachment #1: Location Map

Attachment #2: Section 6-14 of the Fallschase PUD

Attachment #3: Section 6-14 of the Fallschase PUD with proposed amendments

Attachment #4: Staff recommended changes to Sec. 6-14 of the Fallschase PUD

Attachment #5: Comments from the Buck Lake Alliance



GIS Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, AeroGRID, IGN, IGN, Intermap, and the GIS User Community



Fallschase PUD Minor Amendment - Attachment #1

DISCLAIMER

This product has been compiled from the most accurate source data from Leon County, the City of Tallahassee and the Leon County Property Appraiser's Office. However, this product is for reference purposes only and is not to be construed as a legal document or survey instrument. Any reliance on the information contained herein is at the user's own risk. Leon County, the City of Tallahassee, and the Leon County Property Appraiser's Office assume no responsibility for any use of the information contained herein or any loss resulting therefrom.



Scale:	Tallahassee/Leon County GIS Management Information Services Leon County Courthouse 301 S. Monroe St, P3 Level Tallahassee, FL 32301 850/606-5504
Not To Scale:	
Date Drawn:	12/15/2016
Posted at 6:30 PM	12/15/2016

Residential Development Standards

AIG Baker is permitted to construct a maximum of 1,514 residential units within the PUD pursuant to the Development Agreement executed by AIG Baker and the County and included in the Appendix to this PUD Application. The Development Agreement specifies 757 single family dwellings and 757 multifamily/condominium dwellings. The ratio of single family dwellings to multifamily/condominium dwellings may be modified as provided herein.

Although AIG Baker anticipates that the majority of the 1,514 residential units will be located within the FC-R district, it should be noted that some residential units may occur within the FC-CM district as identified on the Conceptual Land Use Plan. The final number of units and their location, as well as their integration into the FC-CM district, will be identified by individual phases of final Site Plan/PUD application. These units will be located above the ground floor retail/office uses of the FC-CM district.

Exhibit "B"

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(Section 6-14 of the Fallschase PUD to be amended as proposed below)

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Residential Development Standards

AIG Baker is permitted to construct a maximum of 1,514 residential units within the PUD pursuant to the development agreement executed by AIG Baker and the County and included in the Appendix to this PUD application. The Development Agreement specifies 757 single family dwellings and 757 multifamily/condominium dwellings. The ratio of single family dwellings to multifamily/condominium dwellings may be modified as provided herein.

Although AIG Baker anticipates that the majority of the 1,514 residential units will be located within the FC-R district, it should be noted that some residential units may occur within the FC-CM district as identified on the Conceptual Land Use Plan. The final number of units and their location, as well as their integration into the FC-CM district, will be identified by individual phases of final Site Plan/ PUD application. Any residential units located within the FC-CM designated "Village Center" component shall be located above ground floor retail/restaurant/office uses of the FC-CM district. The stated and preferred multi-family location within the FC-CM District shall be north of Buck Lake Road, within the 13 acre site that is designated as part of the "Village District", per the approved Fallschase Village Center Site Design Guidelines and Standards Manual, as approved by the Leon County Commission on June 23, 2015.

STAFF RECOMMENDATION

Residential Development Standards

AIG Baker is permitted to construct a maximum of 1,514 residential units within the PUD pursuant to the Development Agreement executed by AIG Baker and the County and included in the Appendix to this PUD Application. The Development Agreement specifies 757 single family dwellings and 757 multifamily/condominium dwellings. The ratio of single family dwellings to multifamily/condominium dwellings may be modified as provided herein.

Although AIG Baker anticipates that the majority of the 1,514 residential units will be located within the FC-CR district, it should be noted that some residential units may occur within the FC-CM district as identified on the Conceptual Land Use Plan. The final number of units and their location, as well as their integration into the FC-CM district, will be identified by individual phases of final Site Plan/PUD application. With the exception of the 13 acre parcel located north of Buck Lake Road, these units will be located above the ground floor retail/office uses of the FC-CM district.

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Scott Brockmeier - Re: Fallschase Commerical Apartment Complex

From: John Outland <outlandjb@hotmail.com>
To: Scott Brockmeier <BrockmeierS@leoncountyfl.gov>
Date: 12/23/2015 1:15 PM
Subject: Re: Fallschase Commerical Apartment Complex

Thanks Scott.

