

BOARD OF COUNTY COMMISSIONERS LEON COUNTY, FLORIDA

AGENDA

REGULAR MEETING

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

**Tuesday, September 13, 2016
3:00 P.M.**

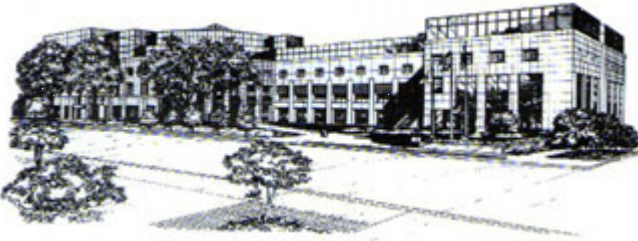
COUNTY COMMISSIONERS

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 the ADA Coordinator at 850-606-5011, or Facilities Management, 850-606-5000, by written or oral request at least 48 hours prior to the proceeding. 7-1-1 (TDD and Voice), via Florida Relay Service. Accommodation Request Forms are available on the website www.LeonCountyFl.gov/ADA.

Board of County Commissioners
Leon County, Florida
Agenda

Regular Public Meeting
Tuesday, September 13, 2016, 3:00 p.m.

INVOCATION AND PLEDGE OF ALLEGIANCE

Invocation by Pastor Greg James of Life Church International Center

Pledge of Allegiance by Commissioner Nick Maddox

AWARDS AND PRESENTATIONS

- Proclamation Declaring September 2016 National Sickle Cell Awareness Month
(Chairman Proctor)
- Proclamation in Recognition of the Accomplishments of Ernie Simms
(Commissioner Proctor)
- Presentation on behalf of the Palm Beach County Board of Commissioners to the Leon County Employees who were Instrumental in the Recovery Efforts for the Belle Glade Farm Workers
(Commissioner Proctor)

CONSENT

1. Approval of Minutes: June 14, 2016 FY 2017 Budget Workshop; June 14, 2016 Regular Meeting; July 12, 2016 Status Report on Existing Court Diversion Programs Workshop; and July 12, 2016 Regular Meeting
(Clerk of the Court/ Finance/Board Secretary)
2. Request to Schedule First and Only Public Hearing to Consider Proposed Ordinance Amending Chapter 9, Article VI of the Leon County Code of Laws Regarding "Human Trafficking"
(County Attorney)
3. Adoption of Proposed Revised Policy No. 98-15, "Library Patron Rights and Responsibilities"
(County Administrator / County Attorney/ Office of Library Services)
4. Approval of the Leon County Office of Library Services FY16-17 Annual Plan, Approval of Library Long-Range Plan for Library Service FY-17-19, and Approval of the State Aid to Libraries Grant Agreement Between the Florida Department of State and Leon County
(County Administrator/ Office of Library Services)
5. Approval of the Renaming of the Fort Braden Branch Library in Honor of Commissioner Jane G. Sauls
(County Administrator/ County Administration)
6. Ratification of Commissioner Appointments to the Development Support & Environmental Management Citizens User Group, Housing Finance Authority, Community Development Block Grant Citizens Task Force and the Tallahassee-Leon County Commission on the Status of Women and Girls
(County Administrator/ County Administration)

7. Approval of Payment of Bills and Vouchers Submitted for September 13, 2016 and Pre-Approval of Payment of Bills and Vouchers for the Period of September 14 through September 19, 2016
(County Administrator/ Office of Financial Stewardship/ Office of Management & Budget)
8. Approval to Certify the Tax Collector's Recapitulation of the Property Tax Rolls for 2015
(County Administrator/Office of Financial Stewardship)
9. Approval to Renew the Contract Between Leon County and the State of Florida Department of Health for the Provision of Public Health Services for FY16/17
(County Administrator/ Human Services & Community Partnerships/ Human Services)
10. Adoption of Proposed Amended and Restated Resolution Concerning the Affordable Housing Advisory Committee (AHAC) and Request to Schedule the First and Only Public Hearing to Consider a Proposed Amendment to the AHAC Ordinance for October 18, 2016 at 6:00 p.m.
(County Administrator/ Human Services & Community Partnerships/ Housing Services)
11. Approval to Allocate Funds for Fiscal Year 15/16 to the Leon County School Board for the Leon County Expanded Driver's Education Program and Approval of Agreement with Leon County Schools for Fiscal Year 16/17
(County Administrator/ Office of Intervention & Detention Alternatives)
12. Approval to Submit Three 2016 Edward Byrne Memorial Justice Assistance Grant Applications to the Florida Department of Law Enforcement and Approval of the Memorandum of Understanding Between Leon County, the City of Tallahassee, and the Leon County Sheriff's Office on the Allocation of U.S. Department of Justice's Justice Assistance Grants Funding
(County Administrator/ Office of Intervention & Detention Alternatives)
13. Approval of a Public/Private Project Agreement with Ox Bottom Homeowners Association for the Installation of a Roundabout at the Intersection of Ox Bow Road at Single Tree Trace
(County Administrator/ Public Works/ Engineering Services)
14. Approval of the Plat of the Preserve at Buck Lake Phase II Subdivision for Recording in the Public Records and Acceptance of a Maintenance Agreement and Surety Device
(County Administrator/ Public Works/ Engineering Services)
15. Approval of the Plat Mills-Livy at Fallschase Subdivision for Recording in the Public Records
(County Administrator/ Public Works/ Engineering Services)
16. Approval of the Designation Agreement with the Florida Department of Environmental Protection's Office of Greenways and Trails, for the Lake Jackson Paddling Trail
(County Administrator / Office of Resource Stewardship/ Parks & Recreation)
17. Acceptance of Status Report on Leon County's Participation with the Florida Department of Elder Affairs Dementia Caring Community Initiative
(County Administrator/ Emergency Medical Services)

18. Consideration of the Funding Request to Support a November 12, 2016 Concert at Doak Campbell Stadium in the Amount of \$50,000 and Approve the Resolution and Associated Budget Amendment Request
(County Administrator/ Tourism Development)

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

19. Acceptance of the Status Report on the NACo Annual Conference
(County Administrator/ County Administration)

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

20. Acceptance of a Status Report on Leon County's Actions Related to the Zika Virus and Request to Schedule the First and Only Public Hearing to Consider a Proposed Ordinance Governing Mosquito Control for October 18, 2016 at 6:00 p.m.
(County Administrator/ Public Works/ Mosquito Control)
21. Approval of the FY 16/17 Community Human Service Partnership Funding for Social Service Agencies
(County Administrator/ Human Services & Community Partnerships/ Human Services)
22. Consideration of Community Human Services Partnership (CHSP) Process Modifications
(County Administrator/ Human Services & Community Partnerships/ Human Services)
23. Approval of the Advance Implementation of a Section of the 2020 Master Bike Route System for Velda Dairy Road from the City Limits to Bradfordville Road
(County Administrator/ Public Works/ Engineering Services)
24. Consideration of the Voluntary Annexation Proposal from Preserve Homes, LLC, to Annex Phase II of the Preserve at Buck Lake Residential Subdivision
(County Administrator/ DSEM/ Development Support)
25. Consideration of the Voluntary Annexation Proposal from Oak Grove Hammock, LLC, to Annex Properties Along the East Side of Oak Grove Road and South of Bannerman
(County Administrator/ DSEM/ Development Support)
26. Consideration of Full Board Appointments to the CareerSource Capital Region Board, Community Development Block Grant Citizens Task Force, and the Council on Culture and Arts
(County Administrator/ County Administration)

SCHEDULED PUBLIC HEARINGS, 6:00 P.M.

27. First Public Hearing for Adoption of the FY16/17 Tentative Millage Rates and Tentative Budgets
(County Administrator/ Office of Financial Stewardship/ Office of Management & Budget)
28. First and Only Public Hearing to Adopt an Ordinance Amending the Composition of the Leon County Research and Development Authority Nominating Committee
(County Administrator/County Administration)

CITIZENS TO BE HEARD ON NON-AGENDAED ITEMS

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

COMMENTS/DISCUSSION ITEMS

Items from the County Attorney

Items from the County Administrator

Discussion Items by Commissioners

RECEIPT AND FILE

- Capital Region Community Development District June 9, 2016 Meeting Minutes
- Dove Pond Community Development District May 3, 2016 Meeting Minutes
- Wakulla County Resolution No. 2016-23 in support of acquisition of the Ames Sink Property
- Wakulla County Resolution No. 2016-33 opposing the moving of the Buckeye/Foley Cellulose Plant Effluent Discharge Pipeline
- Letter from Taylor County to Senator Bill Nelson regarding the Georgia Pacific Foley Mill and Fenholloway River Project
- Leon County Educational Facilities Authority Financial Statements dated September 30, 2015
- Leon County Educational Facilities Ocala Road LLC Financial Statements dated Sept. 30, 2015

ADJOURN

*The next Regular Board of County Commissioners Meeting is scheduled for
Tuesday, September 20, 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

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NOVEMBER

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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 preceding the Commission meeting.

<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 for the Transfer of Six Small Franchise Areas from Rowe Utilities to Seminole Waterworks, Inc.
	Monday 21	1:00 p.m.	CRTPA Meeting; City Commission Chambers
	Tuesday 22	7:30 a.m.	Community Legislative Dialogue Meeting County Commission Chambers

<u>Month</u>	<u>Day</u>	<u>Time</u>	<u>Meeting Type</u>
		No Meeting	NO MEETING
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.	First Public Hearing to Consider Proposed Revisions to the Leon County Land Development Code to Provide Private and Charter School Siting Standards
		6:00 p.m.	First & Only Public Hearing to Adopt an Ordinance to Regulate Outdoor Dog Friendly Dining Areas
		6:00 p.m.	Joint City/County Transmittal Hearing on Cycle 2016 -1 Comprehensive Plan Amendments
		6:00 p.m.	First and Only Public Hearing to Consider a Proposed Ordinance to Revise the County's Driveway Connection Permitting, Inspection and Enforcement Process
	Monday 18	1:00 p.m.	CRTPA Meeting; 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
		6:00 p.m.	Second Public Hearing to Consider Proposed Revisions to the Leon County Land Development Code to Provide Private and Charter School Siting Standards
		6:00 p.m.	First and Only Public Hearing to Consider an Ordinance Amending Section 13-58 of the Leon County Code of Laws
		6:00 p.m.	First & Only Public Hearing to Consider the Proposed Ordinance Amending Chapter 9 by Enacting a New Article VI of the Leon County Code of Laws Entitled “Human Trafficking”
	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
		6:00 p.m.	First and Only Public Hearing on a Proposed Ordinance Amending the Official Zoning Map
	Monday 30	Offices Closed	MEMORIAL DAY

<u>Month</u>	<u>Day</u>	<u>Time</u>	<u>Meeting Type</u>
June 2016	Tuesday 14	9:00 a.m. – 3:00 p.m.	Budget Workshop
		3:00 p.m.	Regular Meeting
		6:00 p.m.	First of Two Public Hearings to Consider Proposed Amendments to the Leon County Land Development Code to Allow Outdoor Sport Shooting Ranges in the Rural Zoning District
		6:00 p.m.	First and Only Public Hearing to Adopt an Ordinance Amending the Review Process for Accessory Dwelling Units
		6:00 p.m.	First and Only Public Hearing Regarding a Proposed Resolution Adopting Inventory List of County-Owned Properties Appropriate for Affordable Housing
		6:00 p.m.	First and Only Public Hearing to Adopt the Solid Waste Disposal Services Non-ad Valorem Assessment Roll and Authorize the Certification of the Entire Roll to Tax Collector
		6:00 p.m.	First and Only Public Hearing to Approve the Resolution Adopting the Stormwater Non-ad Valorem Assessment Roll and Authorize Certification of the Entire Roll to Tax Collector
		6:00 p.m.	First and Only Public Hearing on a Proposed Resolution to Adopt the Non-Ad Valorem Assessment Rolls for Fire Rescue Services Assessment
		6:00 p.m.	First and Only Public Hearing to Consider the Recommended Order of the Special Master on the Site and Development Plan Application for the Residential Condominiums on Blountstown Highway
	Monday 20	9:00 a.m.	CRTPA Meeting; Wakulla Environmental Institute, 170 Preservation Way, Wakulla
		3:00 – 5:00 p.m.	Intergovernmental Agency Meeting; City Commission Chamber
	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>
July 2016	Monday 4	Offices Closed	JULY 4TH HOLIDAY OBSERVED
	Tuesday 12	1:00 p.m. – 3:00 p.m.	Adult Civil Citation Workshop

<u>Month</u>	<u>Day</u>	<u>Time</u>	<u>Meeting Type</u>
July 2016 (cont.)		3:00 p.m.	Regular Meeting
		6:00 p.m.	Second and Final Public Hearing to Adopt a Proposed Ordinance Amending the Leon County Land Development Code to Allow Outdoor Sport Shooting Ranges in the Rural Zoning District
		6:00 p.m.	First and Only Public Hearing for the Proposed Abandonment of a Portion of Orchard Pond Road
	Thursday 14	9:30 – 11:00 a.m.	CRA Meeting; City Commission Chambers
	Friday 22 – Tuesday 26	<i>NACo Annual Conference</i>	<i>Los Angeles County, Long Beach, California</i>
	Tuesday 26	No Meeting	BOARD RECESS
August 2016	<i>Wednesday 3 – Saturday 6</i>	<i>National Urban League Annual Conference</i>	<i>Baltimore, Maryland</i>
	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 of Two Public Hearings Regarding Tentative Millage Rates and Tentative Budgets for FY 2017
		6:00 p.m.	First and Only Public Hearing to Adopt an Ordinance Amending the Composition of the Leon County Research and Development Authority Nominating Committee
	<i>Wednesday 14- Friday 16</i>	<i>FAC Policy Committee Conference and County Commissioner Workshops</i>	<i>Hutchinson Island Martin County</i>
	<i>Wednesday -14 Sunday 18</i>	<i>Congressional Black Caucus Annual Legislative Conference</i>	<i>Washington, D.C.</i>
	Monday 19	1:00 p.m.	CRTPA Meeting; City Commission Chambers
	Tuesday 20	3:00 p.m.	Regular Meeting

<u>Month</u>	<u>Day</u>	<u>Time</u>	<u>Meeting Type</u>
September 2016 (cont.)	Tuesday 20 (cont.)	6:00 p.m.	Second and Final Public Hearing on Adoption of Millage Rates and Budgets for FY 2017
	Sunday 25- Wednesday 28	<i>ICMA Annual Conference</i>	<i>Jackson County Kansas City, Missouri</i>
	Thursday 29	4:00 p.m.	Community Redevelopment Agency Meeting
		6:00 p.m.	Community Redevelopment Agency Public Hearing City Commission Chambers
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 (CRTPA) Retreat; TBD
	Tuesday 18	1:30 – 3:00 p.m.	Workshop on the 2017 State and Federal Legislative Priorities
		3:00 p.m.	Regular Meeting
		<u>6:00 p.m.</u>	<u>First and Only Public Hearing to Consider a Proposed Amendment to the Affordable Housing Advisory Committee Ordinance</u>
		<u>6:00 p.m.</u>	<u>First and Only Public Hearing to Consider Proposed Ordinance Amending Chapter 9, Article VI of the Leon County Code of Laws Regarding “Human Trafficking”</u>
		<u>6:00 p.m.</u>	<u>First and Only Public Hearing to Consider a Proposed Ordinance Governing Mosquito Control for October 18, 2016 at 6:00 p.m.</u>
	Tuesday 25	3:00 p.m.	Regular Meeting
	Thursday 27	9:30 a.m.	Joint Workshop with the City Commission on Affordable Housing Issues
November 2016	Friday 11	Offices Closed	VETERAN’S DAY OBSERVED
	Monday 14	1:00 p.m.	Capital Region Transportation Planning Agency (CRTPA) 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

<u>Month</u>	<u>Day</u>	<u>Time</u>	<u>Meeting Type</u>
November 2016 (cont.)	<i>Wednesday 30 – Friday, Dec. 2</i>	<i>FAC Legislative Conference</i>	<i>Buena Vista Orange County</i>
December 2016	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 2016/17 Expirations and Vacancies

www.leoncountyfl.gov/committees/list.asp

VACANCIES

CareerSource Capital Region

Board of County Commissioners (3 appointments)

Educational Facilities Authority

Board of County Commissioners (2 appointments)

UPCOMING EXPIRATIONS

SEPTEMBER 30, 2016

Affordable Housing Advisory Committee

Board of County Commissioners (11 appointments- 6 must meet the criteria below)

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

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

Commissioner – District V: Dozier, Kristin (1 appointment)

A member of the Housing Finance Authority

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)

Housing Finance Authority (and CDBG Citizens Task Force)

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

Commissioner – District V: Dozier, Kristin (1 appointment)

SEPTEMBER 30, 2016 (continued)

Leon County Research and Development Authority at Innovation Park
Board of County Commissioners (5 appointments)

Tallahassee-Leon County Commission on the Status of Women and Girls
Board of County Commissioners (Ratify 4 CSWG appointments)
Commissioner - District I: Proctor, Bill (1 appointment)
Commissioner - District III: Dailey, John (1 appointment)
Commissioner - District V: Dozier, Kristin (1 appointment)

OCTOBER 31, 2016

Audit Advisory Committee
Board of County Commissioners (2 appointments)

Canopy Roads Citizens Committee
Board of County Commissioners (1 appointment)

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 I: Proctor, Bill (1 appointment)
Commissioner - District II: Sauls, Jane G. (1 appointment)
Commissioner - District III: Dailey, John (1 appointment)
Commissioner - District IV: Desloge, Bryan (1 appointment)
Commissioner - District V: Dozier, Kristin (1 appointment)

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)

Tourist Development Council
Board of County Commissioners (1 appointment)

JANUARY 31, 2017

Minority, Women & Small Business Enterprise Committee
Commissioner - District I: Proctor, Bill (1 appointment)
Commissioner - District III: Dailey, John (1 appointment)
Commissioner - District IV: Desloge, Bryan (1 appointment)
Commissioner - District V: Dozier, Kristin (1 appointment)

FEBRUARY 28, 2017

Value Adjustment Board
Board of County Commissioners (1 appointment)

**Leon County
Board of County Commissioners**

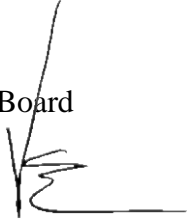
Notes for Agenda Item #1

Leon County Board of County Commissioners

Cover Sheet for Agenda #1

September 13, 2016

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Approval of Minutes: June 14, 2016 FY 2017 Budget Workshop; June 14, 2016 Regular Meeting; July 12, 2016 Status Report on Existing Court Diversion Programs Workshop, and July 12, 2016 Regular Meeting

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

Fiscal Impact:

This item has no fiscal impact to the County.

Staff Recommendation:

Option #1: Approve the minutes of the June 14, 2016 FY 2017 Budget Workshop; June 14, 2016 Regular Meeting; July 12, 2016 Status Report on Existing Court Diversion Programs Workshop, and July 12, 2016 Regular Meeting

Attachments:

1. June 14, 2016 FY 2017 Budget Workshop
2. June 14, 2016 Regular Meeting
3. July 12, 2016 Status Report on Existing Court Diversion Programs Workshop
4. July 12, 2016 Regular Meeting

**LEON COUNTY
BOARD OF COUNTY COMMISSIONERS
FISCAL YEAR 2017 BUDGET WORKSHOP
June 14, 2016**

The Leon County Board of County Commissioners met for a FY 2017 Budget Workshop on Tuesday, June 14, 2016.

Attending were: Chairman Bill Proctor, Vice Chairman John Dailey and Commissioners Jane Sauls, Nick Maddox, Mary Ann Lindley, Kristin Dozier and Bryan Desloge. Also attending were County Attorney Herb Thiele, Acting Finance Director Kim Ferrell and Board Secretary Rebecca Vause.

Facilitators: Vincent Long, County Administrator
Alan Rosenzweig, Deputy County Administrator

Chairman Proctor called the Budget Workshop to order at 9:05 a.m.

Introductory remarks were provided by Chairman Proctor. He then asked for a moment of silence on behalf of the families affected by the recent tragedy in Orlando.

County Administrator Long announced that this was the Board's second workshop to discuss the tentative FY 2017 budget, and if needed, another is scheduled for July 12th. He stated that the preliminary budget is balanced tentatively at \$246,254,510, which reflects only about a 3.2 percent increase over FY2016. He mentioned that the budget is tentatively balanced with no increase in the current millage rate, a modest growth in sales tax and other revenues based on an improving economy. It also reflects costs savings realized from continuous internal efforts, a reduced use of fund balance, and an increase in capital transfer. County Administrator Long stated that while conservative, he believed this budget enables the Board to continue to provide high quality services, to address its top priorities and continues to provide the important obligations of the County. He recognized Scott Ross, Director of the Office of Financial Stewardship Director and staff for their great work in development of the proposed budget.

Workshop Item #1: Status Report on the Board's Strategic Initiatives and 2016 LEADS Sessions

County Administrator Long provided an update on the Board's Strategic Initiatives. He shared that of the 154 initiatives, 137 were complete and 17 were in progress. He mentioned that part of the improvement process included LEADS Listening Sessions, of which approximately 30 were conducted and involved more than 350 participants; resulting in 124 proposed improvements, which are currently being evaluated and implemented.

Chairman Proctor commented on the outstanding status report and thanked staff for the important work they continue to do.

Commissioner Lindley moved, duly seconded by Commissioner Dailey, approval of Options 1 & 2: 1) Accept the Strategic Initiatives Status Report, and 2) Accept the 2016 LEADS Listening Sessions Summary Report. The motion carried 7-0.

Workshop Item #2: Fiscal Year 2017 Preliminary Budget Overview

Deputy County Administrator Rosenzweig provided an overview of the preliminary budget. He mentioned that major elements of the budget was provided in the Board's workshop packet; however, highlighted areas such as:

- Expected revenues and expenditures;
- Cost Avoidance Efforts;
- Use of Fund Balance & Fund Balance Sweep, and
- Proposed Capital Improvement Plan.

Mr. Rosenzweig also relayed that the County continues to maintain the lowest net budget, the lowest net budget per resident, and the second lowest number of employees per capita when compared to comparable counties.

Commissioner Desloge moved, duly seconded by Commissioner Dozier, approval of Option 1: Accept staff's report on the preliminary budget.

Commissioner Dailey remarked that the outside of the Main Library needed to be cleaned and asked that attention be given to this on an on-going basis.

Chairman Proctor received clarification on the expenses designated to the Property Appraiser, Clerk and Tax Collector. He asked that, in the future, School Board Commission numbers be included in budget discussion information.

Commissioner Desloge noted that development of the budget was an ongoing process and emphasized the need for continued restraint and fiscal responsibility.

Chairman Proctor noted the deletion of 12 employees from the Cooperative Extension Office and learned from County Administrator Long that those positions were not deleted, but merely transferred to the University of Florida budget.

The motion carried 7-0.

Workshop Item #3: Acceptance of Status Report on Healthcare Services, Approval to Realign Pool Allocation for Primary Healthcare Providers and Approval for FY17 Funding Levels

Deputy County Administrator Rosenzweig provided an overview of the item. He advised that a sharp increase in the number of patients needing dental services had resulted in the exhaustion of funds designated for dental care prior to the conclusion of the second quarter; thus staff recommended realigning \$200,000 of the current primary care allocation to Dental Health Services.

Commissioner Maddox moved, duly seconded by Commissioner Lindley, approval of Options 1, 2, & 3: 1) Accept the status report on healthcare services; 2) Realign \$200,000 from primary healthcare reimbursement pool to dental care thereby increasing the available funds for dental services from \$100,000 to \$300,000 for FY16 and FY17, and 3) Establish the FY17 funding levels for all healthcare services and programs at the current \$1,739,582 level as detailed in Table # 1.

Table 1: Recommended FY 17 Leon County Healthcare Program and Funding Levels

Competitive Provider Pool Reimbursements (Bond, NMC, and Apalachee Center)	Primary Care Patient Visits	\$759,015
	Dental Care Patient Visits	\$300,000
	Mental Health Patient Visits	\$264,753
	Competitive Reimbursement Total	\$1,323,768
Capital Medical Society Foundation/We Care Network		\$168,826
FAMU Pharmacy Pharmaceutical Service		\$177,500
FAMU Pharmacy Diabetes Partnership		\$67,000
Florida Healthy Kids Health Insurance Program		\$2,488
Total		\$1,739,582

Commissioner Desloge requested and received additional information on the dental program.

Chairman Proctor relayed that he had reached out to Neighborhood Medical Center (NMC) and Bond Community Health Center, Inc. (Bond) to ascertain what it would take to operate a viable dental program. He then referenced a letter from NMC which requested an increase in their funding. He

noted the presence of Dr. Temple Robinson, Bond CEO and Dr. Kanisha Cole, NMC Dental Director and asked them to speak to the Board on the need for additional funding for dental services.

Commissioner Maddox confirmed that the letter referenced by Chairman Proctor was received by him on June 13th and questioned the timing of the additional funding request at this point in the budget process.

Commissioner Lindley remarked that she was pleased that the Board was able to realign funds so as to allow for dental services to be provided for the remainder of the fiscal year. She stated however, that she was hesitant, without more information, to make any funding adjustments for the upcoming fiscal year.

Dr. Robinson articulated that primary health care funding has been flat for six years; while the demand for primary care and dental services have risen. She shared that once it was realized that dental health services were not merely for children, they have seen a significant increase in the number of adults requesting dental services.

Commissioner Desloge agreed that dental will continue to be an issue and was tied to one's overall health. He suggested that staff take a broader look at dental funding going forward. He too, expressed a concern about the timing of the additional funding request.

Dr. Robinson asked that funding not be compartmentalized into primary care and dental care, but that the funds are pooled and utilized where needed. Mr. Rosenzweig responded that dental care needs are practically unlimited, so were differentiated in an effort to ensure that the use of funds was balanced between primary and dental care.

County Administrator Long mentioned that consolidation of funds may be a policy decision the Board may wish to revisit and suggested that, for the current and next fiscal year, staff monitor to determine the budget impacts.

Commissioner Maddox asked for a status report in three-six months on the status of dental care funding.

Commissioner Lindley offered an amendment that staff bring back an agenda item in March 2017 to further consider additional funding for dental services in the FY 2018 budget process. The amendment was accepted by Commissioner Maddox.

Commissioner Dozier noted a 30% decrease in the utilization of primary care services and asked that staff, while tracking dental care numbers also focus on primary care numbers. She confirmed with Dr. Robinson that both Bond and NHS partner with TCC in providing preventative dental health services. However, it was noted that restorative service, which are typically the most expensive are not offered by TCC

The motion as amended carried 7-0.

Workshop Item #4: Acceptance of Status Report on The Community Paramedic Program (CPP) and Approval to Participate with the Tallahassee Coalition for Coordinated Care

County Administrator Long provided an overview of the item. He reminded the Board that the program is intended to utilize paramedics and EMT personnel in a more non-traditional role of preventative care rather than emergency transport. He advised that while staff continues to engage with community partners, he could not at this time recommend a financially sustainable model without the participation of partners. He stated that staff remains optimistic about the program and hopes to be able to bring a workable concept to the Board in the future.

Commissioner Lindley moved, duly seconded by Commissioner Desloge, approval of Options 1, 2, & 3: 1) Accept the Status Report on the Community Paramedic Program and authorize staff to continue to work with the stakeholders towards further development of a CPP; 2) Approve staff's participation with the Tallahassee Coalition for Coordinated Care, and 3) Authorize staff to close the Department of Health CPP grant in accordance with the grant requirements.

The Board spoke on the need for such a program and encouraged staff to continue to work with stakeholder agencies toward development of the program.

The motion carried 7-0.

Workshop Item #5: FY 2017 Review of Tallahassee Memorial Healthcare Trauma Center Funding Level

Deputy County Administrator Rosenzweig provided an overview of the item. He recalled that the Board had at its April 26, 2016 Budget Workshop, directed staff to provide more detailed information on the services provided by the trauma center, and to consider scaling down funding for the Trauma Center, similar to actions taken by the City of Tallahassee. He stated that the agenda item provides a detailed analysis of this issue.

Commissioner Dailey indicated that he would make a motion to provide the proposed funding; however, suggested that TMH be made aware that funding for next fiscal year would be revisited.

Commissioner Dailey moved, duly seconded by Commissioner Desloge, approval of Option 4: Approve funding in the amount of \$200,000 to the Tallahassee Memorial Trauma Center in the FY 2017 Tentative Budget.

Commissioner Desloge proclaimed that TMH provides more uncompensated care than anyone else in the Panhandle and some type of partnership was needed.

Commissioner Dozier noted the County's large financial commitment and agreed that TMH provides an essential service regionally. She supported the motion for full funding this fiscal year with an understanding that funding would be revisited next year. She wondered if there was some creative way to solicit help with costs from other counties which benefit from the services provided by the trauma center.

Commissioner Maddox agreed the area serviced by the trauma center is considerable and looked forward to hearing about potential funding assistance from counties that utilize the center.

Chairman Proctor invited Warren Jones, TMH Vice President/Chief Communications Officer, to introduce Jo Roland, the new Trauma Director, and to provide the highlights of the trauma center and its impact on the community.

Chairman Proctor discussed the number of EMS transports provided whereby the County is not reimbursed. He reflected on the vital need for TMH in the North Florida area and expressed support for the motion.

The motion carried 7-0.

Chairman Proctor transferred the gavel to Vice-Chairman Dailey and departed the Chambers.

Workshop Item #6: FY 2017 Review of United Partners for Human Services Funding Level

County Administrator Long introduced the item and conveyed that it responds to a Board directive from the April 26, 2016 Budget Workshop for more detailed information on services provided by United Partners for Human Services (UPHS). He stated that the agenda item provides a detailed analysis of this issue.

Commissioner Dozier moved, duly seconded by Commissioner Lindley, approval of Option 1: Approve funding United Partners for Human Services at the current level of funding of \$23,750 in the FY 2017 Tentative Budget. The motion carried 6-0 (Commissioner Proctor out of Chambers).

Workshop Item #7: FY 2017 Review of St. Francis Wildlife Association Funding Level

Deputy County Administrator Rosenzweig introduced the item and shared that it responds to a directive from the Board's April 26, 2016 Budget Workshop for more information on the role and responsibility of St. Francis, as well as any potential ramifications if funding were to decrease or be eliminated. He stated that the agenda item provides a detailed analysis of this issue.

Commissioner Lindley moved, duly seconded by Commissioner Dozier, approval of Option 1: Approve allocating St. Francis Wildlife Association at the current funding level of \$71,250 in the FY 2017 Tentative Budget.

Commissioner Maddox expressed appreciation to the supporters of St. Francis who took the time to call and e-mail him. He relayed that while he had questioned the expenditure, he now has a better understanding of the important function and services provided by St. Francis.

Commissioner Dozier opined that asking for a review of the expenditure helps in the long term as it reiterates the essential services provided by the program. She also pointed out that calls from within the City limits outnumbered the County (62% vs 38% respectively).

Commissioner Lindley submitted that Commissioners' have a responsibility to ask questions to ensure that taxpayer money is being spent appropriately. She also noted that while two-thirds of calls are within the City limits, the County pays two-thirds of the cost. She mentioned that supporters of St. Francis should lobby City Commissioners to increase City funding.

The motion carried 6-0 (Commissioner Proctor out of Chambers).

Workshop Item #8: Approval to Use Funds from the Leon County Tree Bank to Support Canopy Roads

County Administrator Long introduced the item. He stated that the item recommends that Tree Bank fees be dedicated to canopy road replanting efforts and the County's annual adopt-a-tree program.

Commissioner Dozier moved, duly seconded by Commissioner Lindley, approval of Options 1 & 2: 1) Authorize all current and future Tree Bank revenues to be utilized for the following: Canopy Roads Management Plan implementation and the County's annual adopt-a-tree program, and 2) Authorize the reallocation of \$14,205 in unexpended wildlife preservation revenue to the Tree Bank account. The motion carried 6-0 (Commissioner Proctor out of Chambers).

Workshop Item #9: Consideration of Additional Funding for The Kearney Center

Deputy County Administrator Rosenzweig introduced the item and shared that the funding request had changed slightly from the request discussed at the April Budget Workshop. He advised that the revised item represents a request for an infusion of capital dollars, with an intent by the Kearney

Center to match this amount with private sector funding. He indicated that the Kearney Center has also sought a similar amount of funding from the City.

Commissioner Dozier moved, duly seconded by Commissioner Maddox, approval of Option 1: Direct staff to prepare an agenda item for the Joint County/ City Affordable Housing Issues Workshop scheduled for October 27, 2016 regarding the Kearney Center's revised funding request and take no further action as part of the FY 2017 budget process.

Commissioner Dozier commented that coordination with the Continuum of Care is essential.

The motion carried 6-0 (Commissioner Proctor out of Chambers).

Although Chairman Proctor returned to the Chamber, Vice-Chairman Dailey was asked to facilitate Item #10.

Workshop Item #10: Approval to Host the 2016 Leon Works Expo and the Leon Works Junior Apprenticeship Program and Authorization to Execute a Grant Funding Agreement with Tallahassee Community College for Leon Works

County Administrator Long introduced the item. He mentioned that the County had received a \$100,000 appropriation from the Florida Legislature of which \$30,000 is contemplated for the 2016 Expo and \$70,000 for implementation of the Junior Apprenticeship Program (JAP). He shared that implementation of the JAP is detailed in the Board's agenda material.

Vice Chairman Dailey expressed appreciation to Commissioner Lindley for her leadership in this endeavor.

Commissioner Lindley stated that she was excited about the JAP as it represents an opportunity for high school students and their parents to realize that there are alternatives to a four year college degree.

Commissioner Lindley moved, duly seconded by Commissioner Dailey, approval of Options 1, 2, 3, & 4: 1) Schedule the Leon Works Expo on October 20, 2016 at Lively Technical Center and plan to conduct the Leon Works Expo on a two-year cycle thereafter; 2) Direct staff to coordinate with Leon County Schools to implement the Leon Works Junior Apprenticeship Program commencing in January 2017; 3) Direct staff to identify the appropriate community partner to lead the coordination of the Leon Works Expo in fall 2018, and 4) Authorize the County Administrator to execute a grant funding agreement with Tallahassee Community College, in a format to be approved by the County Attorney, to receive the \$100,000 appropriated by the Legislature for Leon Works Strategic Initiatives. The motion carried 7-0.

Chairman Proctor assumed the gavel.

Workshop Item #11: Consideration for the Creation of the Leon County Lecture Series

County Administrator Long introduced the item. He recalled that staff was directed at the May 10th Board meeting to prepare an item regarding the creation of a lecture series to be conducted at the libraries.

Commissioner Dailey moved, duly seconded by Commissioner Maddox, approval of Option 1: Direct staff to create the proposed Leon County Lecture Series featuring local, regional and national speakers for up to \$10,000. The motion carried 7-0.

Workshop Item #12: Acceptance of the North Monroe Street Corridor Action and Management Plan and Approval of \$75,000 for Bus Stop Enhancements Along the North Monroe Street Corridor

County Administrator Long introduced the item and stated that the material provides a comprehensive list of suggested improvements.

Commissioner Dailey moved, duly seconded by Commissioner Desloge, approval of Options 1, 2, & 3: 1) Acceptance of the North Monroe Street Corridor Action and Management Plan; 2) Authorize the County Administrator to send a letter of support to the Florida Department of Transportation for Landscaping ("Bold Initiative") for the US27 corridor from I-10 to Fred George Road to be included in FDOT's FY18-FY22 Work Plan, and 3) Approve \$75,000 for bus stop enhancement along the North Monroe Street Corridor as part of the FY 2017 budget. The motion carried 7-0.

Workshop Item #13: Acceptance of the Annual Status Report on the Sidewalk Program

Deputy County Administrator Rosenzweig introduced the item. He indicated this information is brought back annually as part of the budget process and that the Board is currently appropriating approximately \$2.2 million to the sidewalk program. He stated that the agenda item details information on this program.

Commissioner Dozier moved, duly seconded by Commissioner Maddox, approval of Options 1& 2: 1) Accept the 2016 Annual Status Report on the Sidewalk Program, and 2) Direct staff to include the following sidewalks to the approved sidewalk list for community enhancements: a) Tier 1: Crowder Road – US 27 to Indian Mound Road and b) Tier 3: Wiggington Rd – Crowder Road to Stokely Dr; Talpeco Rd – USN to Doris Dr; Doris Dr – Talpeco Rd to Fuller Rd; Fuller Rd – Doris Dr to Okeechepkee Prairie Park; and Livingston Rd – US 27 to Fuller Rd. The motion carried 7-0.

Workshop Item #14: Adoption of Proposed New Policy, "Livable Infrastructure for Everyone (LIFE)" Program"

Deputy County Administrator Rosenzweig introduced the item and stated that the proposed policy would provide guidance for the development of LIFE projects.

Commissioner Lindley moved, duly seconded by Commissioner Maddox, approval of Options 1 & 2: 1) Adopt the proposed Policy, "Livable Infrastructure for Everyone (LIFE)" Program, and 2) Direct staff to bring back the initial five-year Capital Plan for the "Livable Infrastructure for Everyone (LIFE)" Program for the Board's consideration during the FY 2019 budget process. The motion carried 7-0.

Chairman Proctor announced that the Board had concluded its discussion of proposed budget workshop items.

Chairman Proctor shared that Commissioner Lindley was unable to attend the Budget Workshop as she was out of state due to the passing of her brother.

County Administrator Long asked that the Board consider a motion to cancel the July 12, 2016 Budget Workshop.

Commissioner Maddox moved, duly seconded by Commissioner Desloge, to cancel the scheduled Budget workshop on July 12, 2016. The motion carried 7-0.

Commissioner Dailey asked that staff provide an overview of budget actions taken by the Board at the upcoming Board meeting.

Chairman Proctor adjourned the FY 2017 Budget Workshop at 10:55 a.m.

LEON COUNTY, FLORIDA

ATTEST:

BY: _____
Bill Proctor, Chairman
Board of County Commissioners

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

DRAFT

**BOARD OF COUNTY COMMISSIONERS
LEON COUNTY, FLORIDA
REGULAR MEETING
June 14, 2016**

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

Chairman Proctor called the meeting to order at 3:00 p.m.

INVOCATION AND PLEDGE OF ALLEGIANCE

The Invocation was provided by Pastor Darrick D. McGhee of Bible Based Church of Tallahassee. The Pledge of Allegiance was led by Commissioner Kristin Dozier.

Chairman Proctor requested moment of silence to recognize the victims and families of the tragic shooting in Orlando over the weekend.

AWARDS AND PRESENTATIONS

1. **Acceptance of a Status Report on Leon County's Efforts Related to Human Trafficking**
(This item is included under Consent.)

County Administrator Long explained that the presentation portion of the item would be rescheduled as the Florida Department of Law Enforcement staff is responding to the recent shooting in Orlando.

Speaker:

- Barbara DeVane, President of Tallahassee NOW, thanked the Board for its work in passing the human trafficking Ordinance and offered any assistance in its implementation.
 - Commissioner Dozier thanked Ms. DeVane for her endorsement of the County's efforts to prevent human trafficking and added that it is proof that the county is headed in the right direction in regards to this issue.

The Board approved Option 1: Accept the status report on Leon County's efforts related to human trafficking.

CONSENT

Commissioner Sauls moved, duly seconded by Commissioner Maddox, to approve the Consent Agenda, as presented. The motion carried 7-0.

2. **Approval of Minutes: April 12, 2016 Regular Board Meeting; April 12, 2016 Joint City/County Transmittal Hearing on Comprehensive Plan Amendments Cycle 2016; April 26, 2016 Regular Meeting, and May 10, 2016 Regular Meeting**

The Board approved Option 1: Approval of Minutes: April 12, 2016 Regular Board Meeting April 12, 2016 Joint City/County Transmittal Hearing on Comprehensive Plan Amendments Cycle 2016, April 26, 2016 Regular Meeting, and May 10, 2016 Regular Meeting.

3. Ratification of Commissioner Appointment to the Contractors Licensing and Examination Board

The Board approved Option 1: Ratify Commissioner Lindley's appointment of Scott Flowers to the Contractors Licensing and Examination Board for the remainder of the unexpired term, ending March 3, 2018.

4. Acceptance of Status Update on Canopy Roads Citizen Committee Composition

The Board approved Option 1: Accept staff's update on the Canopy Roads Citizen Committee composition and maintain the current composition.

5. Approval of Payment of Bills and Vouchers Submitted for June 14, 2016, and Pre-Approval of Payment of Bills and Vouchers for the Period of June 15 through July 11, 2016

The Board approved Option 1: Approve the payment of bills and vouchers submitted for June 14, 2016, and pre-approve the payment of bills and vouchers for the period of June 15 through July 11, 2016.

6. Approval of a Proposed Lease Agreement and Associated Resolution with the Tallahassee Downtown Improvement Authority for Office Space in the Leon County Welcome Center in the Amount of \$10,200 Annually

The Board approved Options 1 & 2: 1) Approve the proposed Lease Agreement with Tallahassee Downtown Improvement Authority for \$10,200 annually and authorize the County Administrator to execute, and 2) Adopt the associated Resolution and authorize the Chairman to execute.

7. Acceptance of Conservation Easements from Homer Golden, Marie Boyett, and Charles Alton Golden

The Board approved Option 1: Accept for recording the Conservation Easements from Homer Golden, Marie Boyette, and Charles Alton Golden.

8. Approval of a Memorandum of Agreement with the Florida Department of Transportation for the Maintenance of a Section of Highway 27 (Apalachee Parkway) and US 90 (Mahan Drive) and Adopt the Associated Resolution

The Board approved Option 1 & 2: 1) Approve the Memorandum of Agreement with the Florida Department of Transportation for the maintenance of a section of Highway 27 (Apalachee Parkway) and Mahan Drive and authorize the County Administrator to execute, and 2) Adopt the Resolution approving the Memorandum of Agreement and authorize the Chairman to execute.

9. Approval of a Memorandum of Understanding with Leon County School Board for Use of Facilities for Staging during Emergency events

The Board approved Option 1: Approve the Memorandum of Understanding with the Leon County School Board for use of facilities for staging during emergency events and authorize the County Administrator to execute.

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

- Lee Cargle, 1505 Silver Saddle Drive, shared that she had previously addressed the Board regarding the lack of public transportation provided to residents on Highway 20. She added that she has since conducted a survey of the neighborhood in order to gauge interest in this service. A copy of the petition supporting the request for public transportation on State Road 20 from Capital Circle to Geddie Road was presented to the Clerk for inclusion in the official record. She indicated that she had brought this to the attention of the City's Star Metro Office and they suggested she contact the County Commission.
 - Chairman Proctor suggested that StarMetro may only operate within the confines of the City limits and their suggestion that she bring her request to the attention of the Board may have to do with a possible financial implications to the County should the route be extended to parts of the unincorporated areas. He also established with County Attorney Thiele that there were no prohibitions to an expansion of the StarMetro route.
 - County Administrator Long stated that staff would follow-up with Ms. Cargle and if warranted, bring back additional information should action be recommended.
- Michelle Fontaine, 1051 Ocala Road, asked the Board to address the operation of a private animal shelter and the selling of dogs (without being properly regulated) within the Fairfax Estates/Robin Road area. She alleged that between 30-60 dogs live on the property. She also requested the Board authorize a management audit of how Animal Control Services enforces the Animal Cruelty Ordinance.
 - Chairman Proctor stated that he had received a copy of the deed for the property in question and read several sections which restrict the type and number of animals permitted on the property. He asked staff if a deed can restrict the number of animals on a property.
 - County Administrator Long stated that staff is aware of the property in question and continues to work within the confines of the law relative to humane care of animals. He added that this is a private kennel and therefore not prohibited by the Ordinance.
 - County Attorney Thiele added that Code Enforcement and Animal Services staff have visited the property several times and no violations were found during the most recent inspections. He stated that County codes are adequate in addressing the issue and suggested that this is a neighbor issue that should be resolved privately.
 - Chairman Proctor thanked Ms. Fontaine and stated that the County would continue to monitor the issue.
- Velma Stephens, Executive Director of The Sickie Cell Foundation, asked that the Board permit her organization to present an overview of their program during the July 12, 2016 meeting. Ms. Stevens also requested a Proclamation recognizing September as Sickie Cell Awareness Month.
 - *Commissioner Maddox moved, duly seconded by Commissioner Desloge, to include a presentation from the Sickie Cell Foundation on the July 12, 2016 agenda and to present a Proclamation recognizing September as Sickie Cell Awareness Month during the September 13, 2016 meeting. The motion carried 7-0.*
- Nancy Daniels, 1555 Clifford Hill Road, spoke on the positive community impact of Palmer Munroe Teen Center (PMTTC) programs and urged the Board to reconsider its decision to not renew the expired funding agreement.
- Ennis Jacobs, P.O. Box 1101, complimented the County for its funding of the Palmer Munroe Teen Center. Spoke in support of the PMTTC and commented that he had been a volunteer at the center for many years. He made the Board aware of the positive community impact that the restorative justice program called Community Connections has had in deterring youths away from the Court system.

- Chairman Proctor asked for a status on the County's funding of the Palmer Munroe Teen Center.
- County Administrator Long responded that the County's funding of the PMTC was tied to a multi-year funding agreement, which has expired. He noted that the City did make a funding request of the County; however, as the Board did not direct that it be included as a budget discussion item; is it not included in the upcoming budget. He offered that when disparity levels between the City and County in funding for the TMH Trauma Center, St. Francis Wildlife Association and others is considered, there is most likely ample capacity for the City to fund the PMTC.
- George Boggs, 3022 Livingston Road, spoke in support of the PMTC and asked that the Board reconsider its funding for the center.
- Anne Munroe, daughter of Palmer Munroe, stated that she got involved when the facility transitioned from a community center to a teen center as she wanted to ensure that her father would want his name attached to the teen center. She submitted that the PMTC has been a success and that the teens there are learning to give back to the community. She asked that supporters of the PMTC in attendance stand and be recognized by the Board.
- Khalia Henson, 1900 Jackson Bluff Road, spoke in support of the PMTC and conveyed how the center has positively impacted her life.
- DeAngelo Love, an upcoming senior at Rickards High School, appeared in support of the PMTC. He stated that the Center has provided him an "I can" attitude, integrity, courage, accountability, negotiation and networking skills which he needs to be successful in his adult life.
- Prentice Nettles, appeared on behalf of the PMTC, and asked the Board to reconsider its funding of the Center. He shared how the Center has helped him develop his love of music and provided a safe haven.
- Sarah Piper, 1707 W. Pensacola Street, spoke on behalf of PMTC and would like an opportunity to continue her mentoring at the facility.
- Larry Thompson, 7056 Standing Pines Lane, appeared to express his support for the PMTC and asked the Board to reconsider its decision to discontinue its funding.
- Judy Langston, 1019 Longstreet Drive, Palmer Munroe, stated that she has been a volunteer at the PMTC for 2.5 years and lives are being turned around. She asserted that the Center is vital to the community and invited the Board to visit and see how lives are being affected.
 - Commissioner Maddox acknowledged the positive influence of the PMTC on the lives of young people. He mentioned the Board's most recent Budget Workshop and noted the growing need for healthcare and dental services for citizens. He conveyed that the County has a limited budget and a conversation needs to be held with the City to ascertain their interest in helping the County fund some of its obligations, should the City continue to look to the County for assistance in funding its programs.
 - Commissioner Dozier thanked the speakers and stated that the County has not received information from the City about why the funding is needed from the County and what would be the result if the County could not provide the funding. She stated that, should the County decide at some point to consider funding, it should be a "true partnership" to include the County being provided program reports on the progress of the programs.
 - Commissioner Desloge disclosed that he was "wildly supportive" of the PMTC and had urged, along with Mayor Gillum, for the original funding to get the Center opened. He referenced the years of County funding and submitted that the County's budget is approximately one-third of the City's. He indicated that he might be willing to reopen the funding discussion next year; however, the County would need to be a true partner, not just a funding source.

- Commissioner Lindley expressed her empathy for the situation and enthusiasm for the Center's success. She admitted that there were some relationship issues to be worked out and too mentioned the budget inequity in funding being provided to various programs and organizations by the City and County. She maintained that the County should have been provided regular updates on the Center's funding status. She challenged the City to keep the PMTC open.
- Chairman Proctor mentioned that he wanted to ascertain from the Mayor and the City their intent for the future of the PMTC. He asked that the issue be included on the next Mayor/Chair meeting agenda. He asserted that the County has fulfilled its commitment to Public Defender Daniels and the City in its funding of the PMTC and submitted that more programs such as these were needed to offer juveniles an alternative. Additionally, Chairman Proctor encouraged speakers to convey to the City Commission the benefits received from the PMTC.
- Commissioner Maddox asked that the Chairman clarify from Mayor Gillum if a perpetual funding commitment for the PMTC would be sought from the County.
- Commissioner Dailey thanked the speakers and acknowledged the success of the program. He reflected on the history of the funding agreement with the City and stated that the County's funding was for a limited time and only intended to help get the PMTC "off the ground". He opined that the City should have, during this six-year period, developed a five-year fiscal plan on how the Teen Center would become self-sustaining. He stated that he was comfortable that the County has fulfilled its commitment and offered that the PMTC was a municipal service to be funded through the City. Commissioner Dailey recommended that Chairman Proctor, in discussions with the Mayor, convey that this issue has now come before the Board on two different occasions with the Board taking no action to include a financial discussion in the County's proposed FY1617 budget.
- Chairman Proctor expressed his disappointment that after six years of County support the City has failed to schedule PMTC as a line item in their budget and challenged the City to make a priority to address and serve the children that reside in that area.

General Business

10. Acceptance of Status Report on the County's Legal Authority to Regulate Fracking

County Attorney Thiel introduced the item. He mentioned that the agenda item responds to a Board directive for staff to bring back an informational agenda item on the County's legal authority to regulate fracking. He provided an overview of the item, stating that fracking is not among the list of acceptable land uses in the Leon County zoning code and is therefore prohibited.

Commissioner Desloge moved, duly seconded by Commissioner Lindley, approval of Option 1: Accept the Status Report on the County's Legal Authority to Regulate Fracking.

Commissioner Dozier clarified with County Attorney Thiele that fracking is also prohibited within the City limits, as the City has the same zoning code.

Speakers:

- Kim Ross, 1603 Sauls Street, stated that while the status report is reassuring, asked the Board to consider an ordinance banning fracking that is similar to those being adopted in other cities and counties in the state.

- Dillon McBride, 2195 W. Tennessee Street, expressed concerns regarding the introduction of the wastewater from fracking into Florida's soil and asked the Board to address this issue.
- Douglas Miller, 3034 O'Brien Drive, urged the Board to pass an ordinance banning the practice of fracking which includes prohibiting fracking wastewater injections. He stated his belief that an ordinance sends a stronger message as it allows Leon County to stand in solidarity with other Florida counties, who have banned fracking.
- Rosalyn Kilcollins, 2505 Arthurs Court Lane, echoed comments from previous speakers on the need for an ordinance banning fracking and wastewater disposal issues.
- Patricia Thomas, 2985 Teton Trail, was concerned about the community and agreed that an ordinance against fracking and wastewater disposal was needed. She opined that the current ordinance does not address wastewater disposal and was especially concerned about the wastewater residuals coming from Calhoun County.
- Herb Shelton, 2115 Longview Drive, expressed appreciation for the Board's previous efforts in opposing fracking; however, suggested that the extra protection of an ordinance was needed. He too was concerned about the potential impact of wastewater residuals from Calhoun County.

Commissioner Dailey thanked the speakers for their input; however, stated that he believes the Board has accomplished what is being asked for in that land development codes are local ordinances. Additionally, the same ordinance also prohibits the by-product of fracking in other areas of Florida from being shipped and stored in Leon County. He submitted that should the Legislature take up this issue in the next session, the Board will again support the same, if not stronger, resolution against fracking.

Commissioner Dozier stated that she was proud of actions taken by the Board and was confident in the County Attorney's interpretation that the current land development code ordinance was sufficient in banning fracking in Leon County.

Commissioner Desloge stated that he felt the County Attorney's analysis was accurate and thanked the County Attorney's Office for the report.

The motion carried 7-0.

11. Adoption of Proposed New Policy, "Real Estate Policy", and Proposed Revised Policy No. 06-03, Homestead Loss Prevention Program, and Associated Resolution

County Administrator Long introduced the item. He stated that the proposed policy addresses two significant issues: 1) Provides the County to utilize its Homestead Loss Prevention Policy to address occupied homestead properties that have been escheated to the County; and 2) Provides that the Housing Finance Authority (HFA) would have first right of refusal for any parcels of land the County has designated as affordable housing. He added that the policy also provides a number of process improvements to streamline how the accusation and disposal of lands are handled.

Chairman Proctor received further clarification from County Administrator Long on the disposal of affordable housing parcels and the HFA having first right of refusal for these properties.

Commissioner Maddox stated that he supports the item and provided that it coincides with what other cities and counties across the country are implementing.

Commissioner Lindley moved, duly seconded by Commissioner Dailey, approval of Options 1 & 2: 1) Adopt the Proposed new Real Estate Policy, and 2) Adopt proposed revised Policy No. 06-03 "Homestead Loss Prevention Program" and associated Resolution.

The motion carried 6-0 (Commissioner Lindley out of Chambers).

12. Consideration of Full Board Appointments to the Planning Commission and Architectural Review Board

County Administrator Long introduced the item.

Commissioner Desloge moved, duly seconded by Commissioner Maddox, approval of Options 1 & 2: 1) Appointment of Steward Proctor to the Planning Commission for a term of three years, ending June 30, 2019, and 2) The reappointment of Fred Gaske to the Architectural Review Board for a term of three years, ending June 30, 2019. The motion carried 7-0.

13. Consideration of a Request by the Greater Tallahassee Chamber of Commerce to Include Industry Stakeholder Input and an Evaluation of Other Transportation Fee Alternatives in the Mobility Fee Study Process

County Administrator Long introduced the item. He recalled that the Board had at its April 26, 2016 Budget Workshop voted unanimously to include \$162,500 in the FY 2017 preliminary budget for a joint mobility fee study to be evenly match with the City of Tallahassee. Subsequent to that action, the Tallahassee Chamber met and is seeking a review process that would analyze other available transportation fee alternatives prior to moving forward on the mobility fee study. County Administrator stated that should the Board approve the request, he would work with the City Manager to assemble a broad group of industry stakeholders to provide their input to the Board and City Commission.

Commissioner Maddox moved, duly seconded by Commissioner Desloge, approval of Option 1: Approve the Greater Tallahassee Chamber of Commerce's request and authorize the County Administrator include an evaluation of alternative transportation fees in the study scope and to work with the City Manager in assembling an industry stakeholder group to share their feedback in the process.

Commissioner Dozier expressed appreciation for the Chamber's request and felt it was appropriate to engage the stakeholders. She added that she would be interested in the inclusion of some of the individuals who have moved through the Planning Department process within the past ten years.

In response to Chairman Proctor's inquiry on selecting a local consulting firm, County Attorney Thiele established that a local preference is provided for in the County Purchasing Policy. Chairman Proctor conveyed his desire for a local consulting company to conduct the study.

The motion carried 7-0.

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

SCHEDULED PUBLIC HEARINGS

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

14. First and Only Public Hearing to Adopt the Solid Waste Disposal Services Non-ad Valorem Assessment Roll and Authorize the Certification of the Entire Roll to Tax Collector

County Administrator Long announced the public hearing and confirmed there were no public speakers on the item. He further advised that the annual disposal service charge remains unchanged.

Commissioner Desloge moved, duly seconded by Commissioner Lindley, approval of Option 1: Conduct the first and only Public Hearing and approve the Resolution adopting the Non-Ad Valorem Assessment Roll for Solid Waste Disposal Services, and authorize the Chairman to certify the roll to the Tax Collector. The motion carried 7-0.

15. First and Only Public Hearing to Approve the Resolution Adopting the Stormwater Non-ad Valorem Assessment Roll and Authorize Certification of the Entire Roll to Tax Collector

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

Commissioner Desloge moved, duly seconded by Commissioner Lindley, approval of Option 1: Conduct the first and only public hearing and approve the Resolution adopting the Storm water Non-Ad Valorem Assessment Roll, and authorize the certification of the Non-Ad Valorem Assessment Roll to the Tax Collector. The motion carried 7-0.

16. First and Only Public Hearing on Proposed Resolutions to Adopt the Non-Ad Valorem Assessment Rolls for Fire Rescue Services Assessments

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

Commissioner Desloge moved, duly seconded by Commissioner Maddox, approval of Option 1: Conduct the first and only public hearing and adopt the proposed Resolution adopting the non-ad valorem assessment roll for the 2015 Fire Rescue Services Assessment and authorize the Chairman to certify the roll to the Tax Collector. The motion carried 7-0.

Commissioner Dozier moved, duly seconded by Commissioner Maddox, approval of Option 2: Conduct the first and only public hearing and adopt the proposed Resolution adopting the non-ad valorem assessment roll for the 2009 Fire Rescue Services Assessment and authorize the Chairman to certify the roll to the Tax Collector. The motion carried 7-0.

17. First of Two Public Hearings to Consider Proposed Amendments to the Leon County Land Development Code to Allow Outdoor Sport Shooting Ranges in the Rural Zoning District

County Administrator Long announced the public hearing and provided a brief overview of the item.

Speaker:

- Jeff Blair, 9143 Stargate Way, expressed appreciation for County staff, specifically Ryan Culpepper, Bryan Wilcox and Jessica Icerman, for collaborating with Keep It Rural in the development of the proposed amendment and urged Board support for the amendment.

Commissioner Lindley moved, duly seconded by Commissioner Dozier, approval of Option 1: Conduct the first of two required Public Hearings to consider proposed amendments to the Leon County Land Development Code to allow outdoor sport shooting ranges in the Rural Zoning District and schedule the second and final Public Hearing for July 12, 2016 at 6:00 p.m. The motion carried 7-0.

18. First and Only Public Hearing to Adopt an Ordinance Amending the Review Process for Accessory Dwelling Units

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

Commissioner Maddox moved, duly seconded by Commissioner Lindley, approval of Option 1: Conduct the first and Only Public Hearing and adopt an Ordinance amending the review process for accessory dwelling units.

Chairman Proctor asked for the definition of an accessory dwelling unit. County Administrator long responded that an accessory dwelling unit is a second small dwelling on the same grounds or attached to a regular single-family home.

Commissioner Dozier expressed her appreciation to staff for their efforts in development of the ordinance and commended the County Administrator for identifying this as an economic development issue. She added that, in the future, she hoped to look at the County's permitting process holistically.

The motion carried 7-0.

19. First and Only Public Hearing Regarding a Proposed Resolution Adopting Inventory List of County-Owned Properties Appropriate for Affordable Housing

County Administrator Long announced the public hearing and confirmed there were no speakers on this issue. He conveyed that the County is required by Florida Statutes to prepare an inventory of county-owned property that is appropriate for use as affordable housing. The list includes 32 parcels.

Commissioner Maddox moved, duly seconded by Commissioner Desloge, approval of Option 1: Conduct the first and only public hearing and adopt the Resolution adopting Inventory List of County Property Appropriate for Use as Affordable Housing and authorize the Chairman to execute. The motion carried 7-0.

20. First and Only Public Hearing to Consider the Recommended Order of the Special Master on the Site and Development Plan Application for the Residential Condominiums on Blountstown Highway

County Attorney Thiele conveyed that the public hearing was being held to consider the Recommended Order entered by the Special Master on the site and development plan application for the Residential Condominiums on Blountstown Highway. He stated that the decision rendered by the Special Master to uphold the approval of the site and development plan by the County's Office of Development Support & Environmental Management (DSEM) was challenged by the Petitioners, consisting of Wolf Creek Homeowners' Association, J.P. Lepez, Carol Smith, Michael Urban and Elizabeth Urban. He then provided a thorough overview of the issue and stated that the Board's agenda packet contained a complete set of materials that the Special Master utilized to make his decision and also objections to the Recommended Order filed by the Petitioners.

County Attorney Thiele advised that the structure of the public hearing would be to allow public comment on the Recommended Order prior to Oral Argument by the Parties. After public comment is received the Chairman should close the public hearing then allow for Oral Argument as follows: Petitioners; Respondent-Applicant, and Respondent-Leon County Development Support and Environmental Management. The three parties are allowed to make argument to the Board and are afforded up to 20 minutes to make their presentation.

Chairman Proctor opened the public hearing.

Speakers:

- Tom Derzypolski, 3715 Swallowtail Trace, expressed his support for the project adding that as a U.S. Navy veteran and single parent he could have benefitted from such a housing option while attending school. He stated that he sees the project as a great opportunity for other local veterans returning to the community.
- Janet Bard Hanson, 1925 Dellwood Drive, Director of Management, 211 Big Bend, conveyed that her organization received over 5,000 calls from people needing housing assistance and believed the development would meet a huge need for those individuals with limited income who are looking for a stable and safe place to live.
- Beth Dees, 2983 Nutmeg Court, stated that for the past eight years she has worked for local nonprofit, assisting low income residents who are struggling to find affordable housing. She expressed support for the project.

Chairman Proctor closed the public hearing. He asked County Attorney Thiele to facilitate the Oral Arguments portion of the hearing.

County Attorney Thiele stated that the application came to the DSEM as a Type A Site Development Plan. He introduced the following speakers.

- **Oral Arguments - Timothy Perry, Esq., Oertel, Fernandez, Bryant & Atkinson, P.A., representing the Petitioners (Wolf Creek Homeowners' Association, J.P. Lepez, Carol Smith, Michael Urban, and Elizabeth Urban)**
 - Stated that his clients felt they had been misled regarding the nature of project being proposed. He outlined, on behalf of his clients, a number of concerns regarding the proposed project which included: 1) its connection with the Kearney Center and the potential for it being operated as a "de facto homeless shelter"; 2) proposed targeted population; 3) impact on public

safety; 4) inadequate infrastructure; 5) negative impact on property values, 6) lack of parking; 7) insufficient road capacity; 8) does not meet lot size requirements; and 9) not compatible with nearby developments. He contended that the project was inconsistent with the County's Land Development Code and respectfully requested that the Board reverse the decision of the Special Master and deny the project.

- **Oral Arguments - Claude Walker, Esq., representing the Respondent-Applicant (Floresta, LLC)**

- Addressed each of the concerns brought forward by Mr. Perry. He acknowledged that while this type of project is new to the community, its intent is to provide housing to low income (not no income) residents. He argued that the project does meet the County's Land Development Code requirements and submitted that 1) the project is compatible with and has a lower intensity than the adjoining property (Wolf Creek); 2) condominium documents would be submitted when appropriate; 3) the public was not misled as details of the project were available for the public to view if desired; 4) the density was well below the maximum density for R-3 zoning; 5) there is no basis for the alleged target population being homeless, having psychological problems, etc.; 6) residents will have fewer cars than a typical residential project; thus, having less impact on traffic; and 7) the project meets parking standards. Mr. Walker concluded that the project did, in fact, meet the requirements of the Land Development Code and urged the Board to accept the Recommended Order as issued by the Special Master.

- Chairman Proctor asked for clarification on whether the compatibility of the project with nearby developments was due to its visual appearance or intensity.

- Mr. Walker responded that while the project does not look like its neighbor property that does not mean it is not compatible. He added that the project is compatible in that it includes a residential and single family property next to a residential and single family property.

- Chairman Proctor ascertained from Mr. Walker that the condominium documents merely pertain to how the organization is set up, i.e., ownership, governing of common space, etc. Mr. Walker also clarified that the units are not intended to be sold; thus the tenants would not have a mortgage, but would pay a monthly rental fee.

- **Oral Arguments - David McDevitt, Director, Development Support and Environmental Management Director, representing the Respondent - Leon County Development Support and Environmental Management**

- Stated that the project is a Type A site plan review, which is a less intensive level. He noted that there are several stages of public notification for this type review which include direct mail to properties within 600 feet of the project, newspaper notice, signs on the site, and an invitation to the public to attend an application review meeting. He noted that the 24-unit development on four acres of property complies with R-3 zoning designation was approved with conditions by his department on February 5, 2016. He recommended that the Board uphold the Recommended Order issued by the Special Master.

- Chairman Proctor discussed the seven foot distance between the units and asked if there was precedent in the community for this distance. Mr. McDevitt responded that the units would have to be separated based on existing fire code separation requirements and that there are multiple R-3 zoned subdivisions that that that type of setback.

County Attorney Thiele announced that the Board had just heard Oral Argument, not additional evidence. He indicated that the Board's decision now was to decide whether or not to uphold the Recommended Order issued by the Administrative law Judge.

Commissioner Dozier clarified with County Attorney Thiele that the Board's role was straightforward and purely to insure that the project was approved based on the requirements of the County.

Commissioner Dozier moved, duly seconded by Commissioner Lindley, approval of Option 1: Enter a Final Order accepting the Special Master's Recommended Order's Findings of Fact and Conclusions of Law and authorize the County Administrator to execute in a form approved by the County Attorney.

Chairman Proctor stated that he had heard varying views on whether the units would be sold or leased and was somewhat concerns about the projects lack of transparency. He added that with the additional citizens residing on Highway 20 and the assumption that most will not own a private vehicle, public transportation for that area was more important than ever. Chairman Proctor reiterated that the Board's responsibility was to determine that the applicant had met the threshold of the law and that all processes and procedures were followed.

The motion carried 7-0.

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

Speakers:

- Ryan Smith, 4917 East Street, urged the Board to consider an Ordinance requiring residents in high human-bear conflict areas to secure their trash. He spoke on the reduction of wildlife habitat in Florida and the inevitable human-bear encounters because of this.
- Karen Johnson, 6812 W Hwy 98, Port St. Joe, agreed that an ordinance requiring bear resistant trash cans in areas of high human-bear conflicts was needed.
- Kent Wimmer, Northwest Florida representative for Defenders of Wildlife, spoke on the role bears play in Florida's landscape. He opined that preparing to prevent bears access to garbage and food attractants should be the primary method of reducing human-bear encounters and urged the Board to draft an ordinance to enforce the use of bear proof trash cans. He mentioned that the Florida Fish & Wildlife Commission has over \$680,000 in incentive funds to assist counties with the purchase of bear resistant cans.
- Gladys Delgadillo, 333 Mabry Street, encouraged the Board to pass a Bear Wise ordinance. She shared that Leon County is among the top 14 counties in Florida for emergency calls regarding bear-human conflicts and the best way to prevent these conflicts is for homeowners to secure their trash. She commended the Board for their past partnership with the Florida Fish & Wildlife Commission to prevent bear-human conflicts and urged the Board to adopt an ordinance. She noted the presence of a number of individuals in the audience who were not going to speak; however, were in support of an ordinance.
- Katrina Shadix, 995 Oklahoma Street, Oviedo, spoke to the success of Seminole County's ordinance regarding bear attractants and urged the Board to consider adopting an ordinance requiring residents to secure their trash in addition to a resolution opposing the bear hunt.

Commissioner Dozier expressed her appreciation for the comments provided and acknowledged the large amount of e-mails received on this topic. She indicated that she felt that public education within the rural areas would be more successful than an ordinance.

Commissioner Dozier moved, duly seconded by Commissioner Dailey, to direct staff to bring back an agenda item at the July 12, 2016 meeting to provide more information on resolutions, ordinances and/or other actions being taken throughout the state on this issue. The motion carried 7-0.

Comments/Discussion Items

County Attorney Thiele:

- No items.

County Administrator Long:

- Expressed appreciation to the Board for its guidance on the development of the County's FY 16/17 budget.
 - Chairman Proctor requested that the budget presentation scheduled for this time be deferred.

Commissioner Discussion Items

Commissioner Sauls:

- No items

Commissioner Desloge:

- Spoke on how the Apalachee Regional Park had once been the site of the old land fill and now was recently named the "Florida Sports Venue of the Year – Mid Market."
- Mentioned that he had recently attended a day-long Data-Driven Justice workshop hosted by the White House Office of Science and Technology Policy and spoke of the success of Leon County in regard to addressing criminal justice issues.

Commissioner Lindley:

- No items.

Commissioner Maddox:

- Congratulated Commissioner Dozier on her selection as one of Tallahassee's 2016 Top Singles.
- Congratulated Chairman Proctor on conducting a great budget process and to staff for its budget preparations.
- Recognized the five local women selected to attend the first-ever "United State of Women" summit in Washington, D.C. and asked for letters of congratulations on behalf of the Board from the Chair.

Commissioner Dozier:

- Commented on a good Budget Workshop and expressed thanks to staff or their hard work. She also expressed her appreciation for the congeniality among the Commissioners.
- Congratulated the 2016 CONA Neighborhood Award winners, especially highlighting the two in her district (Indianhead/Lehigh Acres and Avondale).
- Announced that she had been selected as one of Tallahassee Magazine's 2016 Top Singles and she would be participating in the Top Singles Bartending Showdown at Madison Social to benefit local nonprofits.

Commissioner Dailey:

- No items.

Chairman Proctor:

- Commended County staff on the success of the Budget Workshop.
- Requested that staff bring back information regarding existing School Board anti-bullying efforts and how the County can partner with Leon County Schools and other stakeholders in addressing this issue.
- Stated that he is looking forward to the Adult Civil Citation Workshop scheduled for July 12th.
- Encouraged the Board to support Commissioner Maddox on July 1, 2016 when he will seek election to the position of 2nd Vice-President of the Florida Association of Counties.

Receipt and File:

- Dove Pond Community Development District Board of Supervisors meeting held August 21, 2015

Adjourn:

There being no further business to come before the Board, the meeting was adjourned at 7:45 p.m.

LEON COUNTY, FLORIDA

ATTEST:

BY: _____
Bill Proctor, Chairman
Board of County Commissioners

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

**BOARD OF COUNTY COMMISSIONERS
LEON COUNTY, FLORIDA
WORKSHOP
Status Report on Existing
Court Diversion Programs
July 12, 2016**

The Leon County Board of County Commissioners met in a Workshop forum to receive a status report on existing court diversion programs on Tuesday, July 12, 2016 at 1:00 p.m.

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

Facilitator(s): Wanda Hunter, Assistant County Administrator;
Teresa Broxton, Director of Office of Intervention and Detention Alternatives;
Grant Slayden, Court Administrator;
Greg Frost, President Civil Citation Network;
Nancy Daniels, Public Defender;
Assistant State Attorney Jack Campbell.
Major Lonnie Scott, Tallahassee Police Department
Captain James McQuaig, Leon County Sheriff's Office.

Commissioner Desloge called the workshop to order at 1:00 p.m.

County Administrator Long provided opening remarks stating that the workshop was scheduled to provide an overview of existing diversion programs, including the Adult Civil Citation (ACC) Program.

Ms. Hunter commented that the Board had, at its April 12th meeting, asked staff to bring back a report on the existing diversion programs, with a specific focus on Adult Civil Citation Program. She then introduced the workshop panel and indicated that these representatives have either administered these various diversion programs or are instrumental in facilitating the day to day operations of the program. These individuals are listed above.

Ms. Hunter mentioned that diversion programs vary in scale and purpose; some are intended specifically to address jail population, while others have various entry points and serve to eliminate a criminal record. She provided an overview of the five major diversion programs:

1. Adult Civil Citation (success rate of 78.4%)
2. State Attorney Misdemeanor Diversion Program (84% success)
3. Crisis Intervention Team Training
4. Veterans Treatment Court
5. Felony Drug Court

A lengthy discussion ensued amongst the Board and the workshop participants, especially on the Adult Civil Citation and the State Attorney's Misdemeanor Diversion Programs. Areas of discussion included, but were not limited to, 1) program comparisons; 2) success rate/recidivism; 3) standardization of program; 4) program fees, and 5) data sharing.

Chairman Proctor expressed his concerns about the cost of participating in the programs and asked if some type of financial assistance is available to indigent or individuals who do not have the ability to pay. He ascertained that the Civil Citation Program offers a fee waiver

program; however, while the State Attorney's Misdemeanor Diversion Program does have a fee waiver program, the time in which the \$170 fee must be paid may be extended. Mr. Campbell stated that there are administrative fees associated with the program and welcomed financial support from the County. Chairman Proctor also voiced his support for some type of standardization for the Adult Civil Citation Program so as to not make it so discretionary.

Commissioner Dozier stressed the importance for a process that would allow data sharing between all the criminal justice agencies and the civil citation network. Discussion ensued regarding privacy vs. safety concerns. Commissioner Dozier submitted that the collection of data was important to securing additional funding.

Commissioner Dailey stated that he was comfortable that there were two programs available in the community and did not favor creating a separate ordinance above and beyond what is currently in place. He also voiced his interest in discussing with the Public Defender and State Attorney's Office what role the County could play financially to ensure a process by which the diversion program is available to all potential participants.

Commissioner Dailey moved, duly seconded by Commissioner Desloge, approval of Option 1: Accept Status Report on Existing Court Diversion Programs.

Commissioner Desloge remarked that criminal justice is a huge issue throughout the country and also expressed support for some type of funding aid.

Chairman Proctor expressed his concerns about the discretion by which the program is offered and again advocated for some type of standardization via an ordinance.

Commissioner Dozier reiterated the need for a database to include who is/who is not diverted and recidivism. She too was interested in learning how many individuals may have been interested in the program had fees not been a factor.

The motion carried 7-0.

Adjourn:

There being no further business to come before the Board, the workshop was adjourned at 2:20 p.m.

LEON COUNTY, FLORIDA

ATTEST:

BY: _____
Bill Proctor, Chairman
Board of County Commissioners

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

**BOARD OF COUNTY COMMISSIONERS
LEON COUNTY, FLORIDA
REGULAR MEETING
July 12, 2016**

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

Chairman Proctor called the meeting to order at 3:00 p.m.

Invocation and Pledge of Allegiance:

The Invocation was provided by Big Bend Hospice Chaplain Andrew Creel. Commissioner Mary Ann Lindley then led the Pledge of Allegiance.

Awards and Presentations:

- Chairman Bill Proctor presented the 2016 Council of Neighborhood Associations' 2016 Neighborhoods and Neighbor of the Year Awards:
 - Leon County's Large Neighborhood of the Year – Indianhead/Lehigh Neighborhood
 - Leon County's Small Neighborhood of the Year – Avondale Neighborhood HOA
 - Leon County's Unincorporated Area Neighborhood of the Year – Lafayette Oaks
 - Neighbor of the Year – Talethia Edwards, Greater Bond Neighborhood Association
- Velma Stevens. Executive Director of the Sickie Cell Foundation, reviewed the services provided by her organization to those living with sickle cell disease and thanked the Board for the funding provided through the CHSP process. Ms. Stevens invited the Commissioners to attend the Foundation's 35th 5K Run/Walk for Sickie Cell Anemia on September 10, 2016 at the Jake Gaither Golf Course.
- County Administrator Long discussed the recent tragic bus accident in Wakulla County and thanked the local hospitals, the Red Cross, and the Salvation Army for working with Leon County to respond quickly. The following County employees were recognized for going above and beyond to assist those injured in the crash: Matt Cavell, Shington Lamy, Andrew Johnson, Chief Chad Abrams, Daphney Lacombe, Danielle Daguerre, Ryan Aamodt, Josh Pascua, and Kevin Peters. County Administrator Long asked Mathieu Cavell, Director, Community and Media Relations, to provide an update to the Board.
 - Mr. Cavell explained that 31 lives were impacted by the crash and Leon County became responsible for getting those individuals home safely. Mr. Cavell stated that staff was able to reunite 12 individuals with their families over the weekend and as of Sunday, 19 were still in area hospitals. The County has set up a system to assist those impacted by the crash including providing prepaid cell phones, lodging, and transportation among other much needed forms of assistance.
 - The Board expressed its appreciation to County Administrator Long and staff for the extra effort put forth during this tragic event.

Consent:

Commissioner Desloge moved, duly seconded by Commissioner Lindley to approve the Consent Agenda, with the exception of Item #7, which was pulled for further discussion. (The Board subsequently amended the motion to include the removal of Item #20 from the Consent Agenda (See Item #20). The motion carried 7-0.

1. Approval of Minutes: May 24, 2016 Regular Meeting

The Board approved Option 1: Approve the minutes of the May 24, 2016 Regular Meeting.

2. Consideration of Resolution Authorizing the Capital Region Community Development District/Southwood to Exercise Certain Security Power

The Board approved Option 1: Adopt proposed Resolution authorizing the Capital Region Community Development District/Southwood to exercise certain security power.

3. Adoption of a Proposed Amended Resolution for Appointments of Membership to the Leon County Research and Development Authority and Request to Schedule the First and Only Public Hearing to Adopt an Ordinance

The Board approved Options 1 & 2: 1) Adopt the proposed Amended Resolution Setting Forth Appointments of Membership to the Leon County Research and Development Authority, and 2) Schedule the First and Only Public Hearing to Adopt an Ordinance Amending the Composition of the Leon County Research and Development Authority Nominating Committee for September 13, 2016 at 6:00 p.m.

4. Ratification of Commissioner Appointment to the Housing Finance Authority

The Board approved Option 1: Ratify Commissioner Lindley's appointment of Marnie George to the Housing Finance Authority for the term ending September 30, 2020.

5. Adoption of Proposed New Policy, "Use of County Buildings, Lands, and Other County Facilities" and Adoption of Proposed Revised Policies: Policy No. 00-2, "Public Use of Leon County Courthouse;" Policy No. 06-1, "Use and Scheduling of Parks & Recreation Facilities;" and Policy No. 01-074, "Meeting Rooms-Library"

The Board approved Options 1, 2, 3 & 4:

- 1) Adopt proposed new Policy "Use of County Buildings, Lands, and Other County Facilities".*
- 2) Adopt proposed revised Policy No. 00-2, "Public Use of Leon County Courthouse".*
- 3) Adopt proposed revised Policy No. 06-1, "Use and Scheduling of Parks & Recreation Facilities".*
- 4) Adopt proposed revised Policy No. 01-07, "Meeting Rooms-Library".*

6. Authorization for Funding of the National Association of Counties' Fall Board Meeting

The Board approved Option 1 & 2: 1) Authorize the County Administrator to expend up to \$55,000 for the National Association of Counties Fall Board Meeting, and 2) Approve the Resolution and associated Budget Amendment Request in the amount of \$55,000 from the Tourism Development Fund Balance.

7. Acceptance of a Status Report on Florida Bear Population Management and Related Actions by County Governments

Commissioner Dailey, on behalf of a constituent, requested the item be pulled for further discussion.

Speakers:

- Gladys Delgadillo, 333 Mabry Street, expressed disappointment that the agenda item did not contain relevant information she presented to staff. She recommended that the Board take additional time to review the information she provided in consideration of passing a Bear Wise Ordinance.
- Ryan Smart, 4917 East Street, also asked that the Board delay a decision on a possible Bear Wise Ordinance in order to review all the relevant information. He relayed that studies show that the only proven way to reduce the number of human/bear conflicts is to require individuals who choose to live in bear country to lock up their trash. He added that should Leon County pass the Ordinance, it would be one of only three counties eligible for the Florida Wildlife Commission (FWC) grant funds set aside for local governments with the Ordinance.
- Kent Wimmer, 1294 Avondale Way, Northwest Florida Representative for Defenders of Wildlife, presented reports to the Board showing the number of calls related to bear-human conflicts in Leon County. He suggested that working to reduce bear access to trash, by implementing an ordinance that required trash be secured in bear resistant containers, would be the proper solution to ensuring public safety. He asked that the Board consider drafting an Ordinance and pursue the set aside FWC grant funding for trash cans.

Commissioner Dailey recalled that the County had in 2013 partnered with FWC to deploy up to 100 bear-proof trash cans through a pilot program; however, many residents returned the bear-proof cans after the free trial period. He asked County Administrator Long if a motion was needed to direct staff to proactively pursue the grant funding. Mr. Long responded that a motion was not needed as staff was already pursuing the grant funds and acknowledged that additional opportunities existed for counties that adopt the ordinance.

Commissioner Dailey moved, duly seconded by Commissioner Dozier, approval of Option 1: Accept Status Report on Florida Bear Population Management and Related Actions by County Governments.

Commissioner Dozier thanked citizens for their comments; however, disagreed that accepting the report represents any kind of a delay. She stated that she was pleased that the bear hunt would not take place this year and was interested in continuing to look for creative ways to limit human/bear encounters.

The motion carried 7-0.

8. Adoption of a Resolution in Support of the Suwannee River Basin Outdoor Recreation Compact

The Board approved Option 1: Adopt a resolution supporting the Suwannee River Basin Outdoor Recreation Compact.

9. Approval of Payment of Bills and Vouchers Submitted for July 12, 2016 and Pre-Approval of Payment of Bills and Vouchers for the Period of July 13 through September 12, 2016

The Board approved Option 1: Approve the payment of bills and vouchers submitted for July 12, 2016, and preapprove the payment of bills and vouchers for the period of July 13 through September 12, 2016.

10. Ratification of the June 14, 2016, Fiscal Year 2017 Budget Workshop

The Board approved Options 1, 2, 3 & 4:

- 1) *Ratify Board Actions taken during the June 14, 2016, FY2017 Budget Workshop.*
- 2) *Approve the Resolution and Associated Budget Amendment related to the FY 2016 Capital Project Fund Sweep.*
- 3) *Establish the maximum countywide millage rate at 8.3144 mills.*
- 4) *Establish the maximum Emergency Medical Services (EMS) Municipal Services Unit (MSTU) at 0.5 mills.*

11. Approval of Amendments to Interlocal Agreements to Effectuate the Designation of Blueprint as the County and City Economic Development Organization and Establishment of the Tallahassee/Leon County Office of Economic Vitality

The Board approved Options 1, 2 & 3: 1) Approve the First Addendum to the Second Amended and Restated Interlocal Agreement between Leon County, Florida and City of Tallahassee, Florida and authorize the Chairman to execute; 2) Approve the First Amended and Restated Interlocal Agreement Establishing the Department of Planning Land Management and Community Enhancement and direct and authorize the Chairman to execute, and 3) Approve the First Amended and Restated Interlocal Agreement for the Joint City/County Planning and Zoning Department and authorize the Chairman to execute.

12. Acceptance of the Council on Culture & Arts' 2016 Capital Improvement Matching Grant Program Awards

The Board approved Option 1: Accept the Council on Culture & Arts' 2016 Capital Improvement Matching Grant Program awards as recommended by the TDC.

13. Authorization to Proceed with the Development of an Ordinance Amending the Requirements for Parking and Loading Surfaces Inside the Urban Service Area

The Board approved Option 1: Authorize staff to proceed with the drafting of an Ordinance amending the Land Development Code to revise the requirements for parking and loading surfaces inside the Urban service Area.

14. Approval of the Renewal of a License Agreement between Leon County and Big Bend Pop Warner

The Board approved Option 1: Approve the renewal of the License Agreement between Leon County and Big Bend Pop Warner and authorize the County Administrator to execute.

15. Approval of Memorandum of Agreement with the City of Tallahassee Regarding the Transfer of Property at Buck Lake Road and Pedrick Road and Adoption of Resolution Authorizing Conveyance of a County Parcel to the City of Tallahassee

The Board approved Options 1 & 2: 1) Approve the Memorandum of Agreement with the City of Tallahassee regarding the transfer of property at Buck Lake Road and Pedrick Road, and authorize the Chairman to execute, and 2) Adopt the Resolution authorizing conveyance of a County parcel to the City of Tallahassee, and authorize the Chairman to execute the corresponding County deed.

16. Approval of Construction Agreements with the Florida Department of Transportation for the Installation of Facility Guide Signs on Mahan Drive and Fort Braden Place Name Signs on Highway 20

The Board approved Option 1: Approve the Construction Agreements with the Florida Department of Transportation for the installation of Facility Guide Signs on Mahan Drive and Ft. Braden Place Name Signs on Highway 20, and authorize the County Administrator to execute.

17. Approval of a Joint Project Agreement with the City of Tallahassee for Utility Upgrades with the Magnolia Drive Phase 2 Multi-Use Trail Project from Pontiac Drive to Chowkeebin Nene

The Board approved Option 1: Approve the Joint Project Agreement with the City of Tallahassee for water and wastewater infrastructure relocation or installation in the Magnolia Drive Multi-Use Trail Phase 2 project area, and authorize the County Administrator to execute.

18. Authorization to Submit a Formal Application and Approval of Agreement with the American Public Works Association to Pursue APWA Accreditation

The Board approved Option 1: Authorize the submittal of a formal application for Leon County Public Works to pursue Accreditation with the American Public Works Association and approve the associated Accreditation Agreement in a final form approved by the County Attorney, and authorize the County Administrator to execute any and all documents associated with Accreditation.

19. Approval of Budget Amendment Request to realize Revenue in the amount of \$931,000 from Marpan Recycling to cover Hauling and Disposal Costs at the Springhill Landfill

The Board approved Option 1: Approve the resolution and associated Budget Amendment Request to realize \$931,000 in revenue from Marpan Recycling for hauling and disposal at the Springhill Landfill.

20. Authorization to Negotiate Continuing Civil Engineering Services Agreements with Nineteen Firms

Chairman Proctor transferred the gavel to Vice-Chairman Dailey.

Commissioner Proctor explained that he had received a request from a constituent to address the Board on Item #20.

County Attorney Thiele advised that a motion to reconsider the Consent Agenda was needed so as to allow the Board to discuss Item #20; and thereafter a motion to approve the Consent Agenda, with the exception of Items #7 and #20 would be in order.

Commissioner Proctor moved, duly seconded by Commissioner Maddox, to reconsider the Board's vote on the Consent Agenda. The motion carried 7-0.

Commissioner Lindley moved, duly seconded by Commissioner Maddox, to approve the Consent Agenda with the exception of Items #7 and #20. The motion carried 7-0.

County Administrator Long introduced the item. He stated that the County maintains continuing services contracts with engineering firms to augment staff and to provide engineering services to County departments. The list presented in the agenda item represents staff's recommendations based on the County's RFP evaluation process.

Speaker:

- Peter Okonkuro, 361 Collinsford Road, CEO of Specter Engineering, expressed concern that 18 of the firms are non-minority owned and stated that he does not believe that the list accurately reflects the diversity within the community. He encouraged the Board to be more diverse and inclusive in the firms contracted with the County.

Chairman Proctor, after establishing with County Administrator Long that there was nothing that would prohibit Mr. Okonkwo's firm from being included on the list, stated that he would like to see Spectra Engineering added.

Commissioner Proctor moved Option 1, as amended: Authorize staff to negotiate agreements for continuing civil engineering services for the categories of work identified with Greenman-Pederson, Preble-Rish, Atkins, Cardno, ECT, EGS, Ardaman, DRMP, Registe Sliiger, Inovia, Moore Bass, Stantec, Nobles, Diversified Design, O'Neal, Michael Baker, CDM Smith, Genesis, and Jim Stidham; and authorize the County Administrator to execute, and to include Spectra Engineering in the list of approved firms. The motion died for lack of a second.

Commissioner Maddox asked for clarification on the process for selecting vendors. County Administrator Long explained that the process is outlined in Florida Statute and invited Tony Park, Public Works Director, to provide further clarification to the Board. Mr. Park provided that written proposals from vendors are evaluated, interviews are conducted and proposals are scored in order to make a recommendation to the Board.

Commissioner Proctor ascertained from Mr. Park that 38 vendors had responded to the RFP. Upon further questioning, Mr. Park explained that while this particular RFP did not require firms to meet MWSBE aspirational targets, vendors are encouraged to make a good faith effort to include diversity during the negotiation process. Commissioner Proctor voiced some concern that the County did not hold itself to the standards of diversity that typically is required and expected for its vendors. He thanked Mr. Okonkwo for bringing this matter to the attention of the Board.

Commissioner Maddox inquired about the subjectivity of a firm's scoring. Mr. Park conveyed that firms are evaluated on qualifications and staff's ability to interpret from the proposals a firm's ability to meet the County's need in the engineering areas.

County Administrator Long advised that Spectra Engineering is currently in the pool for the County's Facility's Management engineering services, which was a separate procurement.

Commissioner Dozier commented on the process for evaluating RFP bid proposals and asserted that the policies and procedures should be adhered to. She expressed concerns with the Board negating or altering the review committee's recommendations.

Commissioner Dozier moved, duly seconded by Commissioner Desloge approval of Option 1: Authorize staff to negotiate agreements for continuing civil engineering services for the categories of work identified with Greenman-Pederson, Preble-Rish, Atkins, Cardno, ECT, EGS, Ardaman, DRMP, Registe Sliiger, Inovia, Moore Bass, Stantec, Nobles, Diversified

Design, O'Neal, Michael Baker, CDM Smith, Genesis, and Jim Stidham; and authorize the County Administrator to execute. The motion carried 6-1 (Commissioner Proctor in opposition).

21. Acceptance of Three Florida Department of Health Matching Grants in the Amount of \$85,556

The Board approved Options 1 & 2: 1) Accept the three Florida Department of Health grants in the amount of \$85,556 and authorize the County Administrator to execute all documents related thereto, and 2) Approve the Resolution and associated Budget Amendment Request.

22. Approval of the First Amendment and Restated Agreement for Veterans Treatment Court in the Office of Court Administration

The Board approved Option 1: Accept the First Amendment and Restated Agreement for Veterans Treatment Court in the Office of Court Administration.

23. Acceptance of a Status Report on Solar Permitting Enhancements

The Board approved Option 1: Accept the status report on solar permitting enhancements.

24. Acceptance of Status Report on Leon County's 2016 9/11 Day of Remembrance and Service

The Board approved Option 1: Accept the status report on Leon County's 2016 9/11 Day of Remembrance and Service event.

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

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

General Business

25. Approval of Agreement Awarding Bid to Allen's Excavation, Inc. in the Estimated Amount of \$3,736,411 for Sidewalk and Associated Work Construction, Continuing Services

County Administrator Long introduced the item. He indicated that this is a two year bid and Allen's Excavation, Inc. was the lowest responsive bidder who met the County's WMBE goals for the job.

Commissioner Lindley moved, duly seconded by Commissioner Sauls, approval of Option 1: Approve the Agreement awarding bid to Allen's Excavation, Inc. in the estimated amount \$3,736,411 for Sidewalk and Associated Work Construction, Continuing Services, and authorize the County Administrator to execute.

Speaker:

- Christy Hale, 5716 Farnsworth Drive, sole owner and President of Hale Contracting Inc. (HCI). She conveyed that staff had deemed HCI's bid for continuing services for sidewalk contraction nonresponsive because HCI used their own WBE certification to meet WBE aspirational targets and their failure to submit documentation of Good Faith Effort. She submitted that should the

Board agree with staff, it would cost tax payers over \$341,000, which she opined would be fiscally irresponsible. Ms. Hale found it concerning that no request for further information was made in an attempt to resolve any issue that may be preventing the award of the bid to the true lowest bidder.

Commissioner Dozier admitted this was a difficult issue. She recalled a previous appeal whereby the Board voted to not accept staff's recommendation; however, admitted that this situation is somewhat different. She submitted that HCI had a history of bidding on County projects and should have been aware that a Good Faith Effort form was required in the bid response. Commissioner Dozier noted a recent recommendation from the MWSBE Evaluation Committee (in which Ms. Hale was the Chair) that would allow for prime contractors to count self-performed work to meet the aspirational targets for MBE or WBE participation as a subcontractor and wondered if the \$340,000 savings to taxpayers would warrant an exception.

County Attorney Thiele explained why he supported the motion. Regarding the amount of the contract, he offered this was a continuing supply contract and that the contract's full amount may not be reached, as it is contingent upon how many sidewalks are built. He mentioned that the Board's previous vote does not constitute a precedent for changing County policy and added that all other vendors followed existing County policy. He advised that the Board could vote to change the policy; however, could not be done retroactively. County Attorney Thiele stated that the disparity study is based on the current concept that a prime cannot be a subcontractor. He advised that when the disparity study is initiated the Board should ask the consultant to take into consideration what proportion of the aspiration target should be given to prime and subcontractors.

Commissioner Dozier noted that the previous situation was also for a continuing supply contract and asked if the Board, due to the potential savings to the County, could choose to re-advertise the bid.

County Attorney Thiele responded that the Board could choose to do this, but offered that the Board could consider shortening the term of the contract.

Chairman Proctor deemed it unfair and expressed a concern that a minority business who wishes to be a prime contractor could not count self-performed work in order to meet the targets.

Commissioner Maddox asked if changing the duration of the contract would constitute a substantive change and thus require the contract to be rebid. County Attorney Thiele agreed that while it would be considered a substantive change; because it is a continuing supply contract, there is no guarantee of an amount of service that would be purchased during the duration of the contract. Chairman Proctor established with County Administrator Long that the County had budgeted sufficient funds to cover anticipated sidewalk projects.

Commissioner Dozier clarified that her concerns were very specific and wants to follow the rules in every situation. She voiced her trust in staff's vetting of this situation and stated that while this particular provision most likely will be changed in the future understands the need for not changing the rules midstream.

Commissioner Dailey established with County Administrator Long that the RFP was issued prior to the MWSBE Evaluation Committee's recommendation to modify the County's aspirational target policy. In response to Commissioner Dailey's inquiry on

whether HCI would have met the aspirational target if they did not list themselves as a subcontractor, Mr. Long remarked that HCI did not perform a good faith determination on the utilization of subcontractors. Commissioner Dailey expressed great angst that the timing of the RFP and the acceptance by the Board of the MWSBE Evaluation Committee's recommendation was such to preclude HCI from utilizing itself as a subcontractor while acting as the prime contractor.

County Administrator Long explained that the issue is not whether Ms. Hale has minority status, but rather can a prime be allowed to fulfill the subcontractor MWB goals of the bid. He articulated that allowing a prime to fulfill the requirements of the subcontractor would significantly impact the current disparity study data. He submitted that the Board's direction to address this type of situation in the new disparity study would alleviate this type of circumstance going forward.

Commissioner Maddox stated that he too was frustrated that there were not a lot of options available to the Board at this time and submitted that this instance further revealed the need for a new disparity study.

Chairman Proctor stated that he could not support awarding the bid to Allen's Excavation and contended that HCI had been responsive in its bid response. He believed that Ms. Hale was being unduly punished for citing herself as a female business and that the Board was not bound by the disparity study.

Commissioner Desloge asked the outcome if the Board did not accept staff's recommendation. County Attorney Thiele explained that theoretically the Board could reject all bids or it could approve the motion and in approximately 1½ years rebid most all continuing service contracts under a new disparity study (which most likely will allow for MBE or WBE prime contracts to count self-performed work to meet the aspirational targets as subcontractor). He added however, that should the Board ignore the existing aspirational targets, the validity of the disparity study can be called into question and consequently the MWSBE Program could be deemed unconstitutional.

Commissioner Dailey offered a substitute motion, which was duly seconded by Chairman Proctor, to award the bid to Hale Contracting Inc. in the estimated amount of \$3,736,411.

Commissioner Dozier stated that she could not support the substitute motion as it sets a bad precedent to go against the disparity study and County policy. She also maintained that women and minority owned businesses are not prohibited from bidding as a prime contractor, but needed to complete the good faith effort portion of the bid application. She suggested that there was a misunderstanding by Ms. Hale that the rule had changed as a result of the Board's adoption of the MWSBE Review Committee's recommendation.

The substitute motion failed 2-5 (Commissioners Dozier, Maddox, Desloge, Lindley and Sauls in opposition).

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

Chairman Proctor adjourned the Board for its dinner break and announced it would reconvene at 6:00 p.m.

County Administrator Long invited the Board to attend a small reception in honor of Commissioner Desloge's appointment as President of the National Association of Counties (NACo), prior to the public hearings.

26. Authorization to Negotiate for the Consultant for the Woodside Heights Wastewater Retrofit Project

County Administrator Long introduced the item. He recalled that the Board had previously approved this project and mentioned that a large portion of the project is being funded by the State.

Commissioner Desloge moved, duly seconded by Commissioner Maddox, approval of Option 1: Authorize negotiation of design services fee with Genesis, if negotiations are unsuccessful, authorize negotiations with the remaining two firms in order of ranking for the Woodside Heights Waste Water Retrofit project and authorize the County Administrator to execute the agreement. The motion carried 7-0.

27. Acceptance of the 2016 Status Report on the Leon County Water Quality Monitoring Program

County Administrator Long introduced the item. He indicated that staff was available to provide a brief presentation on the item or to answer any questions.

Commissioner Maddox moved, duly seconded by Commissioner Desloge, approval of Option 1: Accept the 2016 Status Report on the Leon County Water Quality Monitoring Program. The motion carried 7-0.

28. Consideration of Expanding the Greater Frenchtown/Southside Community Redevelopment Area (GFS District) and Acceptance of the Finding of Necessity for the South Monroe Street Study Area Parcels to be Added to the Greater Frenchtown/Southside Community Redevelopment Area

County Administrator Long introduced the item. He shared that at its June 23, 2016 meeting, the Community Redevelopment Agency (CRA) Board accepted the Finding of Necessity and moved forward with adding the subject parcels; however the addition requires the Board's approval.

Chairman Proctor requested clarification regarding the boundaries asking if it encompassed "up to Gadsden Street". Commissioner Dozier explained that changes includes the 26 properties that front on South Monroe Street. She recalled that there was a gap on the East side of South Monroe in the CRA district which did not allow for enhancements in that corridor.

There was considerable discussion regarding additional properties within the area and the direction that was given to CRA staff by the CRA Board on further expansion of the current CRA or the creation of a new CRA in the South City area. Clarification on the process for augmenting the area was also provided.

Ken Morris, Assistant County Administrator explained that discussion regarding the creation of a South City CRA was postponed and would be included as part of the upcoming City/County Housing Workshop agenda. He continued by adding that more time was needed to conduct a "Finding of Necessity" in order to determine if the other parcels meet the statutory requirements. He added that the CRA Board did not want to delay action on these particular parcels.

Commissioner Dozier stated that she would offer a motion for staff's recommendation, but wanted to include a workshop or agenda item to discuss the justification for any new CRA or expansion of the current CRA.

Commissioner Dozier moved, duly seconded by Commissioner Lindley, approval of Option 1, as amended: Accept the Finding of Necessity for the South Monroe Street Study Area parcels to be added to the Greater Frenchtown/Southside Community Redevelopment Area and authorize the County Administrator to execute an agreement with the City, in a form to be approved by the County Attorney, governing the expansion of the Greater Frenchtown/Southside Community Redevelopment Area that includes:

- a. *Millage parity for the expanded parcels; and,*
- b. *The expiration of the Greater Frenchtown/Southside Community Redevelopment Area in 2030.*

Additionally, staff was directed to bring back an agenda item related to the justification of a new CRA or expansion of the current CRA, prior to the next CRA meeting.

The Board discussed the disparity among the CRA Board members and noted that the County's financial contribution supersedes the City's, but has less of a voice.

The motion carried 7-0.

29. Designation of a Delegate to Participate in the 8 80 Cities Copenhagen Study Tour from October 3-7, 2016

County Administrator Long introduced the item. He stated that the program provides funding for local leaders to travel to Copenhagen to study mobility and urban design. He noted that City Commissioner Nancy Miller has been designated by the City to participate in the study.

Commissioner Maddox moved, duly seconded by Commissioner Desloge, approval of Option 1: Designate Commissioner Dailey to participate in the 8 80 Cities Copenhagen Study Tour from October 3-7, 2016.

Commissioner Desloge suggested that consideration be given in the future to appoint a delegate from an outlying county.

Commissioner Dozier stated that while she supported Commissioner Dailey as the Board's delegate; suggested that in the future the selection process be more randomized.

The motion carried 7-0.

30. Approval of the Interlocal Agreement between the City of Tallahassee and Leon County for Annexation Procedures

County Attorney Thiele introduced the item. He recollected that the Board had previously adopted a Comprehensive Plan amendment which called for the County to enter into an Interlocal Agreement with the City with regard to annexation procedures. He stated that the Agreement gives the County a significant amount of additional time to study, review and suggest changes to the proposed annexation.

Commissioner Lindley moved, duly seconded by Commissioner Dailey, approval of Option 1: Approve the Interlocal Agreement between the City of Tallahassee and Leon County for Annexation Procedures. The motion carried 7-0.

31. Consideration of Full Board Appointments to the Big Bend Health Council, Board of Adjustment and Appeals, Canopy Roads Citizens Committee, Community Health Care Coordinating Committee, Development Support & Environmental Management Citizens User Group, Educational Facilities Authority, the Investment Oversight Committee, and the Council on Culture & Arts

County Administrator Long introduced the item and offered to facilitate the numerous Board appointments.

Option 1: Commissioner Dozier moved, seconded by Commissioner Desloge, the appointment of April Moore, June Wiaz, William McCort and Stephen Rollin to the Big Bend Health Council for a term of two years, ending July 31, 2018. The motion carried 7-0.

Option 2: Commissioner Lindley moved, duly seconded by Commissioner Dozier, the appointment of Jeff Blair to the Board of Adjustment & Appeals for a term ending June 30, 2019. The motion carried 7-0.

Option 3: Commissioner Dailey moved, duly seconded by Commissioner Desloge, the appointment of Pierce Todd Wither and Marie Cowart for terms ending October 31, 2018 and Katie Britt for a term ending October 31, 2019. The motion carried 7-0.

Option 4: Commissioner Lindley moved, duly seconded by Commissioner Dailey, appointment of Mike Hill to the Community Health Coordinating Committee for a term ending September 30, 2017. The motion carried 7-0.

Option 5: Commissioner Maddox moved, duly seconded by Commissioner Desloge, appointment of Matthew Tharpe to the Development Support & Environmental Management Citizens User Group for a term of three years, ending September 30, 2019. The motion carried 7-0.

Option 6: Commissioner Maddox moved, duly seconded by Commissioner Dozier, the reappointment of Dennis Bailey to the Educational Facilities Authority for a term of five years, ending July 31, 2021. The motion carried 7-0.

Commissioner Maddox asked the status of the Educational Facilities Authority (EFA) and asked if there were any pending issues that should be known to the Board. Commissioner Lindley, the Board's liaison to the EFA, commented that Mr. Bailey's reappointment was appropriate as there are a number of issues before the EFA at this time, i.e., the possible sale of the South Gate Facility, legal issues with Heritage Grove.

Commissioner Desloge requested that staff bring back an agenda item updating the Board on the Educational Facilities Authority. Approved without Objection.

Chairman Proctor established with County Attorney Thiele that the County was not liable for any debt incurred by the Educational Facilities Authority.

Option 7: Commissioner Dozier moved, duly seconded by Commissioner Lindley, the reappointment of Michael Kramer and the appointment of Ben Watkins to the Investment Oversight Committee for a term of three years, ending July 3, 1 2019.

Commissioner Desloge announced that Michael Kramer is a business partner and on the advice of the County Attorney would recuse himself from voting on this item.

The motion carried 6-0 (Commissioner Desloge abstaining).

Option 8: Commissioner Lindley moved, duly seconded by Commissioner Maddox, the appointment of Kati Schardl to the Council on Culture & Arts for the remainder of the resigning member's term, ending September 30, 2017. The motion carried 7-0.

SCHEDULED PUBLIC HEARINGS

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

32. Second and Final Public Hearing to Adopt a Proposed Ordinance Amending the Leon County Land Development Code to Allow Outdoor Sport Shooting Ranges in the Rural Zoning District

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

Commissioner Sauls moved, duly seconded by Commissioner Desloge approval of Option 1: Conduct the second and final Public Hearing and adopt a proposed Ordinance amending the Leon County Land Development Code to allow outdoor sport shooting ranges in the rural zoning district. The motion carried 4-0 (Commissioners Dozier, Dailey, and Maddox out of Chambers).

33. First and Only Public Hearing for the Proposed Abandonment of a Portion of Orchard Pond Road

County Attorney Thiele announced the public hearing and confirmed there were no speakers on this issue.

Commissioner Desloge requested for staff to bring back an agenda item updating the Board the Orchard Pond Trail.

Commissioner Sauls moved, duly seconded by Commissioner Desloge, approval of Option 1: Conduct the first and only public hearing and adopt the Resolution for the abandonment of a portion of Orchard Pond Road. The motion carried 5-0 (Commissioners Dailey and Dozier out of Chambers).

SITTING AS THE LEON COUNTY ENERGY IMPROVEMENT DISTRICT

34. Authorization to Enter into an Interlocal Agreement with the Florida Development Finance Corporation for Administration of a Residential and Commercial PACE Program and Adopt Resolution Approving Trust Indenture and Related Financing Documents for Commercial PACE Program Utilizing Ygrene

County Attorney Thiele announced the public hearing and provided an overview of the item. He confirmed there were no speakers on this issue.

Commissioner Maddox moved, duly seconded by Commissioner Dozier, approval of Options 1 & 2: 1) Authorize staff to enter into an Interlocal Agreement with the Florida Development Finance Corporation for administration of a residential and commercial PACE program, and authorize the County Administrator to execute the Agreement, in a form approved by the County Attorney, and 2) Adopt Resolution approving Trust

Indenture and related financing documents for Commercial PACE program utilizing Ygrene.

Commissioner Dozier acknowledged the leadership role the County Attorney and County Administrator took on this issue.

The motion carried 7-0.

The Board returned to take-up the remainder of its General Business Agenda, Item 26.

ADD-ON: (To be included as part of the General Business Agenda).

35. Approval of Agreement Awarding Bid for the Construction of the Miccosukee Greenway Phase III Trail Stabilization Project to Dixie Paving in the Amount of \$328,585

County Administrator Long introduced the item. He conveyed that subsequent to the agenda's publication, the initial low bidder withdrew and as a result the bid award triggered the \$250,000 purchasing policy threshold, requiring Board approval.

Commissioner Maddox moved, duly seconded by Commissioner Dozier, approval of Option 1: Approve the Agreement awarding bid to Dixie Paving, in the amount of \$328,585 for the construction of the Miccosukee Greenway Phase III Trail Stabilization Project and authorize the County Administrator to execute. The motion carried 7-0.

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

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

Comments/Discussion Items

Chairman Proctor noted that this was the last meeting prior to the Board's summer recess and acknowledged that upon return Commissioner Desloge would be sworn in as the President of the National Association of Counties (NACo) and commented on how hugely significant this was for Leon County. He also recognized the election of Commissioner Maddox on his election as 2nd Vice President of the Florida Association of Counties (FAC). He also acknowledged the presence of County Attorney Thiele, President of the International Association of Municipal Attorneys and County Administrator Long, Immediate Past President of the Florida Association of County Managers.

County Attorney Thiele:

- No Items.

County Administrator Long:

- On behalf of all County employees, expressed congratulations to Commissioners Desloge and Maddox on their appointments.

Commissioner Discussion Items

Commissioner Sauls:

- No Items.

Commissioner Desloge:

- Thanked staff for the celebratory reception and all the support during his bid to become the NACo President.
- *Commissioner Desloge moved, duly seconded by Commissioner Dozier, to direct staff to bring back an agenda item on the renaming of the Fort Braden Branch Library in honor of Commissioner Sauls. The motion carried 7-0.*

Commissioner Lindley:

- Expressed her appreciation to the Board and County staff for their support after the recent passing of her brother.

Commissioner Maddox:

- Commented on the extraordinary efforts exemplified by staff in assisting those impacted by the bus crash in Wakulla County.
- *Commissioner Maddox moved, duly seconded by Commissioner Lindley, approval for a Proclamation in support of the upcoming Omega Psi Phi Fraternity State Conference in Orlando in September, to be presented at the event. The motion carried 7-0.*
- Congratulated Commissioner Desloge and thanked all who were involved in his successful bid to be 2nd Vice President of the FAC.
- Wished his Mother a “Happy Birthday”.

Commissioner Dozier:

- *Commissioner Dozier moved, duly seconded by Commissioner Desloge, to direct staff to facilitate a process that would allow data sharing between criminal justice agencies and the adult civil citation network with staff providing a status report to the Board at a later date. The motion carried 7-0.*
- Referenced the Board’s approval (on the Consent Agenda) to amend the composition of the membership to the Leon County Research and Development Authority (LCRDA), and requested the Board’s assistance in recruiting members from the private sector. She asked that names of any potential nominees be sent to Ron Miller, LCRDA Executive Director.
- Requested that staff provide an update on the County’s partnership with United Way/Community Human Service Partnership in September.

Commissioner Dailey:

- Congratulated Commissioner Maddox on his recent selection as 2nd Vice President of FAC.
- Congratulated Commissioner Desloge on his upcoming swearing in as NACo President and learned that has been 20+ years since a Commissioner from Florida has held this post.
- Gave kudos to Commissioner Dozier on her selection as a Tallahassee Top Single and noted her participation in various fund raising activities in her role as a Top Single.
- Requested approval for travel expenses associated with this appointment on the Leadership Council of Leadership Florida.
 - *Commissioner Maddox moved, duly seconded by Commissioner Desloge, to approve travel expenses associated with Commissioner Dailey’s appointment on the Leadership Council of Leadership Florida. The motion carried 7-0.*

Chairman Proctor:

- Congratulated Commissioner Maddox on his successful election as 2nd Vice President of FAC.
- Reflected on President Obama’s call to communities to put forth law enforcement ideas and strengthen our community. He stated that he has accepted the President’s challenge and will hold a rally on July 13, 2016 at 11:00 a.m. on the County

Courthouse Courtyard, where his interns will capture citizens' thoughts and concerns and make them available to the appropriate bodies.

- Reflected on the quality staff employed by the County and offered his support for employee raises.
- Offered congratulations to his Mom and Dad on their Anniversary today.
- On behalf of Chairman Proctor: Commissioner Maddox moved, duly seconded by Commissioner Desloge, to approve a Proclamation recognizing Ernie Simms and his Foundation. The motion carried 7-0.
- Mentioned the recent performance at the Lincoln Memorial by local resident Star Swain and the recognition she has received on social media. He requested a Proclamation recognizing her talent and spirit.
 - Commissioner Dozier suggested that Ms. Swain be invited to sing at the County's Veterans Event in November.
 - Commissioner Maddox moved, duly seconded by Commissioner Lindley, to direct staff to reach out to Ms. Swain and to determine the most appropriate venue for her to be recognized to include a Proclamation. The motion carried 7-0.
- On behalf of Chairman Proctor: Commissioner Maddox moved, duly seconded by Commissioner Dailey, approval for a Proclamation recognizing October as National Pregnancy & Infant Loss Awareness Month. The motion carried 7-0.
- On behalf of Chairman Proctor: Commissioner Maddox moved, duly seconded by Commissioner Dailey, approval for a Proclamation recognizing Florida Missing Children's Day, to be presented on Monday, September 12, 2016. The motion carried 7-0.
- Commended staff for their efforts on another successful Summer Youth Program.

Receipt and File:

- Capital Region Community Development District Meeting Minutes from March 10, 2016, April 14, 2016 and May 12, 2016.
- Leon County Research & Development Authority Financial Statements for years ending September 30, 2015 and 2014.

Adjourn:

There being no further business to come before the Board, the meeting was adjourned at 7:15 p.m.

LEON COUNTY, FLORIDA

ATTEST:

BY: _____
Bill Proctor, Chairman
Board of County Commissioners

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

**Leon County
Board of County Commissioners**


Notes for Agenda Item #2

Leon County Board of County Commissioners

Cover Sheet for Agenda #2

September 13, 2016

To: Honorable Chairman and Members of the Board

From: Herbert W.A. Thiele, County Attorney 

Title: Request to Schedule First and Only Public Hearing to Consider Proposed Ordinance Amending Chapter 9, Article VI of the Leon County Code of Laws Regarding "Human Trafficking"

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

Fiscal Impact:

This item has no fiscal impact to the County.

Staff Recommendation:

Option #1: Schedule first and only public hearing for October 18, 2016, to consider proposed ordinance amending Chapter 9, Article VI of the Leon County Code of Laws regarding "Human Trafficking."

Report and Discussion

Background:

Section 787.29(5), Florida Statutes, authorizes counties to adopt an ordinance to enforce the posting of human trafficking public awareness signs in certain establishments. At the Board meeting of May 10, 2016, the Board held a duly noticed public hearing and adopted Ordinance No. 16-05, which requires certain establishments to post human trafficking public aware signs. During the 2016 Legislative Session, the Florida Legislature amended Section 787.29, Florida Statutes, to clarify the types of establishments that are required to display human trafficking public awareness signs. The County Attorney’s Office has drafted an ordinance to amend Chapter 9, Article VI of the Leon County Code of Laws, to comport with the changes in the state law (Attachment #1).

Analysis:

Human trafficking is a form of modern-day slavery, which involves the exploitation of persons for commercial sex or forced labor and often subjects victims to force, fraud and coercion. Section 787.29, Florida Statutes authorizes counties to enforce the posting of human trafficking public awareness signs at certain establishments to alert persons to remedies and protections related to human trafficking.

During the 2016 Legislative Session, the Florida Legislature adopted Senate Bill 1038, which was signed into law by the Governor, to amend Section 787.29, Florida Statutes, in order to improve clarity and facilitate the correct interpretation of the types of establishments that are required to display human trafficking public awareness signs. Specifically, the Legislature changed the term “health care profession” to “health care practitioner,” to clarify that a business or establishment that offers massage or bodywork services for compensation and which is not owned by a “health care practitioner” (as defined in Section 456.001, Florida Statutes, and as regulated under Chapter 456, Florida Statutes) is required to post human trafficking public awareness signs. This means that a business or establishment that offers massages or bodywork services for compensation and which is owned by a “health care practitioner” would not be required to post human trafficking public awareness signs.

To comport with the amendments to the state law, the County Attorney’s Office recommends adopting similar changes to Sections 9-71 (“Definitions”) and 9-72 (“General Requirements”) of the Leon County Code of Laws. The suggested modifications would change the term “health care profession” to “health care practitioner.” Minor changes of an editorial nature are also recommended.

Title: Request to Schedule First and Only Public Hearing to Consider Proposed Ordinance Amending Chapter 9, Article VI of the Leon County Code of Laws Regarding “Human Trafficking”

September 13, 2016

Page 3

Options:

1. Schedule first and only public hearing for October 18, 2016, to consider and adopt ordinance amending Chapter 9, Article VI of the Leon County Code of Laws regarding “Human Trafficking.”
2. Do not schedule first and only public hearing for October 18, 2016, to consider and adopt ordinance amending Chapter 9, Article VI of the Leon County Code of Laws regarding “Human Trafficking.”
3. Board direction.

Recommendation:

Option #1.

Attachment:

1. Draft ordinance amending Chapter 9, Article VI of the Leon County Code of Laws regarding “Human Trafficking.”

ORDINANCE NO. 16-____

AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF LEON COUNTY, FLORIDA, AMENDING CHAPTER 9 ENTITLED "HUMAN RIGHTS" OF THE CODE OF LAWS OF LEON COUNTY, FLORIDA, BY AMENDING ARTICLE VI ENTITLED "HUMAN TRAFFICKING"; AMENDING SECTION 9-71, DEFINITIONS; AMENDING SECTION 9-72, GENERAL REQUIREMENTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Section 787.29(5), Florida Statutes, authorizes counties to adopt an ordinance to enforce the posting of human trafficking public awareness signs in certain establishments; and

WHEREAS, on May 10, 2016, the Board of County Commissioners adopted Ordinance No. 16-05, requiring certain establishments to post human trafficking public awareness signs; and

WHEREAS, during the 2016 Legislative Session, the Florida Legislature amended Section 787.29, Florida Statutes, to clarify the types of establishments that are required to display human trafficking public awareness signs; and

WHEREAS, the Board desires to adopt an ordinance to amend Chapter 9, Article VI, of the Leon County Code of Laws, to comport with the changes in state law;

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

Section 1. Chapter 9, Article VI of the Code of Laws of Leon County, Florida, is hereby amended to read as follows:

1 that person, ~~regulated pursuant to Chapter 787, Florida Statutes,~~ as defined in Section
2 787.06, Florida Statutes, as may be amended.

3 E. *Massage services* means the manipulation of the soft tissues of the human body with
4 the hand, foot, arm, or elbow, whether or not such manipulation is aided by
5 hydrotherapy, including colonic irrigation, or thermal therapy; any electrical or
6 mechanical device; or the application to the human body of a chemical or herbal
7 preparation.

8 **Sec. 9-72. General Requirements.**

9 A. The employer at each of the following establishments shall display public
10 awareness signs in a conspicuous location that is clearly visible to the public and
11 employees of the establishment:

12 (1) A strip club or other adult entertainment establishment.

13 (2) A business or establishment that offers massage or bodywork services for
14 compensation that is not owned by a health care practitioner ~~profession~~
15 regulated pursuant to Chapter 456, Florida Statutes, and defined in Section
16 456.001, Florida Statutes.

17 B. The required public awareness sign must be at least 8.5 inches by 11 inches in
18 size, must be printed in at least a 16-point type, and must state substantially the
19 following in English, Creole and Spanish:

20 "If you or someone you know is being forced to engage in an activity and
21 cannot leave-whether it is prostitution, housework, farm work, factory work, retail
22 work, restaurant work, or any other activity-call the National Human Trafficking
23 Resource Center at 1-888-373-7888 or text INFO or HELP to 233-733 to access

1 help and services. Victims of slavery and human trafficking are protected under
2 United States and Florida law." (Posted Pursuant to Section 787.29, Florida
3 Statutes and Leon County Code Section 9-72.) (~~Insert Section#~~)

4 **Section 2. Enforcement.**

5 It is unlawful to violate any provisions of this Ordinance and any violation hereof shall be
6 deemed a noncriminal violation, punishable by a fine only as provided in Section 775.083,
7 Florida Statutes.

8 **Section 3. Severability.**

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

12 **Section 4. Conflicts.**

13 All ordinances or parts of ordinances in conflict with the provisions of this ordinance are
14 hereby repealed to the extent of such conflict, except to the extent of any conflicts with the
15 Tallahassee-Leon County 2010 Comprehensive Plan as amended, which provisions shall prevail
16 over any parts of this ordinance which are inconsistent, either in whole or in part, with the said
17 Comprehensive Plan.

18 **Section 5. Effective Date.**

19 This ordinance shall have effect upon becoming law.
20

**Leon County
Board of County Commissioners**

Notes for Agenda Item #3

Leon County Board of County Commissioners

Cover Sheet for Agenda #3

September 13, 2016

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator
Herbert W.A. Thiele, County Attorney

Title: Adoption of Proposed Revised Policy No. 98-15, "Library Patron Rights and Responsibilities"

County Administrator Review and Approval:	Vincent S. Long, County Administrator
County Attorney Review and Approval:	Herbert W.A. Thiele, County Attorney
Department/ Division Review:	Wanda Hunter, Assistant County Administrator
Lead Staff/ Project Team:	Herbert W.A. Thiele, County Attorney Cay Hohmeister, Library Director

Fiscal Impact:

This item has no fiscal impact to the County.

Staff Recommendation:

Option #1: Adopt revised Policy No. 98-15, "Library Patron Rights and Responsibilities."

Report and Discussion

Background:

This agenda item seeks Board adoption of revisions to Library Policy No. 98-15, "Library Patron Rights and Responsibilities" in order to address the issue of the use of the LeRoy Collins Leon County Public Library System during school hours for children between the ages of 10 to 17 who are unattended, but are enrolled in home-school, the Florida Virtual School or other online schools.

Analysis:

A growing number of children are becoming enrolled in either home-school, the Florida Virtual School or other online schools. These students are utilizing the libraries during school hours unattended. County Administration requested staff bring to the Board recommended policy amendments to accommodate these students' needs while at the same time, assist library staff in differentiating between a home-schooled or virtually schooled and possible truant public school students.

The County Attorney's Office met with Cay Hohmeister, Director of the LeRoy Collins Leon County Public Library System for a review of Leon County's Library Patron Rights and Responsibilities to see what parameters could be put in place to better accommodate students between the ages of 10 to 17 who are home-schooled, students of the Florida Virtual School or other online schools who want to utilize the libraries without supervision during school hours.

Currently, Leon County's Library Patron Rights and Responsibilities requires parents or other adults to accompany children in the library. It also requests parents or other adults accompanying children to remain in the library during scheduled library-sponsored children's programs. The library staff reviewed several other Florida public library systems' policies to see how they are assisting home-school, virtual school or other online school students. Accordingly, we have amended Policy No. 98-15 (Attachment #1) to provide for more detailed regulations for use of the libraries for unattended children between the ages of 10 to 17. Children under the age of 10 must have a parent/caregiver in the immediate vicinity of and in visual contact with the child. In order to use the public library unattended during school hours, children who are ages of 10 to 17 and are enrolled in either home-school, the Florida Virtual School or other online schools will be required to have on their person a completed and duly executed Parental Permission Form (Attachment #2) from their parent/guardian. The libraries will not be responsible for retaining completed permission forms. The Parental Permission Form will be available for download on-line through the Leon County Website.

Options:

1. Adopt revised Policy No. 98-15, "Library Patron Rights and Responsibilities."
2. Do not adopt revised Policy No. 98-15, "Library Patron Rights and Responsibilities."
3. Board direction.

Recommendation:

Option #1.

Attachments:

1. Policy No. 98-15, "Library Patron Rights and Responsibilities."
2. Parental Permission Form

Board of County Commissioners

Leon County, Florida

Policy No. 98-15

Title: Library Patron Rights & Responsibilities

Date Adopted: ~~April 8, 2014~~ September 13, 2016

Effective Date: ~~April 8, 2014~~ September 13, 2016

Reference: N/A

Policy Superseded: Policy No. 96-18, A Library Patron Rights and Responsibilities, adopted November 12, 1996; Policy No. 98-15, Library Patron Rights & Responsibilities,” adopted October 13, 1998; ~~amended April 8, 2014~~

It shall be the policy of the Board of County Commissioners of Leon County, Florida, that Policy No. ~~98-15~~ 986-18-15, ~~amended~~ adopted on ~~April 8, 2014~~ October 13, 1998, is hereby further amended ~~repealed and superseded~~, and a new amended policy adopted in its place, to wit:

Publicly supported library service is based upon the First Amendment right of free expression. Leon County maintains a library environment that is conducive to all users' exercise of their constitutionally protected right to receive information. In order to protect all library users' rights of access to library facilities, to ensure the safety of users and staff, and to protect library resources and facilities from damage, the Board of County Commissioners imposes the following reasonable restrictions on the manner of library access and behavior.

1. Children under the age of 10 must have a parent/caregiver in the immediate vicinity of and in visual contact with the child. The assigned caregiver must be a responsible person and must carry emergency contact information. An exception would be children attending a library program without a parent/caregiver in the room. However, the parent/caregiver is expected to remain in the library building and immediately join the child at the end of the program. If a child in this age group is found unattended, library staff will attempt to locate the parent/caregiver in the library and inform him/her of the rules. If the parent/caregiver cannot be found, or if the child is found unattended again, the law enforcement will be called for assistance.
2. During school hours children 17 and under must be accompanied by a parent or legal guardian. The LeRoy Collins Leon County Public Library System will do its best to uphold Florida State laws on truancy, including Section 984.13, Florida Statutes which states:

"A child may be taken into custody by a law enforcement officer when the officer has reasonable grounds to believe that the child has run away from home or is absent from school without authorization or is suspended or

Library Patron Rights and Responsibilities Policy No. 98-15

expelled and is not in the presence of his or her parent or legal guardian during school hours. The officer may deliver a truant to an approved attendance center. A suspended or expelled student may be delivered to an approved alternative to suspension or expulsion program or to the parent or legal guardian."

If the child is truant, he/she will be informed of this law before law enforcement officers are called and will have the opportunity to use the phone to call a parent/guardian for a ride if needed.

3. In order to use the LeRoy Collins Leon County Public Library System unattended during school hours, those children who are the ages of 10 to 17 and who are enrolled in either home-school, the Florida Virtual School or other online schools will be required to have on their person a completed and duly executed Parental Permission Form from their parent/guardian. (a photo of same on a cellular device will be accepted) The parent/guardian may be called by staff to confirm the home school status. The school district may also be contacted to confirm home school status. If the child has a Virtual School, or other online school ID, they may log into their account as proof of home school status.

4. Parents are responsible for the actions and well-being of their child(ren). In accordance with LeRoy Collins Leon County Public Library System's Policies, customers, including children, using inappropriate behavior may be asked to leave the library. If a child 10 and older is not able to leave the library on his/her own then he/she should not be in the library without a parent/caregiver.

~~1. Parents or other adults accompanying minor children are responsible for those children in the library. The library is not responsible for unattended children. Parents or other adults accompanying minor children should remain in the library during scheduled library-sponsored children's programs.~~

2.5. Eating and drinking are allowed only in designated areas of the library.

3.6. **Unacceptable Behaviors in the Library**

To ensure everyone's comfort, safety, and access to library resources and facilities, the following behaviors are not considered acceptable in the library:

- a. noise or talking which disturbs others;
- b. repetitive breaking of library rules for the use of library spaces, materials, resources, services, facilities or equipment;
- c. intoxication resulting from the use of alcohol or drugs;
- d. use of wrong restrooms, or restrooms for bathing;

- e. soliciting, peddling, or vending, whether in the library or on library grounds, parking areas, or curtilage;
- f. fighting;
- g. harassment; and verbal, visual, or physical abuse of other library patrons or library staff;
- h. using audible devices without headphone or with headphones set at a volume that disturbs others;
- i. improper use, destruction or theft of property;
- j. running and noisy playing;
- k. having offensive body odor or personal hygiene so as to unreasonably interfere with other patrons' ability to use the Library and its facilities;
- l. campaigning and petitioning in the library and upon the library entryways.
- m. sleeping.

~~4.7.~~ Patrons who exhibit any of the stated unacceptable behaviors will be asked to stop and may be asked to leave the library if the behavior continues. Failure to leave the library when asked to do so will subject the person to possible arrest under Ch. 810.08, Florida Statutes, "Trespass in Structure or Conveyance." Persons whose behavior is disruptive or dangerous may be placed on "Trespass after Warning" notification with the police.

Library administrative staff may suspend or withdraw library privileges from anyone exhibiting the above behaviors.

~~5.8.~~ Patrons engaging in criminal activity as defined by Florida Statutes are reported immediately to law enforcement authorities.

~~6.9.~~ Attached to this policy and incorporated herein are "Procedures for Implementing Patron Rights and Responsibilities Policy," as revised and adopted by the Board of County Commissioners on April 8, 2014.

Library Patron Rights and Responsibilities Policy No. 98-15

Procedures for Implementing Patron Rights and Responsibilities Policy

1. Library staff members are responsible for notifying a patron that his or her behavior is unacceptable. Staff at the main library can call the Deputy Sheriff to talk with the patron if that level of intervention is warranted. Branch library staff may call for the Deputy Sheriff if that level of intervention is warranted.
2. If, after a first warning, the patron does not cease the unacceptable behavior, he or she may be asked to leave the library for the day. Decisions to ask a patron to leave the library are made by a library supervisor in consultation with a Deputy Sheriff, when a Deputy Sheriff is available. Library supervisors are members of the library management team or designated staff.

The Tallahassee Police Department (for facilities within the city limits) or Leon County Sheriff's Department (for facilities outside the city limits) is called if a patron refuses to leave the library when asked by staff or Security Guard.

3. The Supervisor of the Day and the Deputy Sheriff are called immediately at the main library when staff or patrons witness a patron committing an unlawful or dangerous act or threatening such act. At the branches, staff calls the appropriate law enforcement agency immediately.
4. The library supervisor completes a Security Report following incidents in the library. Copies of the report are sent to the Library Director. The Director reviews the report, initials it or adds comments or a report of her own, and gives it to the library administrative assistant for copying to the management team.
5. Persons who are given a law enforcement "Trespass after Warning" at any library location should have his or her picture taken for future reference. The picture, copy of the trespass notice, and identifying information are to be maintained at the main library and all branches for use by library staff for purposes of identifying such persons.
6. Persons who do not follow policy and procedure when using library services but who are not committing acts which warrant Trespass After Warning as the final activity may be suspended from one or all library services either permanently or for a period of time determined by Library Administration.



LEROY COLLINS LEON COUNTY PUBLIC LIBRARY

PARENTAL PERMISSION FORM

Student's Name: _____ Student's Birth Date: _____

Street Address: _____ Student's Primary Phone Number: _____

City, State & Zip: _____ Email: _____

I hereby give permission for my child (named above), to use utilize the LeRoy Collins Leon County Public Library System alone during school hours as my child is enrolled in home school / virtual school.

**Printed Name of
Parent or Legal Guardian**

**Signature of
Parent or Legal Guardian**

Date

EMERGENCY CONTACT INFORMATION

Parent(s)/Guardian(s) Name(s)

Parent(s)/Guardian(s) Primary Phone Number

Parent(s)/Guardian(s) Street Address

Parent(s)/Guardian(s) Secondary Phone Number

City State Zip

Parent(s)/Guardian(s) Email address

NOTE: In order to use the LeRoy Collins Leon County Public Library System unattended during school hours, those children who are the ages of 10 to 17 and who are enrolled in either home-school, the Florida Virtual School or other online schools will be required to have on their person a completed and duly executed Parental Permission Form from their parent/guardian. (a photo of same on a cellular device will be accepted) The parent/guardian may be called by staff to confirm the home school status. The school district may also be contacted to confirm home school status. If the child has a Virtual School, or other online school ID, they may log into their account as proof of home school status.

Parents are still responsible for the actions and well-being of their child(ren). In accordance with LeRoy Collins Leon County Public Library System's Policies. Customers, including children, using inappropriate behavior may be asked to leave the library. If a child 10 and older is not able to leave the library on his/her own then he/she should not be in the library without a parent/caregiver.

**Leon County
Board of County Commissioners**


Notes for Agenda Item #4

Leon County Board of County Commissioners

Cover Sheet for Agenda #4

September 13, 2016

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Approval of the Leon County Office of Library Services FY16-17 Annual Plan, Approval of Library Long-Range Plan for Library Service FY-17-19, and Approval of the State Aid to Libraries Grant Agreement Between the Florida Department of State and Leon County

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator Wanda Hunter, Assistant County Administrator
Lead Staff/ Project Team:	Cay Hohmeister, Library Director Scott Joyner, Administration and Operations Manager

Fiscal Impact:

This item has a fiscal impact. Funds associated with the grant are anticipated in the FY 2016/2017 budget in the amount of \$183,922. Failure to approve the annual and long-range library plan would jeopardize the County receiving the state appropriated grant.

Staff Recommendation:

- Option #1: Approve the Office of Library Services FY 15-16 Annual Plan (Attachment #1), and FY 17-19 Long Range Plan for Library Service (Attachment #2).
- Option #2: Approve the State Aid to Libraries Grant Agreement between the Florida Department of State and Leon County (Attachment #3), and authorize the County Administrator to execute.

Report and Discussion

Background:

State Aid supplemental operating funds are awarded by the Florida Legislature, through the Florida Department of State, Division of Library and Information Services, to public libraries in Florida who meet the eligibility requirements as detailed in Chapter 257, *Florida Statutes*. The County's public library system has consistently met the State Aid requirements and has received grant funding every year since 1963.

One of the State Aid requirements is that a 3-5 year long-range plan and an annual plan must be on file with the Division. The library's governing body, in this case the Leon County Board of County Commissioners, must approve these plans.

The approval of the annual plan, long-range plan, and the State Aid to Libraries Grant Agreement is the first of a two-part application process.

1. An approved long-range and annual plan, documents about the library, such as current schedule and prior year budget information, the application and Grant Agreement signed by the County Administrator and the Clerk of Courts are due October 1, 2016.
2. A detailed breakdown of the Library's current budget, the approved Annual Plan for the current fiscal year, and an operating statistical report for FY 16 are due on December 1, 2016.

The State's required plans and the associated grant funding are essential to the following revised FY2012 - FY2016 Strategic Initiatives that the Board approved at the January 26, 2016 meeting:

- Implement strategies through the library system which enhance education and address the general public's information needs.

This particular Strategic Initiative aligns with the Board's Strategic Priority-Quality of Life,

- (Q8) Maintain and enhance our educational and recreational offerings associated with our library system, inspiring a love of reading and lives of learning. (2013)

Analysis:

The State's requirements for the Library's long-range plan include a three- to five- year planning cycle. County strategic initiatives for the library are included in the library's business plan as well as in the library's long-range and annual planning documents.

This year's proposed annual plan provides direction for the first year of the proposed Long-Range plan and continues to support the County's Strategic Priorities and associated Strategic Initiatives.

Options:

1. Approve the Office of Library Services FY 16-19 Long-Range Plan and FY 16-17 Annual Plan (Attachments 1 & 2).
2. Approve the State Aid to Libraries Grant Agreement between the Florida Department of State and Leon County (Attachment #3).
3. Do not approve the Library's FY 16-19 Long-Range Plan, do not approve the Library's FY 16-17 Annual Plan, and do not approve the State Aid to Libraries Grant Agreement.
4. Board Direction.

Recommendation:

Options #1 and #2

Attachments:

1. LeRoy Collins Leon County Public Library System 2016/17 Annual Plan for Library Service
2. LeRoy Collins Leon County Public Library 2016-2019 Long-Range Plan for Library Service
3. State Aid to Libraries Grant Agreement

**LeRoy Collins Leon County Public Library
Annual Plan for Library Service
2016/17 through 2017/18**

In the first year of the Library's 2016/17 to 2018/19 three year plan, the Library will support the goals and objectives outlined in the three-year plan. The specific objectives in this annual plan also align with the Strategic Initiatives developed for the Library by the Board of County Commissioners.

Objectives

1. Provide remote access to the library's Story Time programs. Investigate and develop a method to stream, provide video or televise a weekly or twice-monthly program presented by staff Information Professionals.
2. Develop opportunities for the Literacy Program to expand tutoring services to all library locations.
3. Develop a regular online newsletter for library users, accessed through the website or by signing up to receive by email.
4. Research and develop innovative methods to promote the library's online databases.
5. Offer one-on-one device assistance and computer instruction by appointment at all library locations.
6. Develop library maps for all locations for the convenience of library visitors.
7. Complete the objective from 2015/16, to establish cross-training opportunities for library staff members systemwide, in order to promote better understanding, communication and flexibility among work areas.

**LeRoy Collins Leon County Public Library
Long-Range Plan for Library Service
2016/17 through 2018/19**

The public library system in Leon County is a well-loved community resource for all. The downtown Main Library celebrated the 25th anniversary of its opening in February 2016. A branch system has been developed over the years and there are now six branch libraries located throughout the county. The Main Library is open seven days a week; the branch libraries are open 40 hours a week, Tuesday through Saturday.

This long-range plan supports the Library mission by emphasizing the importance of excellent service to library users, careful selection of library materials in all formats to appeal to everyone in our community, and popular programs for children and adults. Engaging our community is emphasized in participation in social media, offering assistance in using the wide and ever-changing variety of electronic devices, and in supporting lifelong learning for everyone.

This plan has been developed from comments and suggestions from library users and library staff; from the Edge Assessment online tool provided by the State Library of Florida; and from a library focus group, held February 15, 2016, that was part of Leon County's biannual strategic planning.

This long-range plan for the library aligns with the Leon County Strategic Plan and the business plan established by the Leon County Board of County Commissioners.

Library mission: The LeRoy Collins Leon County Public Library System enriches the community by inspiring a love of reading, providing a dynamic resource for intellectual, creative and recreational pursuits, and enabling residents to live a life of learning.

Library vision: Inspiring a Love of Reading and a Life of Learning

Goals and Objectives

Goal 1: Learning

Lifelong learning is essential to the enjoyment of each day; to individual and community development; to making informed decisions; to the formation and nurture of new citizens; and to the encouragement of all. Everyone needs access to the ever-increasing and quickly changing sources of information and knowledge in today's world.

Objectives:

1. Library resources in all formats are carefully and continuously evaluated to ensure that they are up-to-date, reliable and authoritative. Staff members assist library users in finding the best information to fill their needs.
2. The library stays abreast of the changing ways that information is packaged and delivered. Instruction and assistance with electronic devices is offered to all.
3. Literacy services are provided through Literacy Volunteers of Leon County and Leon County Staff. Tutor pairs meet at every library location.
4. Library programs and displays spark curiosity and encourage exploration in reading, listening and viewing a wide variety of library materials.
5. Library staff members value the collective impact made through excellent service to each library user. Staff receives training and information in order to provide optimal service using all library resources.

Goal 2: Inclusiveness

The library is a welcoming, trusted and valuable community resource for Leon County's diverse population.

Objectives:

1. Library materials are provided for the interest, information and enlightenment of all people in Leon County. Library materials are carefully selected to present all points of view to appeal to the diverse interests of the community.
2. Library programs are offered for all. The library offers book groups, story time, Baby Time, programs for children and families, and other library events and programs of interest to the community.
3. The Library's social media presence appeals to all ages and encourages participation.
4. In offering service to all, library staff members embrace and demonstrate the core values of Leon County government: service, relevance, integrity, accountability, respect, collaboration, stewardship, performance, transparency and vision.

Goal 3: Engagement

The library reaches out to the community to engage and inspire people as they live, work, study, relax and enjoy recreation as part of their daily lives.

Objectives:

1. Library staff members are recognized as welcoming, knowledgeable and service-oriented.
2. Relevant, engaging materials displays, displays of art and other objects, and posts on social media appeal to all and encourage comment and conversation.
3. The Library seeks to engage and encourage all to use the library through social media, newsletter, volunteer opportunities, collaboration with other county agencies in programs and activities, and participation in community events such as Springtime Tallahassee and the Festival of Freedom.
4. The Library explores and develops innovative ways to interact with and serve in-house and virtual library users.
5. Leon County government officials and staff members recognize and utilize the resources and staff expertise of the library.

Goal 4: Place

The Main Library and six branch libraries are a firmly anchored physical presence throughout the community. The libraries provide welcoming and meaningful experiences to all who enter. Community members can engage with each other, attend or host meetings and programs, and/or enjoy quiet spaces. The library's online presence offers reliable information and resources as well as social media connections.

Objectives:

1. Library facilities are well-maintained, inviting places.
2. Public internet PCs, Wi-Fi, the library website, online catalog, and the library integrated management system are up-to-date and function without interruption of service.

3. The Library environment is organized and free from clutter, signage is up-to-date and visible, service desks are staffed and identified, and materials are easy to find.
4. Comfortable, appropriate public meeting spaces are available at every library.

**STATE AID TO LIBRARIES GRANT
AGREEMENT BETWEEN
THE STATE OF FLORIDA, DEPARTMENT OF STATE
AND
Leon County, Florida
for and on behalf of
Leon County Public Library System**

This Agreement is by and between the State of Florida, Department of State, Division of Library and Information Services, hereinafter referred to as the "Division," and the Leon County, Florida for and on behalf of Leon County Public Library System, hereinafter referred to as the "Grantee."

The Grantee has submitted an application and has met all eligibility requirements and has been awarded a State Aid to Libraries Grant (CSFA 45.030) by the Division in the amount specified on the "Fiscal Year 2016-2017 State Aid to Libraries Final Grants" document (which is incorporated as part of this Agreement and entitled Attachment B). The Division has the authority to administer this grant in accordance with Section 257, *Florida Statutes*. By reference, the application and any approved revisions are hereby made a part of this agreement.

In consideration of the mutual covenants and promises contained herein, the parties agree as follows:

1. **Grant Purpose.** This grant shall be used exclusively for the "State Aid to Libraries Grant," the public purpose for which these funds were appropriated.
 - a) The Grantee shall perform the following **Scope of Work** as identified in Section 257.17, *Florida Statutes*:

Manage or coordinate free library service to the residents of its legal service area. The Grantee shall:

1. Have a single administrative head employed full time by the library's governing body;
2. Provide free library service, including loaning materials available for circulation free of charge and providing reference and information services free of charge;
3. Provide access to materials, information and services for all residents of the area served; and
4. Have at least one library, branch library or member library open 40 hours or more each week.

- b) The Grantee agrees to provide the following **Deliverables** related to the Scope of Work for payments to be awarded.

Payment 1, Deliverable/Task 1:

- Payment will be a fixed price in the amount of 100% of the grant award. The Grantee will have at least one library, branch library or member library open 40 hours or more each week.

2. **Length of Agreement.** This Agreement shall begin the date the agreement is signed by both the Grantee's Governing Body and the Division and continue until all grant funds have been expended, unless terminated in accordance with the provisions of Section 28 of this Agreement.
3. **Expenditure of Grant Funds.** The Grantee cannot obligate or expend any grant funds before the Agreement has been signed by all parties. No costs incurred after termination of the Agreement shall be allowed unless specifically authorized by the Division.
4. **Contract Administration.** The parties are legally bound by the requirements of this agreement. Each party's contract manager, named below, will be responsible for monitoring its performance under this Agreement and will be the official contact for each party. Any notice(s) or other communications in regard to this agreement shall be directed to or delivered to the other party's contract manager by utilizing the information below. Any change in the contact information below should be submitted in writing to the contract manager within 10 days of the change.

For the Division of Library and Information Services:

Marian Deeney, Library Program Administrator
Florida Department of State
R.A. Gray Building
Mail Station # 9D
500 South Bronough Street
Tallahassee, Florida 32399
Phone: 850.245.6620
Facsimile: 850.245.6643
Email: marian.deeney@dos.myflorida.com

For the Grantee:

Cay Hohmeister, Director
200 West Park Avenue
Tallahassee, Florida 32301-7720
Phone: (850) 606-2665
Facsimile: (850) 606-2601
Email: Hohmeisterc@leoncountyfl.gov

5. **Grant Payments.** The total grant award shall not exceed the amount specified on the “Fiscal Year 2016-2017 State Aid to Libraries Final Grants” document (Attachment B), which shall be paid by the Division in consideration for the Grantee’s minimum performance as set forth by the terms and conditions of this Agreement. Payment will be a fixed price in the amount of 100% of the grant award as specified in Attachment B. Payment will be made in accordance with the completion of the Deliverables.
6. **Electronic Payments.** The Grantee can choose to use electronic funds transfer (EFT) to receive grant payments. All grantees wishing to receive their award through EFT must submit a Vendor Direct Deposit Authorization form to the Florida Department of Financial Services. If EFT has already been set up for your organization, you do not need to submit another authorization form unless you have changed bank accounts. To download this form visit myfloridacfo.com/Division/AA/Forms/DFS-A1-26E.pdf. The form also includes tools and information that allow you to check on payments.
7. **Florida Substitute Form W-9.** A completed Substitute Form W-9 is required from any entity that receives a payment from the State of Florida that may be subject to 1099 reporting. The Department of Financial Services (DFS) must have the correct Taxpayer Identification Number (TIN) and other related information in order to report accurate tax information to the Internal Revenue Service (IRS). To register or access a Florida Substitute Form W-9 visit flvendor.myfloridacfo.com/. **A copy of the Grantee’s Florida Substitute Form W-9 must be submitted by the Grantee to the Division with the executed Agreement.**
8. **Financial Consequences.** The Department shall apply the following financial consequences for failure to perform the minimum level of services required by this Agreement in accordance with Sections 215.971 and 287.058, *Florida Statutes*:

Should the library fail to provide free library service to the public or to be open for at least 40 hours per week, it will no longer be eligible to receive State Aid to Libraries grant funding, and its funding will be reduced to zero.

Payment will be withheld if Deliverables are not satisfactorily completed.

9. **Credit Line(s) to Acknowledge Grant Funding.** The Division requires public acknowledgement of State Aid to Libraries Grant funding for activities and publications supported by grant funds. Any announcements, information, press releases, publications, brochures, videos, web pages, programs, etc. created as part of a State Aid to Libraries Grant project must include an acknowledgment that State Aid to Libraries Grant funds were used to create them.

Use the following text:

“This project has been funded under the provisions of the State Aid to Libraries Grant program, administered by the Florida Department of State’s Division of Library and Information Services.”

10. Non-allowable Grant Expenditures. The Grantee agrees to expend all grant funds received under this agreement solely for the purposes for which they were authorized and appropriated. Expenditures shall be in compliance with the state guidelines for allowable project costs as outlined in the Department of Financial Services’ Reference Guide for State Expenditures, which are available online at myfloridacfo.com/aadir/reference_guide/.

Grant funds may not be used for the purchase or construction of a library building or library quarters.

11. Travel Expenses. The Subgrantee must pay any travel expenses, from grant or local matching funds, in accordance to the provisions of Section 112.061, *Florida Statutes*.

12. Unobligated and Unearned Funds and Allowable Costs. In accordance with Section 215.971, *Florida Statutes*, the Grantee shall refund to the State of Florida any balance of unobligated funds which has been advanced or paid to the Grantee. In addition, funds paid in excess of the amount to which the recipient is entitled under the terms and conditions of the agreement must be refunded to the state agency. Further, the recipient may expend funds only for allowable costs resulting from obligations incurred during the specified agreement period. Expenditures of state financial assistance must be in compliance with the laws, rules and regulations applicable to expenditures of State funds, including, but not limited to, the *Reference Guide for State Expenditures*.

13. Repayment. All refunds or repayments to be made to the Department under this agreement are to be made payable to the order of “Department of State” and mailed directly to the following address: Florida Department of State, Attention: Marian Deeney, Division of Library and Information Services, 500 South Bronough Street, Mail Station #9D, Tallahassee, FL 32399. In accordance with Section 215.34(2), *Florida Statutes*, if a check or other draft is returned to the Department for collection, Recipient shall pay to the Department a service fee of \$15.00 or five percent (5%) of the face amount of the returned check or draft, whichever is greater.

14. Single Audit Act. Each grantee, other than a grantee that is a State agency, shall submit to an audit pursuant to Section 215.97, *Florida Statutes*. See Attachment A for additional information regarding this requirement. If a Grantee is not required by law to conduct an audit in accordance with the Florida Single Audit Act because it did not expend at least \$500,000 in state financial assistance, it must submit a Financial Report on its operations pursuant to Section 257.41(3), *Florida Statutes* within nine months of the close of its fiscal year.

15. Retention of Accounting Records. Financial records, supporting documents, statistical records and all other records, including electronic storage media pertinent to the Project, shall be retained for a period of five (5) fiscal years after the close out of the grant and release of the audit. If any litigation or audit is initiated or claim made before the expiration of the five-

year period, the records shall be retained for five fiscal years after the litigation, audit or claim has been resolved.

- 16. Obligation to Provide State Access to Grant Records.** The Grantee must make all grant records of expenditures, copies of reports, books, and related documentation available to the Division or a duly authorized representative of the State of Florida for inspection at reasonable times for the purpose of making audits, examinations, excerpts and transcripts.
- 17. Obligation to Provide Public Access to Grant Records.** The Division reserves the right to unilaterally cancel this Agreement in the event that the Grantee refuses public access to all documents or other materials made or received by the Grantee that are subject to the provisions of Chapter 119, *Florida Statutes*, known as the *Florida Public Records Act*. The Grantee must immediately contact the Division's Contract Manager for assistance if it receives a public records request related to this Agreement.
- 18. Noncompliance.** Any Grantee that is not following Florida statutes or rules, the terms of the grant agreement, Florida Department of State policies and guidance, local policies, or other applicable law or that has not submitted required reports or satisfied other administrative requirements for other Division of Library and Information Services grants or grants from any other Office of Cultural, Historical, and Information Programs (OCHIP) Division will be in noncompliance status and subject to the OCHIP Grants Compliance Procedure. OCHIP Divisions include the Division of Cultural Affairs, the Division of Historical Resources, and the Division of Library and Information Services. Grant compliance issues must be resolved before a grant award agreement may be executed and before grant payments for any OCHIP grant may be released.
- 19. Accounting Requirements.** The Grantee must maintain an accounting system that provides a complete record of the use of all grant funds as follows:
- a) The accounting system must be able to specifically identify and provide audit trails that trace the receipt, maintenance and expenditure of state funds;
 - b) Accounting records must adequately identify the sources and application of funds for all grant activities and must classify and identify grant funds by using the same budget categories that were approved in the grant application. If Grantee's accounting system accumulates data in a different format than the one in the grant application, subsidiary records must document and reconcile the amounts shown in the Grantee's accounting records to those amounts reported to the Division;
 - c) An interest-bearing checking account or accounts in a state or federally chartered institution may be used for revenues and expenses described in the Scope of Work and detailed in the Estimated Project Budget;
 - d) The name of the account(s) must include the grant award number;

- e) The Grantee's accounting records must have effective control over and accountability for all funds, property and other assets; and
- f) Accounting records must be supported by source documentation and be in sufficient detail to allow for a proper pre-audit and post-audit (such as invoices, bills and canceled checks).

20. Availability of State Funds. The State of Florida's performance and obligation to pay under this Agreement are contingent upon an annual appropriation by the Florida Legislature. In the event that the state funds upon which this Agreement is dependent are withdrawn, this Agreement will be automatically terminated and the Division shall have no further liability to the Grantee beyond those amounts already expended prior to the termination date. Such termination will not affect the responsibility of the Grantee under this Agreement as to those funds previously distributed. In the event of a state revenue shortfall, the total grant may be reduced accordingly.

21. Lobbying. The Subgrantee will not use any grant funds for lobbying the state legislature, the state judicial branch or any state agency.

22. Independent Contractor Status of Grantee. The Grantee, if not a state agency, agrees that its officers, agents and employees, in performance of this Agreement, shall act in the capacity of independent contractors and not as officers, agents or employees of the state. The Grantee is not entitled to accrue any benefits of state employment, including retirement benefits and any other rights or privileges connected with employment by the State of Florida.

23. Grantee's Subcontractors. The Grantee shall be responsible for all work performed and all expenses incurred in connection with this Agreement. The Grantee may subcontract, as necessary, to perform the services and to provide commodities required by this Agreement. The Division shall not be liable to any subcontractor(s) for any expenses or liabilities incurred under the Grantee's subcontract(s), and the Grantee shall be solely liable to its subcontractor(s) for all expenses and liabilities incurred under its subcontract(s). The Grantee must take the necessary steps to ensure that each of its subcontractors will be deemed to be independent contractors and will not be considered or permitted to be agents, servants, joint venturers or partners of the Division.

24. Liability. The Division will not assume any liability for the acts, omissions to act or negligence of the Grantee, its agents, servants or employees; nor may the Grantee exclude liability for its own acts, omissions to act or negligence to the Division.

- a) The Grantee shall be responsible for claims of any nature, including but not limited to injury, death and property damage arising out of activities related to this Agreement by the Grantee, its agents, servants, employees and subcontractors. The Grantee shall indemnify and hold the Division harmless from any and all claims of any nature and shall investigate all such claims at its own expense. If the Grantee is governed by Section 768.28, *Florida Statutes*, it shall only be obligated in accordance with this Section.

- b) Neither the state nor any agency or subdivision of the state waives any defense of sovereign immunity or increases the limits of its liability by entering into this Agreement.
- c) The Division shall not be liable for attorney fees, interest, late charges or service fees, or cost of collection related to this Agreement.
- d) The Grantee shall be responsible for all work performed and all expenses incurred in connection with the project. The Grantee may subcontract as necessary to perform the services set forth in this Agreement, including entering into subcontracts with vendors for services and commodities, provided that such subcontract has been approved in writing by the Department prior to its execution and provided that it is understood by the Grantee that the Department shall not be liable to the subcontractor for any expenses or liabilities incurred under the subcontract and that the Grantee shall be solely liable to the subcontractor for all expenses and liabilities incurred under the subcontract.

25. Strict Compliance with Laws. The Grantee shall perform all acts required by this Agreement in strict conformity with all applicable laws and regulations of the local, state and federal law. For consequences of noncompliance, see Section ~~19~~ 18, Noncompliance.

26. No Discrimination. The Grantee may not discriminate against any employee employed under this Agreement or against any applicant for employment because of race, color, religion, gender, national origin, age, handicap or marital status. The Grantee shall insert a similar provision in all of its subcontracts for services under this Agreement.

27. Breach of Agreement. The Division will demand the return of grant funds already received, will withhold subsequent payments and/or will terminate this agreement if the Grantee improperly expends and manages grant funds; fails to prepare, preserve or surrender records required by this Agreement; or otherwise violates this Agreement.

28. Termination of Agreement. The Division will terminate or end this Agreement if the Grantee fails to fulfill its obligations herein. In such event, the Division will provide the Grantee a notice of its violation by letter and shall give the Grantee fifteen (15) calendar days from the date of receipt to cure its violation. If the violation is not cured within the stated period, the Division will terminate this Agreement. The notice of violation letter shall be delivered to the Grantee's Contract Manager, personally, or mailed to his/her specified address by a method that provides proof of receipt. In the event that the Division terminates this Agreement, the Grantee will be compensated for any work completed in accordance with this Agreement prior to the notification of termination if the Division deems this reasonable under the circumstances. Grant funds previously advanced and not expended on work completed in accordance with this Agreement shall be returned to the Division, with interest, within thirty (30) days after termination of this Agreement. The Division does not waive any of its rights to additional damages if grant funds are returned under this Section.

29. Preservation of Remedies. No delay or omission to exercise any right, power or remedy accruing to either party upon breach or violation by either party under this Agreement shall

impair any such right, power or remedy of either party; nor shall such delay or omission be construed as a waiver of any such breach or default or any similar breach or default.

30. Non-Assignment of Agreement. The Grantee may not assign, sublicense or otherwise transfer its rights, duties or obligations under this Agreement without the prior written consent of the Division, which shall not unreasonably be withheld. The agreement transferee must demonstrate compliance with the requirements of the project. If the Division approves a transfer of the Grantee's obligations, the Grantee shall remain liable for all work performed and all expenses incurred in connection with this Agreement. In the event the Legislature transfers the rights, duties and obligations of the Division to another governmental entity, pursuant to Section 20.06, *Florida Statutes* or otherwise, the rights, duties and obligations under this Agreement shall be transferred to the succeeding governmental agency as if it was the original party to this Agreement.

31. Required Procurement Procedures for Obtaining Goods and Services. The Grantee shall provide maximum open competition when procuring goods and services related to the grant-assisted project in accordance with Section 287.057, *Florida Statutes*.

- a) Procurement of Goods and Services Not Exceeding \$35,000. The Grantee must use the applicable procurement method described below:
 1. Purchases Up to \$2,500: Procurement of goods and services where individual purchases do not exceed \$2,500 do not require competition and may be conducted at the Grantee's discretion.
 2. Purchases or Contract Amounts Between \$2,500 and \$35,000: Goods and services costing between \$2,500 and \$35,000 require informal competition and may be procured by purchase order, acceptance of vendor proposals or other appropriate procurement document.
- b) Procurement of Goods and Services Exceeding \$35,000. Goods and services costing over \$35,000 may be procured by either Formal Invitation to Bid, Request for Proposals or Invitation to Negotiate and may be procured by purchase order, acceptance of vendor proposals or other appropriate procurement document.

32. Conflicts of Interest. The Grantee hereby certifies that it is cognizant of the prohibition of conflicts of interest described in Sections 112.311 through 112.326, *Florida Statutes* and affirms that it will not enter into or maintain a business or other relationship with any employee of the Department of State that would violate those provisions. The Grantee further agrees to seek authorization from the General Counsel for the Department of State prior to entering into any business or other relationship with a Department of State Employee to avoid a potential violation of those statutes.

33. Binding of Successors. This Agreement shall bind the successors, assigns and legal representatives of the Grantee and of any legal entity that succeeds to the obligations of the Division of Library and Information Services.

- 34. Employment of Unauthorized Aliens.** The employment of unauthorized aliens by the Grantee is considered a violation of Section 274A (a) of the Immigration and Nationality Act. If the Grantee knowingly employs unauthorized aliens, such violation shall be cause for unilateral cancellation of this Agreement.
- 35. Severability.** If any term or provision of the Agreement is found to be illegal and unenforceable, the remainder will remain in full force and effect, and such term or provision shall be deemed stricken.
- 36. Americans with Disabilities Act.** All programs and facilities related to this Agreement must meet the standards of Sections 553.501-553.513, *Florida Statutes* and the Americans with Disabilities Act of 1990.
- 37. Governing Law.** This Agreement shall be construed, performed and enforced in all respects in accordance with the laws and rules of Florida. Venue or location for any legal action arising under this Agreement will be in Leon County, Florida.
- 38. Entire Agreement.** The entire Agreement of the parties consists of the following documents:
- a) This Agreement
 - b) Florida Single Audit Act Requirements (Attachment A)
 - c) Fiscal Year 2016-2017 State Aid to Libraries Final Grants (Attachment B)

The Grantee hereby certifies that they have read this entire Agreement and will comply with all of its requirements.

Date of Agreement: _____

Grantee:

LEON COUNTY, FLORIDA

By: _____

Vincent S. Long
County Administrator

Date

ATTEST:

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

By: _____

Date

Approved as to Form:
Leon County Attorney's Office

By: _____

Herbert W. A. Thiele, Esq.
County Attorney

Date

Department of State:

By: _____

Typed name and title

Witness

ATTACHMENT A

FLORIDA SINGLE AUDIT ACT REQUIREMENTS

AUDIT REQUIREMENTS

The administration of resources awarded by the Department of State to the Grantee may be subject to audits and/or monitoring by the Department of State as described in this Addendum to the Grant Agreement.

MONITORING

In addition to reviews of audits conducted in accordance with OMB Circular A-133 and Section 215.97, F.S., as revised (see "AUDITS" below), monitoring procedures may include, but not be limited to, on-site visits by Department of State staff, limited scope audits as defined by OMB Circular A-133, as revised, and/or other procedures. By entering into this agreement, the Recipient agrees to comply and cooperate with any monitoring procedures/processes deemed appropriate by the Department of State." In the event the Department of State determines that a limited scope audit of the Recipient is appropriate, the Recipient agrees to comply with any additional instructions provided by the Department of State staff to the Recipient regarding such audit. The Recipient further agrees to comply and cooperate with any inspections, reviews, investigations, or audits deemed necessary by the Chief Financial Officer (CFO) or Auditor General.

AUDITS

PART I: FEDERALLY FUNDED

This part is applicable if the Recipient is a State or local government or a non-profit organization as defined in OMB Circular A-133, as revised.

1. In the event that the Recipient expends \$300,000 (*\$500,000 for fiscal years ending after December 31, 2003*) or more in Federal awards in its fiscal year, the Recipient must have a single or program-specific audit conducted in accordance with the provisions of OMB Circular A-133, as revised. EXHIBIT 1 to this agreement indicates Federal resources awarded through the Department of State by this agreement. In determining the Federal awards expended in its fiscal year, the Recipient shall consider all sources of Federal awards, including Federal resources received from the Department of State. The determination of amounts of Federal awards expended should be in accordance with the guidelines established by OMB Circular A-133, as revised. An audit of the Recipient conducted by the Auditor General in accordance with the provisions OMB Circular A-133, as revised, will meet the requirements of this part.
2. In connection with the audit requirements addressed in Part I, paragraph 1, the Recipient shall fulfill the requirements relative to auditee responsibilities as provided in Subpart C of OMB Circular A-133, as revised.
3. If the Recipient expends less than \$300,000 (*\$500,000 for fiscal years ending after December 31, 2003*) in Federal awards in its fiscal year, an audit conducted in accordance with the provisions of OMB Circular A-133, as revised, is not required. In the event that the Recipient expends less than \$300,000 (*\$500,000 for fiscal years ending after December 31, 2003*) in Federal awards in its fiscal year and elects to have an audit conducted in accordance with the provisions of OMB Circular A-133, as revised, the cost of the audit must be paid from non-Federal resources (i.e., the cost of such an audit must be paid from Recipient resources obtained from other than Federal entities).

PART II: STATE FUNDED

This part is applicable if the Recipient is a nonstate entity as defined by Section 215.97(2), Florida Statutes.

1. In the event that the Recipient expends a total amount of state financial assistance equal to or in excess of \$500,000 in any fiscal year of such Recipient (for fiscal years ending September 30, 2004 or thereafter), the Recipient must have a State single or project-specific audit for such fiscal year in accordance with Section 215.97, Florida Statutes; applicable rules of the Department of Financial Services; and Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General. EXHIBIT 1 to this agreement indicates state financial assistance awarded through the Department of State by this agreement. In determining the state financial assistance expended in its fiscal year, the Recipient shall consider all sources of state financial assistance, including state financial assistance received from the Department of State, other state agencies, and other nonstate entities. State financial assistance does not include Federal direct or pass-through awards and resources received by a nonstate entity for Federal program matching requirements.
2. In connection with the audit requirements addressed in Part II, paragraph 1, the Recipient shall ensure that the audit complies with the requirements of Section 215.97(8), Florida Statutes. This includes submission of a financial reporting package as defined by Section 215.97(2), Florida Statutes, and Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General.
3. If the Recipient expends less than \$500,000 in state financial assistance in its fiscal year (for fiscal years ending September 30, 2004 or thereafter), an audit conducted in accordance with the provisions of Section 215.97, Florida Statutes, is not required. In the event that the Recipient expends less than \$500,000 in state financial assistance in its fiscal year and elects to have an audit conducted in accordance with the provisions of Section 215.97, Florida Statutes, the cost of the audit must be paid from the nonstate entity's resources (i.e., the cost of such an audit must be paid from the Recipient's resources obtained from other than State entities).

The Internet web addresses listed below will assist recipients in locating documents referenced in the text of this agreement and the interpretation of compliance issues.

State of Florida Department Financial Services (Chief Financial Officer)

www.fldfs.com/

State of Florida Legislature (Statutes, Legislation relating to the Florida Single Audit Act)

www.leg.state.fl.us/

PART III: REPORT SUBMISSION

1. Copies of reporting packages for audits conducted in accordance with OMB Circular A-133, as revised, and required by PART I of this agreement shall be submitted, when required by Section 320 (d), OMB Circular A-133, as revised, by or on behalf of the Recipient directly to each of the following:

- A. The Department of State at each of the following addresses:

Department of State
Office of Inspector General
R.A. Gray Building, Room 114A
500 S. Bronough St.
Tallahassee, FL 32399-0250

- B. The Federal Audit Clearinghouse designated in OMB Circular A-133, as revised (the number of copies required by Sections .320 (d)(1) and (2), OMB Circular A-133, as revised, should be submitted to the Federal Audit Clearinghouse), at the following address:

Federal Audit Clearinghouse
Bureau of the Census
1201 East 10th Street
Jeffersonville, IN 47132

- C. Other Federal agencies and pass-through entities in accordance with Sections .320 (e) and (f), OMB Circular A-133, as revised.

2. In the event that a copy of the reporting package for an audit required by PART I of this agreement and conducted in accordance with OMB Circular A-133, as revised, is not required to be submitted to the Department of State for the reasons pursuant to Section .320 (e)(2), OMB Circular A-133, as revised, the Recipient shall submit the required written notification pursuant to Section .320 (e)(2) and a copy of the Recipient's audited schedule of expenditures of Federal awards directly to each of the following:

Department of State
Office of Inspector General
R.A. Gray Building, Room 114A
500 S. Bronough St.
Tallahassee, FL 32399-0250

3. Copies of financial reporting packages required by PART II of this agreement shall be submitted by or on behalf of the Recipient directly to each of the following:

- A. The Department of State at each of the following addresses:

Department of State
Office of Inspector General
R.A. Gray Building, Room 114A
500 S. Bronough St.
Tallahassee, FL 32399-0250

B. The Auditor General's Office at the following address:

Auditor General's Office
Room 401, Pepper Building
111 West Madison Street
Tallahassee, Florida 32399-1450

4. Any reports, management letter, or other information required to be submitted to the Department of State pursuant to this agreement shall be submitted timely in accordance with OMB Circular A-133, Florida Statutes, and Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General, as applicable.
5. Recipients, when submitting financial reporting packages to the Department of State for audits done in accordance with OMB Circular A-133 or Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General, should indicate the date that the reporting package was delivered to the Recipient in correspondence accompanying the reporting package.

PART IV: RECORD RETENTION

1. The Recipient shall retain sufficient records demonstrating its compliance with the terms of this agreement for a period of 5 years from the date the audit report is issued, and shall allow the Department of State, or its designee, CFO, or Auditor General access to such records upon request. The Recipient shall ensure that audit working papers are made available to the Department of State, or its designee, CFO, or Auditor General upon request for a period of 3 years from the date the audit report is issued, unless extended in writing by the Department of State. *NOTE: Records need to be retained for at least five years to comply with record retention requirements related to original vouchers prescribed by the Department of State, Division of Library and Information Services, Bureau of Archives and Records Management.*

EXHIBIT 1

FEDERAL RESOURCES AWARDED TO THE RECIPIENT PURSUANT TO THIS AGREEMENT
CONSIST OF THE FOLLOWING:

Not Applicable.

COMPLIANCE REQUIREMENTS APPLICABLE TO THE FEDERAL RESOURCES AWARDED
PURSUANT TO THIS AGREEMENT ARE AS FOLLOWS:

Not Applicable.

MATCHING RESOURCES FOR FEDERAL PROGRAMS:

Not Applicable.

STATE RESOURCES AWARDED TO THE RECIPIENT PURSUANT TO THIS AGREEMENT
CONSIST OF THE FOLLOWING:

SUBJECT TO SECTION 215.97, *FLORIDA STATUTES*:

Florida Department of State, State Aid to Library Grants, CSFA Number 45.030

Award Amount: Listed on Attachment B, Fiscal Year 2016-2017 State Aid to Libraries Final Grants

COMPLIANCE REQUIREMENTS APPLICABLE TO STATE RESOURCES AWARDED
PURSUANT TO THIS AGREEMENT ARE AS FOLLOWS:

As contained in the Compliance Supplement to CSFA Number 45.030.

ATTACHMENT B

[Fiscal Year 2016-2017 State Aid to Libraries Final Grants]

**Leon County
Board of County Commissioners**


Notes for Agenda Item #5

Leon County Board of County Commissioners

Cover Sheet for Agenda #5

September 13, 2016

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Approval of the Renaming of the Fort Braden Branch Library in Honor of Commissioner Jane G. Sauls

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator Wanda Hunter, Assistant County Administrator
Lead Staff/ Project Team:	Shington Lamy, Assistant to the County Administrator for Citizen Engagement Nicki Paden, Management Intern

Fiscal Impact:

This item has a fiscal impact; however, funding is available in the budget.

Staff Recommendation:

Option #1: Approve the renaming of the Fort Braden Branch Library in honor of Commissioner Jane G. Sauls.

Report and Discussion

Background:

At the July 12, 2016 Commission meeting, the Board directed staff to prepare an agenda item regarding the renaming of the Fort Braden Branch Library in honor of Commissioner Jane Sauls. In order to rename the Fort Braden Branch Library, Policy No. 97-3, "Naming of County-Owned Facilities, Structures, Buildings, and Geographical Areas or Other Property" specifies that proposals for naming County-owned facilities, buildings, structures, geographical areas or other property, must be submitted to the Board of County Commissioners for approval and official designation. The proposal must also be accompanied by background data, a resume, or fact sheet citing reasons for the nomination (Attachment #1). This agenda item serves as the proposal for the Board's consideration of renaming the Fort Braden Branch Library.

Analysis:

Commissioner Jane G. Sauls has been in public service her entire professional career, working for the Clerk of the Circuit Court's Office for 32 years, including Clerk of the Statewide Grand Jury, and several years in the State Attorney's Office. Commissioner Sauls was first elected to the Leon County Board of County Commissioners in 1996 to represent the citizens of District 2. During her twenty-year tenure on the Board, she was elected as the Board's Chairman three times: 1999-2000, 2003-2004, and 2007-2008. Commissioner Sauls led many projects to improve the quality of life for the residents of District 2. She is known by her fellow Commissioners and County Staff for her calm, poised, collegial style and her strong unwavering leadership on the issues she cares about deeply. Some of Commissioner Sauls' most notable accomplishments include the construction of the Fort Braden Library, the renovation of the Fort Braden Community Center, and the creation of the Fort Braden Community Park.

Should the Board decide to honor Commissioner Sauls' years of public service and laudable accomplishments, funds are available in the current budget for the related signage associated with the renaming of the Fort Braden Branch Library in her honor.

Options:

1. Approve the renaming of the Fort Braden Branch Library in honor of Commissioner Jane G. Sauls.
2. Do not approve the renaming of the Fort Braden Branch Library in honor of Commissioner Jane G. Sauls.
3. Board direction.

Recommendation:

Option #1.

Attachment:

1. Commissioner Jane G. Sauls' Fact Sheet

Commissioner Jane G. Sauls

Fact Sheet



- Commissioner Jane G. Sauls was elected to the Leon County Board of County Commissioners for District 2 in 1996
- Commissioner Sauls served as the Board’s Chairman three times: 1999-2000, 2003-2004, and 2007-2008
- Commissioner Sauls has served in numerous public committees and civic groups, including:
 - Blueprint Intergovernmental Agency
 - Leon County Election Canvassing Board
 - Leon County Research and Development Authority
 - Apalachee Regional Planning Council
 - Capital Region Transportation Planning Agency
 - Community Redevelopment Agency Board
 - GIS Executive Committee
 - Value Adjustment Board
- Commissioner Sauls was the first Leon County Commissioner to complete the Certification Courses with the Florida Association of Counties (FAC) becoming the first “certified” Commissioner in Leon County
- Commissioner Sauls led many projects in District 2 including:
 - The construction of the Fort Braden Branch Library
 - The construction of the Fort Braden Community Center
 - The creation of the Fort Braden Recreational Center and Park
 - The establishment of county participation in helping those on private dirt roads
 - The Crawfordville Highway widening project
 - Improvements of the boat landings on Lake Talquin
 - The creation of Leon County’s Emergency Medical Service Department

**Leon County
Board of County Commissioners**

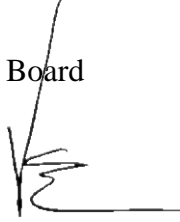
Notes for Agenda Item #6

**Leon County
Board of County Commissioners**

Cover Sheet for Agenda #6

September 13, 2016

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Ratification of Commissioner Appointments to the Development Support & Environmental Management Citizens User Group, Housing Finance Authority, Community Development Block Grant Citizens Task Force and the Tallahassee-Leon County Commission on the Status of Women and Girls

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

Fiscal Impact:

This item has no fiscal impact to the County.

Staff Recommendation:

See next page.

Title: Ratification of Commissioner Appointments to the Development Support & Environmental Management Citizens User Group, Housing Finance Authority, Community Development Block Grant Citizens Task Force and the Tallahassee-Leon County Commission on the Status of Women and Girls

September 13, 2016

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- Option #1: Ratify Commissioner Maddox's reappointment of Stephen Fredrickson to the Development Support & Environmental Management Citizens User Group for a term ending September 30, 2019.
- Option #2: Ratify Commissioner Proctor's reappointment of April Asker to the Development Support & Environmental Management Citizens User Group for a term ending September 30, 2019.
- Option #3: Ratify Commissioner Desloge's appointment of Doug Barton to the Development Support & Environmental Management Citizens User Group for a term ending September 30, 2019.
- Option #4: Ratify Commissioner Desloge's reappointment of Thomas Lewis to the Housing Finance Authority and the Community Development Block Grant Citizens Committee for terms ending September 30, 2020.
- Option #5: Ratify Commissioner Dozier's reappointment of Mike Rogers to the Housing Finance Authority and the Community Development Block Grant Citizens Committee for terms ending September 30, 2020.
- Option #6: Ratify Commissioner Proctor's appointment of Dr. Michelle Mitcham to the Tallahassee-Leon County Commission for the Status of Women & Girls for a term ending September 30, 2018.
- Option #7: Ratify Commissioner Dozier's appointment of Jacqueline Porter to the Tallahassee Leon County Commission for the Status of Women & Girls for a term ending September 30, 2018.
- Option #8: Ratify Commissioner Dailey's reappointment of Jane Johnson to the Tallahassee-Leon County Commission for the Status of Women & Girls for a term ending September 30, 2018.

Report and Discussion

Background:

At its August 23, 2011 meeting, the Board approved the revised process for Advisory Committee appointments by having a consent item prepared for individual Commissioner appointments.

Analysis:

Development Support & Environmental Management Citizens Users Group (Users Group)

Purpose: The purpose of the Users Group is to provide the Board recommendations regarding proposed ordinances that impact growth management and other issues relating to current planning, development review, and environmental compliance, as requested by the Board and staff.

Composition: The Users Group has 14 positions, with each Commissioner appointing two members, specifically to represent a balance of community interests. Terms are for three years and no member may serve more than three consecutive terms.

Vacancies: The terms of User Group members Stephen Fredrickson, April Asker and Alan Weekley expire on September 30, 2016. Mr. Fredrickson and Ms. Asker are eligible and are seeking reappointment (Attachment #1). Mr. Weekley is not seeking reappointment (Attachment #2). Mr. Doug Barton has applied and is eligible (Attachment #3). See Table #1.

Table 1. Development Support & Environmental Management Citizens Users Group

Vacancy	Term Expires	Eligible Applicant	Recommended Action
Stephen Fredrickson	9/30/2016	Stephen Fredrickson	Commissioner Maddox makes reappointment for a three year term ending September 30, 2019
April Asker	9/30/2016	April Asker	Commissioner Proctor makes reappointment for a three year term ending September 30, 2019
Alan Weekley	9/30/2016	Doug Barton	Commissioner Desloge appoints Doug Barton for a three year term ending September 30, 2019

Title: Ratification of Commissioner Appointments to the Development Support & Environmental Management Citizens User Group, Housing Finance Authority, Community Development Block Grant Citizens Task Force and the Tallahassee-Leon County Commission on the Status of Women and Girls

September 13, 2016

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Housing Finance Authority (HFA)

Purpose: Encourages investment by private enterprise and stimulates construction and rehabilitation of housing through use of public financing. The Authority is authorized to issue and sell bonds, but first must seek approval of the Board of County Commissioners.

Composition: Members serve four-year terms, with each Commissioner making one appointment. No less than three members should be knowledgeable in one of the following fields: labor, finance, or commerce. Members of the HFA also serve on the Community Development Block Grant (CDBG) Task Force.

Vacancy: The terms of HFA & CDBG members Thomas Lewis & Mike Rogers expire on September 30, 2016. Both Mr. Lewis and Mr. Rogers are eligible and are seeking reappointment (Attachments #4 & #5). See Table #2.

Table #2 – Housing Finance Authority and Community Development Block Grant Task Force

Vacancy	Term Expires	Eligible Applicant	Recommended Action
Thomas Lewis	9/30/2016	Thomas Lewis	Commissioner Desloge makes reappointment for a four year term ending September 30, 2020
Mike Rogers	9/30/2016	Mike Rogers	Commissioner Dozier makes reappointment for a four year term ending September 30, 2020

Tallahassee-Leon County Commission on the Status of Women & Girls (CSWG)

Purpose: CSWG provides input and recommendations on approaches to address issues affecting the women and girls in Tallahassee and Leon County. The Committee's goal is promoting awareness on issues that affect women and girls in the community, including but not limited to discrimination, disparate experiences of diverse women and girls, employment, education, services, health, economic security, access to justice, freedom from violence and more.

Composition: The CSWG has 21 members: Seven members appointed by the Board of County Commissioners with each County Commissioner having one appointment; seven members appointed by the City Commission; and, seven members appointed by the CSWG and ratified by the County Board of Commissioners and the City Commission. Members serve two-year terms, expiring September 30. Members can serve no more than three terms.

Title: Ratification of Commissioner Appointments to the Development Support & Environmental Management Citizens User Group, Housing Finance Authority, Community Development Block Grant Citizens Task Force and the Tallahassee-Leon County Commission on the Status of Women and Girls

September 13, 2016

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Vacancies: Member Dr. Puryear Burnette is not eligible for reappointment due to term limits. Dr. Roxanne Hughes is not seeking reappointment. Jane Johnson is eligible and is seeking reappointment (Attachment #6). Applications have been received from the following eligible applicants: Dr. Michelle Mitcham (Attachment #7) and Jacqueline Porter (Attachment #8). See Table #3.

Table #3 – Tallahassee-Leon County Commission on the Status of Women & Girls

Vacancy	Term Expires	Eligible Applicant	Recommended Action
Dr. Ada Puryear Burnette	9/30/2016	Dr. Michelle Mitcham	Commissioner Proctor appoints Dr. Michelle Mitcham for a two year term ending September 30, 2018
Dr. Roxanne Hughes	9/30/2016	Jacqueline Porter	Commissioner Dozier appoints Jacqueline Porter for a two year term ending September 30, 2018
Jane Johnson	9/30/2016	Jane Johnson	Commissioner Dailey makes reappointment for a two year term ending September 30, 2018

Options:

1. Ratify Commissioner Maddox’s reappointment of Stephen Fredrickson to the Development Support & Environmental Management Citizens User Group for a term ending September 30, 2019.
2. Ratify Commissioner Proctor’s reappointment of April Asker to the Development Support & Environmental Management Citizens User Group for a term ending September 30, 2019.
3. Ratify Commissioner Desloge’s appointment Doug Barton to the Development Support & Environmental Management Citizens User Group for a term ending September 30, 2019.
4. Ratify Commissioner Desloge’s reappointment of Thomas Lewis to the Housing Finance Authority and the Community Development Block Grant Citizens Committee for terms ending September 30, 2020.
5. Ratify Commissioner Dozier’s reappointment of Mike Rogers to the Housing Finance Authority and the Community Development Block Grant Citizens Committee for terms ending September 30, 2020.

Title: Ratification of Commissioner Appointments to the Development Support & Environmental Management Citizens User Group, Housing Finance Authority, Community Development Block Grant Citizens Task Force and the Tallahassee-Leon County Commission on the Status of Women and Girls

September 13, 2016

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6. Ratify Commissioner Proctor's appointment of Dr. Michelle Mitcham to the Tallahassee-Leon County Commission for the Status of Women & Girls for a term ending September 30, 2018.
7. Ratify Commissioner Dozier's appointment of Jacqueline Porter to the Tallahassee-Leon County Commission for the Status of Women & Girls for a term ending September 30, 2018.
8. Ratify Commissioner Dailey's reappointment of Jane Johnson to the Tallahassee-Leon County Commission for the Status of Women & Girls for a term ending September 30, 2018.
9. Board direction.

Recommendation:

Options #1, #2, #3, #4, #5, #6, #7 & #8.

Attachments:

1. Fredrickson / Asker Email
2. Weekley Resignation Email
3. Barton Application
4. Lewis Email
5. Rogers Email
6. Cutler email
7. Mitcham Application
8. Porter Application

From: Mechelle Cook
To: Smach, Mary
Date: 8/4/2016 4:20 PM
Subject: Fwd: Re: DSEM Citizens User Group terms expiring 9/30/16

Hi Mary, waiting to hear from Alan Weekley, I was going to give him until tomorrow to respond. Mr. Fredrickson and Mrs. Asker have responded and both would be happy to be re-appointed. I will get with you tomorrow for Mr. Weekley. Thanks!

Mechelle Cook, Administrative Associate V
Support Services Division
Department of Development Support and Environmental Management
435 N. Macomb Street, 2nd Floor, Renaissance Center
Tallahassee FL 32301-1019
(850) 606-1325 (850) 606-1301 Fax
<http://cms.leoncountyfl.gov/>
"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 email communications may therefore be subject to public disclosure.

>>> Mary Smach 08/03/2016 12:39 PM >>>
Hi Ryan,

I show that 3 member's terms are about to expire on 9/30/16:

Stephen Fredrickson (Maddox appointee)

April Asker (Proctor appointee)

Alan Weekley (Desloge appointee)

Are these members seeking reappointment and are you recommending they be reappointed? If so, please advise on their attendance at meetings.

Attached are applications I have on file for this committee.

Please let me know so that I can put this on the September agenda.

Mary Smach
Agenda Coordinator
Leon County Administration
301 S. Monroe St. Suite 502
Tallahassee, FL 32301
850-606-5311

www.leoncountyfl.gov

"People Focused. Performance Driven"

Thank you for your email. 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.

From: Mechelle Cook
To: Culpepper, Ryan; Smach, Mary
Date: 8/5/2016 8:34 AM
Subject: Fwd: Re: DSEM Citizens User Group Expiring Appointment
Attachments: PastedGraphic-1.pdf

Good morning Mary;

I am forwarding Mr. Weekley's response that I received this morning. I have replied to him thanking him for the response and for his service to our group and advised him that I would let our staff know of his decision.

Also, a big thank you to you for helping Dev Services with our committee/group appointments, we appreciate the excellent service you have provided us and all you have done for us!

Mechelle Cook, Administrative Associate V
Support Services Division
Department of Development Support and Environmental Management
435 N. Macomb Street, 2nd Floor, Renaissance Center
Tallahassee FL 32301-1019
(850) 606-1325 (850) 606-1301 Fax
<http://cms.leoncountyfl.gov/>
"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 email communications may therefore be subject to public disclosure.

>>> alan weekley <alan@awhomes.net> 08/05/2016 8:11 AM >>>
Since most of your meetings times are difficult for me to attend, I will respectfully resign at the end of my appointment.

Thank you,

Alan

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.

COMMITTEES SERVED WITH TALLAHASSEE BUILDERS ASSOC.
PARADE OF HOMES COMMITTEE
MARKETING COMMITTEE
MEMBERSHIP COMMITTEE
V.P. CARR LANE ROADWAY ASSOC.

EDUCATIONAL BACKGROUND
B.S. BUSINESS ADMINISTRATION - FLORIDA STATE UNIVERSITY
B.S. AUBURN UNUNIVERSITY - BUILDING SCIENCE

20 YEARS OF EXPERIENCE IN BOTH COMMERCIAL AND RESIDENTIAL CONSTRUCTION AND DEVELOPMENT WOULD PROVIDE THE KNOWLEDGE OF HOW POSSIBLE CHANGES IN CODES OR PLANNING WOULD EFFECT OUR INDUSTRY AND COMMUNITY.

FLORIDA CERTIFIED GENERAL CONTRACTOR CGC 061174 16 YRS
CAPS (CERTIFIED AGING IN PLACE SPECIALIST) 3 YRS
CIP (CERTIFIED INDUSTRY PROFESSIONAL) 4 YRS

PAST CHAIRMAN OF IMMANUEL BAPTIST CHURCH BUILDING COMMITTEE
A WOMANS PREGNANCY CENTER

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

Name: KENT SAFRIET Telephone: 850-566-7610
Address: 9070 MAGNOLIA HILL DRIVE, 32308

Name: ALAN WEEKLEY Telephone: 850-264-3540
Address: 2428 MONACO DR 32308

IMPORTANT LEGAL REQUIREMENTS FOR ADVISORY COMMITTEE MEMBERSHIP

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

- Have you completed the Orientation? No
- Are you willing to complete a financial disclosure form and/or a background check, if applicable? No
- Will you be receiving any compensation that is expected to influence your vote, action, or participation on a Committee? No
- If yes, from whom?
- Do you anticipate that you would be a stakeholder with regard to your participation on a Committee? No
- Do you know of any circumstances that would result in you having to abstain from voting on a Committee due to voting conflicts? No
- If yes, please explain.
- Do you or your employer, or your spouse or child or their employers, do business with Leon County? 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: Doug Barton

Attachment #3
Page 3 of 3

This application was electronically sent: 8/11/2016 4:27:45PM

From: <nupe1963@aol.com>
To: <KempL@leoncountyfl.gov>
CC: <tannerb@leoncountyfl.gov>
Date: 8/3/2016 12:05 PM
Subject: Re: HFA Reappointment Request

Yes. Lamar it is my desire to continue to serve on the Leon County Housing Finance Agency. I am copying Brenda Tanner, Commissioner Deloge's Admin. Assist. So she is aware of my interest in continuing to serve

-----Original Message-----

From: Lamarr Kemp <KempL@leoncountyfl.gov>
To: nupe1963 <nupe1963@aol.com>
Sent: Tue, Aug 2, 2016 1:58 pm
Subject: HFA Reappointment Request

Afternoon Thomas Lewis,

Your HFA membership terms expires 9/30/2016. Your terms renewals are unlimited. I need your renewal confirmation to reappoint you in a planned BOCC Agenda Item September 13, 2016.

An email reply will suffice.

Thank you,

Lamarr.

Lamarr D. Kemp, Sr., MBA
Director of Housing Services
Leon County Division of Housing Services
918 Railroad Avenue
Tallahassee, Florida 32310
Ph: 850-606-1916
Fax: 850-606-1901
KempL@leoncountyfl.gov
"People Focused, Performance Driven"

From: "Mike Rogers" <mrogers@comcast.net>
To: "Lamarr Kemp" <KempL@leoncountyfl.gov>
Date: 8/2/2016 2:13 PM
Subject: RE: HFA Reappointment Confirmation Request

Yes , I would like to continue on the HFA Board.

Mike

Mike Rogers
Southern Advocacy Group
850-566-2560

From: Lamarr Kemp [mailto:KempL@leoncountyfl.gov]
Sent: Tuesday, August 02, 2016 1:57 PM
To: mrogers@comcast.net
Subject: HFA Reappointment Confirmation Request

Afternoon Mike Rogers,

Your HFA membership terms expires 9/30/2016. Your terms renewals are unlimited. I need your renewal confirmation to reappoint you in a planned BOCC Agenda Item September 13, 2016.

An email reply will suffice.

Thank you,

Lamarr.

Lamarr D. Kemp, Sr., MBA
Director of Housing Services
Leon County Division of Housing Services
918 Railroad Avenue
Tallahassee, Florida 32310
Ph: 850-606-1916
Fax: 850-606-1901
KempL@leoncountyfl.gov <mailto:KempL@leoncountyfl.gov>

"People Focused, Performance Driven"

From: Shington Lamy
To: Smach, Mary
Date: 7/19/2016 8:46 AM
Subject: Fwd: CSWG: Appointments

FYI...

>>> Haley Cutler <haley.cutler@theoasiscenter.net> 7/18/2016 2:53 PM >>>

Hello Shington and Alison,

It's that time of year-- CSWG application and appointment season!

The new commission year starts on October 1, 2016 and we have several anticipated vacancies. As you know, the City and County Commissions each appoint 7 members to the CSWG, then ratify the 7 members that the CSWG appoints. The terms are staggered, so each year only 10 or 11 commissioners have terms that are ending and commissioners can serve up to three consecutive two year terms.

Below is a summary of actions that we anticipate will need to be taken by your Commissioners:

County Commissioner Bill Proctor will need to make a new appointment His current appointee, Dr. Ada Puryear Burnette, is NOT eligible for reappointment as she is term limited out

County Commissioner Kristin Dozier will need to make a new appointment Her current appointee, Dr. Roxanne Hughes, is NOT seeking reappointment

County Commissioner John Dailey will need to decide if he wants to reappoint his current appointee, or appoint someone new, His current appointee, Jane Johnson, IS seeking reappointment

Mayor Andrew Gillum Will need to make a new appointment Former Mayor John Mark's appointee, Jessica Lowe-Minor, is NOT seeking reappointment

City Commissioner Curtis Richardson Will need to make a new appointment Andrew Gillum appointed Jaye Ann Terry to the CSWG when he was in this City Commission seat. She is NOT seeking reappointment.

City Commission At-Large Will need to decide if they want to reappoint current appointee, or appoint someone new Their current appointee, Patricia McCray, IS seeking reappointment

We are hoping to work with you to have the above actions taken at **your September 13th and 14th City/County Commission meetings.**

Alison, notice that one of the actions is related to one of the City Commission At-Large appointments. Mayor Gillum typically defers the responsibility of making a recommendation to the City Commission on this matter to Commissioner Miller.
Coordinating and clarifying that will be on you.

In addition to the above, the CSWG has several anticipated vacancies to fill and will be voting on new members for their slots at their September 9th CSWG meeting. Their appointments must be ratified by both the City and County Commissions. Since we won't have those names until end of business on September 9th, it seems unlikely that you'll be able to take care of that ratification at your September 13/14 meetings. Therefore, **we are asking for the appointments made by the CSWG to be ratified at your September 27/28 meetings.**

Does the timeline above work for you? Let us know what you need from us to get things on the agenda with your boards. We are here to help in any way that is needed.

What you can expect from us:

We will be reaching out to each of the City/County Commissioners above (and cc their aides) this week to let them know about the actions they'll have upcoming (based on the above)

We are hosting two interest meetings for potential applicants to learn more (please help us spread the word)

Wednesday, July 27, 2015 at 6:00 p.m. at The Oasis Center for Women & Girls, 317 E. Call St.

Thursday, July 28, 2015 at 12:00 p.m. at The LeRoy Collins Main Library, 200 W. Park Ave.

We will send both of you and any City/County Commissioners with anticipated actions regarding appointments a compiled document including all applications submitted so far during the week of August 15th. We set an application deadline for those who are applying to a vacancy controlled by the CSWG, but your commissioners can obviously do what they often do which is invite

someone to apply any time up until the day they take the action.

Once new commissioners are appointed, we will host an orientation session

Alison, I know this is your first round of this--please feel free to call me! We will do most of the work but undoubtedly your commissioners will direct questions to you before us so I want to make sure you feel super comfortable.

--

Haley Cutler

Executive Director

(<http://www.theoasiscenter.net/>)

Improving the lives of women and girls through celebration and support.

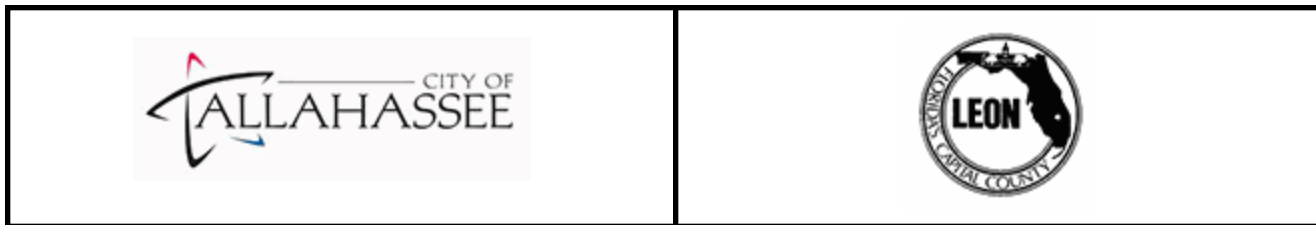
Looking forward to staying in touch!

haley.cutler@TheOasisCenter.net ~ 850-222-2747 ~ www.TheOasisCenter.net

317 E. Call St. Tallahassee, FL 32301

(<http://www.facebook.com/TheOasisCenter>)

TALLAHASSEE-LEON COUNTY COMMISSION ON THE STATUS OF WOMEN & GIRLS APPLICATION



Name: MICHELLE MITCHAM		Date: 8/16/2016 1:51:51AM
Home Phone: (813) 777-4028	Work Phone: (-)-X	Email: DR.MITCHAM@GMAIL.COM
Occupation: PROFESSOR/LMHC/FAMILY MEDIATOR	Employer: FAMU	

Preferred mailing location: Home Address
Work Address:

City/State/Zip: TALLAHASSEE, FL

Home Address 4032 MCLAUGHLIN DRICE

City/State/Zip: TALLAHASSEE, FL 32309

Do you live in Leon County? Yes If yes, do you live within the City limits? No

Do you own property in Leon County? Yes If yes, is it located within the City limits? No

For how many years have you lived in and/or owned property in Leon County? 1 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? 2 to 3

And for how many months would you be willing to commit that amount of time? 6 or more

What time of day would be best for you to attend Committee meetings? Day

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

Race: African American Sex: Female Age: 52.00

Disabled? No District:

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

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

Name: NINA ASHENAFI-RICHARDSON Telephone: 8505565340
Address: 301 S. MONROE STREET, TALLAHASSEE, FLORIDA 32301

Name: HEATHER THOMAS Telephone: 8508939624
Address: 2707 KILARNEY WAY, SUITE 106, TALLAHASSEE, FLORIDA 32309

IMPORTANT LEGAL REQUIREMENTS FOR ADVISORY COMMITTEE MEMBERSHIP

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

Have you completed the Orientation? 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: MICHELLE MITCHAM

This application was electronically sent: 8/16/2016 1:51:51AM

MICHELLE A. MITCHAM, PH.D., LMHC, NCC, CCMHC, CFM

I. CONTACT INFORMATION

Address: 2707 Killarney Way
Tallahassee, Florida 32309

Telephone: (813) 777-4028
Email Address: Dr.Mitcham@gmail.com

II. EDUCATIONAL BACKGROUND

- | | |
|-----------|---|
| 2012-2014 | Completed doctoral courses
Organizational Leadership
Ed.D. Program, College of Business
Argosy University, Tampa, Florida |
| 2005 | Doctor of Philosophy – Counselor Education & Supervision , CACREP Accredited Ph.D. Program
University of Central Florida, Orlando, Florida
“Outstanding Dissertation of the Year Award 2006”
Dissertation Title: “Relationships Among School Counselor Self-Efficacy, Perceived School Counselor Role, and Actual Practice” |
| 1999 | Master of Arts – Mental Health Counseling & School Counseling
Webster University, Orlando, Florida |
| 1993 | Bachelor of Science – Psychology
University of Central Florida, Orlando, Florida |
| 1992 | Associate of Arts – Liberal Arts
Valencia Community College, Orlando, Florida |
| 2000 | Urban Teacher Residency Program Certificate
University of Central Florida, Orlando, Florida |

HONORS, AWARDS AND RECOGNITION

2015 ACA Selected peer-reviewed article for CEU for 65,000 members

2015 Presidential Session, Association for Counselor Education and Supervision, (ACES), Philadelphia, PA.

2015 Presidential Session, Florida Counseling Association (FCA) Annual Conference, Orlando, Florida.

AMCD National Professional Development Award
“shedding new light on multicultural counseling and development”
Association for Multicultural Counseling and Development
American Counseling Association Annual National Conference,
March 2010.

2009-2010. *Visiting Women & Minority Scholar/Lecturer Series*, Michigan Technological University, presentation December 2009.

“Outstanding Dissertation of the Year Award 2006”
University of Central Florida, College of Education
Dissertation Title: “Relationships Among School Counselor Self-Efficacy, Perceived School Counselor Role, and Actual Practice”

Chi Sigma Iota – Upsilon Chi (University of Central Florida)
Counseling Academic and Professional Honor Society International
President - 2004 - 2005

Holmes Scholar Alum, University of Central Florida
Leadership Forum: “Mentoring Essentials for Faculty Advisors”, presented by Chi Sigma Iota, San Diego, ACES National Conference, October 2009.

III. PROFESSIONAL EXPERIENCE

A. Licenses, Certifications and Specialized Training

2016	Gottman Method Couples Training Level 2: Clinical Training (March, 2016)
2015	Gottman Method Couples Therapy Level 1: Bridging the Couple Chasm
2014	Certified in Blended/Online Teaching - EDMC
2014 - present	National Certified Counselor – NCC

2014 - present	National Certified Clinical Mental Health Counselor – CCMHC
2013 - present	Licensed Mental Health Counselor, State of Florida, MH 12147
2013 - present	CACREP Endorsed– Team Member Evaluator
2012 – present	Expert Trainer/Content Specialist for Florida Dispute Resolution Center, State of Florida in the areas of Diversity and Psychosocial Implications of Divorce on Children and Families
2013	KRONOS Timekeeping System for Payroll Administration
2013	User Access Request Form (UARF) Training
2013	Executive Coaching, Mentor Coach, Inc.
2013 – 2014 2010 – 2011	Great Expectations Leadership Development Training 13 th Circuit Court Child Social/Custody Investigator
2011 – present	Campus Vue Student Information System
2007 – present	Parenting Coordinator – Thirteenth Circuit
2003 – 2008	Parenting Coordinator Ninth Circuit Court, Orlando
2003 – 2005	Prepare/Enrich Couples Counseling, ID # 1203902, Life Innovations, Inc.
2002 – present	Florida Supreme Court Certified Family Mediator #15542F
2001 – 2004	Florida Certified School Guidance Counselor Florida
2001 – 2004	Certified Teacher in Psychology 6-12

B. Academic Experience

Associate Professor & Counseling Program Chair September 2015 – present
College of Education, Department of Educational Leadership & Counseling
Florida A & M University
Tallahassee, Florida

- Faculty administrative officer for COE Counselor Education programs
- CACREP accreditation self-study liaison and leader
- Program coordination & management
- Develop & implement area goals, objectives and plans
- Courses: Practicum, Internship, Counseling Diverse Populations
- Program review
- Research
- University Service
- Develop new clinical internship sites, site visits, supervision training

College Chair and Associate Professor August 2012 – August 2015
College of Psychology and Behavioral Sciences
Argosy University Tampa

- (2012-2015) CACREP Accreditation Self-Study liaison, facilitator and organizer; resulted in CACREP accreditation July 2015.
- Organizational leadership, administration, implementation, program management, supervision, development, growth and oversight of all aspects of Clinical Mental Health Counseling, Marriage and Family Therapy, Counselor Education and Supervision programs; Master of Arts in Industrial and Organizational Psychology (MAIO) and Human Services programs
- Acting VPAA - Vice President Academic Affairs (1 wk - September 2014)
- Instruct Master's and Doctoral counseling courses, traditional, blended with residence and online
- Facilitate online doctoral dissertation supervision via eCollege course shell
- Dissertation committee chair and member
- Program evaluation and development
- Curriculum development and assessment
- Recruit, hire, supervise, train, develop, evaluate core and adjunct faculty
- Faculty development and coaching
- Community engagement and outreach
- Campus Vue Student Information System retention and persistence reports
- Student recruitment and retention
- Payroll Administration using KRONOS Time Keeping System
- Request and/or modify User Access Request Forms (UARF) for all new or current faculty, staff and student workers

- Student Professional Development Committee Co-Chair (SPDC) Conduct classroom observations for faculty and adjunct instructors
- Generate LOA's for adjunct faculty contracts
- Complete Teaching Assistant contracts for tuition waivers
- Supervise doctoral CES Teaching Assistants via weekly meetings
- Facilitate monthly and annual departmental reviews
- Teach/Supervise 2-4 courses per year in masters/doctoral programs
- Supervise Teaching Assistants
- Generate weekly reports for continuous enrollment, retention
- Review Noel Levitz program evaluations
- Attend bi-weekly college chairs' meeting
- Attend Executive Committee (EC) meetings bi-monthly
- Attend Student Academic Planning (SAP) meetings
- Facilitate New Student Orientation (NSO) six times per year

**Interim Director of Clinical Training
Argosy University Tampa**

April 2013 – August 2013

- Develop training relationships with clinical agencies to assure that program outcomes and course clinical exit competencies are representative of CACREP, programmatic, departmental standards.
- Establish and coordinate student clinical placements and serve as a liaison between the counseling program and clinical sites.
- Evaluate clinical sites on a regular basis, including on-site visits to sites.
- Coordinate student orientation sessions.
- Document student training with clinical sites in appropriate university files.
- Assure final student course clinical and evaluation documentation is submitted and maintained in program files.
- Assure clinical facility evaluations are completed for each clinical course and feedback provided to the affiliating agency.
- Maintain updated files for clinical site requirements to include student documentation.
- Identify potential sites for practicum and internship placement, develop and maintain on-going relationships with existing sites and clinical supervisors.
- Provide weekly individual and group supervision for practicum and internship students and review student progress through taped sessions and live supervision.
- Conduct Clinical Evaluation Conferences (CEC's) for practicum/internship students (case presentations, audio/video, transcript)

Associate Program Chair and Associate Professor

September 2011 – August 2012

Argosy University Sarasota

College of Psychology and Behavioral Sciences/Applied Psychology Programs

Sarasota, Florida

- Development, implementation, oversight - Applied Psychology Programs
- Instruct Master's and Doctoral Psychology & Counseling courses
- Taught online and blended course formats – CACREP accredited CMHC and CES programs
- Chair/Advisor of Forensic Psychology Program
- Chair and member of dissertation committees
- Program evaluations of Forensic Psychology, Pastoral Counseling, Marriage and Family Therapy, Counseling Psychology
- Recruit, supervise, train, develop, evaluate core and adjunct faculty
- Student Professional Development Committee Co-Chair (SPDC) for student grievances
- Military/Community Outreach/Community Based Wounded Warrior Transition initiatives
- Community engagement
- Staff training and professional development
- Faculty monitoring and feedback implemented bi-weekly; provided coaching to faculty and adjuncts to improve course delivery
- Lead proposal writing and development of the new Teaching and Learning Lab; responsible for oversight of entire project co-managed with DOT.

Assistant Professor

August 2005 – September 2011

University of South Florida

Psychological and Social Foundations

College of Education/Counselor Education Program

Tampa, Florida

- Instruct master's and doctoral level courses; face to face, blended and on-line instruction (i.e. Blackboard, Elluminate, Discussion Board, Wiki)
- Dissertation committees
- Courses taught: Consultation, School Counselor Internship, Trends & Principles in Counseling, Multicultural Counseling, Mental Health Counselor Internship, Advanced Supervision Theories, Theories of Counseling, School Counselor Accountability, Supervision Practicum
- Diversity Committee-College of Education
- Chi Sigma Iota Delta Gamma chapter; Faculty Advisor
- Graduate student advisor
- Mentoring of student research; regional, national, international proposals presented with students at annual (ACA, FCA, ACES, EB-ACA) conferences

Graduate Teaching Assistant/Adjunct

August 2002 – January 2004

University of Central Florida

Counselor Education

College of Education/Child, Family & Community Sciences

Orlando, Florida

- Instructed graduate students in Group Counseling, Practicum, Techniques of Counseling
- Instructed undergraduate students in Career Development

Graduate Research Assistant

University of Central Florida
Character Education Grant-CSRCE
Orlando, Florida

January 2004 – May 2004

- School Counseling Summer Institute Coordinator
- Invited and organized presenters
- Coordinated marketing and advertisement
- Secured presenter for day-long Learning Institute
- Liaison for school counseling presenters
- Social Events/Hospitality Coordinator
- Planned main event banquet
- Planned all breakfast, lunch and snack fare
- Planned private luncheon for keynote speaker & guests
- Collaborated with three hospitality caterers/vendors
- Hospitality Committee for CSRCE-Consortium for Social Responsibility and Character in Education

Program Coordinator/

Graduate Research Assistant

Summit Behavioral Healthcare Associates, Inc.
Risk to Resiliency -“Just For Girls”/Juvenile Justice Grant Program
Community Education Partners-North CEP
Orlando, Florida

January 2003 – May 2004

- Supervised of Master’s interns
- Recruited of interns
- Coordinated counseling & program services
- Completed assessments & biopsychosocials
- Individual & Group psychotherapy with at-risk adolescent girls

Graduate Assistant

University of Central Florida

Department of Child, Family, and Community Sciences
Orlando, Florida

January 2003 – June 2003

- Social Events Director
- Hospitality Committee for CSRCE-Consortium for Social Responsibility and Character in Education – June 16-18, 2003
- Responsibilities included consulting, collaborating and coordinating the receptions, luncheons and breakfasts with various event planners.
- Assisted with the selection of the professional athlete guest panel for the Character in Sports presentation.

Registered Mental Health Counselor Intern March 1991 – July 1999
Winter Park Memorial Hospital Psychiatric Care Center
Winter Park, Florida

- Individual counseling/Facilitated group psychotherapy
- Co-facilitated Expressive Arts therapy groups
- Completed biopsychosocials, chemical dependency assessments, discharge planning, clinical progress notes
- Dictated assessments and biopsychosocials

C. Consultation

Courageous Conversations March 2015 - present
Consultant, Coach, Counselor

- Keynote and motivational speaker
- Leadership Development, Executive Coaching
- Training Facilitator
- Secrets to Success workshops
- Educational Consultant
- Education, Divorce, Relationship, Empowerment, Life Coach

CACREP Accreditation Site Evaluator Preferred Team Member

Endorsed October 2013 to present

American Counseling Association (ACA)

- Content expert for mental health and school counseling
- April 2015 CACREP Site Evaluator, CMHC, CES Doctoral Programs
- October 2014 CACREP Site Evaluation for Clinical Mental Health Counseling - expert for CMHC
- December 2013 CACREP Site Evaluation for Clinical Mental Health Counseling – expert for CMHC

Certified Family Mediation Training October 2012 to 2014
Mediation Training Center

- Facilitator/Training for 4-hour segment on, *“Psychological Effects of Divorce on Children and Families”*, Barry Law School, Orlando, FL. Reference: Perry S. Itkin, Esquire.
- Endorsed Expert by the Dispute Resolution Center, Tallahassee, FL.
- Facilitate training 2-3 times per year.

Mediation, Divorce and Family Forensic Consultation May 2005 – present
Tampa, Florida

- High Conflict Divorce Consultant
- Child Custody/Social Investigator
- Expert Testimony in Family Court Cases
- Florida Supreme Court Certified Family Mediator
- Parenting Coordinator for Court Ordered Co-parents

**Consultant, Family Mediator, Parenting Coordinator
Human Potential Associates, Inc.**

June 2004 – July 2005

Orlando, Florida

- Specialized in High-Conflict Divorce, Family Mediation & Counseling
- Court-ordered parenting coordination clients
- Expert Testimony
- Contracted by Orange County Court – Ninth Judicial Circuit

Domestic Violence Family Mediator

September 2003 – April 2004

State of Florida-Ninth Judicial Circuit Court

Orlando, Florida

- Mediator for Domestic Violence Injunction Hearings
- Facilitated visitation arrangement issues through a cooperative process
- Court-appointed witness to proceedings
- On-call/Stand-by for temporary shared parenting plan
- Reviewed mediated agreement with both parties (shuttle mediation)
- Reported parties' contact agreement to the court

Certified Family Mediator, Parenting Coordinator

July 2002 – August 2005

Orlando, Florida

- Private Practice
- Specialized in High-Conflict Divorce, Family Mediation
- Court-ordered parenting coordination clients
- Expert Testimony
- Dispute resolution consultation

Court-Appointed Parenting Coordinator

July 2002 – August 2008

Florida Supreme Court Certified Family Mediator

State of Florida-Ninth Judicial Circuit Court

Orlando, Florida

Dispute Resolution Center/Court Care Center

- Program managed by Family Judge Alice Blackwell, FLAG Leader.
- Specialist in high-conflict/advanced issues of divorce; co-parenting sessions with high-conflict divorced(ing) couples or never married couples
- Developing effective strategies for shared parenting plan
- Ensuring execution of parenting plan specified in Court's order
- Caseload averaged 20 – 30 co-parenting cases
- Providing supervision, guidance and close oversight of parenting issues
- Mediating parental conflict
- Educating parents regarding loyalty binds
- Arbitrator-deciding on issues when parents reach an impasse.
- Modifying parenting plan when consensus cannot be reached to reduce conflict
- Teaching parents conflict resolution techniques and communication skills

- Reporting to family law Judges on parental noncompliance with shared parenting plan
- Expert Testimony in court for non-compliance issues
- Consulting with attorneys, guardians ad litem, forensic psychologists, counselors
- Working with parents and significant others to act in the best interest of the children.
- Teaching parents to re-align their relationship in order to be effective Co-Parents.
- Creating a WIN-WIN situation for the children, in order to avoid loyalty binds or being “caught in the middle” of parents’ disputes.
- Contracted by Orange County Court – Ninth Judicial Circuit

D. Clinical/Other Professional Experience

Group Facilitator January 2005 – May 2005
Jewish Family Services/Juvenile Assessment Center (JAC)
Maitland, Florida

- Juvenile Justice Grant employee
- Individual and group counseling for co-parents dealing with children involved in juvenile delinquency
- Lead psycho-educational process group for divorced or never-married parents or caregivers (i.e., grandparents, legal guardians)

Child Therapist January 2003 – October 2003
Intervention Services
Maitland, Florida

- In-home and in-school psychotherapy - adolescents/children at risk
- Psychosocials, assessment, treatment planning, counseling

Professional School Counselor July 2000 – July 2002
Colonial High School
Orlando, Florida

- Delivered Comprehensive School Guidance Program
- Leaders of Counselors (LOC) Consultant-East Region Orange County
- Individual and Group counseling
- Career counseling
- Academic advisement
- College representative liaison
- Conducted parent teacher conferences in English and some Spanish (51% Latino population)
- Promoted multicultural awareness due to minority-majority population
- Test Administrator-PSAT, ACT, SAT, FCAT, AP Exams
- Participated in IEP – Individual Educational Plan meetings

Teacher – Fourth Grade

October 1999 – June 2000

Orange Center Elementary School
Orlando, Florida

- Urban Teacher Residency Program Certificate (UCF)
- Taught fourth grade curriculum in urban, lower SES area
- Developed lesson plans
- Facilitated “Success For All” reading program
- Parent – teacher conferences
- Attended annual Urban Education Conference
- Special training with Marva Collins - Urban Teacher Residency Program

Case Manager – Medicaid Accounts

March 1999 – September 1999

NCO/Winter Park Hospital
Winter Park, Florida

- Case management of OB Access Medicaid Clinic
- Disability (SSI) claims liaison

Medical Disability Adjudicator

July 1996 – March 1999

State of Florida / Office of Disability Determinations
Orlando, Florida

- Adjudicated mental and physical SSI disability claims
- Researched, developed, analyzed, and rendered independent medical decisions for mental/physical disability claims
- Compiled cohesive analyses of objective medical findings for mental and physical disability claims
- Consulted with psychologists and physician
- Transferable Skills Assessment Report

Public Assistance Specialist

November 1994 – July 1996

State of Florida / Department of Children & Families
Orlando, Florida

- Public assistance case management
- Conducted initial application interviews in English and Spanish
- Rendered eligibility for Medicaid, Public Assistance and food stamps
- Made referrals to other social service agencies
- Documented suspected fraud and referred to investigations department

Therapeutic Case Manager

February 1994 – November 1994

Grand Avenue Elementary School
Center for Drug-Free Living
Orlando, Florida

- Provided early intervention services to at-risk families in urban, lower SES area

- Implemented therapeutic care plans and interventions for substance exposed infants & children, and victims of domestic violence in urban setting
- Family Support Planning services organized with multidisciplinary treatment team

IV. RESEARCH, SCHOLARSHIP, AND PROFESSIONAL DEVELOPMENT

REFEREED PUBLICATIONS

Mitcham, M., & Greenidge, W., Smith, S. (2013). Teaching the multicultural counseling course: Facilitating courageous conversations and transformational multicultural pedagogy. *ACA Vistas Online*.

Henry, W., & **Mitcham, M.** (2013). Conflict resolution strategies adopted from parenting coordination: Assisting high-conflict co-parenting students. *Journal of College Counseling, 16(2)*, 176-190.