John

From: Scott Brockmeier <BrockmeierS@leoncountyfl.gov>
Sent: Wednesday, December 23, 2015 8:41 AM
To: Outland, John
Cc: BillFisher; Desloge, Bryan; Dozier, Kristin; Ezzagaghi, Nawfal; Guffey, Ryan; McDevitt, David; kulakowski, zoe
Subject: Re: Fallschase Commerical Apartment Complex

Hello, John

Thanks, for the suggestions. We will take a closer look at these and other building and site design opportunities when the site plan application for the apartments is filed with our office. We will be in touch.

Sincerely,

Scott Brockmeier
Development Services Administrator &
Development Support Project Manager

Leon County Department of Development Support & Environmental Management
Development Services Division
Renaissance Center, 2nd Floor - 435 North Macomb Street Tallahassee, Florida 32301
Phone: (850) 606-1317 - Fax: (850) 606-1301
<http://leonpermits.org>
People Focused. Performance Driven.

Please note that under Florida's Public Records laws, most written communications to or from county staff or officials regarding county business are public records available to the public and media upon request. Your e-mail communications may therefore be subject to public disclosure.

>>> John Outland <outlandjb@hotmail.com> 12/23/2015 12:54 AM >>>
Scott,

Two other items come to mind. One could reduce the development footprint by allowing the same density (16 units/acre) if additional floors were added to some of the buildings to reduce the number of buildings by at least 4 or more. Also, as the site appears to contain many timber quality trees it is suggested that harvesting, where necessary for development, should be done in a manner that minimizes damage to adjacent areas.

Regards,

John

From: Scott Brockmeier <BrockmeierS@leoncountyfl.gov>
Sent: Monday, December 21, 2015 5:13 PM
To: Outland, John
Cc: BillFisher; Desloge, Bryan; Dozier, Kristin; Guffey, Ryan; McDevitt, David; kulakowski, zoe
Subject: Re: Fallschase Commerical Apartment Complex

Mr. Outland,

My responses are in green below... Sorry, for the wordy response.

Thank you!

Scott Brockmeier
Development Services Administrator &
Development Support Project Manager

Leon County Department of Development Support & Environmental Management
Development Services Division
Renaissance Center, 2nd Floor - 435 North Macomb Street Tallahassee, Florida 32301
Phone: (850) 606-1317 Fax: (850) 606-1301
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>>> John Outland <outlandjb@hotmail.com> 12/21/2015 2:50 PM >>>
Scott,

Thanks for your timely response. I understood that the only entitlement (permitted use verification, PUV) under the existing PUD was for 1 four story building with commercial on the first floor. The FC-CM district allows 16 dwelling units per acre for multi-family use. I do not see a limitation on one building? You are correct about the requirement for mixed-use. Their amendment seeks to remove the requirement for mixed use on the subject property. See Sec. 6-14 of the PUD - states multi-family uses in the FC-CM district must be located above ground floor retail or office.

A PUD amendment will be required to remove the commercial use floor. That is correct. The PUV also says that no direct access to US 90 is permissible under the PUD traffic circulation diagram. Unbeknownst to the PUV author, there is an existing driveway connection at the eastern edge of the property from US 90. The connection was made by FDOT at the time 90 was widened.

With regard to the conceptual circulation plan, it is just that - conceptual. The conceptual plan notes potential for changes at the time of final site plan review. I do not see that it is necessary for them to amend the PUD for an existing connection. I would agree that a new connection would warrant a PUD amendment. The connection to 90 is important and will help reduce demand on Buck Lake Road. You mentioned in your previous message that you had concerns about traffic. This connection at 90 will allow cars that are traveling east on US 90 to enter the apartment complex without traveling on any portion of Buck Lake Road.

So that you are aware, the applicant is proposing to abandon one of two connections on Buck Lake Road (westernmost driveway connection). This was discussed and supported by our Public Works Department during the pre-submittal. I also understand that the 208 units or 16 units per acres is the maximum density and a lower density maybe applied, if warranted. The maximum density proposed is 16/ac, but would not be surprised if that drops slightly as a result of engineering and design considerations. Keep in mind that what you saw was only for a pre-submittal meeting. The FC-CM district of the PUD doesn't mention anything that I could find about the density needing to be warranted.

I appreciate the comments regarding the use of low impact development practices. I appreciate the proposed use of the bio swales but hasten to add that minimum requirements have not been successful in addressing wq issues in Upper Lake Lafayette. I am hopeful that other LID practices will be considered by the applicant and County as a tremendous amount of sw already enters Upper Lake Lafayette from the commercial district and steps such as the porous materials used by Bass Pro Shop boat storage area is also appreciated. Thanks, John. The consulting engineer secured by the applicant has been receptive in the past to our recommendations. I do not want to speak for Nawal's group, but I am sure they are encouraged by the initial conversations between the consulting engineer and our Environmental staff.

Regards,

John

From: Scott Brockmeier <BrockmeierS@leoncountyfl.gov>
Sent: Monday, December 21, 2015 1:20 PM
To: Outland, John
Cc: Bill Fisher; Desloge, Bryan; Dozier, Kristin; Guffey, Ryan; McDevitt, David; Miller, Gerry; Carlos Alvarez; kulakowski, zoe
Subject: Re: Fallschase Commercial Apartment Complex

Hello, John

Thank you, for your input and involvement. We look forward to partnering with the BLA on this project. The following is in response to your inquiries and suggestions:

Proposed land use/parking: The proposal includes 208 apartment units on the thirteen acres (16 units/ac). The number of parking spaces included with the pre-submittal design was 450 regular spaces and 12 disabled spaces. The number of units (208) keeps within the allowable density limits and the overall number of multifamily apartment units provided under the Planned Unit Development entitlements. I have not seen the proposed architectural design of the buildings as of yet. County staff explained to Mr. Eddie Bass (agent) that when the application and architectural renderings are filed with the County, the buildings will need to meet the architectural design requirements for Fallschase, specifically, those within the Fallschase Design Manual. Ultimately, the architecture for the buildings shall be approved by the DRC. As per the BLA/Fallschase Agreement, the applicant shall file plans at least 7 days prior to filing with Leon County. The BLA will forward comments and recommendations to the DRC. The DRC will continue to take recommendations from the BLA into consideration. So that you are aware, we informed Mr. Bass that the building elevations must contain at least 51 percent brick (as per Design Manual). Other material, like stone, was suggested as a complimentary building material, and should be included in the elevation design.

Transportation: Right-of-way donation and transportation improvements for the Buck Lake Road widening project as well as, the fully signalized intersection improvements at Lagniappe and Mahan (amongst several other improvements) were completed as part of the traffic mitigation requirements that were memorialized in the PUD. I have cc'd Mr. Ryan Guffey, Concurrency Manager with Development Services, if you have more specific questions about traffic.

Our Environmental Services Supervisor, Nawfal Ezzagahi, had the following response to add

As discussed during a preliminary meeting with the Engineer of Record for this prospective project, your proposed suggestion of bringing fill into the site rather than use of standard cut and fill practices to level development sites is seriously being considered, and likely (short of saying definitely) will be the utilized method.

In addition to the necessary grading of the site, and in parallel with your expressed concerns in regards to the potential adverse impacts to Upper Lake Lafayette, a sink hole lake that connects to our drinking water supply the Floridian Aquifer, the Engineer of Record for this prospective project went beyond the minimum stormwater treatment requirements of the Fallschase agreement, and is planning to implement Low Impact Development (LID) methods within the parking areas consistent with the design manual.

Your suggestion that use of pervious surface for parking area to reduce runoff rates and preclude the use of non-phosphorus fertilizers to protect water quality, will be passed-on to the Engineer of Record for technical evaluation (re. use of pervious parking, subsoils, and runoff rates). Staff will work closely with the consultant, to ensure prohibitions to utilizing certain fertilizers within the site, as part of their landscape management plan, are implemented. The use, as you indicated, of mulched native species rather than using high maintenance grasses will be evaluated/discussed. Especially that a representative sample area will be readily available south of Buck Lake Road.

Please note that based on the discussions held at our meeting last week, with Carlos Alvarez and the Engineer of Record, staff is extremely optimistic in regards to the level of cooperation, and associated positive outcome of this project. We believe this early involvement presents a foundation for an outcome that will be a win-win for the Buck Lake Alliance, the developer in particular, and our community in general.

Let us know if you have any additional questions. Thanks and happy holidays!