Mitcham, M., Greenidge, W., Cousar, M., Thompson, M., & Figliozi, J. (2012). Increasing career self-efficacy through group work with culturally and linguistically diverse students. *Journal of School Counseling, 10(22)*.

Mitcham, M., Butler, K., Portman, T., & Figliozi, J. (2011). Advocacy in the real world: Connecting the ASCA national model to family court systems and students of high-conflict divorce. *ACA VISTAS Online*.

Daire, A.P., Munyon, M.D., Carlson, R.G., Kimemia, M., & **Mitcham, M.** (2011). Examining distress and community resource engagement between parents of children with and without special needs. *Journal of Mental Health Counseling 33(2)*, 177-188.

Bryant, D., & **Mitcham, M.**, Araiza, A., & Leung, W. (2011). Self-monitoring and organizational position as predictors of perceived effort. *Journal of Managerial Psychology, 26(1-2)*, 138-154.

Mitcham-Smith, M., Hayes, B.G., Jackson, A., Bryant, D.U., & Fefer, S. (2010). School counselor advocacy: Identification and retention of African American gifted students. *Journal of Urban Education, 7(1)*, 9-19.

Mitcham, M., Portman, T.A., & Dean, A. (2009). Role of school counselors in creating equitable educational opportunities for students with disabilities in urban settings. *Urban Education, 44(4)*, 465-482.

Henry, W. J. & **Mitcham-Smith, M.** (2008). Chronically-conflicted relationship dissolution: Parenting coordination for culturally diverse families. *Journal for the Professional Counselor*, 22(2), 35-48.

Mitcham-Smith, M. (2007). Advocacy: Professional school counselors closing the achievement gap through empowerment: A response to Hipolito-Delgado and Lee. *Professional School Counseling*, 10(4), 341-343.

Mitcham-Smith, M. & Henry, W. J. (2007). High-conflict divorce solutions: parenting coordination as an innovative co-parenting intervention. *The Family Journal*, 15(4), 368-373.

Daire, A. & **Mitcham-Smith, M.** (2006). Culturally sensitive dementia caregiving models and clinical practice. *Adultspan*, 5(1), 25-35.

BOOKS

Mitcham, M. (Under contract). *Diversify your practice: Counselors working in family courts*. Routledge; Taylor and Francis Publishers, NY.

NON-REFEREED PUBLICATIONS; CREATIVE CONTRIBUTIONS

Mitcham, M. (2011, October). Book Review: Trauma Practice – Tools for Stabilization and Recovery by Anna B. Baranowsky, J. Eric Gentry and D. Franklin Schultz, 2nd edition. International Association of Trauma Professionals (IATP) newsletter. <http://www.traumaprofessional.net>

Mitcham, M. (2011, January). Midlife divorce: Blame it on your parents? Interview by Deborah Moskovitch. More Magazine, More.ca (Canada).

Mitcham, M. (2008). Serving as parenting coordinator. (Invited article). *Counseling Today*, September, p. 39.

Mitcham, M. (2008). Working as a certified family mediator. (Invited article). *Counseling Today*, online only, September.

Newspaper Publications

*denotes publication was run in multiple market papers, hence multiple listings.

Mitcham, M. (2011, April 29). Parental alliance or alienation? <http://www.michronicleonline.com>

Mitcham, M. (2011, January). The right relationship? Empowering yourself to choose love so love will choose you. New Pittsburgh Courier Online edition.

Mitcham, M. (2010, September 16). Divorce toolbox for co-parenting dilemmas. *Tri-State Defender*, p. 14. Retrieved from <http://www.tristatedefenderonline.com/>

***Mitcham, M.** (2010, July 30). The right relationship? Empowering yourself to choose love so love will choose you. *The Michigan Front Page*, 9, 11.

***Mitcham, M.** (2010, June 17). The right relationship? Empowering yourself to choose love so love will choose you. *Tri-State Defender*. Retrieved from <http://www.tristatedefenderonline.com/>

Mitcham, M. (2010, July 8). Closing the achievement gap means confronting painful truth. *Tri-State Defender*. Retrieved from <http://www.tri-statedefenderonline.com/>

Mitcham, M. (2010, July 1). Custody battles- What's in the best interest of the child? *Tri-State Defender*. Retrieved from <http://www.tristatedefenderonline.com/>

***Mitcham, M.** (2010, June 24). Can we talk? Divorce communication and moving on. *Tri-State Defender*. Retrieved from <http://www.tristatedefenderonline.com/>

***Mitcham, M.** (2010, July). Can we talk? Divorce communication and moving on Michigan Front Page, 8.

***Mitcham, M.** (2010, June 16-22). Your day in divorce court? Mediate before you litigate. *The Michigan Chronicle*. Retrieved from <http://www.michronicleonline.com>

***Mitcham, M.** (2010, June 11). Your day in divorce court? Mediate before you litigate. *Tri-State Defender*. Retrieved from <http://www.tri-statedefenderonline.com/>

***Mitcham, M.** (2010, June 10). Divorcing? Mediate before you litigate. *Tri-State Defender*. Retrieved from <http://www.tri-statedefenderonline.com/>

***Mitcham, M.** (2010, June 2-8). Empowerment: It's never too late. *The Michigan Chronicle*. Retrieved from <http://www.michronicleonline.com/>

***Mitcham, M.** (2010, May 13). Empowerment: It's never too late. *Tri-State Defender*. Retrieved from <http://www.tri-statedefenderonline.com/>

- ***Mitcham, M.** (2010, April 28). How to be a united front: Co-parenting challenges. *New Pittsburgh Courier Online*, Retrieved from <http://www.newpittsburghcourieronline.com>
- ***Mitcham, M.** (2010, April 29). High conflict divorce? How to be a 'united front'. *Tri-State Defender*. Retrieved from <http://www.tri-statedefenderonline.com>
- ***Mitcham, M.** (2010, April 28). High conflict divorce? How to be a united front: Co-parenting challenges. *The Michigan Chronicle*. Retrieved from http://www.michronicleonline.com/index.php?option=com_rsevents&view=calendar&layout=day&date=04/28/2010&Itemid=1

REFEREED NATIONAL AND INTERNATIONAL PRESENTATIONS

* denotes mentoring of students in scholarship, proposals and presenting

- Mitcham, M.** (2016, September). Techniques for addressing the psychological effects on military families coping with deployment, co-parenting challenges and divorce. European Branch - American Counseling Association (EB-ACA) , Naples, Italy. (Two-day Learning Institute).
- Mitcham, M.,** O'Bryant, B., West-Olatunji, C., Holcomb-McCoy, C. , Coker, A., Bryant, R., Portman, T., Day-Vines, N., Greenidge, W., (2015, October). *Courageous conversations with women of color in counselor education: Surviving and thriving II*. Association for Counselor Education and Supervision (ACES) Presidential Session.
- Mitcham, M.,** O'Bryant, B., West-Olatunji, C., Holcomb-McCoy, C. , Coker, A., Bryant, R., Portman, T., Day-Vines, N., Greenidge, W. (2015, March). *Courageous conversations with women of color in counselor education: Surviving and thriving*. American Counseling Association (ACA) Annual Conference, Orlando, Florida.
- Mitcham, M.,** Coker, A. (2015, March). ARCA's response post-ferguson. American Counseling Association (ACA) Annual Conference, Orlando, Florida.
- Mitcham, M.,** (2014, October). *Counseling military families: deployment, divorce and coparenting*. European Branch - American Counseling Association (EB-ACA) Annual Conference, Milan, Italy. (Accepted proposal).
- Mitcham, M.,** Muenzenmeyer, M., Smith, S. (2013, March). *Post-divorce counseling and forensic family interventions; The professional counselor working with high-conflict divorce*. Advanced Pre-Conference Learning Institute (Half-day Pre-Conference Learning Institute), American Counseling Association (ACA) Annual Conference, Cincinnati, Ohio.

- Mitcham, M.**, Smith, S., Muenzenmeyer, M., Winchell, L. (2012, November). *Counseling military families through transition: Renewing resilience and relationships*. European Branch - American Counseling Association (EB-ACA) Annual Conference, Heidelberg, Germany.
- Mitcham, M.**, Muenzenmeyer, M. (2011, March). *How many hats do you wear? Professional counselors working in family court as custody evaluators, family mediators and parenting coordinators*. Advanced Pre-Conference Learning Institute (Full-day Pre-Conference Learning Institute), American Counseling Association (ACA) Annual Conference, New Orleans, Louisiana.
- Cousar, M.*, & **Mitcham, M.** (2011, March). *Spirituality: Another aspect of multiculturalism*. American Counseling Association (ACA) Annual Conference, New Orleans, Louisiana.
- Cousar, M.*, & **Mitcham, M.** (2011, October). *A fifth dimension: Spirituality as another aspect of multiculturalism*. Florida Counseling Association (FCA) Annual Conference, Miami, Florida.
- Mitcham, M.** (2010, March). *Diversifying your practice: Conflict resolution strategies and forensic interventions for children of high-conflict divorce*. Advanced Pre-Conference Learning Institute (Half-day Pre-Conference Learning Institute), American Counseling Association (ACA) Annual Conference, Pittsburgh, Pennsylvania.
- Mitcham, M.** (2010, January). *Intimate partner violence-Healing ourselves through excellence & preparation: Reducing the mental health stigma*. Texas Southern University, Healthy Relationships on HBCU Campuses & The Black Family, 3rd Annual Conference, Houston, Texas.
- Mitcham, M.**, Figliozi, J.*, Frazier, S.*, & Thompson, M.* (2009, October). *Transformational multicultural pedagogy: Unique challenges and opportunities in teaching multicultural counseling*. Association for Counselor Education and Supervision (ACES) Conference, San Diego, California.
- Greenidge, W., Daire, A.P., & **Mitcham, M.** (2009, March). *Emotional openness and the attitudes towards seeking professional counseling of English-speaking Caribbean college students living in the US and the West Indies*. Caribbean Journal of Psychology 8th Annual Psychology Conference. University of the West Indies, Kingston, Jamaica.
- Turk, D*., **Mitcham, M.**, Prange*, A., & Amato, C.* (2009). *Intimate danger: Strategies for counselors working with adolescent victims of dating abuse*.

American Counseling Association Annual Conference, Charlotte, North Carolina.

Mitcham-Smith, M. (2008, March). *Parenting coordination – A high-conflict divorce intervention: Mental health professionals in family court systems*, Advanced Pre-Conference Learning Institute (Half-day Pre-Conference Learning Institute), American Counseling Association Annual Conference, Honolulu, Hawaii.

Greenidge, W., **Mitcham-Smith, M.**, Mudge, A.* , & Stedem, J.* (2008, January). *International students in need of professional counseling services: Warning signs, referral procedures, innovative interventions*. Holmes Partnership National Conference, Orlando, Florida.

Mitcham-Smith, M., Jackson, A.* , Charles, C.* , & Douglas, S.* (2007, November). *Advocating for social justice & equity: The critical role of multiculturally competent professional school counselors*, European Branch - American Counseling Association Annual Conference, Bad Herrenalb, Germany.

Mitcham-Smith, M., Charles C.* , Major, D*., Marrah, A*., & Howard, A.* (2007, November). *High conflict divorce: Advocating for children through parenting coordination as a conflict resolution intervention for chronically-conflicted co-parents*, European Branch - American Counseling Association Annual Conference, Bad Herrenalb, Germany.

Mitcham-Smith, M. (2007, October). *Solution-focused parenting coordination: The role of the mental health professional in high-conflict divorce*, Association for Counselor Education & Supervision (ACES) Annual Conference, Columbus, Ohio.

Mitcham-Smith, M., Jackson, A.* , Charles, C.* , Douglas, S.* , & Marrah, A.* (2007, March). *Advocating for social justice & equity: The critical role of multiculturally competent professional school counselors*, American Counseling Association Annual Conference, Detroit, Michigan.

Greenidge, W., **Mitcham-Smith, M.** (2006, April). *Psycho-educational groups for West Indian students*, American Counseling Association Annual Conference, Montreal, Quebec.

Mitcham-Smith, M. (2006, February). *From scholar to professor: Strategies for seeking, interviewing, and obtaining a position in the professoriate*, Panel Presentation 10th Annual Holmes Partnership Conference, Chicago, Illinois.

Mitcham-Smith, M., Johnson, N., Greenidge, W.,(2005, April). *The role of the mental health professional in court related family issues: Family mediation and parent coordination*, American Counseling Association Annual Conference, Atlanta, GA.

Mitcham-Smith, M. (2005, January). *Initiatives that work: Holmes scholars, alumni, and local stakeholders partner for success*, Presentation at 9th Holmes Partnership Annual Conference, Philadelphia, Pennsylvania.

Mitcham-Smith, M. (2004, October). *Divorcing couples: Resolution of family conflict through mediation and parenting coordination*, European Branch of the American Counseling Association (EB-ACA), Sonthofen, Germany (2- two hour presentations).

Mitcham-Smith, M., Livingston, T., & Daire, A. (2004, April). *Translating dementia caregiver models into clinical practice*. American Counseling Association (ACA) Annual Conference, Kansas City, MO.

Johnson, J., & **Mitcham-Smith, M.** (2004, April). *De-stressing the work environment through culturally responsive leadership*. American Counseling Association (ACA) Annual Conference, Kansas City, MO.

Mitcham-Smith, M. (2004, March). *Visions of work...Past, present and future: Holmes scholars' work with partner school*. Professional Development Schools National Conference, Orlando, Florida.

Mitcham-Smith, M. (2004, January). *Visions of work...Past, present and future: Holmes scholars' work with partner schools*. Presentation at 8th Holmes Partnership Annual Conference, San Diego, California.

Mitcham-Smith, M. (2003, October). *Effective counseling for at-risk adolescent girls: Implications for mental health and school counselors*. European Branch of the American Counseling Association (EB-ACA), Willingen, Germany.

Mitcham-Smith, M. (2003, October). *School counselor's role in increasing minority representation in gifted, honors and advanced placement programs*. European Branch of the American Counseling Association (EB-ACA), Willingen, Germany.

Mitcham-Smith, M., & Hansen, S. (2003, October). *Resiliency attitudes and anxiety in counselors*. European Branch of the American Counseling Association (EB-ACA), Willingen, Germany.

Williams, F., & **Mitcham-Smith, M.** (2003, July). *Issues of newly arrived immigrant students: Implications for school counselors.* American School Counselor Association (ASCA) 2003 Annual Conference – St. Louis, MO.

Williams, F., & **Mitcham-Smith, M.** (2003, March). *Issues of newly arrived immigrant students: Implications for school counselors.* American Counseling Association (ACA) Annual Conference Anaheim, CA.

Mitcham-Smith, M. (2003, March). *Four generations of Holmes scholars collaborating with partner schools to impact teacher and student learning.* Professional Development Schools National Conference Orlando, Florida.

Mitcham-Smith, M. (2003, March). *Lunchtime roundtable session.* National Professional Development Schools (PDS) Conference/The Holmes Partnership Southeast Regional Conference Orlando, Florida.

Mitcham-Smith, M. (2003, February). *Advancing student learning through university/school collaboratives and interventions.* Presentation at the 7th Holmes Partnership Annual Conference in Washington, D.C.

REFEREED REGIONAL AND STATE PRESENTATIONS

Mitcham, M. (2015, September). *Courageous conversations: Addressing psychological implications of divorce on co-parents and children using motivational interviewing strategies.* Florida Counseling Association Presidential Session, FCA Annual Conference, Orlando, Florida.

Bradham-Cousar, M. & **Mitcham, M.** (2013, October). *Spirituality counseling.* Florida Counseling Association (FCA) Annual Conference, Tampa.

Bradham-Cousar, M. & **Mitcham, M.** (2012, October). *Individuals with a disability: Spirituality counseling.* Florida Counseling Association (FCA) Annual Conference, Tampa, Florida.

Bradham-Cousar, M. & **Mitcham, M.** (2012, September). *Spirituality: 5th dimension of multicultural supervision.* Southern Association for Counselor Education and Supervision (SACES) Annual Conference, Savannah, Georgia.

Mitcham, M. & Smith, S. (2012, September). *Fostering transformational learning and courageous conversations: Challenges and opportunities when teaching multicultural counseling.* Southern Association for Counselor

- Education and Supervision (SACES) Annual Conference, Savannah, Georgia.
- Suprina, J., Dubi, M., & **Mitcham, M.** (2011, October). *Using the taber technique*. Florida Counseling Association (FCA) Annual Conference, Orlando, Florida.
- Cousar, M., & **Mitcham, M.** (2010, October). *Spirituality: Another aspect of multiculturalism*. Florida Counseling Association (FCA) Annual Conference, Miami, Florida.
- Turk, D., **Mitcham, M.**, Prange, A., & Amato, C. (2008, November). *Intimate danger: Strategies for counselors working with adolescent victims of dating abuse*. Florida Counseling Association Annual Conference, Daytona Beach, Florida.
- Mitcham, M.** (2008, October). *An emerging specialty - Forensic Counseling: parenting coordination and family mediation*. Southern Association for Counselor Education and Supervision (SACES) Annual Conference, Houston, Texas.
- Mitcham, M.**, Jackson, A., Marrah, A., & Major, D. (2008, October). *School counselor advocacy*. Southern Association for Counselor Education and Supervision (SACES) Annual Conference, Houston, Texas.
- Mitcham-Smith, M.** (2007, December). *Children caught in the middle: Parenting coordination as an alternative dispute resolution for high-conflict divorcing couples*. Invited presentation for National Association for Social Work (NASW), Central Florida Chapter, Orlando, Florida.
- Mitcham-Smith, M.**, Greenidge, W., Jackson, A., Charles, C., & Douglas, S. (2007, November). *Advocating for social justice & equity: The critical role of multiculturally competent professional school counselors*, Florida Counseling Association Annual Conference, Daytona Beach, Florida.
- Mitcham-Smith, M.**, Johnson, N., & Greenidge, W. (2005, November). *Children caught in the middle of divorce*, Florida Counseling Association's (FCA) 56th Annual Convention, "The Magic of Counseling", Orlando, Florida.
- Greenidge, W., **Mitcham-Smith, M.**, (2005, November). *Psycho-educational groups for Caribbean students*, Florida Counseling Association's (FCA) 56th Annual Convention, "The Magic of Counseling", Orlando, Florida.
- Mitcham-Smith, M.** (2005, November). *Closing the cultural gap*, Panel Presentation Florida Counseling Association's (FCA) 56th Annual Convention, "The Magic of Counseling", Orlando, Florida.

Daire, A., **Mitcham-Smith, M.**, & Johnson, N. (2004, September). *Small business innovative research (SBIR) grants: Innovative partnership opportunities with the for-profit business sector*. Southern Association of Counselor Education and Supervision (SACES) Annual Conference, Athens, Georgia.

Mitcham-Smith, M., & Johnson, N. (2004, September). *How to create your voice as a school counselor*. Southern Association of Counselor Education and Supervision (SACES) Annual Conference, Athens, Georgia.

Mitcham-Smith, M. (2004, June). *An examination of the factors that influence the role of school counselors*. University of Central Florida's 2004 Summer Counseling Institute, Orlando, FL.

WORKSHOPS, INSTITUTES AND SEMINARS

Mitcham, M., Smith, T.R. (January, 2016). *Envision, enlighten, evolve: Channeling creative energy to empower your dreams – Secrets to success series*. Tampa, Florida.

Mitcham, M. (2015 – 2016) Association for Multicultural Counseling & Development AMCD Nationally sponsored webinar series: *Courageous conversations with women of color in counselor education: Surviving and thriving*.

Mitcham, M. (January, 2015). Counselors working in other roles as parenting coordinator, family mediator and child custody investigator. Argosy University, Tampa, Florida. (Invited presentation by the Florida Counseling Association's division of Marriage and Family Therapy.

Mitcham, M. (June, 2014). *Reflect, Re-tool and Re-invent; Success Series, Dress for Success*, Tampa, Florida.

Mitcham, M., Schuetz, L., (2013, June). *Reflect, Re-tool and Re-invent; Success Series*, Argosy University, Tampa, Florida.

Mitcham, M., (2013, September). *Reflect, Re-tool and Re-invent; Success Series*, Argosy University, Tampa, Florida.

Mitcham, M., Rovaris, D.J. (2012, July). *"Culturally competent leadership for student achievement: Understanding individual consideration and embracing diversity"*. University of New Orleans, School Leadership Center, Greater New Orleans. Three day training for Summer Leadership Institute for leadership recertification.

Mitcham, M., Rovaris, D.J. (2011, July). *"Multiculturally competent leadership for student achievement: Understanding and Embracing Diversity"*. University of New Orleans, School Leadership Center, Greater New Orleans. Three day training for Summer Leadership Institute for leadership recertification.

Mitcham, M. (2011, May 6). *"How to be successful in college: Diligence, responsibility and accountability"*. Bartels Middle School, Avid class, Tampa, Florida.

Mitcham, M. (2010, August). *"The right relationship? Empowering yourself to choose love so love will choose you"*. Saved & Single Ministry, The New Olivet Baptist Church, Memphis, TN.

Mitcham, M., Rovaris, D.J. (2010, July). *"Leveraging culturally competent leadership for student achievement"*. School Leadership Center, Greater New Orleans. ***Part 1 of 9 graduate credit hours for Summer Leadership Institute for leadership recertification through Xavier University.

Rovaris, D.J., **Mitcham, M.** (2010, July). *"Diversity, poverty, and community"*. School Leadership Center, Greater New Orleans. ***Part 2 of 9 graduate credit hours for leadership recertification through Xavier University.

Mitcham, M. (2010, January). *"Destination: Dissertation"*. University of South Florida. Counselor Education Program.

Mitcham, M. (2010, January). *"How to write a research proposal"*. University of South Florida. Counselor Education Program.

Mitcham, M. (2009, December). *Transformational multicultural pedagogy: Challenges and opportunities*. Michigan Technological University, Hancock, Michigan.

Mitcham, M. (2009, December). *Beyond the B.S.: From graduation to dissertation*, Michigan Technological University, Hancock, Michigan.

Mitcham, M. (2009, December). *Strategies for removing the stigma of counseling for college counseling center*, Michigan Technological University, Hancock, Michigan.

Mitcham, M. (2009, November). Annual Holmes Scholars Program, *Preparing for a faculty position featuring UCF Holmes scholar alumni*, University of Central Florida, Orlando, Florida.

Mitcham, M. (2009, May). *Strategies for writing a winning research proposal workshop*, Chi Sigma Iota Delta Gamma Chapter, University of South Florida, Tampa, Florida.

- Mitcham, M.** (2008, August). *How to write a winning research proposal workshop*, Chi Sigma Iota Delta Gamma Chapter, University of South Florida, Tampa, Florida.
- Mitcham, M.** (2008, December). *Get connected workshop: Incorporating networking and SWOT analysis for your career*. Chi Sigma Iota Delta Gamma Chapter, University of South Florida. Tampa, Florida.
- Mitcham-Smith, M.**, (2008, January). *Basic helping skills for student affairs professionals*. Invited Talk for Internship Seminar for Student Affairs class. USF, Tampa, Florida.
- Mitcham-Smith, M.** (2007, November). *Empowerment in the workplace: Improving employee performance by fostering a positive attitude & win-win approach*. Invited Presentation. Florida Department of Health, Healthy Start Program, Sanford, Florida.
- Mitcham-Smith, M.** (2007, March). Teen education summit, *Invited Panel Presentation, 22nd Annual Brain Bowl Competition & Florida National Achievers Society Summit*, Florida Education Fund (FEF), Tampa, Florida.
- Mitcham-Smith, M.** (2007, March). *Testing for gifted program*. Invited Presentation. 22nd Annual Brain Bowl Competition & Florida National Achievers Society Summit, Florida Education Fund (FEF). Tampa, Florida.
- Mitcham-Smith, M.** (2007, January). *Scholarship in the academy*. Panel for 11th Annual Holmes Partnership Conference, San Antonio, Texas.
- Mitcham-Smith, M.**, Greenidge, W., & Shealey, M. (2007, January). *Preparing for and prevailing in the professoriate; Holmes Alumni Panel*. Second Annual Florida Holmes Scholar Conference, University of Central Florida, Orlando, Florida.
- Mitcham-Smith, M.**, & Bryant, D.U. (2006, November). *The school counselors' role in increasing culturally diverse representation in gifted education*. Paper presented at the 22nd Annual McKnight Fellows Meeting, Tampa, Florida.
- Mitcham-Smith, M.**, & Tobin, W. (February 2006). Invited Presentation: Writing Your Dissertation; Destination Dissertation. *Annual Holmes Partnership Conference*, Chicago, Illinois.
- Mitcham-Smith, M.** (June 2004). *Mediating family conflict through mediation and parenting coordination*. Florida Marriage & Family Institute, University of Central Florida, Orlando, Florida.

Mitcham-Smith, M. (2004, June). *Divorce: Resolution of family conflict through mediation and parenting coordination (MHS6440) couples counseling*. Invited Presentation. Graduate Course, Professor Mark E. Young, University of Central Florida, Orlando, Florida.

Mitcham-Smith, M. (2003, December). *"Name it, claim it, and tame it: Defining who you are"*. Community Education Partnership (CEP) North Campus Alternative School (Invited Presentation for Transitioning At-Risk Adolescent Girls), Orlando, Florida.

Mitcham-Smith, M. (2002, March). *The role of the professional school counselor Special populations*. Invited Presentation. Barry University – Orlando, FL.

INVITED TELEVISION/RADIO INTERVIEWS

Mitcham, M. (2011, April 28). "The Parent Coach" with Dr. Phil Dembo, *Ten Tips To Becoming Effective Co-Parents and Taking Children Out of the Middle*, HealthyLife.net/Internet Radio.

Mitcham, M. (2010, September 20). High-conflict divorce and parent coordination, "In The Know" with Anthony Reeves, Esquire. Blog Talk Radio, Orlando, Florida.

Mitcham-Smith, M., (2006, October 23). *Tampa Bay Community Network*, [Television broadcast]. Non-Custodial Parents' Rights. Tampa, FL: Public Access Television

Mitcham-Smith, M. (Christine Zoro, Executive Producer). (2006, September 11). *I on Orlando* [Television broadcast]. High Conflict Divorce and Effects on Children, Orlando, FL: *ION Media Networks Television, WOPX TV-Channel 56*

Mitcham-Smith, M. (Christine Zoro, Executive Producer). (2006, September 11). *I on Orlando* [Television broadcast]. Parenting Skills; How to Raise Respectful Children in a Disrespectful World, Orlando, FL: *ION Media Networks Television, WOPX TV-Channel 56*

Mitcham-Smith, M. (Christine Zoro, Executive Producer). (2006, September 11). [Television broadcast]. Empowerment; It's Never Too Late to Change Your Life, Orlando, FL: *ION Media Networks Television, WOPX TV-Channel 56*

Mitcham-Smith, M. (Harpo Studios). (2002, October). Oprah Winfrey Show, Featured Guest, Chicago, Illinois.

KEYNOTE /INVITED TALKS

Mitcham, M. (2016, February). *Reflect, re-tool, reinvent: Secrets to success; how to overcome obstacles in your life.* Keynote. American Counseling Association US Virgin Islands St. Croix Branch, St. Croix.

Mitcham, M. (2015, February). *Who holds the rope? Empower, embrace, educate, energize.* Keynote. American Counseling Association US Virgin Islands St. Croix Branch, St. Croix.

Mitcham, M. (2014, June). *Reflect, Retool and Reinvent; Secrets to Success, Dress for Success,* Tampa, Florida.

Mitcham, M. (2011, November). *Transition, Education and Argosy University.* CBWTU-FL-Community-Based Wounded Warrior Transition Unit Muster, Atlanta, Georgia.

Mitcham, M. (2011, October). *Transition, Education and Argosy University.* CBWTU-FL-Community-Based Wounded Warrior Transition Unit Muster, Orlando, Florida.

Mitcham, M. (2011, February). National Junior Honor Society Initiation, Bartels Middle School, Tampa, Florida.

Mitcham, M. (2009, June). *School Leadership: Challenges are Opportunities.* New Orleans School Leadership Center (SLC) of Greater New Orleans Summer Institute, Ocean Springs, Mississippi.

Mitcham, M. (2008, May). *CSI Inaugural Leadership Workshop: "Don't Talk About It; Be About It",* Chi Sigma Iota Delta Gamma Chapter, University of South Florida, Tampa, Florida.

Mitcham-Smith, M. (2001, November) *The Meaning of Spirituality.* Keynote Speaker Presentation to the Ministry of Mother's Sharing, Blessed Trinity Catholic Church, Orlando, Florida.

GRANTS

2014 NBCC CACREP Grant awarded (up to \$10,000)

- 2010 Center for 21st Century Teaching Excellence- USF. Innovative Teaching Grant. *“Utilization of Second Life to promote transformational learning and cultural competence in counselor education students”*. Research proposal submitted not funded. (Recommended by Chair).
- 2007 College of Education – USF. Mini-Grant. *“2007 Summer institute: Solution-focused training: Intervention for high-conflict divorcing couples”*. Research proposal not funded.

PROFESSIONAL DEVELOPMENT

American Counseling Association (ACA) Annual Conference, Montreal, Quebec. March, 2016.

Florida Counseling Association (FCA) Annual Conference Orlando, Florida. October, 2015

Florida Counseling Association (FCA) Annual Conference Tampa, Florida. October, 2013.

DSM-V Training, Webinar, Tampa, Florida, September 9, 2013.

CACREP Training – How to Write a Self-Study, American Counseling Association (ACA) (Date TBA).

American Counseling Association (ACA) Annual Conference, Honolulu, Hawaii. March, 2014.

Summer Leadership Institute, American Counseling Association (ACA), Alexandria, VA. July, 2013.

American Counseling Association (ACA) Annual Conference, Cincinnati, Ohio. March, 2013.

European Branch of the American Counseling Association (EB-ACA) Heidelberg, Germany, October, 2012

Inns of Court Family Law Event, Fall 2012, Stetson Law School, Tampa

Florida Counseling Association (FCA) Annual Conference Brandon, Florida. October, 2012.

American Counseling Association (ACA) Annual Conference, San Francisco, California. March, 2012.

Florida Counseling Association (FCA) Annual Conference
Orlando, Florida. October, 2011.

American Counseling Association (ACA) Annual Conference,
New Orleans, Louisiana, March, 2011. (Pre-Conference Learning Institute)

Understanding Tenure & Promotion Guidelines
Workshop, USF, Tampa, Florida, April, 2010.

American Counseling Association (ACA) Annual Conference,
Pittsburgh, Pennsylvania, March, 2010. (Pre-Conference Learning
Institute)

Association for Counselor Education & Supervision
(ACES) Conference
San Diego, California, October, 2009.

Center for 21st Century Teaching Excellence
Workshop; Effective use of Blackboard
USF, Tampa, Florida, Fall, 2009.

Center for 21st Century Teaching Excellence Workshop
Second Life at USF: Educational possibilities
USF, Tampa, Florida, Fall, 2009.

Center for 21st Century Teaching Excellence
Workshop; Using wikis and blogs to enhance teaching and learning
USF, Tampa, Florida, Fall, 2009.

Center for 21st Century Teaching Excellence Workshop
Fostering a Positive Learning Environment, Dr. Deirdre Cobb-Roberts
USF, Tampa, Florida, Fall, 2009.

American Counseling Association Annual Conference,
Charlotte, North Carolina, March, 2009.

Southern Association for Counselor Education & Supervision
(SACES) Conference
Houston, Texas, October, 2008.

American Counseling Association Annual Conference,
Honolulu, Hawaii, March, 2008.

The Holmes Partnership Twelfth Annual Conference

Orlando, Florida, January, 2008.

Center for 21st Century Teaching Excellence – USF
Intermediate Power Point, November 2007, Tampa, Florida.

Association for Counselor Education & Supervision (ACES) Annual
Conference, October, 2007, Columbus, Ohio.

Center for 21st Century Teaching Excellence – USF
Developing a Teaching Portfolio, October 2007, Tampa, Florida.

Center for 21st Century Teaching Excellence – USF
Developing Scholarly Writing, September 2007, Tampa, Florida.

American Counseling Association (ACA) Annual Conference, March 2007,
Detroit, Michigan.

The Holmes Partnership Eleventh Annual Conference
San Antonio, Texas, January 2007.

Association of Family and Conciliation Courts (AFCC) 43rd
Annual Conference, Palm Harbor, Florida, May 31-June 3, 2006.

American Counseling Association Annual Conference
Montreal, Quebec, March, 2006.

The Holmes Partnership Tenth Annual Conference
Chicago, Illinois, February 22-26, 2006.

Advanced Issues for Parenting Coordinators and Practitioners Working
with High Conflict Families: Alienated Children, Domestic Violence and
Case Management training by Dr. Joan B. Kelly, USF, Tampa, Florida,
February 7-8, 2006.

Working with Children of Separation and Divorce: What They Know, What
They Want, What You Can Do, by Mindy F. Mitnick, Ed.M., M.A., USF,
Tampa, Florida February 9-10, 2006.

Florida Counseling Association (FCA) 56th Annual Conference
Orlando, Florida. November, 2005.

Association for Counselor Education and Supervision (ACES) Conference
Pittsburgh, Pennsylvania. October 20-23, 2005.

American Counseling Association (52nd) Annual Conference
Atlanta, Georgia. April, 2005.

The Holmes Partnership Ninth Annual Conference
Philadelphia, Pennsylvania. January 20-23, 2005

European Branch of the American Counseling Association (EB-ACA)
Sonthofen, Germany, October, 2004.

Southern Association for Counselor Education & Supervision
(SACES) Conference. University of Georgia, Athens, Georgia, 2004.

Cooperative Parenting Institute (CPI)
Advanced Parent Coordinator Training (7 hours)
Sponsored by Ninth Judicial Court-CME's Rollins College
Orlando, Florida August 7, 2004.

American Counseling Association (51st) Annual Conference
Kansas City, Missouri April 1-4, 2004.

John Gottman Training for Couples Counseling
University of Central Florida, March, 2004.

2004 Professional Development Schools National Conference
Regional Holmes Partnership
Orlando, Florida March 4-6, 2004.

Parenting Coordination Training (20-Hour Certification Course) by Dr.
Debra Carter at University of South Florida, February, 2004.

The Holmes Partnership Eighth Annual Conference
San Diego, California, January 14-16, 2004.

Association for Conflict Resolution 2003 Annual Conference
Theme: A Mosaic of Possibilities
Orlando, Florida, October 15-18, 2003.

Southern Association for Counselor Education & Supervision 2003
Theme: On the Right Track with SACES: Linking Future Challenges With
Opportunities. Chattanooga, Tennessee, September 5-6, 2003.

Holmes Scholars Summer Leadership Institute
Graduate School of Education and Human Development
George Washington University, Washington, D. C.
June 15-20, 2003.

American Counseling Association (ACA) 50th Annual Conference

Theme: Celebrating 50 Years of Excellence
Anaheim, California, March 21-25, 2003.

Chi Sigma Iota Leadership Training (ACA) 50th Annual Conference
Anaheim, California, March 22nd, 2003.

2003 Professional Development Schools National Conference
Theme: Making A Difference – The PDS Impact on Education
Orlando, Florida, March 6-9, 2003.

The Holmes Partnership Seventh Annual Conference
Theme: Advancing Student Learning Through Research: Policies and
Practices In Partnership. Washington, D.C., February 21-23, 2003.

2002 Summer Institute for School and Mental Health Counseling
College of Education, University of Central Florida
Orlando, Florida, June 17-19, 2002.

American Counseling Association (ACA) 49th Annual Conference
Theme: Unity Through Diversity. New Orleans, Louisiana, March 22-26,
2002.

CFARS – Children’s Functional Assessment Rating Scale
Florida Department of Children and Families HIPPA Series: Behavioral
Confidentiality and Privacy for the Behavioral Healthcare Providers
Training. 2002.

V. TEACHING, SUPERVISION, DISSERTATIONS

COURSES TAUGHT AT FLORIDA A & M UNIVERSITY 2015 – PRESENT

- MHS 6830 CLINICAL PRACTICUM
- MHS 6831 INTERNSHIP IN MENTAL HEALTH COUNSELING
- MHS 6420 COUNSELING MINORITY POPULATIONS
- MHS6430 FAMILY COUNSELING THEORIES

COURSES TAUGHT AT ARGOSY UNIVERSITY 2011 – 2015

- HS6016 DIVERSITY & MULTICULTURALISM IN HUMAN SERVICES
- P6700 COUNSELING COUPLES AND FAMILIES
- C6491 PRACTICUM IN COUNSELING, CMHC and MFT programs
- FP65100 PROFESSIONAL AND ETHICAL ISSUES IN FORENSIC PSYCHOLOGY

- FP6535 CONSULTATION, TRIAGE AND TESTIMONY IN FORENSIC PSYCHOLOGY
- C7454: MODELS OF CLINICAL SUPERVISION
- D9001: DISSERTATION
- C6460 SUPERVISION FOR COUNSELORS
- C6445 SOCIAL & CULTURAL COMPETENCIES FOR COUNSELORS

DISSERTATIONS: ARGOSY UNIVERSITY

Bouie, Cheyenne	Ed.D. Counseling Psychology	Chair
Joseph, Dasmain	Ed.D. Counselor Education & Supervision	Member

Completed work on doctoral committees:

Spiers, Angela	(2014) Ed.D. Counselor Education	Chair
Blanding-Hodges, Kim	(2013) Ed.D. Counseling Psychology	Chair
Elkins, Jennifer	(2012) Ed.D. Counseling Psychology	Chair

COURSES TAUGHT AT UNIVERSITY OF SOUTH FLORIDA 2005 - 2011

- MHS 6006: PRINCIPLES OF COUNSELING; TECHNIQUES
- MHS 7310: ADVANCED THEORIES OF SUPERVISION
- MHS 7931: PRACTICUM IN SUPERVISION
- MHS 6413: SCHOOL COUNSELOR ACCOUNTABILITY
- MHS 6420: MULTICULTURAL COUNSELING
- MHS 6311: THEORIES OF COUNSELING
- MHS 6885: INTERNSHIP IN MENTAL HEALTH COUNSELING
- SDS 6820: INTERNSHIP IN SCHOOL COUNSELING
- MHS 6601: CONSULTATION FOR COUNSELING PROFESSIONALS
- MHS 7910: INDEPENDENT RESEARCH

**COURSES TAUGHT AT UNIVERSITY of NEW ORLEANS
2010, 2011, 2012, and 2015**

Mitcham, M., Rovaris, D.J. (2015, December). *“Leveraging Culturally Competent Leadership.”* School Leadership Center, Greater New Orleans.

Mitcham, M., Rovaris, D.J. (2010, July). *“Leveraging Culturally Competent Leadership.”* School Leadership Center, Greater New Orleans.

Rovaris, D.J., **Mitcham, M.** (2010, July). *“Diversity, Poverty, and Community.”* School Leadership Center, Greater New Orleans.

*Part 2 of 9 graduate credit hours for leadership recertification through Xavier University.

* *To satisfy inclusion/diversity strand/benchmark for the following 3 courses:*

- *EDAD 5056: CURRICULUM PROGRESSION
- *EDAD 5570 MANAGEMENT OF SCHOOL PERSONNEL
- *EDCG 5070 STATISTICS

COURSES TAUGHT AT UNIVERSITY OF CENTRAL FLORIDA 2003-2005

- MHS 2230: CAREER EXPLORATION
- MHS 6401: TECHNIQUES OF COUNSELING
- MHS 6401: TECHNIQUES OF COUNSELING
- MHS 6800: PRACTICUM: COUNSELOR EDUCATION
- MHS 6500: GROUP COUNSELING

COURSES DEVELOPED

- MHS 7000: FORENSIC COUNSELING: CONFLICT RESOLUTION SKILLS FOR COUNSELORS (SUMMER 2009)

VI. LEADERSHIP, LEADERSHIP DEVELOPMENT & SERVICE

Summer Institute for Leadership Training (ILT) American Counseling Association (ACA), Alexandria, VA. July, 2013.

President – FACES - Florida Association of Counselor Education & Supervision, 2013 - 2014.

President Elect – FCA – Florida Counseling Association, 2014-2015.

President – FCA – Florida Counseling Association, July 2014.

Florida A & M Service

- COLLEGE OF EDUCATION ASSESSMENT COMMITTEE
- HOLMES SCHOLARS INTERVIEW COMMITTEE

Facilitation & Training, Team-Building

December 7, 2011 – Facilitated training on Inclusion: Multicultural Competence and Embracing and Celebrating Diversity; Culturally-Competent Communication.

December 15, 2011 –Facilitated team-building training to Admissions on using SCAMPER, SWOT Analysis and Johari's window to increase the bottom line, improve teamwork and cultivate a positive working environment.

January 12, 2012 - Facilitated Effective Communication professional development training for Admissions using the SWOT analysis for improving

teamwork, collaboration and operating from a strength-based approach for positive outcomes and optimal customer service.

Counselor Training and Learning Lab - Team leader and lead proposal writer for the Argosy Sarasota Training and Learning Lab; opened October 2011.

Speaker: Argosy Military Recruitment Initiative – Orlando, Florida; October, 2011. Community Based Warrior Transition Unit Fall Muster meeting. Presented to over approximately 100 soldiers.

Speaker: Argosy Military Recruitment Initiative – Atlanta, Georgia; November 2011. Community Based Warrior Transition Unit Fall Muster meeting. Presented to approximately 100 soldiers.

USF Counselor Education, COE, Program Level:

- Advisor: Chi Sigma Iota Delta Gamma Chapter
- Chi Sigma Iota Newsletter
- Admissions Interviews
- CEP CARES Graduate Student Association Advisor 2010-2011
- Chalk and Wire updates

USF - Psychological & Social Foundations Departmental Level:

- USF 2005 Annual Review Committee
- USF 2006 Annual Review Committee
- Community Service Public Access Television (4) Presentations, (3) National, (1) Local –Tampa Bay Community Outreach
- Chi Sigma Iota – Delta Gamma Chapter Faculty Advisor (International Honor Society for Counselors), University of South Florida, 2005 - 2011
- Master's Student Thesis Committee, College of Education, Counselor Education, University of South Florida, Tampa, Florida, 2005-2006
- Member, Admissions Committee, Counselor Education Master's Degree Programs, University of South Florida, Orlando, 2005- 2009

USF College Level:

- College of Education Diversity Committee 2009-2011
- College of Education Faculty Diversity Fall Forum Committee 2010
- NCATE Committee – College of Education 2010
- Assistant/Associate Professor Search Committee, College of Education, University of South Florida, Lakeland Campus, Lakeland, Florida, 2009-2010

- College of Education Conceptual Framework Committee 2008-2009; Revised Conceptual Framework document – (Diversity and Ethics session)
- Assistant/Associate Professor Search Committee, College of Education, University of South Florida, Lakeland Campus, Lakeland, FL, 2006-2007
- Assistant/Associate Professor Search Committee, College of Education, University of South Florida, Lakeland Campus, Lakeland, FL, 2005-2006

National Level:

- AMCD sponsored Webinar Series (2015-2016) Courageous Conversations with Women of Color in Counselor Education
- National Facilitator; Chi Sigma Iota International Honor Society, Southern Region, 2008 – 2010.
- Member, Urban Network to Improve Teacher Education (UNITE) Equity and Social Justice Task Force (2002-2004)

State Level:

- Florida Counseling Association (January, 2016). Facilitated strategic planning training, SWOT Analysis and Ice Breaker for Executive Leadership team, Tampa, Florida.
- 2013 – 2014 Florida Association for Counselor Education and Supervision (FACES) President;
- 2014 - 2015 Florida Counseling Association President-Elect.
- Keynote Speaker-University of Central Florida, Chi Sigma Iota Upsilon Chi Chapter, Fall Initiation, Orlando, Florida, September 23, 2006.
- Board Member, Professional Development Institute Chair, Florida School Counselor Association FSCA, A Division of the Florida Counseling Association, (FCA) 2005-2006.

Community/Local Level:

- Keynote Speaker; *Overcoming All Odds; Realizing Your Dreams*, North Tampa Alternative School, Tampa, Florida, December 8, 2014.
- Speaker; *Handling stress and having balance in life; Creating a self-care plan*, Great American Teach-In, Leon King, High School, Tampa, Florida, November 20, 2013.
- Education Consultant; Tampa Veteran Job Fair, Raymond James Stadium, Tampa, Florida, October 2013.
- Education Consultant; Tampa Veteran Job Fair, Raymond James Stadium, Tampa, Florida, October 4, 2012.
- Speaker; Great American Teach-In, Bartels Middle School, Tampa, Florida, November 18, 2009. (7 class presentations).

- Speaker; AVID Program, Bartels Middle School, Tampa, Florida, Fall, 2011; Spring 2012.
- Presidential Campaign Volunteer 2008
- Speaker; Great American Teach-In, Lassie C. Shaw Elementary School, Tampa, Florida, November 16, 2005
- Parenting Leadership Seminar Facilitator: "How to Raise Respectful Children in a Disrespectful World". Blessed Trinity Catholic Church, Religious Education Department. Orlando, FL, (2003).
- Parenting Skills Seminar Facilitator: "STEP and Positive Discipline Series". Blessed Trinity Catholic Church, Religious Education Department. Orlando, FL, (2003).
 - Facilitated (2) six-week parenting skills seminars
- CARE Team Trainer/Facilitator. Blessed Trinity Catholic Church, Religious Education Department. Orlando, FL. (2001-2004).

OTHER SERVICE

- Dean-Appointed Doctoral Candidate Member, Chair Search Committee, College of Education, UCF, Orlando, FL, 2004 - 2005
- Holmes Scholars Search Committee, UCF Orlando, FL 2004-2005
- President, Chi Sigma Iota, Upsilon Chi Chapter, (International Honor Society for Counselors) University of Central Florida, 2004 - 2005
- Mentor- (MPIE) Minority Programs in Education, UCF 2004-2005

VII: PROFESSIONAL MEMBERSHIPS/AFFILIATIONS

American Counseling Association (ACA)

American Multicultural Counseling and Development (AMCD)

Association for Counselor Education and Supervision (ACES)

Association of Family and Conciliation Courts (AFCC)

Chi Sigma Iota – Delta Gamma Chapter/USF - Faculty Advisor 2005 - 2011

Chi Sigma Iota – Upsilon Chi Chapter/UCF - President – 2004-2005

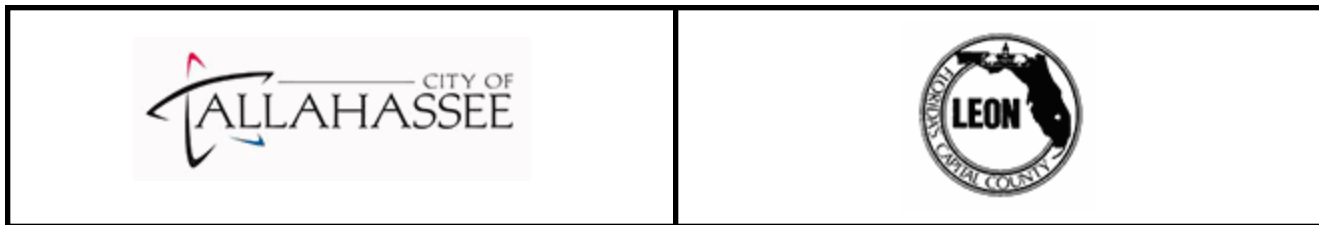
Florida Counseling Association (FCA)

Florida Association for Counselor Education & Supervision (FACES)

International Marriage & Family Counselors Association (IMFCA)

American College Counseling Association (ACCA)

TALLAHASSEE-LEON COUNTY COMMISSION ON THE STATUS OF WOMEN & GIRLS APPLICATION



Name: Jacqueline Porter		Date: 8/15/2016 5:23:48PM
Home Phone: (954) 554-0754	Work Phone: (-)-X	Email: jnp11b@gmail.com
Occupation: LEGAL ASSISTANT	Employer: OFFICE OF CRIMINAL CONFLICT CIVIL REGIONAL COUNSEL	

Preferred mailing location: Home Address
Work Address: 227 N BRONOUGH STREET
City/State/Zip: TALLAHASSEE, FL 32301
Home Address 115 NORTH FRANKLIN BLVD APT B
City/State/Zip: TALLAHASSEE, FL 32301

Do you live in Leon County? Yes	If yes, do you live within the City limits? No
Do you own property in Leon County? Yes	If yes, is it located within the City limits? No
For how many years have you lived in and/or owned property in Leon County? 5 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, Hispanic, Oth	Sex: Female	Age: 23.00
Disabled? Yes	District: District 5	

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

I AM A COMMITTED LEADER, COMMUNICATOR, AND ADVOCATE WITH A PROVEN RECORD OF SUPPORTING WOMEN AND GIRLS IN TALLAHASSEE AND ABROAD (I WAS BORN AND RAISED IN BRAZIL AND HAVE SPENT SEVERAL SUMMERS THERE SINCE MOVING TO THE UNITED STATES). I'VE WORKED WITH A WIDE RANGE OF GROUPS TO DRIVE TARGETED AND EFFECTIVE LOCAL PROGRESS, IN PARTICULAR FOCUSING ON STRATEGIC, STRUCTURAL, AND CULTURAL SHIFTS THAT ARE ESSENTIAL TO EMPOWERING WOMEN AND GIRLS IN OUR COMMUNITY. MY SKILLS ARE HIGHLY TRANSFERABLE; I BRING TO THE COMMISSION A CULTURALLY AND PROFESSIONALLY DIVERSE BACKGROUND AND SKILL-SET, AS WELL AS A PASSION TO IMPROVE THE LIVES OF WOMEN AND GIRLS. MY EXPERIENCE, INCLUDING SERVING ON THE COMMUNITY ENGAGEMENT COMMITTEE FOR THE VILLAGE SQUARE, AS A PRECINCT CAPTAIN, AND AS AN ESOL TUTOR TO A VICTIM OF SEX-TRAFFICKING HAVE SHARPENED MY SKILLS AS WELL AS MY CAPACITY TO INFLUENCE CHANGE TO IMPROVE THE LIVES OF WOMEN AND GIRLS. FOR EXAMPLE, AS AN ESOL TUTOR, I HELPED MY STUDENT FIND A JOB AND BEGIN A SMALL CATERING BUSINESS. I AM PASSIONATE ABOUT CONNECTING WITH, ORGANIZING FOR, AND LEARNING FROM WOMEN AND GIRLS. SINCE MOVING TO TALLAHASSEE AS A STUDENT IN PHILOSOPHY AND RELIGION AT FLORIDA STATE UNIVERSITY IN 2011, I HAVE FALLEN IN LOVE WITH THIS CITY AND ESTABLISHED MYSELF AS A RELIABLE AND CAPABLE LEADER AND COMMUNITY BUILDER. THOSE WITH WHOM I HAVE WORKED OVER THE YEARS CONSISTENTLY ATTEST TO MY LEADERSHIP, COMMUNICATION SKILLS, ADAPTABILITY, AND EFFECTIVENESS IN OUTREACH. I AM ENERGIZED BY WORKING WITH AND FOR PEOPLE, CONFRONTING DIFFICULT QUESTIONS, AND MEETING NEEDS. I AM CONFIDENT THAT I HAVE THE COMMITMENT, SKILLS, AND PASSION TO EXCEL IN ANY TASK THAT MAY ARISE AS A MEMBER OF THE COMMISSION.

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

Name: JOVITA WOODRICH Telephone: 850-559-6747
Address: 1304 ALBAN AVENUE

Name: LIZ JOYNER Telephone: 850-264-8785
Address:

IMPORTANT LEGAL REQUIREMENTS FOR ADVISORY COMMITTEE MEMBERSHIP

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

- Have you completed the Orientation? Yes
 - Are you willing to complete a financial disclosure form and/or a background check, if applicable? Yes
 - Will you be receiving any compensation that is expected to influence your vote, action, or participation on a Committee? No
 - If yes, from whom?
 - Do you anticipate that you would be a stakeholder with regard to your participation on a Committee? No
 - Do you know of any circumstances that would result in you having to abstain from voting on a Committee due to voting conflicts? No
 - If yes, please explain.
 - Do you or your employer, or your spouse or child or their employers, do business with Leon County? No
 - If yes, please explain.
 - Do you have any employment or contractual relationship with Leon County that would create a continuing or frequently recurring conflict with regard to your participation on a Committee? No
 - If yes, please explain.
- All statements and information provided in this application are true to the best of my knowledge.

Signature: Jacqueline Porter

This application was electronically sent: 8/15/2016 5:23:48PM

Jacqueline Porter
954-554-0754 | jnp11b@gmail.com

EDUCATION

Florida State University **Tallahassee, FL**
B.A. with High Honors in Philosophy & Religion, *magna cum laude* August 2015

Harvard Divinity School **Cambridge, MA**
Diversity & Explorations Social Justice Program December 2015

Florida State University **Tallahassee, FL**
Certificate in Florida City & County Management Expected Spring 2017

HONORS & AWARDS

- Betty Phifer Memorial Scholarship for excellence in scholarship and leadership (2016)
- Phi Beta Kappa (2015)
- Florida State University Symposium Grant received for academic merit (2015)
- Honors and Special Distinction for senior thesis (2015)
- Johnson Scholarship for overcoming adversity (2011-2015)

WORK EXPERIENCE

Office of Regional Conflict & Civil Regional Counsel 1st District **Tallahassee, FL**
Appellate Legal Assistant October 2015 – Present

- Provide legal and administrative support to two criminal appellate attorneys for clients in 32 counties as the only legal assistant in a fast-paced public defender's office. Perform legal research and analysis; monitor Supreme Court cases and appeals decisions. Prepare, edit, and forward subpoenas, motions, and briefs. Maintain contact with clients and communicate case progress.

Florida State University Division of Student Affairs **Tallahassee, FL**
Creative Designer and Consultant October 2013 – August 2015

- Designed, produced, and planned the distribution of media and print collateral such as event promotion and press releases for high-priority multimedia campaigns for Florida State University.

VOLUNTEER, ELECTED & LEADERSHIP POSITIONS

Leon County Democratic Executive Committee **Tallahassee, FL**
Precinct Captain, Committeewoman May 2016 – Present

- Collaborate with local Democratic elected official on local policy. Serve as a direct contact to connect and engage the Democratic Party with voters.

The Village Square **Tallahassee, FL**
Community Engagement Committeewoman March 2016 – Present

- Advise and coordinate with board members to forge relationships among community stakeholders to recruit, diversify, and mobilize members and donors of the Village Square.

Volunteer Florida **Tallahassee, FL**
Peer Reviewer March 2016

- Evaluated and assessed AmeriCorps programs statewide applications for sizable grants based on detailed and comprehensive metrics including community need, financial viability, and possible impact. Made recommendations to Volunteer Florida, the lead agency for national service in Florida.

Refuge House*ESOL Tutor***Tallahassee, FL**

August 2014 – Present

- Design weekly lesson plans for instruction in English speaking, reading, and writing for a victim of sex trafficking. Provide individual mentoring in assimilating to American culture, acquiring citizenship, and securing employment.

2nd Undergraduate Symposium*Event Planner***Tallahassee, FL**

August 2014 – February 2015

- Secured venue, managed volunteers, hired catering, selected keynote speakers, six faculty respondents, ten student presenters, and acquired a \$500 conference grant to host 40 undergraduate students, faculty, and graduate students.

Lar Tia Edna*Teacher's Assistant & Community Organizer***São Paulo, Brazil**

May 2014 – July 2014

- Tutored English to four girls in the Brazilian foster care system. Additionally hosted neighborhood workshops on sex education. Mobilized community support and corporate fundraising.

Act! Interdisciplinary Social Justice Symposium*Media & Event Organizer***Tallahassee, FL**

August 2013 – April 2014

- As the only undergraduate organizer, coordinated and produced photography, video, and audio recording for an international symposium. Assisted in planning and developing promotional material for four community outreach events and weekly meetings.

Regional Youth Action Group*Southeast Community Organizer***Tallahassee, FL**

August 2012 – April 2013

- Planned monthly service events and oversaw more than 30 volunteers in collaboration with local shelters to host birthday parties and provide gifts to more than 60 displaced children and adults.

RESEARCH, PRACTICUMS & PAPER PRESENTATIONS

- “Consent: Not a Neutral Category,” Florida State University. National Undergraduate Bioethics Conference. Tallahassee, FL (2015).
- “Authority & Dissent in Politics,” Santa Clara University. 42nd Sociology & Anthropology Conference. Santa Clara, CA (2015).
- “Salvation & Protest,” Florida State University. 15th Annual Undergraduate Research Symposium. Tallahassee, FL (2015).
- “Anyone Can Protest, Only We Can Save Souls,” Florida State University. FSU Undergraduate Critical Theory Symposium. Tallahassee, FL (2015).

Practicum Webinar on Critical Theory

- Selected as one of ten international students to participate in a critical theory practicum with prominent scholars on the topic of social justice and academia.

Tallahassee, FL

February 2015

SKILLS

- Fluency in Portuguese and conversational in Spanish; reading proficiency in Italian and French.
- Proficiency in Adobe Illustrator, InDesign, and Microsoft Office.
- Excellent written and interpersonal communication and relationship building skills.
- Multicultural experience.
- Skilled in research, analysis, and problem solving.
- Knowledge of Florida politics.

**Leon County
Board of County Commissioners**


Notes for Agenda Item #7

Leon County Board of County Commissioners

Cover Sheet for Agenda #7

September 13, 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 September 13, 2016 and Pre-Approval of Payment of Bills and Vouchers for the Period of September 14 through September 19, 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 September 13, 2016, and pre-approve the payment of bills and vouchers for the period of September 14 through September 19, 2016.

Report and Discussion

This agenda item requests Board approval of the payment of bills and vouchers submitted for approval September 13, 2016 and pre-approval of payment of bills and vouchers for the period of September 14 through September 19, 2016. The Office of Financial Stewardship/Management and Budget (OMB) reviews the bills and vouchers printout, submitted for approval during the September 13, 2016 meeting, the morning of Monday, September 12, 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 September 20, 2016, it is advisable for the Board to pre-approve payment of the County's bills for September 14 through September 19, 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 September 13, 2016, and pre-approve the payment of bills and vouchers for the period of September 14 through September 19, 2016.
2. Do not approve the payment of bills and vouchers submitted for September 13, 2016, and pre-approve the payment of bills and vouchers for the period of September 14 through September 19, 2016.
3. Board direction.

Recommendation:

Option #1.

**Leon County
Board of County Commissioners**


Notes for Agenda Item #8

Leon County Board of County Commissioners

Cover Sheet for Agenda #8

September 13, 2016

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Approval to Certify the Tax Collector's Recapitulation of the Property Tax Rolls for 2015

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:	Brent Rau, Management Analyst

Fiscal Impact:

This item has no fiscal impact to the County.

Staff Recommendation:

Option #1: Approve certification of the recapitulation of the Property Tax Roll for 2015 (Attachment #1), which entitles the Tax Collector to credit the tax assessment roll accordingly.

Report and Discussion

Background:

The Board is required to review and certify the Tax Collector's Recapitulation of the tax assessment roll for the previous year. Each year, a review of the recapitulation for the Board is made with recommendation for approval or denial.

Analysis:

The Tax Collector is required to present a recapitulation of the tax roll for the previous year for approval by the Board. This recapitulation is the reconciling document, which balances the tax roll, after review of errors, including insolvencies, double assessments, litigation discounts, penalties, and additions, which are discovered during the tax collection period.

Options:

1. Approve certification of the recapitulation of the Property Tax Roll for 2015, which entitles the Tax Collector to credit the tax assessment roll accordingly.
2. Do not approve the recapitulation of the Property Tax Roll for 2015.
3. Board direction.

Recommendation:

Option #1.

Attachment:

1. Tax Collector's Recapitulation of the Property Tax Roll for 2015

Mailing Address

Post Office Box 1835
Tallahassee, Florida 32302-1835
(850) 606-4700

Administrative Services

Metro 8, 1276 Metropolitan Blvd., Suite 401



Metro 8, 1276 Metropolitan, Suite 102
Cross Creek, 1210 Capital Circle, SE
Lake Jackson, 3840 N. Monroe St, Suite 102
Southside, 3477 S. Monroe St.
Westside, 870-1 Blountstown Hwy.

www.leontaxcollector.net

MEMORANDUM

Hand Delivered

Date: July 15, 2016
To: Leon County Board of County Commissioners
From: Alethea Jackson, Chief Deputy Tax Administration
for Doris Maloy, Tax Collector
Subject: Property Tax Roll for 2015

Attached are the following:

1. Two signed copy of the Recapitulation of E & I List for the 2015 Tax Roll. Please have both copies signed by **all** Commissioners and **return one copy to our office.**
2. One signed copy of overall Tax Collector's Recapitulation of the Tax Roll for 2015.
3. One signed copy of the Tax Collector's Recapitulation of County Taxes for 2015.
4. One signed copy of Recapitulation for Storm Water Fees for 2015.
5. One signed copy of Recapitulation for Solid Waste Fees for 2015.
6. One signed copy of Recapitulation for Leon County Road Paving Fees for 2015.
7. One signed copy of Recapitulation for EMS MSTU Fees for 2015.
8. One signed copy of Recapitulation for Sewer Fees for 2015.
9. One signed copy of Recapitulation for Fire Service Fees for 2015.
10. Error and Insolvencies Report (delivered by email to Scott Ross).

Please acknowledge receipt of the documents listed by signing at the place indicated below:

RECEIVED IN THE OFFICE OF THE BOARD OF COUNTY COMMISSIONERS THIS
15 DAY OF JULY, 2016 BY *Ryan A. [Signature]*
Print Name

Instructions

To Tax Collectors:

- (1) Use this for the last sheet on your list of errors, insolvencies, double assessments, and discounts.
- (2) Do not list any item without showing the reason or code in the right-hand marginal column.
- (3) Group together as much as possible all items coming under one head. For instance, place all Errors under one heading, all Double Assessments under another, Exemptions under another, etc.
- (4) On exemptions specify whether widow, veteran, homestead, disability, etc.

Recapitulation

I, **DORIS MALOY**, Tax Collector of **LEON** County, Florida, hereby certify that the within and foregoing is a true list of all, **ERRORS, INSOLVENCIES, DOUBLE ASSESSMENTS** and **DISCOUNTS** on the Assessment Roll for the year **2015**; that all errors and double assessments have been plainly indicated on the Assessment Roll; that the discounts were actually earned for the month as shown; that no exemptions, other than those shown on the Assessment Roll, have been allowed by me except upon a showing of satisfactory proof that each such claim was just and legal; that each item herein marked as insolvent is in fact insolvent and, although diligent search has been made by me I have been unable to find any property upon which levy can be made to enforce the payment of the tax; that I have not collected any of the items shown on this list.

I am, therefore, entitled to credit against the **2015** Assessment Roll in the following amounts:

Errors.....	\$561,617.01
Insolvencies.....	\$.00
Double Assessments.....	\$.00
Discounts.....	\$10,324,263.08
Federal Bankruptcies.....	\$267,666.40
Warrants Pending	\$249,372.21
County Certificates	\$354,569.89
Others: (Specify)	

Total..... \$11,757,488.59

Dated this the 14th day of July, 2016 year Doris Maloy Tax Collector, LEON County

To County Commissioners: Read carefully the certificate below before signing.

Recapitulation

We, the undersigned members of the Board of County Commissioners in and for the County of **LEON** Florida, hereby certify that we have carefully examined and compared each item in the within and foregoing list and the Tax Collector has stricken from the list and made a separate list of such items which in our judgement should be collected by the Tax Collector, that to the best of our knowledge, information and belief such list is now correct, just and legal and Hon. **DORIS MALOY**

Tax Collector, is therefore entitled to credit on account of said list for the following amounts:

Errors	\$561,617.01
Insolvencies.....	\$.00
Double Assessments.....	\$.00
Discounts.....	\$10,324,263.08
Federal Bankruptcies.....	\$267,666.40
Warrants Pending	\$249,372.21
County Certificates	\$354,569.89
Others: (Specify)	

Total..... \$11,757,488.59

Dated this the _____ day of _____, year _____

_____	_____
Member	Chairman
_____	_____
Member	Member
_____	_____
Member	Member
_____	_____
Clerk - Attest	Member

	COUNTY AND SPECIAL DISTRICT AD VALOREM TAXES			ALL MUNICIPAL AD VALOREM TAXES			TOTAL
	REAL PROPERTY	PERSONAL PROPERTY	CENTRALLY ASSESSED	REAL PROPERTY	PERSONAL PROPERTY	CENTRALLY ASSESSED	AD VALOREM TAXES REAL, PERSONAL CENTRALLY ASS.
DEBITS:							
1	TAXES LEVIED AS CERTIFIED TO DEPT OF REV. BY PROP APPRAISER						
	236,011,231.19	15,838,837.10	180,319.17	37,599,528.54	2,955,998.03	23,451.98	292,609,366.01
2	PLUS ADDITIONS TO THE ROLL E & I						
	51,664.11	5,762.03	.00	5,914.56	1,507.01	.00	64,847.71
3	LESS SUBTRACTIONS FROM ROLL INCLUDING ROUNDING ERROR						
	.00	.00	.00	.00	.00	.00	.00
4	PENALTIES COLLECTED ON CURRENT ROLL						
	.00	.00	.00	.00	.00	.00	.00
5	TOTAL TAXES LEVIED ON TAX ROLL						
	236,062,895.30	15,844,599.13	180,319.17	37,605,443.10	2,957,505.04	23,451.98	292,674,213.72
CREDITS:							
6	TOTAL MONIES COLLECTED INCLUDING INDIVIDUAL SALE CERTIFICATE						
	227,164,396.11	14,949,956.09	173,114.71	36,200,264.88	2,776,384.06	22,514.94	281,286,630.79
7	DISCOUNTS ALLOWED						
	8,303,771.85	572,721.42	7,204.46	1,335,348.19	104,280.12	937.04	10,324,263.08
8	TOTAL CASH CREDITS ON COLLECTIONS (6 + 7)						
	235,468,167.96	15,522,677.51	180,319.17	37,535,613.07	2,880,664.18	23,451.98	291,610,893.87
9	WARRANTS PENDING						
	.00	202,632.90	.00	.00	46,739.31	.00	249,372.21
10	COUNTY TAX SALE CERTIFICATES HELD						
	332,818.32	.00	.00	21,751.57	.00	.00	354,569.89
11	ERRORS AND INSOLVENCIES						
	351,307.96	121,574.08	.00	58,410.80	30,324.17	.00	561,617.01
12	UNCOLLECTED TAXES DUE TO PENDING LITIGATION						
	230,641.74	2,620.61	.00	33,718.25	685.80	.00	267,666.40
13	PENALTIES AND INTEREST ON WARRANTS						
	320,040.68	4,905.96	.00	44,050.59	908.43	.00	369,905.66
14	OVER(-) OR UNDER(+) COLLECTED						
	.00	.00	.00	.00	.00	.00	.00
15	TOTAL CREDITS (LINES 5 & 15 SHOULD BALANCE)						
	236,062,895.30	15,844,599.13	180,319.17	37,605,443.10	2,957,505.04	23,451.98	292,674,213.72

I CERTIFY THAT THE INFORMATION CONTAINED HEREIN IS ACCURATE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF AND THAT I HAVE COMPLETED THE INFORMATION REQUIREMENTS OF THIS FORM.
DATED: 7/14/2016 SIGNATURE: Davis Mabe, TAX COLLECTOR

	COUNTY AND SPECIAL DISTRICT AD VALOREM TAXES			ALL MUNICIPAL AD VALOREM TAXES			TOTAL
	REAL PROPERTY	PERSONAL PROPERTY	CENTRALLY ASSESSED	REAL PROPERTY	PERSONAL PROPERTY	CENTRALLY ASSESSED	AD VALOREM TAXES REAL, PERSONAL CENTRALLY ASS.
DEBITS:							
1	TAXES LEVIED AS CERTIFIED TO DEPT OF REV. BY PROP APPRAISER						
	111,440,758.67	8,205,418.49	93,415.61	.00	.00	.00	119,739,592.77
2	PLUS ADDITIONS TO THE ROLL E & I						
	28,219.43	2,983.44	.00	.00	.00	.00	31,202.87
3	LESS SUBTRACTIONS FROM ROLL INCLUDING ROUNDING ERROR						
	.00	.00	.00	.00	.00	.00	.00
4	PENALTIES COLLECTED ON CURRENT ROLL						
	.00	.00	.00	.00	.00	.00	.00
5	TOTAL TAXES LEVIED ON TAX ROLL						
	111,468,978.10	8,208,401.93	93,415.61	.00	.00	.00	119,770,795.64
CREDITS:							
6	TOTAL MONIES COLLECTED INCLUDING INDIVIDUAL SALE CERTIFICATE						
	107,290,185.87	7,744,927.49	89,683.32	.00	.00	.00	115,124,796.68
7	DISCOUNTS ALLOWED						
	3,927,655.30	296,702.56	3,732.29	.00	.00	.00	4,228,090.15
8	TOTAL CASH CREDITS ON COLLECTIONS (6 + 7)						
	111,217,841.17	8,041,630.05	93,415.61	.00	.00	.00	119,352,886.83
9	WARRANTS PENDING						
	.00	104,974.82	.00	.00	.00	.00	104,974.82
10	COUNTY TAX SALE CERTIFICATES HELD						
	117,395.29	.00	.00	.00	.00	.00	117,395.29
11	ERRORS AND INSOLVENCIES						
	174,723.01	62,981.00	.00	.00	.00	.00	237,704.01
12	UNCOLLECTED TAXES DUE TO PENDING LITIGATION						
	106,574.44	1,357.62	.00	.00	.00	.00	107,932.06
13	PENALTIES AND INTEREST ON WARRANTS						
	147,555.81	2,541.56	.00	.00	.00	.00	150,097.37
14	OVER(-) OR UNDER(+) COLLECTED						
	.00	.00	.00	.00	.00	.00	.00
15	TOTAL CREDITS (LINES 5 & 15 SHOULD BALANCE)						
	111,468,978.10	8,208,401.93	93,415.61	.00	.00	.00	119,770,795.64

I CERTIFY THAT THE INFORMATION CONTAINED HEREIN IS ACCURATE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF AND THAT I HAVE COMPLETED THE INFORMATION REQUIREMENTS OF THIS FORM.
DATED: 7/14/2016 SIGNATURE: Doris M. Maly, TAX COLLECTOR

DR-503 FINAL 2015 TAX COLLECTOR'S RECAPITULATION OF NON-AD VALOREM ASSESSMENTS LEVIED
FOR LEON COUNTY , FLORIDA

DATE 07/13/2016

FINAL FOR FUNDING AGENCY CODE A100 STORM WATER

EVERY SPACE MUST BE FILLED IN.
WHERE THERE ARE SPACES THAT
ARE NOT APPLICABLE WRITE (NONE)

NON-ADVALOREM ASSESSMENT
SEC. 197.3632

DEBITS:

1	AMOUNT LEVIED AS CERTIFIED TO TAX COLLECTOR BY LOCAL GOVERNMENT BOARD	3,495,503.11
2	PLUS ADDITIONS TO THE ROLL E & I	51.00
3	LESS SUBTRACTIONS FROM ROLL INCLUDING ROUNDING ERROR	.00
4	TOTAL TAXES LEVIED ON TAX ROLL	3,495,554.11

CREDITS:

5	TOTAL MONIES COLLECTED INCLUDING INDIVIDUAL SALE CERTIFICATE	3,345,870.79
6	DISCOUNTS ALLOWED	114,691.90
7	TOTAL CASH CREDITS ON COLLECTIONS (5 + 6)	3,460,562.69
8	COUNTY TAX SALE CERTIFICATES HELD	25,773.73
9	ERRORS AND INSOLVENCIES	3,541.39
10	UNCOLLECTED TAXES DUE TO PENDING LITIGATION	5,676.30
11	OVER(-) OR UNDER(+) COLLECTED	.00
12	TOTAL CREDITS (LINES 4 & 12 SHOULD BALANCE)	3,495,554.11

I CERTIFY THAT THE INFORMATION CONTAINED HEREIN IS ACCURATE AND CORRECT TO THE BEST
OF MY KNOWLEDGE AND BELIEF AND THAT I HAVE COMPLETED THE INFORMATION REQUIREMENTS OF THIS FORM.

DATED: 7/14/2016 SIGNATURE: Doris Maloney, TAX COLLECTOR

DR-503 FINAL 2015 TAX COLLECTOR'S RECAPITULATION OF NON-AD VALOREM ASSESSMENTS LEVIED
FOR LEON COUNTY , FLORIDA

DATE 07/13/2016

FINAL FOR FUNDING AGENCY CODE A200 SOLID WASTE FEE

NON-ADVALOREM ASSESSMENT
SEC. 197.3632

EVERY SPACE MUST BE FILLED IN.
WHERE THERE ARE SPACES THAT
ARE NOT APPLICABLE WRITE (NONE)

DEBITS:

1	AMOUNT LEVIED AS CERTIFIED TO TAX COLLECTOR BY LOCAL GOVERNMENT BOARD	1,547,600.00
2	PLUS ADDITIONS TO THE ROLL E & I	.00
3	LESS SUBTRACTIONS FROM ROLL INCLUDING ROUNDING ERROR	.00
4	TOTAL TAXES LEVIED ON TAX ROLL	1,547,600.00

CREDITS:

5	TOTAL MONIES COLLECTED INCLUDING INDIVIDUAL SALE CERTIFICATE	1,475,383.01
6	DISCOUNTS ALLOWED	49,424.49
7	TOTAL CASH CREDITS ON COLLECTIONS (5 + 6)	1,524,807.50
8	COUNTY TAX SALE CERTIFICATES HELD	18,118.53
9	ERRORS AND INSOLVENCIES	1,073.97
10	UNCOLLECTED TAXES DUE TO PENDING LITIGATION	3,600.00
11	OVER(-) OR UNDER(+) COLLECTED	.00
12	TOTAL CREDITS (LINES 4 & 12 SHOULD BALANCE)	1,547,600.00

I CERTIFY THAT THE INFORMATION CONTAINED HEREIN IS ACCURATE AND CORRECT TO THE BEST
OF MY KNOWLEDGE AND BELIEF AND THAT I HAVE COMPLETED THE INFORMATION REQUIREMENTS OF THIS FORM.

DATED: 7/14/2016 SIGNATURE: *Davis McLeary*, TAX COLLECTOR

DR-503 FINAL 2015 TAX COLLECTOR'S RECAPITULATION OF NON-AD VALOREM ASSESSMENTS LEVIED
FOR LEON COUNTY , FLORIDA

DATE 07/13/2016

FINAL FOR FUNDING AGENCY CODE A300 STREET PAVING

EVERY SPACE MUST BE FILLED IN.
WHERE THERE ARE SPACES THAT
ARE NOT APPLICABLE WRITE (NONE)

NON-ADVALOREM ASSESSMENT
SEC. 197.3632

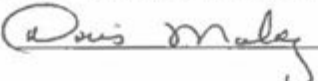
DEBITS:

1	AMOUNT LEVIED AS CERTIFIED TO TAX COLLECTOR BY LOCAL GOVERNMENT BOARD	287,821.31
2	PLUS ADDITIONS TO THE ROLL E & I	.00
3	LESS SUBTRACTIONS FROM ROLL INCLUDING ROUNDING ERROR	.00
4	TOTAL TAXES LEVIED ON TAX ROLL	287,821.31

CREDITS:

5	TOTAL MONIES COLLECTED INCLUDING INDIVIDUAL SALE CERTIFICATE	241,440.38
6	DISCOUNTS ALLOWED	6,718.44
7	TOTAL CASH CREDITS ON COLLECTIONS (5 + 6)	248,158.82
8	COUNTY TAX SALE CERTIFICATES HELD	32,549.60
9	ERRORS AND INSOLVENCIES	1,622.60
10	UNCOLLECTED TAXES DUE TO PENDING LITIGATION	5,490.29
11	OVER(-) OR UNDER(+) COLLECTED	.00
12	TOTAL CREDITS (LINES 4 & 12 SHOULD BALANCE)	287,821.31

I CERTIFY THAT THE INFORMATION CONTAINED HEREIN IS ACCURATE AND CORRECT TO THE BEST
OF MY KNOWLEDGE AND BELIEF AND THAT I HAVE COMPLETED THE INFORMATION REQUIREMENTS OF THIS FORM.

DATED: 7/14/2016 SIGNATURE: , TAX COLLECTOR

	COUNTY AND SPECIAL DISTRICT AD VALOREM TAXES			ALL MUNICIPAL AD VALOREM TAXES			TOTAL
	REAL PROPERTY	PERSONAL PROPERTY	CENTRALLY ASSESSED	REAL PROPERTY	PERSONAL PROPERTY	CENTRALLY ASSESSED	AD VALOREM TAXES REAL, PERSONAL CENTRALLY ASS.
DEBITS:							
1	TAXES LEVIED AS CERTIFIED TO DEPT OF REV. BY PROP APPRAISER						
	6,701,696.18	493,447.62	5,617.69	.00	.00	.00	7,200,761.49
2	PLUS ADDITIONS TO THE ROLL E & I						
	1,697.02	180.05	.00	.00	.00	.00	1,877.07
3	LESS SUBTRACTIONS FROM ROLL INCLUDING ROUNDING ERROR						
	.00	.00	.00	.00	.00	.00	.00
4	PENALTIES COLLECTED ON CURRENT ROLL						
	.00	.00	.00	.00	.00	.00	.00
5	TOTAL TAXES LEVIED ON TAX ROLL						
	6,703,393.20	493,627.67	5,617.69	.00	.00	.00	7,202,638.56
CREDITS:							
6	TOTAL MONIES COLLECTED INCLUDING INDIVIDUAL SALE CERTIFICATE						
	6,452,110.37	465,755.64	5,393.25	.00	.00	.00	6,923,259.26
7	DISCOUNTS ALLOWED						
	236,182.46	17,841.91	224.44	.00	.00	.00	254,248.81
8	TOTAL CASH CREDITS ON COLLECTIONS (6 + 7)						
	6,688,292.83	483,597.55	5,617.69	.00	.00	.00	7,177,508.07
9	WARRANTS PENDING						
	.00	6,312.73	.00	.00	.00	.00	6,312.73
10	COUNTY TAX SALE CERTIFICATES HELD						
	7,060.24	.00	.00	.00	.00	.00	7,060.24
11	ERRORS AND INSOLVENCIES						
	10,505.76	3,788.47	.00	.00	.00	.00	14,294.23
12	UNCOLLECTED TAXES DUE TO PENDING LITIGATION						
	6,409.12	81.64	.00	.00	.00	.00	6,490.76
13	PENALTIES AND INTEREST ON WARRANTS						
	8,874.75	152.71	.00	.00	.00	.00	9,027.46
14	OVER(-) OR UNDER(+) COLLECTED						
	.00	.00	.00	.00	.00	.00	.00
15	OUTSTANDING COLLECTIONS						
	.00	.01-	.00	.00	.00	.00	.01-
16	TOTAL CREDITS (LINES 5 & 16 SHOULD BALANCE)						
	6,703,393.20	493,627.67	5,617.69	.00	.00	.00	7,202,638.56

I CERTIFY THAT THE INFORMATION CONTAINED HEREIN IS ACCURATE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF AND THAT I HAVE COMPLETED THE INFORMATION REQUIREMENTS OF THIS FORM.
DATED: 7/14/2016 SIGNATURE: *Doris M. Nally*, TAX COLLECTOR

DR-503 FINAL 2015 TAX COLLECTOR'S RECAPITULATION OF NON-AD VALOREM ASSESSMENTS LEVIED
FOR LEON COUNTY , FLORIDA

DATE 07/13/2016

FINAL FOR FUNDING AGENCY CODE A400 COUNTY SEWER

NON-ADVALOREM ASSESSMENT
SEC. 197.3632

EVERY SPACE MUST BE FILLED IN.
WHERE THERE ARE SPACES THAT
ARE NOT APPLICABLE WRITE (NONE)

DEBITS:

1	AMOUNT LEVIED AS CERTIFIED TO TAX COLLECTOR BY LOCAL GOVERNMENT BOARD	2,984.34
2	PLUS ADDITIONS TO THE ROLL E & I	.00
3	LESS SUBTRACTIONS FROM ROLL INCLUDING ROUNDING ERROR	.00
4	TOTAL TAXES LEVIED ON TAX ROLL	2,984.34

CREDITS:

5	TOTAL MONIES COLLECTED INCLUDING INDIVIDUAL SALE CERTIFICATE	2,869.95
6	DISCOUNTS ALLOWED	114.39
7	TOTAL CASH CREDITS ON COLLECTIONS (5 + 6)	2,984.34
8	COUNTY TAX SALE CERTIFICATES HELD	.00
9	ERRORS AND INSOLVENCIES	.00
10	UNCOLLECTED TAXES DUE TO PENDING LITIGATION	.00
11	OVER(-) OR UNDER(+) COLLECTED	.00
12	TOTAL CREDITS (LINES 4 & 12 SHOULD BALANCE)	2,984.34

I CERTIFY THAT THE INFORMATION CONTAINED HEREIN IS ACCURATE AND CORRECT TO THE BEST
OF MY KNOWLEDGE AND BELIEF AND THAT I HAVE COMPLETED THE INFORMATION REQUIREMENTS OF THIS FORM.

DATED: 7/14/2016 SIGNATURE: *Doris Malaga*, TAX COLLECTOR

DR-503 FINAL 2015 TAX COLLECTOR'S RECAPITULATION OF NON-AD VALOREM ASSESSMENTS LEVIED
FOR LEON COUNTY , FLORIDA

DATE 07/13/2016

FINAL FOR FUNDING AGENCY CODE A500 COUNTY SEWER MAINT F164

EVERY SPACE MUST BE FILLED IN.
WHERE THERE ARE SPACES THAT
ARE NOT APPLICABLE WRITE (NONE)

NON-ADVALOREM ASSESSMENT
SEC. 197.3632

DEBITS:

1	AMOUNT LEVIED AS CERTIFIED TO TAX COLLECTOR BY LOCAL GOVERNMENT BOARD	236,668.17
2	PLUS ADDITIONS TO THE ROLL E & I	.00
3	LESS SUBTRACTIONS FROM ROLL INCLUDING ROUNDING ERROR	.00
4	TOTAL TAXES LEVIED ON TAX ROLL	236,668.17

CREDITS:

5	TOTAL MONIES COLLECTED INCLUDING INDIVIDUAL SALE CERTIFICATE	228,167.56
6	DISCOUNTS ALLOWED	8,500.61
7	TOTAL CASH CREDITS ON COLLECTIONS (5 + 6)	236,668.17
8	COUNTY TAX SALE CERTIFICATES HELD	.00
9	ERRORS AND INSOLVENCIES	.00
10	UNCOLLECTED TAXES DUE TO PENDING LITIGATION	.00
11	OVER(-) OR UNDER(+) COLLECTED	.00
12	TOTAL CREDITS (LINES 4 & 12 SHOULD BALANCE)	236,668.17

I CERTIFY THAT THE INFORMATION CONTAINED HEREIN IS ACCURATE AND CORRECT TO THE BEST
OF MY KNOWLEDGE AND BELIEF AND THAT I HAVE COMPLETED THE INFORMATION REQUIREMENTS OF THIS FORM.

DATED: 7/14/2016 SIGNATURE: *Doris Maly*, TAX COLLECTOR

DR-503 FINAL 2015 TAX COLLECTOR'S RECAPITULATION OF NON-AD VALOREM ASSESSMENTS LEVIED
FOR LEON COUNTY , FLORIDA

DATE 07/13/2016

FINAL FOR FUNDING AGENCY CODE A800 COUNTY FIRE SERVICE

EVERY SPACE MUST BE FILLED IN.
WHERE THERE ARE SPACES THAT
ARE NOT APPLICABLE WRITE (NONE)

NON-ADVALOREM ASSESSMENT
SEC. 197.3632

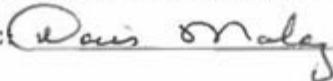
DEBITS:

1	AMOUNT LEVIED AS CERTIFIED TO TAX COLLECTOR BY LOCAL GOVERNMENT BOARD	1,896,800.97
2	PLUS ADDITIONS TO THE ROLL E & I	.00
3	LESS SUBTRACTIONS FROM ROLL INCLUDING ROUNDING ERROR	.00
4	TOTAL TAXES LEVIED ON TAX ROLL	1,896,800.97

CREDITS:

5	TOTAL MONIES COLLECTED INCLUDING INDIVIDUAL SALE CERTIFICATE	1,804,949.15
6	DISCOUNTS ALLOWED	55,200.67
7	TOTAL CASH CREDITS ON COLLECTIONS (5 + 6)	1,860,149.82
8	COUNTY TAX SALE CERTIFICATES HELD	25,838.54
9	ERRORS AND INSOLVENCIES	4,310.96
10	UNCOLLECTED TAXES DUE TO PENDING LITIGATION	6,501.65
11	OVER(-) OR UNDER(+) COLLECTED	.00
12	TOTAL CREDITS (LINES 4 & 12 SHOULD BALANCE)	1,896,800.97

I CERTIFY THAT THE INFORMATION CONTAINED HEREIN IS ACCURATE AND CORRECT TO THE BEST
OF MY KNOWLEDGE AND BELIEF AND THAT I HAVE COMPLETED THE INFORMATION REQUIREMENTS OF THIS FORM.

DATED: 7/14/2016 SIGNATURE , TAX COLLECTOR

**Leon County
Board of County Commissioners**


Notes for Agenda Item #9

Leon County Board of County Commissioners

Cover Sheet for Agenda #9

September 13, 2016

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Approval to Renew the Contract Between Leon County and the State of Florida Department of Health for the Provision of Public Health Services for FY16/17

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

Fiscal Impact:

This item has a fiscal impact to the County. The County appropriated \$237,345 from general fund revenue for state-mandated public health services. Funds are available in the Office of Human Services and Community Partnerships FY 16/17 Budget.

Staff Recommendation:

Option #1: Approve the renewal of the FY 16/17 Contract between Leon County and the State of Florida Department of Health for the provision of public health services in an amount not to exceed \$237,345 (Attachment #1), and authorize the County Administrator to execute.

Report and Discussion

Background:

Chapter 83-177, Laws of Florida and Chapter 154.001, F.S., requires the execution of an annual contract between the State of Florida Department of Health and Leon County, stipulating the services that will be provided by the Florida Department of Health in Leon County. The County's contribution is a general appropriation of \$237,345 for state-mandated public health services. The Leon County Health Department is charged by the State with providing the following public health services:

- Environmental Health Services
- Communicable Disease Control Services
- Primary Care Services

This contract is essential to the Board's following Strategic Priority: Quality of Life

- (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)

Analysis:

The Contract between The State of Florida Department of Health and Leon County outlines the sources and the amount of funding that will be committed to provide public health services in Leon County for FY 16/17 (Attachment #1). As specified in the Contract, the County's contribution is a general fund appropriation not to exceed \$237,345 for state-mandated services. The Contract is effective from October 1, 2016 through September 30, 2017.

Environmental health services include, but are not limited to, the following:

- Coordination of state wide Facility and Food Programs that ensure the safety of selected food service facilities; migrant labor camps; group care facilities; biomedical waste generators, storage facilities, and transporters; tanning facilities; and mobile home and recreational vehicle parks.
- A Water Programs unit which manages DOH's responsibilities under the State Underground Petroleum Environmental Response Act (SUPER Act), Drycleaner Solvent Surveillance Program, and the Drinking Water Toxics Program. In addition, the unit sets standards to ensure the safety of drinking water, for the operation of public swimming pools, and to monitor water quality at selected beaches and public bathing places.
- An Onsite Sewage Programs that helps ensure the safety of the installation and repair of all onsite sewage treatment and disposal systems within Leon County. This program area also includes licensure of septic tank contractors.

Communicable disease control services include, but are not limited to, the following:

- Detection of disease outbreaks and respond promptly to prevent the spread
- Performance of field investigations of cases, disasters, and outbreaks of diseases
- Identification of sources of infection and provide control measures
- Management of cases of infants and women exposed to Hepatitis B
- Management of cases of children exposed to lead poisoning
- Consultation with citizens and physicians on cases of possible Rabies exposure
- Consultation with local medical providers on disease prevention and infection
- Education and training of community members to prevent disease

Primary care services include, but are not limited to, the following clinical and nutrition services:

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

Options:

1. Approve the renewal of the FY16/17 Contract between Leon County and the State of Florida Department of Health for the provision of public health services in an amount not to exceed \$237,345 (Attachment #1), and authorize the County Administrator to execute.
2. Do not approve the renewal of the FY16/17 Annual Contract between Leon County and the State of Florida Department of Health for the provision of public health services in an amount not to exceed \$237,345.
3. Board direction.

Recommendation:

Option #1.

Attachment:

1. FY16/17 Contract between Leon County and the State of Florida Department of Health

**CONTRACT BETWEEN
LEON COUNTY, FLORIDA
AND
STATE OF FLORIDA DEPARTMENT OF HEALTH
FOR OPERATION OF THE
LEON COUNTY HEALTH DEPARTMENT
CONTRACT YEAR 2016-2017**

This contract is made and entered into between the State of Florida, Department of Health (“State”) and Leon County, Florida (“County”), through their undersigned authorities, effective October 1, 2016.

RECITALS

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

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

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

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

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

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

2. TERM. The parties mutually agree that this contract shall be effective from October 1, 2016, through September 30, 2017, or until a written contract replacing this contract is entered into between the parties, whichever is later, unless this contract is otherwise terminated pursuant to the termination provisions set forth in paragraph 8. below.

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

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

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

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

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

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

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

- i. The State's appropriated responsibility (*direct contribution excluding any state fees, Medicaid contributions or any other funds not listed on the Schedule C*) as provided in Attachment II, Part II is an amount not to exceed \$5,798,990.00 (*State General Revenue, State Funds, Other State Funds and Federal Funds listed on the Schedule C*). The State's obligation to pay under this contract is contingent upon an annual appropriation by the Legislature.
- ii. The County's appropriated responsibility (*direct contribution excluding any fees, other cash or local contributions*) as provided in Attachment II, Part II is an amount not to exceed \$237,345.00 (*amount listed under the "Board of County Commissioners Annual Appropriations section of the revenue attachment*).

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

- i.* March 1, 2017 for the report period October 1, 2016 through December 31, 2016;
- ii.* June 1, 2017 for the report period October 1, 2016 through March 31, 2017;
- iii.* September 1, 2017 for the report period October 1, 2016 through June 30, 2017; and
- iv.* December 1, 2017 for the report period October 1, 2016 through September 30, 2017.

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

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

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

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

8. TERMINATION.

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

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

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

9. MISCELLANEOUS. The parties further agree:

a. Availability of Funds. If this contract, any renewal hereof, or any term, performance or payment hereunder, extends beyond the fiscal year beginning July 1, 2017, it is agreed that the performance and payment under this contract are contingent upon an annual appropriation by the Legislature, in accordance with section 287.0582, Florida Statutes.

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

For the State:

Claudia Blackburn
Name

CHD Health Officer
Title

For the County:

Vincent S. Long
Name

County Administrator
Title

2965 Municipal Way
Tallahassee, Florida 32304
Address

(850) 606-8150
Telephone

301 South Monroe
Tallahassee, Florida 32301
Address

(850) 606-5300
Telephone

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

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

In WITNESS THEREOF, the parties hereto have caused this eight page contract, with its attachments as referenced, including Attachment I (two pages), Attachment II (six pages), Attachment III (one page), Attachment IV (two pages), and Attachment V (one page), to be executed by their undersigned officials as duly authorized effective the 1st day of October, 2016.

LEON COUNTY, FLORIDA

**STATE OF FLORIDA
DEPARTMENT OF HEALTH**

SIGNED BY: _____

SIGNED BY: _____

NAME: Vincent S. Long

NAME: Celeste Philip, MD, MPH

TITLE: County Administrator

TITLE: Surgeon General and Secretary

DATE: _____

DATE: _____

ATTESTED TO:

SIGNED BY: _____

SIGNED BY: _____

NAME: Bob Inzer

NAME: Claudia Blackburn

TITLE: Clerk of the Court and Comptroller

TITLE: CHD Director/Administrator

DATE: _____

DATE: _____

APPROVED AS TO FORM:

SIGNED BY: _____

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

TITLE: Leon County Attorney's Office

DATE: _____

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

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

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

ATTACHMENT I (Continued)

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

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

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

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

	Estimated State Share of CHD Trust Fund Balance	Estimated County Share of CHD Trust Fund Balance	Total
1. CHD Trust Fund Ending Balance 09/30/16	0	560,909	560909
2. Drawdown for Contract Year October 1, 2016 to September 30, 2017	0	-219855	-219855
3. Special Capital Project use for Contract Year October 1, 2016 to September 30, 2017	0	0	0
4. Balance Reserved for Contingency Fund October 1, 2016 to September 30, 2017	0	341054	341054

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

ATTACHMENT II

LEON COUNTY HEALTH DEPARTMENT

Part II, Sources of Contributions to County Health Department

October 1, 2016 to September 30, 2017

	State CHD Trust Fund (cash)	County CHD Trust Fund	Total CHD Trust Fund (cash)	Other Contribution	Total
1. GENERAL REVENUE - STATE					
015040 AIDS PATIENT CARE	170,000	0	170,000	0	170,000
015040 AIDS PREVENTION & SURVEILLANCE - GENERAL REVENUE	62,619	0	62,619	0	62,619
015040 CHD - TB COMMUNITY PROGRAM	54,752	0	54,752	0	54,752
015040 SEXUALLY TRANSMITTED DISEASE CONTROL PROGRAM GR	77,104	0	77,104	0	77,104
015040 MARY BROGAN BREAST & CERVICAL CANCER ADMIN	55,000	0	55,000	0	55,000
015040 DENTAL SPECIAL INITIATIVE PROJECTS	5,806	0	5,806	0	5,806
015040 FAMILY PLANNING GENERAL REVENUE	67,294	0	67,294	0	67,294
015040 PRIMARY CARE PROGRAM	327,014	0	327,014	0	327,014
015040 SCHOOL HEALTH SERVICES - GENERAL REVENUE	217,686	0	217,686	0	217,686
015050 CHD GENERAL REVENUE NON-CATEGORICAL	1,903,137	0	1,903,137	0	1,903,137
GENERAL REVENUE TOTAL	2,940,412	0	2,940,412	0	2,940,412
2. NON GENERAL REVENUE - STATE					
015010 STATE UNDERGROUND PETROLEUM RESPONSE ACT	5,487	0	5,487	0	5,487
015010 ENVIRONMENTAL BIOMEDICAL WASTE PROGRAM	8,148	0	8,148	0	8,148
015010 TOBACCO STATE AND COMMUNITY INTERVENTIONS	178,380	0	178,380	0	178,380
NON GENERAL REVENUE TOTAL	192,015	0	192,015	0	192,015
3. FEDERAL FUNDS - STATE					
007000 AIDS DRUG ASSISTANCE PROGRAM ADMIN HQ	52,909	0	52,909	0	52,909
007000 BREAST & CERVICAL CANCER - ADMIN/CASE MANAGEMENT	5,237	0	5,237	0	5,237
007000 WIC BREASTFEEDING PEER COUNSELING PROG	46,649	0	46,649	0	46,649
007000 COMPREHENSIVE COMMUNITY CARDIO - PHBG	38,886	0	38,886	0	38,886
007000 CMS-MCH PURCHASED CLIENT SERVICES 2014-2015	13,450	0	13,450	0	13,450
007000 EPIDEMIOLOGY/LABORATORY CAPACITY INFECTIOUS DIS	68,391	0	68,391	0	68,391
007000 FAMILY PLANNING TITLE X - GRANT	123,442	0	123,442	0	123,442
007000 ADULT VIRAL HEPATITIS PREVENTION & SURVEILLANCE	13,041	0	13,041	0	13,041
007000 IMMUNIZATION FIELD STAFF	5,915	0	5,915	0	5,915
007000 IMMUNIZATION ACTION PLAN	17,756	0	17,756	0	17,756
007000 MCH SPEC PRJ SOCIAL DETERMINANTS HLTH COMM EDU	54,404	0	54,404	0	54,404
007000 BASE COMMUNITY PREPAREDNESS CAPABILITY	307,582	0	307,582	0	307,582
007000 CRI MEDICAL COUNTERMEASURES DISPENSING	69,906	0	69,906	0	69,906
007000 AIDS PREVENTION	276,965	0	276,965	0	276,965
007000 RYAN WHITE TITLE II CARE GRANT	46,141	0	46,141	0	46,141
007000 IMPROVING STD PROGRAMS	33,990	0	33,990	0	33,990
007000 FLORIDA STD SURVEILLANCE NETWORK PART A	4,562	0	4,562	0	4,562
007000 WIC PROGRAM ADMINISTRATION	1,417,638	0	1,417,638	0	1,417,638
015075 INSPECTIONS OF SUMMER FEEDING PROGRAM - DOE	4,200	0	4,200	0	4,200
015075 SUPPLEMENTAL SCHOOL HEALTH	216,912	0	216,912	0	216,912
015075 REFUGEE HEALTH SCREENING REIMBURSEMENT	40,051	0	40,051	0	40,051
FEDERAL FUNDS TOTAL	2,858,027	0	2,858,027	0	2,858,027
4. FEES ASSESSED BY STATE OR FEDERAL RULES - STATE					
001020 CHD STATEWIDE ENVIRONMENTAL FEES	183,040	0	183,040	0	183,040

ATTACHMENT II

LEON COUNTY HEALTH DEPARTMENT

Part II, Sources of Contributions to County Health Department

October 1, 2016 to September 30, 2017

	State CHD Trust Fund (cash)	County CHD Trust Fund	Total CHD Trust Fund (cash)	Other Contribution	Total
001092 CHD STATEWIDE ENVIRONMENTAL FEES	140,393	0	140,393	0	140,393
001206 ON SITE SEWAGE DISPOSAL PERMIT FEES	5,205	0	5,205	0	5,205
001206 SANITATION CERTIFICATES (FOOD INSPECTION)	4,138	0	4,138	0	4,138
001206 SEPTIC TANK RESEARCH SURCHARGE	935	0	935	0	935
001206 SEPTIC TANK VARIANCE FEES 50%	450	0	450	0	450
001206 PUBLIC SWIMMING POOL PERMIT FEES-10% HQ TRANSFER	5,720	0	5,720	0	5,720
001206 DRINKING WATER PROGRAM OPERATIONS	468	0	468	0	468
001206 REGULATION OF BODY PIERCING SALONS	120	0	120	0	120
001206 TANNING FACILITIES	908	0	908	0	908
001206 ONSITE SEWAGE TRAINING CENTER	1,895	0	1,895	0	1,895
001206 TATTO PROGRAM ENVIRONMENTAL HEALTH	941	0	941	0	941
001206 MOBILE HOME & RV PARK FEES	922	0	922	0	922
FEES ASSESSED BY STATE OR FEDERAL RULES TOTAL	345,135	0	345,135	0	345,135
5. OTHER CASH CONTRIBUTIONS - STATE:					
	0	0	0	0	0
090001 DRAW DOWN FROM PUBLIC HEALTH UNIT	0	0	0	0	0
OTHER CASH CONTRIBUTION TOTAL	0	0	0	0	0
6. MEDICAID - STATE/COUNTY:					
001057 CHD CLINIC FEES	0	57,972	57,972	0	57,972
001148 CHD CLINIC FEES	0	1,779,519	1,779,519	0	1,779,519
MEDICAID TOTAL	0	1,837,491	1,837,491	0	1,837,491
7. ALLOCABLE REVENUE - STATE:					
	0	0	0	0	0
ALLOCABLE REVENUE TOTAL	0	0	0	0	0
8. OTHER STATE CONTRIBUTIONS NOT IN CHD TRUST FUND - STATE					
ADAP	0	0	0	1,006,557	1,006,557
PHARMACY DRUG PROGRAM	0	0	0	307,792	307,792
WIC PROGRAM	0	0	0	3,748,463	3,748,463
BUREAU OF PUBLIC HEALTH LABORATORIES	0	0	0	41,956	41,956
IMMUNIZATIONS	0	0	0	234,998	234,998
OTHER STATE CONTRIBUTIONS TOTAL	0	0	0	5,339,766	5,339,766
9. DIRECT LOCAL CONTRIBUTIONS - BCC/TAX DISTRICT					
008005 CHD LOCAL REVENUE & EXPENDITURES	0	237,345	237,345	0	237,345
DIRECT COUNTY CONTRIBUTIONS TOTAL	0	237,345	237,345	0	237,345
10. FEES AUTHORIZED BY COUNTY ORDINANCE OR RESOLUTION - COUNTY					
001077 CHD CLINIC FEES	0	53,850	53,850	0	53,850
001094 CHD LOCAL ENVIRONMENTAL FEES	0	13,160	13,160	0	13,160
001110 VITAL STATISTICS CERTIFIED RECORDS	0	243,702	243,702	0	243,702
FEES AUTHORIZED BY COUNTY TOTAL	0	310,712	310,712	0	310,712

ATTACHMENT II

LEON COUNTY HEALTH DEPARTMENT

**Part II, Sources of Contributions to County Health Department
October 1, 2016 to September 30, 2017**

	State CHD Trust Fund (cash)	County CHD Trust Fund	Total CHD Trust Fund (cash)	Other Contribution	Total
11. OTHER CASH AND LOCAL CONTRIBUTIONS - COUNTY					
001029 CHD CLINIC FEES	0	276,750	276,750	0	276,750
005000 CHD LOCAL REVENUE & EXPENDITURES	0	7,000	7,000	0	7,000
008050 SCHOOL HEALTH CLINICS FUNDED BY SCHOOL BOARD	0	642,000	642,000	0	642,000
010500 CHD SALE OF SERVICES IN OR OUTSIDE OF STATE GOVT	0	5,300	5,300	0	5,300
011001 CHD HEALTHY START COALITION CONTRACT	0	185,000	185,000	0	185,000
011001 HEALTHY START MEDIPASS WAIVER - COALITION TO CHD	0	338,449	338,449	0	338,449
090002 DRAW DOWN FROM PUBLIC HEALTH UNIT	0	219,855	219,855	0	219,855
OTHER CASH AND LOCAL CONTRIBUTIONS TOTAL	0	1,674,354	1,674,354	0	1,674,354
12. ALLOCABLE REVENUE - COUNTY					
	0	0	0	0	0
COUNTY ALLOCABLE REVENUE TOTAL	0	0	0	0	0
13. BUILDINGS - COUNTY					
ANNUAL RENTAL EQUIVALENT VALUE	0	0	0	1,313,930	1,313,930
OTHER (Specify) custodial	0	0	0	176,937	176,937
UTILITIES	0	0	0	144,175	144,175
BUILDING MAINTENANCE	0	0	0	137,840	137,840
GROUNDS MAINTENANCE	0	0	0	9,427	9,427
INSURANCE	0	0	0	1,989	1,989
OTHER (Specify)	0	0	0	0	0
OTHER (Specify)	0	0	0	0	0
BUILDINGS TOTAL	0	0	0	1,784,298	1,784,298
14. OTHER COUNTY CONTRIBUTIONS NOT IN CHD TRUST FUND - COUNTY					
EQUIPMENT / VEHICLE PURCHASES	0	0	0	0	0
VEHICLE INSURANCE	0	0	0	0	0
VEHICLE MAINTENANCE	0	0	0	0	0
OTHER COUNTY CONTRIBUTION (SPECIFY)	0	0	0	0	0
OTHER COUNTY CONTRIBUTION (SPECIFY)	0	0	0	0	0
OTHER COUNTY CONTRIBUTIONS TOTAL	0	0	0	0	0
GRAND TOTAL CHD PROGRAM	6,335,589	4,059,902	10,395,491	7,124,064	17,519,555

LEON COUNTY HEALTH DEPARTMENT

Part III, Planned Staffing, Clients, Services and Expenditures By Program Service Area Within Each Level of Service
October 1, 2016 to September 30, 2017

	FTE's (0.00)	Clients Units	Services/ Visits	Quarterly Expenditure Plan				State	County	Grand Total
				1st	2nd (Whole dollars only)	3rd	4th			
A. COMMUNICABLE DISEASE CONTROL:										
IMMUNIZATION (101)	6.37	2,620	3,208	92,609	108,017	92,609	108,017	292,218	109,034	401,252
SEXUALLY TRANS. DIS. (102)	6.14	2,437	3,737	95,234	111,079	95,234	111,080	375,362	37,265	412,627
HIV/AIDS PREVENTION (03A1)	8.08	3	132	102,695	119,782	102,695	119,782	444,276	678	444,954
HIV/AIDS SURVEILLANCE (03A2)	1.46	1	1	17,958	20,946	17,958	20,946	77,685	123	77,808
HIV/AIDS PATIENT CARE (03A3)	2.57	2	152	55,482	64,713	55,482	64,714	240,176	215	240,391
ADAP (03A4)	0.75	1	1	14,889	17,366	14,889	17,367	64,448	63	64,511
TUBERCULOSIS (104)	1.56	9	126	27,204	31,731	27,204	31,731	117,739	131	117,870
COMM. DIS. SURV. (106)	2.93	0	1,316	47,669	55,601	47,669	55,601	206,540	0	206,540
HEPATITIS (109)	0.24	21	26	6,952	8,109	6,952	8,110	30,102	21	30,123
PREPAREDNESS AND RESPONSE (116)	5.49	0	26	97,608	113,847	97,608	113,847	422,910	0	422,910
REFUGEE HEALTH (118)	0.67	101	128	13,028	15,196	13,028	15,197	56,393	56	56,449
VITAL RECORDS (180)	3.23	13,072	25,964	38,937	45,415	38,937	45,414	0	168,703	168,703
COMMUNICABLE DISEASE SUBTOTAL	39.49	18,267	34,817	610,265	711,802	610,265	711,806	2,327,849	316,289	2,644,138
B. PRIMARY CARE:										
CHRONIC DISEASE PREVENTION PRO (210)	4.53	2,950	209	60,057	70,050	60,057	70,050	260,214	0	260,214
WIC (21W1)	32.57	10,310	112,806	386,069	450,302	386,069	450,302	1,672,742	0	1,672,742
TOBACCO USE INTERVENTION (212)	3.59	0	0	49,002	57,154	49,002	57,154	212,312	0	212,312
WIC BREASTFEEDING PEER COUNSELING (21W2)	1.92	0	3,485	13,901	16,214	13,901	16,214	60,230	0	60,230
FAMILY PLANNING (223)	10.12	2,589	5,472	145,866	170,135	145,866	170,136	505,654	126,349	632,003
IMPROVED PREGNANCY OUTCOME (225)	1.07	1	96	13,261	15,467	13,261	15,467	57,366	90	57,456
HEALTHY START PRENATAL (227)	8.57	2,172	8,824	96,280	112,299	96,280	112,298	0	417,157	417,157
COMPREHENSIVE CHILD HEALTH (229)	0.00	0	0	95	111	95	110	411	0	411
HEALTHY START CHILD (231)	3.22	788	3,868	35,776	41,728	35,776	41,729	155,009	0	155,009
SCHOOL HEALTH (234)	28.09	0	387,257	294,800	343,848	294,800	343,848	495,475	781,821	1,277,296
COMPREHENSIVE ADULT HEALTH (237)	2.68	483	822	40,129	46,806	40,129	46,807	165,148	8,723	173,871
COMMUNITY HEALTH DEVELOPMENT (238)	1.19	0	0	18,659	21,764	18,659	21,764	54,404	26,442	80,846
DENTAL HEALTH (240)	25.49	10,774	22,652	478,265	557,837	478,265	557,837	5,806	2,066,398	2,072,204
PRIMARY CARE SUBTOTAL	123.04	30,067	545,491	1,632,160	1,903,715	1,632,160	1,903,716	3,644,771	3,426,980	7,071,751
C. ENVIRONMENTAL HEALTH:										
Water and Onsite Sewage Programs										
COSTAL BEACH MONITORING (347)	0.00	0	0	0	0	0	0	0	0	0
LIMITED USE PUBLIC WATER SYSTEMS (357)	0.17	47	190	3,283	3,829	3,283	3,828	12,123	2,100	14,223
PUBLIC WATER SYSTEM (358)	0.00	0	0	0	0	0	0	0	0	0
PRIVATE WATER SYSTEM (359)	0.00	0	0	0	0	0	0	0	0	0
ONSITE SEWAGE TREATMENT & DISPOSAL (361)	5.11	839	1,839	68,623	80,040	68,623	80,040	140,393	156,933	297,326
Group Total	5.28	886	2,029	71,906	83,869	71,906	83,868	152,516	159,033	311,549
Facility Programs										
TATTOO FACILITY SERVICES (344)	0.04	0	56	568	663	568	662	2,461	0	2,461
FOOD HYGIENE (348)	1.09	262	1,346	15,434	18,002	15,434	18,003	66,873	0	66,873

LEON COUNTY HEALTH DEPARTMENT

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

October 1, 2016 to September 30, 2017

	FTE's (0.00)	Clients Units	Services/ Visits	Quarterly Expenditure Plan				State	County	Grand Total
				1st	2nd (Whole dollars only)	3rd	4th			
BODY PIERCING FACILITIES SERVICES (349)	0.00	0	0	78	91	78	90	337	0	337
GROUP CARE FACILITY (351)	1.37	138	156	20,732	24,182	20,732	24,182	1,003	88,825	89,828
MIGRANT LABOR CAMP (352)	0.03	2	19	375	437	375	438	1,625	0	1,625
HOUSING & PUB. BLDG. (353)	0.00	0	0	0	0	0	0	0	0	0
MOBILE HOME AND PARK (354)	0.12	68	162	1,577	1,839	1,577	1,838	6,831	0	6,831
POOLS/BATHING PLACES (360)	0.87	294	803	12,211	14,243	12,211	14,244	52,909	0	52,909
BIOMEDICAL WASTE SERVICES (364)	0.57	359	511	7,226	8,429	7,226	8,429	31,310	0	31,310
TANNING FACILITY SERVICES (369)	0.01	13	20	182	212	182	212	788	0	788
Group Total	4.10	1,136	3,073	58,383	68,098	58,383	68,098	164,137	88,825	252,962
Groundwater Contamination										
STORAGE TANK COMPLIANCE SERVICES (355)	0.00	0	0	0	0	0	0	0	0	0
SUPER ACT SERVICES (356)	0.07	14	40	972	1,134	972	1,134	4,212	0	4,212
Group Total	0.07	14	40	972	1,134	972	1,134	4,212	0	4,212
Community Hygiene										
COMMUNITY ENVIR. HEALTH (345)	0.00	0	0	35	40	35	40	150	0	150
INJURY PREVENTION (346)	0.00	0	0	0	0	0	0	0	0	0
LEAD MONITORING SERVICES (350)	0.00	0	0	0	0	0	0	0	0	0
PUBLIC SEWAGE (362)	0.00	0	0	0	0	0	0	0	0	0
SOLID WASTE DISPOSAL SERVICE (363)	0.00	0	0	0	0	0	0	0	0	0
SANITARY NUISANCE (365)	0.36	676	1,740	4,674	5,452	4,674	5,453	20,253	0	20,253
RABIES SURVEILLANCE (366)	1.10	37	5,217	14,257	16,630	14,257	16,630	0	61,774	61,774
ARBORVIRUS SURVEIL. (367)	0.00	0	0	0	0	0	0	0	0	0
RODENT/ARTHROPOD CONTROL (368)	0.00	0	0	0	0	0	0	0	0	0
WATER POLLUTION (370)	0.00	0	0	0	0	0	0	0	0	0
INDOOR AIR (371)	0.00	0	0	0	0	0	0	0	0	0
RADIOLOGICAL HEALTH (372)	0.00	0	0	0	0	0	0	0	0	0
TOXIC SUBSTANCES (373)	0.00	0	0	0	0	0	0	0	0	0
Group Total	1.46	713	6,957	18,966	22,122	18,966	22,123	20,403	61,774	82,177
ENVIRONMENTAL HEALTH SUBTOTAL	10.91	2,749	12,099	150,227	175,223	150,227	175,223	341,268	309,632	650,900
D. NON-OPERATIONAL COSTS:										
NON-OPERATIONAL COSTS (599)	0.00	0	0	0	0	0	0	0	0	0
ENVIRONMENTAL HEALTH SURCHARGE (399)	0.00	0	0	5,009	5,842	5,009	5,842	21,702	0	21,702
MEDICAID BUYBACK (611)	0.00	0	0	1,616	1,884	1,616	1,884	0	7,000	7,000
NON-OPERATIONAL COSTS SUBTOTAL	0.00	0	0	6,625	7,726	6,625	7,726	21,702	7,000	28,702
TOTAL CONTRACT	173.44	51,083	592,407	2,399,277	2,798,466	2,399,277	2,798,471	6,335,589	4,059,902	10,395,491

ATTACHMENT III
LEON COUNTY HEALTH DEPARTMENT
CIVIL RIGHTS CERTIFICATE

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

The applicant assures that it will comply with:

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

Attachment IV
Fiscal Year - 2016 - 2017
Leon County Health Department
Facilities Utilized by the County Health Department

Complete Location <small>(Street Address, City, Zip)</small>	Facility Description And Official Building Name (if applicable) <small>(Admin, Clinic, Evrn Hlth, etc.)</small>	Lease/ Agreement Number	Type of Agreement <small>(Private Lease thru State or County, other - please define)</small>	Complete Legal Name of Owner	SQ Feet	Employee Count <small>(FTE/OPS/ Contract)</small>
2965 Municipal Way	Leon CHD Headquater	037-9001	County	Leon County	21928	
1515 Old Bainbridge Rd	Roberts & Stevens Clinic	037-9002	County	Leon County	17963	
872 W. Orange Ave	Richardson-Lewis Clinic	037-9003	County	Leon County	15500	
800 Alabama Street	Griffin Middle School	037-9006	School Board	School Board		
435 N. Macomb Street	Environmental Health	037-9008	County	Leon County		
912 Railroad Avenue	Center for Dental Care	037-9009	County	Leon County	4975	
3415 Zillah Road	Fairview Middle School	037-9012	School Board	School Board		
723 W. Orange Avenue	Nims Middle School	037-9013	School Board	School Board		
9902 Deerlake Way	Deerlake Middle School	037-9015	School Board	School Board		
5789 Pimlico Drive	Montsford Middle School	037-9016	School Board	School Board		
401 W. Tharpe Street	Raa Middle School	037-9017	School Board	School Board		
2100 Pedrick Road	Swift Creek Middle School	037-9018	School Board	School Board		
915 Hill Crest Street	Cobb Middle School	037-9019	School Board	School Board		
860 Blountstown Hwy	Ghazvini School	037-9020	School Board	School Board		
2204 Saxon Street	Bond	037-9021	School Board	School Board		
1600 Pedrick Road	Bucklake	037-9022	School Board	School Board		
3250 Pointview Drive	Canopy Oaks	037-9023	School Board	School Board		
2400 E Orange Avenue	Conley	037-9024	School Board	School Board		
2930 Velda Dairy Road	DeSoto Trail	037-9025	School Board	School Board		
17414 Chowkeebin Nen	Hartsfield	037-9026	School Board	School Board		

205 Meadow Ridge Drive	Hawks Rise	037-9027	School Board	School Board		
927 Miccosukee Road	Kate Sullivan	037-9028	School Board	School Board		
3413 Zillah Road	Pace School	037-9029	School Board	School Board		
22330 Lake Bradford Rd	Pineview	037-9030	School Board	School Board		
1400 Indiana Street	Riley	037-9031	School Board	School Board		
526 W 10th Avenue	Ruediger	037-9032	School Board	School Board		
2813 Ridgeway Road	Sabal Palm	037-9033	School Board	School Board		
2815 Allen Road	Sealey	037-9034	School Board	School Board		
3801 Fred George Road	Springwood	037-9035	School Board	School Board		
9373 Woodville Hwy	Woodville	037-9036	School Board	School Board		

Facility - a fixed site managed by DOH/CHD personnel for the purpose of providing or supporting public health services. Includes county-owned, state-owned, and leased facilities. Includes DOH/CHD warehouse and administrative sites. Includes facilities managed by DOH/CHD that may be shared with other organizations. Does not include schools, jails or other facilities where DOH/CHD staff are out-posted or sites where services are provided on an episodic basis.

**Leon County
Board of County Commissioners**

Notes for Agenda Item #10

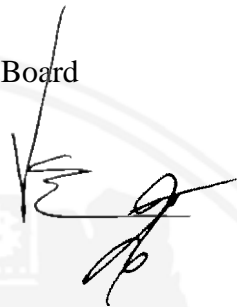
Leon County Board of County Commissioners

Cover Sheet for Agenda #10

September 13, 2016

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator
Herbert W.A. Thiele, County Attorney



Title: Adoption of Proposed Amended and Restated Resolution Concerning the Affordable Housing Advisory Committee (AHAC) and Request to Schedule the First and Only Public Hearing to Consider a Proposed Amendment to the AHAC Ordinance for October 18, 2016 at 6:00 p.m.

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 Wanda Hunter, Assistant County Administrator Eryn E. Calabro, Director, Office of Human Services & Community Partnerships
Lead Staff/ Project Team:	Lamarr Kemp, Director, Housing Services Dan Rigo, Assistant County Attorney

Fiscal Impact:

This item has no fiscal impact to the County.

Staff Recommendation:

- Option #1: Adopt the proposed amended and restated Resolution concerning the Affordable Housing Advisory Committee.
- Option #2: Schedule the first and only Public Hearing for October 18, 2016, at 6:00 p.m. to consider the proposed Ordinance amending Chapter 8, Article V of the Code of Laws of Leon County, Florida regarding Affordable Housing Assistance.

Title: Adoption of Proposed Amended and Restated Resolution Concerning the Affordable Housing Advisory Committee (AHAC) and Request to Schedule the First and Only Public Hearing to Consider a Proposed Amendment to the AHAC Ordinance for October 18, 2016 at 6:00 p.m.

September 13, 2016

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Report and Discussion

Background:

On May 13, 2008, the Board of County Commissioners adopted Ordinance No. 08-10 and Resolution No. 08-12, to establish the Affordable Housing Advisory Committee in accordance with Section 420.9076, Florida Statutes. Ordinance No. 08-10 is codified in Chapter 8, Article V of the Code of Laws of Leon County, Florida, regarding affordable housing assistance. During the 2016 Legislative Session, the Florida Legislature adopted Senate Bill 1534, which was signed into law by the Governor, that amended Section 420.9076, Florida Statutes, with regard to the requirements for membership on the Affordable Housing Advisory Committee. As a result, the County needs to adopt a proposed Resolution (Attachment #1) in order to comport with the amendments in Section 420.9076, Florida Statutes. Upon adoption, the proposed Resolution will also serve to repeal Leon County Resolution No. 08-12 (Attachment #2). In addition, in order to conform with the amendments to Sections 420.9076 and 420.9072, Florida Statutes, an ordinance amending Chapter 8, Article V of the Code of Laws of Leon County will need to be prepared for the Board's consideration at an upcoming public hearing.

Analysis:

During the 2016 Legislative Session, Section 420.9076, Florida Statutes, was amended, which pertains to the requirements for membership on the Affordable Housing Advisory Committee. Specifically, the statute, as amended, requires that the term and categories of membership on the AHAC must be specified. Notably, the statute states that the AHAC shall consist of one representative from at least six particular categories or industries. These industries include, for example, the residential home building industry, banking or mortgage banking industry, real estate professionals, and several others. The proposed Resolution will set forth each of these categories of membership and will also state that the members will serve three-year terms. The proposed three year term for AHAC members will align with the statutory requirement for a triennial AHAC report to the Board, recommending specific actions or initiatives to encourage or facilitate affordable housing.

In addition, in order to conform with the amendments to Sections 420.9076 and 420.9072, Florida Statutes, a proposed ordinance amending Chapter 8, Article V of the Code of Laws of Leon County will need to be prepared for the Board's consideration. A duly noticed public hearing would be required and could be scheduled for the Board meeting of October 18, 2016.

Title: Adoption of Proposed Amended and Restated Resolution Concerning the Affordable Housing Advisory Committee (AHAC) and Request to Schedule the First and Only Public Hearing to Consider a Proposed Amendment to the AHAC Ordinance for October 18, 2016 at 6:00 p.m.

September 13, 2016

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Options:

1. Adopt the proposed amended and restated Resolution concerning the Affordable Housing Advisory Committee (Attachment #1).
2. Schedule the first and only Public Hearing for October 18, 2016, at 6:00 p.m. to consider the proposed Ordinance amending Chapter 8, Article V of the Code of Laws of Leon County, Florida regarding Affordable Housing Assistance.
3. Do not adopt the proposed Resolution concerning the Affordable Housing Advisory Committee.
4. Do not schedule the first and only Public Hearing for October 18, 2016, to consider the proposed Ordinance amending Chapter 8, Article V of the Code of Laws of Leon County, Florida regarding Affordable Housing Assistance.
5. Board direction.

Recommendation:

Options #1 and #2.

Attachments:

1. Proposed Resolution concerning the Affordable Housing Advisory Committee
2. Resolution No. 08-12.

RESOLUTION NO. R16-_____

AN AMENDED AND RESTATED RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF LEON COUNTY, FLORIDA, RATIFYING AND CONFIRMING THE ESTABLISHMENT OF AN ADVISORY COMMITTEE KNOWN AS THE AFFORDABLE HOUSING ADVISORY COMMITTEE, WHICH SHALL OPERATE AND FUNCTION AS A DECISION MAKING COMMITTEE; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, in 2008, the Board of County Commissioners adopted Resolution No. 08-12 to establish the Affordable Housing Advisory Committee as an advisory committee pursuant to Section 8-156 of the Code of Laws of Leon County, and Section 420.9076, Florida Statutes; and

WHEREAS, during the 2016 Legislative Session, the Florida Legislature adopted Senate Bill 1534, which was signed into law by the Governor (Chapter 2016-210, Laws of Florida), and that amended Section 420.9076, Florida Statutes with regard to the requirements for membership on the Affordable Housing Advisory Committee; and

WHEREAS, the Board desires to adopt an amended and restated resolution in order to comport with Section 420.9076, Florida Statutes, as amended; and

WHEREAS, upon adoption, this Resolution shall supersede Resolution No. 08-12;

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

1. The Leon County Board of County Commissioners (the “Board”) hereby ratifies and confirms the establishment of an advisory committee known as the Leon County Affordable Housing Advisory Committee (the “AHAC”), as set forth in Section 8-156 of the Code of Laws of Leon County, and as provided for in Section 420.9076,

Florida Statutes. The purpose of AHAC is to promote affordable housing incentives and to make recommendations concerning same to the Board.

2. The AHAC shall function and operate as a Decision Making Committee in accordance with Board Policy No. 03-15, Board-Appointed Advisory Committees: Establishment, Appointment, Function, Operation, and Dissolution.

3. The AHAC shall have as its goal the identification of incentives that are pertinent to affordable housing and to serve as an information resource to help improve affordable housing feasibility.

4. The AHAC shall be charged with the duties and responsibilities as provided in Fla. Stat. § 420.9076 (2016), and as that section may hereafter be amended from time to time. Triennially, the AHAC shall review the established policies and procedures, ordinances, land development regulations, and adopted local government comprehensive plan, and shall recommend specific actions or initiatives to encourage or facilitate affordable housing. The AHAC shall submit a written report of its findings to the Board.

5. The AHAC membership shall be composed of at least eight (8) members but not more than eleven (11) members. The members shall serve three-year terms. The AHAC shall consist of one representative from at least six of the categories below:

(a) A citizen who is actively engaged in the residential home building industry in connection with affordable housing.

(b) A citizen who is actively engaged in the banking or mortgage banking industry in connection with affordable housing.

(c) A citizen who is a representative of those areas of labor actively engaged in home building in connection with affordable housing.

(d) A citizen who is actively engaged as an advocate for low-income persons in connection with affordable housing.

(e) A citizen who is actively engaged as a for-profit provider of affordable housing.

(f) A citizen who is actively engaged as a not-for-profit provider of affordable housing.

(g) A citizen who is actively engaged as a real estate professional in connection with affordable housing.

(h) A citizen who actively serves on the local planning agency pursuant to F.S. § 163.3174. If the local planning agency is comprised of the governing board of the county or municipality, the governing board may appoint a designee who is knowledgeable in the local planning process.

(i) A citizen who resides within the jurisdiction of the local governing body making the appointments.

(j) A citizen who represents employers within the jurisdiction.

(k) A citizen who represents essential services personnel, as defined in the local housing assistance plan.

6. The members of the AHAC shall not be subject to full and public disclosure of financial interests.

7. The AHAC shall be assisted by staff from the Division of Housing Services.

8. This Resolution shall supersede Resolution No. 08-12 and shall have effect upon adoption.

DONE, ADOPTED AND PASSED by the Board of County Commissioners of Leon County, Florida, this ____ day of _____, 2016.

LEON COUNTY, FLORIDA

By: _____
Bill Proctor, Chairman
Board of County Commissioners

ATTESTED BY:
Bob Inzer, Clerk of Court & Comptroller
Leon County, Florida

By: _____

APPROVED AS TO FORM:
Leon County Attorney's Office

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

RESOLUTION NO. 08-12

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF LEON COUNTY, FLORIDA, TO ESTABLISH AN ADVISORY COMMITTEE WHICH SHALL BE NAMED THE AFFORDABLE HOUSING ADVISORY COMMITTEE AND WHICH SHALL OPERATE AND FUNCTION AS A DECISION MAKING COMMITTEE

WHEREAS, the Board of County Commissioners of Leon County, Florida (the Board) recognizes and acknowledges the importance of public involvement and input in County government; and

WHEREAS, in order for the Board to consider the input of the public in the matter of improving incentives for affordable housing, it wishes to establish and appoint an advisory committee to function and operate in accordance with Fla. Stat. §420.9076 (2007) and with Board Policy No. 03-15, Board-Appointed Advisory Committees: Establishment, Appointment, Function, Operation, and Dissolution.

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

1. The Board hereby establishes an advisory committee, to be named the Affordable Housing Advisory Committee (the AHAC), for the purpose of promoting affordable housing incentives, and to making recommendations for such, to the Board.

2. The AHAC shall function and operate as a Decision Making Committee in accordance with Board Policy No. 03-15, Board-Appointed Advisory Committees: Establishment, Appointment, Function, Operation, and Dissolution.

3. The AHAC shall have as its goal to identify incentives that are pertinent to affordable housing and serve as an information resource to help improve affordable housing feasibility.

4. The AHAC shall be charged with the duties and responsibilities as provided in Fla. Stat. §420.9076 (2007), and as that section may hereafter be amended from time to time, and shall include, but not be limited to, giving input to the Board as follows: the AHAC shall review the established policies and procedures, ordinances, land development regulations, and adopted local government comprehensive plan and shall recommend specific actions or initiatives to encourage or facilitate affordable housing. The AHAC will submit a written report to the Board.

5. The membership of the AHAC shall comprise eleven (11) members based on the following criteria:

- a. A member who is actively engaged in the residential home building industry in connection with affordable housing.
- b. A member who is actively engaged in the banking or mortgage banking industry in connection with affordable housing.
- c. A member who is a representative of those areas of labor actively engaged in home building in connection with affordable housing.
- d. A member who is actively engaged as an advocate for low-income persons in connection with affordable housing.
- e. A member who is actively engaged as a for-profit provider of affordable housing.
- f. A member who is actively engaged as a not-for-profit provider of affordable housing.

- g. A member who is actively engaged as a real estate professional in connection with affordable housing.
- h. A member who actively serves on the local planning agency pursuant to s. 163.3174.
- i. A member who resides within the jurisdiction of the local governing body making the appointments.
- j. A member who represents employers within the jurisdiction.
- k. A member who represents essential services personnel, as defined in the local housing assistance plan.

6. If, due to the presence of a conflict of interest by prospective appointees or other reasonable factor, there is no availability of membership applicants engaged in the above-referenced activities in connection with affordable housing, a membership applicant engaged in such activity without regard to affordable housing may be appointed.

7. To the extent that the criteria for membership can be satisfied with the appointment of members from the Board-appointed Housing Finance Authority, and to the extent that that such dual membership is consented to by the dual member and confirmed by the County Attorney to be legally valid, the Board hereby appoints each such dual member to serve on the AHAC. The remaining members of the AHAC shall be appointed by the Board in compliance with Board Policy No. 03-15 Board-Appointed advisory Committees:

8. The members of the Affordable Housing Advisory Committee shall not be subject to full and public disclosure of financial interests.

9. The Affordable Housing Advisory Committee shall be assisted by staff from the Department of Housing Services.

10. This resolution shall become effective immediately upon its adoption.

DONE, ADOPTED, AND PASSED by the Board of County Commissioners of Leon

County, Florida, this 13th day of May, 2008.



ATTESTED BY:

BY: John Stott, Sperty Clerk
Bob Inzer
Clerk of the Circuit Court

LEON COUNTY, FLORIDA

BY: Jane G. Sauls
Jane G. Sauls, Chairman
Board of County Commissioners

APPROVED AS TO FORM:

Leon County Attorney's Office
Leon County, Florida

BY: Herbert W. A. Thiele
Herbert W. A. Thiele
County Attorney

**Leon County
Board of County Commissioners**


Notes for Agenda Item #11

Leon County Board of County Commissioners

Cover Sheet for Agenda #11

September 13, 2016

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Approval to Allocate Funds for Fiscal Year 15/16 to the Leon County School Board for the Leon County Expanded Driver's Education Program and Approval of Agreement with Leon County Schools for Fiscal Year 16/17

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

Fiscal Impact:

This item has been budgeted and funds are available in accordance with County Ordinance No. 02-20.

Staff Recommendation:

- Option #1: Approve the allocation of 100% of the fiscal year 2015/2016 Dori Slosberg funds to Leon County School Board for the 2016/2017 school year's Expanded Driver's Education Program.
- Option #2: Approve the Agreement with Leon County School Board for Fiscal Year 2016/17 Leon County Expanded Driver's Education Program (Attachment #1), and the authorize County Administrator to execute.
- Option #3: Accept the FY 2015/2016 Summary Report and FY 2016/17 Dori Slosberg Fund Proposals (Attachment #2).

Report and Discussion

Background:

Consistent with previous action, this agenda requests the Board approval to allocate the existing \$3.00 civil traffic penalty earmarked for expanded driver education to the Leon County School Board. On September 24, 2002, the Board adopted Ordinance No. 02-20 providing for an additional \$3.00 civil traffic penalty in Leon County, effective October 1, 2002. The purpose of the additional funds is to support expanded driver's education programs in public and nonpublic schools in accordance with the "Dori Slosberg Driver Education Safety Act."

Since FY 2002/03, the Board has contracted with Leon County School Board (LCSB) for expanded driver's education services. The following analysis provides a Summary Report of how FY 2014/2015 funds were used for driver's education instruction in the 2015/2016 school year and the LCSB's goals for use of the funds in the 2016/2017 school year (Attachment #2).

Analysis:

Summary Report for FY 2015/2016 from Leon County Schools

During the FY 2015/2016, Leon County Board of County Commissioners awarded Leon County Schools \$87,305 from the 2014/2015 Dori Slosberg funds for "behind the wheel" driver's education instruction. Leon County Schools used the money to employ one full time on the road instructor who rotated on a daily basis among the six public high schools (Chiles, Godby, Leon, Lincoln, Rickards, and S.A.I.L.), providing driving instruction. An instructor was employed on an hourly "as needed" basis to facilitate training due to the retirement of the current instructor at the end of FY 2015/2016. This training was concluded at the end of the FY 2015/2016. A total of 721 students received on the road driving experience, and as a result of that instruction, the Florida Department of Motor Vehicles granted operator license waivers to 640 students – 89% of those who participated in road instruction. Each student received an average of 65 minutes of on the road experience in addition to classroom instruction.

Proposed Use of Funds for FY 2016/2017 Contract

A total of \$84,835 is available through the Dori Slosberg funds for the Leon County School's 2016/2017 Driver's Education Program. Leon County Schools has proposed using the funds to employ one full time certified driver's education instructor. The one full time employee will assist with on the road driving experiences at the five public high schools: Chiles, Godby, Leon, Lincoln, and Rickards. At this time, S.A.I.L has not committed to offering driver's education in the upcoming year due to budget restrictions. The program will utilize any remaining funds to assist with the maintenance of the driver's education vehicles and provide for the purchase of additional materials for the students' on the road driving experiences. An Agreement outlining the terms and conditions of the School Board's use of these funds approved in form by both the County and the School Board Attorney's is included as Attachment #1.

Title: Approval to Allocate Funds for Fiscal Year 15/16 to the Leon County School Board for the Leon County Expanded Driver's Education Program and Approval of Agreement with Leon County Schools for Fiscal Year 16/17

September 13, 2016

Page 3

Options:

1. Approve the allocation of 100% of fiscal year 2015/2016 Dori Slosberg funds to Leon County School Board for the 2016/2017 school year's Expanded Driver's Education Program.
2. Approve the Agreement with Leon County School Board for the Fiscal Year 2016/2017 Leon County Expanded Driver's Education Program (Attachment #1), and authorize the County Administrator to execute.
3. Accept the 2015/2016 Summary Report and FY 2016/2017 Dori Slosberg Fund Proposals (Attachment #2).
4. Board direction.

Recommendation:

Option #1, #2, and #3.

Attachments:

1. Fiscal Year 2016/2017 Leon County Expanded Driver's Education Agreement
2. 2015-2016 Summary Report and 2016-2017 Dori Slosberg Fund Proposals

Fiscal Year 2016-2017 Leon County Expanded Driver's Education Agreement

This Agreement dated this 13th day of September, 2016, by and between LEON COUNTY ("County"), a political subdivision of the State of Florida, and LEON COUNTY SCHOOL BOARD, hereinafter referred to as the "School Board."

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

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

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

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

Section 1: Clients To Be Served.

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

Section 2: Services To Be Offered by School Board.

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

Section 3: Budget.

At the Board of County Commissioners' regular meeting held on September 13, 2016, the Board approved the allocation of \$84,835.00 to the School Board for the 2016-2017 school year to provide driver education instruction pursuant to Ordinance No. 02-20. Notwithstanding the aforementioned, the performance of the County's obligations under this Agreement shall be subject to and contingent upon the availability of such lawfully expendable funds.

Section 4: Payment.

Not later than October 14, 2016, the County shall remit payment to the Leon County School Board in the amount of \$84,835.00.

Section 5: Reports.

The School Board shall submit a comprehensive final (annual) report to the County that provides a detailed summary of all expenditures made and clients served utilizing the funds remitted to the School Board pursuant to this Agreement. This annual report shall detail the outcomes experienced from this program and the volume and types of services performed in the reporting year. This report shall be due to the County Administrator or his designee by July 1, 2017.

Section 6: Audits, Records, and Records Retention.

The School Board agrees:

A. To establish and maintain books, records, and documents (including electronic storage media) in accordance with the generally accepted accounting procedures and practices, which sufficiently and properly reflect all revenues and expenditures of funds provided by the County under this Agreement.

B. To retain all client records, financial records, time sheets, supporting documents, statistical records, and any other documents (including electronic storage media) pertinent to this Agreement for a period of five (5) years after termination of the Agreement, or if an audit has been initiated and audit findings have not been resolved at the end of five (5) years, the records shall be retained until resolution of the audit findings or any litigation which may be based on the terms of this Agreement.

C. Upon completion or termination of the Agreement and at the request of the County, the School Board will cooperate with the County to facilitate the duplication and transfer of any said records or documents during the required retention period as specified in Section 6, paragraph B, above.

D. 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.

E. Persons duly authorized by the County, as well as federal auditors, pursuant to 45 C.F.R., Part 92.36(I)(10), shall have full access to and the right to examine any of provider's contract and related records and documents, regardless of the form in which kept, at all reasonable times for as long as records are retained.

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

Section 7: Monitoring.

The School Board agrees:

A. To permit persons duly authorized by the County to inspect any records, papers, documents, facilities, goods, and services of the School Board which are relevant to this Agreement, and interview any clients and employees of the School Board to assure the County of satisfactory performance of the terms and conditions of this Agreement.

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

Section 8: Termination.

A. The County may terminate this Agreement without cause, by giving the School Board thirty (30) days written notice of termination. Either party may terminate this Agreement for cause by giving the other party hereto thirty (30) days prior written notice of its intent to terminate. The County shall not be required to give the School Board such thirty (30) day written notice if, in the sole opinion of the County's opinion, the services being provided are not satisfactory. In such case, the County may immediately terminate the Agreement by mailing a notice of termination to the School Board.

B. Termination with cause shall include but not be limited to the discovery of improper or inappropriate accounting, expenditures, reporting or service delivery by the School Board or due to the discovery of noncompliance with any item detailed within this Agreement.

Section 9: Liability Limitation.

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

Section 10: Revisions.

In any case where, in fulfilling the requirements of this Agreement or of any guarantee, embraced in or required thereby, it is necessary for the School Board to deviate from the requirements of the Agreement, School Board shall obtain the prior written consent of the County. The parties agree to renegotiate if amendments to this Agreement become necessary in order to comply with applicable laws, regulations, or amendments to applicable laws or regulations.

Section 11: Construction.

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

Section 12: Status.

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

Section 13: Assignments.

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

Section 14: Public Entity Crimes Certification.

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

Section 15: Dori Slosberg Driver Education Safety Act Compliance Statement

The School Board hereby certifies that it shall comply with the provisions of §318.1215, Florida Statutes (2011) requiring that at least thirty percent (30%) of students' instruction time during the invoice period was utilized for behind-the-wheel training.

Section 16: School Board's Responsibility.

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

Section 17: Term

This Agreement shall commence upon full execution hereof, and terminate on August 8, 2017, unless terminated sooner pursuant to the provisions of Section 8 herein.

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

**SCHOOL BOARD OF LEON COUNTY,
FLORIDA**

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

By: _____
Its Chair

Date: _____

By: _____

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

By: _____

LEON COUNTY, FLORIDA

ATTESTED BY:
Bob Inzer, Clerk of the Court and Comptroller

By: _____
Vincent S. Long
Leon County Administrator

By: _____
Bob Inzer, Clerk

Date: _____

APPROVED AS TO FORM:
County Attorney's Office

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

2016-2017 Dori Slosberg Fund Proposals

Leon County Schools Goals:

1. Leon County Schools will employ 1 full time certified driver's education instructor. This employee will conduct on the road driving experiences at (5) public high schools.
2. We will use Slosberg funds to assist with the up-keep and maintenance of the current fleet of driver education vehicles.
3. We will purchase additional materials for student on the road driving experiences. We will purchase as many materials as funding will allow.

2015-2016 Summary Report

Summary of Expenditures:

Leon County Board of Commissioners awarded Leon County Schools \$87,305.00 from the Dori Slosberg funds for behind the wheel driver's education instruction. Leon County used these funds to hire (1) one full-time on the road driving instructor to rotate on a daily basis among five (6) public high schools (Chiles, Godby, Leon, Lincoln, Rickards, and SAIL) and one driver's education instructor on an hourly as needed basis. These funds were also used to purchase needed materials for instruction, and to assist with vehicle maintenance.

Expenditures are as follows:

• Teachers annual salary (including benefits)	\$90,310.00
• Teachers salary (hourly as needed)	\$9,073.00
• Fund Balance form 2015	\$2,922.00
TOTAL	= \$102,305.00

Program Evaluation:

- Students at (6) five public high Schools received on the road driving experiences from a certified driver's education instructor.
- A total of 721 students benefited from on the road driving experiences.
- Operator license waivers were assigned to 640 qualified student drivers.
- 89% of the students that experienced on the road driving instruction received a Department of Motor Vehicle operator's license waiver.
- Each student received an average of 65 minutes of on the road driving time.

**Leon County
Board of County Commissioners**


Notes for Agenda Item #12

Leon County Board of County Commissioners

Cover Sheet for Agenda #12

September 13, 2016

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Approve the Submittal of Three 2016 Edward Byrne Memorial Justice Assistance Grant Applications to the Florida Department of Law Enforcement and Approval of the Memorandum of Understanding Between Leon County, the City of Tallahassee and the Leon County Sheriff's Office on Allocation of U.S. Department of Justice's Justice Assistance Grants Funding

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator Wanda Hunter, Assistant County Administrator Scott Ross, Director, Office of Financial Stewardship
Lead Staff/ Project Team:	Teresa Broxton, Director, Office of Intervention and Detention Alternatives Tim Barden, Principle Management & Budget Analyst, Office of Management & Budget

Fiscal Impact:

This item is associated with two grants from the U.S. Department of Justice (USDOJ), Justice Assistance Grants Program (JAG). The first grant, totaling \$104,821, consists of three County Justice Assistance Grant (JAG) applications submitted to and administered by the Florida Department of Law Enforcement (FDLE). The second grant, totaling \$147,440, is a JAG grant funded and administered directly by the U.S. Department of Justice.

Staff Recommendation:

- Option #1: Approve the submittal of three 2016 Edward Byrne Memorial Justice Assistance Grant applications to the Florida Department of Law Enforcement.
- Option #2: Approve the Memorandum of Understanding between Leon County, the City of Tallahassee, and the Leon County Sheriff's Office, outlining the distribution of the U.S. Department of Justice's Justice Assistance Grant funds (Attachment #1), and authorize the County Administrator to execute.

Report and Discussion

Background:

Annually, U.S. Department of Justice (USDOJ) funds have been passed through to both Leon County and the City of Tallahassee. Funds are distributed through a direct grant from the USDOJ and a Federal pass-thru grant managed by the Florida Department of Law Enforcement (FDLE). Traditionally, the proposed distribution of funding between the County and the City has been the result of negotiations between the County, the Leon County Sheriff's Office (LCSO), and the Tallahassee Police Department (TPD). Historically, the City has submitted the USDOJ JAG application on behalf of both governments. This year, as recommended by FDLE, Leon County, LCSO, and TPD submitted separate applications for the FDLE JAG in order to meet the application deadline of August 26, 2016.

The TPD has submitted an application to the USDOJ. Distribution of the funds associated with this grant is contingent upon the County, the City and the Leon County Sheriff's Office executing the attached Memorandum of Understanding (Attachment #1).

County staff received notification that funds were available through the 2016 JAG cycle during the Board's August recess. The application deadline was August 26, 2016 leaving no opportunity to present this issue to the Board for approval prior to the deadline.

Analysis:

In accordance with JAG program requirements, staffs from Leon County and the City of Tallahassee have developed the proposed distribution of funds for both the FDLE JAG and the USDOJ JAG. The TPD will act as the administrative agency for the USDOJ grant and each agency will share administrative responsibility for their portion of the FDLE JAG funds. The tables below show the proposed distribution of the funds for each grant.

Florida Department of Law Enforcement – Justice Assistance Grant	
Allocation	Funding Level
▪ Leon County Enhanced Pretrial/ Drug and Alcohol Testing Division	\$38,356
▪ Leon County Sheriff's Office	\$32,498
▪ Tallahassee Police Department	\$33,967
Total Allocation	\$104,821

U.S. Department of Justice – Justice Assistance Grant	
Allocation	Funding Level
▪ Juvenile Assessment Center	\$70,000
▪ Leon County Sheriff's Office	\$38,720
▪ Tallahassee Police Department	\$38,720
Total Allocation	\$147,440

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

1. Leon County Drug and Alcohol Testing Division (County funding) (\$38,356)

Funding will be used for the continuation of the on-site drug and alcohol testing program Drug Screening Technician position. A third staff position will be continued within this program. This employee administers tests, verifies test results and the accurate recording of same, to ensure the integrity of this process, which the courts rely upon to determine an offender's compliance with imposed drug and alcohol conditions.

2. Juvenile Assessment Center (City funding) (\$70,000)

The Tallahassee/Leon County Juvenile Assessment Center (JAC) is the cornerstone of our community's juvenile justice system. The JAC consists of three primary services: criminal booking for all arrested juveniles; screening for appropriate social/human services referral; and, civil citation coordination. Since inception of the partnership effort in 1994, the JAC has been administered by DISC Village with a steering committee that provides policy oversight. In addition, the steering committee enhances coordination and cooperation among all participating agencies and enables our community to effectively respond to juvenile crime and delinquency. The funding being requested through the Justice Assistance Grant, will be used to pay a percentage of the actual salary and benefits for all the correctional officers with the balance of the funds contributed by the City of Tallahassee and Leon County.

3. Leon County Sheriff's Office (City/County funding) (\$71,218)

The Leon County Sheriff's Office plans to purchase the following equipment:

- Body Worn Cameras (54 units)

4. Tallahassee Police Department (City funding) (\$72, 687)

TPD plans to purchase the following equipment:

- Ballistic Vests (maximum of 8)
- Night Rifle Scope
- Computer Server (to include server, software license, external hard drive storage, and an expansion bay for network storage)

Title: Approve the Submittal of Three 2016 Edward Byrne Memorial Justice Assistance Grant Applications to the Florida Department of Law Enforcement and Approval of the Memorandum of Understanding Between Leon County, the City of Tallahassee and the Leon County Sheriff's Office, on Allocation of U.S. Department of Justice's Justice Assistance Grants Funding
September 13, 2016
Page 4

Options:

1. Approve the submittal of three 2016 Edward Byrne Memorial Justice Assistance Grants (JAG) to the Florida Department of Law Enforcement.
2. Approve the Memorandum of Understanding between Leon County, the City of Tallahassee and the Leon County Sheriff's Office, outlining the distribution the of the U.S. Department of Justice's Justice Assistance Grant (Attachment #1), and authorize the County Administrator to execute.
3. Do not approve the submittal of three 2016 Justice Assistance Grant applications (JAG) to the Florida Department of Law Enforcement.
4. Do not approve the Memorandum of Understanding between Leon County, the City of Tallahassee and the Leon County Sheriff's Office outlining the distribution of the U.S. Department of Justice's Justice Assistance Grant funds.
5. Board direction.

Recommendation:

Options #1 and #2.

Attachment:

1. Memorandum of Understanding between Leon County, the City of Tallahassee and the Leon County Sheriff's Office

AGREEMENT

This Agreement is entered into this ____ day of _____, 2016, by and between the City of Tallahassee, a Florida municipal corporation, hereinafter referred to as the CITY, Leon County, a charter county and political subdivision of the State of Florida, hereinafter referred to as the COUNTY, and the Leon County Sheriff's Office, hereinafter referred to as LCSO.

WHEREAS, the CITY and COUNTY have applied for and expect to receive an award of funds from a Justice Assistance Grant, hereinafter referred to as JAG, based on Grant Application 2016-H3613-FL-DJ, which was authorized for funding by the U. S. Department of Justice; and

WHEREAS, the CITY and COUNTY, following JAG program requirements, have approved the allocation of the approved grant award in the amount of \$147,440; and

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

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

1. Program Coordination and Funding Allocation

The CITY agrees to act as the administrative agency for the FY16 JAG. In this capacity the CITY will receive all funding from the U.S. Department of Justice and be responsible for completing and submitting all financial and performance reports required by the JAG program.

In recognition of the CITY's agreement to act as the FY16 JAG administrative agency, both the CITY and the COUNTY agree that all interest earnings generated through the FY16 JAG award will be allocated to the CITY.

Funds awarded pursuant to JAG Grant Application 2016-H3613-FL-DJ will be allocated as follows:

PROGRAM	FEDERAL FUNDING
DISC Village, Inc.	
Juvenile Assessment Center Booking Unit	\$70,000
City of Tallahassee	
Law Enforcement Equipment	\$38,720
Leon County	
Law Enforcement Equipment	\$38,720
Total	\$147,440

GMS Application: 2016-H3613-FL-DJ

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

- *Juvenile Assessment Center Booking Unit* – DISC Village, Inc. will utilize JAG award funds to support salary and benefit expenses for the Juvenile Assessment Center. (\$70,000)
- *City of Tallahassee* –Tallahassee Police Department will utilize JAG award funds to purchase ballistic vests, K9 dogs, a rifle scope, and pole cameras (\$38,720).
- *Leon County* –Leon County Sheriff’s Office will utilize JAG award funds to purchase body worn cameras (\$38,720).

2. Time of Performance

This Agreement will be effective from October 1, 2016, through September 30, 2019.

3. Amount and Method of Payment

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

The CITY agrees to reimburse LCSO the sum of \$38,720. The CITY agrees to reimburse LCSO within twenty (20) working days after receipt of a reimbursement request. LCSO shall submit all reimbursement requests to the Tallahassee Police Department no later than ninety (90) calendar days prior to the end of this Agreement. Said requests shall contain a detailed description of each line item expenditure incurred during the Agreement’s Time of Performance, shall be accompanied by supporting documentation, and shall be signed by the appropriate authorized representative.

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

4. Special Conditions

In accordance with the provisions of this grant award pursuant to Grant Application 2016-H3613-FL-DJ, the CITY, the COUNTY, and LCSO shall comply with all terms, conditions, and procedures of any special condition(s) included as part of the grant award, as required by the U.S. Department of Justice and the JAG program.

5. Records and Reporting

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

GMS Application: 2016-H3613-FL-DJ

LCSO shall maintain books, records, documents, and other evidence and accounting procedures and practices sufficient to reflect properly all amounts received and expended by them under this Agreement. LCSO's records referred to in the preceding sentence shall be subject to inspection by the CITY, or its designee, at all reasonable times. LCSO shall preserve and make the above-referenced records available to the CITY, if requested, for a minimum of three (3) years following the closure of the CITY's most recent audit report of JAG funds received pursuant to Grant Application 2016-H3613-FL-DJ.

LCSO shall include a programmatic report with each reimbursement request. The programmatic reports shall reflect the progress made during the reporting period toward accomplishing the goals outlined in Paragraph 1 of this Agreement.

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

6. Audit Requirements

The parties shall be subject to audit requirements per the grant awarded by the U.S. Department of Justice subsequent to Grant Application 2016-H3613-FL-DJ.

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

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

7. Amendments

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

GMS Application: 2016-H3613-FL-DJ

8. Termination

This Agreement may not be terminated by any party after it has been submitted to the U. S. Department of Justice as part of JAG Grant Application 2016-H3613-FL-DJ.

9. Assignment and Binding Effect

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

10. Attorney Fees

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

11. Indemnification

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

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GMS Application: 2016-H3613-FL-DJ

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

CITY OF TALLAHASSEE

LEON COUNTY

LEON COUNTY
SHERIFF'S OFFICE

Ricardo Fernandez
City Manager

Vincent S. Long
County Administrator

Mike Wood
Sheriff

ATTEST:

ATTEST:

ATTEST:

James O. Cooke, IV
City Treasurer-Clerk

Robert B. Inzer
Clerk of the Court

Gene Griffin
Chief Administrative Officer

APPROVED AS TO FORM

APPROVED AS TO FORM:

APPROVED AS TO FORM

Lewis E. Shelley, Esq.
City Attorney

Herbert W. A. Thiele, Esq.
County Attorney

Steve Hurm
Legal Advisor

**Leon County
Board of County Commissioners**


Notes for Agenda Item #13

Leon County Board of County Commissioners

Cover Sheet for Agenda #13

September 13, 2016

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Approval of a Public/Private Project Agreement with Ox Bottom Homeowners Association for the Installation of a Roundabout at the Intersection of Ox Bow Road at Single Tree Trace

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator Ken Morris, Assistant County Administrator Tony Park, P.E., Director of Public Works Charles Wu, P.E., Director of Engineering Services
Lead Staff/ Project Team:	Kimberly Wood, P.E., Chief of Engineering Coordination

Fiscal Impact:

This item has no fiscal impact to the County. Funding for this project is being provided by the Ox Bottom Homeowners Association for a cost not to exceed \$36,225.

Staff Recommendations:

- Option #1: Approve the Public/Private Project Agreement (P³) with Ox Bottom Homeowners Association (HOA) for the installation of a roundabout at the intersection of Ox Bow Road and Single Tree Trace (Attachment #1), and authorize the County Administrator to execute.
- Option #2: Approve the Resolution and associated Budget Amendment Request recognizing \$36,225 from the Ox Bottom Homeowners Association for the Ox Bow Road roundabout (Attachment #2).

Report and Discussion

Background:

In 2012, staff began working with residents from the Ox Bottom Subdivision to address concerns of speeding on Ox Bow Road and the option of installing traffic calming to alleviate such concerns. During this time, staff conducted a traffic study, which did not indicate a speeding problem and did not meet the minimum score needed to justify the cost and installation of traffic calming.

Afterwards, the neighborhood met with Public Works staff regarding concerns that Ox Bow Road was becoming a cut-through road for residents in the adjacent city subdivision. During the meeting, the residents expressed strong feelings that no matter what the traffic study showed, there was a problem to be addressed. They asked about installing some form of traffic calming at their expense, which had not previously been done. During the February 28, 2012 meeting, the Board directed staff to work with the HOA on appropriate speed-reducing measures that would address their concerns and develop a P³ Agreement for Board approval.

The County Engineer began working directly with the HOA representative on possible solutions to address their concerns. Multiple options were developed for review by the HOA including but not limited to, realignment of an intersection, roundabouts at different locations, a raised concrete median at Ox Bow Road and Ox Bow Circle, and a raised intersection. In the summer of 2012, the HOA requested additional information on the roundabouts, raised intersection and the concrete median. Staff developed preliminary designs and cost estimates for each option and provided them to the HOA representative in late 2012.

Over the next few years, the HOA representative would periodically request additional information from staff on different options which were provided. In November 2014, the HOA took an official vote and notified the County Engineer that they were interested in pursuing the concrete median and the roundabout option further. Staff provided the final designs and costs associated with these two options to the HOA representative in March 2015.

Staff was notified in July 2015 that the majority of the HOA voted to move forward with the installation of a roundabout at the intersection of Ox Bow Road and Single Tree Trace for an estimated cost of \$36,225. The HOA determined that the costs were reasonable and that they wished to proceed in a joint effort with the County to install the roundabout.

Analysis:

Following the extensive period of review by residents and negotiations with staff, the County Attorney's Office began drafting a P3 Agreement to establish each party's rights and responsibilities. The agreement was provided to the HOA in February 2016, and signed by the HOA in August 2016.

Under the terms of the agreement, the County will survey, design and construct the Ox Bow Road roundabout, for an amount not to exceed \$36,225. The HOA will pay the County \$18,113 within 30 days of execution of the agreement, with the remaining balance being paid no later than 30 days following completion of the project. A budget amendment is included to realize funds from the HOA.

Options:

1. Approve the Public/Private Project Agreement (P³) with Ox Bottom Homeowners Association for the installation of a roundabout at the intersection of Ox Bow Road and Single Tree Trace (Attachment #1), and authorize the County Administrator to execute.
2. Approve the Resolution and associated Budget Amendment Request recognizing \$36,225 from the Ox Bottom Homeowners Association for installation of the Ox Bow Road roundabout (Attachment #2).
3. Do not approve the Public/Private Project Agreement (P³) with Ox Bottom Homeowners Association for the installation of a roundabout at the intersection of Ox Bow Road and Single Tree Trace.
4. Board direction.

Recommendation:

Options #1 and #2.

Attachments:

1. Public/Private Project Agreement (P³)
2. Resolution and Budget Amendment Request

**AGREEMENT FOR OX BOW ROAD INTERSECTION
IMPROVEMENTS PROJECT DESIGN BUILD SERVICES**

THIS AGREEMENT FOR OX BOW ROAD INTERSECTION IMPROVEMENTS PROJECT DESIGN BUILD SERVICES ("Agreement") dated this ____ day of September, 2016, is made and entered into by and between the LEON COUNTY, Florida, a charter county and political subdivision of the State ("County") and the OX BOTTOM HOMEOWNERS ASSOCIATION, a Florida homeowners association recognized under the laws of the State of Florida ("Ox Bottom HOA").

RECITALS

WHEREAS, the County has agreed to survey, design and construct the Ox Bow Road Intersection Improvements Project to be located at the intersection of Ox Bow Road and Single Tree Trace, Leon County, Florida; and

WHEREAS, the County has identified a need and paramount public purpose to perform survey, design and construction services for the Ox Bow Road Intersection Improvements Project; and

WHEREAS, the Ox Bottom HOA has determined that it would be in its members best interests to be able to utilize the services of the County for the survey, design and construction services related to the Ox Bow Road Intersection Improvements Project; and

WHEREAS, the County and the Ox Bottom HOA desire to reduce their agreement related to the Ox Bow Road Intersection Improvements Project into writing.

NOW, THEREFORE, in consideration of the Recitals set forth above and the following mutual covenants and promises, the sufficiency of same being acknowledged hereby, the Parties agree as follows:

Section 1. Services to be Provided. The County hereby agrees to provide to the Ox Bottom HOA services related to the survey, design, acquisition of permits and construction required, including the maintenance of traffic, demolition and construction, for the Ox Bow Intersection Improvements Project ("Project") in accordance with the Ox Bow Road and Single Tree Trace Intersection Improvements Conceptual Plan, Exhibit A, and the Preliminary Estimate Intersection Improvements, Exhibit B.

Section 2. Term and Project Schedule.

a. Term. The effective date of this Agreement is the date upon which the County and the Ox Bottom HOA fully execute the Agreement. This Agreement shall commence on the effective date and, except as otherwise provided herein or as may be required to give effect to the provisions hereof, shall terminate when the Project is complete, the Ox Bottom HOA has notified the County of its final acceptance of the Project and all performance by each Party required hereunder is complete.

b. Project Schedule.

1. Initial Project Schedule. The County will develop a Project Schedule, which indicates in detail all of the tasks (including but not limited to the plans and specifications, survey, acquisition of permits, construction, etc.) to be performed by the County under this Agreement, the dates such tasks shall be completed, and a final completion date for the Project consistent with the provisions of Section 3.

2. Updated Project Schedule. The Project Schedule shall be updated and submitted from the project manager designated by the County to the designed representative of the Ox Bottom HOA as necessary. The Updated Project Schedule shall include the actual completion dates of each of the tasks identified in Section 2.b.1. above.

Section 3. Time for Completion. The services to be rendered by the County shall be commenced on the date of the issuance of a notice to proceed issued by the County, with a copy being provided to the Ox Bottom HOA and shall be completed within 365 days after the date of the notice to proceed, unless the scope of services or schedule of performance, or a force majeure event occurs as provided herein.

Section 4. Changes in Scope of Services. The County or the Ox Bottom HOA may request changes to the scope of services of this Agreement that would increase, decrease or otherwise modify the scope of the services to be provided under this Agreement as set forth in Section 1 herein. The Parties shall negotiate any changes or revisions to the work described in Section 1 or Exhibits A and B, or changes in compensation. Such changes and adjustments must be authorized in writing executed by the Parties to be effective.

Section 5. Delays. In the event there is a delay caused by the actions of the Ox Bottom HOA, its employees or agents or other governmental agencies, which delays the completion of the Project, the Ox Bottom HOA shall grant to the County reasonable extensions of time for completion of the services to be provided under this Agreement.

Section 6. Contract Sum. For the satisfactory completion of all services set forth in this Agreement, the County shall be paid an amount not to exceed \$36,225.00, which shall include all direct and indirect expenses, costs and permit fees.

Section 7. Payments. The Ox Bottom HOA shall pay to the County \$18,112.50 within thirty (30) days of full execution of the Agreement and upon an invoice by the County. Thereafter, the Ox Bottom HOA shall pay the sum of not more than \$18,112.50 to the County not later than thirty (30) days following completion of the Project and acceptance by the Ox Bottom HOA, and upon delivery of an appropriate invoice.

Section 8. Ownership of Project Documents and Right-of-Way Improvements. All deliverables, plans, reports, surveys and real and personal property that result from the services provided under this Agreement shall become the property of the County, who shall maintain such real and personal property in accordance with the requirements of law.

Section 9. Permits, Fees, Licenses. Permits, fees and licenses necessary for the performance of the work pursuant to this Agreement shall be the responsibility of the County who shall obtain and pay for any such required permits, fees and licenses.

Section 10. Incorporation of Exhibits and Order of Precedent. Exhibit A, Ox Bow Road and Single Tree Trace Intersection Improvements Conceptual Plan and Exhibit B, Preliminary Estimate Intersection Improvements having been attached hereto, are incorporated herein and made a part of this Agreement as if set forth in their entirety below. In the event of a conflict between the provisions of this Agreement and the Exhibits incorporated herein, any conflict shall be resolved in accordance with the order of precedence set forth below:

- a. Agreement;
- b. Exhibit B – Preliminary Estimate Intersection Improvements;

- c. Exhibit A – Ox Bow Road and Single Tree Trace Intersection Improvements Conceptual Plan.

Section 11. Termination. The County may terminate this Agreement without cause, by giving the Ox Bottom HOA not less than thirty (30) days prior written notice of its intent to terminate. Either Party may terminate this Agreement for cause by giving the other Party hereto not less than thirty (30) days prior written notice of its intent to terminate.

Termination of this Agreement for any reason under this Section will not affect (i) any liabilities or obligations of either Party arising before such termination or as a result of the events causing such termination, or (ii) any damages or other remedies to which a Party may be entitled to under this Agreement, at law or in equity, arising out of a breach of this Agreement.

Section 12. Miscellaneous.

- a. Assignments

This Agreement shall not be assigned as a whole or in part without the prior written consent of the County.

- b. Non-Waiver

Failure by the County to enforce or insist upon compliance with any of the terms or conditions of this Agreement or failure to give notice or declare this Agreement terminated shall not constitute a general waiver or relinquishment of the same, or of any other terms, conditions or acts but the same shall be and remain at all times, in full force and effect.

- c. Modifications

This Agreement constitutes the entire understanding of the Parties. Any modifications to this Agreement must be in writing.

d. Venue

Venue for all actions arising out of this Agreement shall lie in Leon County, Florida.

e. Construction

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

f. Headings In This Agreement

The headings in this Agreement are for convenience only, confirm no rights or obligations in either Party, and do not alter any terms of this Agreement.

g. Severability

If any term of this Agreement is held by a court of competent jurisdiction to be invalid or unenforceable, then this Agreement, including all of the remaining terms, shall remain in full force and effect as if such invalid or unenforceable term had never been included.

h. Force Majeure

If either Party is prevented from or delayed from performing any obligations under this Agreement (except payment or financial obligations) by circumstances beyond its control, including but not limited to fires, hurricanes, severe weather, floods, pandemics, quarantines, war, civil disturbances, acts of terrorism, acts of God, or significant threats of such circumstances, or any future laws, rules, regulations, orders, or acts of any local, state, or federal government ("Force Majeure"), then the

affected party shall be excused from performance hereunder during the period of disability. The Party claiming Force Majeure shall promptly notify the other Party in writing when upon learning of the existence of a Force Majeure condition, and when the Force Majeure condition has terminated. Notwithstanding anything in this Agreement to the contrary, the term "Force Majeure" does not include or excuse performance under this Agreement for events relating to increased costs associated with fuel, labor, labor disputes, insurance, or other expenses of performing the obligations hereunder.

i. Survival of Obligations

Cancellation, expiration, or earlier termination of this Agreement shall not relieve the Parties of obligations that by their nature should survive such cancellation, expiration, or termination.

j. Counterparts

This Agreement may be executed in any number of counterparts, and each executed counterpart shall have the same force and effect as an original instrument.

k. Sovereign Immunity

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

I. Dispute Resolution

1. All disputes arising under or relating to this Agreement shall be resolved in accordance with this Section.
2. The Parties shall attempt to resolve all disputes that arise under this Agreement in good faith and in accordance with the following procedure:
 - (a) The Party shall give written notice to the other Party setting forth the nature of the dispute, date of occurrence (if known), and proposed equitable resolution.
 - (b) Representatives of both Parties shall meet at the earliest opportunity to discuss and resolve the dispute. If the dispute is resolved to the mutual satisfaction of both, they shall report their decision to the Parties in writing.
 - (c) If those representatives are unable to reconcile the dispute, they shall report their impasse to the appropriate County Director and the Ox Bottom HOA's designee, who, at their earliest opportunity, shall meet and attempt to reconcile the dispute.
 - (d) Should the Director and the Ox Bottom HOA's designee fail to resolve the dispute, they shall report their impasse to the County Administrator, who, at his/her earliest opportunity, shall review and attempt to resolve the dispute.

(e) If the County Administrator and the Ox Bottom HOA's designee are not able to amicably resolve the dispute within fifteen (15) business days after the impasse is reported to them, then either Party can pursue whatever forms of relief that may be available to it under this Agreement, at law, or in equity.

m. Attorneys' Fees and Costs

In the event of a dispute arising under this Agreement, whether or not a lawsuit or other proceeding is filed, the prevailing Party shall be entitled to recover its reasonable attorneys' fees and costs, including attorneys' fees and costs incurred in litigating entitlement to attorneys' fees and costs, as well as in determining or quantifying the amount of recoverable attorneys' fees and costs. The reasonable costs to which the prevailing Party is entitled shall include costs that are taxable under any applicable statute, rule or guideline, as well as non-taxable costs, including, but not limited to, costs of investigation, copying costs, electronic discovery costs, telephone charges, mailing and delivery charges, information technology support charges, consultant and expert witness fees, travel expenses, court reporter fees, and mediator fees, regardless of whether such costs are otherwise taxable.

IN WITNESS WHEREOF, the parties cause this First Amended and Restated Interlocal Agreement to be executed by their duly authorized representatives as of the date first written above.

LEON COUNTY, FLORIDA

OX BOTTOM HOMEOWNERS
ASSOCIATION

BY: _____
Vincent S. Long
County Administrator

BY: Mike Riley
Mike Riley

Date: _____

As its: President
Date: 8/8/16

ATTEST:

Bob Inzer, Clerk of the Court & Comptroller,
Leon County, Florida

BY: _____

Approved as to Form:
Leon County Attorney's Office

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

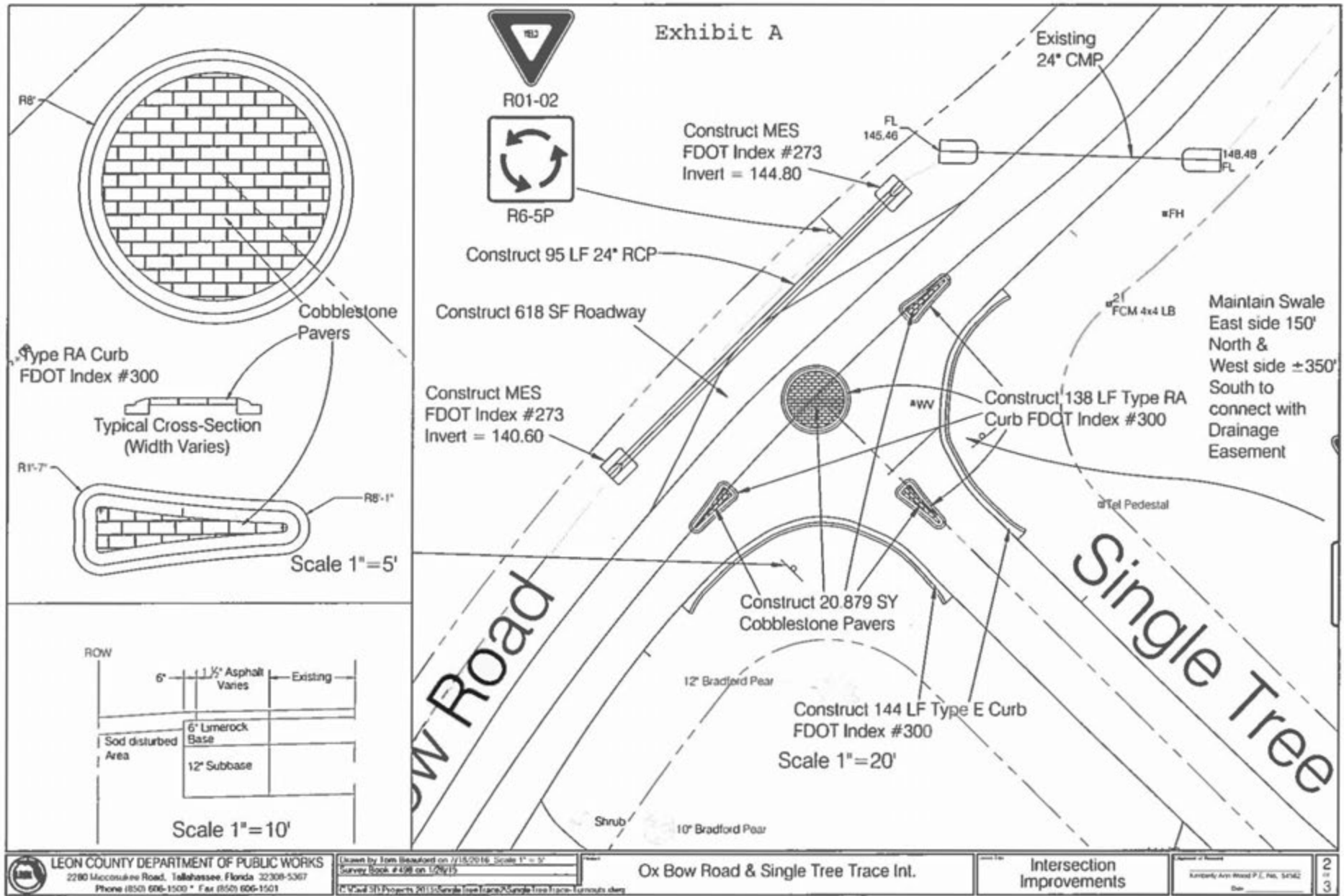


Exhibit B

Board of County Commissioners
INTER-OFFICE MEMORANDUM

DATE: March 17, 2015
TO: PW Operations
THROUGH: Kimberly A. Wood, P.E., Chief of Engineering Coordination
FROM: Ervè Másidor, E.I.
SUBJECT: Intersection Improvements
Ox Bow Road and Single Tree Trace Intersection

PRELIMINARY ESTIMATE
Intersection Improvements

The following is a construction cost estimate to improve Ox Bow Road and Single Tree Trace intersection. The general work includes construction of asphalt roadway, construction of curbs and cobblestone pavers, and installation of 24" RCP & MES along West side of Ox Bow Road and Single Tree Trace Intersection.

STREET NAME	LENGTH (feet)	CONDITION				
<i>Description</i>						
<i>Description</i>	<i>Item #</i>	<i>Unit MS</i>	<i>Quantity</i>	<i>Unit \$</i>	<i>Dollars</i>	
Mobilization	101-1	LS				\$1,888
Maintenance of Traffic	102-1	DA	15	\$608.81		\$9,129
Roadway						
Clearing & Grubbing	110-2-1	AC	0.03	\$18,642.34		\$485
Excavation	120-4	CY	4	\$8.34		\$36
Base	285-704	SY	77	\$13.18		\$1,012
Subbase Stabilized	160-4	SY	77	\$3.55		\$273
Superpave Asphalt Concrete, Traf C	334-1-23	TN	4	\$92.47		\$390
Bituminous Material (Tack Coat)	341-70	SY	48	\$5.91		\$272
Pavers	526-1-1	SY	19	\$72.42		\$1,376
Concrete Curb, Type A	520-2-1	LF	91	\$21.12		\$1,928
Drainage						
Bedding MATL (Select)	210-2	CY	16.19	\$32.97		\$534
Pipe Culvert 24" RCP	430-174-124	LF	68	\$80.62		\$5,482
Mitered End Section (24" RCP)	430-984-129	EA	2	\$1,127.61		\$2,255
Select Fill (SAND MATL)	142-70	CY	31	\$13.48		\$421
Signings						
Single Post Sign	700-31-01	EA	3	\$232.33		\$697
SUBTOTAL:						\$25,482
Permit Fees						\$1,570
Engineering/Surveying				16%		\$4,077.06
Contingencies				20%		\$5,096
				TOTAL:		\$36,225

CC: Colman Danny, PSM, Chief of Survey & Right of Way
Betsy Thorpe, Chief of Construction Management

NOTE: THIS COST ESTIMATE IS NOT VALID AFTER 6 MONTHS OF THE ABOVE DATE

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 13th day of September, 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

**Leon County
Board of County Commissioners**


Notes for Agenda Item #14

Leon County Board of County Commissioners

Cover Sheet for Agenda #14

September 13, 2016

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Approval of the Plat of the Preserve at Buck Lake Phase II Subdivision for Recording in the Public Records and Acceptance of a Maintenance Agreement and Surety Device

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator Ken Morris, Assistant County Administrator Tony Park, P.E., Director, Department of Public Works Robert Mills, Assistant Director of Public Works Charles Wu, P.E., Director of Engineering Services
Lead Staff/ Project Team:	Joseph D. Coleman, P.S.M., County Surveyor

Fiscal Impact:

This item has no fiscal impact to the County.

Staff Recommendations:

Option #1: Approve the plat of The Preserve at Buck Lake Phase II Subdivision for recording in the Public Records (Attachment #1), contingent upon staff's final review and approval and accept the Maintenance Agreement and Surety Device and Authorize the Chairman to Execute (Attachment #2).

Report and Discussion

Background:

As per Ordinance 07-20, plats submitted to the Board of County Commissioners for approval have met all requirements and have been certified by the County Engineer. Once approved, the original of the approved plat will be forwarded to the Clerk of Court for recording in the public records.

The Preserve at Buck Lake Phase II, a Public Subdivision, was approved by the Development Review Committee as a Type "B" site and development plan on February 18, 2014 (Attachment #3). The development being platted consists of 3.8 acres, containing 13 lots.

Analysis:

The Preserve at Buck Lake Phase II Subdivision is located in Sections 23 & 26, Township 1 North, Range 1 East, South of Mahan Drive (Attachment #4).

While the plat is complete, as of the date of the preparation of the agenda, the appropriate agencies and departments have not completed all necessary staff reviews and inspections. Final inspections will be performed and reports reviewed for compliance with approved construction plans by the County Engineer. To guarantee the public infrastructure against defects in materials and/or workmanship, the County Engineer recommends acceptance of a Maintenance Agreement and Surety Device (Attachment #2) representing 10% of the certified construction cost approved by Engineering, which would be \$25,976.

Options:

1. Approve the Plat of the Preserve at Buck Lake Phase II Subdivision for recording in the Public Records (Attachment #1), contingent upon staff's final review and approval and accept the Maintenance Agreement and Surety Device.
2. Do not approve the subdivision Plat of The Preserve at Buck Lake Phase II for recording in the Public Records.
3. Board direction.

Recommendation:

Option #1.

Attachments:

1. The Preserve at Buck Lake Phase II Plat
2. Maintenance Agreement and Surety Devices
3. Development Review Letter
4. Location Map

Moore Bass

C O N S U L T I N G
TALLAHASSEE
805 N. GADSDEN STREET TALLAHASSEE, FL 32303 TELEPHONE (904) 222-5678
CERTIFICATE OF AUTHORIZATION NO. 00007245
WWW.MOOREBASS.COM

PRESERVE AT BUCK LAKE - PHASE II

A SUBDIVISION LYING IN SECTION 23; TOWNSHIP 1 NORTH; RANGE 1 EAST; LEON COUNTY, FLORIDA

DEDICATION:

KNOW ALL MEN BY THESE PRESENTS THAT PRESERVE HOMES, L.L.C., OWNER IN FEE SIMPLE OF THE LANDS SHOWN HEREON PLATTED AS THE PRESERVE AT BUCK LAKE - PHASE II, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

LEGAL DESCRIPTION:

A portion of the lands described in O.R. Book 4581, page 611 of the public records of Leon County, lying in Section 23, Township 1 North, Range 1 East, Leon County, Florida, being more particularly described by survey as follows:

COMMENCE at the Southwest corner of said Section 23; thence along the West boundary of said Section 23 the following three courses: N 00° 23' 55" W, 60.02 feet; thence N 00° 23' 55" W, 539.77 feet; thence N 00° 15' 16" E, 442.85 feet to the Southeastly Right-of-Way boundary of Mahan Drive (State Road 10, U.S. Highway 90) (200 foot Right-of-Way); thence N 67° 16' 52" E along said Southeastly Right-of-Way boundary, 1344.78 feet to the Northwest corner of said lands described in O.R. Book 4581, page 611, thence S 00° 10' 43" E along the Westerly boundary of said lands, 932.22 feet to the Southwest corner of Lot 1, Block "A" of Preserve at Buck Lake - Phase I, a map or plat as recorded in Plat Book 21, pages 61-66 of the aforesaid records, said corner also marking the POINT OF BEGINNING. From said POINT OF BEGINNING thence N 89° 49' 17" E along the Southerly boundary of said Lot 1, 122.82 feet to the Westerly Right-of-Way boundary of Alban Stewart Way (45 foot Right-of-Way), and a non-tangent curve concave Northeasterly, having a radius of 199.50 feet; thence Southeastly along said curved Right-of-Way through a central angle of 14° 28' 24" for an arc length of 50.40 feet (Chord: S 37° 44' 54" E, 50.26 feet); thence continue along said Westerly Right-of-Way boundary the following five courses: S 44° 59' 06" E, 129.20 feet to a curve to the right, having a radius of 154.50 feet; thence Southeastly along said curve through a central angle of 44° 49' 14" E for an arc length of 120.86 feet (Chord: S 22° 34' 29" E, 117.80 feet); thence S 00° 09' 52" E, 347.48 feet; thence N 81° 27' 03" W, 20.39 feet; thence S 53° 41' 30" W, 15.43 feet to the Southerly boundary of said lands described in O.R. Book 4581, page 611 Northeasterly Right-of-Way boundary of Buck Lake Road (Variable Width Right-of-Way); thence N 81° 28' 10" W along said Southerly boundary and said Northeasterly Right-of-Way boundary, 156.36 feet to a non-tangent curve concave Southwesterly, having a radius of 3871.33 feet; thence Northwesterly along said Southerly boundary, said Northeasterly Right-of-Way boundary, and said curve through a central angle of 01° 31' 35" for an arc length of 103.13 feet (Chord: N 82° 15' 21" W, 103.13 feet) to the Southwest corner of said lands; thence leaving said Northeasterly Right-of-Way boundary, N 00° 10' 43" W along said Westerly boundary of said lands, 556.02 feet to the POINT OF BEGINNING.

Containing 3.46 acres, more or less.

HAS CAUSED SAID LANDS TO BE DIVIDED AND SUBDIVIDED AS SHOWN HEREON AND DO HEREBY DEDICATE THE FOLLOWING:

TO THE PERPETUAL USE OF THE PUBLIC UTILITIES THE UTILITY EASEMENTS AS SHOWN AND DEPICTED HEREON.

TO THE PERPETUAL USE OF THE PUBLIC ROADS AND ROAD RIGHT-OF-WAYS, PUBLIC DRAINAGE EASEMENTS, AND SIDEWALK EASEMENTS AS SHOWN AND DEPICTED HEREON.

TO THE PERPETUAL USE OF THE PRESERVE AT BUCK LAKE OWNERS ASSOCIATION, INC. THE H.O.A. DRAINAGE EASEMENTS, AND LANDSCAPE BUFFERS AS SHOWN AND DEPICTED HEREON.

RESERVING, HOWEVER, THE REVERSION OR REVERSIONS THEREOF SHOULD THE SAME BE RENOUNCED, DISCLAIMED, ABANDONED OR THE USE THEREOF DISCONTINUED OR PRESCRIBED BY LAW BY APPROPRIATE OFFICIAL ACTION OF THE PROPER OFFICIALS HAVING CHARGE OR JURISDICTION THEREOF.

PRESERVE HOMES, LLC

Richard L. Singletary, Jr., as Managing Member of Singletary Holdings, LLC Witness Witness

ACKNOWLEDGMENT:

State of Florida
County of Leon

The foregoing was acknowledged before me this _____ day of _____, 2016 by Richard L. Singletary, Jr., who is personally known to me or who has produced _____ as identification and who did (did not) take an oath.

Notary Public, State of Florida (Notary Stamp)

My Commission Expires _____

COUNTY COMMISSION:
APPROVED AND JOINED IN BY THE BOARD OF COUNTY COMMISSIONERS OF LEON COUNTY, FLORIDA THIS _____ DAY OF _____, 2016.

CHAIRMAN

COUNTY ATTORNEY

COUNTY ENGINEER

CLERK OF THE CIRCUIT COURT:
ACCEPTED FOR THE FILES AND RECORDED THIS _____ DAY OF _____, 2016, IN PLAT BOOK _____, PAGE _____ OF THE PUBLIC RECORDS OF LEON COUNTY, FLORIDA.

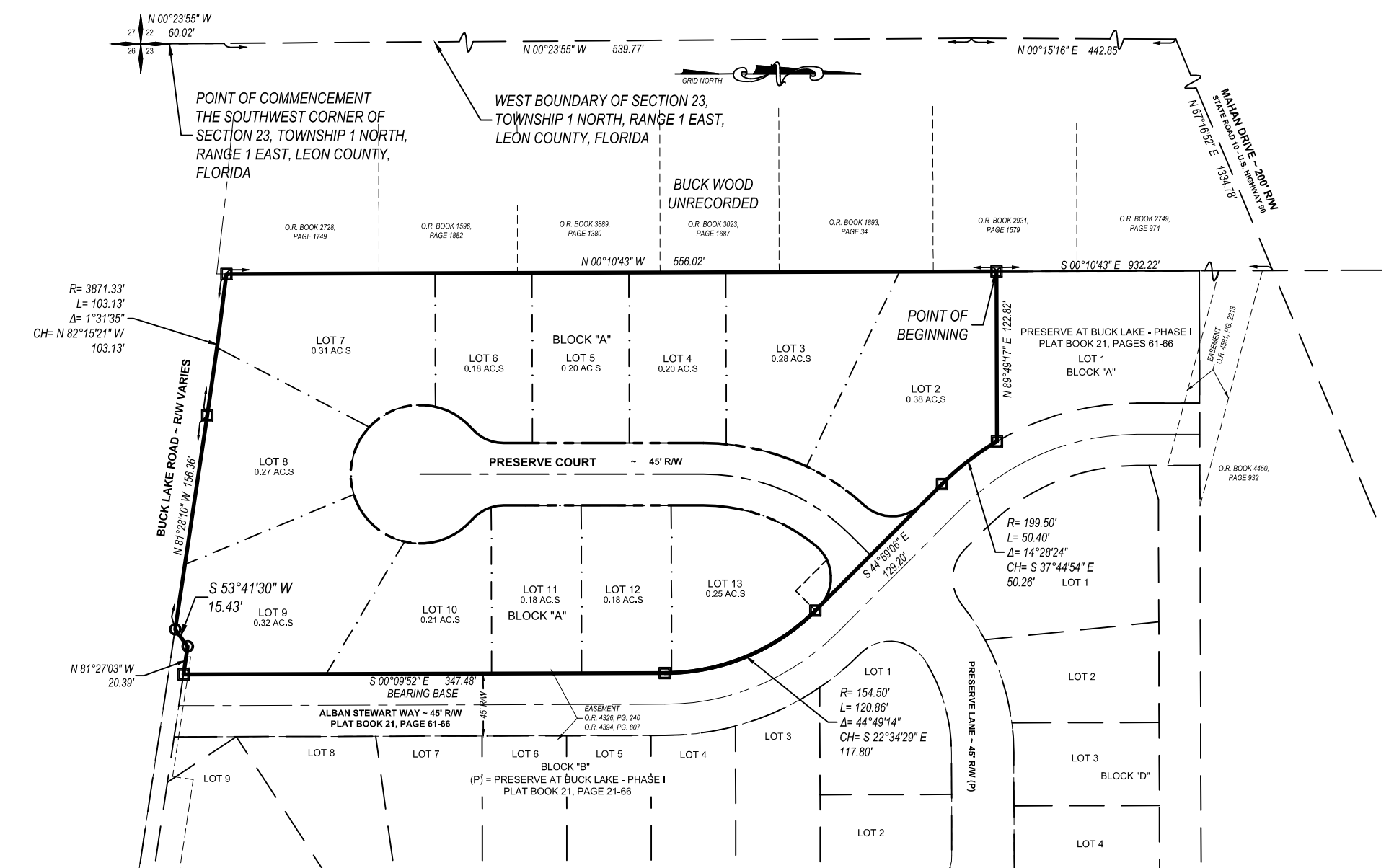
BY: _____
CLERK OF THE CIRCUIT COURT, LEON COUNTY, FLORIDA (SEAL)

SITE PLAN REVIEW APPROVAL:
THIS PLAT CONFORMS TO THE SITE PLAN APPROVED BY THE BOARD OF COUNTY COMMISSIONERS OF LEON COUNTY, FLORIDA THIS _____ DAY OF _____, 2016 A.D.

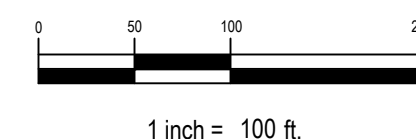
LEON COUNTY DEVELOPMENT SUPPORT AND ENVIRONMENTAL SERVICES

MAINTENANCE STATEMENT:
All roads, street, common areas and facilities, easements including drainage easements, and rights-of-way providing ingress and egress to the property hereon described, except for the following: Roads and road right-of-ways, public drainage easements, and sidewalk easements, shall be maintained by Preserve At Buck Lake Owners Association, Inc. and Leon County is not responsible for the maintenance of the above.

Moore Bass Consulting



GRAPHIC SCALE



STANDARD ABBREVIATIONS:	
#000	PROFESSIONAL LAND SURVEY CERTIFICATE
C/L	CENTERLINE
CH	CHORD BEARING AND DISTANCE
C.O.T.	CITY OF TALLAHASSEE
Δ	DELTA OR CENTRAL ANGLE
E	EAST
FCM	FOUND 4"x4" CONCRETE MONUMENT
FIP	FOUND IRON PIPE (AS LABELED)
FIR	FOUND IRON ROD (AS LABELED)
FIRC	FOUND IRON ROD W/ CAP (AS LABELED)
FNC	FOUND NAIL IN CAP (AS LABELED)
FND	FOUND
FPIP	FOUND PINCHED IRON PIPE (AS LABELED)
GPS	GLOBAL POSITIONING SYSTEM
H.O.A.	PRESERVE AT BUCK LAKE OWNERS ASSOCIATION, INC.
I.D.	IDENTIFICATION
L	ARC LENGTH
N	NORTH
O.R./P.G.	OFFICIAL RECORDS BOOK AND PAGE
P.B./P.G.	PLAT BOOK AND PAGE
P.O.B.	POINT OF BEGINNING
P.O.C.	POINT OF COMMENCEMENT
PCP	PERMANENT CONTROL POINT
PRM	PERMANENT REFERENCE MONUMENT
R	RANGE
R-	RADIUS
R/W	RIGHT-OF-WAY
S	SOUTH
SCM	SET 4"x4" CONCRETE MONUMENT LB#7245
SEC.	SECTION
SIRC	SET 1/2" IRON ROD W/ CAP LB#7245
SNC	SET NAIL IN 1" CAP LB#7245
SWMF	STORMWATER MANAGEMENT FACILITY
T	TOWNSHIP
W	WEST
°	DEGREES
'	MINUTES/FEET
"	SECONDS/INCHES

SURVEYOR'S CERTIFICATE:
I HEREBY CERTIFY THAT THIS SURVEY WAS MADE UNDER MY RESPONSIBLE DIRECTION AND SUPERVISION, IS A CORRECT REPRESENTATION OF THE LAND SURVEYED, THAT THE PERMANENT REFERENCE MONUMENTS AND PERMANENT CONTROL POINTS HAVE BEEN SET AND THAT THE SURVEY DATA AND MONUMENTATION COMPLIES WITH BOTH CHAPTER 177, PART 1, PLATTING, OF THE FLORIDA STATUTES AND WITH THE STANDARDS OF PRACTICE FOR LAND SURVEYING IN THE STATE OF FLORIDA (F.A.C. 5J-17).

LARRY D. DAVIS
REGISTERED FLORIDA SURVEYOR NO. 5254
MOORE BASS CONSULTING 805 NORTH GADSDEN STREET
TALLAHASSEE, FLORIDA 32303 LICENSED BUSINESS NO. 7245

SHEET 1/2

C:\Projects\GIS\007\Workfiles\SURVEY\Record\Phase\IC589_007_P2_RP.dwg, plot: 1, btoprint.com, Aug 19, 2016 - 8:41:57am

NOTICE:
THIS PLAT, AS RECORDED IN ITS GRAPHIC FORM, IS THE OFFICIAL DEPICTION OF THE SUBDIVIDED LANDS DESCRIBED HEREIN AND WILL IN NO CIRCUMSTANCES BE SUPPLANTED IN AUTHORITY BY ANY OTHER GRAPHIC OR DIGITAL FORM OF THE PLAT. THERE MAY BE ADDITIONAL RESTRICTIONS THAT ARE NOT RECORDED ON THIS PLAT THAT MAY BE FOUND IN THE PUBLIC RECORDS OF THIS COUNTY.

- SYMBOL LEGEND:**
- FOUND IRON ROD AS LABELED
 - FOUND 4X4 CONCRETE MONUMENT (PRM) (#7245) (UNLESS LABELED OTHERWISE)
 - SET PRM (PERMANENT REFERENCE MONUMENT):
 - ▲ 4"x4" CONCRETE MONUMENT (#7245) (UNLESS LABELED OTHERWISE)
 - ▲ SET PCP (PERMANENT CONTROL POINT):
 - ▲ NAIL & CAP (#7245)
 - SET 1/2" IRON ROD W/CAP (#7245)
 - ▲ SET NAIL & CAP (#7245)

- MONUMENT LEGEND:**
- PRM ○ ALL PERMANENT REFERENCE MONUMENTS ARE MARKED WITH A 4"x4" CONCRETE MONUMENT HAVING A METAL CAP AS SHOWN, UNLESS NOTED OTHERWISE.
 - PCP ○ ALL PERMANENT CONTROL POINTS ARE MARKED WITH A NAIL HAVING A METAL CAP AS SHOWN, UNLESS NOTED OTHERWISE.
 - LB #7245 ○ M.B.C. ALL INTERIOR CORNERS ARE MARKED WITH A 1/2" IRON ROD HAVING A PLASTIC CAP AS SHOWN, UNLESS NOTED OTHERWISE.

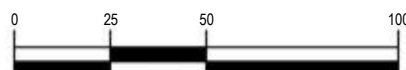


VICINITY MAP
NOT TO SCALE

Moore Bass
CONSULTING
TALLAHASSEE ATLANTA

805 N. GADSDEN STREET TALLAHASSEE, FL 32303 TELEPHONE (850) 222-5678
CERTIFICATE OF AUTHORIZATION NO. 0000745
WWW.MOOREBASS.COM

GRAPHIC SCALE



1 inch = 50 ft.

PRESERVE AT BUCK LAKE - PHASE II

SUBDIVISION LYING IN SECTION 23; TOWNSHIP 1 NORTH; RANGE 1 EAST; LEON COUNTY, FLORIDA

PLAT BOOK _____ PAGE _____

NOTICE:
THIS PLAT, AS RECORDED IN ITS GRAPHIC FORM, IS THE OFFICIAL DEPICTION OF THE SUBDIVIDED LANDS DESCRIBED HEREIN AND WILL IN NO CIRCUMSTANCES BE SUPPLANTED IN AUTHORITY BY ANY OTHER GRAPHIC OR DIGITAL FORM OF THE PLAT. THERE MAY BE ADDITIONAL RESTRICTIONS THAT ARE NOT RECORDED ON THIS PLAT THAT MAY BE FOUND IN THE PUBLIC RECORDS OF THIS COUNTY.

- SYMBOL AND HATCH LEGEND:**
- FOUND IRON ROD AS LABELED
 - FOUND 4X4 CONCRETE MONUMENT (PRM) (#7245) (UNLESS LABELED OTHERWISE)
 - SET PRM (PERMANENT REFERENCE MONUMENT): 4"x4" CONCRETE MONUMENT (#7245) (UNLESS LABELED OTHERWISE)
 - ▲ SET PCP (PERMANENT CONTROL POINT): NAIL & CAP (#7245)
 - SET 1/2" IRON ROD W/CAP (#7245)
 - △ SET NAIL & CAP (#7245)

- MONUMENT LEGEND:**
- ALL PERMANENT REFERENCE MONUMENTS ARE MARKED WITH A 4"x4" CONCRETE MONUMENT HAVING A METAL CAP AS SHOWN, UNLESS NOTED OTHERWISE.
 - ALL PERMANENT CONTROL POINTS ARE MARKED WITH A NAIL HAVING A METAL CAP AS SHOWN, UNLESS NOTED OTHERWISE.
 - ALL INTERIOR CORNERS ARE MARKED WITH A 1/2" IRON ROD HAVING A PLASTIC CAP AS SHOWN, UNLESS NOTED OTHERWISE.

- STANDARD ABBREVIATIONS:**
- BOOK PROFESSIONAL LAND SURVEY CERTIFICATE
 - CL CENTERLINE
 - CH CHORD BEARING AND DISTANCE
 - C.O.T. CITY OF TALLAHASSEE
 - Δ DELTA OR CENTRAL ANGLE
 - E EAST
 - FCM FOUND 4"x4" CONCRETE MONUMENT
 - FIP FOUND IRON PIPE (AS LABELED)
 - FIR FOUND IRON ROD (AS LABELED)
 - FIRC FOUND IRON ROD W/ CAP (AS LABELED)
 - FNC FOUND NAIL IN CAP (AS LABELED)
 - FND FOUND
 - FPP FOUND PINCHED IRON PIPE (AS LABELED)
 - GPS GLOBAL POSITIONING SYSTEM
 - H.O.A. PRESERVE AT BUCK LAKE OWNERS ASSOCIATION, INC.
 - ID. IDENTIFICATION
 - L ARC LENGTH
 - N NORTH
 - O.R./PG. OFFICIAL RECORDS BOOK AND PAGE
 - P.B./PG. PLAT BOOK AND PAGE
 - P.O.B. POINT OF BEGINNING
 - P.O.C. POINT OF COMMENCEMENT
 - P.C.C. POINT OF COMPOUND CURVE
 - PCP PERMANENT CONTROL POINT
 - PRM PERMANENT REFERENCE MONUMENT
 - R RADIUS
 - R/W RIGHT-OF-WAY
 - S SOUTH
 - SCM SET 4"x4" CONCRETE MONUMENT LB#7245
 - SEC. SECTION
 - SIRC SET 1/2" IRON ROD W/ CAP LB#7245
 - SNC SET NAIL IN 1" CAP LB#7245
 - SMC STORMWATER MANAGEMENT FACILITY
 - SWMF TOWNSHIP
 - T WEST
 - ° DEGREES
 - ' MINUTES/FEET
 - " SECONDS/INCHES

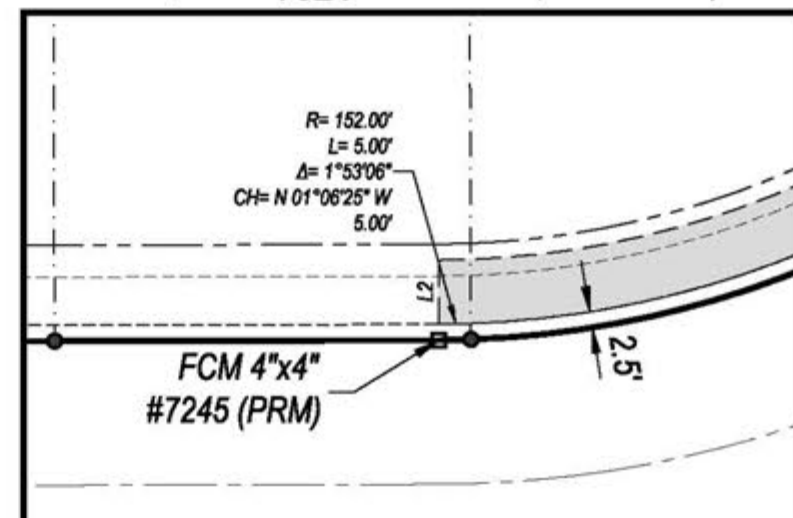
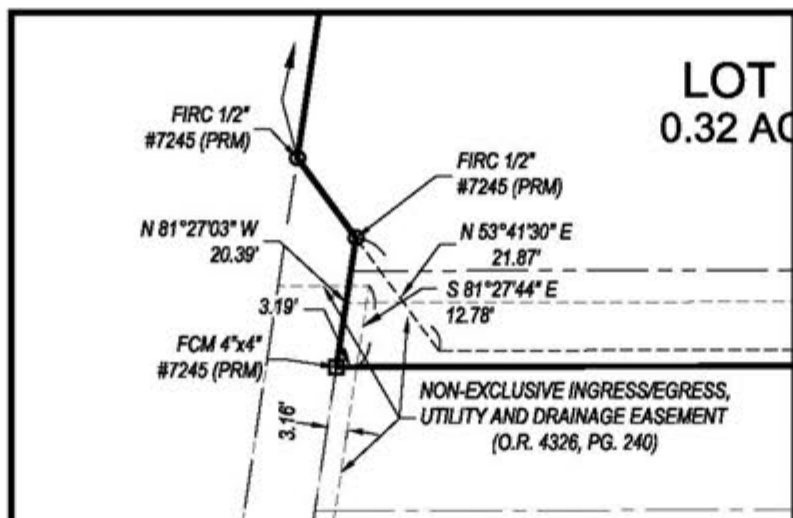
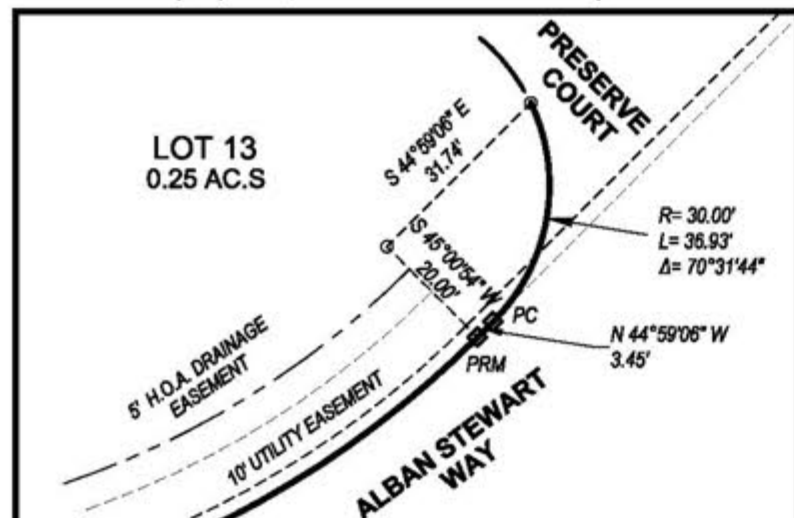
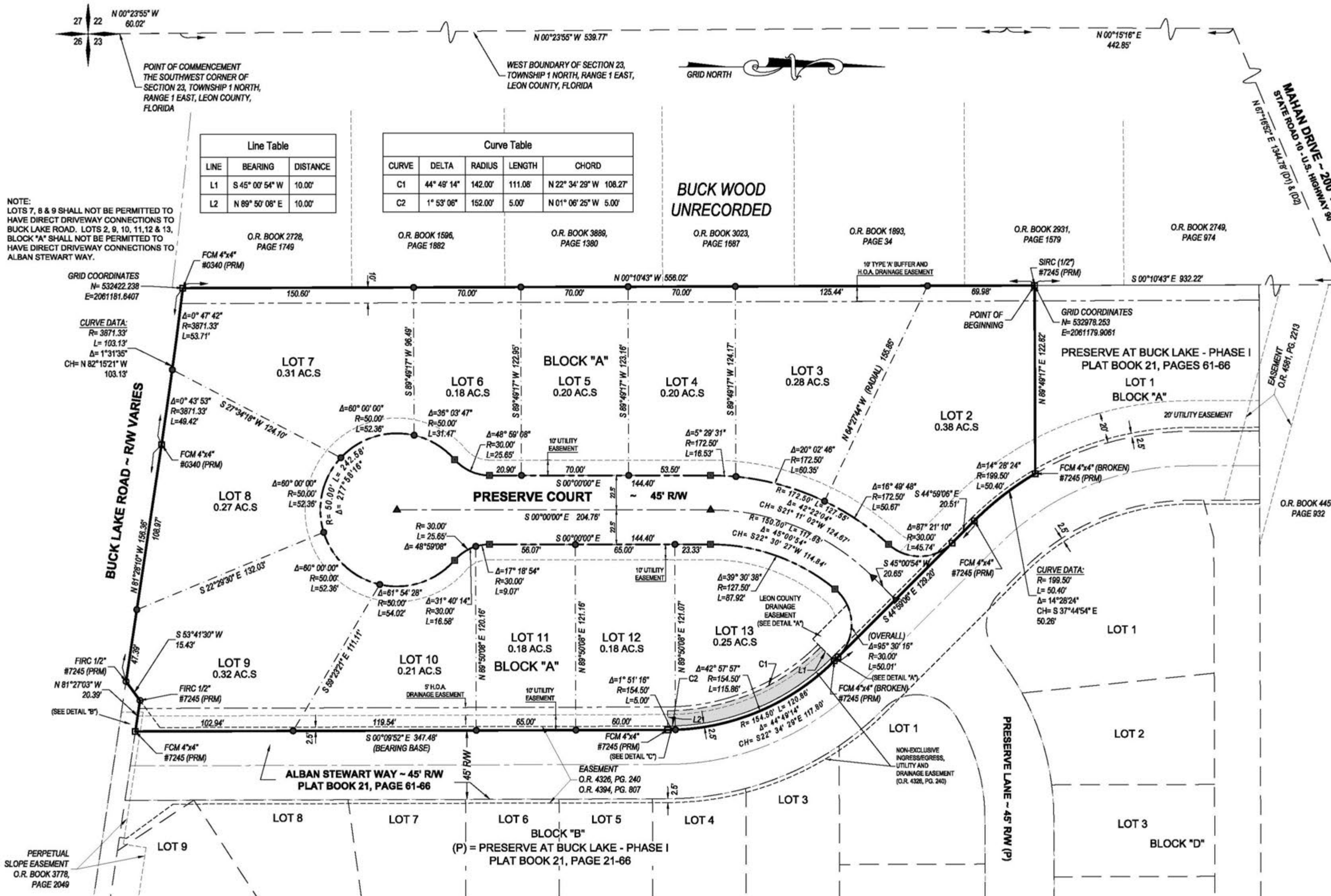
NOTE:
LOTS 7, 8 & 9 SHALL NOT BE PERMITTED TO HAVE DIRECT DRIVEWAY CONNECTIONS TO BUCK LAKE ROAD. LOTS 2, 9, 10, 11, 12 & 13, BLOCK "A" SHALL NOT BE PERMITTED TO HAVE DIRECT DRIVEWAY CONNECTIONS TO ALBAN STEWART WAY.

GRID COORDINATES
N= 532422.238
E= 2061181.6407

CURVE DATA:
R= 3871.33'
L= 103.13'
Δ= 1°31'35"
CH= N 82°15'21" W 103.13'

LINE	BEARING	DISTANCE
L1	S 45° 00' 54" W	10.00'
L2	N 89° 50' 08" E	10.00'

CURVE	DELTA	RADIUS	LENGTH	CHORD
C1	44° 49' 14"	142.00'	111.06'	N 22° 34' 29" W 108.27'
C2	1° 53' 06"	152.00'	5.00'	N 01° 06' 25" W 5.00'



SURVEYOR'S CERTIFICATE:
I HEREBY CERTIFY THAT THIS SURVEY WAS MADE UNDER MY RESPONSIBLE DIRECTION AND SUPERVISION, IS A CORRECT REPRESENTATION OF THE LAND SURVEYED, THAT THE PERMANENT REFERENCE MONUMENTS AND PERMANENT CONTROL POINTS HAVE BEEN SET AND THAT THE SURVEY DATA AND MONUMENTATION COMPLIES WITH BOTH CHAPTER 177, PART 1, PLATTING OF THE FLORIDA STATUTES AND WITH THE STANDARDS OF PRACTICE FOR LAND SURVEYING IN THE STATE OF FLORIDA (S.J. 17).

LARRY D. DAVIS
REGISTERED FLORIDA SURVEYOR NO. 5254
MOORE BASS CONSULTING 805 NORTH GADSDEN STREET
TALLAHASSEE, FLORIDA 32303 LICENSED BUSINESS NO. 7245

SHEET
2/2

This Instrument prepared by:
Herbert W.A. Thiele, Esq., County Attorney
Leon County Attorney's Office
301 South Monroe Street, Suite 202
Tallahassee, Florida 32301

MAINTENANCE AGREEMENT

THIS AGREEMENT, made and entered into this _____ day of _____, 2016, between ^{Preserve Home LLC PC} (developer's name) a Florida corporation, whose mailing address is hereinafter called the Developer, and **LEON COUNTY, FLORIDA**, a charter county and a political subdivision of the State of Florida, hereinafter called the County.

WHEREAS, the Developer has heretofore presented a map or plat of **Preserve At Buck Lake Phase II** to the Board of County Commissioners of Leon County, Florida, which map or plat was approved by said Board subject to the construction and paving of the roads and streets and installation of all drainage facilities therein and after the construction and paving of said roads and streets and installation of all drainage facilities the execution of a Maintenance Agreement by the Developer to reimburse the County for any defects in materials and workmanship in the construction and paving of said roads and streets, and installations of all drainage facilities; and

WHEREAS, said roads and streets in said subdivision have been constructed and paved and drainage facilities installed in accordance with plans and specifications prescribed by the County, and said roads and streets, and all drainage facilities having been approved by the County;

PERFORMANCE OF THIS AGREEMENT by the Developer shall be secured by a (*specify Surety Bond/Irrevocable Letter of Credit/Certificate of Deposit*) in the amount of **\$25,976.00** with surety thereon approved by the County.

NOW, THEREFORE, THIS AGREEMENT WITNESSETH: That the Developer for and in consideration of the sum of Ten Dollars (\$10.00) and other valuable considerations to them in hand paid by the County, the receipt whereof is hereby acknowledged, contract and agree to reimburse the County for all expenses that might be incurred by the County because of any defects in materials and/or workmanship in the construction and paving of said road, and streets, and installation of all drainage facilities in **Preserve At Buck Lake Phase II** that become apparent within two (2) years from date of this agreement.

IN WITNESS WHEREOF the Developer has hereunto caused their (its) name(s) to be signed and the County has caused its name to be signed by its Chairman of its Board of County Commissioners, and its seal affixed by the Clerk of said Board, the day and year first above written.

(Witnesses)

Al Jal (signature)
Alison Taber (printed name)
Sarah Bauserman (signature)
Sarah Bauserman (printed name)

(Developer's name)

[Signature] (Seal)
Mgmt (Print name)

STATE OF FLORIDA
COUNTY OF LEON

The foregoing instrument was acknowledged before me this 4th, day of August, 2016, by Porter Chandler who is personally known to me, or has produced _____ as identification.

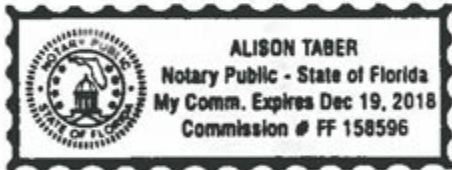
NOTARY PUBLIC

Signature Al Jal

Typed or Printed Name _____

Commission Number _____

My Commission expires _____



LEON COUNTY, FLORIDA

BY: _____

Bill Proctor, Chairman
Board of County Commissioners

ATTEST:

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

BY: _____

APPROVED AS TO FORM:
Leon County Attorney's Office

BY: _____

Herbert W.A. Thiele, Esq.

FLORIDA BAR ASSOCIATION PRESERVATION OF RECORDS

POWER OF ATTORNEY

INTERNATIONAL FIDELITY INSURANCE COMPANY ALLEGHENY CASUALTY COMPANY

ONE NEWARK CENTER, 20TH FLOOR NEWARK, NEW JERSEY 07102-5207

KNOW ALL MEN BY THESE PRESENTS: That INTERNATIONAL FIDELITY INSURANCE COMPANY, a corporation organized and existing under the laws of the State of New Jersey, and ALLEGHENY CASUALTY COMPANY a corporation organized and existing under the laws of the State of Pennsylvania, having their principal office in the City of Newark, New Jersey, do hereby constitute and appoint

RICHARD K. PRESSLEY, ROBERT K. BACON, PHILLIP E. BACON, JOHN R. NYLEN JR.,
VAN A. MADSEN, ROBERT J. NYLEN

Tallahassee, FL.

their true and lawful attorney(s)-in-fact to execute, seal and deliver for and on its behalf as surety, any and all bonds and undertakings, contracts of indemnity and other writings obligatory in the nature thereof, which are or may be allowed, required or permitted by law, statute, rule, regulation, contract or otherwise and the execution of such instrument(s) in pursuance of these presents, shall be as binding upon the said INTERNATIONAL FIDELITY INSURANCE COMPANY and ALLEGHENY CASUALTY COMPANY, as fully and amply, to all intents and purposes, as if the same had been duly executed and acknowledged by their regularly elected officers at their principal offices.

This Power of Attorney is executed, and may be revoked, pursuant to and by authority of the By-Laws of INTERNATIONAL FIDELITY INSURANCE COMPANY and ALLEGHENY CASUALTY COMPANY and is granted under and by authority of the following resolution adopted by the Board of Directors of INTERNATIONAL FIDELITY INSURANCE COMPANY at a meeting duly held on the 20th day of July, 2010 and by the Board of Directors of ALLEGHENY CASUALTY COMPANY at a meeting duly held on the 15th day of August, 2000:

"RESOLVED, that (1) the President, Vice President, or Secretary of the Corporation shall have the power to appoint, and to revoke the appointments of, Attorneys-in-Fact or agents with power and authority as defined or limited in their respective powers of attorney, and to execute on behalf of the Corporation and affix the Corporation's seal thereto, bonds, undertakings, recognizances, contracts of indemnity and other written obligations in the nature thereof or related thereto; and (2) any such Officers of the Corporation may appoint and revoke the appointments of joint-control custodians, agents for acceptance of process, and Attorneys-in-fact with authority to execute waivers and consents on behalf of the Corporation; and (3) the signature of any such Officer of the Corporation and the Corporation's seal may be affixed by facsimile to any power of attorney or certification given for the execution of any bond, undertaking, recognizance, contract of indemnity or other written obligation in the nature thereof or related thereto, such signature and seals when so used whether heretofore or hereafter, being hereby adopted by the Corporation as the original signature of such officer and the original seal of the Corporation, to be valid and binding upon the Corporation with the same force and effect as though manually affixed."