Scott Brockmeier
Development Services Administrator &
Development Support Project Manager

Leon County Department of Development Support & Environmental Management
Development Services Division
Renaissance Center, 2nd Floor 435 North Macomb Street Tallahassee, Florida 32301
Phone: (850) 606 1317 Fax: (850) 606 1301
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>>> John Outland <outlandjb@hotmail.com> 12/21/2015 10:17 AM >>>
Scott,

I could not make the pre-submittal meeting but have several questions regarding the proposed development plan. Areas of concern are listed below.

1. unit density and parking,
2. architectural design compatible with the Buck Lake community,
3. traffic,
4. stormwater,
5. the impact to the native habitat.

Questions and comments:

I believe it is stated that 16 units per acre is the maximum density allowed. How will this density (nine buildings), associated parking and other amenities allow for the protection of upland hardwood forest that exists on the site. This approximately 60 year forest survived the bulldozing of the adjacent commercial area and contains some large specimen trees that warrant protection. Reducing the density will allow for some of the native vegetation to be conserved and retain some of the natural character of the area and buffer the development from associated road noise. Incorporating the protection of the native vegetative community would also reduce the need for costly replacement landscaping. It would seem this could be accomplished by the use of some townhomes with garages in combination with fewer apartment buildings to reduce the development footprint and the parking spaces. Townhomes could be nestled into the forested areas thereby reducing impacts.

The site slopes (180 to 118) from west to east and contains some significant slopes. These areas should be avoided and retained to reduce the potential for erosion. I would also suggest that it would be preferable to bring in fill rather than use standard cut and fill practices to level development sites.

208 units with 450 parking spaces comes with the anticipation of increased traffic on BLR and US 90. I note that the current PUD does not allow traffic to access US 90 but the site plan for this proposal does. In any case, has a traffic study been done for the full development of the proposal, particularly at peak traffic hours? The proximity of the traffic accessing BLR so near US 90 is concerning.

Runoff from the developed areas and the proposed large parking areas is also a concern. I note the proposed use of the Bio-swales connecting to stormwater ponds and then to adjacent off site areas and ultimately to Upper Lake Lafayette, a sink hole lake that connects to our drinking water supply the Floridan Aquifer. The lake is also water quality impaired for nutrients and bacteria. Accordingly, I suggest that use of pervious surfaces for the parking area to reduce runoff rates and preclude the use of non-phosphorus fertilizers to protect water quality. These practices will also enhance the bio swales function and Upper Lake Lafayette. Landscaped areas should use mulched native species rather than using high maintenance grasses.

In sum, this development plan with modifications as suggested has the potential to be compatible with the character of the Buck Lake Road neighborhoods, and protect/conservate the sites natural amenities including Upper Lake Lafayette. Our Comprehensive Plan requires no less. I encourage you to fully use the County's LID Ordinance beyond the use of bio-swales to protect the site's natural resources. I believe the LID ordinance is required under the Fallschase Commercial Design Manual to reduce environmental impacts of development.

Regards, and Merry Christmas

John Outland

Sec. 10-4.308. Low Impact Development.

(a) *Generally.* Low impact development (LID) is an engineering design approach with a goal of maintaining hydrologic conditions of developing watersheds. LID seeks to mimic predevelopment hydrology to protect groundwater recharge. It also protects water quality in developed areas to our surface waters. The basic principle is treatment by reducing runoff and designing infiltration stormwater facility.



MEMORANDUM

(REVISED)

TO: Scott Brockmeier, Leon County Development Services
FROM: Susan Denny, Senior Planner, TLCPD
THRU: Russell Snyder, TLCPD Land Use Administrator
DATE: January 5, 2016
SUBJECT: The District at Fallschase, a Planned Unit Development (PUD) Amendment
January 6, 2016 Development Review Committee Meeting

APPLICANT: CPP Fallschase II, LLC
AGENT: Moore Bass and Consulting, Inc.
PARCEL ID: 11-22-51- H-2211
ZONING: Fallschase PUD
FUTURE LAND USE: Suburban

Findings:

1. The Fallschase PUD is a 375-acre mixed-use office/retail and residential project located generally on the southeast corner of Mahan Drive and Buck Lake Road. The Fallschase PUD is in the Suburban Future Land Use Map Category of the Tallahassee-Leon County Comprehensive Plan. Pursuant to Section 4 of the Development Agreement between Leon County, the State of Florida and the original developer of the Fallschase, "The Fallschase PUD/DRI is vested from consistency with the 2010 Tallahassee-Leon County Comprehensive Plan."
2. Section 6-14 of the Fallschase PUD Concept Plan allows a maximum of 1,514 residential units within Fallschase. It also states that, in accordance with the Fallschase development agreement, 757 residential units shall be single-family use and 757 units shall be multi-family use. Section 6-14 requires that the majority of the proposed dwelling units will be located in the FC-R district of the PUD. However, residential units are permitted in the FC-FM district, provided that these units are located above the ground floor retail/office land uses.
3. The proposed amendment to the Fallschase PUD will eliminate the retail/office ground floor requirement for multi-family development on a 13-acre parcel located on the north side of Buck Lake Road at the intersection of Mahan Drive within the FC-FM district. However, the proposed amendment is not written clearly.

Recommendation:

The Planning Department recommends approval of the amendment with the condition that DSEM's proposed language (attached) be substituted for the applicant's.

STAFF RECOMMENDATION

Residential Development Standards

AIG Baker is permitted to construct a maximum of 1,514 residential units within the PUD pursuant to the Development Agreement executed by AIG Baker and the County and included in the Appendix to this PUD Application. The Development Agreement specifies 757 single family dwellings and 757 multifamily/condominium dwellings. The ratio of single family dwellings to multifamily/condominium dwellings may be modified as provided herein.

Although AIG Baker anticipates that the majority of the 1,514 residential units will be located within the FC-CR district, it should be noted that some residential units may occur within the FC-CM district as identified on the Conceptual Land Use Plan. The final number of units and their location, as well as their integration into the FC-CM district, will be identified by Individual phases of final Site Plan/PUD application. With the exception of the 13 acre parcel located north of Buck Lake Road, these units will be located above the ground floor retail/office uses of the FC-CM district.

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Board of County Commissioners
Interoffice-Memorandum

Date: January 6, 2016

To: Scott Brockmiere, Senior Planner

From: Kimberly A. Wood, P.E., Chief of Engineering Coordination

Subject: Fallschase Minor PUD Amendment ~ LSP060058
Development Review Meeting for January 6, 2016

Public Works recommends approval of the proposed amendment for the 13 acre site north of Buck Lake Road only. Public Works supports the proposed language provided by Development Support and Environmental Management.

NOTICE OF PUBLIC HEARING

Notice is hereby given that the Board of County Commissioners of Leon County, Florida (the "County") will conduct a public hearing on Tuesday, February 9, 2016, at 6:00 p.m., or as soon thereafter as such matter may be heard, at the County Commission Chambers, 5th Floor, Leon County Courthouse, 301 South Monroe Street, Tallahassee, Florida, to consider adoption of an ordinance entitled to wit:

AN ORDINANCE AMENDING SECTION 6-14, RESIDENTIAL DEVELOPMENT STANDARDS, OF THE FALLSCHASE PUD/DRI IN LEON COUNTY, FLORIDA; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

All interested parties are invited to present their comments at the public hearing at the time and place set out above.

Anyone wishing to appeal the action of the Board with regard to this matter will need a record of the proceedings and should ensure that a verbatim record is made. Such record should include the testimony and evidence upon which the appeal is to be based, pursuant to Section 286.0105, Florida Statutes.

In accordance with the Americans with Disabilities Act and Section 286.26, Florida Statutes, persons needing a special accommodation to participate in this proceeding should contact Mathieu Cavell or Facilities Management, Leon County Courthouse, 301 South Monroe Street, Tallahassee, Florida 32301, by written request at least 48 hours prior to the proceeding. Telephone: 850-606-5300 or 850-606-5000; 1-800-955-8771 (TTY), 1-800-955-8770 (Voice), or 711 via Florida Relay Service.

Copies of said ordinance may be inspected at the following locations during regular business hours:

Leon County Courthouse
301 S. Monroe St., 5th Floor Reception Desk
Tallahassee, FL 32301

and

Leon County Clerk's Office
315 S. Calhoun Street, Room 426
Tallahassee, Florida 32301

Advertise: January 29, 2016