IN WITNESS WHEREOF, INTERNATIONAL FIDELITY INSURANCE COMPANY and ALLEGHENY CASUALTY COMPANY have each executed and attested these presents on this 12th day of March, 2012.



STATE OF NEW JERSEY
County of Essex

ROBERT W. MINSTER
Executive Vice President/Chief Operating Officer
(International Fidelity Insurance Company)
and President (Allegheny Casualty Company)

On this 12th day of March 2012, before me came the individual who executed the preceding instrument, to me personally known, and, being by me duly sworn, said he is the therein described and authorized officer of INTERNATIONAL FIDELITY INSURANCE COMPANY and ALLEGHENY CASUALTY COMPANY; that the seals affixed to said instrument are the Corporate Seals of said Companies; that the said Corporate Seals and his signature were duly affixed by order of the Boards of Directors of said Companies.

IN TESTIMONY WHEREOF, I have hereunto set my hand affixed my Official Seal, at the City of Newark, New Jersey the day and year first above written.



A NOTARY PUBLIC OF NEW JERSEY
My Commission Expires Mar. 27, 2014

CERTIFICATION

I, the undersigned officer of INTERNATIONAL FIDELITY INSURANCE COMPANY and ALLEGHENY CASUALTY COMPANY do hereby certify that I have compared the foregoing copy of the Power of Attorney and affidavit, and the copy of the Sections of the By-Laws of said Companies as set forth in said Power of Attorney, with the originals on file in the home office of said companies, and that the same are correct transcripts thereof, and of the whole of the said originals, and that the said Power of Attorney has not been revoked and is now in full force and effect.

IN TESTIMONY WHEREOF, I have hereunto set my hand this 4th day of August 2016

MARIA BRANCO, Assistant Secretary



Leon County

Board of County Commissioners

801 South Monroe Street, Tallahassee, Florida 32301
(850) 606-5302 www.leoncountyfl.gov

Commissioners

BILL PROCTOR
District 1

JANE G. SAULS
District 2

JOHN DAILEY
District 3

BRYAN DESLOGE
District 4

KRISTIN DOZIER
District 5

MARY ANN LINDLEY
At-Large

NICK MADDOX
At-Large

VINCENT S. LONG
County Administrator

HERBERT W.A. THIELE
County Attorney

Department of Development Support and
Environmental Management
Development Services
435 N. Macomb Street, Renaissance Bldg. 2nd Floor
Tallahassee, Florida 32301
Phone (850) 606-1300

February 18, 2014

Edward Bass, P.E.
Moore Bass Consulting
805 North Gadsden Street
Tallahassee, FL 32303

**RE: DRC Approval of Major Modification to Preserve at Buck Lake
Type "B" Site and Development Plan (LSP130026)
Tax Parcel Identification Number: 11-23-20-401-0000**

Dear Mr. Bass:

The referenced project has been approved by the Development Review Committee (DRC) in accordance with Section 10-7.411 of the Leon County Land Development Code (LDC), *Modifications to Approved Subdivisions or Site and Development Plans*.

Pursuant to Section 10-7.410 of the Land Development Code, the site and development plan approval shall remain in effect until build-out/completion. However, if observable development has not begun in three years of the date of approval, or if substantial and observable development ceases for a period of three years before the project is complete, the development order will expire. Please note additional three year extensions may be considered with a request for extension and upon demonstration of good faith effort and hardship that is not self-created.

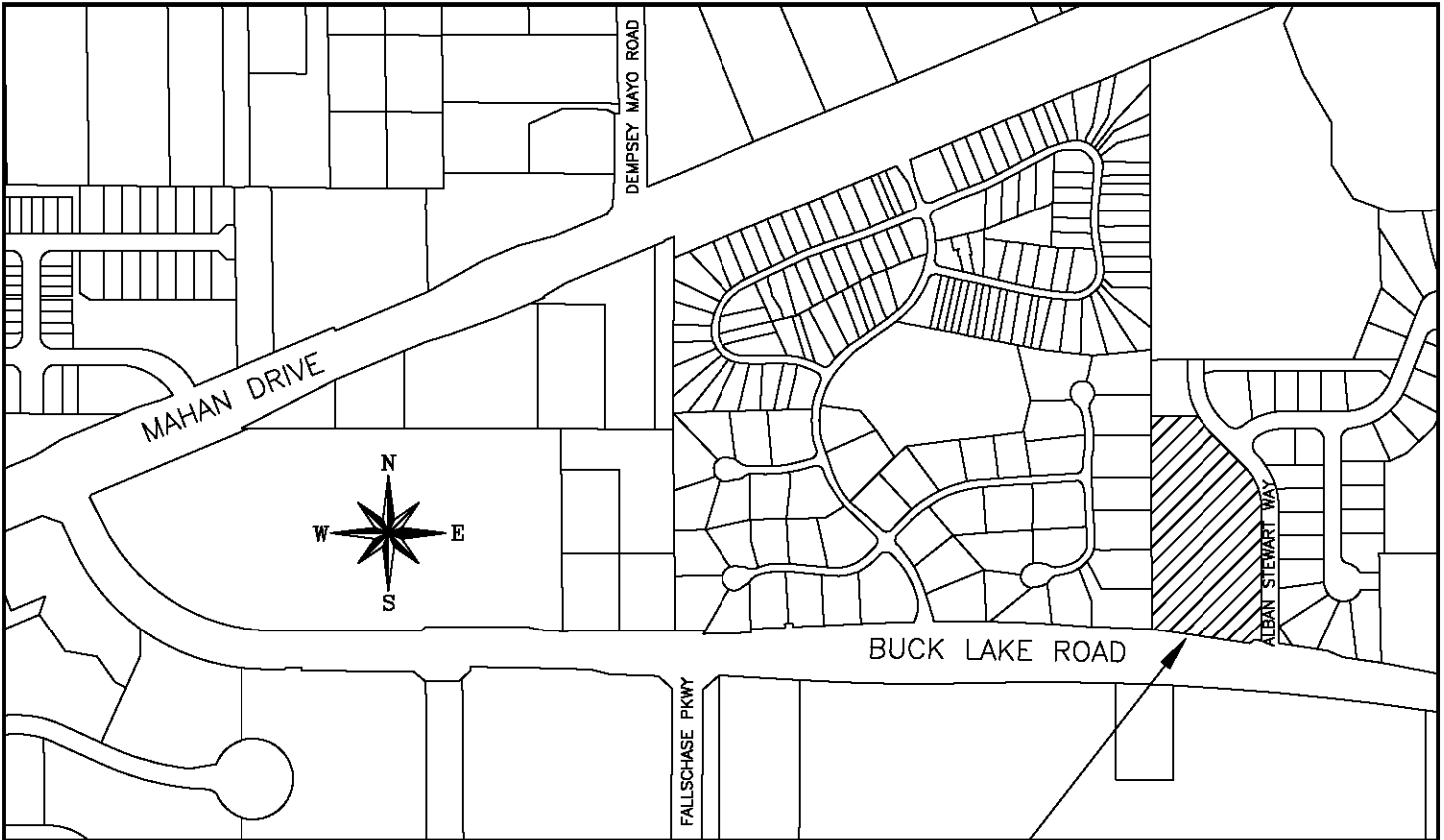
Any modifications to this approval shall be reviewed consistent with the procedures established under Section 10-7.411 of the Land Development Code, *Modifications to Approved Subdivisions or Site and Development Plans*.

Should you have any questions about the DRC approval, please contact me.

Sincerely,

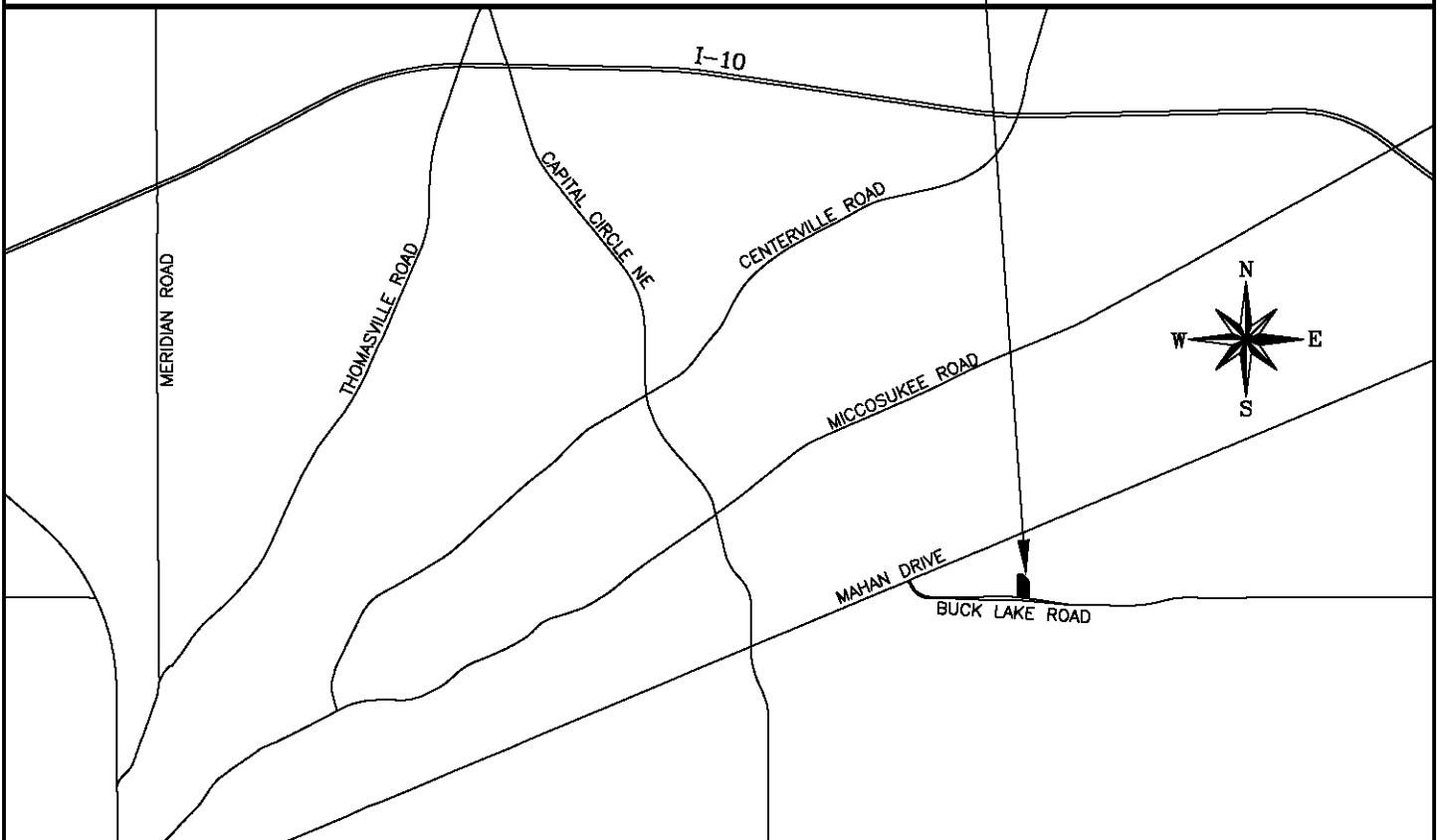
Shawna Martin
Planner II, Development Services

cc: ProjectDox LSP130026



PRESERVE AT BUCK LAKE - PHASE 2

SITE MAP
SCALE 1" = 500'



LOCATION MAP
SCALE 1" = 5000'

**Leon County
Board of County Commissioners**


Notes for Agenda Item #15

Leon County Board of County Commissioners

Cover Sheet for Agenda #15

September 13, 2016

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Approval of the Plat Mills-Livy at Fallschase Subdivision for Recording in the Public Records

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator Ken Morris, Assistant County Administrator Tony Park, P.E., Director, Department of Public Works Robert Mills, Assistant Director of Public Works Charles Wu, P.E., Director of Engineering Services
Lead Staff/ Project Team:	Joseph D. Coleman, P.S.M., County Surveyor

Fiscal Impact:

This item has no fiscal impact to the County.

Staff Recommendations:

Option #1: Approve the plat of Mills-Livy at Fallschase Subdivision, for recording in the Public Records (Attachment #1), contingent upon staff's final review and approval.

Report and Discussion

Background:

As per Ordinance No. 07-20, plats submitted to the Board of County Commissioners for approval have met all requirements and have been certified by the County Engineer. Once approved, the original approved plat will be forwarded to the Clerk of Court for recording in the public records.

Mills-Livy at Fallschase, a Private Commercial Subdivision, was approved by the Development Review Committee as a Type "B" site and development plan on August 24, 2016 (Attachment #2). The development being platted consists of 14.05 acres containing three commercial lots.

The Subdivision is a replat of Lot 7 of Fallschase Center Subdivision as recorded in Plat Book 21, pages 10-17 of the Public Records.

Analysis:

Mills-Livy at Fallschase Subdivision is located in Sections 26 & 27; Township 1 North; Range 1 East, on the south side of Buck Lake Road and at the Fallschase Parkway Intersection as reflected on the location map (Attachment #3).

The Subdivision creates three commercial lots from a single commercial parcel. Since the development is a private subdivision, a re-plat solely for the purpose of dividing an existing lot into three lots which does not contain any roadways, neither a Performance Agreement nor Maintenance Agreement is required.

As of the date of the preparation of this agenda, the final plat of the Subdivision is still under review by the appropriate departments and agencies. Staff recommends the Board accept the plat and approve recording upon completion of staff's final review and approval. Should there be a need for any substantive change in the plat; staff will resubmit it to the Board at a future regularly scheduled meeting for ratification.

The developer is requesting the Board's approval, prior to final review being completed, due to date-sensitive contractual obligations. Staff will not record the plat until final review and approval by all appropriate Departments.

Options:

1. Approve the plat of Mills-Livy at Fallschase Subdivision for recording in the Public Records (Attachment #1), contingent upon staff's final review and approval
2. Do not approve the plat of Mills-Livy at Fallschase Subdivision for recording in the Public Records.
3. Board direction.

Recommendation:

Option #1.

Attachments:

1. The Mills-Livy at Fallschase Plat
2. Development Review Letter
3. Location Map



MILLS-LIVY AT FALLSCHASE

A SUBDIVISION LYING IN SECTIONS 26 & 27; TOWNSHIP 1 NORTH; RANGE 1 EAST; LEON COUNTY, FLORIDA
A REPLAT OF LOT 7 OF FALLSCHASE COMMERCIAL CORRECTIVE REPLAT, A SUBDIVISION AS PER MAP OR PLAT
THEREOF RECORDED IN PLAT BOOK 20, PAGES 95-104, PUBLIC RECORDS OF LEON COUNTY, FLORIDA

PLAT BOOK _____, PAGE _____

DEDICATION:
STATE OF FLORIDA
COUNTY OF LEON

KNOW ALL MEN BY THESE PRESENT THAT, CPP FALLSCHASE II, L.L.C., A OHIO LIMITED LIABILITY COMPANY, OWNER IN FEE SIMPLE OF THE LANDS SHOWN HEREON PLATTED AS LOT 7, FALLSCHASE COMMERCIAL CORRECTIVE REPLAT, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

Lot 7, FALLSCHASE COMMERCIAL CORRECTIVE REPLAT, a subdivision as per map or plat thereof recorded in Plat Book 20, Pages 95-104, Public Records of Leon County, Florida.

HAVE CAUSED SAID LANDS TO BE DIVIDED AND SUBDIVIDED AS SHOWN HEREON AND DOES HEREBY DEDICATE THE FOLLOWING:

TO THE FALLSCHASE OWNER'S ASSOCIATION, INC. ALL EASEMENTS DEPICTED HEREON.

RESERVING, HOWEVER, THE REVERSION OR REVERSIONS THEREOF SHOULD THE SAME BE RENOUNCED, DISCLAIMED, ABANDONED OR THE USE THEREOF DISCONTINUED OR PRESCRIBED BY LAW BY APPROPRIATE OFFICIAL ACTION OF THE PROPER OFFICIALS HAVING CHARGE OR JURISDICTION THEREOF.

THIS _____ DAY OF _____, 2016.

CPP FALLSCHASE II, L.L.C., A OHIO LIMITED LIABILITY COMPANY

BY: _____ WITNESS _____ WITNESS _____
ITS: _____

ACKNOWLEDGMENT

STATE OF _____
COUNTY OF _____

THE FOREGOING DEDICATION WAS ACKNOWLEDGED BEFORE ME THIS _____ DAY OF _____, 2016, BY _____ AS _____ OF CPP FALLSCHASE II, L.L.C., A OHIO LIMITED LIABILITY COMPANY. HE IS PERSONALLY KNOWN TO ME OR HAS PRODUCED _____ AS IDENTIFICATION AND WHO DID (DID NOT) TAKE AN OATH.

GIVEN UNDER MY HAND AND OFFICIAL SEAL, THIS THE _____ DAY OF _____, 2016.

NOTARY PUBLIC
MY COMMISSION EXPIRES: _____

SITE PLAN REVIEW APPROVAL:

THIS PLAT CONFORMS TO THE SITE PLAN APPROVED BY THE BOARD OF COUNTY COMMISSIONERS OF LEON COUNTY, FLORIDA THIS _____ DAY OF _____, 2016 A.D.

COMMUNITY DEVELOPMENT DEPARTMENT

PLAT REVIEW APPROVAL:

PLAT REVIEWED FOR COMPLIANCE WITH CHAPTER 177 OF THE FLORIDA STATUTES.
THIS _____ DAY OF _____, 2016 A.D.

JOSEPH D. COLEMAN, P.S.M.
PROFESSIONAL SURVEYOR FLORIDA CERTIFICATE #5590

COUNTY COMMISSION:

APPROVED BY THE BOARD OF COUNTY COMMISSIONERS OF LEON COUNTY, FLORIDA THIS _____ DAY OF _____, 2016.

CHAIRMAN

COUNTY ATTORNEY

COUNTY ENGINEER

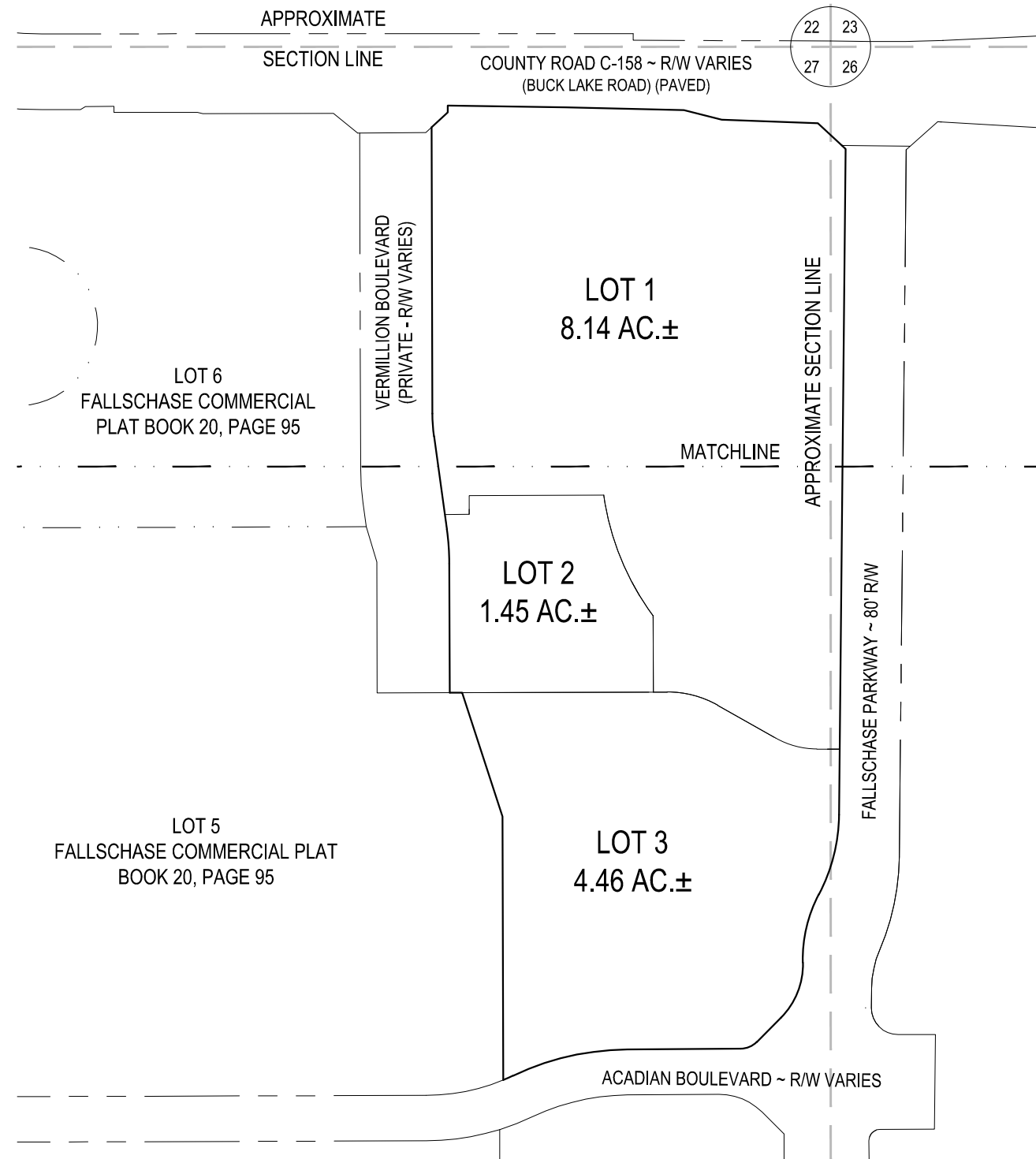
CLERK OF THE CIRCUIT COURT:

ACCEPTED FOR THE FILES AND RECORDED THIS _____ DAY OF _____, 2016, IN PLAT BOOK _____, PAGE _____ OF THE PUBLIC RECORDS OF LEON COUNTY, FLORIDA.

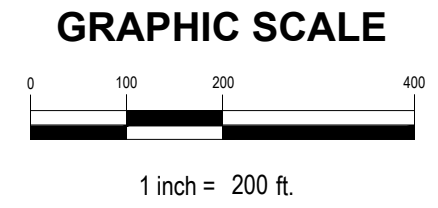
BY: _____
CLERK OF THE CIRCUIT COURT, LEON COUNTY, FLORIDA (SEAL)

NOTICE:

THIS PLAT, AS RECORDED IN ITS GRAPHIC FORM, IS THE OFFICIAL DEPICTION OF THE SUBDIVIDED LANDS DESCRIBED HEREIN AND WILL IN NO CIRCUMSTANCES BE SUPPLANTED IN AUTHORITY BY ANY OTHER GRAPHIC OR DIGITAL FORM OF THE PLAT. THERE MAY BE ADDITIONAL RESTRICTIONS THAT ARE NOT RECORDED ON THIS PLAT THAT MAY BE FOUND IN THE PUBLIC RECORDS OF THIS COUNTY.



JOINDERS IN DEDICATION		
Name	Date	O.R. / Pg.



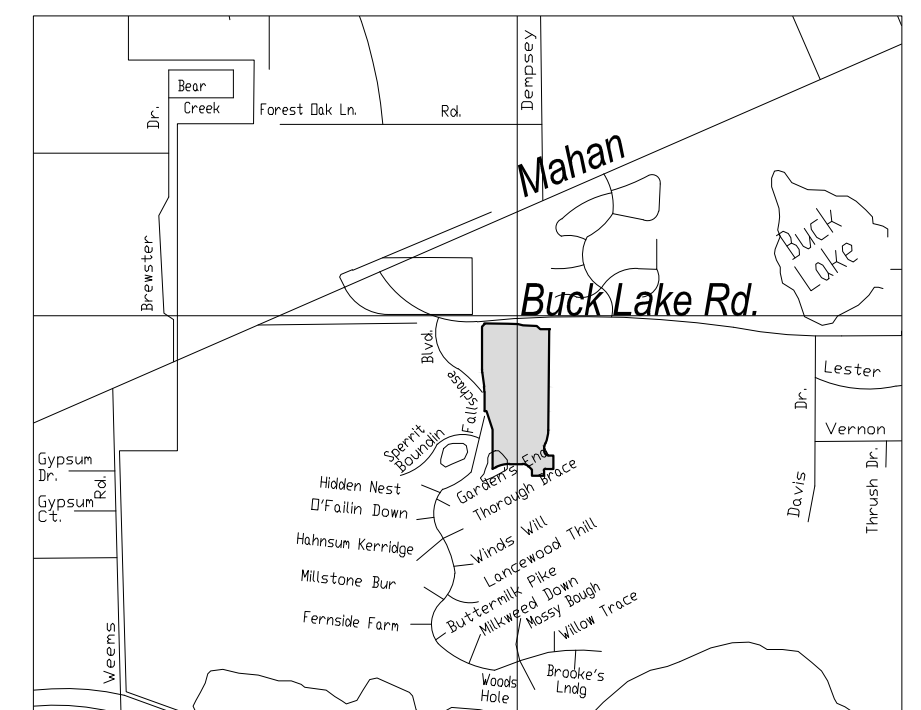
GENERAL NOTES:

- DATE OF BOUNDARY SURVEY MARCH 24, 2016.
- BEARINGS ARE BASED ON THE WEST BOUNDARY OF FALLSCHASE PARKWAY BEING S 00°33'52" W PER PLAT BOOK 20, PAGE 95, PUBLIC RECORDS OF LEON COUNTY, FLORIDA.
- THERE MAY BE ADDITIONAL RESTRICTIONS THAT ARE NOT RECORDED ON THIS PLAT THAT MAY BE FOUND IN THE PUBLIC RECORDS OF LEON COUNTY, FLORIDA.
- TITLE OPINION LETTER FROM GARDNER, BIST, BOWDEN, BUSH, DEE, LaVIA & WRIGHT, P.A., DATED AUGUST 11, 2016 AND SIGNED BY: CHARLES GARDNER.
- ALL PERMANENT CONTROL POINTS AND PERMANENT CONTROL MONUMENTS ARE MARKED AS SHOWN UNLESS OTHERWISE NOTED ON PLAT.
- ALL HORIZONTAL DISTANCES SHOWN HEREON ARE REFERENCED TO U.S. SURVEY FOOT.
- LOTS SHALL NOT BE DIVIDED OR SUBDIVIDED WITHOUT COMPLYING WITH THE PLATTING PROCESS PURSUANT TO CHAPTER 177, FLORIDA STATUTES AND THE LEON COUNTY SUBDIVISION REGULATIONS.
- THE CONSTRUCTION OF PERMANENT STRUCTURES, EXCLUDING DRIVEWAYS, IS PROHIBITED WITHIN DRAINAGE AND UTILITY EASEMENTS.
- FIXED IMPROVEMENTS ON THIS PROPERTY HAVE NOT BEEN LOCATED.
- SECTION 177.091 (28) ALL PLATTED UTILITY EASEMENTS SHALL PROVIDE THAT SUCH EASEMENTS SHALL ALSO BE EASEMENTS FOR THE CONSTRUCTION, INSTALLATION, MAINTENANCE, AND OPERATION OF CABLE TELEVISION SERVICES; PROVIDED, HOWEVER, NO SUCH CONSTRUCTION, INSTALLATION, MAINTENANCE, AND OPERATION OF CABLE TELEVISION SERVICES SHALL INTERFERE WITH THE FACILITIES AND SERVICES OF AN ELECTRIC, TELEPHONE, GAS, OR OTHER PUBLIC UTILITY. IN THE EVENT A CABLE TELEVISION COMPANY DAMAGES THE FACILITIES OF A PUBLIC UTILITY, IT SHALL BE SOLELY RESPONSIBLE FOR THE DAMAGES. THIS SECTION SHALL NOT APPLY TO THOSE PRIVATE EASEMENTS GRANTED TO OR OBTAINED BY A PARTICULAR ELECTRIC, TELEPHONE, GAS, OR OTHER PUBLIC UTILITY. SUCH CONSTRUCTION, INSTALLATION, MAINTENANCE, AND OPERATION SHALL COMPLY WITH THE NATIONAL ELECTRICAL SAFETY CODE AS ADOPTED BY THE FEDERAL PUBLIC SERVICE COMMISSION.
- EASEMENTS WITH COVENANTS AND RESTRICTIONS AFFECTING LAND ARE RECORDED IN OFFICIAL RECORD BOOK 3712, PAGE 1257 OF THE PUBLIC RECORDS OF LEON COUNTY, FLORIDA
- THE PRIVATE RIGHT OF WAYS FOR VERMILLION BOULEVARD SHALL BE DESIGNATED AS UTILITY EASEMENTS.
- THE TEMPORARY RIGHT OF WAY AND EASEMENT AS RECORDED IN OFFICIAL RECORD BOOK 3794, PAGE 2321 OF THE PUBLIC RECORD OF LEON COUNTY FLORIDA SHALL BE SUBORDINATE TO ALL PUBLIC RIGHT OF WAYS.
- SEE SHEETS 4 AND 5 FOR DETAIL OF ADDITIONAL EASEMENTS.
- ALL ROADS, STREETS, OPEN SPACES, COMMON AREAS, AND FACILITIES EASEMENTS, INCLUDING DRAINAGE EASEMENTS, PEDESTRIAN EASEMENTS, ACCESS EASEMENTS, AND RIGHTS-OF-WAY PROVIDING INGRESS AND EGRESS TO THE PROPERTY HEREON DESCRIBED SHALL BE MAINTAINED BY THE FALLSCHASE COMMERCIAL OWNERS ASSOCIATION, INC. LEON COUNTY IS NOT RESPONSIBLE FOR THE MAINTENANCE OF THE ABOVE.

- STANDARD ABBREVIATIONS:**
- LB#000 PROFESSIONAL LAND SURVEY CERTIFICATE
 - C/L CENTERLINE
 - CH CHORD BEARING AND DISTANCE
 - C.O.T. CITY OF TALLAHASSEE
 - Δ= DELTA OR CENTRAL ANGLE
 - E EAST
 - FCM FOUND 4"x4" CONCRETE MONUMENT
 - FIP FOUND IRON PIPE (AS LABELED)
 - FIR FOUND IRON ROD (AS LABELED)
 - FIRC FOUND IRON ROD W/ CAP (AS LABELED)
 - FNC FOUND NAIL IN CAP (AS LABELED)
 - FND FOUND
 - FPIP FOUND PINCHED IRON PIPE (AS LABELED)
 - GPS GLOBAL POSITIONING SYSTEM
 - I.D. IDENTIFICATION
 - L= ARC LENGTH
 - N NORTH
 - O.R./PG. OFFICIAL RECORDS BOOK AND PAGE
 - P.B./PG. PLAT BOOK AND PAGE
 - P.O.B. POINT OF BEGINNING
 - P.O.C. POINT OF COMMENCEMENT
 - PCP PERMANENT CONTROL POINT
 - PRM PERMANENT REFERENCE MONUMENT
 - R- RANGE
 - R= RADIUS
 - ROW R/W - RIGHT-OF-WAY
 - S SOUTH
 - SCM SET 4"x4" CONCRETE MONUMENT LB#7245
 - SEC. SECTION
 - SIRC SET 1/2" IRON ROD W/ CAP LB#7245
 - SNC SET NAIL IN 1" CAP LB#7245
 - SWMF STORMWATER MANAGEMENT FACILITY
 - T- TOWNSHIP
 - W WEST

- SYMBOL AND HATCH LEGEND:**
- FOUND IRON ROD AS LABELED
 - FOUND 4x4 CONCRETE MONUMENT (PRM) (#7245) (UNLESS LABELED OTHERWISE)
 - SET PRM (PERMANENT REFERENCE MONUMENT): 4"x4" CONCRETE MONUMENT (#7245) (UNLESS LABELED OTHERWISE)
 - ▲ SET PCP (PERMANENT CONTROL POINT): NAIL & CAP (#7245)
 - SET 1/2" IRON ROD W/CAP (#7245)

- MONUMENT LEGEND:**
- ALL PERMANENT REFERENCE MONUMENTS ARE MARKED WITH A 4"x4" CONCRETE MONUMENT HAVING A METAL CAP AS SHOWN, UNLESS NOTED OTHERWISE.
 - ALL PERMANENT CONTROL POINTS ARE MARKED WITH A NAIL HAVING A METAL CAP AS SHOWN, UNLESS NOTED OTHERWISE.
 - ALL INTERIOR CORNERS ARE MARKED WITH A 1/2" IRON ROD HAVING A PLASTIC CAP AS SHOWN, UNLESS NOTED OTHERWISE.



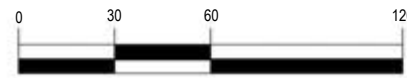
SURVEYOR'S CERTIFICATE:
I HEREBY CERTIFY THAT THIS SURVEY WAS MADE UNDER MY RESPONSIBLE DIRECTION AND SUPERVISION, IS A CORRECT REPRESENTATION OF THE LAND SURVEYED, THAT THE PERMANENT REFERENCE MONUMENTS AND PERMANENT CONTROL POINTS HAVE BEEN SET AND THAT THE SURVEY DATA AND MONUMENTATION COMPLIES WITH BOTH CHAPTER 177, PART 1, PLATTING, OF THE FLORIDA STATUTES AND WITH THE STANDARDS OF PRACTICE FOR LAND SURVEYING IN THE STATE OF FLORIDA (F.A.C. S.J-17).

LARRY D. DAVIS
REGISTERED FLORIDA SURVEYOR NO. 5254
MOORE BASS CONSULTING 805 NORTH GADSDEN STREET, TALLAHASSEE, FLORIDA 32303 LICENSED BUSINESS NO. 7245
SHEET 175

C:\Projects\042\001\Word\042\001-LOT 7-REPLAT.dwg, 1.0, 2016-08-18, 2:37:12pm



GRAPHIC SCALE



1 inch = 60 ft.

MILLS-LIVY AT FALLSCHASE

A SUBDIVISION LYING IN SECTIONS 26 & 27; TOWNSHIP 1 NORTH; RANGE 1 EAST; LEON COUNTY, FLORIDA
A REPLAT OF LOT 7 OF FALLSCHASE COMMERCIAL, A SUBDIVISION AS PER MAP OR PLAT THEREOF RECORDED IN
PLAT BOOK 20, PAGES 95-104, PUBLIC RECORDS OF LEON COUNTY, FLORIDA

PLAT BOOK _____ PAGE _____

NOTICE:
THIS PLAT, AS RECORDED IN ITS GRAPHIC FORM, IS THE OFFICIAL
DESCRIPTION OF THE SUBDIVIDED LANDS DESCRIBED HEREIN AND WILL
IN NO CIRCUMSTANCES BE SUPPLANTED IN AUTHORITY BY ANY
OTHER GRAPHIC OR DIGITAL FORM OF THE PLAT. THERE MAY BE
ADDITIONAL RESTRICTIONS THAT ARE NOT RECORDED ON THIS PLAT
THAT MAY BE FOUND IN THE PUBLIC RECORDS OF THIS COUNTY.

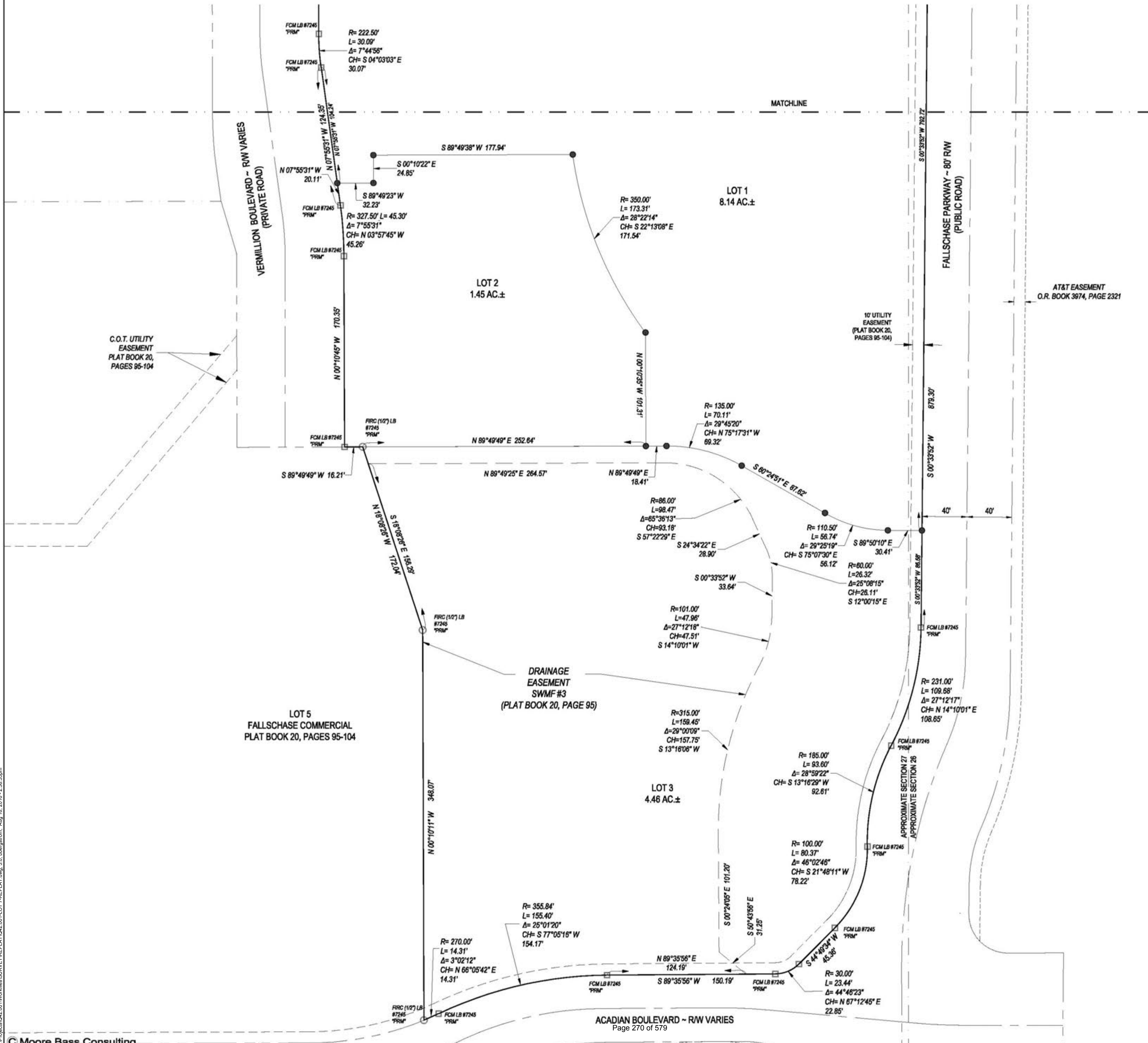
- SYMBOL AND HATCH LEGEND:**
- FOUND IRON ROD AS LABELED
 - FOUND 4x4 CONCRETE MONUMENT (PRM) (#7245) (UNLESS LABELED OTHERWISE)
 - SET PRM (PERMANENT REFERENCE MONUMENT): 4"x4" CONCRETE MONUMENT (#7245) (UNLESS LABELED OTHERWISE)
 - ▲ SET PCP (PERMANENT CONTROL POINT): NAIL & CAP (#7245)
 - SET 1/2" IRON ROD W/CAP (#7245)

- MONUMENT LEGEND:**
- PRM ALL PERMANENT REFERENCE MONUMENTS ARE MARKED WITH A 4"x4" CONCRETE MONUMENT HAVING A METAL CAP AS SHOWN, UNLESS NOTED OTHERWISE.
 - PCP ALL PERMANENT CONTROL POINTS ARE MARKED WITH A NAIL HAVING A METAL CAP AS SHOWN, UNLESS NOTED OTHERWISE.
 - LB #7245 M.B.C. ALL INTERIOR CORNERS ARE MARKED WITH A 1/2" IRON ROD HAVING A PLASTIC CAP AS SHOWN, UNLESS NOTED OTHERWISE.

- STANDARD ABBREVIATIONS:**
- LB#000 PROFESSIONAL LAND SURVEY CERTIFICATE
 - CL CENTERLINE
 - CH CHORD BEARING AND DISTANCE
 - C.O.T. CITY OF TALLAHASSEE
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 - L= ARC LENGTH
 - N NORTH
 - O.R./P.G. OFFICIAL RECORDS BOOK AND PAGE
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 - R= RANGE
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 - W WEST

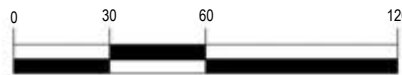
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SURVEYING IN THE STATE OF FLORIDA (F.A.C. 5J-17).

LARRY D. DAVIS
REGISTERED FLORIDA SURVEYOR NO. 5254
MOORE BASS CONSULTING, INC. 855 N. GADSDEN STREET, TALLAHASSEE, FLORIDA 32303
TALLAHASSEE, FLORIDA 32303 LICENSED BUSINESS NO. 7245
SEP 14 2016
SHEET 3/5





GRAPHIC SCALE



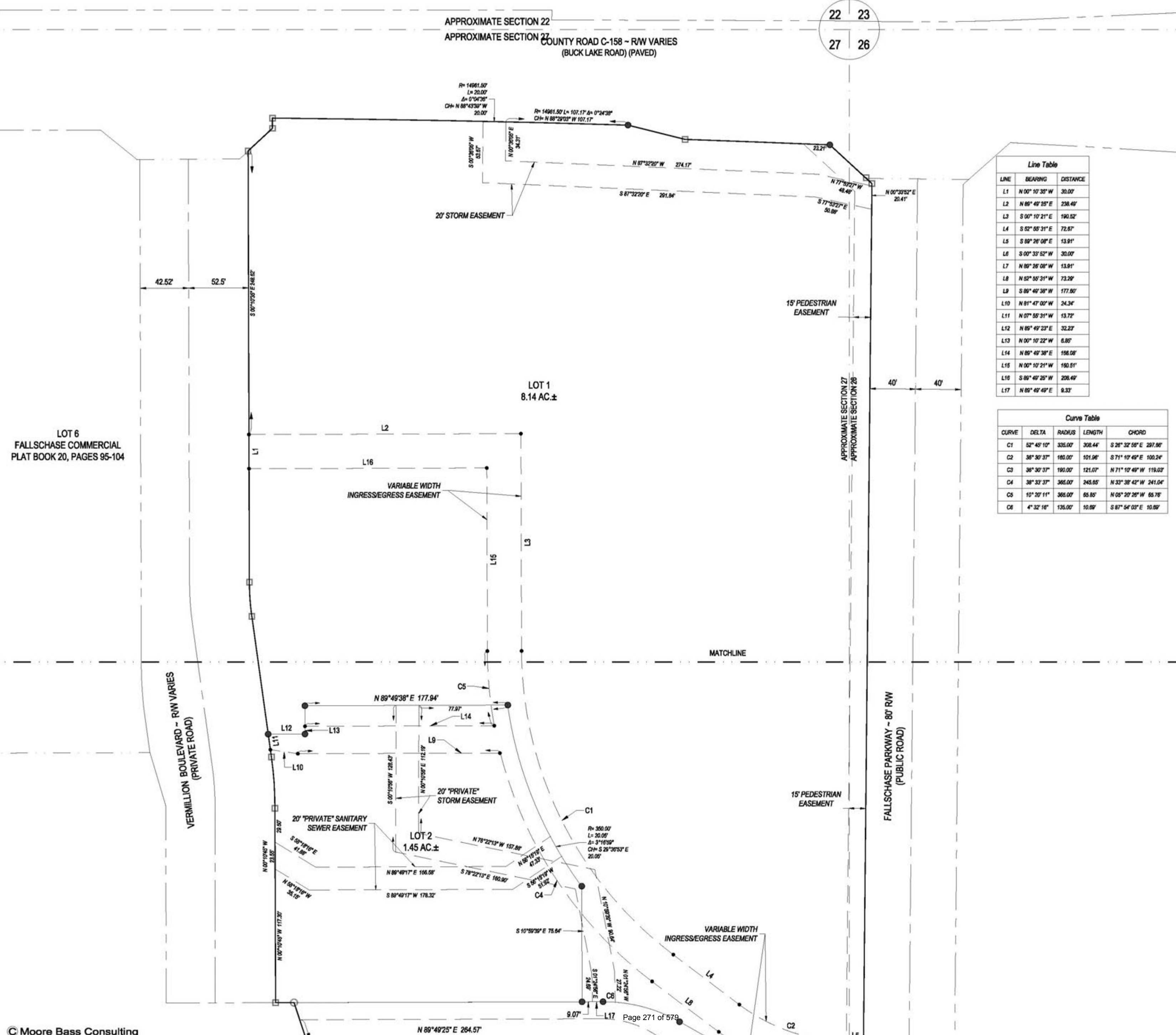
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MILLS-LIVY AT FALLSCHASE

A SUBDIVISION LYING IN SECTIONS 26 & 27; TOWNSHIP 1 NORTH; RANGE 1 EAST; LEON COUNTY, FLORIDA
A REPLAT OF LOT 7 OF FALLSCHASE COMMERCIAL, A SUBDIVISION AS PER MAP OR PLAT THEREOF RECORDED IN
PLAT BOOK 20, PAGES 95-104, PUBLIC RECORDS OF LEON COUNTY, FLORIDA

PLAT BOOK _____ PAGE _____

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THAT MAY BE FOUND IN THE PUBLIC RECORDS OF THIS COUNTY.



Line Table

LINE	BEARING	DISTANCE
L1	N 00° 10' 30" W	30.00'
L2	N 89° 49' 38" E	238.46'
L3	S 00° 10' 21" E	190.52'
L4	S 52° 55' 31" E	72.67'
L5	S 89° 28' 08" E	13.91'
L6	S 00° 33' 52" W	30.00'
L7	N 89° 28' 08" W	13.91'
L8	N 52° 55' 31" W	73.29'
L9	S 89° 49' 38" W	177.90'
L10	N 81° 47' 02" W	24.34'
L11	N 07° 53' 31" W	13.72'
L12	N 89° 49' 23" E	32.23'
L13	N 00° 10' 22" W	8.80'
L14	N 89° 49' 38" E	188.08'
L15	N 00° 10' 21" W	150.51'
L16	S 89° 49' 23" W	208.49'
L17	N 89° 49' 49" E	9.33'

Curve Table

CURVE	DELTA	RADIUS	LENGTH	CHORD
C1	52° 45' 10"	335.00'	308.44'	S 26° 32' 58" E 297.06'
C2	35° 30' 37"	180.00'	101.06'	S 71° 10' 49" E 100.24'
C3	38° 30' 37"	190.00'	121.07'	N 71° 10' 49" W 119.02'
C4	38° 33' 37"	365.00'	245.05'	N 33° 38' 42" W 241.04'
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- SYMBOL AND HATCH LEGEND:**
- FOUND IRON ROD AS LABELED
 - FOUND 4x4 CONCRETE MONUMENT (PRM) (#7245) (UNLESS LABELED OTHERWISE)
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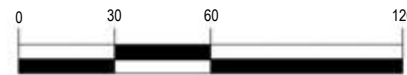
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C:\Projects\042.001\Wordline\SURVEY\REPLAT\042.001-LOT 7-REPLAT.dwg, 4.0, bbergstrom, Aug 18, 2016 - 2:39:00pm



GRAPHIC SCALE



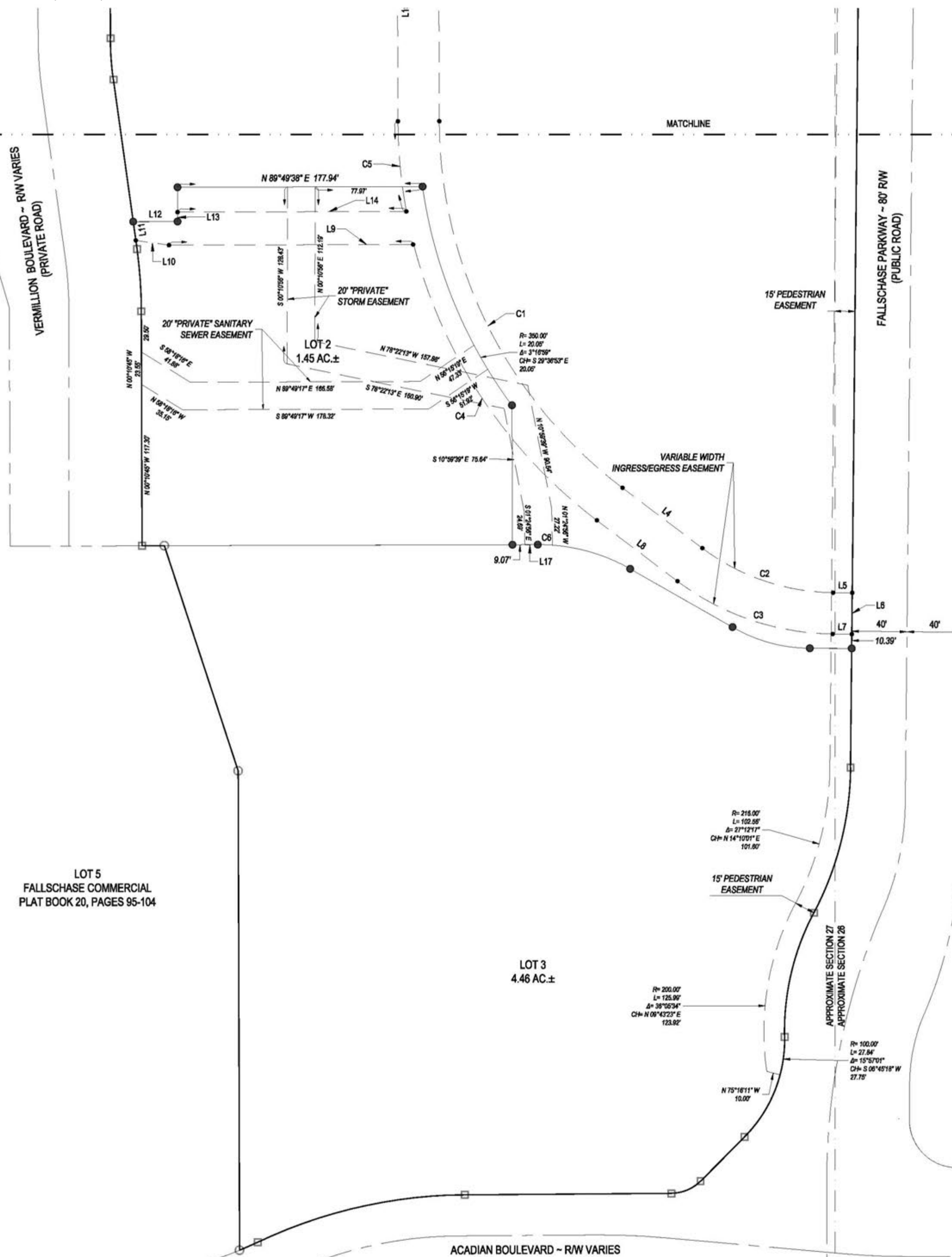
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LOT 5
FALLSCHASE COMMERCIAL
PLAT BOOK 20, PAGES 95-104

LOT 3
4.46 AC ±

ACADIAN BOULEVARD - R/W VARIES



Leon County

Board of County Commissioners

301 South Monroe Street, Tallahassee, Florida 32301
(850) 606-5302 www.leoncountyfl.gov

Commissioners

BILL PROCTOR
District 1

JANE G. SAULS
District 2

JOHN DAILEY
District 3

BRYAN DESLOGE
District 4

KRISTIN DOZIER
District 5

MARY ANN LINDLEY
At-Large

NICK MADDIX
At-Large

VINCENT S. LONG
County Administrator

HERBERT W.A. THIELE
County Attorney

Department of Development Support & Environmental Management
Development Services Division
Renaissance Center, 2nd Floor
435 North Macomb Street
Tallahassee, Florida 32301-1019
Phone (850) 606-1300

August 24, 2016

Milton "Bubba" Smith
Capital Properties, LLC
1831 28th Avenue South, Ste. 145
Birmingham, AL 35209

RE: Cobb Theater at Fallschase – Approval with Conditions
Type "B" Site and Development Plan, Project #: LSP160010
Tax Parcel Identification Numbers: 11-27-29-000-007-0

Dear Mr. Smith:

We have completed the review process for the Cobb Theater Type "B" site and development plan application in accordance with the requirements for review and approval of Planned Unit Development (PUD) final plans established in the Fallschase Development Agreement (Sec. 10, pg. 12). The application is hereby approved, subject to conditions outlined in this letter and the site plan.

The lighting plan, as provided, was not consistent with the adopted Fallschase Village Center Building and Site Design Guidelines and Standards Manual (p. 16). The lighting plans are approved with a condition that the wall sign shall be externally illuminated with lighting that is downward directed onto the sign. Accent lighting/wall sconces shall be 'dark-sky' friendly with cut-off shields so as to direct light downward.

Please coordinate a point of electrical service for this project with Ms. Tina Drose with the City of Tallahassee Utilities. Ms. Drose can be reached at 850-891-5016.

Cobb Theater at Fallschase
Project ID: LSP160010
August 24, 2016
Page 2

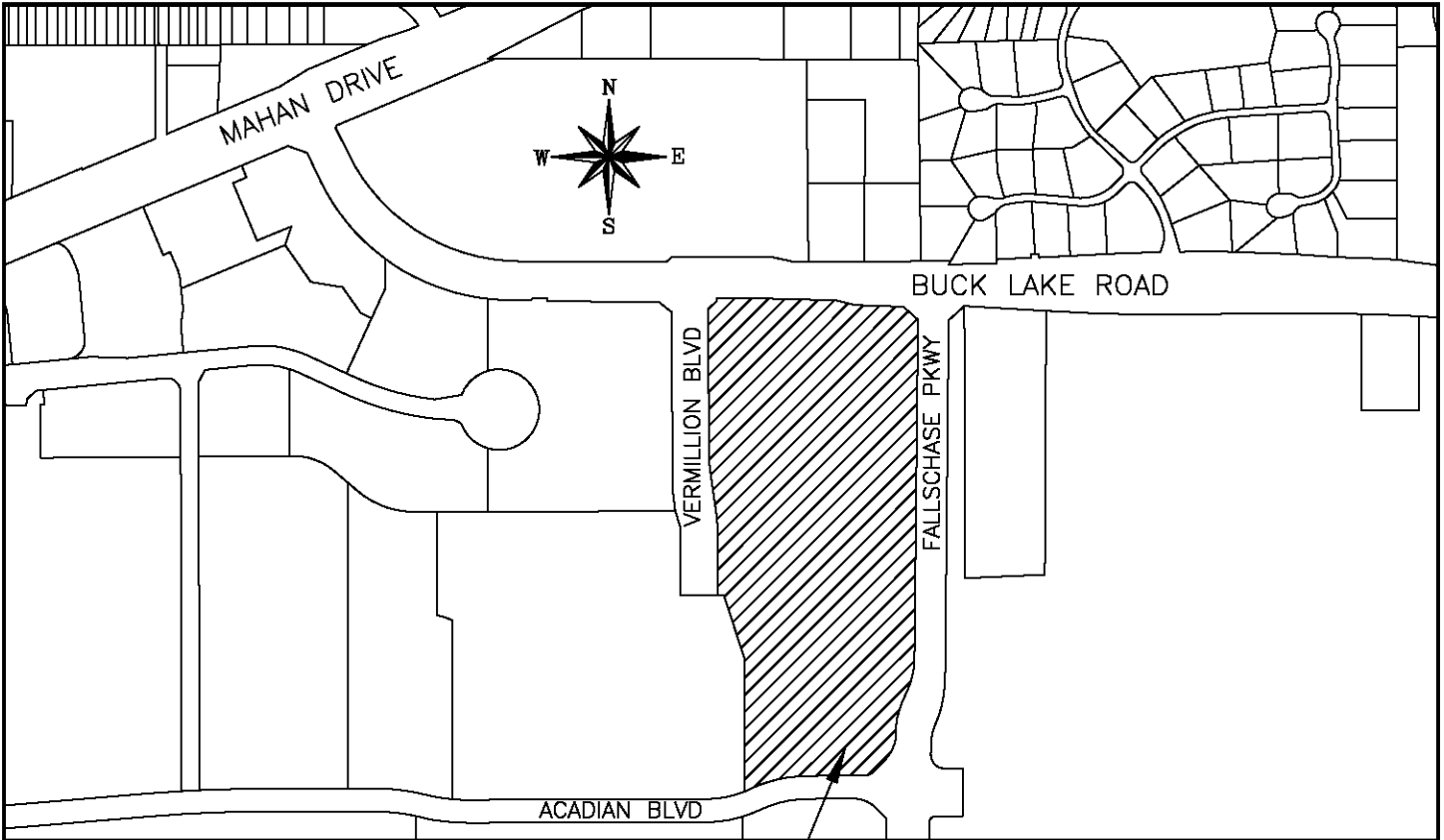
If you have any questions, please do not hesitate to contact Scott Brockmeier of our office at (850) 606-1300 or send email to "brockmeiers@leoncountyfl.gov".

Sincerely,



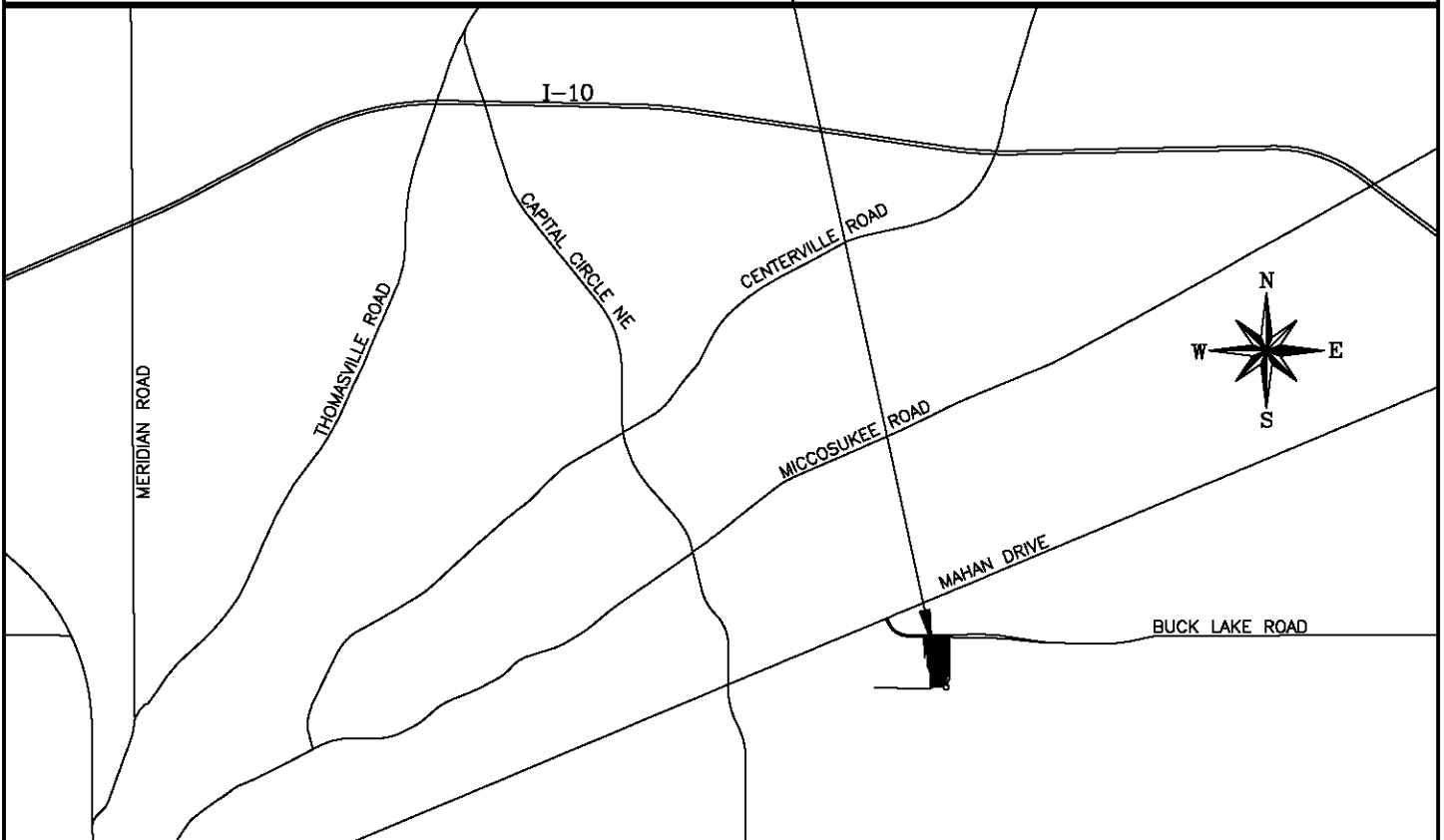
Scott Brockmeier, Development Services Administrator

cc: Project Dox LSP160010 – Upload to project for e-distribution
CPP Fallschase, LLC, 429 Santa Monica Blvd., Santa Monica, CA90401
Lormax Stern Development Company, 38500 Woodward Avenue, Bloomfield Hill, MI 48304
Buck Lake Alliance – Gerry Miller, BLA President 462 Groveland Hills Dr., Tallahassee, FL 32317; Carlos Alvarez, Esq. 847 E. Park Ave., Tallahassee, FL 32301



MILLS -LIVY AT FALLSCHASE

SITE MAP
SCALE 1" = 500'



LOCATION MAP
SCALE 1" = 5000'

**Leon County
Board of County Commissioners**


Notes for Agenda Item #16

Leon County Board of County Commissioners

Cover Sheet for Agenda #16

September 13, 2016

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Approval of Designation Agreement with the Florida Department of Environmental Protection's Office of Greenways and Trails, for the Lake Jackson Paddling Trail

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator Maggie Theriot, Director, Office of Resource Stewardship
Lead Staff/ Project Team:	Leigh Davis, Director, Parks and Recreation

Fiscal Impact:

This item has no fiscal impact to the County.

Staff Recommendation:

Option #1: Approve the Designation Agreement with the Florida Department of Environmental Protection's (FDEP) Office of Greenways and Trails (OGT), for the Lake Jackson Paddling Trail (Attachment #1) and authorize the Chairman to execute.

Report and Discussion

Background:

Approval of the attached agreement with the Florida Department of Environmental Protection's Office of Greenways and Trails, implements the March 8, 2016 Board action for the County to coordinate with the state to designate the Lake Jackson Blueway as a unit of the State's Paddling Trail Network. The Network includes more than 3,500 miles of paddling trails statewide that are designated and mapped by the FDEP's OGT.

At its regular meeting on January 29, 2013, the Leon County Board of County Commissioners ratified actions taken at the December 10, 2012 Annual Retreat to create a new strategic initiative within the Board's Strategic Plan intended to "develop solutions to promote sustainable growth inside the Lake Protection Zone." As part of this project, staff proposed the development and implementation of a plan for the Lake Jackson Blueway as expressed by the Greenways Master Plan.

The development and designation of the Lake Jackson Blueway as a unit of the Paddling Trail Network benefits Leon County in the following ways:

1. Provides an increased awareness and recreational use of the lake and its surrounding parks and greenways;
2. Paddlers will be able to learn about this trail and its features by accessing websites such as Trailhassee.com, Visit Florida, and OGT's trails and greenways website; and these websites identify overnight accommodations and points of interests such as parks, public facilities, as well as goods and services;
3. The Designation Agreement will clearly identify the managing entities for the trail; and
4. Designating the Lake Jackson Paddling Trail may help Leon County be more competitive when applying for grants for recreation facilities on the lake.

The item seeks approval of the Designation Agreement for the Lake Jackson Paddling Trail (Attachment #1). This is the next step in the implementation of the recently adopted Lake Jackson Blueway Plan.

The Lake Jackson Blueway Plan is consistent with the following revised FY 2012 – FY 2016 Strategic Initiative that the Board approved at the January 26, 2016 meeting:

- Expand, connect and promote "Trailhassee" and the regional trail system. (Q1, Q5, EC1, EC4)

This particular Strategic Initiative aligns with the Board's Strategic Priorities - Quality of Life and Economy:

- **(Q1)** Maintain and enhance our recreational offerings associated with parks and greenway system for our families, visitors and residents. (rev 2013)
- **(Q5)** Create senses of place in our rural areas through programs, planning and infrastructure, phasing in appropriate areas to encourage connectedness. (2012)
- **(EC1)** Integrate infrastructure, transportation, redevelopment opportunities, and community planning to create the sense of place which attracts talent. (2012)
- **(EC4)** Grow our tourism economy, its economic impact and the jobs it supports, including: being a regional hub for sports and cultural activities. (2012)

Analysis:

The Designation Agreement for the Lake Jackson Paddling Trail is required to execute the direction provided by the Board at the March 8, 2016 meeting. The Designation Agreement acknowledges that management responsibilities will continue as already established in the work plans of Leon County Parks & Recreation and the Florida Wildlife Conservation Commission (FWC).

It is FWC's primary responsibility to maintain the navigability of the lake. Leon County's primary responsibility is to monitor the existing seven public access sites: Crowder Rd. Landing, US 27 Landing (a.k.a. Jackson View Boat Landing), Fuller Landing, Meginnis Arm Landing, Rhoden Cove Landing, Miller Landing, and Sunset Landing. Future budget requests may contemplate equipment for aquatic trail monitoring and maintenance such as a small boat, grapple lines, and cutting equipment.

Approval of the Designation Agreement is an important component in realizing the Lake Jackson Blueway Plan.

Options:

1. Approve the Designation Agreement with the Florida Department of Environmental Protection's (FDEP) Office of Greenways and Trails (OGT), for the Lake Jackson Paddling Trail and authorize the Chairman to execute
2. Do not approve the Designation Agreement with the Florida Department of Environmental Protection's (FDEP) Office of Greenways and Trails (OGT), for the Lake Jackson Paddling Trail
3. Board direction

Recommendation:

Option #1.

Attachment:

1. Designation Agreement

OGT-DA0088
Designation Number

**STATE OF FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION
FLORIDA GREENWAYS AND TRAILS PROGRAM**

**DESIGNATION AGREEMENT
LAKE JACKSON PADDLING TRAIL**

This Designation Agreement, entered into on this ___ day of _____, 2016, by and between the STATE OF FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION, DIVISION OF RECREATION AND PARKS, OFFICE OF GREENWAYS AND TRAILS (hereinafter referred to as "Department"), the BOARD OF TRUSTEES OF THE INTERNAL IMPROVEMENT TRUST FUND OF THE STATE OF FLORIDA (hereinafter referred to as "Landowner") and LEON COUNTY, FLORIDA, (hereinafter referred to collectively as "Manager") by and through the undersigned, formally designates Lake Jackson Paddling Trail, as depicted in Exhibit A attached hereto and incorporated herein by reference (hereinafter referred to as "designated waterway") as part of the Florida Greenways and Trails System, as defined in Section 260.014, Florida Statutes.

WITNESSETH:

WHEREAS, the Department is given authority in Section 260.016, Florida Statutes, to develop and implement a voluntary process for designation of lands or waterways as a part of the statewide system of greenways and trails.

NOW THEREFORE, in consideration of the mutual benefits to be derived herefrom, the parties do hereby agree to the following:

I. The Manager:

- a. Shall be responsible for the management, operation and maintenance of the designated waterway, in accordance with the use plan and memorandum of understanding, Exhibit B attached hereto and by this reference made a part hereof.
- b. Shall be responsible for notifying the Department of any change in the following: property ownership or management; the condition or extent of natural, recreational, cultural or historic resources described in the designation application or its attachments; or the expansion or improvement of the project or its amenities and facilities.

- c. Shall maintain information and keep on-line material current.
- d. Shall submit a Resource Certification, a copy of which is attached hereto as Exhibit C and incorporated herein by reference, at the request of the Department, every five years from the date of this Designation Agreement, which states that the natural, recreational, cultural or historical resources identified on the designated waterway are being maintained.

2. The Department:

- a. Agrees that this Designation Agreement shall have no effect upon the disposition of improvements made to the public waterway by the Landowner, the Department, or others, whether existing at the time of designation or to be constructed or erected later, unless otherwise agreed herein.

3. The Landowner and Department:

- a. Agree that sufficient information exists and/or field verification has occurred to assure that the characteristics of the public waterway meet the criteria contained in Rule 62S-1.400, Florida Administrative Code.
- b. Agree that this Designation Agreement will be subordinate to the interests stated in any existing leases, subleases, management plans, licenses, easements or other agreements or encumbrances previously executed and currently in effect for any portion of the designated waterway.

4. Term, Modification and Termination of this Designation Agreement

- a. The term of this Designation Agreement shall be 20 years.
- b. This Designation Agreement may be modified to encompass additional adjacent public lands owned by the Landowner. Any such modification to this Designation Agreement shall not be valid unless it complies with the requirements set forth in paragraph 5. below.
- c. The Department and the County may withdraw from this Designation Agreement at any time or remove the said designated lands from the Florida Greenways and Trails System by action of the Secretary of the State of Florida Department of Environmental Protection if:
 - (1) the component fails to accomplish or becomes unsuitable for the purposes for which it was designated; or

(2) there is no longer an ability to manage the designated waterway as intended in this Designation Agreement and no replacement manager can be identified.

- d. In the event that the ownership of the designated waterway changes, this Designation Agreement will be null and void.
- e. The Landowner has the statutory right to remove the public waterway from designation at any time by providing the Department with a written request that references this Designation Agreement.

5. This Designation Agreement represents the entire agreement of the parties. Any alterations, variations, changes, or modifications of this Designation Agreement shall only be valid when they have been reduced to writing, duly signed by each party hereto and attached to this Designation Agreement.

This Designation Agreement is executed by a duly authorized representative of each party and is effective on the day and year first above written.

**BOARD OF TRUSTEES OF THE
INTERNAL IMPROVEMENT TRUST FUND OF THE
STATE OF FLORIDA**

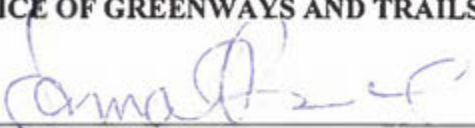
By: _____

Cheryl McCall, Bureau Chief of Public Lands Administration
Division of State Lands, State of Florida
Department of Environmental Protection,
as agent for and on behalf of the Board
of Trustees of the Internal Improvement
Trust Fund of the State of Florida

“LANDOWNER”

**STATE OF FLORIDA
DEPARTMENT OF ENVIRONMENTAL PROTECTION,
DIVISION OF RECREATION AND PARKS,
OFFICE OF GREENWAYS AND TRAILS**

By: _____


Samantha Browne, Program Administrator/Chief

“DEPARTMENT”

Approved as to Form and Legality

By: _____


DEP Attorney

(OFFICIAL SEAL)
ATTEST:

LEON COUNTY, FLORIDA
By its Board of County Commissioners

By: _____
Bill Proctor, Chairman

By: _____
Deputy Clerk

“MANAGER”

Printed Name

EXHIBIT A

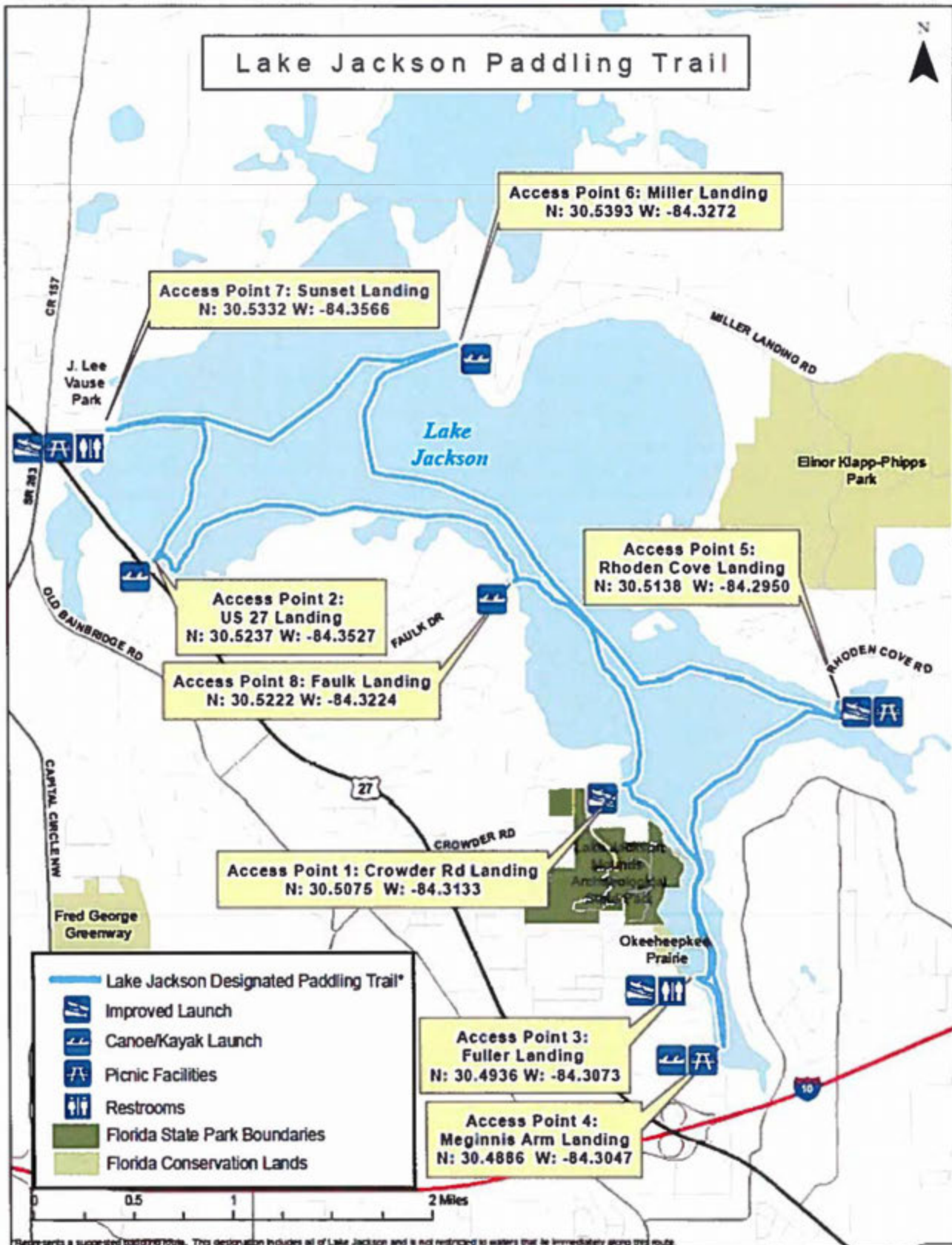


EXHIBIT B

Use Plan Lake Jackson Paddling Trail

Lake Jackson is located just north of Tallahassee, within the Tallahassee Metropolitan Area in northern Leon County. Lake Jackson is a scenic prairie lake and excellent destination for outdoor recreation opportunities. The lake is popular with diverse user groups that bring positive economic benefits to the community. Recreation uses include sport fishing and trophy largemouth bass, duck hunting, paddling, boating and wildlife viewing. The lake has a watershed that encompasses 4,000 acres and is encircled by a mix of public lands, private landowners and residential neighborhoods. In 1974 the Lake Jackson, Carr Lake, and Mallard Pond ecosystem was designated as the Lake Jackson Aquatic Preserve by the Florida Legislature. The Lake Jackson ecosystem is comprised of freshwater marshes and native and exotic submerged vegetation that provides exceptional fish, waterfowl and wading bird habitat. In addition to being an aquatic preserve, Lake Jackson is designated as a Surface Water Improvement & Management water body (SWIM) and Outstanding Florida Water.

Public Access: Lake Jackson has eight county-owned public access sites that are co-managed by the Florida Wildlife Conservation Commission (FWC) and Leon County Parks & Recreation. There are also three lakeside county parks that provide views of the lake but no public access: Jackson View Park, J. Lee Vause Park and Okeechepkee Prairie County Park.

- 1) Crowder Landing, single-lane paved boat ramp, southern section
- 2) Fuller Landing, single-lane paved boat ramp, west shore of Meginnis Arm
- 3) Meginnis Arm, unpaved ramp, southern section
- 4) Rhoden Cove, single-lane paved boat ramp, southeast portion
- 5) Miller Landing, unpaved boat ramp, northeast section
- 6) Sunset Landing, single-lane paved boat ramp, restrooms, picnic pavilions, western section. Shucker's Oyster Bar offers canoe rentals, bait shop, restaurant
- 7) US 27, unpaved boat ramp, plans are pending for improvements in 2016
- 8) Faulk Landing, unpaved ramp, western section

Public Safety: All calls for Emergency assistance are routed through the Leon County 911 system. The 911 operator will decide the best resource to call upon for a given emergency. For incidents on Lake Jackson, the following agencies could respond; Leon County Sheriff, Emergency Medical Services, Fire Rescue, FWC Law Enforcement.

Wayfinding Plan: There are no wayfinding markers. There are on-line maps:

- 1) <http://www.dep.state.fl.us/qwt/guide/paddle.htm>
- 2) www.trailahassee.com
- 3) <http://www.floridapaddlingtrails.com/>

Ownership: Lake Jackson as in inland water body is sovereign public lands, owned by the Florida Board of Trustees of the Internal Improvement Trust Fund.

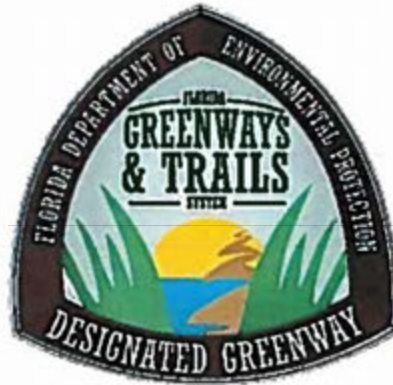
Management: Management responsibilities for the Lake Jackson Blueway will continue as established in the work plans of Leon County Parks & Recreation and the FWC. The two public agencies have a long-standing partnership to maintain public access and navigability of the lake.

The Manager will comply with recommended guidelines that pertain to managing the existing public access sites, keeping them open and useable to motorized and non-motorized use as defined by local statute.

- Compliance includes monitoring of the waterways and ongoing maintenance of public access sites and navigation channels per established work plans of FWC and Leon County staff.
- County staff coordinated by Leon County Parks & Recreation will visit the lake's access sites at least annually to identify obstructions.
- Leon County Parks & Recreation will coordinate with FWC to plan and perform the appropriate maintenance within 60 days of identifying problems with access site.

In the event of a major storm, the Leon County Parks & Recreation and FWC will schedule work to perform maintenance within 90 days of the storm if possible.

EXHIBIT C



PUBLIC LANDS OR WATERWAYS DESIGNATION RESOURCE CERTIFICATION

By signing this document, the Manager does hereby certify that the natural, recreational, cultural or historic resources identified on the public lands or waterways designated as part of the Florida Greenways and Trails System in Designation Agreement Number OGT-DA0088, are being maintained in a manner consistent with the terms of the agreement.

STATE OF FLORIDA
DEPARTMENT OF ENVIRONMENTAL PROTECTION,
DIVISION OF RECREATION AND PARKS

By: _____

Print/Type Name

**Leon County
Board of County Commissioners**


Notes for Agenda Item #17

Leon County Board of County Commissioners

Cover Sheet for Agenda #17

September 13, 2016

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Acceptance of Status Report on Leon County's Participation with the Florida Department of Elder Affairs Dementia Caring Community Initiative

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator Wanda Hunter, Assistant County Administrator
Lead Staff/ Project Team:	Mathieu Cavell, Director of Community and Media Relations Chad Abrams, Director of the Office of Public Safety Sally Davis, Division of Emergency Medical Services

Fiscal Impact:

This item has no fiscal impact to the County.

Staff Recommendation:

Option #1: Accept the status report on Leon County's Participation with the Florida Department of Elder Affairs Dementia Caring Community Initiative.

Report and Discussion

Background:

At the March 8, 2016 meeting, the Board ratified a proclamation recognizing Leon County as a Dementia Caring Community and directed staff to work with the Florida Department of Elder Affairs (DOEA) on the associated pilot program called the Dementia Care and Cure Initiative (DCCI). Created in 2015, the mission of DCCI is to engage communities across the state to be more dementia friendly, promote better care for Floridians affected by dementia, and support research efforts to find a cure. Florida has the second highest population impacted by dementia and Leon County has an estimated 3,900 citizens impacted by Alzheimer's disease.

On April 7, 2016, the Florida Department of Elder Affairs hosted a press conference announcing Leon County and the City of Tallahassee as the first Dementia Caring Community in the state of Florida. Held at the Tallahassee Senior Center, the press conference included representatives from the County and City, as well as community partners from various nonprofit agencies and government programs.

Participation in the Dementia Caring Community Initiative is essential to the Board's Strategic Priority – Quality of Life:

- (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.

Analysis:

Since the press conference on April 7, 2016, Leon County began developing and implementing a first responder training for paramedics and emergency medical technicians in Emergency Medical Services (EMS). Also, command staff from Leon County EMS continued to coordinate with staff from the Florida Department of Elder Affairs as well as the DCCI Advisory Council. Community and Media Relations staff coordinated messaging and outreach with both the City of Tallahassee and the Florida Department of Elder Affairs by drafting and implementing a joint information campaign.

Through the County's efforts of first responder training and curriculum development, as well as public education and outreach on dementia-caring actions the community should consider when interacting with someone impacted by dementia, the following goals of DCCI were reinforced:

- increase awareness of dementia;
- increase awareness of dementia services available within the community for those impacted by the disease; and
- support services available to the caretaker of those impacted by dementia.

Beginning in May 2016, County EMS command staff started to develop a curriculum to best train and educate first responders on how to interact with patients impacted by dementia. The training focused on how to identify patients with dementia and how best to communicate with those patients to provide necessary medical care and assistance. Because of Leon County's role as a pilot community, the presentations and discussions by staff with the DCCI Statewide Task Force will lead to a statewide training model that will become a standard across Florida.

Four dementia sensitivity training sessions were held in August 2016 for EMS paramedics and emergency medical technicians. The trainings were led by Florida Department of Elder Affairs staff and featured area medical professionals. The newly developed curriculum will now reinforce the existing dementia-training offered to EMS, and will be a future training requirement of all new EMS members.

In addition to the dementia-specific training curriculum, Leon County also implemented a public education campaign to increase awareness of dementia and the available dementia services throughout the community. Staff performed the following outreach:

- Developed a joint communications plan with the City of Tallahassee and Florida Department of Elder Affairs to leverage resources and public outreach methods across all organizations. Specifically, Florida Department of Elder Affairs will include information on DCCI and the pilot programs in their senior-focused newsletters.
- Reserved space in the County Link to educate citizens who may suddenly interact with others experiencing dementia. Actions include seeking a caregiver, contacting first responders, speaking clearly and calmly, and waiting for help to arrive.
- Leveraged the County's existing social media presence to promote dementia awareness, document EMS dementia-specific training activities, and to feature certain dementia services in the community.
- Developed fifteen and thirty second radio advertisements to run on various radio stations during drive times when motorists are most likely to hear the dementia caring message.
- Coordinated with local media partners such as the Tallahassee Democrat and WCTV to feature the EMS dementia-specific training activities. In so doing, Florida Department of Elder Affairs staff was able to discuss other measures that non-first responders could take to assist in times of need.
- Added a Spotlight graphic to the front page of the Leon County website to connect visitors to dementia caring resources hosted by the Florida Department of Elder Affairs.
- Used the County's television presence on Comcast and Century Link to promote dementia-friendly actions and to direct viewers online for more resources.

Options:

1. Accept the status report on Leon County's Participation with the Florida Department of Elder Affairs Dementia Caring Community Initiative.
2. Do not accept the status report on Leon County's Participation with the Florida Department of Elder Affairs Dementia Caring Community Initiative.
3. Board direction.

Recommendation:

Option #1.

**Leon County
Board of County Commissioners**


Notes for Agenda Item #18

Leon County Board of County Commissioners

Cover Sheet for Agenda #18

September 13, 2016

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Consideration of the Funding Request to Support the November 12, 2016 Concert at Doak Campbell Stadium in the Amount of \$50,000 and Approve the Resolution and Associated Budget Amendment Request

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:	Kerri L. Post, Director of Tourism Development Brian Hickey, Sr. Sports Manager Chris L. Holley II, Assistant to the Director

Fiscal Impact:

This item has a fiscal impact. Funding is available in Tourism Division fund balance, which is currently projected to be at approximately \$1.9 million at the conclusion of FY 2016, to support this funding request for the November 12, 2016 Concert at Doak Campbell Stadium in the amount of \$50,000. During the August 31, 2016 meeting, the Leon County Tourist Development Council (TDC) recommended support for the concert event at Doak Campbell Stadium and that the funding be appropriated from the Tourism Development Tax (TDT) unallocated fund balance.

Staff Recommendation:

Option #1: Approve funding in the amount of \$50,000 from the TDT unallocated fund balance to support a November 12, 2016 Concert at Doak Campbell Stadium, as recommended by the Tourist Development Council, and approve the Resolution and Associated Budget Amendment Request (Attachment #1).

Report and Discussion

Background:

For several years, staff has been discussing with Florida State University (FSU) the possibility of utilizing Doak Campbell Stadium for concerts but those conversations were put on hold due to the construction of the new Champions Club. During the May 5, 2016 meeting, the TDC received a request from FSU in the amount of \$50,000 to support a major concert in Doak Campbell Stadium on Saturday, November 12, 2016 (Attachment #2). The TDC recommended support for the November 12, 2016 concert at Doak Campbell Stadium, as initially proposed, and that the funding for this event be appropriated from tourism's unallocated fund balance in the amount of \$50,000. At FSU's request, the agenda item seeking final Board approval was withheld so that the university could finalize and execute its agreement with the renowned country music artist it had been in negotiations with. Subsequently, negotiations between FSU and the artist were unsuccessful but FSU was able to secure other talented artists for the November 12th event.

In light of this new information, the TDC reconsidered the funding request at its meeting on August 31, 2016 and reaffirmed its recommendation in support of the November 12, 2016 concert at Doak Campbell Stadium in the amount of \$50,000. Should the Board approve the TDC's recommendation, funds would be appropriated from the TDT fund balance with approval of the Resolution and associated Budget Amendment Request.

Analysis:

While the 2016 FSU home football schedule has attractive home games scheduled with the University of North Carolina, Clemson and the University of Florida, FSU will only host six home games versus the traditional seven. In addition, due to conference commitments to ESPN, one of the home games will be a Friday night game versus Boston College on November 11, 2016. Hosting a Friday evening game poses several problems for fans from traditional drive markets. In addition, this game falls between the Clemson and Florida games on the home schedule. FSU Athletics and the Seminole Boosters believe that a concert on the Saturday evening following the home game on Friday will make for an exciting weekend and be more appealing to season ticket holders and other fans, enticing them to come to Tallahassee when they otherwise might stay home. In an effort to encourage the Florida State fan base and potential new visitors to remain in Tallahassee for the entire Boston College game weekend, the Seminole Boosters are producing an in-stadium concert on Saturday, November 12, 2016.

With the completion of the new club seats at Doak Campbell Stadium and the new video scoreboard, the stadium has been transformed into a much improved concert venue. FSU will conduct an extensive marketing campaign for this weekend to boosters, athletic event ticket buyers, alumni and other audiences. Tourism Development staff will conduct outreach efforts through the website, public relations efforts, email and social media.

Upon learning the new feature acts for the November 12th concert at Doak Campbell Stadium and conducting the necessary due diligence, staff notified both FSU and the TDC that the matter would be placed on the next TDC agenda for consideration. Although the concert will feature several recognizable country music artists, staff found the change in artists and their ticket sales data as compelling reasons for the TDC to reconsider their support prior to seeking final approval by the Board. Staff also recommended lowering the award amount to \$25,000 based on the anticipated draw of the concert and in line with prior funded events of this size.

On August 31, 2016, the TDC unanimously approved a motion reaffirming its recommendation that the Board approve \$50,000 from Tourism Development's unallocated fund balance to support the November 12, 2016 concert. Several members of the TDC expressed their appreciation for staff bringing this item back for reconsideration given the changes since the last TDC meeting and reiterated the importance of the first concert at Doak Campbell Stadium in over 25 years to be successful. FSU hopes to build on the success of the November 12th concert by hosting additional performances in the spring. Tourism's unallocated fund balance is currently projected to be at approximately \$1.9 million at the conclusion of FY 2016.

Options:

1. Approve funding in the amount of \$50,000 from the TDT unallocated fund balance to support a November 12, 2016 Concert at Doak Campbell Stadium, as recommended by the Tourist Development Council, and approve the Resolution and Associated Budget Amendment Request (Attachment #1).
2. Do not approve funding to support a November 12, 2016 Concert at Doak Campbell Stadium.
3. Board direction.

Recommendation:

Option #1.

Attachments:

1. Resolution and Associated Budget Amendment Request.
2. August 31, 2016 Tourism Development Council Item and Florida State University Funding Request.

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 13th day of September, 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



MEMORANDUM

DATE: 08/31/2016

TO: Leon County Tourist Development Council

FROM: Kerri L. Post, Director, Tourism Development

SUBJECT: Concert in Doak Campbell Stadium on Saturday, Nov. 12, 2016

Background:

On May 5, 2016 the Tourist Development Council (TDC) received proposals from the Seminole Boosters for \$50,000 for a November 12, 2016 concert in Doak Campbell Stadium (Doak) to support a challenging football weekend and \$50,000 in support of a 2017 Spring concert in Doak. The TDC requested the Seminole Boosters apply for a signature event grant for the 2017 Spring concert once the FY 16-17 grant cycle opened.

The November 12th Concert in Doak proposal featuring one of the biggest stars in country music (with sixty-one singles on the Billboard Hot Country Songs charts, including twenty-one number one hits and twenty-one top 10 hits) received approval from the TDC at the May 5, 2016 meeting to be funded in the amount of \$50,000 from unallocated fund balance pending a signed artist contract and final approval by the Board of County Commissioners (BOCC). At the Booster's request, the item was held and did not advance to the BOCC as the contract with the artist was not yet executed. Once the final schedule of artists was shared with Brian Hickey, Acting Director, it was determined that the scope of the event had changed and the Boosters were informed the request would have to come back to the TDC. Further, since the revised event would provide a significantly different level of exposure per Poll Star data than what the original artist proposal would have generated, Mr. Hickey recommended the Booster's lower their funding level request. In an email from Brian Hickey to TDC members dated July 25th (Attachment #1), a recommendation was made for the TDC to re-evaluate the revised proposal. Without TDC funding assured, the Booster's understandably announced the concert so that tickets could go on sale.

Analysis:

While the 2016 FSU home football schedule has attractive home games scheduled with the University of North Carolina, Clemson University, and the University of Florida, FSU will only host six home games versus the traditional seven. Due to conference commitments with ESPN, one of the home games will be a Friday night game versus Boston College on November 11th. Hosting a Friday evening game poses several challenges for fans from traditional drive markets. In addition, this game falls between Clemson and Florida on the home schedule.

FSU submitted a revised request (Attachment #2), still in the amount of \$50,000 to support the in-stadium concert on Saturday, November 12th in order to make the weekend more appealing to fans and potential new customers. Although the original proposal approved by the TDC (Attachment #3) listed one of the biggest stars in country music; artists now performing will be Tyler Farr, Old Dominion and Bobby Bones. There are also plans to recognize Veterans at the event as it is also Veterans Day weekend. The stage will be set in the south end-zone with a capacity of 12,000 patrons including the new Champions Club.

FSU has already begun an extensive marketing campaign for this weekend to boosters, alumni and other audiences. Tourism Development will do a major outreach via our website, email and social media.

Staff is supportive of the event based on the value added to a FSU home football game weekend that may not produce the room nights of a standard Saturday game. The table below outlines historical grant award figures which have all been for FSU's spring block parties and room nights reported:

FSU Spring Game Block Party

Fiscal Year	Award	Visitors	Room Nights
FY12-13	\$5,000	2,000	1,000
FY13-14	\$5,000	3,000	2,000
FY14-15	\$5,000	6,000	1,000

With plans to move its 2016 spring game to Orlando, FSU instead applied for a \$5,000 tourism grant in FY16 for a block party on November 13, 2015 before the N.C. State home game. This application was not funded due to it taking place on a peak home football game weekend.

Per the most recent event details submitted, FSU is anticipating the Saturday night concert to generate an additional 10,000 visitors and 5,000 room nights. These figures would support a funding amount of \$25,000, which staff recommends. As before, these funds are available in unallocated fund balance and this request would be required to go before the BOCC for approval at their September 13, 2016 meeting. Funds will be disbursed upon receipt of allowable event expenditures consistent with department grant procedures.

Staff Recommendations:

Provide funding from unallocated fund balance in the amount of \$25,000 for the concert in Doak on Saturday, November 12, 2016. This amount is consistent with historical funding for FSU Spring Game Block Party in the table above, generally recommending \$5,000 in funding for every 1,000 Room Nights generated.

Attachments:

1. July 25, 2016 email from Brian Hickey to the TDC
2. Concert Application with Marketing Materials
3. L. Daniel Memo to TDC May 5, 2016 and April 18, 2016 Seminole Booster In-Stadium Proposal

Form Status: submitted

Page 1 - Contact Information

First Name	Jason
Last Name	Dennard
Email	jdennard@fsu.edu
Contact Phone	(850) 644-4397
Grant Type	Special
Agreed to Terms	Yes

Page 2 - Organization Information

Organization Name	Florida State Athletics
Organization Contact	Jason Dennard
Contact Title	Asst. AD of Marketing
Address	403 Stadium Drive West
City	Tallahassee
State	FL
Zip	32306
Non-Profit	Yes
Tax ID	591961248
Insurance Provider	Varies
Insurance Document	(/media/)

Page 3 - Event Information

Event Name	Friday Night Block Party- Saturday Edition
Event Director	Jason Dennard

Event Email	jdennard@fsu.edu	Attachment #2 Page 4 of 19
Event Phone	(850) 644-4397	
Event Start Date	11/12/2016	
Event End Date	11/12/2016	
First Hotel Date	11/11/2016	
Last Hotel Date	11/13/2016	
Number of Rooms Per Night	1000	
Event Website	www.seminoles.com	
Event Organization Facebook	Friday Night Block Party	
Event Organization Twitter	@FSU_BlockParty	
Event Spectator Admission Cost	\$40, \$30 & \$20	
Schedule of Events	Bobby Bones 6pm Old Dominion-7pm Tyler Farr-8pm	
Event Description	The Friday Night Block Party moves to a special Saturday Night Party. Headliners Old Dominion and Tyler Farr will perform inside Doak Campbell Stadium. National Radio star Bobby Bones will open Doak Campbell Stadium. It's the first time a concert has been held inside of Doak Campbell Stadium in several years. Country music stars will entertain the Noles fans.	

Page 4 - Facility Information

Venue Facility Secured?	Yes
Within Leon County?	Yes
Venue Name	Doak Campbell Stadium
Venue Address	403 Stadium Drive West
Venue City	Tallahassee
Venue State	FL
Venue Zip Code	32306
Venue Contact	Jason Dennard

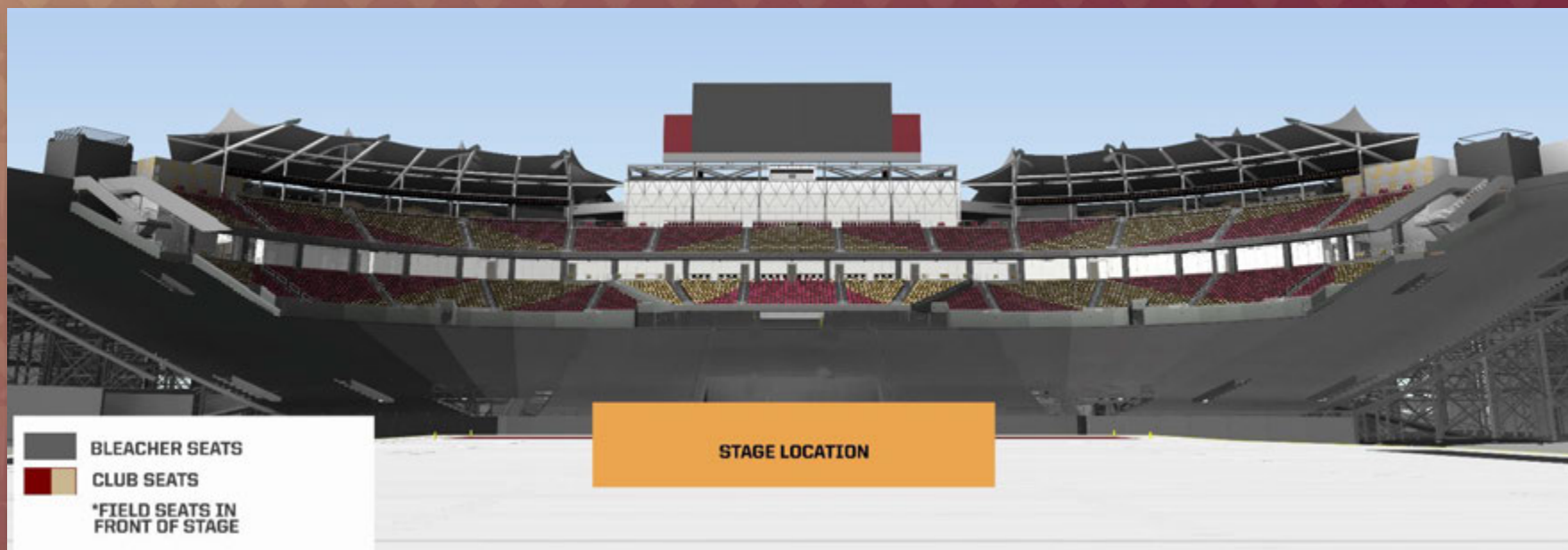
Grant Purpose	<p>With this being the first concert run by Florida State Athletics, we want to make sure it goes as smoothly as possible and we will the stadium. With the football game being held Friday night, we expect the out of town fans to enjoy a full weekend of activities in the capitol city. We plan to advertise heavily to attract fans to purchase the tickets for this concert. We will have artist fees, production fees and more. Since starting this process, the word has reached several promoters across the country that Doak Campbell Stadium could become a viable national venue for non sporting events. We need this event to succeed as much for Florida State as the City of Tallahassee and Leon County. The economic impact of Doak Campbell Stadium being used more often is important for quality of life of current residents as well as attracting new ones. This event is more than just a concert. We are planting a seed that needs help growing.</p>
Receiving Funding	No
Funding Provider(s)	<p>Using the Florida State Football brand, and encompassing the entire weekend experience we will throw everything in our arsenal at marketing this event. Attached is a synopsis of some of the assets we will utilize.</p>
Marketing Plan	<p>uploads/DaD Unconquered Ad.pdf (/media/uploads/DaD Unconquered Ad.pdf)</p>
Marketing Expenses Outside of Leon County	\$15,000-\$20,000
Certified True	True



FLORIDA STATE
UNIVERSITY

DOAK AFTER
DARK

STADIUM CONFIGURATION



➤ 12,000 seat configuration / Seats are indicated in grey, garnet and gold / Approximately 1,000 field seats



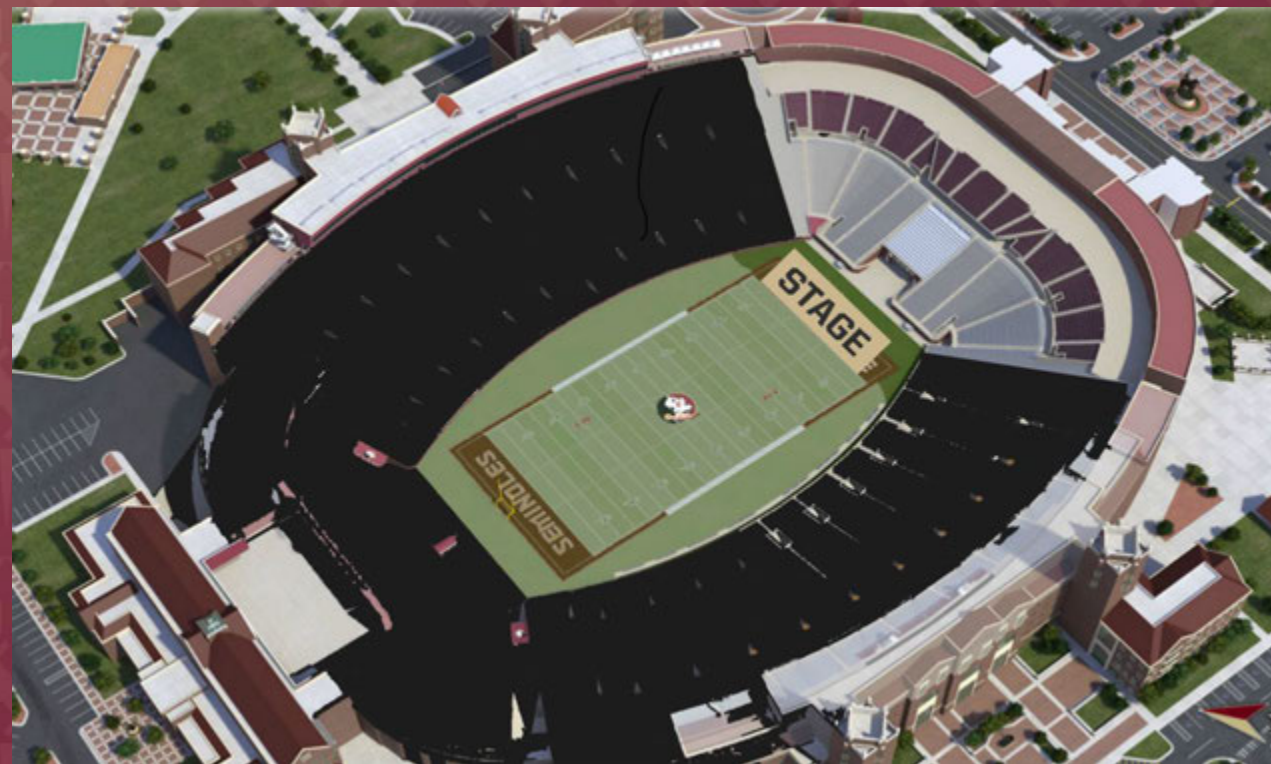
OVER HEAD PERSPECTIVE

Overview of Production

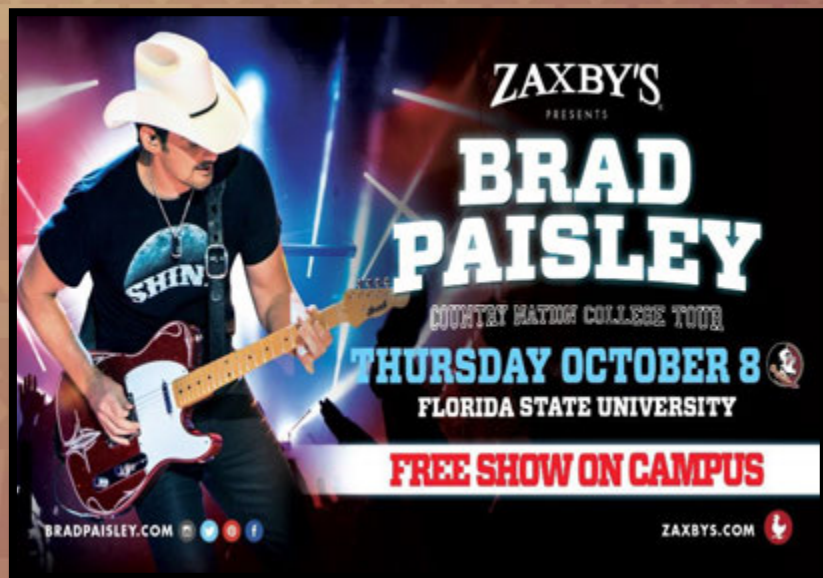
- 40 x 40 stage
- Full roof
- Production handled by Premier Global Productions out of Nashville

www.premeirglobalproductions.com

**PGP is the same production company used for HangOut Fest, Country Thunder & Austin City Limits to name a few.*



CREATING UNIQUE EXPERIENCES



Integrating entertainment for fans into our football weekends / Estimated 15,000 attended



CURRENT TICKET SITUATION

- November 11th (Veterans Day) Florida State vs. Boston College
 - We have over **12,000** tickets remaining to sell.
 - By far the most tickets remaining of any game.
 - First Friday night game in 50 years
 - Tickets sales are stagnant for this game
- This doesn't take into account current season ticket holders not planning to attend.

*Hotels currently have **2 night minimum** with an average of **\$350 per night.**



FINANCIAL IMPLICATIONS

Changing over stadium / less than 24 hours
Holiday Weekend (Double Time Pay)

Security / Police

Field Protection

Concert Production

****Major financial investment to entice fans to come
to Tallahassee**



OUR WEEKEND PLAN

- November 11th (Veterans Day) Florida State vs. Boston College
Airing live on ESPN 2 Nationally
Only major college football game of the day
Lots of cross promotional opportunity
- November 12th Florida State Football presents **Tyler Farr, Old Dominion and Bobby Bones** on the same playing field as the preseason #1 team in the Country
- Large presence of Military / Veterans associated with the concert



ADVERTISING REACH

Bobby Bones Show

- Nationally syndicated radio show
- 4 million listeners daily
- 100 stations nationwide

Twitter Reach

- Bobby Bones 500,00 followers
- Tyler Farr 295,000 followers
- Old Dominion 112,00 followers

Facebook Reach

- Bobby Bones 655,000 followers
- Tyler Farr 1 million followers
- Old Dominion 121,000 followers

Instagram Reach

- All 3 artists Over 1 million followers



Marketing / Promotional Power

Radio

- We have a 33 station radio network throughout the States of Florida, Alabama and Mississippi
- Full listing of stations
http://www.seminoles.com/ViewArticle.dbml?ATCLID=209576087&DB_OEM_ID=32900&DB_OEM_ID=32900
- Sirius XM and Tune-In broadcasts
- Advertising partnership with I-Heart Media

*Total of 20 broadcasts to promote the concert



MARKETING AND PROMOTIONAL POWER

Television

- 20 statewide TV broadcasts prior to concert to promote ticket sales (Fox Sports and SunSports)
- Advertising buys – Tallahassee, Panama City, South Georgia



SOCIAL MEDIA

Twitter Reach

- @FSU_Football 190,951 followers
- @Seminoles 75,186 followers
- @VisitFlorida 132,539 followers
- @VisitTallahassee 8,811 followers

Facebook Reach

- Florida State Football 540,493 followers
- Florida State Seminoles 578,911 followers
- Visit Florida 696,688 followers
- Visit Tallahassee 48,038 followers

Websites

- Seminoles.com 800,000 visitors monthly



MILITARY/AND VETERAN EMPHASIS

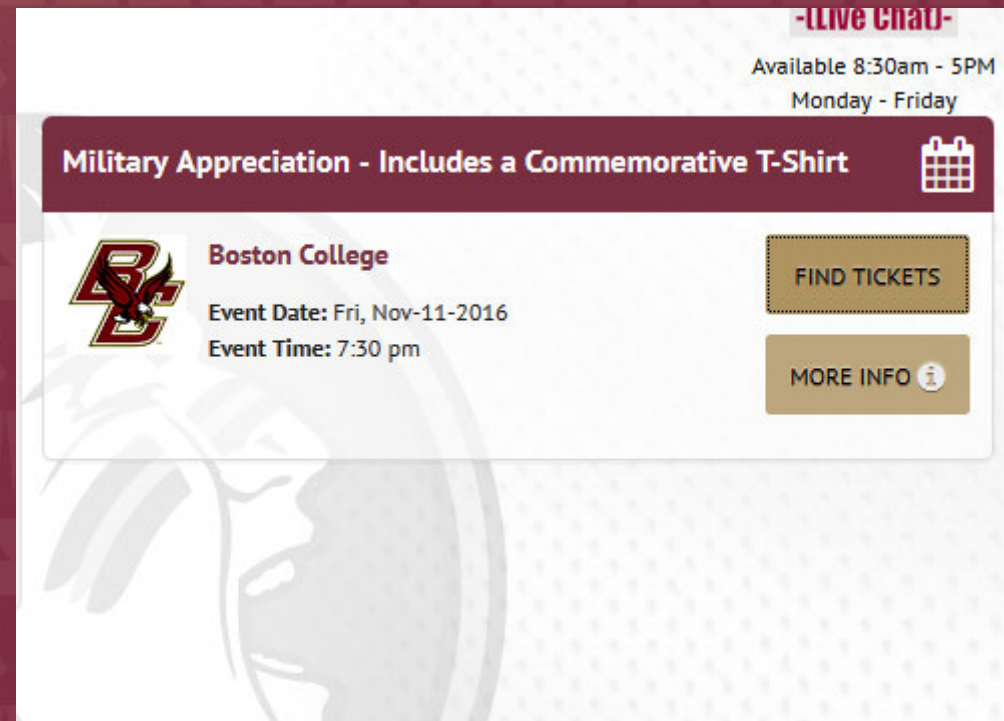
The game and concert fall on Veteran's Day weekend which provides Florida State Athletics an opportunity

- Military Bases within 200 miles
- Retired Military
- Student Veterans (Col. William Francis)
- Veterans Florida
 - Initiative to make Florida more veteran friendly

Ticket Packages

- Ticket to the game, T-shirt and concert ticket - \$50.
 - Regular price for package- \$80

Post Concert Firework Spectacular



The screenshot shows a ticket listing for a "Military Appreciation" event at Boston College. The event includes a commemorative T-shirt. The event date is Friday, November 11, 2016, at 7:30 pm. The listing includes buttons for "FIND TICKETS" and "MORE INFO". A "LIVE CHAT" option is available from 8:30 am to 5 PM, Monday through Friday. The Boston College logo is displayed next to the event name.



WHAT IS AT STAKE

-31 years since last public concert inside Doak Campbell Stadium

-With financial partnership, this event can succeed

-The largest venue in the county sits dormant for 358 days a year

-Is there a future beyond November 12th ?

1. The success of this event will dictate



**Leon County
Board of County Commissioners**


Notes for Agenda Item #19

Leon County Board of County Commissioners

Cover Sheet for Agenda #19

September 13, 2016

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Acceptance of a Status Report on the 2016 NACo Annual Conference

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator
Lead Staff/ Project Team:	Andy Johnson, Assistant to the County Administrator Nicki Paden, Management Intern

Fiscal Impact:

This item has no fiscal impact to the County

Staff Recommendation:

Option #1: Accept the Status Report on the 2016 NACo Annual Conference

Report and Discussion

Background:

This agenda item seeks to provide the Board with a status report regarding the 2016 National Association of Counties (NACo) Annual Conference and Exposition. NACo was founded in 1935 and serves to bring county officials together from over 3,000 counties to provide a collective voice on national policy, exchange ideas and build new leadership skills, pursue transformational county solutions, enrich the public's understanding of county government, and exercise exemplary leadership in public service.

The association hosts an Annual Conference and Exposition each summer to provide county officials with an opportunity to network with colleagues, learn about issues impacting counties as well as the innovative programs counties across the country are establishing, and to vote on NACo's policies related to federal legislation and regulation. The 81st Annual Conference and Exposition was held on July 22-25 2016, in Long Beach, California.

Analysis:

Conference Overview

NACo's 81st Annual Conference and Exposition provided county officials with an opportunity to access information and resources to address some of counties' most pressing challenges including the opioid and heroin crisis, criminal justice and mental health reform, transportation and infrastructure, and economic development. Policy Steering Committee meetings, workshops, summits, mobile tours, and networking opportunities were available to all conference participants to explore and discuss innovative approaches to the common challenges counties across the nation are facing.

Highlights of the 2016 NACo Annual Conference included:

- *Managing the Relationship between County Administrators and County Attorneys*

This workshop explored how County Administrators and County Attorneys can maintain cooperative relationships, as well as with their county elected officials. NACo partnered with the National Association of County Administrators (NACA), the National Association of County Civil Attorneys (NACCA), and the International Municipal Lawyers Association (IMLA) to provide county administrators and attorneys with an interactive discussion about the importance of sustaining positive relationships.

- *Public Health Preparedness and Response: Zika as a Case Study*

In response to the growing concern for Zika in Florida, NACo provided a session on what counties can do nationwide to respond appropriately to the public health issue. As counties are on the front lines of public health emergencies, county leaders must become familiar with working with their health departments and across county agencies to prepare for and appropriately respond to public health issues. The session utilized Zika as a case study to discuss public health preparedness and response, and provided an opportunity for attendees to engage in sharing their best practices.

- *Ethical Leadership: Lessons Learned to Keep You out of Prison*

Leon County Attorney Herb Thiele was a speaker in this session about ethical leadership. The session addressed the need for county officials to stay informed about changes to ethics laws. The two-part session explored general ethical considerations including voting conflicts, bribery and/or extortion prohibitions, federal laws and ethics reform at both state and local levels. The second part of the session explored Commissioner Mary McCarty's investigation and conviction of ethics violations. The workshop session was hosted by the International Municipal Lawyers Association and National Association of County Civil Attorneys.

- *Let's Balance!*

In addition to the sessions listed above, Leon County hosted the "Let's Balance!" budget simulation game for county officials on the third day of the conference. The game was developed by Leon County to give participants exposure to the budgeting process for county commissioners. The immersive session provides newly elected officials and county citizens the opportunity to understand the budgeting process in an interactive way. Commissioner Desloge, County Administrator Vincent Long, and Deputy County Administrator Alan Rosenzweig highlighted how Leon County has used "Let's Balance!" for a variety of audiences in our community including our Citizen Engagement Series, local high schools, and Leadership Tallahassee. The budget game was a success for its outreach at the conference and earned positive reviews and feedback from all participants as well as NACo staff.

Installment Ceremony

On the final day of the Annual Conference, Leon County Commissioner Bryan Desloge was installed as President of the National Association of Counties for 2016-2017. Commissioner Desloge was elected as NACo's Second Vice President in 2014 and ascended to First Vice President in 2015. In addition to being the President of the association, Commissioner Desloge holds several positions within the organization including his membership on the Health Steering Committee, Financial Services Corporation Board of Directors, and the Next Generation NACo Network. Commissioner Desloge will serve as the Association's President until next summer, advancing home rule on a national level focusing on civility and diversity.

Commissioner Desloge is the first Leon County Commissioner to lead NACo and is the first County Commissioner from Florida to hold the position in over two decades. As President of NACo, Commissioner Desloge will represent 3,069 county governments nationwide. Commissioner Desloge's focus during his year of presidency is "The Counties Matter Challenge: Brilliant Ideas at Work," an initiative seeking the best ideas from county governments across the country.

Options:

1. Accept the Status Report on the 2016 NACo Annual Conference.
2. Do not accept the Status Report on the 2016 NACo Annual Conference.
3. Board direction.

Recommendation:

Option #1.

Attachments:

1. 2016 NACo Annual Conference and Exposition Schedule
2. Letters of Congratulations to Commissioner Desloge



2016 NACo ANNUAL CONFERENCE & EXPOSITION | Los Angeles County LONG BEACH • JULY 22-25, 2016

SCHEDULE - AS OF JULY 19, 2016

Wednesday, July 20, 2016

10:00 a.m. - 11:30 a.m.	NACo Pre-Con	102 A
12:00 p.m. - 5:00 p.m.	NACo Staff Headquarters / Lost & Found	204

Thursday, July 21, 2016

6:00 a.m. - 6:00 p.m.	Resounding Voice Office	104 Storage
7:30 a.m. - 1:30 p.m.	CIO Forum The CIO Forum enables county CIOs, along with Premier Corporate Members, to collaborate on local government challenges and solutions. The CIO Forum is an invitation-only event, and requires separate registration in addition to conference registration. To register and for more information, please visit www.NACo.org/CIOForum	103 BC
8:00 a.m. - 6:00 p.m.	National Association for County Community and Economic Development (NACCED) Board and Committee Meetings	201 B
9:00 a.m. - 5:00 p.m.	NACo Staff Headquarters / Lost & Found / Legislative Information Center	204
1:00 p.m. - 4:00 p.m.	Bob Hope Patriotic Hall Mobile Tour The Bob Hope mobile workshop will offer a 30 minute walking tour of the Bob Hope Patriotic Museum and a 3 panel Q&A discussion focusing on the services that LA County provides to its veterans. Join experts from the Department of Military and Veterans Affairs, the Department of Mental Health, and US Vets to discuss the resources that they provide such as employment, housing, mental health, vocational rehab and much more to local veterans. This mobile workshop is about 2 hours in total travel (to and from the museum) and one hour for the tour and presentation.	

1:30 p.m. - 4:00 p.m.

The Growing Experience Urban Farm- Mobile Workshop

The Growing Experience Community Environmental Resource Center (TGE), operated by the Housing Authority of the County of Los Angeles, is a seven-acre facility located within Carmelitos Public Housing (Carmelitos). TGE operates programs that create affordable access to locally grown healthy produce, provide education and skills training opportunities related to environmental sustainability for underserved youth and young adults, and engage the public through seasonal community events and volunteerism. Participants in this mobile workshop will be able to view TGE's facilities, which includes a 4.5 acre urban farm featuring agricultural crops grown using environmentally sustainable methods, a climate-controlled greenhouse featuring an aquaponics and vertical towers growing system, a demonstration and drought-tolerant community food forest, a food waste composting program, and multi-purpose meeting space. Register at www.naco.org/urbanfarm

1:30 p.m. - 4:00 p.m.

THUMS Island Tour- Mobile Workshop

We will tour the THUMS islands (an acronym of oil companies) located in the beautiful Long Beach marina. Constructed to blend with the city skyline, the tour will take you to an island to see how oil is produced in a safe and environmentally friendly manner. The oil islands were constructed in 1965 to access the Wilmington oil field, the third largest oil field in the United States. The islands are jointly operated through a public-private partnership between the city of Long Beach, state of California, and California Resources Corporation. Register at www.naco.org/THUMS.

2:00 p.m. - 4:00 p.m.

The Long Beach Courthouse Mobile Workshop

The Long Beach Courthouse is the first and only social infrastructure project in the U.S. to be built as a public-private partnership (P3) and opened in 2013. The 545,000-square-foot building houses 31 courtrooms, state administrative offices, below-grade in-custody transfer and detention facilities, a state-of-the-art jury assembly room, food court and offices for the related County justice agencies. Through the P3 financing model, the private enterprise is responsible to design, construct, finance, operate and maintain the facility and the state and county paid nothing up front for the building. Instead, a "service fee" that pays for the initial construction costs and ongoing maintenance and operating costs is billed monthly over the term of the contract. The Fee can be reduced if there are maintenance or operating issues. The sponsoring entity (in this case, the Judicial Council of California) maintains ownership of the building and grants the private enterprise the license to perform the duties described above. Participants in this mobile workshop will walk from the Long Beach Convention Center to the Courthouse (approximately one mile) and tour the state-of-the-art facility and learn about how the entire process was structured – and how similar structuring might work and benefit your own jurisdictions.

2:00 p.m. - 5:00 p.m.

Affiliate Tables

104 Foyer

2:00 p.m. - 5:00 p.m.

NACo Store

Ground Level Foyer

2:00 p.m. - 5:00 p.m.

Registration Open

Ballroom Right 1/2

2:00 p.m. - 6:30 p.m.

NACo Technology Innovation Summit- Part One

Regency Ballroom A

The two-day Technology Innovation Summit educates county elected officials on how technology can reduce costs and improve constituent services, with a particular emphasis on how counties have applied these technologies. All attendees of the NACo Annual Conference are invited to participate in the summit. To register and for more information, please visit www.NACo.org/TechSummit

2:30 p.m. - 4:30 p.m.

National Association of County Human Services Administrators

Shoreline AB

- 5:30 p.m. - 6:30 p.m. **Technology Innovation Reception**
 The Technology Innovation Reception will be sponsored by U.S. Communities. Attendees will have the chance to network with colleagues and U.S. Communities suppliers and enter to win unique prizes.

- 5:30 p.m. - 7:30 p.m. **Colorado Caucus** **101 AB**

Friday, July 22, 2016

- 7:30 a.m. - 5:00 p.m. **NACo Staff Headquarters / Lost & Found / Legislative Information Center** **204**

- 7:30 a.m. - 5:00 p.m. **Registration Open** **Ballroom Right 1/2**

- 7:30 a.m. - 5:30 p.m. **Affiliate Tables** **104 Foyer**

- 8:00 a.m. - 2:00 p.m. **NACo Technology Innovation Summit- Part Two** **Regency Ballroom ABC**
 The two-day Technology Innovation Summit educates county elected officials on how technology can reduce costs and improve constituent services, with a particular emphasis on how counties have applied these technologies. All attendees of the NACo Annual Conference are invited to participate in the summit. To register and for more information, please visit www.NACo.org/TechSummit

- 8:00 a.m. - 9:00 a.m. **Healthy Counties Advisory Board Meeting** **202 ABC**

- 8:00 a.m. - 9:00 a.m. **Policy Coordinating Committee Meeting #1** **201 A**

- 8:30 a.m. - 5:00 p.m. **NACo Store** **Ground Level Foyer**

- 9:00 a.m. - 10:00 a.m. **Public Lands Policy Steering Committee - Resolutions Meeting** **Ballroom A**

- 9:00 a.m. - 10:00 a.m. **Transportation Policy Steering Committee - Resolutions Meeting** **102 ABC**

- 9:00 a.m. - 10:30 a.m. **Agriculture and Rural Affairs Policy Steering Committee - Subcommittee Meetings** **104 B**

- 9:00 a.m. - 10:30 a.m. **Community, Economic and Workforce Development Policy Steering Committee - Resolutions Meeting** **101 AB**

- 9:00 a.m. - 11:00 a.m. **Environment, Energy and Land Use Policy Steering Committee - Resolutions Meeting** **104 A**
 The Environment, Energy and Land Use (EELU) Steering Committee will meet in a working session to allow sponsors of resolutions and platform changes to discuss, debate and amend various proposed policy positions before the EELU full steering committee meeting later in the day. All sponsors of EELU resolutions and platform changes will be allowed to briefly address the committee at this meeting on the purpose of their proposed policy.

Advocating to Improve the Health of Justice-Involved Populations: NACo's Health Steering Committee has engaged in multiple advocacy efforts to improve the health of individuals who come in and out of county jails. One of these efforts has involved encouraging states and counties to suspend, instead of terminating, Medicaid for those entering our county jails so their benefits can be immediately reinstated upon release. Hear how one member of Congress, who is a member of the U.S. House Energy and Commerce Committee, which has jurisdiction over health and Medicaid issues, is utilizing his platform and past experience in state and local government to help lead efforts to protect the health of individuals in our criminal justice system, especially our youth.

Innovating to Provide Crisis Mental Health Services: Counties are on the front lines of responding to our nation's crises and have served as innovation labs for maximizing limited resources in order to provide crisis response systems for their residents. In this session, you will hear how peer exchange between two counties— 900 miles apart—led to the development of a comprehensive crisis response system built on evidence-based practices. In addition you will learn how they and others across the country are harnessing technology to ensure such services are easy to access for all generations with the touch of a smartphone. Discussion Leaders: • The Hon. Nancy Jackson, Commissioner, Arapahoe County, Colo. • Mr. Leon Evans, CEO, Center for Health Care Services, Bexar County, Texas • Mr. Gilbert Gonzalez, Director, Mental Health Department, Bexar County, Texas • Mr. Ron Manderscheid, Executive Director, National Association of County Behavioral Health and Developmental Disability Directors

Coordinating to Provide Networks of Care: Understanding the full assets of one's community across the continuum of health and human services can be particularly difficult, especially for those most in need of services like our seniors. In realization of this, approximately 500 counties are utilizing a web-based platform to make services and support information easily accessible and provide an outreach tool for early intervention. Learn how your peers are utilizing the Network of Care services across the country to coordinate services at the local level for our most vulnerable populations. Discussion Leaders: • The Hon. Dave Roberts, Supervisor, San Diego County, Calif. • The Hon. Mary Ann Borgeson, Commissioner, Douglas County, Neb. • The Hon. Steve Johnson, Larimer County, Colo. • Ms. Valerie Brown, Consultant, Trilogy Integrated Services/Network of Care • Mr. Bruce Bronzan, President, Trilogy Integrated Services/Network of Care

Speakers:

Hon. Mary Ann Borgeson, Commissioner, Douglas County, Nebraska
 Ms. Valerie Brown, Consultant, Trilogy Integrated Services/Network of Care
 Hon. Tony Cardenas, U.S. Representative, House Energy and Commerce Committee
 Mr. Leon Evans, CEO, Center for Health Care Services, Bexar County, Texas
 Mr. Bruce Bronzan, President, Trilogy Integrated Services, Network of Care
 Mr. Ron Manderscheid, Executive Director, National Association of County Behavioral Health and Development Disability Directors
 Hon. Steve Johnson, Larimer County, Colorado
 Hon. Nancy Jackson, Commissioner, Arapahoe County, Colorado
 Mr. Gilbert Gonzalez, Director, Mental Health Department, Bexar County, Texas
 Hon. Dave Roberts, Supervisor, San Diego County, California

Speakers:

Ms. Carrie Hritz, U.S. Census Bureau
 Mr. Rick Bengtsson, El Paso County, Colo.
 Ms. Julie Krow, Colorado Department of Human Services
 Hon. Kathy Long, Ventura County, Calif.
 Hon. Nancy Sharpe, Arapahoe County, Colo.
 Mr. Bruce Bronzan, Trilogy Integrated Resources/Network of Care

Hon. Sallie Clark, El Paso County, Colo.
Mr. Barry Zimmerman, Ventura County, Calif.

10:00 a.m. - 11:00 a.m.	NACIO Business Meeting	Shoreline AB
10:00 a.m. - 12:00 p.m.	Justice and Public Safety Policy Steering Committee - Business Meeting	203 AB
10:00 a.m. - 12:00 p.m.	Public Lands Policy Steering Committee - Subcommittee Meetings Speakers: Ms. Margaret Byfield, American Stewards of Liberty Ms. Cynthia Moses-Nedd, NACo Liaison to the Bureau of Land Management Mr. Randy Phillips, NACo Liaison to the U.S. Forest Service Mr. Mark Haggerty, Headwaters Economics	Ballroom A
10:00 a.m. - 12:00 p.m.	Transportation Policy Steering Committee - Subcommittee Meetings	102 ABC
10:30 a.m. - 12:00 p.m.	Agriculture and Rural Affairs Policy Steering Committee - Business Meeting	104 B
10:30 a.m. - 12:00 p.m.	Audit Committee Meeting Speakers: Hon. Stephen Holt, Jasper County	201 A
10:30 a.m. - 12:00 p.m.	Community, Economic and Workforce Development Policy Steering Committee - Subcommittee Meetings	101 AB
11:00 a.m. - 1:45 p.m.	Finance, Pensions and Intergovernmental Affairs Policy Steering Committee - Subcommittee Meetings	103 ABC
12:00 p.m. - 1:30 p.m.	Finance Committee Meeting Speakers: Hon. Bryan Desloge, Leon County	201 A
12:00 p.m. - 2:00 p.m.	Luncheon on the Opioid Epidemic (RSVP Required)	104 C
12:00 p.m. - 4:00 p.m.	LA County Mobiles: A Behind the Scenes Look Stop by the Long Beach Convention Center Promenade Plaza concourse and get a behind-the-scenes look at some of Los Angeles County's largest specialized vehicles, from the Sheriff's Department Mobile Command Post to the Natural History Museum's Mobile Museum: An Ocean Experience. This family-friendly presentation will offer a hands-on interactive experience for conference attendees and families, while providing a unique look on how LA County operates out in the field.	Promenade Plaza

The subcommittees of the Environment, Energy and Land Use Steering Committee will hold an educational session on the national lessons learned from the California drought. For the past several years, California has undergone a record-breaking drought. In January 2015, Governor Jerry Brown declared California in a drought State of Emergency and imposed strict water conservation measures. While California residents and businesses were able to slash water use dramatically, there were unintended consequences. This session will provide various perspectives for county officials to consider when drought programs are implemented in their state. Specifically, the committee will discuss: the science of drought and where it is occurring, potential ideas for combatting drought, and federal programs on drought. Additionally, we will examine the lessons learned from the California drought and how those lessons can be applied to other areas of the country. Please join us as we examine the many facets associated with drought and its impact to counties.

Speakers:

Mr. Jack Rice, Associate Counsel, California Farm Bureau Federation, Sacramento, Calif.

Mr. Pablo Arroyave, Deputy Regional Director, Mid-Pacific Region, U.S. Bureau of Reclamation, Bureau of Reclamation

Ms. Felicia Marcus, Chair, State Water Resources Control Board, California

Ms. Cindy Tuck, Deputy Executive Director, Association of California Water Agencies

Hon. David Rabbitt, Supervisor, Sonoma County, Calif.

Open to NACIO Members and NACo Conference Attendees Taking a Strategic Approach Towards Communication Efforts Dr. Ashley English, CEO and Founder Elevated Engagement Consulting 12:30 p.m. Video & Social Media Tips for Government Rossana Seitter, Creative Services Coordinator for Mecklenberg County, North Carolina 2:15 p.m. Educating the Public through Animation Videos Doug Perry, Communications Director for Utah Association of Counties 3:15 p.m.

Speakers:

Ms. Lisa Cylar Barrett, Policy Link/Promise Neighborhoods Institute

Mr. Michael McAfee, Policy Link/Promise Neighborhoods Institute

Hon. Toni Carter, Ramsey County, Minn.

2:30 p.m. - 4:00 p.m.	Telecommunication and Technology Policy Steering Committee - Business Meeting	201 A
4:00 p.m. - 5:00 p.m.	NACo Ambassadors	104 C
4:00 p.m. - 6:00 p.m.	Exhibit Hall Reception	Hall A
4:15 p.m. - 4:45 p.m.	Changing the Way Government Does Business by Leveraging Technology & Services Presented by Ricoh	County Talks Theater - Hall A
	Changing the Way Government Does Business by Leveraging Ricoh Technology & Services offerings of the US Communities contract" Like many government bodies across the United States, Madera County has had to find innovative ways to carry out its mission to serve the public in the face of constrained budgets, diminished staff levels & an increasing County population. This presentation will discuss how Madera County, California has utilized Ricoh technology and Services under the U.S. Communities program. Through this partnership the County was able to design a plan to securely convert the County's large volume of paper-based files into electronic form. Come learn more on how one County has helped transform workflows and information sharing to be streamlined across County departments. Madera County Gary Svanda - County Assessor Eric Fleming - Chief Administrative Officer	
5:00 p.m. - 5:45 p.m.	Policy Coordinating Committee Meeting #2	201 A
5:00 p.m. - 7:00 p.m.	National Association of County Information Officers (NACIO) Awards Reception	
	Open to NACIO Members & Award Winning Counties and State Associations 5 p.m. to 7 p.m. with Awards Presentation at 5:30 p.m. Off site at Parkers Lighthouse, Long Beach	
5:15 p.m. - 5:45 p.m.	Fuel Cell Electric Vehicles (FCEVs) – Zero Emissions, Zero Compromise Presented by the Fuel Cell and Hydrogen Energy Association	Hall A - County Talks Booth
	Clean, innovative fuel cell electric vehicles are a sustainable transportation alternative. With emissions-free driving, a 300–500 mile drive range and the ability to refuel in just three to five minutes, FCEVs combine the benefits of battery electric vehicles and the convenience of traditional vehicles. Now being sold in California, learn how counties and states can support FCEVs, enabling these environmentally-friendly vehicles to be sold in your community as a way to clean up the environment, bring jobs and innovation to your region and increase our nation’s energy independence.	
8:00 p.m. - 10:00 p.m.	NACo Opening Reception - Lights, Leadership, Action!	Terrace Plaza
	Join your colleagues at the star-studded event! You'll walk the red carpet and dance to the tunes of the Legendary Mustangs, featuring our own Supervisor John Tavaglione from Riverside County, Calif. Enjoy late night treats while reconnecting with old friends and making new ones. You wont want to miss the L.A. County premiere of the Annual Conference & Exposition!	

Saturday, July 23, 2016

-	County Talks	Hall A - County Talks Booth
6:00 a.m. - 7:15 a.m.	Early Risers Activity along the Shore	
7:30 a.m. - 5:00 p.m.	NACo Store	Ground Level Foyer
7:30 a.m. - 5:00 p.m.	Registration Open	Ballroom Right 1/2
7:30 a.m. - 5:30 p.m.	Affiliate Tables	104 Foyer

7:30 a.m. - 5:30 p.m.	NACo Staff Headquarters / Lost & Found / Legislative Information Center	Secure Storage - Exhibit Level
8:00 a.m. - 5:00 p.m.	National Association of County Engineers Executive Committee Meeting	
8:00 a.m. - 6:00 p.m.	TSA PreCheck brought to you by U.S. Communities	Secure Storage - Exhibit Level
8:00 a.m. - 9:15 a.m.	Accessing Corporate Funding for Safe / Secure County Initiatives TransCanada is a leading North American energy transmission company with operations in 30 states and 415 counties. Attendees will learn about TransCanada, assets and operations, and Community Investment (donations) Program. Information specific to priorities for donations in local communities will also be shared along with past examples. Learn how to access our community investment application process to seek support for your local initiatives.	102 C
8:00 a.m. - 9:15 a.m.	First Time Attendee Breakfast An opportunity for first time attendees to meet peers, NACo ambassadors and staff to learn more about how to take advantage of the conference and NACo	101 A
8:00 a.m. - 9:15 a.m.	Freight Rail: Partnering with Counties to Enhance Safety and Grow the Economy Freight rail is sustainable transportation. It connects local and regional economies to the global marketplace, and it does so with fewer emissions, greater fuel efficiency, and by helping counties and states avoid billions in road maintenance costs. Freight rail partners with counties in hazmat safety training and emergency response planning -- to help keep our communities safe. From land use conflicts to economic development to emergency response, learn more about the challenges and opportunities that counties and railroads face.	102 AB
8:00 a.m. - 9:15 a.m.	Gulf States Counties and Parishes Caucus	201 B
8:00 a.m. - 9:15 a.m.	Healthy Counties Breakfast Roundtable: Creating A Connected Behavioral Health System, Sponsored by Aetna This breakfast session will explore how counties support and respond to the behavioral health needs of their residents. Attendees will have the opportunity to discuss best practices and learn from other county leaders and experts who will discuss issues such as setting up a comprehensive and coordinated health system focused on behavioral health, including technology and wraparound services, including housing. Speakers: Mr. Eric Brown, President and CEO, California Telehealth Network Mr. Chuck Ingoglia, Senior Vice President, Public Policy and Practice Improvement, National Council for Behavioral Health Ms. Michele Bennyhoff, Deputy Executive Director, County Behavioral Health Directors Association of California Dr. Monika Roots, Senior Medical Director, Teladoc Behavioral Health	104 C
8:00 a.m. - 9:15 a.m.	Maximizing Your Investment Returns on the County Level In this environment of low interest rates, county financial officers are in search of ways in which to maximize fixed income investment returns. This session will explain different investment options to generate return while minimizing risk. Speakers: Mr. Joel Griffith, NACo Mr. David Maccagnone , Multi-Bank Securities, Inc. Mr. Rob Hagans, NACo	101 B
8:00 a.m. - 9:15 a.m.	Resilient Counties Advisory Board	201 A

8:30 a.m. - 10:30 a.m.	Veterans and Military Services Committee Meeting	Session on Reducing and Ending Veteran Homelessness – The committee will begin its meeting with a one hour session (8:30am-9:30am) on how counties. Attendees will learn more about resources available to their counties, as well as how they can tackle this critical issue that affects over 45,000 veterans nationwide. Following this session, the committee will focus on committee business for the duration of the meeting.	
	Speakers:	Hon. Bill Hall, Lincoln County, Ore. Ms. Stephanie Stone, Office of Military and Veterans Affairs, Los Angeles County, Calif. Mr. Jim Goltart, National Association of County Veterans Service Officers Mr. Jim Young, Vernon County, Wisc. Hon. Paul Heimel, Potter County, Pa. Mr. Matthew Lindsay, Orleans Parish, La. Hon. Bill Holen, Arapahoe County, Colo.	
9:00 a.m. - 11:00 a.m.	NACA Executive Board Meeting		Shoreline B
9:00 a.m. - 12:00 p.m.	Rural Action Caucus - Rural Impact County Challenge Summit		104 B
9:00 a.m. - 3:00 p.m.	Exhibit Hall Open		Hall A
9:00 a.m. - 5:00 p.m.	NACo Press & Social Media Room		Hall B
9:15 a.m. - 9:45 a.m.	NACo’s Live Healthy Program: Helping Your Residents Save Presented by CVS CareMark	Learn how you can help your residents save with prescription, dental and health discounts available to member counties through NACo’s Live Healthy program!	Hall A - County Talks Booth
9:30 a.m. - 10:30 a.m.	NextGen Community Service Project	Saving Innocence will be the charity for Next Generation NACo's Community Service Project at NACo's 2016 Annual Conference & Exhibition.	103 ABC
		<p>The vision of Saving Innocence is to end the commercial sexual exploitation of children and restore the cultural values of innocence and human worth. Their mission is to rescue and restore child victims of sex trafficking through strategic partnerships with local law enforcement, social service providers, and schools while mobilizing communities to prevent abuse and increase neighborhood safety. Saving Innocence is part of the First Responder Protocol with local law enforcement and social service partners and provides case management and advocacy for these child victims. Since its inception in the fall of 2010 Saving Innocence has helped more than 350 children.</p> <p>For more information on Saving Innocence visit: www.savinginnocence.org.</p> <p>Participate in this worthy cause by registering to take part in the Community Service Project when you register for the Annual Conference. Your \$25 fee will be used to purchase much needed items for the victims of sexual exploitation in the Los Angeles County area. You can also purchase items on your own and drop them off in the bin which will be located in the convention center in Long Beach. A list of needed items can be found here.</p>	
9:30 a.m. - 11:00 a.m.	GIS Subcommittee		201 A
9:30 a.m. - 11:00 a.m.	JPS Emergency Management Subcommittee Meeting		202 ABC

9:30 a.m. - 12:00 p.m.	Large Urban County Caucus Meeting	Featuring a roundtable discussion moderated by Bernard Wolfson, managing editor of California Healthline/Kaiser Health News, on health, behavioral health and criminal justice system transformation in urban counties with a focus on recent innovative, and disruptive, reforms.	
		Additionally, the session will host a screening and director's discussion of "Resilience: The Biology of Stress & the Science of Hope." The film, directed by James Redford, chronicles the birth of a new movement among pediatricians, therapists, educators and communities, who are using cutting-edge brain science to disrupt cycles of violence, addiction and disease.	
9:30 a.m. - 12:00 p.m.	Western Interstate Region Board	Speakers: Mr. Greg Wolf, Association of Oregon Counties Honorable Carol Bowman Muskett, McKinley County, N.M. Mr. Jim Ogsbury, Western Governors' Association Mr. Michael Christensen, Port of Long Beach Honorable Joel Bousman, Sublette County, Wyo. Ms. Joy Esparsen, New Mexico Association of Counties Honorable Genevieve Jackson, McKinley County, N.M. Mr. Mark Lautman, Lautman Economic Architecture	104 A
10:15 a.m. - 10:45 a.m.	How can effective use of big data help you tackle tough problems and build resilient communities? Presented by ThomsonReuters	Big data is a buzz word you hear a lot about in the media, but what does it actually mean and how do you apply big data to help your community? In this session, hear how big data and technology can help county officials meet critical community needs –reducing poverty, addressing the opiate epidemic and increasing revenues to tackle unfunded mandates.	County Talks Theater - Hall A
10:45 a.m. - 12:00 p.m.	Nominating Committee		VIP A & B
11:00 a.m. - 12:00 p.m.	IT Standing Committee		102 AB
11:15 a.m. - 11:45 a.m.	Hindsight as Prescription for a Better Tomorrow Presented by UnitedHealthCare	Imagine for a moment, if you could travel through a time-space continuum in order to meet yourself at a younger age and provide advice that would help you live a more fulfilling life into your senior years. What guidance would you give yourself? Would you offer a different path? What do you think of first? If a serious illness has befallen you or someone you care about, then you might consider better health choices as an opportunity to change your or a loved one's path into the future. In this County Talk, Dr. Tanya Stewart will explore different options for health choices and the possible opportunities or consequences of those health care choices.	County Talks Theater - Hall A
		Speakers: Dr. Tanya Stewart, MD, FAAHPM, HMDC, Senior Medical Director, UnitedHealthCare Retiree Solutions	
11:30 a.m. - 1:30 p.m.	NCACC NACo Candidate Screening Lunch		Shoreline A
12:00 p.m. - 1:30 p.m.	Membership Committee Meeting		201 B
12:00 p.m. - 1:30 p.m.	Programs and Services Committee Meeting		201 A
12:00 p.m. - 3:00 p.m.	NOBCO/NABCO Meeting		103 AB

- 12:15 p.m. - 1:30 p.m.** **National Association of County Intergovernmental Relations Officers (NACIRO)** **104 A**
- 12:15 p.m. - 12:45 p.m.** **Where in the World are Your Investments? Building a Defined Contribution Plan Lineup That Helps Participants Presented by Capital Group** **County Talks Theater - Hall A**
Join defined contribution (DC) specialist Sue Walton as she takes a closer look at today's investment landscape, challenges investors to rethink equity diversification in DC plans and discusses the next generation of global investing. Plan sponsors will have the opportunity to not only learn about the new geography of investing, but how to apply those learnings to their DC plans. Lunch will be served!
- 1:15 p.m. - 1:45 p.m.** **Becoming a Master Negotiator & Influencer – Learning to Get What You Want as You Lead Presented by Aetna** **Hall A - County Talks Booth**
Effective negotiation skills are at the core of transformative leadership. In her lively and interactive presentation, Fatimah Gilliam will discuss how to be a skilled negotiator – key factors needed to increase influencing power, confidence and leverage in negotiations. We will touch upon how these skill sets are critical in enabling community leaders to actively take control of their professional career paths, support the betterment and well-being of their communities and deliver on their value propositions. This talk is tailored for leaders who communicate, influence and negotiate with stakeholders with different and conflicting agendas and will offer takeaways that you can put into practice immediately.
- 1:30 p.m. - 3:00 p.m.** **Arts and Culture Commission Meeting** **203 AB**
This meeting will focus on the role of local arts agencies in developing local arts programming and local community and economic development efforts. Speakers from arts agencies within Los Angeles County will discuss their work, how they work with both each other and local elected officials and how counties can replicate their success. The discussion will include an overview of American for the Arts' 2015 Local Arts Agency Census, which paints a portrait of the programs, budgets and operations of the local arts agency field across the United States. • Danielle Brazell, General Manager, City of Los Angeles Department of Cultural Affairs, Los Angeles, Calif. • Sofia Klatzker, Executive Director, Arts for LA, Los Angeles, Calif. • Laura Zucker, Senior Director of State and Local Government Affairs, Americans for the Arts, Los Angeles, Calif. • Jay Dick, Senior Director of State and Local Government Affairs, Americans for the Arts, Washington, D.C.
Speakers:
Ms. Sofia Klatzker, Arts for LA
Ms. Laura Zucker, Los Angeles County Arts Commission
Ms. Danielle Brazell, City of Los Angeles Department of Cultural Affairs
Mr. Jay Dick, Americans for the Arts
- 1:30 p.m. - 3:00 p.m.** **National Association of County LGBT Leaders and Allies Business Meeting and Policy Roundtable** **102 AB**
- 1:30 p.m. - 3:00 p.m.** **North Carolina Association of Black County Officials** **Harbor BC**
- 1:45 p.m. - 3:00 p.m.** **How to Effectively Market Your County for FREE** **102 C**
CGI Communication will discuss no cost County Showcase Program they have provided to hundreds of counties nationwide. They will cover why their program is so effective for counties in today's digital age. They will also discuss how and why their program is a free opportunity and how your county can get involved. Attendees will learn how to utilize the County Showcase Program to welcome future residents, promote tourism, recruit new businesses and enhance communication at no cost!
- 1:45 p.m. - 3:00 p.m.** **NACo Board Forum** **Ballroom A**

1:45 p.m. - 3:00 p.m.	Reducing Mental Illness in Jails: A Working Meeting for Stepping Up Counties All counties that are already part of, or interested in joining, the Stepping Up initiative to reduce mental illness in jails are invited to participate in this working meeting of the NACo Stepping Up Network. The purpose of the Network is to inform future activities and resources. Participants in the working meeting will have an opportunity to network with peers and sign up to participate in future Network activities. Come to the meeting to learn more!	
1:45 p.m. - 3:00 p.m.	State Association Meeting Planners Meeting	202 ABC
2:15 p.m. - 2:45 p.m.	Technology in the Build World - Presented by Plan Grid The construction industry is experiencing a new age of innovation. By 2030, construction is expected to be a 12 trillion-dollar industry. Enter PlanGrid. PlanGrid's COO, Ryan Sutton-Gee, will discuss how technology is impacting some of the world's largest heavy-civil projects, helping to mobilize and empower workforces to ensure projects finish faster, and on budget.	County Talks Theater - Hall A
3:15 p.m. - 5:00 p.m.	General Session Speakers: Mr. Kareem Abdul-Jabbar Mr. Jack Dangermond, Co-Founder and President Esri	Hall B
5:00 p.m. - 6:00 p.m.	County Commissioners Association of Ohio Caucus	202 ABC
5:00 p.m. - 6:00 p.m.	Iowa Caucus Meeting	101 A
5:00 p.m. - 6:00 p.m.	Mississippi Caucus	103 C
5:00 p.m. - 6:00 p.m.	Missouri Delegation Caucus	103 A
5:00 p.m. - 6:00 p.m.	Pennsylvania Counties Caucus	201 B
5:00 p.m. - 6:30 p.m.	Alabama Delegates Caucus	101 B
5:00 p.m. - 6:30 p.m.	Kansas Association of Counties Caucus	Harbor ABC
5:00 p.m. - 6:30 p.m.	Minnesota Delegation Caucus	Seaview Ballroom AB
5:00 p.m. - 6:30 p.m.	North Carolina Caucus	102 C
5:00 p.m. - 6:30 p.m.	Oregon/Washington Reception	Seaview Rotunda & Foyer
5:15 p.m. - 6:15 p.m.	FireEye and HP Happy Hour	102 B
5:30 p.m. - 6:30 p.m.	"Japan Night" Reception, Hosted by Japan Local Government Center	103 B
5:30 p.m. - 7:00 p.m.	Digital Counties Award Reception	Regency Ballroom A
6:30 p.m. - 8:00 p.m.	North Carolina Reception	102 A

Sunday, July 24, 2016

-	County Talks	Hall A - County Talks Booth
6:00 a.m. - 7:15 a.m.	Early Risers Activity along the Shore	

7:30 a.m. - 4:00 p.m.	Affiliate Tables	
7:30 a.m. - 4:00 p.m.	Registration Open	Ballroom Right 1/2
7:30 a.m. - 5:30 p.m.	NACo Staff Headquarters / Lost & Found / Legislative Information Center	204
7:30 a.m. - 8:30 a.m.	Illinois Counties Association Breakfast	202 B
7:30 a.m. - 8:30 a.m.	Non-Denominational Worship Service	102 C
7:30 a.m. - 8:30 a.m.	Wisconsin Counties Association Breakfast Caucus	202 C
7:30 a.m. - 8:30 a.m.	WSAC Breakfast	Seaview Ballroom B
7:30 a.m. - 9:00 a.m.	Alaska, Idaho, Montana, Nevada, North Dakota, South Dakota, and Wyoming Joint Association Breakfast	104 C
7:30 a.m. - 9:00 a.m.	Virginia, West Virginia and Maryland State Associations' Breakfast	201 B
8:00 a.m. - 6:00 p.m.	TSA PreCheck brought to you by U.S. Communities	Secure Storage - Exhibit Level
8:00 a.m. - 9:00 a.m.	Florida Delegates Caucus	203 AB
8:00 a.m. - 9:00 a.m.	Workforce Development Breakfast Roundtable Counties play a key role in funding and facilitating workforce and economic development programs. This breakfast roundtable will explore opportunities for counties to sync workforce development programs and industry needs, with a particular focus on job training opportunities and placement services to assist young people, veterans and formerly incarcerated individuals enter the workforce. Hosted by the National Association of Home Builders.	104 B
	Speakers: Mr. Stephen T. Gallagher, Vice President, Government Affairs, National Association of Home Builders Mr. Tadar Muhammad, Home Builders Institute	
8:00 a.m. - 9:15 a.m.	Breakfast Roundtable: Public Health Preparedness and Response: Zika as a Case Study Counties are on the frontlines of public health emergencies. County leaders must work with their health departments and across county agencies to prepare for and respond appropriately to public health issues. In this session, experts and county officials will use Zika as a case study to discuss public health preparedness and response and to engage attendees in sharing their best practices.	201 A
	Speakers: Dr. LaMar Hasbrouck, Executive Director, National Association of County and City Health Officials Dr. Umair A. Shah, Executive Director, Harris County Public Health Ms. Montrece Ransom, Sr. Public Health Analyst, Public Health Law Program, Office for State, Tribal, Local, and Territorial Support, Centers for Disease Control and Prevention	
8:30 a.m. - 5:00 p.m.	NACo Store	Ground Level Foyer

9:00 a.m. - 10:15 a.m.

Are you buried in data? Innovative Solutions to Your Knowledge Management Strategy

Businesses are drowning in data but starving for insights. But what if data insights can be specifically tailored to your county's needs? Conventional approaches to gaining insights from data can take an enormous amount of time, money and headache! New solutions, driven by cloud and open data technologies, can analyze the intersections of people, places and events to get timely actionable insights delivered as a service, saving time and money. These insights can go beyond anything made available to most of our counties in the past, in a much more sustainable model.

9:00 a.m. - 10:15 a.m.

Identifying and Preventing Human Trafficking in Your County

102 AB

Human trafficking occurs in counties of all sizes, but the signs of it are often missed due to lack of knowledge. Learn about Los Angeles County's work to educate residents on indicators of human trafficking, how to use a victim-centered approach to combat trafficking and how to bring together law enforcement, social service agencies and other organizations in your county to address this issue.

Speakers:

Mr. Sergeant Eric Hooker, Long Beach Police Department Vice Investigations Section

Ms. Faith Onwusa, Saving Innocence

Ms. Michelle Guymon, Los Angeles County Probation Department, Child Trafficking Unit

9:00 a.m. - 10:15 a.m.

Innovations in Water Infrastructure Financing and Service Delivery

101 B

Many counties rely on aging water infrastructure systems. At the same time, county budgets to maintain and upgrade water infrastructure are increasingly strained, leaving some places concerned about how to ensure provision of essential drinking water and wastewater services to residents and businesses. The growing frequency of extreme weather events and the risks that disaster events pose to water supply and stormwater management systems only compound these issues. This workshop will explore innovative financing mechanisms and creative strategies for improving local and regional drinking water, wastewater and stormwater management services.

Speakers:

Mr. Greg Cannito, Corvias Solutions

Mr. Jim Gebhardt, U.S. Environmental Protection Agency, Office of Water

Mr. Bill Mawyer, P.E., Henrico County, Va.

Hon. Frank Thornton, Henrico County, Va.

9:00 a.m. - 10:15 a.m.

Managing the Relationship between County Administrators and County Attorneys

103 A

Being an elected official is not just about managing relationships with constituents, it's also about managing relationships with members of your own county government team. With two critical members of the team being the county manager and the county attorney, it is important to understand how to work with the two offices to achieve positive results. In partnership with the National Association of County Administrators (NACA), the National Association of County Civil Attorneys (NACCA), and the International Municipal Lawyers Association (IMLA), county attorneys and administrators will discuss how to maintain a cooperative relationship with county board members.

Speakers:

Mr. Rick Moorefield, County Attorney, Cumberland County, N.C.

Mr. Kevin Leonard, Executive Director, North Carolina Association of County Commissioners

Mr. Thomas Montgomery, County Counsel, San Diego County, Calif.

Mr. Peter Austin, President, National Association of County Administrators; County Administrator, McHenry County, Ill.

9:00 a.m. - 10:15 a.m.

NCCAE Professional Development Session

103 B

In an era where public distrust of all levels of government is growing, it is increasingly important for county officials to ensure they are up-to-date on the ethics laws. Part one in this two part session will explore the general ethical considerations to include voting conflicts, bribery and/or extortion prohibitions, federal laws and ethics reform at both the state and local levels. Part one is hosted by the International Municipal Lawyers Association and National Association of County Civil Attorney's . During part two of this session, former Palm Beach County Commissioner Mary McCarty will discuss practical and honest strategies for maintaining ethical boundaries as an elected official while she shares her experience of being investigated and convicted of ethics violations. You will travel with former Commissioner McCarty through her journey from search warrant to recovering after prison. If you think it cannot happen to you, think again!

Speakers:

Ms. Denise Marie Nieman, Palm Beach County, Fla.

Mr. Herb Thiele, Leon County, Fla.

Ms. Mary McCarty, Mary McCarty Consulting

9:00 a.m. - 12:00 p.m.

Exhibit Hall Open**Hall A**

9:00 a.m. - 12:00 p.m.

NACo Board of Directors and Resolutions Committee Meetings**Ballroom A**

9:00 a.m. - 5:00 p.m.

NACo Press & Social Media Room**Hall B**

9:15 a.m. - 9:45 a.m.

Home Energy Revolution: Using Property Assessed Clean Energy (PACE) Presented by Renovate America**County Talks Theater - Hall A**

Residential PACE financing has swept across California and is spreading quickly to other states, helping tens of thousands of homeowners voluntarily make their homes more efficient. Bring your questions about PACE and how you can create clean energy jobs, reduce carbon emissions, reduce reliance on the grid, lower homeowner bills, increase property values and make homes safer, healthier and more resistant to catastrophic weather – at no cost to taxpayers.

10:15 a.m. - 10:45 a.m.

"It Can Wait" Campaign Presented by AT&T**County Talks Theater - Hall A**

AT&T's 'It Can Wait' Campaign was created in 2010 for the purpose of educating consumers about the dangers of texting while driving. Learn how to implement this program in your community and its positive effects on traffic mishaps.

10:30 a.m. - 11:45 a.m.

Best Practices in Active Shooter Preparedness**103 C**

Join us for a panel discussion focusing on the implementation of best practices used in an active shooter scenario. Learn from first-hand experience how a county handled an active shooter situation, how they collaborated with federal and state officials and the technologies that were used in protecting their citizens. Walk away with a tangible knowledge of how to handle an active shooter scenario in your county.

10:30 a.m. - 11:45 a.m.

Effectively Reduce Unnecessary Jail Use and Protect Public Safety**103 A**

Counties across the country are developing programs and policies that safely reduce incarceration in their jails, more effectively use criminal justice resources and protect public safety. This session will provide examples of successful strategies from several counties, including the creation of a Population Management Bureau in the Los Angeles County Sheriff's Department, the development of a Community Transition Center in Eau Claire County, Wis., and Charleston County's (S.C.) goals to reduce its jail population by 25 percent over the next three years.

Speakers:

Ms. Julie Armstrong, Clerk of Court, Charleston County, S.C.

Mr. Gregg Moore, Board of Supervisors, Eau Claire County, Wis.
Ms. Paula Tokar, Los Angeles County Sheriff's Department, Population Management Bureau

- 10:30 a.m. - 11:45 a.m. Integrated Care and Community Health: Treating the "Whole Person" 101 B**
Physical and mental health issues are closely connected. According to the Centers for Disease Control and Prevention, major depressive disorder is found in 40 percent of cancer victims, 27 percent of diabetes patients and 17 percent of people with heart disease. Despite these strong linkages, siloed approaches to care prevent coordinated, integrated treatment and contribute to increased costs for county healthcare and human services programs. This panel session will showcase a successful care coordination initiative that is improving health outcomes and reducing the cost of care. Tom Stucke (moderator) Vice President/Gen. Mgr., Public Sector Netsmart Ricardo Mendoza, M.D. Chief Mental Health Psychiatrist Los Angeles County Dept. of Mental Health Lisa Wong, M.A. District Chief Los Angeles County Dept. of Mental Health Donna Dasig, R.N. Senior Mental Health Counselor Los Angeles County Dept. of Mental Health Jim Sorg, Ph.D. Director of Admissions & Information Technology Tarzana Treatment Centers Whitney Franz, MPH, RDN QI Program Manager L.A. Care Health Plan
- 10:30 a.m. - 11:45 a.m. Let's Balance! Budgeting Simulation Game for County Officials 102 AB**
Developed by the Leon County Government, this scenario-based budgeting workshop will give you a front row seat to the budgeting process for county officials. This immersive session is created to provide newly elected officials and county citizens with the opportunity to understand the ins and outs of budgeting in a fun and interactive way. Through the twist and turns of the game, you will experience the difficult challenges and tough choices of balancing a budget as competing and conflicting demands vie for limited resources. Participants will use financial reserves, allocate revenue and expenditure options to fund community and organizational priorities and deal with as natural disasters and unfunded mandates along the way.
Speakers:
Mr. Vince Long , County Administrator, Leon County, Fla.
Honorable Bryan Desloge , Commissioner, Leon County, Fla.
Mr. Alan Rosenzweig , Deputy County Administrator Leon County, Fla.
- 10:30 a.m. - 11:45 a.m. Local Road Safety: Reducing Fatalities and Serious Injuries on County Roads 102 C**
This workshop will discuss strategies to improve safety on county roads, including the development of Local Road Safety Plans in coordination with state and federal agencies. Participants will also learn about Toward Zero Deaths, a national strategy counties can use to establish a common vision of what the nation's safety culture should be pertaining to rural roads. Gain a understanding of best practices in developing Local Road Safety Plans and how counties can start on the road to zero deaths by focusing on implementing safety improvements while improving existing road infrastructure.
Speakers:
Mr. Brian Keierleber, Buchanan County, Iowa
Mr. Brian Roberts, National Association of County Engineers
- 10:30 a.m. - 11:45 a.m. Measuring the Impact and Value of Your Programs 104 C**
Program and performance measurement is an emerging best practice in county organizations and departments. It can help us better manage resources and explain how county resources are used. This session will discuss measurement techniques and traps: the benefits and costs of measurement, how it can be of value to counties, how to design and implement a measurement system, outputs versus outcomes and some pitfalls to avoid.
Speakers:
Dr. Laree Kiely, Kiely Group
- 10:30 a.m. - 11:45 a.m. NCCAE Professional Development Session 103 B**

- 10:30 a.m. - 11:45 a.m.** **Removing Barriers to Solar Energy Deployment: A Roundtable Discussion on the SolSmart Program** **202 C**
This interactive roundtable session will feature solar energy experts from The Solar Foundation as they provide information and answer questions on the new SolSmart program through the U.S. Department of Energy's(DOE) SunShot initiative. SolSmart aims to provide technical assistance and national recognition to communities that have taken steps to remove barriers to solar deployment, such as reducing soft costs and limiting 'red tape' at the local level. Leaders from counties already on their way to reducing such barriers will also provide best practice expertise and insight, as well.
Speakers:
Mr. Philip Haddix, The Solar Foundation
Hon. Victoria Reinhardt, Ramsey County, Minn.
Hon. Jeff Griffiths, Inyo County, Calif.
Hon. Don Saylor, Yolo County, Calif.
Mr. Jack Morgan, NACo
- 11:15 a.m. - 11:45 a.m.** **Turning Your County's Trash into Clean Fuel Presented by Sierra Energy** **County Talks Theater - Hall A**
Explore how Sierra Energy's FastOx gasification can help your county generate clean energy/fuels as well as profit from your waste stream. We're heading toward a dynamic where a county's municipal solid waste, generally looked at as a liability, will soon be viewed as a potential asset. This topic would be excellent for any groups concerned about the long-term unsustainability of landfills as well as meeting requirements to provide higher percentages of their energy from renewable sources.
- 12:00 p.m. - 1:50 p.m.** **NACo Achievement Awards Luncheon** **Hall B**
Now in its 46th year, the National Association of Counties Achievement Awards recognize innovative programs in county government. At the luncheon, the 21 Best in Category winners will be honored on stage, while other winners will be recognized in the event program. Ticketed event, stop by registration to purchase a ticket.
- 12:00 p.m. - 3:00 p.m.** **NACA General Membership Meeting & Idea Exchange** **Shoreline A**
- 12:00 p.m. - 5:00 p.m.** **Los Angeles River Revitalization Project—Mobile Tour** **Ground Level Foyer**
The Los Angeles River, best known for its concrete lined ditches, has been neglected over the years. But now, plans are afoot to transform the river into a vibrant ecosystem, which in turn, will revitalize local communities. Through a joint effort among LA County, the City of Los Angeles and the US Army Corps of Engineers, the LA River Revitalization Master Plan aims to create a safe environment with more open space, improved natural resource stewardship and flood protection, increased jobs and economic development, and enhanced civic pride. During this tour, we will join the U.S. Army Corps to see how they plan to restore an 11-mile section of the Los Angeles River. The tour will focus on plans to re-establish riparian marsh areas and restore aquatic habitat ecosystems, and how the project overcame challenges.
Speakers:
Mr. Captain Eugene Park, U.S. Army; Assistant Civil Works Branch Chief, USACE, Los Angeles, Calif.
Mr. Eduardo DeMesa, Chief, Planning Division, USACE, Los Angeles, Calif.
- 2:00 p.m. - 5:15 p.m.** **Defined Contribution and Retirement Advisory Committee** **202 A**
The Defined Contribution and Retirement Advisory Committee provides oversight to the NACo Deferred Compensation Program, administered by Nationwide Retirement Solutions.
- 2:30 p.m. - 4:00 p.m.** **National Association of County Surveyors Forum** **Seaview Ballroom B**
- 2:30 p.m. - 5:15 p.m.** **FSC Advisory Committee** **202 B**

2:45 p.m. - 3:45 p.m.

Are You Prepared for a Media Storm?

In county government we never know when the next unexpected media storm will surface due to elements often out of our control such as natural disasters and crisis situations. Social media also brings a new layer to the mix. Come learn about effective strategies for helping manage media storms during a crisis. This workshop will include both a presentation providing participants with key takeaways and interactive mock interview examples to allow attendees the opportunity to practice strategies for handling media situations. Members from the National Association of County Information Officers (NACIO) will play the role of tough journalists and provide expertise to workshop attendees as part of the session.

Speakers:

Ms. Lori Hudson, Hillsborough County, Fla.
Ms. Jessica Beyer, Blue Earth County, Minn.
Mr. Donnell Preskey Hushka, North Dakota Association of Counties
Mr. Todd McGee, North Carolina Association of County Commissioners
Mr. Dave Rose, El Paso County, Colo.

2:45 p.m. - 3:45 p.m.

Business Tax Compliance - Why You Don't Know What You Don't Know and How to Find Out

102 C

2:45 p.m. - 3:45 p.m.

Is Your County Ready for Pay for Success?

101 B

With the growing interest in Pay for Success (PFS) efforts and county officials seeking improved outcomes, the need to provide local policymakers with information to inform their decision-making is critical. Lessons learned from early projects have emphasized the importance of local governments understanding the policy and practical implications of PFS to develop successful and sustainable projects. Join this discussion to learn how counties may leverage the research, policies and practices to deepen our understanding of PFS models.

Speakers:

Mr. Ian Galloway, Portland Branch of the Federal Reserve Bank of San Francisco
Ms. Caroline Whistler, Third Sector Capital Partners, Inc.

2:45 p.m. - 3:45 p.m.

NCCAE Business Meeting

203 AB

2:45 p.m. - 3:45 p.m.

Running an Effective Meeting

102 AB

In many instances, county board meetings are the only window for the public to see the inner workings of county government. Consequently, how meetings are run can substantially impact your constituents' opinion of their local government. Join this interactive session to discuss first-hand accounts of how to conduct a meeting that is in everyone's best interest. Walk away with concrete tools on how to prepare for and manage your meeting. The workshop is held in collaboration with the International Municipal Lawyers Association and National Association of County Civil Attorney's.

Speakers:

Mr. Eugene Smith, Dunn County, Wis.
Hon. William B. Kyger, Jr., Rockingham County, Va.
Mr. Chuck Thompson, International Municipal Lawyers Association
Ms. Phyllis Errico, Virginia Association of Counties

2:45 p.m. - 3:45 p.m.

Technology Tools for Engaging Your Constituents

103 B

Solution Session: Looking for the right technology tools to provide your county residents with a fast, efficient and self-service government experience? In this session learn about some emerging technology tools that help you meet constituent expectations and become a more efficient county.

2:45 p.m. - 3:45 p.m.

What is a Healthy County?

The health of a community is affected by a number of factors that include education, income, housing, transportation and access to healthcare. Counties play a pivotal role in setting community health priorities, developing programs to implement those priorities and foster important partnerships to sustain health improvement. This workshop is the first of a two-part series addressing the fundamental question: What makes a county healthy? Speakers will address multiple aspects of a healthy county, including cross-sector partnerships, investments in upstream health factors and data-driven programs. Attendees will also hear from peer counties about their efforts to create a healthy county.

Speakers:

Dr. Julie Willems Van Dijk, Director, County Health Rankings & Roadmaps Program
Ms. Rita Austin, Director, Tuolumne County (Calif.) Behavioral Health
Honorable Joan Garner, Commissioner, Fulton County, Ga.

2:45 p.m. - 4:30 p.m.

International Trade and Transport Links: A Tour of the Port of Long Beach

The Port of Long Beach, located in Los Angeles County, is one of the world's busiest seaports and a leading gateway for trade between the United States and Asia. The 3,200-acre port supports over 300,000 jobs in southern California and generates billions of dollars in economic activity each year. At this mobile workshop, hosted by the International Economic Development Task Force and the Transportation Steering Committee, participants will board a boat for a 90-minute harbor tour of the port to learn first-hand how the port moves millions of container units each year, and glimpse the complex logistics and supply chain dynamics that ripple across the country. To register go to www.naco.org/porttour. Note: Participants should assemble at Dock 2, 100 Aquarium Way, at 2:45pm for a prompt departure. This is a five-minute walk from the Long Beach Convention Center. Please wear comfortable shoes, bring a light jacket or sweater and sunscreen for the boat tour.

Speakers:

Ms. Bianca Villanueva, Port of Long Beach
Mr. Don Snyder, Port of Long Beach

2:45 p.m. - 5:15 p.m.

Are You Prepared when a Catastrophe Comes to Your Community?

101 A

Government offices, churches, hospitals, schools and other highly populated locations are vulnerable to crimes. It is important that employees and administrators are prepared for a variety of liability concerns. Elected and appointed officials are charged with preparing for weather related events, fire events, and incidents of violence in our workplaces. Join us for an interactive session that will prepare you to respond when disaster strikes. Learn philosophies and concrete actions that you can use to save lives anywhere, anytime.

Speakers:

Mr. Todd Gibson, Centurion Consulting Group
Honorable Darryl Stacy, Cleveland County

3:00 p.m. - 5:00 p.m.

Immigration Reform Task Force Meeting

104 A

4:00 p.m. - 5:00 p.m.

NACHFA Meeting

Pacific

4:00 p.m. - 5:15 p.m.

Building a Healthier County

201 A

The health of a community is affected by a number of factors that include education, income, housing, transportation and access to healthcare. Counties play a pivotal role in setting community health priorities, developing programs to implement those priorities and foster important partnerships to sustain health improvement. This workshop is the second of a two-part series addressing the fundamental question: What makes a county healthy? Building on part one, What is a Healthy County, national experts will actively engage attendees in an interactive conversation on building a healthy county.

Speakers:

Dr. Garth Graham, President, Aetna Foundation
Hon. Joan Garner, Commissioner, Fulton County, Ga.

- 4:00 p.m. - 5:15 p.m. Elected Officials Guide to Financial Leadership 103 A**
Some of the most critical decisions made by county officials are those involving finances. As an elected official it is important to not only understand financial policies that are set by the board but to effectively communicate those policies to constituents. Join this session to learn how to use the counties financial planning as a tool to communicate to constituents.
Speakers:
Mr. Mike Bailey, Finance Director, city of Redmond, Wash.
Honorable Claire Collins (Moderator), Supervisor Bath County, Va. Chair, NACo's Finance, Pensions and Intergovernmental Affairs Fiscal Policy and Pensions Subcommittee
- 4:00 p.m. - 5:15 p.m. Leadership Development: Communicating in Contentious Meetings 104 C**
Conflicts and disagreements are a fact of life in counties, but contentious meetings can often do more harm than good and can lead to an escalating situation. Transform the most difficult circumstances into a satisfying experience for all involved. This session will help you identify constructive approaches to preparing for and managing conflict whether from the dais, in a meeting, or one-on-one.
Speakers:
Dr. Laree Kiely, Kiely Group
- 4:00 p.m. - 5:15 p.m. National Association of County Civil Attorneys Meeting Seaview Ballroom A**
- 4:00 p.m. - 5:15 p.m. Social Security - The Choice of a Lifetime 101 B**
Decisions about when and how to file for Social Security benefits is one of the most important choices you will ever make. Its the choice of a lifetime. Social Security is a significant component of someone's overall financial portfolio. This informative session will provide you with updates on the new Social Security filing rules that have recently changed. Attendees will have the opportunity to complete an assessment and get results emailed to them after the conference.
- 4:00 p.m. - 5:15 p.m. State Association Deputy Directors/Association Staff Roundtable 202 C**
- 4:00 p.m. - 5:15 p.m. Thinking Outside the Big Box: Property Valuation and Taxation Concerns with Big-Box Stores 102 AB**
Government officials are increasingly aware of the effects of big-box store property valuation appeals. Hardly a week goes by without news about a big-box store fighting its property tax assessment. Although big-box stores have existed for decades, challenges to the way they are assessed for tax purposes have accelerated in the last few years. This workshop explores the most common appeal arguments regarding the approach assessors use to determine their value, the impact big-box protests can have on government budgets and how these issues are being addressed by jurisdictions, courts and legislatures.
Speakers:
Hon. Michael Repay, Commissioner, Lake County, Indiana
Mr. Sonny Brasfield, Executive Director, Association of County Commissions of Alabama
Mr. Randy Ripperger (Moderator), President-Elect, International Association of Assessing Officers (IAAO), Assessor, Polk County, Iowa
Mr. Tim Wilmath, Director of Valuation, Hillsborough County, Fla.

4:00 p.m. - 5:15 p.m.	User-Friendly Tools for Improving Criminal Justice Outcomes Do you often ask if the investments your county makes in public safety are effective, as well as cost-effective? How do you know if the program or reform is having an impact? This training workshop will feature a criminal justice and cost-benefit analysis expert to discuss tools counties can use to help project future jail populations as well as conduct cost-benefit analyses for pretrial, probation, and jail programs and policies. In addition, county practitioners will discuss their progress and next steps for using these tools in their county justice systems. Speakers: Ms. Erin Dalton, Allegheny County, Pa. Hon. Ed Eilert, Johnson County, Kan. Mr. Michael Wilson, Economist and Research Consultant Mr. Robert Sullivan, Johnson County, Kan.	
4:30 p.m. - 5:30 p.m.	California Caucus	103 C
4:30 p.m. - 5:30 p.m.	Next Gen Business Meeting	203 AB
4:30 p.m. - 6:00 p.m.	Nebraska Association of County Officials Delegate Meeting	Harbor ABC
5:00 p.m. - 6:00 p.m.	National Conference of Republican County Officials: Business Meeting	201 B
5:30 p.m. - 6:30 p.m.	Healthy Counties and NACBHDD Reception	Seaview Ballroom C
5:30 p.m. - 6:30 p.m.	Hispanic County Officials	Seaview Ballroom B
5:30 p.m. - 7:00 p.m.	Arizona Caucus	Harbor ABC
5:30 p.m. - 7:00 p.m.	National Association of County LGBT Leaders and Allies Reception	
5:30 p.m. - 7:00 p.m.	New Mexico Association of Counties Delegate Reception	Shoreline A
6:00 p.m. - 7:00 p.m.	National Conference of Republican County Officials: Reception	103 B
6:00 p.m. - 7:00 p.m.	NextGen and CLI Reception	
6:00 p.m. - 8:00 p.m.	Arts and Culture Commission Dinner	
6:00 p.m. - 8:00 p.m.	West Virginia Caucus Dinner	

Monday, July 25, 2016

7:30 a.m. - 4:30 p.m.	NACo Store	Ground Level Foyer
7:30 a.m. - 5:00 p.m.	NACo Staff Headquarters / Lost & Found / Legislative Information Center	204
8:00 a.m. - 2:00 p.m.	Affiliate Tables	104 Foyer
8:00 a.m. - 2:00 p.m.	Registration Open	Ballroom Right 1/2

8:00 a.m. - 9:15 a.m.

Building Effective County-Tribal Relations

For many counties, balancing and managing relations with intergovernmental partners includes not only state and city governments, but tribal governments as well. Regardless of level, all governments work to serve the public benefit. This session brings together county officials, tribal government leaders and Administration officials to discuss how county and tribal governments can develop relationships and work together toward common goals.

Speakers:

Mr. Gary Shelton, County Administrator, Scott County, Minn.
Honorable Diane Dillon, Supervisor (Moderator), Napa County, Calif.
Mr. Michael S. Black, Director, Bureau of Indian Affairs
Honorable David Rabbitt, Supervisor, Sonoma County, Calif.
Honorable Genevieve Jackson, Commissioner, McKinley County, N.M.
Honorable Lloyd Felipe, Commissioner, Cibola County, N.M.
Ms. Denise Desiderio, Policy Director, National Congress of American Indians

8:00 a.m. - 9:15 a.m.

County Solutions for Employee Health and Wealth

101 A

Join the NACo Financial Services Corporation, Nationwide Retirement Solutions, and Optum as they provide and discuss projected healthcare costs, prevention tools, and assessments to help your employees prepare for and live in retirement.

Speakers:

Ms. Lora Alexander, Optum
Mr. Troy Simmons, Nationwide Retirement Solutions
Mr. Thomas Carey, Optum

8:00 a.m. - 9:15 a.m.

Disasters Come in All Shapes and Sizes: How County Governments are Addressing Increasing and Extreme Events

102 C

Panelists and attendees will discuss what county officials need to know in the event of a disaster to prepare for a response and recovery period that may not be eligible for traditional federal disaster assistance resources. Regardless of an event's cause or size, knowing the current state of federal oversight on disaster grants and financial management of grant funds and why grant management should be top of mind to recipients of FEMA and other federal disaster grants. Attendees will gain a better understanding of the financial oversight requirements applicable to disaster and mitigation programs.

8:00 a.m. - 9:15 a.m.

Focus Group: Rethinking Flood Protection and Resiliency through Natural Infrastructure

101 B

Nature's unpredictable fury and extreme weather events now seem to have become the unfortunate norm for many counties across the nation. Traditional approaches for mitigating risks from storms are proving not to be enough, while the role nature itself can play is often overlooked. Natural or green infrastructure systems can best help counties become more resilient to extreme weather, while providing additional economic, health, and social benefits, too. This breakfast focus group session is an opportunity for county leaders to provide input into a new tool being developed to help counties determine the role nature can play in reducing flood risk. The Nature Conservancy will preview the beta version of this practical, online tool designed to help county leaders access best practice solutions to help mitigate flood risks for both coastal and river communities.

Speakers:

Mr. Nathan Woiwode, The Nature Conservancy
Ms. Kathy Nothstine, NACo

8:00 a.m. - 9:15 a.m.

Policy Coordinating Breakfast

203 AB

Counties are "Stepping Up" to reduce mental illness in their jails. Two challenges that people with mental illnesses face before, after and during their involvement with the justice system is right to counsel and access to housing. Both of these factors can have a significant impact on whether a person is arrested, how long he or she remains in jail, and his or her success after release. During this roundtable, national experts and county practitioners will discuss challenges and opportunities and outline how changing the provision of these services can help to reduce jail populations, save money and ensure the safety.

Speakers:

Ms. Brooke Page, Clark County, Nev.
 Hon. Ronnie Beale, Macon County, N.C.
 Ms. Verah Bradford, Los Angeles County
 Ms. Corrin Buchanan, Los Angeles County
 Ms. Colette Tvedt, National Association of Criminal Defense Lawyers
 Mr. Patrick Fleming, NACo Senior Fellow
 Ms. Whitney Lawrence, CSH Los Angeles

9:00 a.m. - 5:00 p.m.

NACo Press & Social Media Room**Hall B**

9:30 a.m. - 11:30 a.m.

NACo Annual Business Meeting and Election**Hall B**

11:45 a.m. - 12:30 p.m.

Central Region Caucus Meeting**103 B**

11:45 a.m. - 12:30 p.m.

Northeast Region Caucus Meeting**102 B**

11:45 a.m. - 12:30 p.m.

South Region Caucus Meeting**103 A**

11:45 a.m. - 12:30 p.m.

Western Region Caucus Meeting**102 A**

12:45 p.m. - 1:15 p.m.

NACo New Organizational Board of Directors Meeting**Ballroom A**

2:00 p.m. - 4:00 p.m.

General Session**Hall B****Speakers:**

Ms. Diana Nyad

4:30 p.m. - 6:00 p.m.

WON Reception**Seaview Ballroom AB**

Special guest: former Congresswoman Linda Smith, founder and CEO of Shared Hope International, an organization dedicated to rescue and heal women and children enslaved in sex trafficking.

6:30 p.m. - 9:30 p.m.

NACo Conference-wide Celebration Event**Pacific Ballroom**

Get ready to dance the night away to our fabulous cover band while enjoying L.A. County's best food trucks, sand sculptures and more. The closing event will be our biggest and best yet. The venue is a great example of retrofitting an arena into a multi-use facility that increases local revenue.

United States Senate

WASHINGTON, DC 20510

August 16, 2016

The Honorable Bryan Desloge
Leon County Commissioner
301 South Monroe Street, 5th Floor
Tallahassee, FL 32301

Dear Commissioner Desloge,

It is an honor to congratulate you on being named the president of the National Association of Counties. In this role, you will serve as an advocate for the 3,069 county governments that make up the United States. As the first president from Leon County, this contributes to your reputation as an exemplary leader and role model in your community.

You will now have the opportunity to implement your vision for county solutions, effective public service, and safe and vibrant communities across our nation. I am confident you will use the skills you have acquired through real estate, entrepreneurship, finance, and marketing to lead this association with great diligence and efficiency.

On behalf of the residents of Florida, I congratulate you again on your appointment as president of the National Association of Counties. I extend my best wishes as you take on your new role and look forward to hearing of your continued success.

Sincerely,

A handwritten signature in blue ink, appearing to read 'MR', with a long horizontal flourish extending to the right.

Marco Rubio
United States Senator

Dear President Desloge,

Attachment #2
Page 2 of 5

Looking forward to serving on
your policy leadership team!
Congratulations on a job well done
in California. The next year
looks bright for Florida and the
country's other 3,000 counties w/
you at the helm!
-Melissa



Commissioner Melissa McKinlay
Board of County Commissioners
301 N. Olive Avenue, 12th Floor
West Palm Beach, FL 33401



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The Honorable Bryan Desloge
Leon County Commissioner &
NACo President
Leon County Courthouse
301 S. Monroe Street
Tallahassee, FL
32301

you - then read about
your newest honor.
May it be a blessing
to you and your
family. Jo Anne

July 2016

Dear Bryan,
Living your faith in
the marketplace has always
been a source of
encouragement to me. You
do it so well.

I clipped the article
about Trump & thank

Jo Anne Arnett

Tallahassee

CHRISTIAN COLLEGE & TRAINING CENTER

Jo Anne Arnett
President

OFFICE (850) 513-1000

MOBILE (850) 570-0801

joanne@tcctc.org

1560 Capital Circle NW, Ste. 6

Tallahassee, FL 32303

www.TCCTC.org

August 1, 2016

Dear Commissioner Desloge,

A friend of mine, Mr. Pat Hogan, recently notified me of your inauguration as President of the National Association of Counties. I wanted to send our congratulations and best wishes.

I also wanted to thank you for your unwavering support for Westminister Falls. We appreciate you!

Sincerely,
Roger Stevens



80 West Lucerne Circle
Orlando, FL 32801

Roger A. Stevens

Chief Executive Officer

Phone: 407-839-5050
Fax: 407-849-6228

Toll-Free: 800-948-1881

rstevens@wservices.org

WestminsterRetirement.com



July 29, 2016

To My Commissioner,
Congratulations on
your recent appointment
as president of NACO!
Please let me know
what I and Bond
can do to make your
tenure a success.
Warmest regards,
Doc

Temple O. Robinson, MD, CEO



BOND COMMUNITY HEALTH CENTER, Inc.

1720 South Gadsden Street
Tallahassee, FL 32301

02 AUG 2016

FIRST CLASS



Commissioner Bryan Hesloge
Leon County Court House
301 S. Monroe St. Suite 502
Tallahassee, FL 32301

**Leon County
Board of County Commissioners**

Notes for Agenda Item #20

Leon County Board of County Commissioners

Cover Sheet for Agenda #20

September 13, 2016

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator
Herbert W. A. Thiele, County Attorney

Title: Acceptance of a Status Report on Leon County's Actions Related to the Zika Virus and Request to Schedule the First and Only Public Hearing to Consider a Proposed Ordinance Governing Mosquito Control for October 18, 2016 at 6:00 p.m.



County Administrator Review and Approval:	Vincent S. Long, County Administrator
County Attorney Review and Approval:	Herbert W. A. Thiele, County Attorney
Department/Division Review:	Patrick Kinni, Deputy County Attorney Alan Rosenzweig, Deputy County Administrator Ken Morris, Assistant County Administrator Tony Park, Director, Public Works
Lead Staff/Project Team:	Matt Cavell, Director of Community and Media Relations Andy Johnson, Assistant to the County Administrator Glen Pourciau, Stormwater Superintendent

Fiscal Impact:

This item has no fiscal impact to the County.

Staff Recommendation:

- Option #1: Accept the status report on Leon County's actions related to the Zika virus.
- Option #2: Schedule the first and only Public Hearing to consider an Ordinance to establish Leon County's Mosquito Control procedures for October 18, 2016 at 6:00 p.m.

Report and Discussion

Background:

This agenda item provides a status report on the County's current on-going efforts related to Zika, and, although the mosquito that actually transmits the Zika virus is not generally found in north Florida, recommends Board consideration of additional measures that may be required in the event that a locally-acquired Zika case is confirmed in Leon County. It is important to distinguish travel-related cases (i.e., those where an individual was infected elsewhere) from locally-acquired cases (those where an individual is infected locally). To date, the Florida Department of Health has confirmed two travel-related cases of Zika in Leon County; no locally-acquired cases have been reported.

By way of background, Zika is an arthropod-borne virus (or "arbovirus") that is principally transmitted by mosquitoes. The virus can be transmitted sexually, from mother to child through pregnancy, or through mosquito bites. In the Americas, the virus is primarily transmitted by the yellow fever mosquito, *Aedes aegypti*. In laboratory settings the Asian tiger mosquito *Aedes albopictus* has shown the capacity to transmit the virus as well. These mosquitoes live in close association with humans and occur in water-holding containers such as buckets, plastic containers, discarded tires and many others often found around the home. Although both of these mosquitoes are found in Florida, the *aegypti* mosquito is not generally found in north Florida. Of note, Leon County Mosquito Control staff placed traps in the affected areas of both confirmed travel-related cases in the County; *Aedes albopictus* mosquitoes accounted for approximately 60% of the mosquitoes captured in the traps and no *Aedes aegypti* mosquitoes were found. None of the mosquitoes caught were infected with the Zika virus.

Only about 1 in 5 persons infected with the Zika virus develop symptoms. Primary symptoms are generally mild and can include headaches, skin rash, fever, pink eye, general malaise, and muscle/joint pain. In some cases, complications including various neurological and autoimmune difficulties can result from infection with the virus. Symptoms develop from two to ten days after exposure and last approximately from two days to a week. Because many individuals infected with the Zika virus do not develop symptoms, these individuals may be unaware that they are infected and can potentially cause them to unknowingly serve as a source for mosquito-borne infection that can further spread the virus. The virus is usually present in the blood of an infected person for a few days, during which a mosquito may acquire the infection by bite. During the current global Zika outbreak, a high incidence of babies born with abnormally small heads and brain damage, a condition known as microcephaly, is being documented in mothers that were infected with the virus during pregnancy. Various health organizations, including the U.S. Centers for Disease Control and Prevention, recommend that pregnant women avoid travel to destinations where Zika is found.

There is no specific treatment for Zika virus infection at this time. Given that the primary symptoms, if any, are usually mild, the U.S. Centers for Disease Control and Prevention recommend only supportive treatment (i.e., rest, fluids, and medications for fever and pain). As with other mosquito-transmitted pathogens the most important preventive action is personal protection, which means using protective clothing (e.g., long pants and sleeves) and an approved mosquito repellent, preferably one containing DEET. Because the mosquitoes that transmit the

Title: Acceptance of a Status Report on Leon County's Actions Related to the Zika Virus and Request to Schedule the First and Only Public Hearing to Consider a Proposed Ordinance Governing Mosquito Control for October 18, 2016 at 6:00 p.m.

September 13, 2016

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virus can reproduce in a variety of containers that hold water, eliminating such potential mosquito developmental sites from the home is also very important.

Analysis:

Since early February, Leon County has been meeting and coordinating with the Florida Department of Health in Leon County regarding the status of the current global Zika outbreak. These efforts resulted in the development of a local Zika Mitigation Action Plan. This plan complements Leon County Policy No. 11-3, "Mosquito Control Integrated Pest Management Policy" which outlines the County's overall environmentally sensitive approach to mosquito control nuisance abatement. Initially, the County's plan involved three tiers of response: pre-incident, single case, and clustered area. However, as the global Zika incident has evolved, staff has continued to coordinate with the Florida Department of Health and collect best practices from other jurisdictions. Based on new information gathered, staff has updated our Action Plan to include provisions for when the Florida Department of Health issues notification of an active Zika investigation within Leon County. The updated Action Plan is included for the Board's reference as Attachment #1 to this item.

Across all levels, the "drain and cover" and "spill the water" messages remain the most effective methods of preventing mosquito breeding; it takes just one bottle cap with a few drops of water to potentially become a breeding ground for mosquitos that spread blood-borne illnesses.

Consistent with the County's Zika Mitigation Action Plan, Leon County has been and will continue to be extremely aggressive in getting the message ("drain and cover" and "spill the water") out to the public, not only through traditional and social media, but in leveraging our community partnerships. The Tallahassee Democrat has provided extensive coverage of the County's mosquito control efforts and even "embedded" a reporter during a routine mosquito control call. WCTV has donated air time for public safety announcements about mosquito prevention. In close coordination with Cooperative Extension and the Health Department, the County has organized educational workshops and has promoted the "drain and cover" message on radio, in the newspapers, throughout the County's social media platforms, in the City utility bill inserts, Waste Pro mailings, and distributed to homeowners' associations through the Council of Neighborhood Associations (CONA). Leave-behinds have been distributed in all County libraries and also City and County community centers.

As indicated above, this summer the Florida Department of Health notified staff of two separate confirmed travel-related cases in Leon County. In response to these notifications, staff implemented our Action Plan which included going door to door in the surrounding area to provide educational materials to residents. Staff also offered assistance on-site to identify potential mosquito breeding areas. In addition to executing our neighborhood spraying protocols (which excludes those properties on the "no-spray list"), staff asked these residents if they would like their properties to be hand-fogged.

The U.S. Centers for Disease Control (CDC) and the Florida Department of Health (FDOH) conduct the on-going efforts to identify confirmed travel- and non-travel-related cases in Florida. The Florida Department of Health issues a daily Zika update; as a reference, Attachment #2 is the August 26, 2016 daily update. As of the writing of this agenda item, the only confirmed non-travel related cases have occurred in Miami-Dade County, Palm Beach County, and Pinellas

Title: Acceptance of a Status Report on Leon County's Actions Related to the Zika Virus and Request to Schedule the First and Only Public Hearing to Consider a Proposed Ordinance Governing Mosquito Control for October 18, 2016 at 6:00 p.m.

September 13, 2016

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County. According to the Daily Brief, "DOH believes ongoing transmission is only taking place within the small identified areas in Wynwood and Miami Beach in Miami-Dade County." According to the update, "DOH continues door-to-door outreach and targeted testing in Pinellas, Palm Beach and Miami-Dade counties and mosquito abatement and reduction activities are also taking place around the locations that are being investigated."

Although the mosquito known to transmit the Zika virus is not generally found in our region of Florida, as indicated previously, it is important to provide the Board with recommendations on how our Zika Mitigation Action Plan would be implemented in the event of a confirmed non-travel related case. A locally-acquired mosquito-borne transmission would suggest that either the *Aedes aegypti* mosquito is present in Leon County or that the *Aedes albopictus* mosquito is a capable vector of the Zika virus in our area. Like a travel-related case, in coordination with the Health Department, staff would:

- Immediately deploy a spray truck to the neighborhood,
- Go door to door in the surrounding area to provide educational materials,
- Place mosquito control traps to determine if the *Aedes aegypti* mosquito is present,
- Offer individual property owners the option of having their properties hand fogged, and
- Work with individual property owners to eliminate mosquito breeding (i.e. drain and cover).

Recommended Additional Actions in Response to a Locally-Acquired Mosquito-Borne Transmission

To reinforce the County's Zika Mitigation Action Plan, and based on research of other Zika-affected jurisdictions, staff recommends that the Board consider additional steps that may be appropriate in the event of a locally-acquired mosquito-borne transmission. Staff has worked with the County Attorney's office to review other affected jurisdictions' regulatory and enforcement protocols during this rapidly-evolving event.

Staff recommends that the Board consider adopting an ordinance, applicable during specified emergency events, to delineate the County's authority to abate mosquito breeding conditions on public and private property. The ordinance would provide clear authority for the County to enter the public and private property and provide necessary treatment; if an owner or resident is unwilling to allow access, the ordinance would provide for enforcement powers. It is recommended that the Board direct staff to prepare a draft ordinance that would ensure the County's ability to perform reasonable and adequate mosquito control measures in the event of a local public health emergency, including authority to access private property during a public health emergency under reasonable means necessary to abate mosquito breeding. Again, there are no reports of local transmission to date; however, such an ordinance would be an important component of Leon County's overall preparedness should a locally-acquired mosquito-borne transmission occur. Should the Board wish to proceed with consideration of a draft ordinance to this effect, staff would then provide the Board with an updated Zika Mitigation Action Plan as part of the agenda item delineating the specific actions to be taken in the event of one or more confirmed travel-related cases and actions to be taken in the event of one or more locally-acquired mosquito-borne cases.

Title: Acceptance of a Status Report on Leon County's Actions Related to the Zika Virus and Request to Schedule the First and Only Public Hearing to Consider a Proposed Ordinance Governing Mosquito Control for October 18, 2016 at 6:00 p.m.

September 13, 2016

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Currently, Leon County's overall approach to mosquito control is outlined in County Policy No. 11-3, "Mosquito Control Integrated Pest Management Policy" (Attachment #3). At present, based on the estimated range of *Aedes* mosquitoes, Leon County Mosquito Control implements control measures as described above within an approximate 200-yard radius around the residence of the patient. In the event of a locally-acquired mosquito-borne transmission, control measures would rely fundamentally upon eliminating mosquito breeding habitat in the affected area. Common breeding grounds include containers that can hold water such as cans, buckets, tires, bird baths, and stagnant swimming pools.

Based upon staff's review, in coordination with the County Attorney's office, of other Florida cities and counties with mosquito control ordinances, several jurisdictions prescribe the authority of the jurisdictions' chief administrative officer (or his/her designee) to enter onto private property to enforce the ordinances' provisions. Examples of jurisdictions' ordinances with similar provisions include the City of Gainesville (Attachment #4), Pinellas County (Attachment #5), and Polk County (Attachment #6). Several of these ordinances also include provisions governing noncompliance, such as through the imposition of a civil fine; however, staff does not recommend the inclusion of such a provision in a proposed Leon County ordinance at this time.

The authority reflected in these mosquito control ordinances is that necessary to protect the public health during emergency events such as the current global Zika outbreak. Notwithstanding same, should the Board elect to consider and ultimately adopt a similar ordinance, staff would continue to work proactively with property owners and residents to accommodate any inconveniences to the greatest extent practicable and to seek voluntary cooperation with Mosquito Control staff. Should the Board choose to direct staff to prepare such an ordinance, the ordinance generally would:

- Declare the Board's intent related to preserving and protecting the public health;
- Define the specific criteria or events that would trigger the application of the ordinance;
- Enumerate the specific powers;
- Define the specific authority and powers conferred upon the Board and delegated to the County Administrator or his designee, where applicable.

Staff requests the Board provide direction to prepare a draft ordinance and schedule a public hearing for October 18, 2016 at 6:00 p.m. to consider the ordinance.

Title: Acceptance of a Status Report on Leon County's Actions Related to the Zika Virus and Request to Schedule the First and Only Public Hearing to Consider a Proposed Ordinance Governing Mosquito Control for October 18, 2016 at 6:00 p.m.

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Options:

1. Accept the status report on Leon County's actions related to the Zika virus.
2. Schedule the first and only Public Hearing to consider an Ordinance to establish Leon County's Mosquito Control procedures for October 18, 2016 at 6:00 p.m.
3. Do not accept the status report on Leon County's actions related to the Zika virus.
4. Do not schedule the first and only Public Hearing to consider an Ordinance to establish Leon County's Mosquito Control procedures for October 18, 2016 at 6:00 p.m.
5. Board Direction.

Recommendation:

Options #1 and #2.

Attachments:

1. Leon County Zika Mitigation Action Plan
2. Florida Department of Health Daily Zika Update – August 26, 2016
3. Leon County Policy No. 11-3, "Mosquito Control Integrated Pest Management Policy"
4. City of Gainesville, Florida Mosquito Control Ordinance
5. Pinellas County, Florida Mosquito Control Ordinance
6. Polk County, Florida Mosquito Control Ordinance

Leon County Zika Virus Mitigation Action Plan

Ongoing group coordination and monitoring, pre-Incident

- Participate in Zika virus coordination calls on the national and state levels to monitor the current situation, share best practices, and learn the most up-to-date information available from health experts.
- Continue public education efforts to reduce or eliminate larval habitats for *Ae. aegypti* and *Ae. albopictus* vectors. Materials involve brochures, neighborhood presentations, and online promotion about personal protection and responsibility (When in Doubt, Dump it Out).
- Continue nuisance abatement procedures through truck and hand-fogging services, ongoing inspections of sources of standing water including containers, wetlands, ponds, ditches, and other areas that may harbor larval mosquitoes, and map and assess mosquito control actions to identify areas of mosquito activity.
- Following periods of exceptionally heavy rain, conduct aerial larviciding in cooperation with the Leon County Sheriff's Office Aviation Unit. Mosquito control provides the application and navigation equipment, control materials, and support staff. The aerial program has been in place more than 20 years and targets mosquito breeding grounds around the edges of the city.

Notification by Florida Department of Health of an active investigation of a possible local case

- Supporting the Florida Department of Health in Leon County, staff will make contact with the individual at his/her home address to provide public education to reduce or eliminate larval habitats for *Ae. aegypti* and *Ae. albopictus* vectors.
- Staff will also offer to conduct nuisance abatement procedures at the individual's residence such as hand-fogging services and inspections of sources of standing water including containers, wetlands, ponds, ditches, and other areas that may harbor larval mosquitoes.

Single or several confirmed local cases acquired via travel or local transmission

- Supporting the Florida Department of Health in Leon County, staff will coordinate with community and media partners to disseminate the Health Department's public education material focused on preventing or minimizing transmission of the Zika virus via mosquito bites of confirmed human cases. Materials would include ways to reduce mosquito exposure during the first of week of the illness and encourage residents to dump stagnant water. Other public health messages could also include preventing sexual transmission of Zika by using condoms or not having sex.
- Eliminate larval habitats within 100- 200 yards around a case's residence. Remove containers that could hold water and encourage the breeding of mosquitoes. Treat with long-lasting larvicide those containers that cannot be dumped, covered, or discarded.
- Treat the outdoor area within 100- 200 yards around a case's residence with adulticide to reduce but not eliminate area mosquitoes, thereby reducing the chance of transmission to others.

Clusters of confirmed cases throughout Leon County

- Divide outbreak area into operational management areas so as to systematically apply control measures as listed above: eliminate larval habitats, treat with adulticide, and provide public education materials.
- Conduct door-to-door inquiries where at County staff will identify, treat, modify, or remove mosquito-producing containers.
- Continue to treat the targeted area to reduce but not eliminate area mosquitoes, thereby reducing the chance of transmission to others.

Counties



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Department of Health Daily Zika Update

By Florida Department of Health, Office of Communications

August 26, 2016

Press Release

SHARE THIS PAGE



August 26, 2016

Department of Health Daily Zika Update

Contact:

Communications Office
NewsMedia@flhealth.gov
(850) 245-4111

Tallahassee, Fla.—In an effort to keep Florida residents and visitors safe and aware about the status of the Zika virus, the department will issue a Zika virus update each week day. Updates will include a Zika case count by county and information to keep Floridians informed and prepared.

There are 15 new travel related cases today, three in Broward, three

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For Media Inquiries

- 850-245-4111
- NewsMedia@flhealth.gov
- Meet the Press Team

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Posted 12:30 p.m. on September 1, 2016

in Pinellas, one in Collier, one in Hillsborough, one in Orange, one in Sarasota and five involving pregnant women. Please visit our [website](#) to see the full list of travel-related cases.

There are no new non-travel related cases today. The department learned from its ongoing investigation that one of the individuals initially classified as a locally acquired case in the Wynwood area, had recent travel outside the U.S. to an area with widespread, ongoing Zika transmission. Therefore, our non-travel related case count has decreased by one, to 42, and our travel-associated case count has increased by one.

DOH continues door-to-door outreach and targeted testing in Pinellas, Palm Beach and Miami-Dade counties and mosquito abatement and reduction activities are also taking place around the locations that are being investigated. DOH believes ongoing transmission is only taking place within the small identified areas in Wynwood and Miami Beach in Miami-Dade County, see maps below.

One case does not mean ongoing active transmission is taking place. DOH conducts a thorough investigation by sampling close contacts and community members around each case to determine if additional people are infected. If DOH finds evidence that active transmission is occurring in an area, the media and the public will be notified.

For a complete breakdown of non-travel and travel-related Zika infections to-date, please see below.

Infection Type	Infection Count
Travel-Related Infections of Zika	545
Non-Travel Related Infections of Zika	42
Infections Involving Pregnant Women	75

The department is currently conducting 10 investigations. Information regarding the investigations can be found [here](#). If investigations reveal additional areas of active transmission, the department will announce a defined area of concern.

The department has conducted Zika virus testing for more than 4,110 people statewide. Florida currently has the capacity to test 6,253 people for active Zika virus and 2,936 for Zika antibodies. At Governor Scott's direction, all county health departments now offer free Zika risk assessment and testing to pregnant women.

Florida's small case cluster is not considered widespread transmission, however, pregnant women are advised to avoid non-essential travel to the impacted area in Miami-Dade County (see map below). If you are pregnant and must travel or if you live or work in the impacted area, protect yourself from mosquito bites by wearing insect repellent, long clothing and limiting your time outdoors.

According to CDC guidance, providers should consider testing all pregnant women with a history of travel to a Zika affected area for the virus. It is also recommended that all pregnant women who reside in or travel frequently to the area where active transmission is likely occurring

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be tested for Zika in the first and second trimester. Pregnant women in the identified area can contact their medical provider or their local county health department to be tested and receive a Zika prevention kit. CDC recommends that a pregnant woman with a history of Zika virus and her provider should consider additional ultrasounds. Additionally, the department is working closely with the Healthy Start Coalition of Miami-Dade County to identify pregnant women in the impacted areas to ensure they have access to resources and information to protect themselves. CDC recommends that a pregnant woman with a history of Zika virus and her provider should consider additional ultrasounds.

Pregnant women can contact their local county health department for Zika risk assessment and testing hours and information. A Zika risk assessment will be conducted by county health department staff and blood and/or urine samples may be collected and sent to labs for testing. It may take one to two weeks to receive results.

Florida has been monitoring pregnant women with evidence of Zika regardless of symptoms. The total number of pregnant women who have been or are being monitored is 75.

On Feb. 12, Governor Scott directed the State Surgeon General to activate a Zika Virus Information Hotline for current Florida residents and visitors, as well as anyone planning on traveling to Florida in the near future. The hotline, managed by the Department of Health, has assisted 4,910 callers since it launched. The number for the Zika Virus Information Hotline is **1-855-622-6735**.

The department urges Floridians to drain standing water weekly, no matter how seemingly small. A couple drops of water in a bottle cap can be a breeding location for mosquitoes. Residents and visitors also need to use repellents when enjoying the Florida outdoors.

For more information on DOH action and federal guidance, please click [here](#).

For resources and information on Zika virus, click [here](#).

State of Florida



Miami-Dade County



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Board of County Commissioners Leon County, Florida

Policy No. 11 - 3

Title: Mosquito Control Integrated Pest Management Policy

Date Adopted: May 24, 2011

Effective Date: May 24, 2011

Reference: N/A

Policy Superseded: N/A

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

1. Purpose

It is the goal of Leon County to reduce chemical exposure whenever possible, to humans and the environment by minimizing the use of pesticides through the application of Integrated Pest Management (IPM) practices and emphasizing proven, effective, least-toxic and non-toxic approaches and products for the suppression of mosquito populations.

2. Applicability

The Mosquito Control Program of the Division of Operations shall comply with this policy.

3. The IPM Program

The aim of the IPM Program is to suppress mosquito populations with minimum chemical exposure to humans, the environment, and non-target organisms. The success of the program depends on adherence to the step-by-step IPM process as listed. IPM is not a single chemical approach or strategy, but a decision making process that involves a combination of practices to control mosquitoes. The success of the program depends on adherence to the step-by-step IPM process. IPM requires more information, thought and team planning than ordinary, single-approach management strategies, but the outcome is a healthier community and environment. All mosquito control strategies will adhere to the step-by-step process in the following section.

4. The IPM Process

Steps:

1. SCOUTING - Identify the type of mosquito problem by scouting and inspection.
2. MONITORING - Determine the extent of problem; use visual inspection or monitoring devices; keep records.
3. ANALYSIS – Based on findings in 1 or 2, determine if action should be taken, or take no action based upon action thresholds and continue monitoring.
4. REVIEW CONTROL OPTIONS – Review cultural, mechanical, biological, as well as chemical control options.
5. SELECT CONTROL TACTICS - Select the most environmentally sound and economically viable treatment strategies to suppress the mosquito problem. Least-toxic methods must be used before more toxic ones.
6. USE ACCEPTABLE PESTICIDES - Use only products which are on the EPA's list of approved pesticides.
7. ADHERANCE TO APPLICATION REQUIREMENTS – Ensure all applicable manufacturers', State, and Federal requirements are adhered to in the handling and application of all pesticides.
8. EVALUATE RESULTS – After implementation of control measures, evaluate to determine if action taken has been effective in mosquito reduction and is cost effective.

ARTICLE IV. - MOSQUITO BREEDING GROUNDS^[4]

Footnotes:

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State Law reference— Mosquito control districts, F.S. Ch. 388.

Sec. 16-70. - 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:

Adulticide means any control method or action intended to affect an adult mosquito.

Crepuscular means becoming active at twilight or before sunrise.

Integrated pest management means the implementation of mosquito control measures, including but not limited to the use of pesticides, biological control agents and source reduction, to control mosquito populations without an unreasonable adverse effect on the environment.

Larvicide means any control method or action intended to affect a larval mosquito.

Mosquito complaint means any request by the public regarding mosquito annoyance, either breeding or biting, which is determined by the mosquito control supervisor to be a documented mosquito problem.

Mosquito control program means a program organized for the purpose of controlling mosquito populations on property other than that exempted by state law.

Nocturnal means becoming active at night or after sunset.

Pesticide means any substance intended for controlling, preventing, destroying, repelling or mitigating any pest.

Service request means any request for mosquito control services by the public without the presence of either breeding or biting mosquito annoyance, or a documented mosquito problem.

Source reduction means the physical land or water management, either manmade or natural, of mosquito breeding areas to reduce the area's suitability for mosquito breeding.

(Ord. No. 3853, § 1, 4-5-93)

Cross reference— Definitions and rules of construction generally, § 1-2.

Sec. 16-71. - Collections of water in which mosquitoes may breed.

- (a) It shall be unlawful for any person to have, keep, maintain, cause or permit within the corporate limits of the city, any collection of standing or flowing water in which mosquitoes breed, or are likely to breed, unless the collection of water is treated so as effectually to prevent such breeding. The treatment is to be prescribed by the city manager or his/her designee. Collections of water in which mosquitoes breed or are likely to breed are those contained in ditches, ponds, pools, excavations, holes, depressions, open cesspools, privy vaults, fountains, cisterns, tanks, shallow wells, barrels, troughs, urns, cans, boxes, bottles, tubs, buckets, new or used tires, defective house roof gutters, tanks of flush closets, or other similar water containers.
- (b) The city finds that mosquitoes are likely to breed in piles or stacks of used or new tires which are left unprotected from the elements and not covered in such a fashion as to prevent the collection of water through natural precipitation, irrigation, sprinkler systems or other sources. Persons allowing, causing or permitting such a condition to exist shall be deemed guilty of a violation of this section.

(Code 1960, §§ 8-20, 8-21; Ord. No. 3853, § 2, 4-5-93)

Sec. 16-72. - Mosquito larvae as evidence of breeding.

The presence of mosquito larvae in standing or running water shall be evidence that mosquitoes are breeding there in that water.

(Code 1960, § 8-22; Ord. No. 3853, § 3, 4-5-93)

Sec. 16-73. - Treatment of collections of water required; methods of treatment.

Collections of water in which mosquitoes breed or are likely to breed shall be treated by one or more of the following methods as shall be approved by the city manager or his/her designee:

- (1) Screening with wire netting of at least 16 meshes to the inch each way, or any other material which will effectually prevent the ingress or egress of mosquitoes.
- (2) Complete emptying every seven days of unscreened containers, together with their thorough drying or cleaning.
- (3) Using a larvicide approved and applied under the direction of the city manager or his/her designee. This includes biological larvicides such as fungi, nematodes, etc.
- (4) Covering completely the surface of the water with approved surface films as needed.
- (5)

Cleaning and keeping sufficiently free of vegetation, growth and other obstructions through mechanical or chemical means.

- (6) Filling and draining to the satisfaction of the city manager or his/her designee.
- (7) Proper disposal, by removal or destruction, of tin cans, tin boxes, broken or empty bottles and similar articles likely to hold water.
- (8) Stocking areas which retain water for any period of time with *Gambusia affinis* (mosquito fish).

(Code 1960, § 8-23; Ord. No. 3853, § 4, 4-5-93)

Sec. 16-74. - Right of entry upon premises; cooperative agreements with federal and state agencies.

- (a) For the purpose of enforcing the provisions of this article, the city manager or his/her designee may at all reasonable times enter in and upon any premises within the city.
- (b) The city manager or his/her designee shall have the authority to cooperate with federal and state agencies and to enter into such cooperative agreements or commitments as the city manager may determine necessary to carry out and enforce the provisions of this article.

(Code 1960, § 8-24; Ord. No. 3853, § 5, 4-5-93)

Sec. 16-75. - Purpose of mosquito control program.

- (a) It is declared to be the intent of the city to maximize the protection of human health and safety, foster the quality of life of its citizens and visitors, promote the economic development of the city, and facilitate the enjoyment of its natural attractions by reducing the number of pestiferous and disease-carrying mosquitoes.
- (b) It is further declared to be the intent of the city to conduct mosquito control in a manner consistent with protection of the environment and ecological integrity of all lands and waters throughout the city. Mosquito control's intent will be to maximize to the fullest extent source reduction and bio-control and to implement adulticiding activities last. These procedures will be implemented using integrated pest management methodologies to maximize control efforts without an unreasonable adverse effect on the environment.

(Ord. No. 3853, § 6, 4-5-93)

Sec. 16-76. - Persons deemed responsible.

For the purpose of this article the person responsible for the condition of any premises is the person using or occupying the same or, in case no person is using or occupying the premises, the person who by law is entitled to the immediate possession of the same or, in case the premises are used or occupied by two or more tenants of a common landlord or form grounds appurtenant to a house occupied by two or more tenants of a common landlord, then the landlord. Each tenant, however, is responsible for the part of the premises which he/she occupies to the exclusion of the other tenants.

(Code 1960, § 8-25)

Sec. 16-77. - Penalty for failure to prevent breeding; prevention of breeding by city.

In case the person responsible for the condition of premises on which mosquitoes breed or are likely to breed fails or refuses to take necessary measures to prevent their breeding within three days after written notice has been given by the city manager or his/her designee, or within such longer time after the notice as may be specified in the notice, the person responsible shall be deemed guilty of a violation of this article, and for each day after the expiration of three days from the day on which the notice is given, or for each day after the expiration of the time specified in the notice, as the case may be, that the person responsible fails or refuses to take such measures, the person responsible shall be deemed guilty of a separate violation of this article, and in each such case of failure or refusal of the person responsible the city manager or his/her designee is authorized to take the necessary steps to prevent the breeding of mosquitoes, and all necessary costs incurred for that purpose shall be charged against the person responsible.

(Code 1960, § 8-26; Ord. No. 3853, § 7, 4-5-93)

Sec. 16-78. - Adulthooding procedures.

It is the intent that adulthooding procedures will be subject to, but not limited by, provisions as follows:

- (1) Adulthooding hours will vary according to the hours of sunset and sunrise.
- (2) Normal operation procedures will target problem mosquitoes for adulthooding during crepuscular and nocturnal activities.
- (3) Mosquito control adulthooding vehicles will stay in compliance with the city's noise ordinance.
- (4) Mosquito complaints will be recorded and investigated based upon individual site requirements.

- (5) Service requests will be logged, but will not be used as a measure of annoyance or as a means of determining an area's adultciding need.

(Ord. No. 3853, § 8, 4-5-93)

Secs. 16-79—16-90. - Reserved.

Sec. 58-417. - Powers of governing body of mosquito control district.

The Pinellas County Board of County Commissioners, as governing body of the mosquito control district of Pinellas County, Florida, shall have the power to take all necessary and proper steps for the extermination of mosquitoes within Pinellas County, Florida, subject to the paramount control of the Florida Department of Agriculture and Consumer Services, and to abate as nuisances all stagnant water and other breeding places for mosquitoes, and to enter upon lands during daylight hours, whether public or private, in said county, for the purpose of inspection and examination of the same, and to remove therefrom, without notice, stagnant water or other breeding places for mosquitoes, and to purchase supplies and materials, and to employ such labor as may be necessary or proper in the furtherance of the objects of this article, and if necessary or proper, in the furtherance of the same, to build, construct and thereafter build and maintain necessary levees, cuts, canals or channels upon any land within the county, and to acquire by purchase, condemnation or other lawful means, in the name of the county, any necessary lands, rights-of-way, easements, property or material requisite or necessary for any of such purposes, and to make contracts to indemnify or compensate any owner of land or other property for any injury or damage necessarily caused by the exercise of its powers by this article conferred or arising out of the use, taking or damage of property for any purpose, and generally to do any and all things necessary or incident to the powers hereby granted, and to carry out the objects specified herein.

(Ord. No. 07-18, § 1, 3-13-07)

DIVISION 2. - MOSQUITO-BREEDING CONDITIONS^[4]*Footnotes:*

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Editor's note—At the editor's discretion, §§ 1—3 of the nonamendatory Ord. No. 79-7, adopted April 17, 1979, have been codified as Div. 2, §§ 8-61—8-63.

Cross reference— Code enforcement board, jurisdiction over this division, § 2-106(a)(6).

Sec. 8-61. - Definitions and source materials.

For the purpose of this division, the following terms shall have the following meanings:

- (a) *Artificially induced mosquito breeding area* means:
- (1) The occurrence of ten (10) or more immature mosquitoes in an artificial container.
 - (2) An area that receives waste or process water and in which are found on three (3) successive dips with a mosquito sampling dipper not fewer than three (3) immature mosquitoes per dip or where an average of seven (7) immature mosquitoes can be collected in five (5) one-minute wand/pump samples or where a one square meter emergence trap collects adult mosquitoes at the rate of two thousand five hundred (2,500) per acre per day.
- (b) *Immature mosquito* means mosquito larvae or pupae.
- (c) *Mosquito sampling dipper* means a water dipper with a circular mouth between four (4) and five (5) inches in diameter and having a depth of not less than one and one half (1 ½) inches.
- (d) *Waste water* means effluent from a sewage treatment plant.
- (e) *Process water* means water that has been used in the production of a product.
- (f) The method for taking wand/pump samples is described in "Devices for Sampling and Sorting Immature *Coquillettidia perturbans*," C.D. Morris, J. L. Callahan and R. H. Lewis, Journal of American Mosquito Control Association 1:247—250.
- (g) The method for taking emergence trap collections is described in "A Modified Pyramidal Emergence Trap for Collecting Mosquitoes," Marc Slaff, John D. Haefner, Ray E. Parsons, and Frank Wilson, Mosquito News 44:197—199.

(Ord. No. 79-7, § 1, 4-17-79; Ord. No. 88-05, § 1, 3-1-88)

Sec. 8-62. - Investigation of conditions capable of breeding mosquitoes.

- (a) *County agencies authorized.* The county environmental services division and the county health department are each authorized to investigate any condition capable of breeding mosquitoes within the county.
 - (b) *Right of entry.* Employees of the county health department and environmental services division are hereby authorized to enter upon either public or private property for the purpose of investigating possible mosquito breeding areas.
 - (c) *Right to apply pesticides.* The director of environmental services division is hereby authorized to apply pesticides on private or public property for mosquito abatement purposes.
- (Ord. No. 79-7, § 2, 4-17-79)

Sec. 8-63. - Action upon determination that mosquito breeding area exists.

If such a condition is located and is determined by either department to constitute an artificially induced mosquito breeding area as herein defined, the following action may be taken:

- (a) Upon determination of the existence of an artificially induced mosquito breeding area, the individual, municipality, organization or corporation committing, creating, keeping or maintaining such area shall be notified in writing and directed to abate the condition within seventy-two (72) hours, or such other time as is reasonable for the existing condition. Such notice shall be by certified mail or personal delivery.
- (b) If the condition is not abated by the responsible party within the time prescribed in said notices, the county attorney in the name of Polk County, upon the request of the director of the environmental services division or of the county health department, may apply to the appropriate court for injunction to abate such condition. In the event the court grants the injunction, the division of environmental services or county health officials shall take whatever steps they deem necessary to eliminate the artificially induced mosquito breeding area.
- (c) In addition, the environmental services division is authorized through its inspectors to initiate proceedings with the county code enforcement board to enforce the provisions of this division. Upon receipt of an order from the county code enforcement board, the county is empowered to take the steps necessary to eliminate the artificially induced mosquito breeding area and to assess the costs of treatment against the individual, municipality, organization, corporation, or other entity creating or maintaining such area.

(Ord. No. 79-7, § 3, 4-17-79; Ord. No. 86-20, § 1, 7-22-86)

**Leon County
Board of County Commissioners**

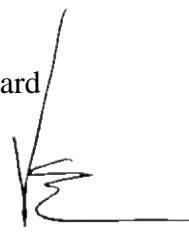
Notes for Agenda Item #21

Leon County Board of County Commissioners

Cover Sheet for Agenda #21

September 13, 2016

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Approval of the FY 16/17 Community Human Service Partnership Funding for Social Service Agencies

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator Wanda Hunter, Assistant County Administrator
Lead Staff/ Project Team:	Eryn D. Calabro, Director, Office of Human Services and Community Partnerships Jennifer Sousa, Financial Compliance Manager Pamela Tisdale, Human Services Analyst

Fiscal Impact:

This item has fiscal impact. A total of \$1.2 million is included in the FY16/17 budget.

Staff Recommendation:

- Option #1: Approve the FY 16/17 Community Human Service Partnership (CHSP) funding for human service agencies (Attachment #1).
- Option #2: Authorize the County Administrator to execute or modify agreements with the funded agencies, as necessary, in a form approved by the County Attorney.
- Option #3: Authorize staff to use \$10,000 in unallocated CHSP appeal funds for online application system enhancements requested by the agencies.

Report and Discussion

Background:

This agenda item seeks Board approval of the recommendations made by the Leon County Human Services Grant Review Committee (HSGRC) concerning the FY 16/17 allocation of Leon County's \$1.2 million in Community Human Services Partnership (CHSP) funding. In addition, this item requests authorization for the County Administrator to execute and/or amend, as necessary, the Agreements with the funded agencies (Attachment #2 – Sample Agreement). As part of the funding process, \$10,000 in funding was allocated for potential agency appeals. No agency appeals were made. However, during a subsequent meeting with United Partners for Human Services (UPHS) and agency representatives, the agencies requested modifications to the on-line portal and application. Staff recommends the \$10,000 be utilized to assist in future modifications to the on-line application and portal.

In FY15/16, CHSP agencies maximized their funds by providing community resources to over 22,447 citizens. In addition, these agencies leveraged over \$98 million in state, federal and other grants which has allowed the agencies to increase and expand the resources available to serve Leon County citizens. Funding provided to the CHSP nonprofits continues to assist the agencies in addressing gaps in human services and increases access to community resources that benefit those most in need. As a result of this ongoing financial support, the County and its partners play a significant role in fostering a safety net system that enhances the quality of life for Leon County residents while helping to promote the well-being of all families and individuals residing in Leon County.

This item is essential to the following revised FY2012 - FY2016 Strategic Initiative that the Board approved 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 Strategic Initiative aligns with the Board's following 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:

At the March, 2016 meeting, the Board budgeted \$1,200,000 for CHSP FY16/17 funding. The City set aside \$1,892,426 in Community Development Block Grant (CDBG) funds and general revenue; and, the United Way provided \$2,165,953 making available a combined total of \$5,258,379 for human services. The 16/17 CHSP cycle began in December 2015 with a public notice of the availability of funding being advertised in the Tallahassee Democrat and written notification provided to prospective and currently funded agencies.

In January 2016, a CHSP Team comprised of County, City, and United Way staff held mandatory workshops for all agencies seeking to participate in the 16/17 CHSP application

process. The grant application period opened in February 2016, immediately after the workshops were completed.

During the application period, the CHSP Team recruited volunteers needed for the Citizen Review Teams (CRTs). The role of CRTs is to review the applications and develop funding recommendations to be presented to the Leon County Human Services Grant Review Committee (HSGRC). In March 2016, the CHSP team conducted grant review training sessions and trained 100 CRT volunteers to comprise nine review teams. As a member of the CRT, each volunteer was required to participate in the following:

- attend mandatory grant review training;
- serve on one of the nine review teams;
- examine all application materials (including the audit and IRS form 990);
- hear presentations from the agencies;
- review the agencies overall organizational structure and capacity;
- evaluate each program;
- participate in a consensus-driven deliberation process; and
- determine funding recommendations.

From April 2016 through June 2016, human service agencies presented to the CRTs and the CHSP Team. Upon completion of the presentations, each CRT deliberated and developed a recommendation for the distribution of funds in each of the nine human service areas. A total of 75 agencies submitted applications requesting funding for 101 human services programs. The applications were placed into one of the following nine human service areas:

1. Children's Services
2. Community Support
3. Services for Persons with Disabilities
4. Emergency & Basic Needs
5. Family Support
6. Physical Health Services
7. Senior Services
8. Youth Recreation & Character Building
9. Youth Education

It should be noted that an additional service area, substance abuse services, was integrated into the other nine categories. Members of the Leon County HSGRC, the United Way Community Investment Committee (UWCIC), and the City of Tallahassee Community Improvement Advisory Council (CIAC) served as leadership in the deliberation process for each CRT. Agencies are informed that funding levels are not guaranteed. However, the CRTs may consider the funding level for existing agencies that is needed to maintain a current program, if it is effectively addressing its target population. An increase or decrease in funding occurs only after serious assessment of the service agency's program value and effectiveness.

Reasons for funding increase include:

- expansion of a program to meet a growing need;
- increase in the number of clients served;
- confidence in agency leadership/management to use funds appropriately; and
- documentation of measured program impacts.

Reasons for funding decrease include:

- unclear budgets, program inefficiencies;
- little or no effort to measure program outcomes;
- unnecessary duplication of services;
- poorly prepared or incomplete applications; and
- programs that are ranked as low priorities in comparison to other programs.

After the CRTs conclude their process and make recommendations for the amount of funding, the CHSP team determines which programs are to be funded. These decisions are based upon prior funding patterns and any restrictions on the funds. Although funds from the County, City and the United Way cannot be co-mingled, it is important to note that a CHSP dollar, regardless of its origin, is considered as a dollar from all three agencies.

The recommendations made by the CRTs may be appealed. However, for the 16/17 application cycle, no agencies appealed the funding recommendations. The County's Human Services Grant Review Committee met and reviewed the CRT's recommended allocations and concurred with the recommendations. The HSGRC's final funding recommendations totaled \$5,258,379. A spreadsheet identifying each service area, agency and the recommended funding level has been included as Attachment #1.

Since there were no appeals from the human services agencies, the \$10,000 set aside for this purpose was not awarded. Human service agencies have requested enhancements to the online application system. The three funding partners recognize the funds not awarded could be used for enhancements to the CHSP online application system. Staff is seeking Board approval to utilize the \$10,000 in remaining funds for enhancements to the online application system. Once a final cost has been determined, the City and United Way have agreed to contribute equally to costs associated with the improvements.

Options:

1. Approve the FY 16/17 Community Human Service Partnership (CHSP) funding for human service agencies (Attachment #1).
2. Authorize the County Administrator to execute or modify agreements with the funded agencies, as necessary, in a form approved by the County Attorney.
3. Authorize staff to use \$10,000 in unallocated CHSP appeal funds for online application system enhancements requested by the agencies.
4. Board direction.

Recommendation:

Options #1, #2 & #3.

Attachments:

1. FY 2016/17 Community Human Service Partnership Agency Requests and Allocations
2. Draft Agreement between Leon County and social service agencies funded by Leon County

2016-17 CHSP ALLOCATIONS

01 - Children's Services

Agency	& Program	2016/17 Request	2016/17 Awarded	City	County	United Way	Total
Cap. Area Community Action		80,000	80,000	60,000	0	20,000	80,000
	Head Start	80,000	80,000	60000		20000	80,000
Early Learning Coalition		200,000	137,490	0	107,490	30,000	137,490
	Child Care Tuition Assistance	200,000	137,490		107490	30,000	137,490
Kids Inc. of the Big Bend		290,020	290,020	80,020	0	210,000	290,020
	Early Head Start Match	290,020	290,020	80020		210000	290,020
Pivotal Point Enterprises		94,615	94,615	94,615	0	0	94,615
	The Big-Headed Beaver and Friends	94,615	94,615	94615			94,615
Refuge House		56,694	56,694	0	0	56,694	56,694
	Children's Prog.	56,694	56,694			56694	56,694
The Children's Home Soc. of FI		110,000	110,000	0	70,000	40,000	110,000
	Early Steps	20,000	20,000		20000		20,000
	Family Connections	20,000	20,000			20000	20,000
	Treehouse	50,000	50,000		50000		50,000
	VOCA	20,000	20,000			20000	20,000
TOTAL		831,329	768,819	234,635	177,490	356,694	768,819
	Available for Allocation		768,819				
	Over/Under		0				

02 - Community Support

Agency	& Program	2016/17 Request	2016/17 Awarded	City	County	United Way	Total
2-1-1 Big Bend		197,771	159,512	38,512	104,000	17,000	159,512
1 (including National Suicide Prevention Lifeline & Help Me Grow)		197,771	159,512	38512	104000	17000	159,512
Big Bend Habitat for Humanity		90,000	50,000	0	50,000	0	50,000
	Home_ConstructionRehab	90,000	50,000		50000		50,000
Big Bend Hospice		100,000	66,000	0	0	66,000	66,000
	Community Bereavement	100,000	66,000			66000	66,000
Cap. Area Community Action		40,200	10,000	10,000	0	0	10,000
	Getting Ahead-Staying Ahead	40,200	10,000	10000			10,000
Dress for Success Tall. Inc.		13,500	0	0	0	0	0
	Professional Suiting & Workforce Training	13,500	0				0
Legal Aid Fdn.		29,725	20,000	0	0	20,000	20,000
	Pro Bono Legal Services	29,725	20,000			20000	20,000
Legal Services of N. FL		60,000	45,000	0	0	45,000	45,000
	Legal Services to the Poor	60,000	45,000			45000	45,000
Literacy Volunteers of Leon Cty		23,000	20,000	0	0	20,000	20,000
	literacy, English for speakers of other languages, Family Literacy	23,000	20,000			20000	20,000
Lutheran Social Services of N FL		18,000	10,000	0	10,000	0	10,000
	Comp. Refurb. & Tech. Assis.	18,000	10,000		10000		10,000
Refuge House		115,000	100,000	20,000	80,000	0	100,000
	24-Hour Crisis Response	40,000	40,000		40000		40,000
	Leon Intimate Violence Enhanced Service Team (Leon InVEST)	75,000	60,000	20000	40000		60,000
	TOTAL	687,196	480,512				
	Available for Allocation		480,512	68,512	244,000	168,000	480,512
	Over/Under		0				

03 - Services for Persons with Disabilities

Agency & Program	2016/17 Request	2016/17 Awarded	City	County	United Way	Total
Epilepsy Assn. of the Big Bend	30,000	26,679	0	0	26,679	26,679
Epilepsy Services Prog. Client Services	30,000	26,679			26679	26,679
FL Disabled Outdoors Assn.	43,250	21,000	0	0	21,000	21,000
Miracle Sports	17,575	9,000			9000	9,000
SportsAbility	25,675	12,000			12000	12,000
Lighthouse of the Big Bend	75,398	31,679	0	0	31,679	31,679
Services to People who are Blind or Visually Impaired in Leon Cty.	75,398	31,679			31679	31,679
Office of Public Guardian	26,500	26,500	0	0	26,500	26,500
Office of Public Guardian	26,500	26,500			26500	26,500
Rotary Youth Camp	16,200	0	0	0	0	0
Camp Mentors	16,200	0				0
Special Olympics FL-Leon Cty.	30,000	27,500	0	0	27,500	27,500
Athletic	30,000	27,500			27500	27,500
The Ctr. for Independent Living	78,000	78,000	48,000	0	30,000	78,000
Access to Independence	78,000	78,000	48000		30000	78,000
The Dick Howser Ctr. for Childhood Services	125,000	110,000	0	0	110,000	110,000
DH Ctr. for Childhood Services	125,000	110,000			110000	110,000
Wave	15,000	15,000	15,000	0	0	15,000
Life Skills	10,000	10,000	10000			10,000
Social Activities	5,000	5,000	5000			5,000
TOTAL	439,348	336,358	63,000	0	273,358	336,358
Available for Allocation		336,358				
Over/Under		0				

04 - Emergency & Basic Needs

Agency	& Program	2016/17 Request	2016/17 Awarded	City	County	United Way	Total
American Red Cross		50,000	50,000	30,000	0	20,000	50,000
	Disaster Services	50,000	50,000	30000		20000	50,000
Americas Second Harvest		185,000	185,000	155,000	0	30,000	185,000
	Food Bank Operations	185,000	185,000	155000		30000	185,000
Big Bend Homeless Coalition		150,000	150,000	0	120,000	30,000	150,000
	HOPE Community	150,000	150,000		120000	30000	150,000
Cap. City Youth Services		45,500	45,500	36,500	0	9,000	45,500
	Transitional Living Prog.	45,500	45,500	36500		9000	45,500
Catholic Charities of NW FL		37,000	37,000	0	0	37,000	37,000
	Emergency_Assistance	37,000	37,000			37000	37,000
Emergency Care Help Org.		184,400	184,400	120,000	64,400	0	184,400
	Emergency Resources Prog.	36,400	36,400		36400		36,400
	Renaissance Community Ctr.	120,000	120,000	120000			120,000
	Furniture Bank of Tall.	28,000	28,000		28000		28,000
Good News Outreach		53,020	53,020	53,020	0	0	53,020
	Food Outreach	16,720	16,720	16720			16,720
	Mercy House	24,200	24,200	24200			24,200
	Mission Oaks	12,100	12,100	12100			12,100
Project Annie		6,000	2,276	2,276	0	0	2,276
	Elder & Disabled Feeding Prog.	6,000	2,276	2276			2,276
Tall.-Leon Shelter		408,783	408,783	108,783	0	300,000	408,783
	The Shelter 24-Hour Services Prog.	408,783	408,783	108783		300000	408,783
	TOTAL	1,119,703	1,115,979	505,579	184,400	426,000	1,115,979
	*Available for Allocation		1,115,979				
	Over/Under		0				

05 - Family Support

Agency	& Program	2016/17 Request	2016/17 Awarded	City	County	United Way	Total
Boys Town North FL		33,628	33,628	33,628	0	0	33,628
	Treatment Family Home Prog.	33,628	33,628	33628			33,628
Brehon Institute for Family Services		106,725	106,725	20,225	69,000	17,500	106,725
	Brehon House (maternity home)	99,225	99,225	20225	69000	10,000	99,225
	Healthy Families Leon	7,500	7,500			7500	7,500
Cap. City Youth Services, Inc.		127,500	127,500	71,500	0	56,000	127,500
	Somplace Else Shelter	127,500	127,500	71500		56000	127,500
Emergency Care Help Org.		55,500	45,208	0	27,483	17,725	45,208
	Family_Services_Prog.	55,500	45,208		27483	17725	45,208
Good News Outreach		16,500	16,500	16,500	0	0	16,500
	Maryland Oaks	16,500	16,500	16,500			16,500
PACE Ctr. for Girls, Inc.		17,425	17,425	17,425	0	0	17,425
	Reach Prog.	17,425	17,425	17425			17,425
Refuge House, Inc.		104,420	104,420	0	20,000	84,420	104,420
	Outreach Counseling and Courthouse Services	20,000	20,000		20000		20,000
	Residential Services	84,420	84,420			84420	84,420
The Oasis Ctr. for Women & Girls		62,802	25,208	25,208	0	0	25,208
	Single Mother Empowerment Prog.	62,802	25,208	25208			25,208
Turn About Inc of Tall.		100,000	100,000	0	0	100,000	100,000
	Intensive_Outpatient_Prog.	15,000	15,000			15000	15,000
	School_Intervention_and_Prevention_Prog.	85,000	85,000			85000	85,000
	TOTAL	624,500	576,614	184,486	116,483	275,645	576,614
	Available for Allocation		576,614				
	Over/Under		0				

06 - Physical Health Services

Agency	& Program	2016/17 Request	2016/17 Awarded	City	County	United Way	Total
Big Bend Cares		143,329	143,329	57,000	0	86,329	143,329
	HIV Prevention, Educ., Testing and Outreach	48,329	48,329			48329	48,329
	HIV+ Client Care	95,000	95,000	57000		38000	95,000
Cap. Medical Soc. Fdn.		85,000	85,000	52,500	0	32,500	85,000
	We Care Network	85,000	85,000	52500		32500	85,000
Neighborhood Medical Ctr.		168,000	93,000	45,000	0	48,000	93,000
	Healthcare Services	168,000	93,000	45000		48000	93,000
Sickle Cell Fdn., Incorporated		95,000	95,000	95,000	0	0	95,000
	Health, Wellness & Case Management	95,000	95,000	95000			95,000
Tall.-Leon Shelter		87,086	87,086	87,086	0	0	87,086
	The Shelter's Medical Clinic	87,086	87,086	87086			87,086
	TOTAL	578,415	503,415	336,586	0	166,829	503,415
	Available for Allocation		528,563				
	Over/Under		25,148				

07 - Senior Services

Agency	& Program	2016/17 Request	2016/17 Awarded	City	County	United Way	Total
Alzheimers Project		104,906	104,906	0	80,406	24,500	104,906
	Caregiver Support Services	104,906	104,906		80406	24500	104,906
Elder Care Services		394,200	391,909	160,909	0	231,000	391,909
	Elder Day Stay	51,000	51,000			51000	51,000
	In-Home	80,000	80,000			80000	80,000
	Nutrition	200,000	200,000	150000		50000	200,000
	SOS	50,000	50,000			50000	50,000
	RSVP	13,200	10,909	10909			10,909
Good News Outreach		10,248	10,248	10,248	0	0	10,248
	Elder Services	10,248	10,248	10248			10,248
Smith-Williams Service Ctr. Fdn		25,000	12,500	12,500	0	0	12,500
	Senior Solutions Expansion Prog.	25,000	12,500	12500			12,500
Tall. Senior Citizens Fdn.		13,070	9,000	0	9,000	0	9,000
	Southside Senior Outreach Prog.	13,070	9,000		9000		9,000
	TOTAL	547,424	528,563	183,657	89,406	255,500	528,563
	Available for Allocation		528,563				
	Over/Under		0				

08 - Youth Recreation & Character Building

Agency & Program	2016/17 Request	2016/17 Awarded	City	County	United Way	Total
African Caribbean Dance Theatre	38,500	30,000	30,000	0	0	30,000
Transforming Lives Through Dance	38,500	30,000	30000			30,000
Big Bend Homeless Coalition	37,500	12,000	12,000	0	0	12,000
Summer Prog for the Children of HOPE Comm.	37,500	12,000	12000			12,000
Big Brothers Big Sisters	167,500	125,000	0	0	125,000	125,000
Community Based 1-to-1 Mentoring	85,000	85,000			85000	85,000
Enhanced School Based 1-to-1 Mentoring	40,000	10,000			10000	10,000
Mentoring Children of Prisoners	42,500	30,000			30000	30,000
Boys Choir of Tall., Inc.	44,000	39,000	0	0	39,000	39,000
Boys' Choir of Tall.	44,000	39,000			39000	39,000
Boys Scouts of America	35,000	12,868	0	0	12,868	12,868
Youth Recreation & Character Building	35,000	12,868			12868	12,868
Cap. Area Healthy Start Coalition	90,000	55,000	0	40,000	15,000	55,000
Stronger Girls Prog.	90,000	55,000		40000	15000	55,000
Distinguished Young Gentlemen	18,000	18,000	0	18,000	0	18,000
Distinguished Young Gentlemen	18,000	18,000		18000		18,000
Imani Dance Prog.	44,500	44,500	0	44,500	0	44,500
Imani Afterschool Dance Prog.	44,500	44,500		44500		44,500
Lincoln Ctr. Fdn., Inc.	60,000	58,297	58,297	0	0	58,297
Lincoln Ctr. Boxing Club	60,000	58,297	58297			58,297
The Boys & Girls Clubs	220,000	210,000	38,084	142,987	28,929	210,000
Great Futures Start Here	220,000	210,000	38084	142987	28929	210,000
The Oasis Ctr. for Women & Girls	50,446	20,000	20,000	0	0	20,000
Girls_Empowerment_Prog.	50,446	20,000	20000			20,000
South City Revitalization Council	6,386	0	0	0	0	0
South City Multi-Sports Club	6,386	0				0
TOTAL	811,832	624,665	158,381	245,487	220,797	624,665
Available for Allocation		624,665				
Over/Under		0				

Agency	& Program	2016/17 Request	2016/17 Awarded	City	County	United Way	Total
FL State University		35,000	30,000	30,000	0	0	30,000
	Pre-Collegiate Division	35,000	30,000	30000			30,000
John G. Riley Ctr. - Museum		75,000	50,000	0	50,000	0	50,000
	YCCLAP	75,000	50,000		50000		50,000
Living Stones International		32,500	15,000	15,000	0	0	15,000
	Children of Importance After School Tutoring & Mentoring	32,500	15,000	15000			15,000
Miccosukee Youth Educ. Fdn		87,751	22,087	0	22,087	0	22,087
	Academic Achievement Prog. for Grades K-12	87,751	22,087		22087		22,087
PACE Ctr. for Girls		99,391	81,760	10,557	60,647	10,556	81,760
	Family Reach	17,425	5,500		5500		5,500
	Spirited Girls	46,260	46,260	10557	25147	10556	46,260
	Transition	35,706	30,000		30000		30,000
Pivotal Point Enterprises		74,460	74,460	74,460	0	0	74,460
	Character Kids	74,460	74,460	74460			74,460
TCC Take Stock in Children		18,000	15,000	15,000	0	0	15,000
	Take Stock in Children	18,000	15,000	15000			15,000
	TOTAL	422,102	288,307	145,017	132,734	10,556	288,307
	Available for Allocation		288,307				
	Over/Under		0				

2016-17 SUMMARY

2016-17 SUMMARY

Agency & Program	2016/17 Request	2016/17 Awarded	City	County	United Way	Total
01 - Children's Services	831,329	768,819	234,635	177,490	356,694	768,819
02 - Community Support	687,196	480,512	68,512	244,000	168,000	480,512
03 - Services for Persons with Disabilities	439,348	336,358	63,000	0	273,358	336,358
04 - Emergency & Basic Needs	1,119,703	1,115,979	505,579	184,400	426,000	1,115,979
05 - Family Support	624,500	576,614	184,486	116,483	275,645	576,614
06 - Physical Health	578,415	503,415	336,586	0	166,829	503,415
07 - Senior Services	547,424	528,563	183,657	89,406	255,500	528,563
08 - Youth Recreation & Character Building	811,832	624,665	158,381	245,487	220,797	624,665
09 - Youth Education	422,102	288,307	145,017	132,734	10,556	288,307
Total Awarded	6,061,849	5,223,232	1,879,853	1,190,000	2,153,379	5,223,232
Total Available for Allocation			1,892,426	1,200,000	2,165,953	5,258,379
Balance			-12,573	-10,000	-12,574	-35,147

AGREEMENT

THIS AGREEMENT is entered into this 1st day of October, 2016 by and between _____, (hereinafter referred to as the Agency) and Leon County, a charter county and a political subdivision of the State of Florida (hereinafter referred to as the County).

WHEREAS, the County allocated funding from its General Revenue Fund for the provision of human services to residents of the County; and,

WHEREAS, the Leon County Commission on the 13th day of September 2016, during a regular County Commission meeting, authorized and approved funding in the amount of \$ _____ for the _____ program to the Agency; and,

WHEREAS, the County desires to engage the Agency to render, and the Agency desires to render, certain human services to such residents as more specifically described in Attachment A hereto;

NOW, THEREFORE, in consideration of the following mutual covenants and other valuable considerations, the receipt and sufficiency of which are hereby acknowledged, the parties hereby agree as follows:

A. GENERAL CONDITIONS

1. **Scope of Services:** The Agency shall do, perform and carry out, in a satisfactory and proper manner, as determined by the County, the work and services (“Scope of Services”) to be undertaken as set forth in **Attachment A: Statement of Work**, which is attached hereto and by reference made a part hereof.
2. **Collaboration:** During the Term of this Agreement, the Agency shall carry out the goals, objectives, and tasks as outlined in **Attachment B: Collaboration Plan**, which is attached hereto and by reference made a part hereof. The specific types of collaborative approaches and entities that the Agency will use to enhance its effectiveness in delivering quality services are set forth in such Attachment and shall include, but shall not be limited to, the following:
 - a. Enhanced coordination and communication among organizations to enhance the delivery of services to residents;
 - b. Development of interagency referral and tracking systems;
 - c. Facilitate increased community awareness of available human services and resources by utilizing marketing and community-based outreach strategies;
 - d. Opportunity to impact community-wide social indicators; and
 - e. Reduction of duplication of efforts/services.
3. **Program Evaluation:** The Agency’s program evaluation requirements under this Agreement are specified in **Attachment C: Program Logic Mode/Measurement Framework**, which is attached hereto and by reference made a part hereof. The Agency shall participate in training opportunities to enhance its ability to report program outcome measures.
4. **Time of Performance:** The Agency shall not commence performance of the Scope of Services, nor incur any costs or obligations associated with those services, until the Agency has received a written notice to proceed from the County. All work and services required by this Agreement shall be performed between **October 1, 2016 and September 30, 2017**, unless otherwise mutually agreed to in writing by the County and the Agency.

5. **Personnel and Subcontracting:**

- a. The Agency represents that it has, or will secure at its own expense, all personnel required in performing the Scope of Services (Paragraph A.1.) under this Agreement. Such personnel shall not be employees of or have any contractual relationship with the County.
- b. All work and services required hereunder will be performed by the Agency, or under its supervision, and all personnel engaged in the performance of work or services shall be fully qualified and properly authorized or licensed under applicable federal, state, and local law, statutes, and ordinances to perform such work or services.
- c. None of the work or services to be performed under this Agreement shall be subcontracted without prior written approval of the County.

6. **Compensation:** The agency shall be compensated on a reimbursement basis for approved program related expenditures upon the submission of proper documentation of the expense and its payments. The method and amount of compensation to the Agency for the performance of the Scope of Services under this Agreement is specified in **Attachment D: Method and Amount of Compensation**, which is attached hereto and by reference made apart hereof. Requests by the Agency for changes in budget line items must be submitted to the County in writing and will be approved or denied by the County in writing within fifteen (15) working days from receipt of the request. Funds paid to the Agency by the County shall be referred to herein as "Grant Funds" and shall be disbursed by the County to the Agency by December 31, 2017.

7. **Program Income:** In the event the Agency receives program income as a result of its performance of the required work or services, such income shall be returned to the County unless the parties have first entered into a written and approved amendment to this Agreement, specifying activities that will be undertaken with the program income. All provisions of this Agreement shall apply to such specified activities.

8. **Reports:**

- a. The **Agency Report of Advances and Expenditures** (form to be prescribed and supplied by the County) shall be submitted on a monthly or quarterly basis and shall be due no later than the twenty-fifth day of the month following the reporting period. Documentation of all expenditures shall be required. Expenditures are subject to review by County staff. Reimbursements are not guaranteed.
- b. A written report titled **Agency Report of Clients Served and Project Narrative** (form to be prescribed and supplied by the County) reflecting Agency operations shall be submitted by the Agency to the County on a quarterly basis, or on such other basis as the County may require from time to time. When submitted quarterly, such report shall be due no later than the twenty-fifth day following the end of the quarter which is the subject of the report.
- c. Using a form prescribed and supplied by the County, the Agency shall submit to the County at least annually an inventory of all nonexpendable personal property purchased by the Agency using Grant Funds.
- d. Using a form prescribed and supplied by the County, the Agency shall submit a **Year-End Close-Out Report**, reflecting all program activity for the fiscal year, to the County by **October 31, 2017**.
- e. Upon execution of this Agreement, the Agency will designate in writing to the County, a member of the Agency staff who will be responsible for submission of all Agency reports to the

County, and for administration of this Agreement on behalf of the Agency. All contact with the Agency regarding such reporting and administration will be directed to the attention of that designated individual and, as appropriate, the executive director.

f. All reports prepared by the Agency shall be submitted to:

Pamela Tisdale, Human Services Analyst
Leon County
Office of Human Services and Community Partnerships
918 Railroad Avenue
Tallahassee, FL 32310

9. **Amendments:** The parties may, from time to time, amend this Agreement. Such amendments must be mutually agreed upon in writing by the County and the Agency and set forth in a written document executed by duly authorized representatives of the parties to this Agreement.
10. **Termination of Contract for Cause:** If the Agency fails to fulfill, in a timely and proper manner, any of its obligations under this Agreement, or if the Agency violates any of the covenants, agreements, provisions, or stipulations of this Agreement, the County shall have the right to terminate this Agreement by giving written notice of such termination to the Agency, specifying the reasons for the termination and the effective date thereof, at least five (5) days prior to the effective date of such termination. The Agency shall be entitled to receive pro rata compensation for any work or services satisfactorily completed prior to the effective date of termination, subject to the provisions set forth below. Notwithstanding such termination, the Agency shall be and remain liable to the County for all damages sustained by, and costs or expenses incurred by the County by virtue of any breach of the Agreement by the Agency. In so far as allowed by Florida law, the County shall have a right to set off against any compensation otherwise due the Agency the amount of any damage sustained by the County by virtue of the Agency's breach of this Agreement and any other amounts owed to the County by the Agency.
11. **Termination of Contract for Convenience of County:** In so far as allowed by Florida law, the County may terminate this Agreement in whole or in part at any time by giving written notice to the Agency of such termination, specifying the effective date thereof, at least fifteen (15) days before the effective date of such termination. If this Agreement is terminated by the County as provided herein, the Agency will be paid an amount which bears the same ratio to the total compensation as the work and services actually performed bear to the total work and services of the Agency covered by the Agreement, less payments of compensation previously made.
12. **Reversion of Assets:** Upon expiration or other termination of this Agreement, the Agency shall transfer to the County any remaining Grant Funds not properly expended or obligated at the time of expiration and any accounts receivable attributable to the use of Grant Funds.
13. **Assignment and Binding Effect:** The Agency shall not assign, transfer, or otherwise convey any interest in this Agreement without the prior written consent of the County.
14. **Audit:** If a contracted entity spends \$500,000 or more of County and/or State funds in a single fiscal year or spends \$750,000 or more of federal funds in a single fiscal year, an independent certified public accountant shall be employed by the entity to conduct a financial and compliance audit in accordance with Government Auditing Standards, issued by the Comptroller General of the United States and the audit requirements of Title 2, U.S. Code of Federal Regulations, Part 200, Uniform Administrative Requirements or Section 215.97, Florida Statutes, as applicable. In

addition to the above, the contracted entity shall provide the applicable County department(s) awarding and/or managing the contract and the County Auditor, for their review, a copy of any audit report issued as part of this requirement. Such audit reports shall include or be accompanied by any applicable management letter issued and all applicable responses to the auditor's findings and recommendations. All audit reports and related reports shall be submitted to the awarding and/or managing County department(s) and the County Auditor's Office within 30 days of receipt of each issued audit report.

15. **Performance Monitoring:** The County will monitor the performance of the Agency with respect to completion of the activities identified in Attachment A: Statement of Work. Failure to accomplish these activities will constitute noncompliance with this Agreement. If action to correct noncompliance is not taken by the Agency within a reasonable time period after being notified by the County, contract suspension or termination procedures will be initiated. The Agency's obligation to the County shall not end until all closeout requirements are completed.

The County reserves the right to conduct financial and program monitoring of all awards to the Agency and to perform an audit of all records. An audit by the County may encompass an examination of all financial transactions, all accounts and reports, as well as an evaluation of compliance with the terms and conditions of this Agreement.

16. **Indemnification:** The Agency shall indemnify, save and hold the County, its officials, officers and employees harmless from any and all actions, obligations, claims, damages, expenses, costs of any kind, debts, negligence, and liabilities arising from, or in any way related to, acts or omissions of the Agency, its employees, volunteers, subcontractors, employees of subcontractors, or clientele, in the performance of, or failure to perform under, this Agreement. Should the County, as a result of the performance or lack thereof by or on behalf of the Agency, be required to reimburse any sums to any organization, or reimburse funds to any Federal, state or local governmental entity, contribute funds to the performance of this project, or expend County funds to complete or correct such performance, the Agency, upon demand by the County, shall refund and reimburse the County for all sums so reimbursed or expended by the County.
17. **Attorney Fees:** Nothing in this Agreement shall be construed to deny either party the right to seek any remedies that may be available to that party, at law or in equity, including but not limited to awards of court costs and attorney fees, in order to enforce the terms of this Agreement or to recover damages as a result of a breach of this Agreement.

B. ASSURANCES

1. **Equal Employment Opportunity:** The Agency shall not discriminate against any employee or applicant for employment on the basis of race, color, religion, sex, age, disability, sexual orientation, gender, national origin, marital status, familial status, or any other basis prohibited by applicable law. Such action shall include, but not be limited to, the following: employment, promotion, demotion or transfer; recruitment, advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Agency shall post in conspicuous places, available to employees and applicants for employment, notices as provided by the County setting forth the provisions of this nondiscrimination clause. The Agency shall incorporate this provision in all subcontracts for services provided under this Agreement.
2. **Nondiscrimination Under Title VI of Civil Rights Act of 1964:** The Agency covenants and promises that it will fully comply with Title VI of the Civil Rights Acts of 1964 (P.D. 88-352) and in accordance with Section 109 of the Housing and Community Development Act of 1974, as

amended, and with all requirements imposed by or pursuant to that Act. In accordance with this, no person in the United States shall, on the basis of race, color, disability, age, religion, national origin, or sex, be excluded from participation in, denied the benefits of, or subjected to discrimination under any program or activity for which the recipient received financial assistance from the County.

3. **Americans with Disabilities Act:** The Agency covenants and promises that it will, to the greatest extent feasible, comply with the Americans with Disabilities Act, as amended, which focuses on the areas of employment, public accommodations, state and local government services, and telecommunications.
4. **Local, State & Federal laws and ordinances:** The Agency covenants and promises that it will fully comply with applicable local, state, and federal laws and ordinances.
5. **Interest of Members of the County and Others:** No officer, member or employee of the County and no members of its governing body, and no other public official of the governing body of the locality in which the project is situated and being carried out who exercise any functions or responsibility in the review and approval of the undertaking or carrying out of this project, shall participate in any decision relating to this Agreement which affects his personal interest or have any personal or pecuniary interest, direct or indirect, in this Agreement or the proceeds thereof.
6. **Interest of the Agency:** The Agency on behalf of itself and its officers and officials, covenants that none of them presently have any interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of work and services required to be performed under this Agreement. The Agency, on behalf of itself and its officers and officials, further covenants that in the performance of this Agreement, no person having such interest shall be employed.
7. **Financial Management:** The Agency agrees to comply with the Financial Accounting Standards Board, Statement of Financial Accounting Standards 116 and 117. The Agency agrees to adhere to the accounting principles and procedures required therein, utilize adequate internal controls, and maintain necessary source documentation for all costs incurred. Internal controls are systems of policies and procedures designed to promote and protect sound financial management practices, including the development and implementation of a check signing policy that requires two signatures on checks for purchases over a specified amount in accordance with the policies and procedures adopted by the Agency's Board of Directors. Furthermore, the policy specifies that no agency staff, including the executive director, can sign a check written to him/her or written for cash. The policy also includes specifications and internal safeguards (direct board oversight) regarding making withdrawals from the agency's account.

The Agency agrees to comply with 24 CFR 84.21-28 and agrees to adhere to the accounting principles and procedures required therein, utilize adequate internal controls, and maintain necessary source documentation for all costs incurred. The Agency shall administer its program in conformance with OMB Circulars A-122, "Cost Principles for Non-Profit Organizations," or CFR 200—Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards," as applicable. These principles shall be applied for all costs incurred whether charged on a direct or indirect basis.

8. **Records:** The Agency shall maintain books, records, documents, and accounting procedures and practices sufficient to reflect properly the amount received and disposition by the Agency of all compensation received for its work and services. The Agency's records shall be subject at all

reasonable times to inspection, copy and audit by the County or its authorized representatives. The Agency shall preserve and make its records available to the County and its authorized representatives until the expiration of three (3) years from the date of final settlement, and for such longer period, if any, as is required by applicable law, statute, ordinance, rule, or regulation.

The Agency shall maintain client data documenting client eligibility for services provided. Such data shall include, but not be limited to, client name, address, income level or other basis for determining eligibility, description of services provided, and participant outcomes, including data utilized to determine participant outcomes. Such information shall be made available to the County monitors or their designees for review upon request.

The Agency recognizes that client information collected under this Agreement is private and the use or disclosure of such information, when not directly connected with the administration of the Agency's responsibilities with respect to services provided under this Agreement, is prohibited unless written consent is obtained from such person receiving service and, in the case of a minor, that of a responsible parent/guardian.

9. **Audits, Records, and Retention**

The Contractor agrees:

- a. To establish and maintain books, records, and documents (including electronic storage media) in accordance with generally accepted accounting procedures and practices which sufficiently and properly reflect all revenues and expenditures of funds reflected herein.
- b. To retain all client records, financial records, supporting documents, statistical records, and any other documents (including electronic storage media) pertinent to this Agreement for a period of five (5) years after termination of the Agreement, or if an audit has been initiated and audit findings have not been resolved at the end of five (5) years, the records shall be retained until resolution of the audit findings or any litigation which may be based on the terms of this Agreement.
- c. Upon completion or termination of the Agreement and at the request of the County, the Contractor will cooperate with the County to facilitate the duplication and transfer of any said records or documents during the required retention period as specified in paragraph b above. The County may reproduce any written materials generated as a result of the Contractor's work.
- d. To assure that all records required to be maintained by the Contractor hereby shall be subject at all reasonable times to inspection, review, or audit by County, Federal, state, or other personnel duly authorized by the County.
- e. To permit persons duly authorized by the County and Federal auditors, pursuant to 45 CFR, Part 92.36(I)(10), to have full access to and the right to examine any of the Contractor's records and documents related to this Agreement, regardless of the form in which kept, at all reasonable times for as long as those records are retained.
- f. To include these aforementioned audit and record keeping requirements in all approved subcontracts and assignments.

- g. Comply with public records access requirements set forth in section 119.0701(2), Florida Statutes, including the obligation to:
1. Keep and maintain public records required by the County to perform the Services required under this Agreement.
 2. Upon request from the County's custodian of public records, provide the County with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.
 3. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the Term of this Agreement and following termination of the Agreement if the Contractor does not transfer the records to the County.
 4. Upon termination of the Agreement, transfer, at no cost, to the County all public records in possession of the Contractor or keep and maintain public records required by the County to perform the Services required hereunder. If the Contractor transfers all public records to the County upon termination of the Agreement, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Contractor keeps and maintains public records upon termination of the Agreement, the Contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the County, upon request from the County's custodian of public records, in a format that is compatible with the information technology systems of the County.
 5. **IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT:**

Pamela Tisdale, Human Services Analyst
Leon County
Office of Human Services and Community Partnerships
918 Railroad Avenue
Tallahassee, FL 32310
TisdaleP@leoncountyfl.gov
(850) 606-1900

10. Constitutional Prohibition: The Agency shall not use Grant Funds for the acquisition, construction, reconstruction, rehabilitation, or operation of structures used for religious purposes.

- ATTACHMENT A: STATEMENT OF WORK**
- ATTACHMENT B: COLLABORATION PLAN**
- ATTACHMENT C: PROGRAM LOGIC MODEL/OUTCOME MEASUREMENT FRAMEWORK**
- ATTACHMENT D: METHOD AND AMOUNT OF COMPENSATION**

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

AGENCY:

(Insert legal name of Agency)

Witness as to Agency

By: _____

(Type or print name and title of signatory)

Witness as to Agency

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

LEON COUNTY, FLORIDA

BY: _____

BY: _____
Vincent S. Long, County Administrator

APPROVED AS TO FORM:
LEON COUNTY ATTORNEY'S OFFICE

Herbert W.A. Thiele, Esq.
County Attorney

**THE LEON COUNTY HUMAN SERVICES DIVISION
PROMISE ZONE CONTRACT ATTACHMENTS**



**ATTACHMENT A: STATEMENT OF WORK
ATTACHMENT B: COLLABORATION PLAN
ATTACHMENT C: PROGRAM LOGIC MODEL/MEASUREMENT FRAMEWORK
ATTACHMENT D: METHOD AND AMOUNT OF COMPENSATION**

ATTACHMENT A: STATEMENT OF WORK

Instructions: Please type your responses on the form provided. When completing this section, please use your CHSP Grant as a guide.

- A. **List the Legal Name of the Agency exactly as listed with the Florida Division of Corporations**, which is the same as the name used in the first page and in the signature page of this Agreement:
- B. List the **Program Name**:
- C. Provide a **Program Narrative** for approved activity. In the narrative, please include the following information:
 1. Please define the specific target population and the geographic service area (e.g., if applicable, state specific census tracts) you propose to serve. Explain how this program will serve low to moderate-income persons. Please state the actual or estimated number of unduplicated clients you propose to serve annually, as well as provide demographic information.
 2. Define the target population's need(s) or social problem(s) that your program proposes to address.
 3. Clearly, state the overall purpose, goal(s) and objectives of the program.
 4. Specifically, describe how the program will be implemented. Concisely describe the program including types of services provided, how frequently services are provided, how and by whom (staff, volunteers, etc.) services are provided, location of services, and any fees or eligibility requirements for clients, etc. Please be specific in describing how the program is designed and operated.
 5. Utilizing the form provided on the following page, complete a Program Timeline. Provide a list of major program tasks/activities or products that you plan to accomplish and the anticipated completion dates. This schedule will be used as a monitoring and planning tool.

Agency Name:	Program Name:
---------------------	----------------------

Tasks, Activities or Products (Please provide specific information such as the number of clients served; specific program activities, including the frequency of activities, etc.)	Date of Anticipated Completion	*Completion Status (COUNTY USE ONLY)	Comments (COUNTY USE ONLY)

***Completion Status (County Use Only)**
ER = Exceeds Requirements
MR = Meets Requirements
OS = On Schedule
NI = Needs Improvement
DMR = Did Not Meet Requirements

ATTACHMENT C: PROGRAM LOGIC MODEL/MEASUREMENT FRAMEWORK

Instructions: Please note that you can use the information included in your CHSP Grant. Please modify the form as needed. For example, if the program received less funding than anticipated, you may need to modify this form accordingly. As you complete this form, please be realistic in what your program can actually accomplish and measure, recognizing that some programs can only impact short-term objectives based on the length and intensity of the particular intervention.

- A. **List the Legal Name of the Agency exactly as listed with the Florida Division of Corporations**, and that is the same as the name used in the first page and in the signature page of this Agreement:
- B. Utilizing the Program Logic Model/Measurement Framework form, complete the following sections:
- 1) List **Program Inputs: Resources dedicated** to or consumed by the program to meet its stated program goals and objectives such as staffing and funding.
 - 2) List **Program Activities: What the program does** (types of activities) with the inputs to fulfill its mission such as mentoring and counseling.
 - 3) List **Program Outputs: The specific number of products or units of services** provided by the program such as the number of classes and hours of service delivered.
 - 4) List anticipated **Program Outcomes: Direct benefits for participants** during and after involvement in the program such as improvements in reading skills or reduced recidivism rates for youth involved in the juvenile justice system. List short term, intermediate and long term outcomes, as appropriate based on the program design.
 - 5) List Measurable Indicators: **Positive indicators that demonstrate that the program is benefiting its participants** (specify indicators for your program outcomes by identifying the specific, observable accomplishments or changes that will tell you whether each outcome has been achieved). Ask yourself how you can tell if the outcome has been achieved. What does the outcome look like when it occurs? Successful indicators include graduation from high school, reduction in school suspensions. **Indicators must be observable, measurable and meaningful.**
 - 6) State **Data Source: Type of data source** that will be **utilized to measure the effectiveness of the program** (for example, report cards, testing scores, survey results, discipline records, trained observers, pre/post test results, etc.). As you consider a potential data source, ask yourself if it is reasonable to believe that the data source will provide useful, reliable information related to the specific outcome.
 - 7) **Data Collection Method:** Explain **what method you will utilize to collect the information**, such as how you will obtain the data (**including frequency**), the **type of data collection instruments you will use**, and procedures addressing how the instruments will be used. Areas of consideration include the purchase costs of the assessment instruments, the usefulness of the data to assist program managers in making program improvements, and the credibility of the data collected. The choice of a data collection method may represent a trade-off between cost, response rate, time required to obtain the data, and other factors.

Agency Name:			Program Name:			
PROGRAM LOGIC MODEL			OUTCOME MEASUREMENT FRAMEWORK			
Program Inputs (Dedicated program resources)	Program Activities (Specific activities demonstrating service to client)	Program Outputs (Direct number of products/units of service, activities quantified)	Program Outcomes (Initial, Intermediate, Long-term)	Measurable Indicators (Positive indicators that demonstrate the program's benefits to clients)	Data Source (Type of data source that measures program effectiveness)	Data Collection Method (Methods utilized to collect program participant data)
			Initial Outcomes:			
			Intermediate Outcomes:			
			Long-term Outcomes:			

ATTACHMENT D: METHOD AND AMOUNT OF COMPENSATION

1. **List the Legal Name of the Agency** exactly as listed with the Florida Division of Corporations, and that is the same as the name used in the first page and in the signature page of this Agreement:

2. Total amount of General Revenue funds awarded: \$_____

3. Budget for General Revenue Funds. (Please Note: This **budget should be based on the budget projections provided in the CHSP Grant or modified as appropriate** if the Agency was not allocated the full funding request. Also, each cost category must be specified - “other” is not allowed as a cost category.)

PROGRAM BUDGET COST CATEGORIES	BUDGET AMOUNT	PROVIDE A DETAILED BUDGET NARRATIVE
Personnel		
Professional Fees		
Occupancy/Utilities/Phones/Networks		
Materials/Supplies/Postage		
Equipment Rental, Maintenance, Purchase		
Travel/Workshops/Training		
Business Incorporation Services		
Direct Client Assistance		
Bonding/Liability Insurance		
Collaborative Partnership Activities		
Capacity Building (i.e., UPHS, INIE)		
Other/Specify:		
TOTAL BUDGET		

4. Please describe the anticipated schedule for reimbursement based on Agency needs and conditions approved upon by the County and the Agency:

The Agency is requesting **monthly or quarterly** reimbursements upon submission of appropriate fiscal and programmatic documentation.

**Leon County
Board of County Commissioners**


Notes for Agenda Item #22

Leon County Board of County Commissioners

Cover Sheet for Agenda #22

September 13, 2016

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Consideration of Community Human Services Partnership (CHSP) Process Modifications

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

Fiscal Impact:

This item has no fiscal impact.

Staff Recommendation:

- Option #1: Direct staff to maintain the current arrangement with the City of Tallahassee and the United Way of the Big Bend in the Community Human Service Partnership (CHSP) process through the CHSP FY17 and FY18 funding cycles.
- Option #2: Direct staff to work with the City of Tallahassee to revise the CHSP process and draft a new Memorandum of Understanding for the allocation of FY19 CHSP funds.
- Option #3: Direct staff to prepare a draft MOU between Leon County and the UWBB to ensure continued collaboration in support of the CHSP funded agencies.
- Option #4: Direct staff to prepare recommendations for Board consideration regarding maintaining a joint online application/web portal and options for implementing a multi-year funding cycle.

Report and Discussion

Background:

During the May 24, 2016, Commission meeting, the Board accepted a status report on the Community Human Service Partnership (CHSP) process and directed staff to prepare a restated Memorandum of Understanding (MOU) with Leon County, the City of Tallahassee and the United Way of the Big Bend. Subsequent to the Commission meeting, the United Way of the Big Bend (UWBB) Board convened and voted to disengage from the current partnership with Leon County and the City of Tallahassee effective FY19 (Attachment #1). This item provides the Board a number of recommendations in moving forward with the City and the UWBB in support of our service delivery agencies.

Analysis:

Based on the UWBB's action, there are a number of policy issues for the Board to consider:

- The UWBB has requested maintaining the current process for the balance of the current fiscal year (FY17) and next fiscal year (FY18) in order to allow adequate time to develop new processes. Staff concurs with the UWBB's request.
- The County Administrator and City Manager are recommending that the County and City proceed with the development of an interlocal agreement maintaining the CHSP process between the two governments to be effective for the allocation of FY19 funding. The CHSP process has provided our community a nationally recognized model to allocate the limited resources of the County and City to the numerous service delivery agencies. The process allows for community volunteers to evaluate the funding requests and make holistic recommendations to both the County and City.
- UWBB has expressed a desire to continue utilizing the shared online application portal to minimize the impact on the agencies, and then proceed on a different track for review, citizen involvement, fiscal analysis, site visits and funding allocations. However, the UWBB has also indicated that they are considering a three-year funding cycle. Previously, based on agency input, staff had recommended and the Board had provided preliminary guidance to consider the development of a two year funding cycle. The intent is to continue to partner where feasible with the UWBB and minimize disruption and duplication of effort to the agencies where possible. UWBB has indicated their desire to enter into separate Memorandums of Understanding with the County and the City to ensure continued collaboration in support of the CHSP funded agencies. Staff recommends that further analysis be conducted regarding the joint online application and funding cycles with subsequent recommendations being made to the Board.

In the County's continuous effort to ensure transparency and collaboration with the agencies, staff representatives from the County, City, United Way and United Partnership for Human Services met on June 2, 2016 with agency representatives to receive feedback regarding the current application cycle. Due to the timing, the UWBB's decision to disengage from the CHSP process was not discussed at this meeting. The overall feedback received from the agencies regarding the current process focused on enhancements to the online application and portal.

Staff will review these proposed changes as part of the overall updated CHSP County/City process and continued coordination with the UWBB.

Based on Board direction for this agenda item, a tentative meeting is currently scheduled for November 3, 2016, between the County Administrator, City Manager, UWBB's representative and the CHSP funded agencies to further discuss the collective goals, desired enhancements and impending changes to the CHSP process.

The following provides an implementation timeline if the Board proceeds with staff recommendations:

- March 2017:
 - As part of the budget process, establish funding levels for the FY18 CHSP allocation under the existing CHSP process.
- Summer 2017:
 - Present a draft interlocal agreement between the County and City regarding the allocation process for FY19 CHSP funds.
 - Present recommendations for Board consideration regarding maintaining a joint online application/web portal and options for implementing a multi-year funding cycle.
 - Present a draft Memorandum of Understanding between Leon County and the UWBB to ensure continued collaboration in support of the CHSP funded agencies.
- March 2018:
 - Launch the CHSP process based on an approved interlocal agreement with the City for the allocation of FY19 CHSP funds.
 - As part of the budget process, establish funding levels for the FY19 CHSP allocation under the new CHSP process.

The timeline for the deliverables listed above is designed to minimize disruption and duplication of effort to the agencies where possible and ensure continued collaboration in support of the CHSP funded agencies through a joint online application and allocation processes.

Options:

1. Direct staff to maintain the current arrangement with the City of Tallahassee and the United Way of the Big Bend in the Community Human Service Partnership (CHSP) process through the CHSP FY17 and FY18 funding cycles.
2. Direct staff to work with the City of Tallahassee to revise the CHSP process and draft a new Memorandum of Understanding for the allocation of FY19 CHSP funds.
3. Direct staff to prepare a draft MOU between Leon County and the UWBB to ensure continued collaboration in support of the CHSP funded agencies.
4. Direct staff to prepare recommendations for Board consideration regarding maintaining a joint online application/web portal and options for implementing a multi-year funding cycle.
5. Board direction.

Recommendation:

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

Attachment:

1. Email from the UWBB Executive Director

>>> Katrina Rolle <Katrina@uwbb.org> 8/2/2016 1:42 PM >>>

Dear Vince:

I wanted to personally update you on the actions taken today by the United Way of the Big Bend (UWBB) Board of Directors related to the Community Human Services Partnership (CHSP). The board voted to adopt a process that continues a cooperative relationship with the City and County but establishes a parallel review and allocation process to be undertaken by UWBB, separate from that currently utilized by CHSP. The board also directed staff to develop a process for implementing this change to take effect in 2017 and applicable to allocations to be made in 2018. The goal is to further enhance our support of UWBB agency partners and provide even greater transparency, accountability and outcomes for investors.

The board had an extensive discussion about the significance of the City and County in understanding the critical need to provide human services and commended the leadership the commissions have shown in the past through both personal commitment and allocation of resources. In my role as UWBB's President/CEO, I know and appreciate that we all share a united mission to serve our community and I believe there will be additional opportunities for us to work collectively in the future even beyond the sharing of information and a unified application.

We will have a year to work together to find ways to help ensure that this modification is implemented in a way that is beneficial to all parties involved. I am committed to that and look forward to meeting with you next week to begin that work. In addition, we have set up meetings for our agencies to obtain their input on the best ways to implement the new process and already have an ad hoc committee in place to assist. Please know that strong communication and mutual respect have guided both the board and my staff as we work to continuously improve UWBB and our agency partners. Thanks for the feedback you have already provided and I look forward to continuing to work with you to help address the needs of families in our community.

Warmly,
Katrina

Katrina D. Rolle, President/CEO

Office 850-414-0855 | Cell 850-545-2517 | Fax 850-414-0852

307 East 7th Avenue, Tallahassee, Florida 32303

Visit **United Way of the Big Bend** at www.UWBB.org

[Become a fan on Facebook](#) | [Follow us on Twitter](#)

**Leon County
Board of County Commissioners**


Notes for Agenda Item #23

Leon County Board of County Commissioners

Cover Sheet for Agenda #23

September 13, 2016

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Approval of the Advance Implementation of a Section of the 2020 Master Bike Route System for Velda Dairy Road from the City Limits to Bradfordville Road

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator Ken Morris, Assistant County Administrator Tony Park, P.E., Director of Public Works Robert Mills, Assistant Director of Public Works
Lead Staff/ Project Team:	Charles Wu, P.E., Director of Engineering Services Chris Muehlemann, P.E., Chief of Engineering Design George Su, P.E., Senior Design Engineer

Fiscal Impact:

This item has a fiscal impact of approximately \$8,000. Funds are available in the Public Works Division of Operations' Budget.

Staff Recommendation:

Option #1: Approve the advance implementation of a Section of the 2020 Master Bike Route System for Velda Dairy Road from the City limits to Bradfordville Road.

Report and Discussion

Background:

This item seeks Board approval for advance implementation of the Velda Dairy Road 2020 Master Bike Route System.

In 2013, Leon County Public Works received a request through the Planning Department from the Capital City Cyclists, a local bicycling club, to install sharrows on the existing roadway pavement with the associated signage to convert Velda Dairy Road, between Bradfordville Road and Kerry Forest Parkway, into a shared use roadway for bicycle users. To implement this request, the existing 45 miles per hour speed limit on Velda Dairy Road would have to be reduced to 35 miles per hour (Attachments #1 and #2).

After receiving the request, staff consulted with the Planning Department for the related bike route information. However, there was no official bike route proposed for this section of Velda Dairy Road at that time. In addition, according to the 2009 Manual on Uniform Traffic Control Devices (MUTCD), the posted speed limit of 45 miles per hour for the majority of this section of roadway did not allow sharrows. Therefore, the request could not be granted at that time.

Apart from the requests from the bicycling community, within the past couple of years, Public Works has also received reports from citizens about traffic speeding on Velda Dairy Road and was requested to reduce the existing 45 miles per hour speed limit.

Analysis:

Velda Dairy Road, a two-lane paved road between Bradfordville Road and Kerry Forest Parkway, is a Major Collector – Urban road per the FDOT’s 2014 Functional Classifications for Leon County. The current posted speed limit on Velda Dairy Road is 45 miles per hour between Bradfordville Road and Tom John Lane (approximately 3.78 miles), 35 miles per hour between Tom John Lane and Woody Green Way, and 30 miles per hour between Woody Green Way and Kerry Forest Parkway (Attachment #3).

Currently, the southern portion of Velda Dairy Road between Kerry Forest Parkway and Thomasville Road within the City limits has sharrows and bicycle warning signs installed for all traffic to share the road. This bike route system was implemented by the City of Tallahassee approximately eight to ten years ago to address bicycle riders’ requests.

Not until recently was the segment of Velda Dairy Road in the County just north of Kerry Forest Parkway to Bradfordville Road included in the “draft” proposed bike routes by the Planning Department (Attachment #4). This bike route proposal is also a part of the Master Bike Route System on the 2020 Sales Tax Projects list.

Considering the need for speed reduction and establishment of a designated bike route, staff recommends advance implementation of the 2020 Master Bike Route System for Velda Dairy Road from Kerry Forest Parkway to Bradfordville Road by installing “Bicycle May Use Full Lane” regulatory signs (R4-11) and the “Shared Lane Markings” at proposed locations (Attachment #5). The existing 45 miles per hour speed limit will also be lowered to 35 miles per hour for this bike route implementation. The “Bicycle May Use Full Lane” signs are recommended per the 2009 MUTCD because the existing travel lane width is too narrow for bicycles and motor vehicles operating side by side in this section of Velda Dairy Road.

Implementing this section of the 2020 Master Bike Route System on Velda Dairy Road in the County will complete the entire bicycle route for Velda Dairy Road; and because the current speed limit will be reduced from 45 to 35 miles per hour, will address the speeding concerns of citizens in the area. The cost of installation of the signs and pavement markings will be paid from the Public Works, Division of Operations’ budget.

Options:

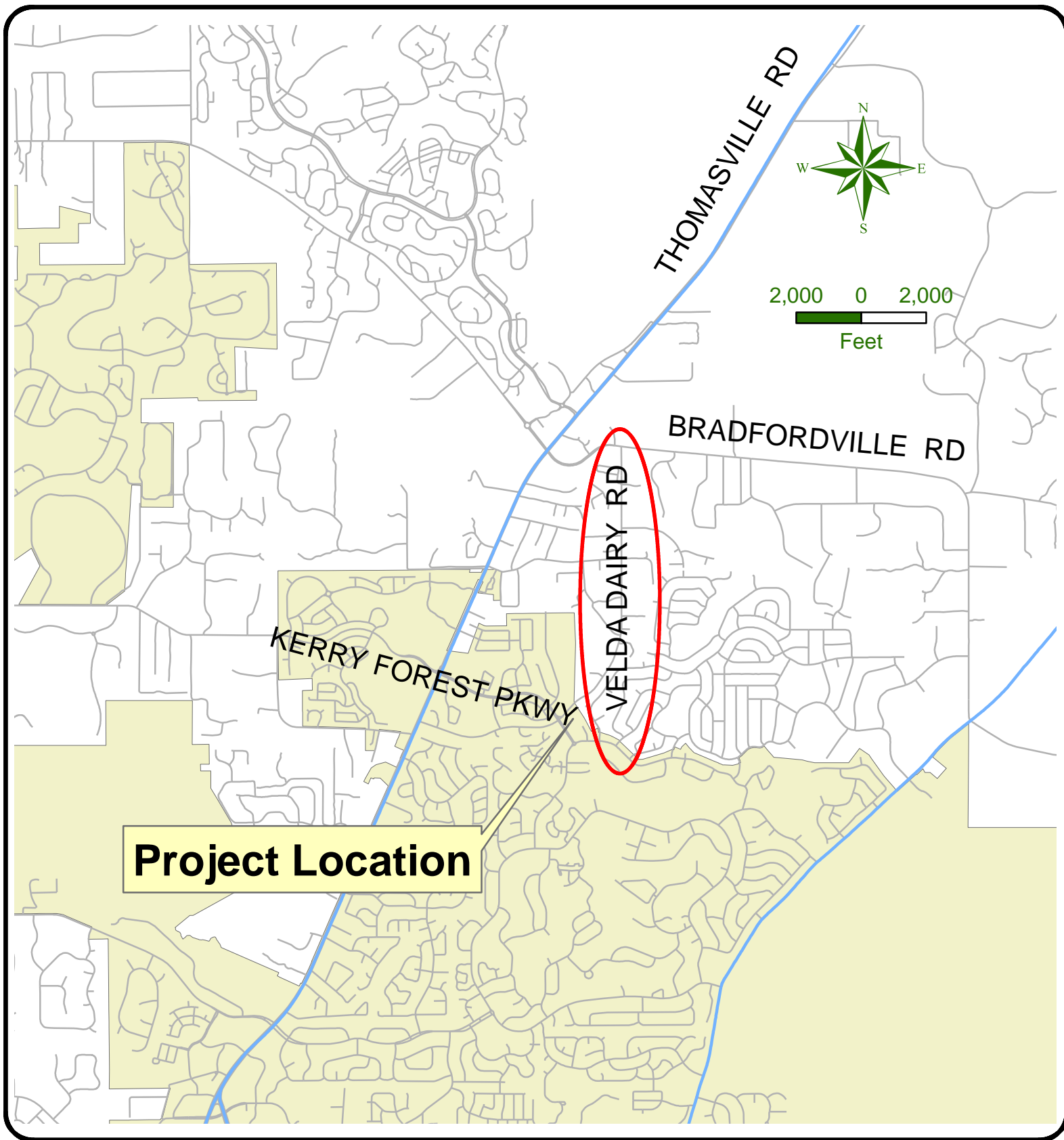
1. Approve the advance implementation of a Section of the 2020 Master Bike Route System for Velda Dairy Road from the City limits to Bradfordville Road.
2. Do not approve the advance implementation of a Section of the 2020 Master Bike Route System for Velda Dairy Road from the City limits to Bradfordville Road.
3. Board direction.

Recommendation:

Option #1.

Attachments:

1. Project Location Map
2. Planning Department’s Bike Route Request email
3. Existing Speed Limit Map
4. Proposed Greenways, Bike Routes and Signage Map
5. Shared Lane Markings and Bicycle Signs Implementation Map



**Velda Dairy Road
2020 Master Bike Route System
Location Map**

Shinming George Su - Fwd: RE: Re: Velda Dairy Rd Speed Limit btwn. Kerry Forest Rd & Bradfordville Rd

From: Shinming George Su
To: Doherty, Megan
Date: 12/5/2013 10:27 AM
Subject: Fwd: RE: Re: Velda Dairy Rd Speed Limit btwn. Kerry Forest Rd & Bradfordville Rd

Magen,

Please provide me the report or exhibit, if you have any, that I can use to support the above project. Thanks!

George

>>> Shinming George Su 12/5/2013 10:15 AM >>>
Thanks Steve. It gives me a better understanding now.

George

>>> "Hodges, Steven M" <Steven.Hodges@talgov.com> 12/5/2013 9:55 AM >>>

George,

About 18 months ago, our department received a request from the Capital City Cyclists, a local bicycling club of long standing, to consider the segment of Velda Dairy Road between Bradfordville Road and Kerry Forest Parkway as part of a major bike route from Bradfordville south to Killearn and further into the City of Tallahassee. This major route would be an alternative for bicyclists to Thomasville Road, which has bike lanes, but also six lanes of relatively high-speed traffic.

Because the City had installed sharrows and signage on their segment of Velda Dairy from Thomasville Road to Kerry Forest Parkway, it seemed reasonable to request that Leon County consider the installation of sharrows on their segment of Velda Dairy, which is physically similar to the City's segment. A reduction in speed would be necessary to allow the installation of sharrows, which would help make this a safer bike route segment. This reduction could also reduce the exposure of pedestrians to high-speed traffic, given the County's investment in a new sidewalk on the west side of Velda Dairy north of Kerry Forest Parkway.

Our transportation planner, Megan Doherty, has responsibility for creating the City/County bike route system. I'll defer to her if there are any further comments, corrections, or requests for additional information. Thanks for your request for more information.

Steve

Stephen M. Hodges, AICP
Senior Planner
Tallahassee – Leon County Planning Department
Renaissance Center
435 N. Macomb Street
Tallahassee, Florida 32301
850.891.6408 work
850.891.6404 fax
steven.hodges@talgov.com
People Focused, Performance Driven



Thank you for your email. Please note that under Florida's Public Records laws, most written communications to or from local government staff or officials regarding City or County business are public records available to the public and media upon request. Your email communications may therefore be subject to public disclosure.

From: Shinming George Su [mailto:SuShin@leoncountyfl.gov]
Sent: Wednesday, December 04, 2013 5:30 PM
To: Hodges, Steven M
Subject: Fwd: Re: Velda Dairy Rd Speed Limit btwn. Kerry Forest Rd & Bradfordville Rd

Dear Steve,

Please provide me some details on this speed limit reduction request, so I can have a better understanding of the issue. Thanks!

S. George Su, PE
Senior Design Engineer
2280 Miccosukee Road
Tallahassee, FL 32308
Ph# (850) 606-1544 Fax# (850)606-1501 Website: <http://cms.leoncountyfl.gov/>

"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 email communications may therefore be subject to public disclosure.

>>> Betsy Thorpe <ThorpeB@leoncountyfl.gov> 12/4/2013 5:12 PM >>>
Steve Hodges with Planning.

Sent from my iPad

On Dec 4, 2013, at 4:39 PM, "Shinming George Su" <SuShin@leoncountyfl.gov> wrote:

From you or someone else?

>>> Betsy Thorpe <ThorpeB@leoncountyfl.gov> 12/4/2013 4:37 PM >>>
George,
There isn't a report; just a verbal request.

Sent from my iPad

On Dec 3, 2013, at 10:55 AM, "Shinming George Su" <SuShin@leoncountyfl.gov> wrote:

Betsy,

I got the above assignment and I need to review the report from the Bicycle Committee. Please let me know where and how I can get a copy of that report when

you have a chance. Thanks!

S. George Su, PE

Senior Design Engineer

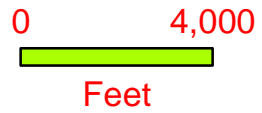
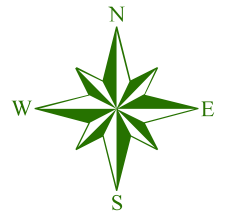
2280 Miccosukee Road

Tallahassee, FL 32308

Ph# [\(850\) 606-1544](tel:(850)606-1544) Fax# [\(850\)606-1501](tel:(850)606-1501) Website: <http://cms.leoncountvfl.gov/>

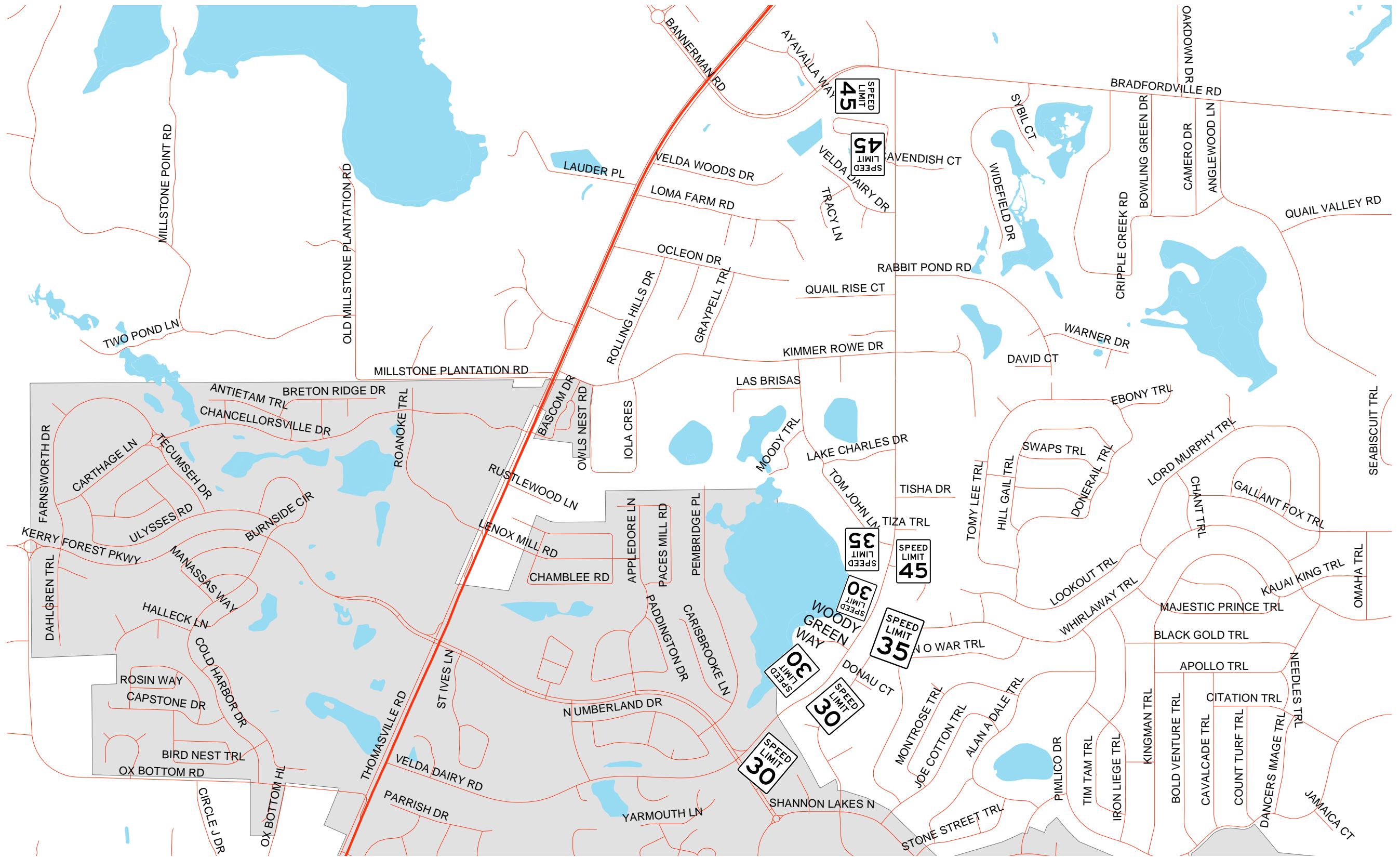
"People Focused. Performance Driven"

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Legend

- Minor Streets
- Major Streets
- Hydro
- City Limit



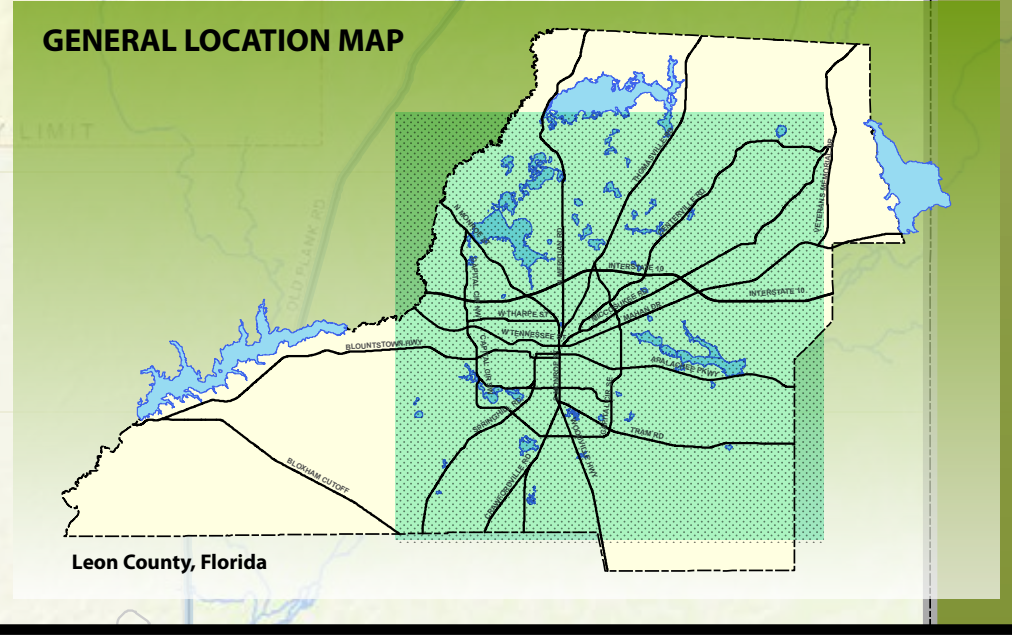
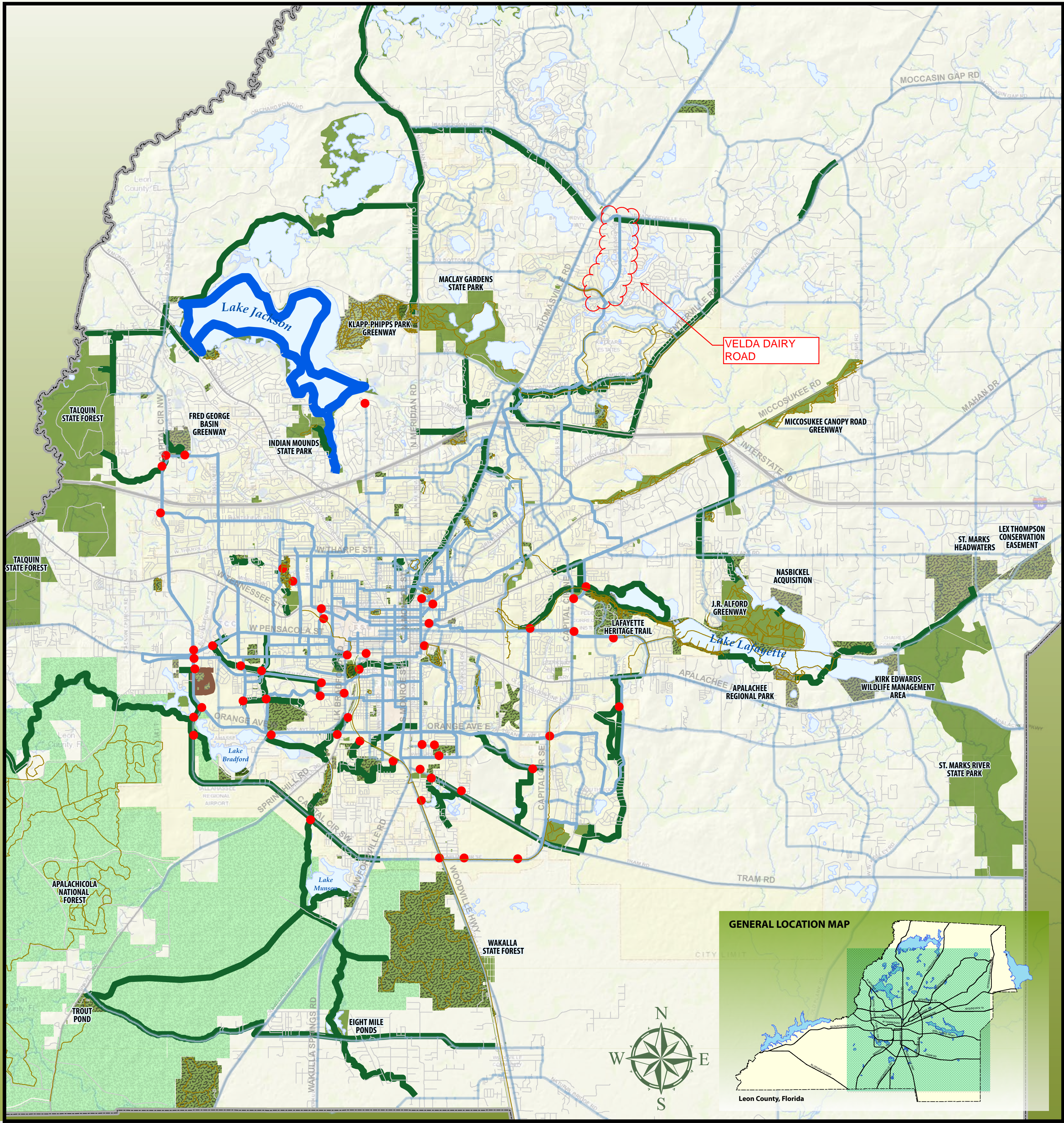
TLC/GIS
 Management Information Services
 Leon County Courthouse
 301 S. Monroe St. P3 Level
 Tallahassee, Fl. 32301
 850/488-2818
<http://www.tlccgis.org>

VELDA DAIRY RD
Kerry Forrest Pkwy to Bradfordville Rd
Existing Speed Limit

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Prepared For:	
Scale = 1: 48,000	Drawn By: SuShin
Checked By:	
Date Drawn: 8/16/2016 Posted 12:30 p.m. on September 1, 2016	

Existing Parks, Conservation Lands, Proposed Greenways, Bike Routes & Signage (Draft)



- LEGEND**
- Proposed Trails
 - Proposed Trails in County Sales Tax Projects
 - Greenway Lands Currently in Public Ownership
 - Park or Conservation Areas
 - Proposed Bike Routes
 - Proposed Bike Route Signage showing access to Trails
 - Parks
 - National Forest
 - Existing Trails

Route 12
3 mi. ↑

Route 14
1 mi. →



Tallahassee - Leon County

Greenways

Program

PLANNING DEPARTMENT
PLACE - PLANNING, LAND MANAGEMENT AND COMMUNITY ENHANCEMENT

DESIGNWORKS
Posted 12:30 p.m. on September 1, 2016
PLACE - PLANNING, LAND MANAGEMENT AND COMMUNITY ENHANCEMENT

**Leon County
Board of County Commissioners**


Notes for Agenda Item #24

Leon County Board of County Commissioners

Cover Sheet for Agenda #24

September 13, 2016

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Consideration of the Voluntary Annexation Proposal from Preserve Homes, LLC, to Annex Phase II of the Preserve at Buck Lake Residential Subdivision

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator Ken Morris, Assistant County Administrator David McDevitt, Director, Development Support & Environmental Management
Lead Staff/ Project Team:	Ryan Culpepper, Development Services Director Weldon Richardson, Senior Planner

Fiscal Impact:

This item has no fiscal impact to the County.

Staff Recommendation:

Option #1: Do not object to the voluntary annexation proposal from Preserve Homes, LLC, to annex Phase II of the Preserve at Buck Lake Residential Subdivision.

Report and Discussion

Background:

As required by the Tallahassee-Leon County 2030 Comprehensive Plan, this voluntary annexation item is being brought to the Board of County Commission for review and comment regarding the proposed annexation. According to the Leon County Property Appraiser's database, the subject parcel is owned by Preserve Homes, LLC. The subject property includes 12 residential lots, which is known as Phase II of the Preserve at Buck Lake Subdivision. Phase II is currently under construction and has not been platted; however, the plat is scheduled for Board approval at the September 13, 2016, regularly scheduled meeting. Construction of the infrastructure for Phase II has been completed. Subsequent to approval of the plat by the Board, the plat will then be recorded into the public records of the Leon County Clerk of Courts. The Board's determination on this annexation request is contingent upon their approval of the plat preceding this agenda item.

Analysis:

The property is designated Residential Preservation (RP) on the Future Land Use Map of the Comprehensive Plan and is located inside the Urban Service Area (USA). Phase II of The Preserve at Buck Lake Subdivision Type "B" site and development plan was approved with conditions by the Development Review Committee (DRC) on January 15, 2014. Phase II of the Preserve at Buck Lake Subdivision currently consists of 12 single-family residential lots and is generally located off of Buck Lake Road, northeast of Fallschase Parkway (Attachment #1). Phase I of The Preserve at Buck Lake Subdivision was annexed inside the city limits in 2014.

Annexation by the City of Tallahassee shall be in accordance with the requirements of Chapter 171, Florida Statutes, and Policy 2.1.4 of the Intergovernmental Coordination Element of the Comprehensive Plan and as set forth in the Interlocal Agreement for Annexation Procedures between Leon County and the City of Tallahassee. Specifically the Interlocal Agreement provides in part that:

That the City Annexation Plan together with the petition for each annexation be provided by the City to the County Administrator, the Director of Development Support and Environmental Management and the County Attorney at least twenty (20) calendar days prior to the first reading of the Ordinance considering such annexation and at least five (5) calendar days prior to the next regularly scheduled County Commissioners ("Board") meeting. The Board shall have the opportunity to review, comment and suggest changes regarding the proposed annexation at a Board meeting prior to the adoption of the annexation Ordinance by the City Commission, and any Board comments will be provided to the City Manager at least five (5) calendar days prior to the public hearing on the annexation Ordinance.

The City of Tallahassee has indicated in their proposed Ordinance (No.16-O-021) they are committed to providing municipal services to the referenced property. The applicant's request for annexation is included as Attachment #2. The applicant's request for voluntary annexation was introduced to the City Commission on June 8, 2016, and is scheduled to be presented at a Public Hearing by the City Commission on September 28, 2016, for purposes of finalizing this annexation.

The County and City Administrations have instituted procedures to implement annexation provisions. The City submits information and analyses for review by County staff. County staff comments on the proposed voluntary annexation are:

1. County Attorney: The County Attorney has indicated that the proposed annexation appears to comply with Chapter 171 of the Florida Statutes.
2. Public Works: Public Works is processing the plat for the September 13th Board meeting. All associated staff reviews and permits shall be completed prior to recording of the plat. Public Works finds there are no impacts to the non-ad valorem assessment due to the subject site being vacant.
3. Development Services: The Division finds that the proposed annexation would not have any impacts to the County's Concurrency Management System. A list of property owners within 500 feet of the subject parcel involved in the annexation has been provided as Attachment #3.
4. Environmental Services: The Division does not object to the proposed annexation.
5. Planning, Land Management & Community Enhancement (PLACE): The Tallahassee/Leon County Department of PLACE finds that the proposed annexation request is consistent with the Comprehensive Plan, provided certain criteria of the Intergovernmental Element Policy 2.1.4 are adequately addressed. These criteria are outlined in a memorandum from the Department of PLACE (Attachment #4).

Options:

1. Do not object to the voluntary annexation proposal from Preserve Homes, LLC, to annex Phase II of the Preserve at Buck Lake Residential Subdivision.
2. Object to the voluntary annexation proposal from Preserve Homes, LLC, to annex Phase II of the Preserve at Buck Lake Residential Subdivision.
3. Board direction.

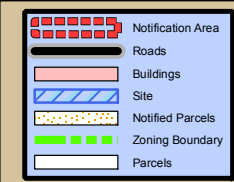
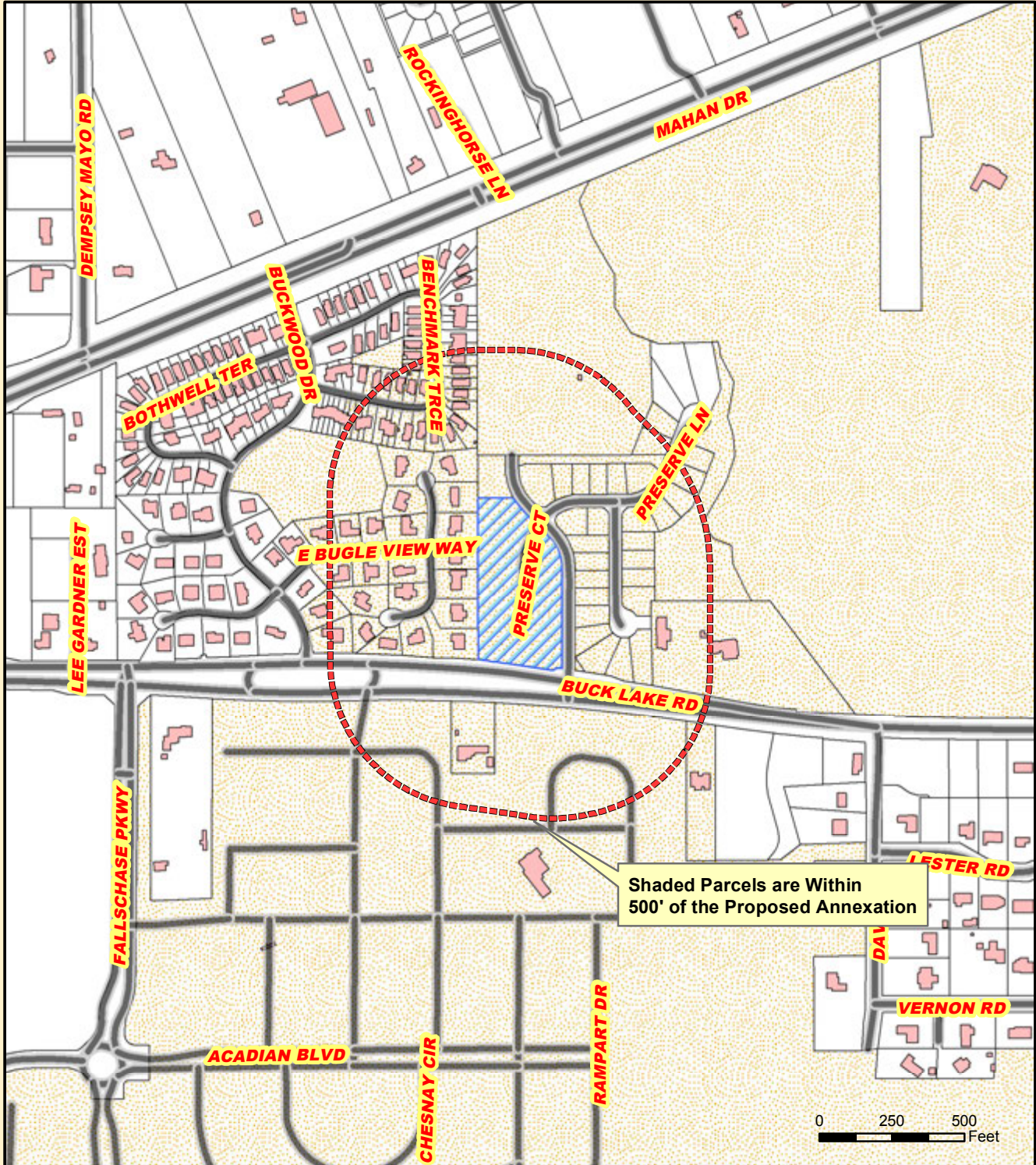
Recommendation:

Option #1

Attachments:

1. Location Map
2. Request for Annexation from Preserve Homes, LLC.
3. List of Property Owners within 500 feet of the Referenced Parcels
4. Memorandum from the Department of PLACE, dated May 23, 2016

Annexation of The Preserve at Buck Lake Phase II



Annexation of The Preserve at Buck Lake Phase II
LDV1600408
Map Produced By Nancy Garcia, Planner II
8/23/2016





May 10, 2016

Mr. Ryan Culpepper
Development Services Director
Leon County Department of Development Support
& Environmental Management
435 North Macomb Street
Tallahassee, FL 32301

RE: Annexation of Preserve Homes, LLC

Dear Mr. Culpepper:

Attached is the ordinance introduction package for the annexation of Preserve Homes, LLC for your review and use. You are being provided a copy of the voluntary annexation petition as required by Policy 2.1.4 of the Intergovernmental Coordination Element of the Comprehensive Plan.

The annexation ordinance will go to the City Commission for introduction on June 8, 2016 and the public hearing will be July 13, 2016. Any comments from the Board of County Commissioners must be received by the City Manager prior to the public hearing.

Please contact me at 891-8488 if you have any questions regarding this transmittal.

Sincerely,

Raoul Lavin
Assistant City Manager
Administration and Professional Services

Attachments

Cc: Lewis E. Shelley, City Attorney
Louis Norvell, Assistant City Attorney
Ric Fernandez, City Manager
Wayne Tedder, Assistant City Manager

CITY HALL
300 South Adams Street
Tallahassee, FL 32301-1731
850-891-0000
TDD: 711 • Talgov.com

ANDREW D. GILLUM
Mayor

RICARDO FERNANDEZ
City Manager

SCOTT MADDOX
Commissioner

LEWIS E. SHELLEY
City Attorney

NANCY MILLER
Commissioner

JAMES O. COOKE, IV
City Treasurer-Clerk

CURTIS RICHARDSON
Commissioner

T. BERT FLETCHER
City Auditor

GIL D. ZIFFER
Commissioner



CITY OF TALLAHASSEE
PETITION FOR VOLUNTARY ANNEXATION

To: The City Commission of the City of Tallahassee

From: Preserve Homes, LLC

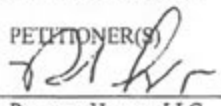
Date: April 10, 2016

Re: Annexation of this adjoining parcel:
1123204010000, location address 0 Preserve Ct., 3.46 acres

The undersigned owner(s) of the referenced property, Preserve Homes, LLC legally described on the attached Exhibit A, and shown on the sketch attached as Exhibit B, hereby request(s) the annexation of said property by the City of Tallahassee in accordance with Chapter 171, Florida Statutes, which authorizes the petitioning for voluntary annexation. Exhibits A and B are hereby incorporated by reference and made a part hereof.

The undersigned certify that he/she/they is/are the owners of the property described in the attached exhibits, and that all owners of the property have signed this petition. This petition and request **shall be binding** upon the owner(s), all successor owners of the subject property, including the heirs, assigns, and devisees of the undersigned; and shall run with the land to any purchasers of the subject property.

PETITIONER(S)

Signature: 
Print name: Preserve Homes, LLC
Address: 1400 Village Square, #141
Tallahassee, FL 32312
Telephone: 229-221-6294
Date: 4/10/2016

Contact Person:
Rick Singletary
Telephone: 329-321-6294

STATE OF Georgia
COUNTY OF Thomas

Before me, this 11th day of April, 2016,
personally appeared Rick Singletary
who executed the foregoing Petition for Voluntary Annexation, and
acknowledged before me that same was executed for the purposes therein
expressed.

Personally known X or
Produced identification _____
Type of identification produced: _____



Amanda Gates
(Signature of Notary Public)
Amanda Gates
(Typed or Printed Name of Notary Public)

Exhibit A

THIS INSTRUMENT PREPARED BY:
Charles R. Gardner
Gardner, Bhat, Bowden, Bush, Dec.
LeVie & Wright, P.A.
1300 Thomaswood Drive
Tallahassee, FL 32308
(850) 385-0070
File No. 15-2228

Property Appraiser Parcel Number:
112321 A0016 and 1123204010000

2016090178
THIS DOCUMENT HAS BEEN
RECORDED IN THE PUBLIC RECORDS
OF
LEON COUNTY FL
BK: 4638 PG: 1541, Page 4 of 4
68/9/2016 at 04:52 PM.
D DOCUMENTARY TAX PD \$14.14.00
BOB RUIZ, CLERK OF COURTS

PERSONAL REPRESENTATIVE'S DEED
(Testate)

This *PERSONAL REPRESENTATIVE'S DEED* is made and entered into this 1st
day of September, 2015, by and between.

ALBAN STEWART, JR., the duly qualified and acting personal
representative of the Estate of **ALBAN STEWART, deceased**, whose mailing
address is 1997 Buck Lake Circle, Tallahassee, FL 32317 (hereinafter referred
to as the "Grantor"), and

PRESERVE HOMES, LLC, a Florida limited liability company, whose mailing
address is 1400 Village Square Blvd., Box 141, Tallahassee FL 32312 (hereinafter
referred to as the "Grantee").

WITNESSETH:

That WHEREAS, Alban Stewart (hereinafter referred to as the "Decedent") died
testate a resident of Leon County, Florida on January 31, 2012, seized and possessed
of the real property hereinafter described (hereinafter referred to as the "Property"); and

WHEREAS, title to the Property passed to the Grantor as of the date of the
Decedent's death pursuant to the provisions of the Decedent's *Last Will and
Testament*, a copy of which is recorded in Official Records Book 4386, at Page 171 of
the Public Records of Leon County, Florida, which *Last Will and Testament* was
admitted to probate and recorded by the Circuit Court for Leon County, Florida, Probate
Division, in Case No. 37 2012 CP 000447, subject only to the right of the Grantor to sell

or encumber the Property for the purpose of defraying claims, costs and expenses of administration of the Decedent's estate, and

WHEREAS, the Grantor wishes to sell the Property to the Grantee and evidence the release of the Property from the right to sell and encumber the Property,

NOW, THEREFORE, the Grantor does hereby grant, convey and confirm unto the Grantee, its successors and assigns forever, all of the interest of the Decedent in and to the Property situated in Leon County, Florida, described as follows:

PARCEL 1: (Already in City Limits)

ALL OF LOT 1, BLOCK "A" OF PRESERVE AT BUCK LAKE - PHASE I, A MAP OR PLAT AS RECORDED IN PLAT BOOK 21, PAGE 86 OF THE PUBLIC RECORDS OF LEON COUNTY, FLORIDA, LYING IN SECTION 23, TOWNSHIP 1 NORTH, RANGE 1 EAST, LEON COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGIN AT THE SOUTHWEST CORNER OF SAID LOT 1; THENCE N 00° 10' 43" W ALONG THE WESTERLY BOUNDARY OF SAID LOT 1, 146.44 FEET TO THE NORTHWEST CORNER OF SAID LOT 1; THENCE N 89° 49' 13" E ALONG THE NORTHERLY BOUNDARY OF SAID LOT 1, 95.51 FEET TO THE NORTHEAST CORNER OF SAID LOT 1 AND THE WESTERLY BOUNDARY OF ALBAN STEWART WAY (45 FOOT RIGHT-OF-WAY); THENCE ALONG THE EASTERLY BOUNDARY OF SAID LOT 1 AND ALONG SAID WESTERLY RIGHT-OF-WAY BOUNDARY THE FOLLOWING TWO COURSES: S 00° 10' 47" E, 45.70 FEET TO A CURVE TO THE LEFT, HAVING A RADIUS OF 199.50 FEET; THENCE SOUTHEASTERLY ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 30° 19' 55" FOR AN ARC LENGTH OF 105.81 FEET (CHORD: S 15° 20' 44" E, 104.38 FEET) TO THE SOUTHEAST CORNER OF SAID LOT 1; THENCE LEAVING SAID WESTERLY RIGHT-OF-WAY BOUNDARY, S 89° 49' 17" W ALONG THE SOUTHERLY BOUNDARY OF SAID LOT 1, 122.82 FEET TO THE POINT OF BEGINNING.

★ and PARCEL 2: (Parcel to be annexed)

A PORTION OF THE LANDS DESCRIBED IN O.R. BOOK 4581, PAGE 811 OF THE PUBLIC RECORDS OF LEON COUNTY, LYING IN SECTION 23, TOWNSHIP 1 NORTH, RANGE 1 EAST, LEON COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED BY SURVEY AS FOLLOWS:

COMMENCE AT THE SOUTHWEST CORNER OF SAID SECTION 23; THENCE ALONG THE WEST BOUNDARY OF SAID SECTION 23 THE


FOLLOWING THREE COURSES: N 00° 23' 55" W, 80.02 FEET; THENCE N 00° 23' 55" W, 539.77 FEET; THENCE N 00° 15' 16" E, 442.85 FEET TO THE SOUTHEASTERLY RIGHT-OF-WAY BOUNDARY OF MAHAN DRIVE (STATE ROAD 10, U.S. HIGHWAY 90) (200 FOOT RIGHT-OF-WAY); THENCE N 87° 16' 52" E ALONG SAID SOUTHEASTERLY RIGHT-OF-WAY BOUNDARY, 1344.78 FEET TO THE NORTHWEST CORNER OF SAID LANDS DESCRIBED IN O.R. BOOK 4581, PAGE 811; THENCE S 00° 10' 43" E ALONG THE WESTERLY BOUNDARY OF SAID LANDS, 932.22 FEET TO THE SOUTHWEST CORNER OF LOT 1, BLOCK "A" OF PRESERVE AT BUCK LAKE - PHASE I, A MAP OR PLAT AS RECORDED IN PLAT BOOK 21, PAGE 88 OF THE AFORESAID RECORDS, SAID CORNER ALSO MARKING THE POINT OF BEGINNING. FROM SAID POINT OF BEGINNING THENCE N 89° 49' 17" E ALONG THE SOUTHERLY BOUNDARY OF SAID LOT 1, 122.82 FEET TO THE WESTERLY RIGHT-OF-WAY BOUNDARY OF ALBAN STEWART WAY (45 FOOT RIGHT-OF-WAY), AND A NON-TANGENT CURVE CONCAVE NORTHEASTERLY, HAVING A RADIUS OF 199.50 FEET; THENCE SOUTHEASTERLY ALONG SAID CURVED RIGHT-OF-WAY THROUGH A CENTRAL ANGLE OF 14° 28' 24" FOR AN ARC LENGTH OF 50.40 FEET (CHORD: S 37° 44' 54" E, 50.26 FEET); THENCE CONTINUE ALONG SAID WESTERLY RIGHT-OF-WAY BOUNDARY THE FOLLOWING FIVE COURSES: S 44° 59' 06" E, 129.20 FEET TO A CURVE TO THE RIGHT, HAVING A RADIUS OF 154.60 FEET; THENCE SOUTHEASTERLY ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 44° 49' 14" E FOR AN ARC LENGTH OF 120.86 FEET (CHORD: S 22° 34' 28" E, 117.80 FEET); THENCE S 00° 09' 52" E, 347.48 FEET; THENCE N 81° 27' 03" W, 20.39 FEET; THENCE S 53° 41' 30" W, 15.43 FEET TO THE SOUTHERLY BOUNDARY OF SAID LANDS DESCRIBED IN O.R. BOOK 4581, PAGE 611 TO THE NORTHEASTERLY RIGHT-OF-WAY BOUNDARY OF BUCK LAKE ROAD (VARIABLE WIDTH RIGHT-OF-WAY); THENCE N 81° 28' 10" W ALONG SAID SOUTHERLY BOUNDARY AND SAID NORTHEASTERLY RIGHT-OF-WAY BOUNDARY, 158.36 FEET TO A NON-TANGENT CURVE CONCAVE SOUTHWESTERLY, HAVING A RADIUS OF 3871.33 FEET; THENCE NORTHWESTERLY ALONG SAID SOUTHERLY BOUNDARY, SAID NORTHEASTERLY RIGHT-OF-WAY BOUNDARY, AND SAID CURVE THROUGH A CENTRAL ANGLE OF 01° 31' 35" FOR AN ARC LENGTH OF 103.13 FEET (CHORD: N 82° 15' 21" W, 103.13 FEET) TO THE SOUTHWEST CORNER OF SAID LANDS; THENCE LEAVING SAID NORTHEASTERLY RIGHT-OF-WAY BOUNDARY, N 00° 10' 43" W ALONG SAID WESTERLY BOUNDARY OF SAID LANDS, 556.02 FEET TO THE POINT OF BEGINNING.

TOGETHER with all singular the tenements, hereditaments and appurtenances belong to or in any way appertaining to the Property, subject to all restrictions, reservations and easements of record, if any, which are not hereby reimposed and taxes for the year 2015 and subsequent years.

IN WITNESS WHEREOF, the undersigned, as personal representative of the estate of said Decedent, has executed this instrument under seal on the date aforesaid.

Signed, sealed and delivered
in the presence of


Print Name: CHARLES R. GARDNER


Alban Stewart, Jr.
as Personal Representative of the
Estate of Alban Stewart, deceased


Print Name: Catherine L. Retzlaff

STATE OF FLORIDA,
COUNTY OF LEON.

The foregoing was acknowledged before me this 1st day of September, 2015,
by Alban Stewart, Jr., as Personal Representative of the Estate of Alban Stewart,
deceased, on behalf of said Estate.

He is personally known by me; or
 He has produced his _____ as identification.




Notary Public

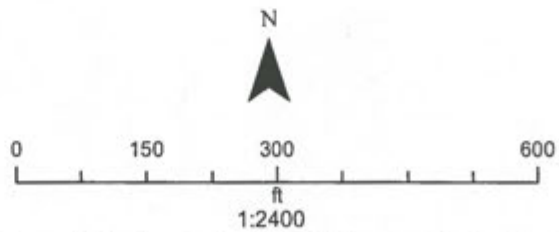
Exhibit B

315 S. Calhoun St
Tallahassee, FL 32301

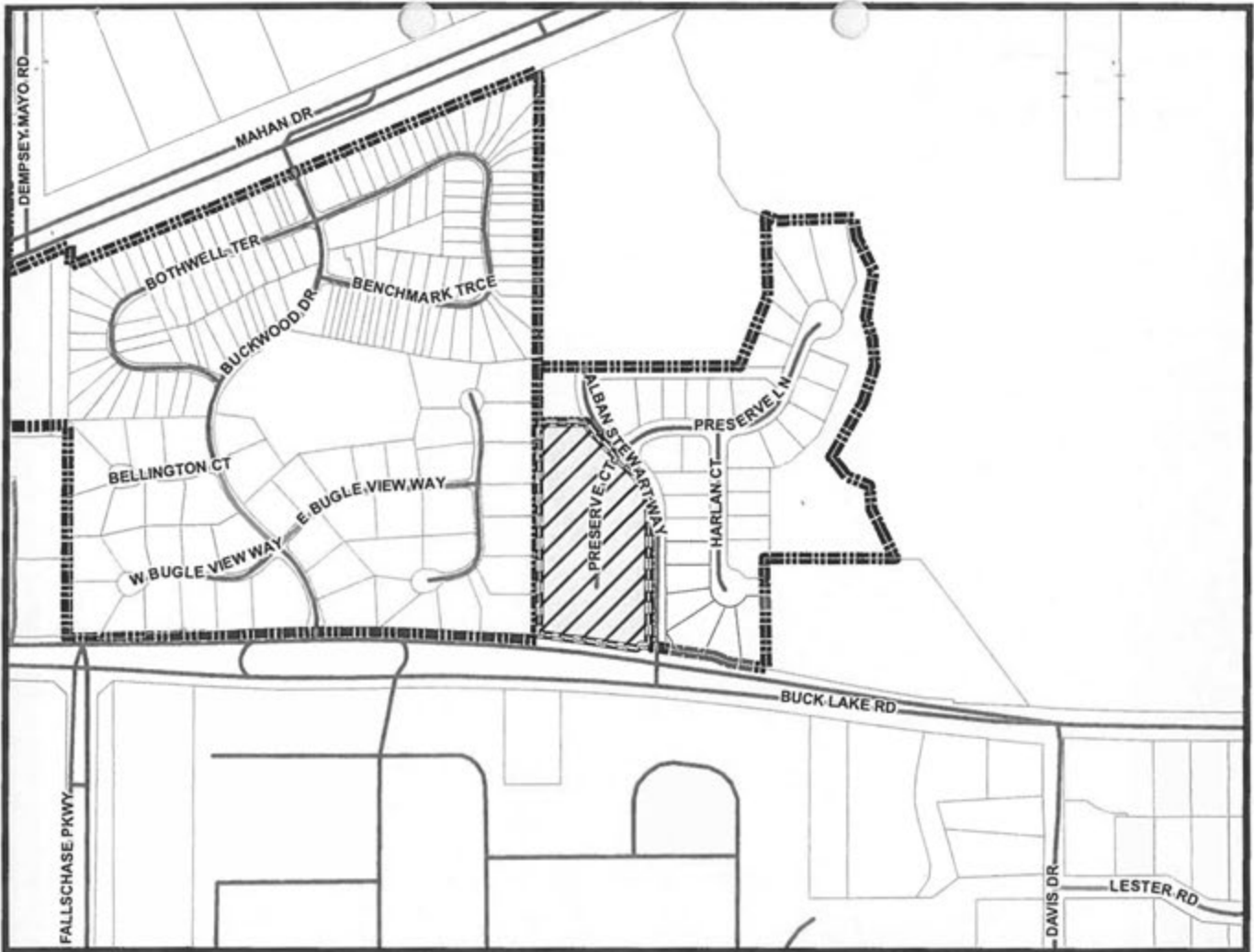
Phone - (850) 606-6200
www.leonpa.org



1123204010000





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.
Date Drawn: May 09, 2016

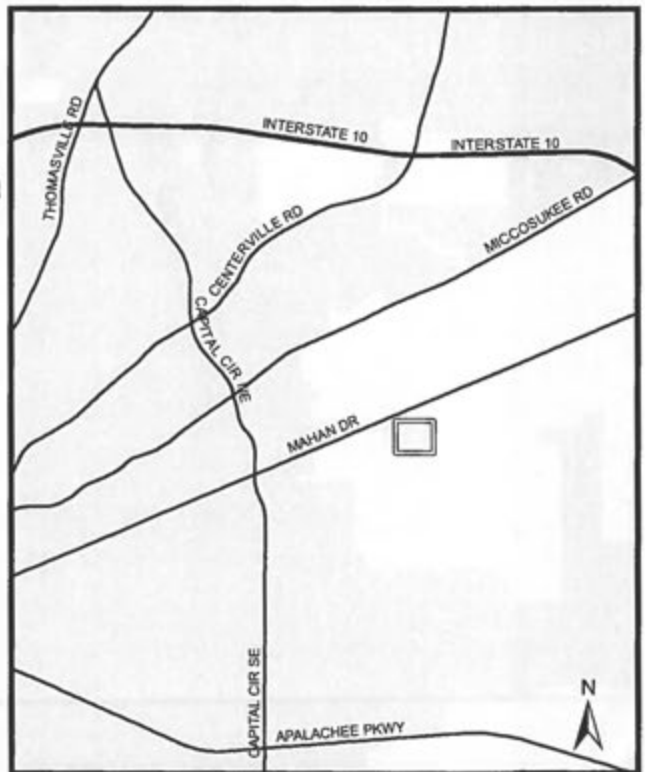


Ordinance No. 16-O-21

**Preserve Homes, LLC
Preserve at Buck Lake Subdivision
PROPOSED ANNEXATION**

LEGEND

-  PROPOSED CITY LIMITS
-  CURRENT CITY LIMITS



TALLAHASSEE-LEON COUNTY PLANNING DEPARTMENT

	K	O	P	R	S	AA	BO
1	TAXID_LABE	OWNER1	OWNER2	ADDR1	ADDR2	ZIP1	SITEADDR
2	11-23-03- B-015-1	ANDREWS ROBERT	ANDREWS SAMANTHA	8312 MATTIE CT	TALLAHASSEE FL 32311	32311	4356 BENCHMARK TRCE
3	11-23-21- E-001-0	STEWART ALBAN ESTATE		1997 BUCK LAKE CIR	TALLAHASSEE FL 32317	32317	PRESERVE LN STE
4	11-23-03- B-018-2	CHRIST KIMBERLY	SAUNDERS KEVIN	4386 BENCHMARK TRCE	TALLAHASSEE FL 32317	32317	4386 BENCHMARK TRCE
5	11-23-03- B-018-3	BISHOP AUBREY D	BISHOP-WHITE MARY L	4384 BENCHMARK TRCE	TALLAHASSEE FL 32317	32317	4384 BENCHMARK TRCE
6	11-26-20-223-000-0	BROWN BENNY W	BROWN CONSTANCE A	4671 BUCK LAKE RD	TALLAHASSEE FL 32317	32317	4671 BUCK LAKE RD
7	11-23-03- A-028-0	SLAPPEY JOSHUA S	SLAPPEY SUSAN M	1940 N BARN WAY	TALLAHASSEE FL 32317	32317	1940 N BARN WAY
8	11-23-04- AS-000-0	VERSTREATER REBECCA SUE		4369 BENCHMARK TRCE	TALLAHASSEE FL 32317	32317	4369 BENCHMARK TRCE
9	11-23-04- BB-000-0	BLOOR CHRISTINE A		4340 BENCHMARK TRCE	TALLAHASSEE FL 32317	32317	4340 BENCHMARK TRCE
10	11-23-03- B-015-0	GUERRA JOSE M		2242 SW 82 CT	MIAMI FL 33155	33155	4352 BENCHMARK TRCE
11	11-23-03- B-017-0	TREADWELL PHILLIP R	TREADWELL CHRISTINA C	6429 KINGMAN TRL	TALLAHASSEE FL 32309	32309	4380 BENCHMARK TRCE
12	11-23-03- A-027-0	SALTERS GERTRUDE N		1930 N BARN WAY	TALLAHASSEE FL 32317	32317	1930 N BARN WAY
13	11-23-03- A-044-0	BLACKBURN FLORANELLE C		4145 E BUGLEVIEW DR	TALLAHASSEE FL 32317	32317	4145 E BUGLE VIEW WAY
14	11-23-03- A-029-0	MARTINEZ-SERRA J A & V T TE LIVING TRUST		2104 ORLEANS DR	TALLAHASSEE FL 32308	32308	1950 N BARN WAY
15	11-23-03- A-025-0	SORNE KARL	SORNE SARAH	4130 E BUGLE VIEW WAY	TALLAHASSEE FL 32317	32317	4130 E BUGLE VIEW WAY
16	11-23-04- AP-000-0	SYLVESTER CHERI L		4349 BENCHMARK TRCE	TALLAHASSEE FL 32317	32317	4349 BENCHMARK TRCE
17	11-23-21-000-000-1	BLRD13 LLC		1615 VILLAGE SQUARE BLVD STE 3	TALLAHASSEE FL 32309	32309	PRESERVE LN
18	11-23-21- B-011-0	DAHLGREN HOMES LLC		1400 VILLAGE SQUARE BLVD STE 3	BOX 141	32312	HARLAN CT
19	11-23-21- C-001-0	STALVEY WAYNE C	STALVEY JOAN A	163 HARLAN CT	TALLAHASSEE FL 32317	32317	163 HARLAN CT
20	11-23-21- B-003-0	DAHLGREN HOMES LLC		1400 VILLAGE SQUARE BLVD BOX 141	TALLAHASSEE FL 32312	32312	HARLAN CT
21	11-23-21- C-006-0	DAHLGREN HOMES LLC		1400 VILLAGE SQUARE BLVD BOX 141	TALLAHASSEE FL 32312	32312	PRESERVE LN
22	11-23-21- D-001-0	DAHLGREN HOMES LLC		1400 VILLAGE SQUARE BLVD STE 3	BOX 141	32312	PRESERVE LN
23	11-23-21- D-005-0	HOGANCAMP GREGORY E	CHARTIER-HOGANCAMP VALERIE L	4316 PRESERVE LN	TALLAHASSEE FL 32317	32317	4316 PRESERVE LN
24	11-23-03- B-016-0	GOMEZ SHERALD E		1615 ALLIGATOR DR	PANACEA FL 32346	32346	4368 BENCHMARK TRCE
25	11-23-03- B-016-1	MARSHALL ELIZABETH ANN		4364 BENCHMARK TRCE	TALLAHASSEE FL 32317	32317	4364 BENCHMARK TRCE
26	11-23-04- AZ-000-0	BANKSTON NANCY M		4334 BENCHMARK TRCE	TALLAHASSEE FL 32317	32317	4334 BENCHMARK TRCE
27	11-23-03- B-017-2	AUSTIN BRITTNEY NICOLE		4372 BENCHMARK TRCE	TALLAHASSEE FL 32317	32317	4372 BENCHMARK TRCE
28	11-23-03- B-010-1	WHITMAN JASON D		4316 BENCHMARK TRCE	TALLAHASSEE FL 32317	32317	4316 BENCHMARK TRCE
29	11-23-04- AQ-000-0	OWNER	OWNER				4357 BENCHMARK TRCE
30	11-23-04- AO-000-0	AMNOTT REBECCA NICOLE		4321 BENCHMARK TRCE	TALLAHASSEE FL 32317	32317	4321 BENCHMARK TRCE
31	11-23-21- B-010-0	DAHLGREN HOMES LLC		1400 VILLAGE SQUARE BLVD STE 3	BOX 141	32312	HARLAN CT
32	11-23-21- B-008-0	DAHLGREN HOMES LLC		1400 VILLAGE SQUARE BLVD BOX 141	TALLAHASSEE FL 32312	32312	154 HARLAN CT
33	11-23-21- B-001-0	DAHLGREN HOMES LLC		1400 VILLAGE SQUARE BLVD STE 3	BOX 141	32312	HARLAN CT
34	11-23-21- B-002-0	DAHLGREN HOMES LLC		1400 VILLAGE SQUARE BLVD STE 3	BOX 141	32312	HARLAN CT
35	11-23-21- C-007-0	RAO QINCHUN	LIN RUI	4323 PRESERVE LN	TALLAHASSEE FL 32308	32308	4323 PRESERVE LN
36	11-23-21- D-002-0	BODIFORD ELDRICK L	BODIFORD WENDY	4304 PRESERVE LN	TALLAHASSEE FL 32317	32317	4304 PRESERVE LN
37	11-23-21- D-006-0	DAHLGREN HOMES LLC		1400 VILLAGE SQUARE BLVD BOX 141	TALLAHASSEE FL 32312	32312	4320 PRESERVE LN
38	11-23-03- A-026-0	BARKETT RONALD A		4140 BUGLEVIEW WAY	TALLAHASSEE FL 32311	32311	4140 E BUGLE VIEW WAY
39	11-23-21- B-009-0	DAHLGREN HOMES LLC		1400 VILLAGE SQUARE BLVD STE 3	BOX 141	32312	152 HARLAN CT
40	11-23-21- B-004-0	DAHLGREN HOMES LLC		1400 VILLAGE SQUARE BLVD STE 3	BOX 141	32312	HARLAN CT
41	11-23-21- C-005-0	SHUTES ALETTA L		179 HARLAN CT	TALLAHASSEE FL 32317	32317	179 HARLAN CT
42	11-23-21- D-003-0	DAHLGREN HOMES LLC		1400 VILLAGE SQUARE BLVD STE 3	BOX 141	32312	PRESERVE LN
43	11-23-04- BA-000-0	BROWN TERRY L	BROWN JEAN K	4336 BENCHMARK TRCE	TALLAHASSEE FL 32317	32317	4336 BENCHMARK TRCE
44	11-23-03- B-016-2	GUERRA JOSE M		2242 SW 82 CT	MIAMI FL 33155	33155	4360 BENCHMARK TRCE
45	11-23-03- A-045-0	SPENCER PATRICIA GARLAND		4135 E BUGLEVIEW WAY	TALLAHASSEE FL 32317	32317	4135 E BUGLE VIEW WAY
46	11-23-03- A-024-0	HIPPS JACK M		4120 BUGLE VIEW DR	TALLAHASSEE FL 32317	32317	4120 E BUGLE VIEW WAY
47	11-23-03- A-041-0	SOM JEANNETTE	SOM THEARY	1905 BUCKWOOD DR	TALLAHASSEE FL 32317	32317	1905 BUCKWOOD DR
48	11-23-03- A-043-0	STRANGE JULIE S	LLOYD TRAVIS L	617 STRANGE FARM RD	HAVANA FL 32333	32333	1908 S BARN WAY
49	11-23-03- B-017-1	JANES RACHEL	STEWART KYLER	4376 BENCHMARK TRCE	TALLAHASSEE FL 32317	32317	4376 BENCHMARK TRCE
50	11-23-04- AW-000-0	BRYANT LETRESE		4324 BENCHMARK TRCE	TALLAHASSEE FL 32317	32317	4324 BENCHMARK TRCE
51	11-23-04- AY-000-0	THOMAS RONALD		4330 BENCHMARK TRCE	TALLAHASSEE FL 32317	32317	4330 BENCHMARK TRCE
52	11-23-03- A-034-0	CHASE MATTHEW WILLIAMSTEVEN	CHASE EMILY LYNNE	1915 S BARN WAY	TALLAHASSEE FL 32317	32317	1915 S BARN WAY

	K	O	P	R	S	AA	BO
53	11-23-04- BC-000-0	LICCIARDIELLO RUTH	LICCIARDIELLO MICHAEL	4348 BENCHMARK TRCE	TALLAHASSEE FL 32317	32317	4348 BENCHMARK TRCE
54	11-23-04- AN-000-0	EICKSTAEDT TROY A	EICKSTAEDT TRACEY ANN	4317 BENCHMARK TRCE	TALLAHASSEE FL 32317	32317	4317 BENCHMARK TRCE
55	11-23-03- A-035-0	FERRELL JAMES L	FERRELL DEBBIE	1911 S BARN WAY	TALLAHASSEE FL 32317	32317	1911 S BARN WAY
56	11-23-04- AV-000-0	GOULD VALERIE D		4320 BENCHMARK TRCE	TALLAHASSEE FL 32317	32317	4320 BENCHMARK TRCE
57	11-23-04- AR-000-0	GERRELL DEBORAH		4365 BENCHMARK TRCE	TALLAHASSEE FL 32317	32317	4365 BENCHMARK TRCE
58	11-23-04- AT-000-0	ROSENBAUM MERI LOU M		5092 CENTENNIAL OAK CIR	TALLAHASSEE FL 32308	32308	4377 BENCHMARK TRCE
59	11-23-04- AX-000-0	TILLER ROBERT H		4328 BENCHMARK TRCE	TALLAHASSEE FL 32317	32317	4328 BENCHMARK TRCE
60	11-23-03- A-032-0	GOODMAN JUDY M		1935 N BARN WAY	TALLAHASSEE FL 32317	32317	1935 N BARN WAY
61	11-23-03- A-046-0	HAWKINS WESLEY B		4115 E BUGLEVIEW DR	TALLAHASSEE FL 32317	32317	4115 E BUGLE VIEW WAY
62	11-23-03- A-033-0	KANDZER BLAKE M		1925 BARN WAY S	TALLAHASSEE FL 32317	32317	1925 S BARN WAY
63	11-26-20-210-000-0	CADWALLADER JAMES H		4405 BUCK LAKE RD	TALLAHASSEE FL 32317	32317	4405 BUCK LAKE RD
64	11-23-21- C-008-0	SCOTT SMITH PHILIP R	SCOTT SMITH CHRISTINE K	4327 PRESERVE LN	TALLAHASSEE FL 32317	32317	4327 PRESERVE LN
65	11-23-20-617-000-0	YATES FRANCES BANNERMAN		4680 BUCK LAKE RD	TALLAHASSEE FL 32317	32317	4680 BUCK LAKE RD
66	11-23-21- B-007-0	DAHLGREN HOMES LLC		1400 VILLAGE SQUARE BLVD BOX 141	TALLAHASSEE FL 32312	32312	158 HARLAN CT
67	11-23-21- B-006-0	THOMPSON TODD R	THOMPSON ELISA A	162 HARLAN CT	TALLAHASSEE FL 32317	32317	162 HARLAN CT
68	11-23-21- B-005-0	DALAL RAJIV A	DALAL KAVITA R	166 HARLAN CT	TALLAHASSEE FL 32317	32317	166 HARLAN CT
69	11-23-21- C-002-0	DAHLGREN HOMES LLC		1400 VILLAGE SQUARE BLVD BOX 141	TALLAHASSEE FL 32312	32312	167 HARLAN CT
70	11-23-21- C-003-0	TUNIS MICHAEL HAMPTON		171 HARLAN CT	TALLAHASSEE FL 32317	32317	171 HARLAN CT
71	11-23-21- C-004-0	CAMPBELL WALTER	CAMPBELL HARRIETT	175 HARLAN CT	TALLAHASSEE FL 32308	32308	175 HARLAN CT
72	11-23-21- D-004-0	HE YUANMENG		4312 PRESERVE LN	TALLAHASSEE FL 32317	32317	4312 PRESERVE LN
73	11-23-21-000-000-2	BLRD13 LLC		1615 VILLAGE SQUARE BLVD STE 3	TALLAHASSEE FL 32309	32309	ALBAN STEWART WAY STE
74	11-23-21- C-009-0	ROBINSON JENNIFER L	MILLER BRENT A	4329 PRESERVE LN	TALLAHASSEE FL 32317	32317	4329 PRESERVE LN
75	11-23-21- D-007-0	SMITH DAVID	SMITH CARLENE	4328 PRESERVE LN	TALLAHASSEE FL 32317	32317	4328 PRESERVE LN
76	11-23-21- D-008-0	TRICON BUILDERS INC		PO BOX 13993	TALLAHASSEE FL 32317	32317	4332 PRESERVE LN
77	11-23-03- A-030-0	CARTER WILLIAM G	CARTER KATHLEEN N	5400 TOURAINE DR	TALLAHASSEE FL 32308	32308	1955 N BARN WAY
78	11-23-03- A-031-0	FRAZIER SAM G		PO BOX 14685	TALLAHASSEE FL 32317	32317	1945 N BARN WAY
79	11-23-20-618-000-0	RED APPLE AT GCA LLC		800 CORPORATE DR STE 124	FORT LAUDERDALE FL 33334	33334	4351 MAHAN DR
80	11-23-21-000-000-3	BLRD13 LLC		1615 VILLAGE SQUARE BLVD STE 3	TALLAHASSEE FL 32309	32309	ALBAN STEWART WAY STE
81	11-23-03- -000-1	BUCKWOOD HOMES ASSOC		PO BOX 12805	TALLAHASSEE FL 32317	32317	BUCKWOOD DR
82	11-23-03- A-042-0	QUILLMAN JOHN T	QUILLMAN DOROTHY M	1900 S BARN WAY	TALLAHASSEE FL 32317	32317	1900 S BARN WAY
83	11-23-03- A-036-0	GUNDERSON TODD		1909 S BARN WAY	TALLAHASSEE FL 32317	32317	1909 S BARN WAY
84	11-23-03- A-037-0	COTTON TIA MARIE		5026 VELDA DAIRY RD	TALLAHASSEE FL 32309	32309	1907 S BARN WAY
85	11-23-03- A-040-0	HENRY PATRICK	HENRY KATRINA	1901 BUCKWOOD DR	TALLAHASSEE FL 32317	32317	1901 BUCKWOOD DR
86	11-23-03- A-038-0	CARBONELL NESTOR	CARBONELL GLORIA	1903 S BARN WAY	TALLAHASSEE FL 32317	32317	1903 S BARN WAY
87	11-23-03- A-039-0	JOHNSON SUSAN W		1901 S BARN WAY	TALLAHASSEE FL 32317	32317	1901 S BARN WAY
88	11-23-20-401-000-0	PRESERVE HOMES LLC		1400 VILLAGE SQUARE BLVD STE 3	BOX 141	32317	4331 PRESERVE LN
89	11-23-21- A-001-0	PRESERVE HOMES LLC		1400 VILLAGE SQUARE BLVD STE 3	BOX 141	32312	ALBAN STEWART WAY STE
90	11-26-20-009-000-0	RBC FALLCHASE LLC		2433 QUANTUM BLVD	BOYNTON BEACH FL 33426	33426	FALLCHASE BLVD



MEMORANDUM



"People Focused. Performance Driven."

To: Matt Matherne, Financial Management, Administrative and Professional Services
Through: Cherie Bryant, Planning Manager, Tallahassee-Leon County Planning Department
From: Dan Lucas, Senior Planner-Research, Tallahassee-Leon County Planning Department
Date: May 23, 2016
Subject: Consistency Review: Proposed Voluntary Annexation of the Preserve at Buck Lake Subdivision, approximately 3.46+/- acres, located along the north side Buck Lake Road at its intersection with Alban Stewart Way.

Staff has reviewed the proposed annexation of a property located along the north side Buck Lake Road at its intersection with Alban Stewart Way. There is one parcel (tax identification number 11-23-20-401-000-0) proposed for annexation, zoned County RP. Property Appraiser records indicate the property has no structures.

Staff finds the proposal consistent with the Comprehensive Plan, subject to the following provisions of Intergovernmental Element Policy 2.1.4^{*} being adequately met:

- The annexation shall be implemented in accordance with the requirements of Chapter 171, Florida Statutes as set forth in Policy 2.1.4[I].
- The plan for each annexation shall be provided by the City Manager to the County Administrator, the County's Director of Development Support and Environmental Management, and the County Attorney at the time that it is provided to the City Commission, but no less than six (6) days before the first reading of the ordinance. All procedures for review and comment on the annexation as set forth in Policy 2.1.4[I] shall be followed.
- The City shall provide information as to how it will provide full urban services to the area to be annexed pursuant to Policy 2.1.1[I].
- A description of how land use compatibility will be ensured, pursuant to Policy 2.1.4(a)[I].
- A description of how facilities will be provided and by which entity, pursuant to Policy 2.1.4(b)[I].
- A description of how the level of service standards will be maintained consistent with the Comprehensive Plan, pursuant to Policy 2.1.4 (c)[I].

^{*} Intergovernmental Coordination Element Policy 2.1.4 is in the current 2016 cycle of proposed Comprehensive Plan amendments. Proposed amendment PCT201609 would revise Policy 2.1.4 to allow more time for the County to review proposed annexations prior to the City's first reading of the ordinance. The proposed amendment provides an annexation process consistent with Ch. 171, F.S., and an Interlocal Agreement for Annexation Procedures entered into between the County and the City. If the Commissions adopt amendment PCT201609, the revised Policy 2.1.4 would have an anticipated effective date around mid-July 2016. Since the proposed revision is not yet in effect, this consistency review is conducted according to the terms of Policy 2.1.4 currently in effect.

Consistency Review: Proposed Voluntary Annexation of the Preserve at Buck Lake Subdivision
Page 2 of 2

- The amount of any agreed upon water and/or sewer rebate that will be due to the petitioner, pursuant to Policy 2.1.4(d)(I).

The following is additional information related to this site:

- This property is in the Residential Preservation land use category on the Future Land Use Map, which allows a density up to 6 dwelling units per acre.
- The current zoning on this property is County RP, which allows up to 6 dwelling units per acre. The City's RP-1 zoning district allows a density of up to 3.6 dwelling units per acre and would be compatible with adjacent RP-1 development.
- In designating the property as RP-1, the property would continue to be low-density residential and would be compatible and consistent with surrounding residential densities.
- The records of the Leon County Property Appraiser indicate the acreage proposed for annexation contains no structures.
- The adjoining parcels to the north and east are zoned RP-1 (Preserve at Buck Lake Phase I). The parcels to the south across Buck Lake Road are zoned County PUD (Falls Chase PUD) and County R-3. Parcels to the west are zoned RP-1 (Buckwood Unrecorded Subdivision).

cc: Ryan Culpepper, Leon County Growth & Environmental Management Department

**Leon County
Board of County Commissioners**


Notes for Agenda Item #25

Leon County Board of County Commissioners

Cover Sheet for Agenda #25

September 13, 2016

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Consideration of the Voluntary Annexation Proposal from Oak Grove Hammock, LLC, to Annex Properties Along the East Side of Oak Grove Road and South of Bannerman Road

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator Ken Morris, Assistant County Administrator David McDevitt, Director, Development Support & Environmental Management
Lead Staff/ Project Team:	Ryan Culpepper, Development Services Director Weldon Richardson, Senior Planner

Fiscal Impact:

This item has no fiscal impact to the County.

Staff Recommendation:

Option #1: Do not object to the voluntary annexation proposal from Oak Grove Hammock, LLC, to annex properties along the east side of Oak Grove Road and south of Bannerman Road.

Report and Discussion

Background:

As required by the Tallahassee-Leon County 2030 Comprehensive Plan, this voluntary annexation item is being brought to the Board of County Commission for review and comment regarding the proposed annexation. Oak Grove Hammock, LLC, is requesting voluntary annexation of three parcels into the City of Tallahassee. According to the Leon County Property Appraiser's database, the first subject parcel (identification number 14-07-20-418-000-0) is owned by Oak Grove Hammock, LLC. The second parcel (identification number 14-07-20-419-000-0) is owned by Veleri L. Wills-Johnson and Saundra D. Wills-Johnson, and the third parcel (identification number 14-07-20-607-000-0) is owned by the Estate of Ulysses Smith, Ola Smite trustee. The subject properties are metes and bounds parcels, consisting of approximately 49 acres, and are located along the east side of Oak Grove Road and south of Bannerman Road.

Analysis:

The referenced properties are zoned Lake Protection and designated Lake Protection on the Future Land Use Map of the Comprehensive Plan (Policies 2.2.18 of the Tallahassee/Leon County Comprehensive Plan). The referenced parcels are located inside the Urban Service Area and are currently vacant. A map showing the location of the parcels proposed to be annexed is included as Attachment #1.

Annexation by the City of Tallahassee shall be in accordance with the requirements of Chapter 171, Florida Statutes, and Policy 2.1.4 of the Intergovernmental Coordination Element of the Comprehensive Plan and as set forth in the Interlocal Agreement for Annexation Procedures between Leon County and the City of Tallahassee. Specifically the Interlocal Agreement provides in part that:

That the City Annexation Plan together with the petition for each annexation be provided by the City to the County Administrator, the Director of Development Support and Environmental Management and the County Attorney at least twenty (20) calendar days prior to the first reading of the Ordinance considering such annexation and at least five (5) calendar days prior to the next regularly scheduled County Commissioners ("Board") meeting. The Board shall have the opportunity to review, comment and suggest changes regarding the proposed annexation at a Board meeting prior to the adoption of the annexation Ordinance by the City Commission, and any Board comments will be provided to the City Manager at least five (5) calendar days prior to the public hearing on the annexation Ordinance.

The City of Tallahassee has indicated in their proposed Ordinance (No.16-O-27) that they are committed to providing municipal services to the referenced property. The applicant's request for annexation is included as Attachment #2. The applicant's request for voluntary annexation will be introduced to the City Commission on September 14, 2016, and is scheduled to be

presented at a Public Hearing by the City Commission on September 28, 2016, for purposes of finalizing this annexation.

The County and City Administrations have instituted procedures to implement annexation provisions. The City submits information and analyses for review by County staff. County staff comments on the proposed voluntary annexation are:

1. County Attorney: The County Attorney has indicated that the proposed annexation appears to comply with Chapter 171 of the Florida Statutes.
2. Public Works: The Public Works Department finds the proposed annexations will result in a loss of \$136.00 dollars in stormwater non-ad valorem assessment revenue, and \$80.00 dollars in solid waste non-ad valorem assessment revenue.
3. Development Services: The Division finds that the proposed annexation would not have any impacts to the County's Concurrency Management System. A list of property owners within 500 feet of the subject parcel involved in the annexation has been provided as Attachment #3.
4. Environmental Services: The Division does not object to the proposed annexation.
5. Planning, Land Management & Community Enhancement (PLACE): The Tallahassee/Leon County Department of PLACE finds that the proposed annexation request is consistent with the Comprehensive Plan, provided certain criteria of the Intergovernmental Element Policy 2.1.4 are adequately addressed. These criteria are outlined in a memorandum from the Department of PLACE (Attachment #4).

Options:

1. Do not object to the voluntary annexation proposal from Oak Grove Hammock, LLC, to annex properties along the east side of Oak Grove Road and south of Bannerman Road.
2. Object to the voluntary annexation proposal from Oak Grove Hammock, LLC, to annex properties along the east side of Oak Grove Road and south of Bannerman Road.
3. Board direction.

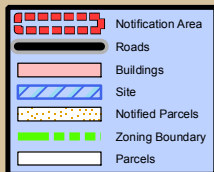
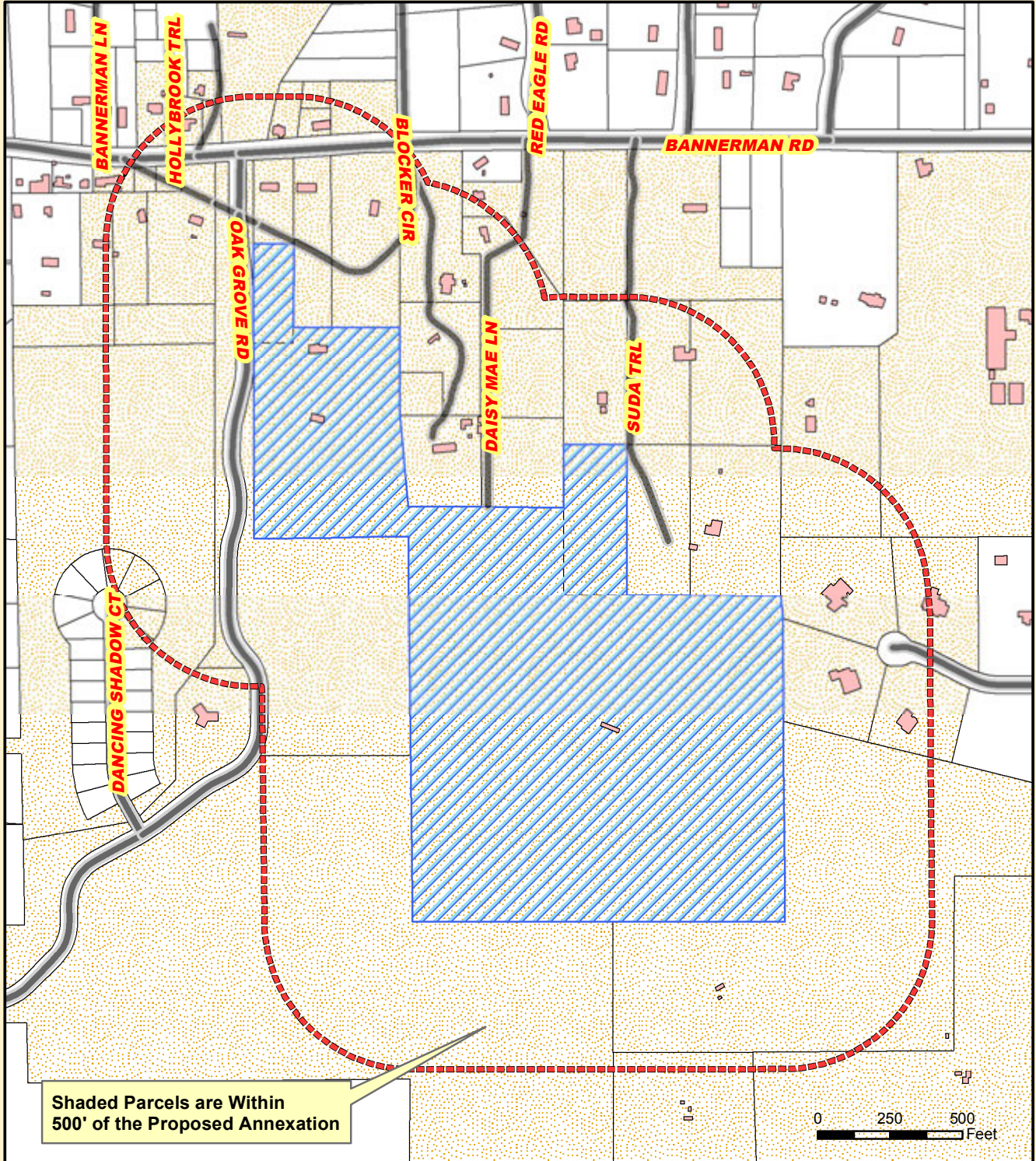
Recommendation:

Option #1

Attachments:

1. Location Map
2. Request for Annexation from Oak Grove Hammock, LLC.
3. List of Property Owners within 500 feet of the Referenced Parcels
4. Memorandum from the Department of PLACE, dated August 15, 2016

Annexation of Oak Grove Hammock, LLC



Annexation of Oak Grove Hammock, LLC
LDV1600708
Map Produced By Nancy Garcia, Planner II
8/23/2016



August 3, 2016



Mr. Ryan Culpepper
Development Services Director
Leon County Department of Development Support
& Environmental Management
435 North Macomb Street
Tallahassee, FL 32301

RE: Annexation of Oak Grove Hammock, LLC

Dear Mr. Culpepper:

Attached is the ordinance introduction package for the annexation of Oak Grove Hammock, LLC for your review and use. You are being provided a copy of the voluntary annexation petition as required by Policy 2.1.4 of the Intergovernmental Coordination Element of the Comprehensive Plan.

The annexation ordinance will go to the City Commission for introduction on September 14, 2016 and the public hearing will be September 28, 2016. Any comments from the Board of County Commissioners must be received by the City Manager prior to the public hearing.

Please contact me at 891-8488 if you have any questions regarding this transmittal.

Sincerely,

Raoul Lavin
Assistant City Manager
Administration and Professional Services

Attachments

Cc: Lewis E. Shelley, City Attorney
Louis Norvell, Assistant City Attorney
Ric Fernandez, City Manager
Wayne Tedder, Assistant City Manager

CITY HALL
300 South Adams Street
Tallahassee, FL 32301-1731
850-891-0000
TDD: 711 • Talgov.com

ANDREW D. GILLUM
Mayor

RICARDO FERNANDEZ
City Manager

SCOTT MADDON
Commissioner

LEWIS E. SHELLEY
City Attorney

NANCY MILLER
Commissioner

JAMES O. COOKE, IV
City Treasurer-Clerk

CURTIS RICHARDSON
Commissioner

T. BERT FLETCHER
City Auditor

GIL D. ZIFFE
Commissioner



CITY OF TALLAHASSEE
PETITION FOR VOLUNTARY ANNEXATION

To: The City Commission of the City of Tallahassee

From: Oak Grove Hammock, LLC

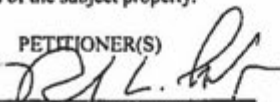
Date: June 1, 2016

Re: Annexation of these adjoining parcels on the attached page

The undersigned owner(s) of the referenced property, Oak Grove Hammock, LLC

legally described on the attached Exhibit A, and shown on the sketch attached as Exhibit B, hereby request(s) the annexation of said property by the City of Tallahassee in accordance with Chapter 171, Florida Statutes, which authorizes the petitioning for voluntary annexation. Exhibits A and B are hereby incorporated by reference and made a part hereof.

The undersigned certify that he/she/they is/are the owners of the property described in the attached exhibits, and that all owners of the property have signed this petition. This petition and request shall be binding upon the owner(s), all successor owners of the subject property, including the heirs, assigns, and devisees of the undersigned; and shall run with the land to any purchasers of the subject property.

PETITIONER(S)
Signature: 
Print name: Oak Grove Hammock, LLC
Address: 1400 Village Square Blvd, #141
Tallahassee, FL 32312
Telephone: 229-221-6294
Date: June 1, 2016

Contact Person:
Rick Singletary

STATE OF GA
COUNTY OF Thomas

Before me, this 2 day of June, 2016,
personally appeared Richard S. [unclear] who executed the
foregoing Petition for Voluntary Annexation, and acknowledged before
me that same was executed for the purposes therein expressed.

Personally known ; or
Produced identification _____.
Type of identification produced: _____



Krista A Parramore
(Signature of Notary Public)
Krista A Parramore
(Typed or Printed Name of Notary Public)

SKETCH OF DESCRIPTION

Legal Description - 14 Parcels to be annexed into City of Tallahassee:

Begin at a found concrete monument (4"X4" pin top) marking the Southwest corner of the Southeast ¼ of Section 7, Township 2 North, Range 1 East in Leon County, Florida; thence run North 00 degrees 39 minutes 00 seconds West for a distance of 573.05 feet to a found concrete monument (4x4 plain top); thence run North 00 degrees 26 minutes 19 seconds West for a distance of 758.04 feet to a found ¼ inch iron pipe; thence run South 89 degrees 07 minutes 25 seconds West for a distance of 531.39 feet to a found concrete monument (4X4 LS 1254); thence run North 00 degrees 44 minutes 43 seconds West for a distance of 660.00 feet to a found 5/8 inch iron rod and cap LB-7834; thence run North 89 degrees 06 minutes 41 seconds East for a distance of 132.00 feet to a found 5/8 inch iron rod and cap LB-7834; thence run North 00 degrees 44 minutes 43 seconds East for a distance of 61.21 feet to a found ¼ inch iron pipe; thence run North 89 degrees 24 minutes 53 seconds East for a distance of 401.16 feet to a found ¼ inch pinched iron pipe; thence run South 00 degrees 14 minutes 40 seconds West for a distance of 154.93 feet to a found 4X4 concrete monument (plain top); thence run South 00 degrees 48 minutes 52 seconds East for a distance of 147.32 feet to a found 4X4 concrete monument (plain top); thence run South 00 degrees 51 minutes 27 seconds East for a distance of 313.18 feet to a found 4X4 concrete monument (plain top); thence run South 89 degrees 59 minutes 00 seconds East for a distance of 558.44 feet to a found 5/8 inch iron rod and cap LB-5831; thence run South 00 degrees 40 minutes 01 seconds East for a distance of 324.89 feet to a found 4X4 concrete monument (plain top); thence run South 89 degrees 47 minutes 36 seconds East for a distance of 217.40 feet to a found 4X4 concrete monument (plain top); thence run North 89 degrees 57 minutes 46 seconds East for a distance of 118.57 feet to a found 4X4 concrete monument (plain top); thence run South 89 degrees 26 minutes 47 seconds East to a found 5/8 inch iron rod and cap LB-7834 lying on the Westerly boundary of Lot 3, Block B of Coventry Banks Subdivision as recorded in Plat Book 11, Page 62 of the Public Records of Leon County, Florida; thence run along the Westerly boundary of said Coventry Banks Subdivision South 00 degrees 45 minutes 07 seconds East for a distance of 1107.62 feet to a found 5/8 inch iron rod lying on the Southerly boundary line of Section 7, Township 2 North, Range 1 East; thence run along said Southerly boundary of Section 7 North 89 degrees 53 minutes 37 seconds West for a distance of 1312.03 feet to the Point of Beginning. Said parcel containing 46.16 acres more or less and lying in Leon County, Florida.

- NOT A BOUNDARY SURVEY -
SEE SHEET 1 FOR SKETCH

NOTES

1. THIS SKETCH AND DESCRIPTION IS BASED ON BOUNDARY WORK PERFORMED BY THIS FIRM, REFERENCE NO. 155610.03
2. NO TITLE OPINION OR ABSTRACT OF MATTERS CONCERNING THIS PROPERTY WAS FURNISHED AT THE TIME OF THIS SURVEY.
3. THE BOUNDARIES SHOWN HEREON ARE BASED ON EXISTING MONUMENTATION.
4. NO UNDERGROUND UTILITIES WERE LOCATED EXCEPT AS SHOWN.
5. NO OTHER IMPROVEMENTS WERE LOCATED EXCEPT AS SHOWN.
6. THIS SKETCH IS NOT VALID WITHOUT THE SIGNATURE AND ORIGINAL RAISED SEAL OF A FLORIDA LICENSED SURVEYOR AND MAPPER.

LEGEND

- FCM - FOUND CONCRETE MONUMENT (4" X 4")
- FIP - FOUND IRON PIPE
- FPIP - FOUND PINCHED IRON PIPE
- FIR - FOUND IRON ROD (1 1/2")
- POB - POINT OF BEGINNING
- PIB - POINT OF BEGINNING

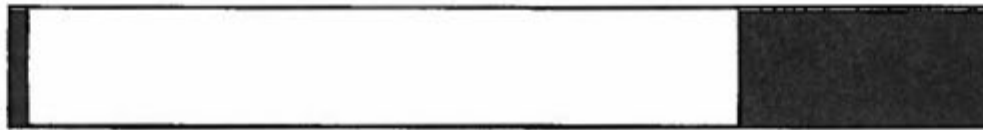


8201 Shamrock Street South, Suite #101
Tallahassee, Florida 32309
Office (904) 699-7841 Fax (904) 699-7848

DRANN BY : KO	SHEET NO.
CHECKED BY : S.STINSON	2 OF 2
DATE : 07/13/16	
REVISION:	JOB NO.
SCALE 1" = 300'	155610.03
PLD BORN: N/A	PLD: N/A
DATE OF BIRTH: N/A	

5/31/2016

Leon County Property Appraiser



Home E-File Downloads Forms Address Change FAQ General Info About Us

- Summary
- Additional Addresses
- Additional Owners
- Map - Commercial
- Map - Residential
- Map - Shaded
- Map
- Pictometry
- Quick Links
- Tax Estimator

Parcel: 1407204190000
Owner: WILLIS J OREN ON SAUNDRA D
Property Use: 0000 - VACANT RESIDENTIAL
D SUDA TIL

Map navigation controls: Home, Print, Detail Map, Aerials

Map actions: Home, Print, Print, Report, Measure, Property

Help Links: Data, Do Search, Property

Long: -84.26198, Lat: 30.58046
Imagery © 2014 TLCCS

Parcel ID	Owner1	Owner2	Owner3	Date	Price	Owner Address1	Owner Address2	Owner Address3	Location
1407204190000	WILLIS J OREN	SAUNDRA D		11/2015	231100	1130	TALLAHASSEE	TALLAHASSEE	FL 32312

Office Hours
9am - 5pm Monday - Friday
Location Google Map
315 S. CALHOUN STREET, Third Floor
Tallahassee, FL 32301

Contact Us
Phone: (904) 408-6700
Fax: (904) 505-6301
Email: admin@lrapa.org

Mailing Address
PO Box 1753
Tallahassee, FL 32302-1750

Site Links
About Us
FAQ
Forms

20160005380 RECORDED IN PUBLIC RECORDS LEON COUNTY FL BK: 4888 P: 168,
01/25/2016 at 04:27 PM, D DOCUMENTARY TAX PD \$280.00 BOB INZER, CLERK OF
COURTS

1

Prepared by and return to:
Bruce I. Warner
D. Bedford Wilder
Irmad and Counsel
213 S. Monroe Street, Suite 400
Tallahassee, Florida 32301
850-481-6810
File Number: 10833.0081
Parcel ID Number: 140720060000

Warranty Deed

(STATUTORY FORM - SECTION 689.02, F.S.)

This Indenture is made this 21st day of January, 2016 between KINSHASA B. KATIE SMITH, a single woman, whose mailing address is 3013 S. Meridian Street, Tallahassee, Florida 32301 and ZAIRE CALLIS SMITH a/k/a W. L. Zaire Calli Smith and a/k/a W. L. Zaire Smith a/k/a W. L. Zaire Calli Smith, a single man, whose mailing address is 3013 Meridian Street, Tallahassee, Florida 32301 (collectively, "grantor"), and OAK GROVE HAMMOCK LLC, a Florida limited liability company, whose mailing address is 2601 Manassas Way, Tallahassee, Florida 32312 ("grantee").

Witnesseth, that said grantor, for and in consideration of the sum of TEN AND NO/100 DOLLARS (\$10.00) and other good and valuable considerations to said grantor in hand paid by said grantee, the receipt whereof is hereby acknowledged, has granted, bargained, and sold to the said grantee, and grantee's heirs and assigns forever, the following described land, situate, lying and being in Leon County, Florida, to-wit:

COMMENCE AT THE SOUTHEAST CORNER OF THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 7, TOWNSHIP 2 NORTH, RANGE 1 EAST, LEON COUNTY, FLORIDA, AND RUN WEST FOR A DISTANCE OF 396 FEET TO A POINT WHICH IS THE POINT OF BEGINNING FROM SAID POINT OF BEGINNING RUN NORTH 660 FEET, THENCE RUN WEST 132 FEET, THENCE RUN SOUTH 660 FEET, THENCE RUN EAST 132 FEET TO THE POINT OF BEGINNING.

Subject to all covenants, conditions, restrictions and easements of record, if any, and taxes and assessments for the year 2016 and subsequent years:

and said grantor does hereby fully warrant the title to said land, and will defend the same against lawful claims of all persons whomsoever.

Grantor Represents and Covenants that no part of the property conveyed herein constitutes homestead property under the constitution and statutes of the State of Florida.

* "Grantor" and "Grantee" are used for singular or plural, as context requires.

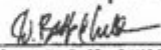
DoubleLine®

OR BK 4888 PG 2

In Witness Whereof, grantor has hereunto set grantor's hand and seal the day and year first above written.

Signed, sealed and delivered in our presence:

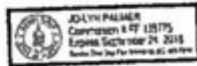

Print Name: Jo-Lyn Palmer

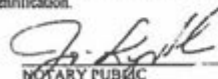

Print Name: D. Bedford Wilder


KINSHASA B. KATIF SMITH

STATE OF FLORIDA
COUNTY OF LEON

The foregoing instrument was acknowledged before me this 22nd day of January, 2016, by Kinshasa B. Katif Smith, who [] is personally known to me or [X] has produced a Florida state driver's license as identification.

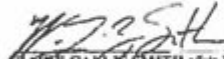



NOTARY PUBLIC
Print Name: Jo-Lyn Palmer
My Commission Expires _____

OR BK 4888 PG


Print Name: Jo-Lyn Palmer

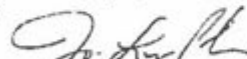

Print Name: D. Bedford Wilder


ZAIRE CALLIE SMITH a/k/a W. L. Zaire
Callie Smith and a/k/a W. L. Zaire Smith
a/k/a W. L. Zaire Callie Smith

STATE OF FLORIDA
COUNTY OF LEON

The foregoing instrument was acknowledged before me this 22nd day of January, 2016,
by Zaire Callie Smith a/k/a W. L. Zaire Callie Smith and a/k/a W. L. Zaire Smith a/k/a W. L.
Zaire Callie Smith, who [] is personally known to me or [x] has produced a Florida
state driver's license as identification.




JO-LYN PALMER
Print Name: Jo-Lyn Palmer
My Commission Expires:

20150050187 REC. IN PUBLIC RECORDS LEON COUNTY FL BK: 4817 39,
07/02/2015 at 10:00 AM, D DOCUMENTARY TAX FD \$0.70 BOB INZER, CLERK OF
COURTS

②

Prepared by and returned to:
D. Bedford Wilder
Dreed and Cassel
715 S. Monroe St., Suite 400
Tallahassee, Florida 32301
(850) 681-6810
Master Number: 50833.0002

Parcel ID No. 1407206600000

Quit Claim Deed

This Quit Claim Deed is made this 26th day of June, 2015 between Henry Lee Hatten, a single man, whose mailing address is 2006 Foster Drive, Tallahassee, Florida 32303-8317, grantor, and Oak Grove Hammock LLC, a Florida limited liability company, whose address is 2601 Manassas Way, Tallahassee, Florida 32312, grantee:

(Whenever used herein the terms "grantor" and "grantee" include all the parties to this instrument and the heirs, legal representatives, and assigns of individuals, and the successors and assigns of corporations, trusts and trustees)

Witnesseth, that said grantor, for and in consideration of the sum of TEN AND NO/100 DOLLARS (\$10.00) and other good and valuable consideration to said grantor in hand paid by said grantee, the receipt whereof is hereby acknowledged, does hereby remise, release, and quitclaim to the said grantee, and grantee's heirs and assigns forever, all the right, title, interest, claim and demand which grantor has in and to the following described land, situate, lying and being in Leon County, Florida to-wit:

See attached Exhibit "A";

To Have and to Hold, the same together with all and singular the appurtenances thereto belonging or in anywise appertaining, and all the estate, right, title, interest, lien, equity and claim whatsoever of grantor, either in law or equity, for the use, benefit and profit of the said grantee forever.

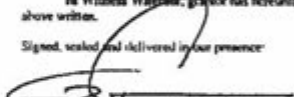
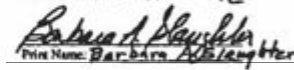
Grantor Represents and Covenants that no part of the property conveyed herein constitutes homestead property under the constitution and statutes of the State of Florida.

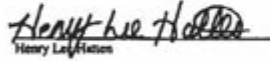
(Signature page to follow)

OR BK 4817 PG

In Witness Whereof, grantor has hereunto set grantor's hand and seal the day and year first above written.

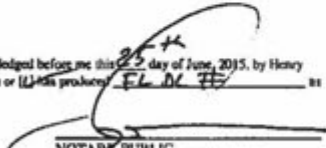
Signed, sealed and delivered in our presence:


Print Name: Steven G. Galt

Print Name: Barbara A. Blalock


Henry Lee Hatten

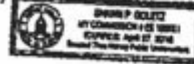
STATE OF FLORIDA
COUNTY OF LEON

The foregoing instrument was acknowledged before me this 25th day of June, 2015, by Henry Lee Hatten, who is personally known to me or produces FL DL # as identification.


NOTARY PUBLIC

Print Name:

My Commission Expires:



OR BK 4817 PG

Exhibit "A"

PARCEL 1

COMMENCE AT THE SOUTHEAST CORNER OF THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 7, TOWNSHIP 2 NORTH, RANGE 1 EAST, LEON COUNTY, FLORIDA, WHICH SAID POINT IS THE POINT OF BEGINNING. FROM SAID POINT OF BEGINNING RUN THENCE NORTH FOR A DISTANCE OF 1320 FEET TO A POINT, THENCE RUN WEST FOR A DISTANCE OF 132 FEET, THENCE RUN SOUTH FOR A DISTANCE OF 1320 FEET, THENCE RUN EAST FOR A DISTANCE OF 132 FEET TO THE POINT OF BEGINNING.

LESS AND EXCEPT

COMMENCE AT THE SOUTHEAST CORNER OF THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 7, TOWNSHIP 2 NORTH, RANGE 1 EAST, LEON COUNTY, FLORIDA, AND RUN NORTH 720 FEET TO A POINT WHICH IS THE POINT OF BEGINNING. FROM SAID POINT OF BEGINNING RUN NORTH 600 FEET TO A POINT, THENCE RUN WEST 132 FEET TO A POINT, THENCE RUN SOUTH 600 FEET TO A POINT, THENCE RUN EAST 132 FEET TO THE POINT OF BEGINNING.

AND

PARCEL 3

COMMENCE AT THE SOUTHEAST CORNER OF THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 7, TOWNSHIP, 2 NORTH, RANGE 1 EAST, LEON COUNTY, FLORIDA, AND RUN WEST 264 FEET TO A POINT WHICH IS THE POINT OF BEGINNING, FROM SAID POINT OF BEGINNING THENCE RUN NORTH 720 FEET TO A POINT, THENCE RUN WEST 132 FEET TO A POINT, THENCE RUN SOUTH 720 FEET TO A POINT, THENCE RUN EAST 132 FEET TO THE POINT OF BEGINNING.

20150050186 RECORDED IN PUBLIC RECORDS LEON COUNTY FL BK: 4817 P: 15,
07/02/2015 at 10:00 AM, D DOCUMENTARY TAX PD \$185.50 BOB INZER, CLERK OF
COURTS

2

Prepared by and return to:
Bruce I. Wiener
D. Bedford Wilder
Broad and Castel
215 S. Monroe Street, Suite 400
Tallahassee, Florida 32301
850-681-6810
File Number: 56833.0002

Parcel Id Number: 149720669000

Warranty Deed

This Warranty Deed is made this 26th day of June, 2015, between ELNORA GAINES, an unmarried widow, whose mailing address is 523 NW 3rd Avenue, Deerfield Beach, Florida 33441, and JACQUELINE DELORIS QUEEN GRIFFIN, an unmarried widow, whose mailing address is 523 NW 3rd Avenue, Deerfield Beach, Florida 33441 (collectively, "grantor"), and OAK GROVE HAMMOCK LLC, a Florida limited liability company, whose mailing address is 2601 Manassas Way, Tallahassee, Florida 32312 ("grantee").

(Whenever used herein the terms "grantor" and "grantee" include all the parties to this instrument and the heirs, legal representatives, and assigns of individuals, and the successors and assigns of corporations, limited liability companies, trusts and trustees)

Witnesseth, that said grantor, for and in consideration of the sum of TEN AND NO/100 DOLLARS (\$10.00) and other good and valuable considerations to said grantor in hand paid by said grantee, the receipt whereof is hereby acknowledged, has granted, bargained, and sold to the said grantee, and grantee's heirs and assigns forever, the following described land, situate, lying and being in Leon County, Florida to-wit:

See Attached Exhibit "A"

Subject to taxes and assessments for the year 2015 and subsequent years:

Together with all the tenements, hereditaments and appurtenances thereto belonging or in anywise appertaining.

To Have and to Hold, the same in fee simple forever.

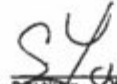
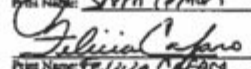
And the grantee hereby covenants with said grantor that the grantor is lawfully seized of said land in fee simple; that the grantor has good right and lawful authority to sell and convey said land; that the grantor hereby fully warrants the title to said land and will defend the same against the lawful claims of all persons whomsoever; and that said land is free of all encumbrances, except taxes accruing subsequent to December 31, 2014 and those matters set forth above.

OR BK 4817 PG

The property conveyed herein does not constitute homestead property under the laws and the Constitution of the State of Florida, and neither grantor, nor any person for whose support grantor is responsible, resides on or adjacent to said property.

In Witness Whereof, grantor has hereunto set grantor's hand and seal the day and year first above written.

Signed, sealed and delivered in our presence:



Print Name: Sherri M. Lemon

Print Name: Felicia Caparo


Elinor Gaines

STATE OF FLORIDA
COUNTY OF Broward

The foregoing instrument was acknowledged before me this 29 day of June, 2015, by Elinor Gaines, who [] is personally known to me or [] has produced a Florida state driver's license as identification.




NOTARY PUBLIC
Print Name: Sherri M. Lemon
My Commission Expires: June 5, 2017

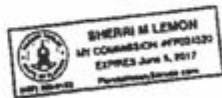
OR BK 4817 PG

SJ
Print Name: Sherril Lemon
Sherril Lemon
Print Name: Sherril Lemon

Jacqueline Deloris Queen Griffin
Print Name: Jacqueline Deloris Queen Griffin

STATE OF FLORIDA
COUNTY OF St. Johns

The foregoing instrument was acknowledged before me this 29 day of June, 2015, by Jacqueline Deloris Queen Griffin, who [] is personally known to me or [] has produced a Fla. A state driver's license as identification.



SJ
NOTARY PUBLIC
Print Name: Sherril Lemon
My Commission Expires: June 5 2017

OR BK 4817 PG

Exhibit "A"

PARCEL 1

COMMENCE AT THE SOUTHEAST CORNER OF THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 7, TOWNSHIP 2 NORTH, RANGE 1 EAST, LEON COUNTY, FLORIDA, WHICH SAID POINT IS THE POINT OF BEGINNING. FROM SAID POINT OF BEGINNING RUN THENCE NORTH FOR A DISTANCE OF 1320 FEET TO A POINT, THENCE RUN WEST FOR A DISTANCE OF 132 FEET, THENCE RUN SOUTH FOR A DISTANCE OF 1320 FEET, THENCE RUN EAST FOR A DISTANCE OF 132 FEET TO THE POINT OF BEGINNING.

LESS AND EXCEPT

COMMENCE AT THE SOUTHEAST CORNER OF THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 7, TOWNSHIP 2 NORTH, RANGE 1 EAST, LEON COUNTY, FLORIDA, AND RUN NORTH 720 FEET TO A POINT WHICH IS THE POINT OF BEGINNING. FROM SAID POINT OF BEGINNING RUN NORTH 600 FEET TO A POINT, THENCE RUN WEST 132 FEET TO A POINT, THENCE RUN SOUTH 600 FEET TO A POINT, THENCE RUN EAST 132 FEET TO THE POINT OF BEGINNING.

AND

PARCEL 3

COMMENCE AT THE SOUTHEAST CORNER OF THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 7, TOWNSHIP 2 NORTH, RANGE 1 EAST, LEON COUNTY, FLORIDA, AND RUN WEST 264 FEET TO A POINT WHICH IS THE POINT OF BEGINNING, FROM SAID POINT OF BEGINNING THENCE RUN NORTH 720 FEET TO A POINT, THENCE RUN WEST 132 FEET TO A POINT, THENCE RUN SOUTH 720 FEET TO A POINT, THENCE RUN EAST 132 FEET TO THE POINT OF BEGINNING.



CITY OF TALLAHASSEE
PETITION FOR VOLUNTARY ANNEXATION

To: The City Commission of the City of Tallahassee

From: Oak Grove Hammock, LLC

Date: June 1, 2016

Re: Annexation of parcel # 1407204190000

The undersigned owner(s) of the referenced property, Velori L. Willis-Johnson and Sandra D. Willis-Johnson legally described on the attached Exhibit A, and shown on the sketch attached as Exhibit B, hereby request(s) the annexation of said property by the City of Tallahassee in accordance with Chapter 171, Florida Statutes, which authorizes the petitioning for voluntary annexation. Exhibits A and B are hereby incorporated by reference and made a part hereof.

The undersigned certify that he/she/they is/are the owners of the property described in the attached exhibits, and that all owners of the property have signed this petition. This petition and request shall be binding upon the owner(s), all successor owners of the subject property, including the heirs, assigns, and devisees of the undersigned; and shall run with the land to any purchasers of the subject property.

PETITIONER(S)

Signature: _____
Print name: Oak Grove Hammock, LLC
Address: 1400 Village Square, Box 141
Tallahassee, FL 32312

Telephone: 229-221-6294
Date: June 1, 2016

Contact Person:
Rick Singletary

STATE OF GA
COUNTY OF Thomas

Before me, this 2 day of June, 2016,
personally appeared Richard Singhtary who executed the
foregoing Petition for Voluntary Annexation, and acknowledged before
me that same was executed for the purposes therein expressed.

Personally known X; or
Produced identification _____
Type of identification produced: _____



Krista A Parramore
(Signature of Notary Public)
Krista A Parramore
(Typed or Printed Name of Notary Public)



CITY OF TALLAHASSEE
PETITION FOR VOLUNTARY ANNEXATION

To: The City Commission of the City of Tallahassee

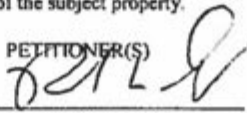
From: Oak Grove Hammock, LLC

Date: June 1, 2016

Re: Annexation of parcel # 1407208070000

The undersigned owner(s) of the referenced property, Ola Smith, Smith Ulysses Estate legally described on the attached Exhibit A, and shown on the sketch attached as Exhibit B, hereby request(s) the annexation of said property by the City of Tallahassee in accordance with Chapter 171, Florida Statutes, which authorizes the petitioning for voluntary annexation. Exhibits A and B are hereby incorporated by reference and made a part hereof.

The undersigned certify that he/she/they is/are the owners of the property described in the attached exhibits, and that all owners of the property have signed this petition. This petition and request shall be binding upon the owner(s), all successor owners of the subject property, including the heirs, assigns, and devisees of the undersigned; and shall run with the land to any purchasers of the subject property.

PETITIONER(S)
Signature: 
Print name: Oak Grove Hammock, LLC
Address: 1400 Village Square, Box 141
Tallahassee, FL 32312

Telephone: 229-221-6294
Date: June 1, 2016

Contact Person:
Rick Singletary

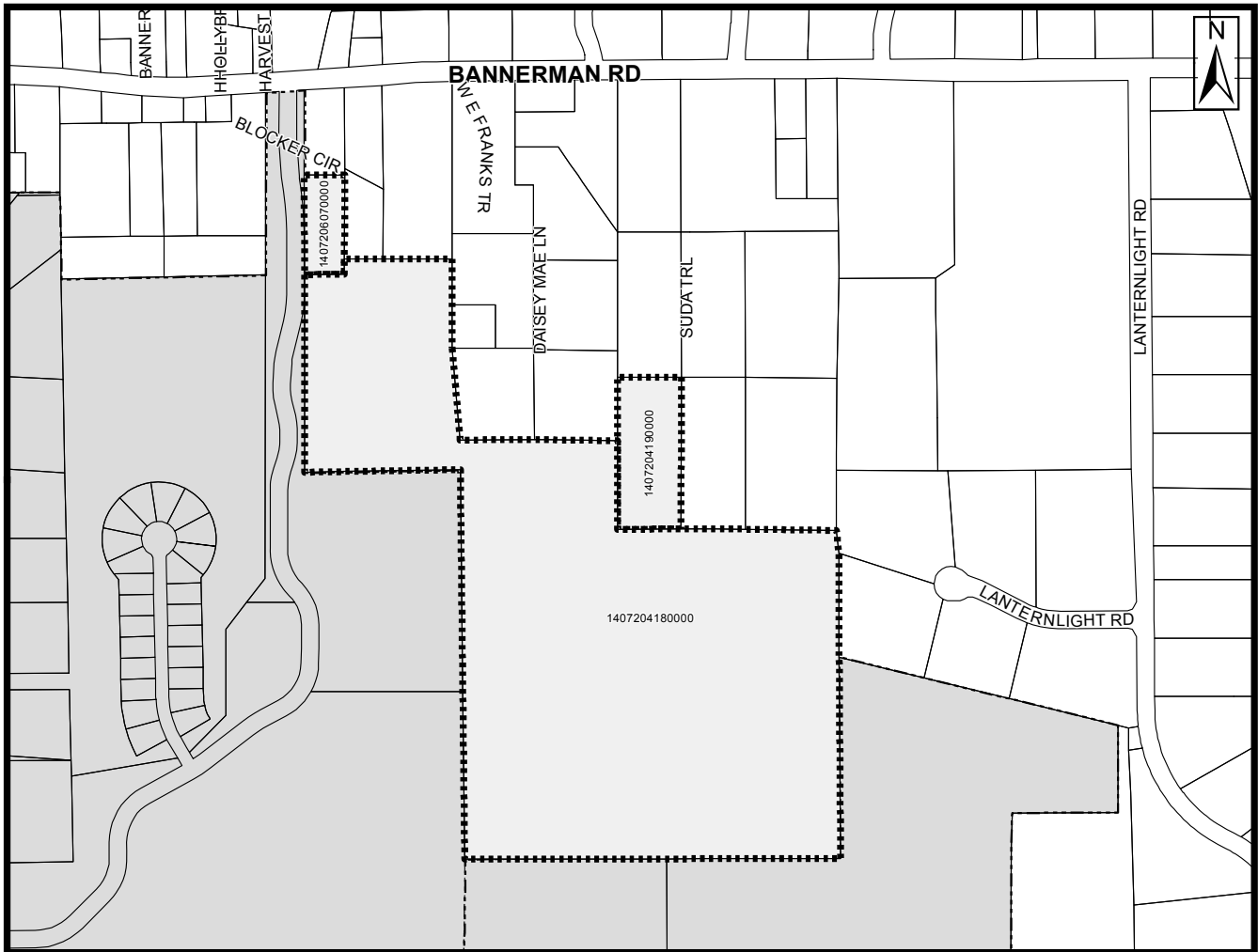
STATE OF GA
COUNTY OF Thomas

Before me, this 2 day of June, 2016,
personally appeared Richard Gifford who executed the
foregoing Petition for Voluntary Annexation, and acknowledged before
me that same was executed for the purposes therein expressed.

Personally known ; or
Produced identification _____
Type of identification produced: _____





Krista A. Parramore
(Signature of Notary Public)
Krista A. Parramore
(Typed or Printed Name of Notary Public)

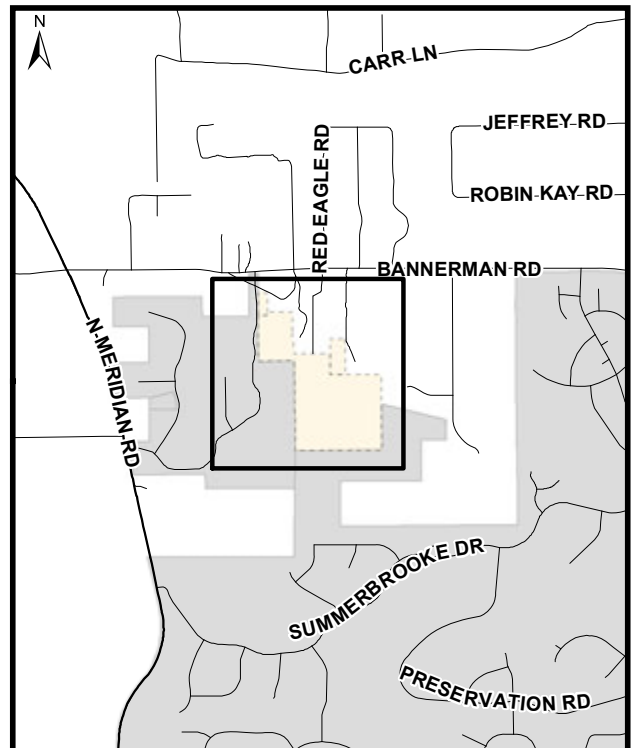


Ordinance No. 16-O-27

**Oak Grove Hammock, LLC
PROPOSED ANNEXATION**

LEGEND

-  **PROPOSED CITY LIMITS**
-  **CURRENT CITY LIMITS**



	K	O	P	R	S	AA	BO
1	TAXID_LABE	OWNER1	OWNER2	ADDR1	ADDR2	ZIP1	SITEADDR
2	14-07-20-254-000-0	RANDOLPH RICKY	BLAND ELIZA W	468 BANNERMAN RD	TALLAHASSEE FL 32312	32312	468 BANNERMAN RD
3	14-07-20-276-000-0	GRAHAM- WYNN LESSIE S	WYARTT DAPHNE S	476 BANNERMAN RD	TALLAHASSEE FL 32312	32312	476 BANNERMAN RD
4	14-08-25- B-005-0	DESOTELL BRIAN J	DESOTELL ELIZABETH F	969 LANTERNLIGHT CT	TALLAHASSEE FL 32312	32312	969 LANTERNLIGHT CT
5	14-07-20-444-002-0	JOHNSON SAUNDRA	JOHNSON JOHNNY	3253 BALDWIN DR W	TALLAHASSEE FL 32309	32309	8307 DAISY MAE LN
6	14-07-20-420-000-0	RICHARDSON HENRY C	RICHARDSON FRANKIE J	8415 SUDA TRL	TALLAHASSEE FL 32312	32312	8439 SUDA TRL
7	14-07-20-413-000-0	TURNER EVA		8465 SUDA TRL	TALLAHASSEE FL 32312	32312	8465 SUDA TRL
8	14-07-20-422-000-0	TURNER EVA		8465 SUDA TRL	TALLAHASSEE FL 32312	32312	BANNERMAN RD
9	14-07-20-408-000-0	GAINES FRANK LEROY JR ESTATE		495 BLOCKER CIR	TALLAHASSEE FL 32312	32312	495 BLOCKER CIR
10	14-07-20-247-000-0	CORLEY BARBARA H	MCCOMBS KATHY ELAINE	630 STEELE DR	TALLAHASSEE FL 32312	32312	HARVEST RIDGE LN
11	14-07-20-405-000-0	GLENN HOLLIS P LIFE EST		8464 SUDA TRL	TALLAHASSEE FL 32312	32312	8464 SUDA TRL
12	14-07-20-277-000-0	BAKER DAISY LIFE EST		2501 ACAPULCO DR	HOLLYWOOD FL 33023	33023	8524 HARVEST RIDGE LN
13	14-07-20-241-000-0	COLEBROOK MARY F WILLIAMS		2501 ACAPUL DR	MIRAMAS FL 33023	33023	BANNERMAN RD
14	14-07-20-255-000-0	GATEPOST PROPERTIES LLC		8064 RED EAGLE RD	TALLAHASSEE FL 32312	32312	392 BANNERMAN RD
15	14-07-20-473-000-0	SPENCER EDDIE ESTATE	RICHARDSON JOHNNIE SPENCER ESTATE	495 BLOCKER CIR	TALLAHASSEE FL 32312	32312	W E FRANKS TRL
16	14-07-20-414-000-0	RICHARDSON HENRY	RICHARDSON FRANKIE	8415 SUDA TRL	TALLAHASSEE FL 32312	32312	8415 SUDA TRL
17	14-07-20-605-000-0	RICKETTS ROBERT R	RICKETTS KIMBERLY H	3032 BARCLAY ST	TALLAHASSEE FL 32309	32309	BLOCKER CIR
18	14-07-20-658-000-0	8044 RED EAGLE RD LLC		8064 RED EAGLE DR	TALLAHASSEE FL 32312	32312	485 BLOCKER CIR
19	14-07-20-448-000-0	BROOKS GLORIA DEAN		3163 HUTTERSFIELD CIR	TALLAHASSEE FL 32303	32303	W E FRANKS TRL
20	14-07-20-249-000-0	KELLY ESTHER S	SMITH HENRY JR	PO BOX 6371	TALLAHASSEE FL 32314	32314	8535 HARVEST RIDGE LN
21	14-08-25- B-003-0	PATEL ROHIT P	PATEL HINABEN R	958 LANTERNLIGHT CT	TALLAHASSEE FL 32312	32312	958 LANTERNLIGHT CT
22	14-07-20-246-000-0	GATEPOST PROPERTIES LLC		8064 RED EAGLE RD	TALLAHASSEE FL 32312	32312	402 BANNERMAN RD
23	14-07-20-607-000-0	SMITH ULYSSES ESTATE		1015 WOODLAND DR	TALLAHASSEE FL 32305	32305	BLOCKER CIR
24	14-07-20-444-001-0	JOHNSON JOHNNY C LIFE ESTATE		3253 BALDWIN DR W	TALLAHASSEE FL 32309	32309	8322 DAISY MAE LN
25	14-07-20-604-000-0	HALL GRENVILLE	HALL DORIS	477 BANNERMAN RD	TALLAHASSEE FL 32312	32312	477 BANNERMAN RD
26	14-07-20-444-003-0	JOHNSON SAUNDRA	JOHNSON JOHNNY	3253 BALDWIN DR W	TALLAHASSEE FL 32309	32309	DAISY MAE LN
27	14-07-20-626-000-0	GARD-CHAMBERS FAMILY TRUST		7608 REFUGE RD	TALLAHASSEE FL 32312	32312	385 BANNERMAN RD
28	14-07-20-642-000-0	COLLINS SADE' EMILY	KELLY ESTHER	PO BOX 6371	TALLAHASSEE FL 32314	32314	BLOCKER CIR
29	14-07-20-656-000-0	COLLINS SADE' EMILY	KELLY ESTHER SMITH	PO BOX 6371	TALLAHASSEE FL 32314	32314	BLOCKER CIR
30	14-07-20-659-000-0	CHASE JEREMY P		381 BANNERMAN RD	TALLAHASSEE FL 32312	32312	381 BANNERMAN RD
31	14-07-20-402-000-0	IHEARTMEDIA TOWER CO I LLC		200 E BASSE RD	SAN ANTONIO TX 78209	78209	8039 LANTERNLIGHT RD
32	14-08-25- B-004-0	CHARITY DOUGLAS A		957 LANTERNLIGHT CT	TALLAHASSEE FL 32312	32312	957 LANTERNLIGHT CT
33	14-07-20-470-000-0	YARBROUGH HEATH M		827 BANNERMAN RD	TALLAHASSEE FL 32312	32312	827 BANNERMAN RD
34	14-08-25- B-002-0	PENNEKAMP THOMAS	PENNEKAMP JANA M	970 LANTERNLIGHT CT	TALLAHASSEE FL 32312	32312	970 LANTERNLIGHT CT
35	14-07-20-406-000-0	PONDEXTER ALBERTINA		3280 OLSON RD	TALLAHASSEE FL 32309	32309	SUDA TRL
36	14-07-20-419-000-0	WILLIS-JOHNSON SAUNDRA D	WILLIS-JOHNSON VE LORI LE SHAUN	3253 BALDWIN DR W	TALLAHASSEE FL 32309	32309	SUDA TRL
37	14-07-20-250-000-0	WYARTT REBECCA JOHNSON		468 BANNERMAN RD	TALLAHASSEE FL 32312	32312	BANNERMAN RD
38	14-07-20-403-000-0	BANKS LULA F		775 BANNERMAN RD	TALLAHASSEE FL 32312	32312	775 BANNERMAN RD
39	14-07-20-251-000-0	RANDOLPH RUDI	RANDOLPH MEACHELL	2825 BOTANY PL	TALLAHASSEE FL 32301	32301	BANNERMAN RD
40	14-07-20-472-000-0	GAINES JAMES LEROY		495 BLOCKER CIR	TALLAHASSEE FL 32312	32312	8390 W E FRANKS TRL
41	14-07-20-467-004-0	CANOPY RD BAPTIST CHURCH		925 BANNERMAN RD	TALLAHASSEE FL 32312	32312	929 BANNERMAN RD
42	14-07-20-444-004-0	JOHNSON JOHNNY C	WILLIS-JOHNSON SAUNDRA D	3253 BALDWIN DR W	TALLAHASSEE FL 32309	32309	DAISY MAE LN
43	14-18-20-033-000-0	CENDEL CELLULAR CO OF FL		PO BOX 2549	ADDISON TX 75001	75001	8041 LANTERNLIGHT RD
44	14-07-20-662-000-0	WILDWOOD PRESBYTERIAN CHURCH INC		100 OX BOTTOM RD	TALLAHASSEE FL 32312	32312	467 BANNERMAN RD
45	14-07-20-401-000-0	CITY OF TALLAHASSEE		300 S ADAMS ST	TALLAHASSEE FL 32301	32301	8055 LANTERNLIGHT RD
46	14-07-20-654-000-0	COLLINS SADE' EMILY	KELLY ESTHER SMITH	PO BOX 6371	TALLAHASSEE FL 32314	32314	BLOCKER CIR
47	14-07-20-655-000-0	GAINES ALEX LIFE ESTATE	GAINES MARY M LIFE ESTATE	5911 NW 11TH AVE	MIAMI FL 33127	33127	333 BLOCKER CIR
48	14-07-20-653-000-0	COLLINS SADE' EMILY	KELLY ESTHER SMITH	PO BOX 6371	TALLAHASSEE FL 32314	32314	BANNERMAN RD
49	14-07-20-608-000-0	BROOKS H LOGAN JR		3772 E MILLERS BRIDGE RD	TALLAHASSEE FL 32312	32312	
50	14-18-20-207-000-0	WILDWOOD PRESBYTERIAN CHURCH INC		100 OX BOTTOM RD	TALLAHASSEE FL 32312	32312	8018 OAK GROVE RD
51	14-07-26-000-000-1	BURTON ROBERT W	CAMPBELL ROBERT A JR	6076 HEARTLAND CIR	TALLAHASSEE FL 32312	32312	
52	14-07-20-418-000-0	OAK GROVE HAMMOCK LLC		1400 VILLAGE SQUARE BLVD BOX 141	TALLAHASSEE FL 32312	32312	SUDA TRL

	K	O	P	R	S	AA	BO
53	14-07-26-000-013-0	BURTON ROBERT W	CAMPBELL ROBERT A JR	6076 HEARTLAND CIR	TALLAHASSEE FL 32312	32312	
54	14-07-26-000-014-0	BURTON ROBERT W	CAMPBELL ROBERT A JR	6076 HEARTLAND CIR	TALLAHASSEE FL 32312	32312	
55	14-07-26-000-015-0	BURTON ROBERT W	CAMPBELL ROBERT A JR	6076 HEARTLAND CIR	TALLAHASSEE FL 32312	32312	
56	14-07-26-000-016-0	BURTON ROBERT W	CAMPBELL ROBERT A JR	6076 HEARTLAND CIR	TALLAHASSEE FL 32312	32312	
57	14-07-26-000-017-0	BURTON ROBERT W	CAMPBELL ROBERT A JR	6076 HEARTLAND CIR	TALLAHASSEE FL 32312	32312	



MEMORANDUM

TO: Ryan Culpepper, Development Services Director
Leon County Department of Development Support & Environmental Management

THROUGH: Barry Wilcox, Division Director, Comprehensive Planning Division
Tallahassee-Leon County Planning Department

FROM: Artie White, Principal Planner, Tallahassee-Leon County Planning Department

DATE: August 15, 2016

SUBJECT: Consistency Review: Proposed Voluntary Annexation of Parcels Located on Oak Grove Road, Blocker Circle, and Suda Trail.

Staff has reviewed the proposed annexation of property located generally off of Oak Grove Road, Blocker Circle, and Suda Trail. There are three parcels (tax identification numbers 14-07-20-418-000-0, 14-07-20-607-000-0, and 14-07-20-419-000-0) proposed for annexation. The properties are designated Lake Protection on the Future Land Use Map and are zoned County Lake Protection. Property Appraiser records indicate the properties have no structures.

Staff finds the proposal consistent with the Comprehensive Plan, subject to the following provisions of Intergovernmental Coordination Element Policy 2.1.4 [I] being adequately met:

- The annexation shall be implemented in accordance with the requirements of Chapter 171, Florida Statutes, and as set forth in an Interlocal Agreement for Annexation Procedures to be entered into by and between Leon County and the City of Tallahassee as set forth in Policy 2.1.4[I].

The following is additional information related to this site:

- This property is in the Lake Protection land use category on the Future Land Use Map, which allows a density up to 1 dwelling units per two acres. A residential density of up to two (2) dwelling units per gross acre may be permitted within developments designed as a Clustered Subdivision.
- The current zoning on this property is County Lake Protection, which allows up to 1 dwelling units per 2 gross acres. The Clustered Subdivision option allows an increased number of residential units if developed on 40 percent of the property, provided central water and sewer are available and leaving the remaining 60 percent of the property as contiguous, undisturbed open space in perpetuity. The Cluster Subdivision option is intended to leave large areas of natural open space within the watershed and minimize pollution. The City's Lake Protection zoning district allows a density of up to 1 dwelling unit per 2 acres or 1 dwelling unit per gross acre if clustered on 25 percent of the property. City of Tallahassee Ordinance 16-O-17

proposes to change the City Lake Protection District and Cluster Development standards in Chapter 10, Zoning for consistency with the Comprehensive Plan. The changes therefore implement the revised Lake Protection Future Land Use text language as adopted by the City Commission on May 26, 2015.

- In designating the property as Lake Protection, the property would continue to be low-density residential and would be compatible and consistent with surrounding residential densities.
- The records of the Leon County Property Appraiser indicate the acreage proposed for annexation contains no structures.
- The adjoining parcels are designated Lake Protection on the Future Land Use Map. The adjoining parcels to the north, west and east are zoned Lake Protection. The adjoining parcels to the south are zoned City PUD (Wildwood Presbyterian Church PUD Concept Plan).

**Leon County
Board of County Commissioners**


Notes for Agenda Item #26

Leon County Board of County Commissioners

Cover Sheet for Agenda #26

September 13, 2016

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Consideration of Full Board Appointments to the CareerSource Capital Region Board, Community Development Block Grant Citizens Task Force, and the Council on Culture and Arts

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

Fiscal Impact:

This item has no fiscal impact to the County.

Staff Recommendation:

- Option #1: The full Board to consider the appointment of three members to the CareerSource Capital Region Board for the remainder of unexpired terms ending June 30, 2018. The eligible applicants are: Susan Bucklew and Holly Henderson.
- Option #2: The full Board to consider the reappointment of Lila Richardson to the Community Block Development Grant Citizens Advisory Task Force for term of four years, ending September 30, 2020.
- Option #3: The full Board to consider the reappointment of Roseanne Wood to the Council on Culture and Art for a term of four years, ending September 30, 2020.

Report and Discussion

Background:

At its August 23, 2011 meeting, the Board approved the revised process for full Board appointments to Authorities, Boards, Committees, and Councils by having a General Business item prepared to fill vacancies.

Analysis:

CareerSource Capital Region (CSCR)

Purpose: CareerSource Capital Region Board provides for enhanced coordination, cooperation, collaboration and outcomes, by and between several entities, both public and private, which are involved at the local level in providing youth and adults with opportunities to develop and continuously upgrade their knowledge and job skills in order to advance economically and socially throughout their lifetime. The CSCR Board also focuses on providing employers with the skilled workforce necessary to be competitive in local, state, national, and/or global markets.

Composition: There are a total of 23 voting members; 7 of which are private sector seats appointed by the Leon County Board of County Commissioners. Nominations for the private sector seats are submitted by local business organizations including local chambers of commerce, downtown merchants associations, area business associations, etc. Such nominations shall be representative of the business community. Terms are for three years with a term limit of three terms. Vacancies are filled for the remainder of an unexpired term.

Vacancy: Trish Andrews and Sean Pittman have both resigned and both of their terms expire on June 30, 2018 (Attachment #1). The Greater Tallahassee Chamber of Commerce nominates Sandra Bucklew and her application is attached (Attachment #2). The Big Bend Minority Chamber of Commerce has nominated Holly Henderson and attached is her application (Attachment #3). Letters of nomination are included with their applications. See Table #1.

Table #1: CareerSource Capital Region

Vacancies	Term Expiration	Application Attachment #	Eligible Applicants	Recommended Action
Trish Andrews Sean Pittman	6/30/2018 6/30/2018	2. 3.	Sandra Bucklew Holly Henderson	Full Board to make two appointments for the remainder of the unexpired terms ending 6/30/2018

Community Development Block Grant Advisory Task Force

Purpose: The purpose of the Community Development Block Grant Advisory Task Force is to assist the Leon County Housing Program in developing and conducting needed housing rehabilitation programs using Community Development Block Grant funds.

Composition: 10 total members; 7 are the members of the Housing Finance Authority and the other 3 members are low-income residents of unincorporated Leon County. Members serve four-year terms, expiring on September 30th.

Vacancy: Ms. Lila Richardson’s term expires September 30, 2016. Ms. Richardson is interested in reappointment and is eligible to serve (Attachment #4). No other eligible applications were received. See Table #2.

Table #2: Community Development Block Grant Citizen’s Advisory Task Force

Vacancies	Term Expiration	Eligible Applicants	Recommended Action
Lila Richardson	9/30/2016	Lila Richardson	Full Board to reappointment for a four year term expiring on 9/30/2020

Council on Culture & Arts (COCA)

Purpose: The responsibility of COCA is to administer the cultural and capital grants programs on behalf of the County, coordinate and disseminate information regarding cultural events and opportunities.

Composition: COCA has 17 members – 8 citizen appointments made by the Board, 7 citizen appointments made by the City, 1 City Commissioner, and 1 County Commissioner. Members serve four-year terms, expiring September 30. The Board makes has one appointment from each of the following six categories; Business/Economic Development, Heritage/History, Marketing/Finance, Tourism, Volunteer, Practicing Artists and two At-Large members. No Council member may serve more than two full terms.

Vacancy: The term for Rosanne Wood, At-Large Member, expires on September 30, 2016. Ms. Woods is the Board Chair and is seeking reappointment (Attachment #5). See Table #3.

Table #3: Council on Culture and Arts

Vacancies	Term Expiration	Eligible Applicants	Recommended Action
Rosanne Wood	9/30/2016	Rosanne Wood	Full Board to reappoint for a four year term expiring on 9/30/2020

Options:

1. The full Board to consider the appointment of two members to the CareerSource Capital Region Board for the remainder of unexpired terms ending June 30, 2018. The eligible applicants are: Susan Bucklew and Holly Henderson.
2. The full Board to consider the reappointment of Lila Richardson to the Community Block Development Grant Citizens Advisory Task Force for term of four years, ending September 30, 2020.
3. The full Board to consider the reappointment of Roseanne Wood to the Council on Culture and Art for a term of four years, ending September 30, 2020.
4. Board Direction.

Recommendation:

Options #1, #2 & #3.

Attachments:

1. Andrews & Pittman Resignation Email
2. Bucklew Application & Letter
3. Henderson Application & email
4. Richardson Email
5. Wood Email

From: Cheryl Cantley <Cheryl.Cantley@careersourcecapitalregion.com>
To: "Mary Smach (smachm@leoncountyfl.gov)" <smachm@leoncountyfl.gov>
Date: 6/29/2016 8:47 AM
Subject: CareerSource Capital Region BOD

Mary,

Barbara Edwards, Term Expires 06302016

Private Sector - Leon (2)

David Hager
Private Sector - Leon (5)

George Banks
Private Sector - Leon (1)

Mark Robinson
Private Sector - Leon (6)

Trish Andrews resigned 05312016

Private Sector - Leon (7)

Brandon Wienke
Private Sector - Leon (3)

Sean Pittman, Esq. resigned 06202016

Private Sector - Leon (4)

Cheryl A. Cantley
FL Certified Workforce Professional
Assistant to CEO
CareerSource Capital Region
325 John Knox Road
Atrium Building, Suite 102
Tallahassee, FL 32303
P 850-617-4602
F 850-410-2595
Toll Free: 1 (844) CAREER1
cheryl.cantley@careersourcecapitalregion.com<mailto:cheryl.cantley@careersourcecapitalregion.com>

[social media email signature (2)]

[email signature (2)]

"CareerSource Capital Region: Solutions that work for you!"

Due to Florida's very broad public records law, this written communication may be considered a public record. Therefore, this email communication may be subject to public disclosure, available to the public and media upon request. Pursuant to Section 119.071, Florida Statutes, certain personal information including, but not limited to, social security numbers, bank account numbers, and debit and charge card numbers may be exempt from disclosure.

From: Cheryl Cantley <Cheryl.Cantley@careersourcecapitalregion.com>
To: Mary Smach <SmachM@leoncountyfl.gov>
Date: 7/7/2016 4:02 PM
Subject: RE: Citizens Committees

Hi Mary,

Barb Edwards is not seeking re-appointment to CSCR's Board. She has already served two (2) three year appointments. This was her third three (3) year appointment which would be a total of nine (9) years. Any board member who has served three (3) three year terms must resign and remain off the board for one (1) year before seeking re-appointment to the board.

Hope I answered your question for you.

Kind Regards,

Cheryl



July 19, 2016

Honorable Bill Proctor
Chairman, Leon County Board of County Commissioners
Leon County Courthouse
301 S. Monroe Street
Tallahassee, FL 32301

Commissioner Proctor:

Based on the requirement that the Greater Tallahassee Chamber of Commerce must generate nomination and/or reappointment requests for individuals to serve on the CareerSource Board of Directors, we would ask that you consider the following member to serve for a three-year term.

Sandra M. Bucklew, PE,
Senior Vice President/Branch Manager
Greenman-Pedersen, Inc.

We would appreciate your consideration.

Sincerely,

Sue Dick
President/CEO, Greater Tallahassee Chamber of Commerce

CC:
Mary Smach
Jim McShane
Cheryl A. Cantley

EXECUTIVE COMMITTEE

Kathy Bell
Chair

Reggie Bouthillier
Chair-Elect

Rick Moore
Immediate Past Chair

Canita Gunter Peterson
Treasurer

Sue Dick
President

Terrie Ard

Elaine W. Bryant

Andrew Gay

Kim Kelling Engstrom

John Medina

E. Edward Murray Jr.

Heidi Otway

Michael Roberts

Ron Sachs



July 8, 2016

Honorable Bill Proctor,
Chairman, Leon County Board of County Commissioners
Leon County Courthouse
301 S. Monroe Street
Tallahassee, Florida 32301

Commissioner Proctor:

The Florida Engineering Society / Florida Institute of Consulting Engineers is pleased to submit, as required by the Workforce Innovation and Opportunity Act law requirement, Sandra M. Bucklew, PE, Senior Vice President / Branch Manager at Greenman-Pedersen, Inc., to serve as a member of the CareerSource Capital Region Board of Directors.

Ms. Bucklew is an accomplished professional engineer and is a valued member of the Florida Engineering Society and the Florida Institute of Consulting Engineers. She has volunteered her time and contributed to the association through her committee service. I am confident that she will bring this same sense of dedication and service to CareerSource.

We would appreciate your consideration for this appointment.


Sincerely,

A handwritten signature in blue ink, appearing to read 'Allen Douglas', with a stylized flourish at the end.

Allen Douglas
Executive Director
Florida Engineering Society
Florida Institute of Consulting Engineers

cc: Jim McShane, Executive Director
Cheryl Cantley, Administrative Assistant

ADVISORY COMMITTEE APPLICATION FOR BOARD APPOINTMENT CAREERSOURCE CAPITAL REGION

<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 Mary Smach by telephone at 606-5300 or by e-mail at SmachM@leoncountyfl.gov</p> <p style="text-align: center;">Applications will be discarded if no appointment is made after two years.</p>	
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Name: Sandra Bucklew	Date: 7/21/2016 8:24:58PM
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Home Phone: (219) 718-7545	Work Phone: (850)297-2924X	Email: sbucklew@gpinet.com
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Occupation: CIVIL ENGINEER / BRANCH MANAGER	Employer: GREENMAN-PEDERSEN, INC.
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Preferred mailing location: Work Address
Work Address: 1590 VILLAGE SQUARE BOULEVARD

City/State/Zip: TALLAHASSEE, FL 32309

Home Address: 8331 HINSDALE WAY

City/State/Zip: TALLAHASSEE, FL 32312

Do you live in Leon County? Yes If yes, do you live within the City limits? No
Do you own property in Leon County? Yes If yes, is it located within the City limits? No
For how many years have you lived in and/or owned property in Leon County? 5 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 per month would you be willing to commit for Committee work? 1
And for how many months would you be willing to commit that amount of time? 6 or more
What time of day would be best for you to attend Committee meetings? Day

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

Race: Caucasian Sex: Female Age: 48.00
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.

THROUGH MY WORK, I CURRENTLY SERVE ON FICE TRANSPORTATION COMMITTEE, CEI SUBCOMMITTEE AND FDOT DISTRICT 3 LIAISON COMMITTEE. I GRADUATED FROM FLORIDA STATE UNIVERSITY WITH A BACHELOR OF SCIENCE IN CIVIL ENGINEERING. THE SKILLS I WOULD BRING TO A COMMITTEE ARE MY ORGANIZATIONAL BACKGROUND, MY KNOWLEDGE OF TALLAHASSEE AND COMMITMENT TO THE REGION THROUGH PARTICIPATION IN LEADERSHIP TALLAHASSEE, AND DEDICATION TO VOLUNTEER ROLES. I AM A REGISTERED PROFESSIONAL ENGINEER IN FLORIDA (20 YEARS), INDIANA AND ILLINOIS (17 YEARS). I VOLUNTEER WITH GIRLS ON THE RUN OF THE BIG BEND, SERVING ON THEIR RUNATHON COMMITTEE AND ALSO AS A RUNNING BUDDY. I ALSO VOLUNTEER WITH THE NATIONAL ASSOCIATION OF WOMEN IN CONSTRUCTION AS THE SE

REGION CADD COMPETITION CHAIR. MY DESIRE TO VOLUNTEER WITH CAREERSOURCE CAPITAL REGION STEMS FROM MY DIRECT KNOWLEDGE OF HIRING AND TRAINING NEEDS WITHIN THE ENGINEERING AND CONSTRUCTION INDUSTRY, AND THE WORKFORCE NEEDS OF THOSE EMPLOYERS.

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

Name: AUDRA PITTMAN Telephone: 864-350-4991
Address: 3010 THOMASVILLE ROAD, TALLAHASSEE, FL 32308

Name: JOSHUA DESHA Telephone: 850-445-1381
Address: 4103 BLIND BROOK COURT, TALLAHASSEE, FL 32303

IMPORTANT LEGAL REQUIREMENTS FOR ADVISORY COMMITTEE MEMBERSHIP

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

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

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

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

Do you or your employer, or your spouse or child or their employers, do business with Leon County? Yes
If yes, please explain. MY FIRM ROUTINELY SUBMITS PERMIT APPLICATIONS WITH THE COUNTY FOR DEVELOPMENT PROJECTS; MY FIRM WAS ALSO RECENTLY AWARDED TWO

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: Sandra M. Bucklew

This application was electronically sent: 7/21/2016 8:24:58PM

Sandra M. Bucklew, PE
Senior Vice President / Branch Manager



PROFESSIONAL PROFILE

Ms. Bucklew is the Branch Manager for GPI's North Florida branch (Tallahassee and Chipley, Florida). She is responsible for strategic business development and implementation, contract management, staff development, technical operations, financial performance, quality assurance, and client relations. Key business areas include civil engineering, transportation design, construction services, protective coatings, environmental and water resources, and traffic planning for state agencies, private entities and various counties and municipalities. Ms. Bucklew is responsible for the planning, analysis, review and construction of transportation, civil and water resource engineering projects.

Ms. Bucklew has over 24 years of experience in highway and bridge construction. Her duties included providing information, guidance and technical service to public and private sector clients in the areas of construction engineering and management. She has performed resident engineering inspection and observation duties for all phases of construction projects, serving as Project Manager / Project Engineer / Resident Engineer for construction in excess of sixty (60) contracts with increasing responsibilities and a successful record of timely project completion. While with the FDOT, Ms. Bucklew also administered consultant contracts for oversight of construction engineering and inspection (CEI) for the District. Ms. Bucklew has provided CEI services for the inspection of various painting.

Ms. Bucklew has coordinated the authorization and review process for projects by governmental agencies and made on-site inspections and evaluations of existing and proposed projects. She has assisted local governmental agencies in administering their stormwater management, floodplain development and subdivision ordinances by coordinating the review process for new development projects to ensure compliance with the local regulations and makes on-site inspections and evaluations of existing and proposed projects. She has also assisted in the development of community-specific drainage/development ordinances.

PROFESSIONAL EXPERIENCE

Greenman-Pedersen, Inc., Tallahassee, Florida. Senior Vice President / Branch Manager / Senior Project Engineer. September 2011 – Present.

Christopher B. Burke Engineering, Ltd., Crown Point, Indiana and Rosemont, Illinois. Civil Engineer / Office Manager. February 1999 – August 2011.

Florida Department of Transportation, Jacksonville, Florida. Project Engineer / Construction Project Manager / District Consultant CEI Administrator. August 1991 – January 1999.

AWARDS

Outstanding Construction Management Award, Earl Road Flood Control Project, Sanitary District of Michigan City, Indiana

PRESENTATIONS AND TECHNICAL PAPERS

International Erosion Control Association, EC07 Conference, February 2007
Technical Paper and Presentation – Streibel Pond, Part 2: A Field Perspective

Registration/Certifications

State of Florida – P.E. No. 0049944
State of Indiana – P.E. No. 19900192
State of Illinois – P.E. No. 062-052985

Education

Florida State University, Tallahassee, Florida
Bachelor of Science, Civil Engineering, 1991

Professional Development

FDOT Leadership Academy
SSPC C-3 Competent Person Training for Lead Abatement
SSPC, BCI Level 1
CTQP Quality Control Manager Course
FDOT Advanced MOT
OSHA 10-Hour Training Course

Professional Affiliations:

Florida Engineering Society
Florida Institute of Consulting Engineers
Transportation Committee
CEI Subcommittee
National Association of Women in Construction
SE Region CADD Competition Co-Chair

Years with this firm: 4

Years with other firms: 20

Sandra M. Bucklew, PE
Senior Vice President / Branch Manager



PROJECT EXPERIENCE

SR 77 from the Washington County line to South of Brown Street, FPN 430780-1-52-01, Jackson County, FL: (May 2016 - Present) Senior Project Engineer. The improvements under this contract consist of constant depth milling for four different Asphalt Test Sections, (Hot Mix Control, Hot Mix Chemical, Warm Mix Control, Warm Mix Foaming), on SR 77 from the Washington County line to South of Brown Street in Jackson County. Also, included are minor drainage improvements, signing and pavement markings. *Contact: Joe Mastro, FDOT Project Manager, 850.767.4910/D3*

SR 8 (I-10) within Jefferson County from East of SR 57 (US 19) to the Madison County Line, FPN 432570-1-52-01, Jefferson County, FL: (April 2016 -Present) Senior Project Engineer. The improvements under this 3R project consist primarily of resurfacing SR 8 (I-10) within Jefferson County. The existing travel lanes and paved shoulders will be milled and resurfaced. Shoulder rumble strips will be reconstructed along the mainline interstate. There is one interchange within the project limits at CR 257. The off-ramps and on-ramps at this interchange will be resurfaced to the existing pavement changes at the ramp termini. Also, the limits on CR 257 that are within the Department's maintained roadway will be milled and resurfaced. Other items of work include guardrail upgrades and signing & pavement markings. *Contact: Tony Walters, FDOT Project Manager, 850.245.7939/D3*

SR 2 from CR 165 Basswood Road to the Georgia State Line, FPN 432548-1-52-01, Jackson County, FL: (December 2015-Present) Senior Project Engineer. The Improvements under this contract consist of consist of milling and resurfacing of travel lanes, cross slope correction, signing and pavement markings, rumble striping, telemetered traffic monitoring site loop replacement, guardrail replacement, and bridge transition wall construction on SR 2 from County Road 165 (MP 26.145) to the Georgia State Line (MP 32.614). *Contact: Dale Harris, FDOT Project Manager, 850.718.3820/D3*

Old Lloyd Road Sidewalk Construction, FPN 433769-1-58-01, Jefferson County, FL: (November 2015-December 2015) Senior Project Engineer. The improvements under this Local Agency Project (LAP) Agreement included concrete sidewalk construction along CR 158/Old Lloyd Road from Merritt Road to West of the Lloyd Historic District. The project also included minor drainage improvements. *Contact: Kirk Reams, Jefferson County Clerk of Courts, 850.342.0218*

District Three Safety Intersection Implementation Plan Traffic Operations Improvements, FPN 433519-3-52-01, Various Counties, FL: (October 2015-Present) QC/QA Manager. The improvements under this contract consist of the placement, refurbishment, removal, and replacement of signing and pavement markings at various stop controlled intersections within the maintenance boundary of the Florida Department of Transportation, District Three. Various locations within the contract include the construction and/or reconstruction of sidewalk curb ramps. *Contact: Joseph Waters, FDOT Project Manager, 850.836.5748/D3*

Frankford Avenue Sidewalk Construction, FPN 435258-1-58-01, Bay County, FL: (October 2015-Present). Senior Project Engineer. The improvements under this Local Agency Project (LAP) Agreement include concrete sidewalk construction along Frankford Avenue from 16th Street to 23rd Street on the west side of the road and from 16th Street to 20th Street on the east side of the road. The project also includes drainage improvements and pedestrian handrail. *Contact: Brian Bloomfield, PE, Bay County Stormwater Engineer, 850.248.8301*

SR 75 (US 231) from New Bethel Road to the Alabama State Line, FPN: 430776-1-52-01, Jackson County, FL: (November 2014-October 2015) Senior Project Engineer. This project consisted of milling & resurfacing of travel lanes, turn lanes & crossovers, signing & pavement markings, signal loop replacement, add pedestrian signals and push buttons, repair of sidewalk and curb ramps, replacement of northern approach slab for Br No 530105, the updating of guardrail and anchorage assembly to Br Nos 530106 & 530910 and replacement of the expansion joints on Br No 530910. *Contact: Dale Harris, FDOT Project Manager, 850.718.3820/D3*

SR 77 from South of SR 8 (I-10) to Fifth Street, FPID 434667-1-52-01, Washington County, FL: (January 2015-Present) QA/QC Manager for the milling and resurfacing of SR 77 from South of SR 8 (I-10) to Fifth Street in Washington County, FL. The project involves all necessary design, analysis, and documentation as required for the FDOT Restoration, Rehabilitation and Resurfacing project. This project also includes the design of sidewalks along both sides of SR 77 from Nadia Drive to South Boulevard including pedestrian signals at four (4) intersections. This project also includes the design of closed ditch systems and curb and gutter facilities, ditch grading regrading, and cross drain modifications, signing and marking analysis and plans. Responsibilities include drainage

Sandra M. Bucklew, PE
Senior Vice President / Branch Manager



design, cross sections, plans production, erosion control plans, traffic control plans, signing and pavement marking plans, quantity calculations, project scheduling, coordination and specification package preparation.

SR 65 from Ocklawaha Creek Bridge to SR 12, FPN: 428746-1-52-01, Gadsden County, FL: (January 2015-September 2015) Senior Project Engineer. This project consisted of milling & resurfacing, superelevation correction, cross slope correction, resetting guardrail, turnout reconstruction, minor drainage improvements and signing & pavement markings. *Contact: Lori Kietzer, FDOT Project Manager, 850.245.7937/D3*

SR 65 Over Ocklawaha Creek Bridge Replacement Bridge No. 500150, FPN: 423858-1-52-01, Gadsden County, FL: (May 2014-July 2015) Senior Project Engineer. This project consisted of replacing a low level bridge on SR 65. The work also included milling, resurfacing, removing and replacing guardrail, signing and pavement markings. *Contact: Lori Kietzer, FDOT Project Manager, 850.245.7937/D3*

SR 71 from Calhoun County Line to Malloy Plaza Road, FPN: 423065-1-52-01; and SR 71 Concrete Reconstruction Work, TA Truck to Pilot Truck Stop, FPN: 423065-1-52-02, Jackson County, FL: (August 2013-February 2015) Senior Project Engineer. FPN 423065-1-52-01 included 8.8 miles of milling and resurfacing, signing and pavement marking, miscellaneous drainage improvements, as well as guardrail improvements. There were also two existing bridges (#530080 & #530081) that were milled and resurfaced. FPN 423065-1-52-02 is located from the T&A Truck Stop to Whitetail Drive and included demolition and/or milling of existing asphalt in order to construct 0.65 miles of new 4-lane divided concrete pavement section with new signing and pavement markings and new signalization. **The SR 71 project was selected as the 2015 Florida Transportation Builder's Association/Florida Department of Transportation Best in Construction Interchange Award winner and the 2015 Asphalt Contractor's Association of Florida Smoothest Pavement Runner Up in the Primary Roadway category.** *Contact: Dale Harris, FDOT Project Manager, 850.718.3820/D3*

SR 8 (I-10) Florida Gateway Signs, FPID 222439-4-52-01, Escambia County, FL: QA/QC Manager for all roadway related work for the construction of Gateway signs at the Alabama/Florida State line on I-10. Work involved the removal and replacement of bridge guardrail, embankment construction and a multi-phased maintenance of traffic plan. This project also included all specialty work for the architectural, structural, and electrical work to install the decorative signs. Responsibilities include temporary drainage analysis, cross sections, plans production, erosion control plans, traffic control plans, signing and pavement marking plans, quantity calculations, project scheduling, coordination and specification package preparation.

SR 752 (Texar Drive) from SR 295/727 (Fairfield Drive) to SR 289 (9th Avenue), FPID 426928-1-52-01, Escambia County, FL: (May 2013-November 2014). QA/QC Manager for Plans Update Phase for a 1.085 mile 3R project located in Escambia County, Florida, consisting of milling and resurfacing, minor drainage improvements, ADA improvements, and design of pier protection barriers. Responsibilities include drainage design, cross sections, plans production, erosion control plans, traffic control plans, signing and pavement marking plans, quantity calculations and computation book preparation, project scheduling, coordination, community awareness meetings, and specification package preparation.

SR 289 (9th Avenue) from SR 10A (US 90) to SR 742 (Creighton Road), FPID 426934-1-52-01, Escambia County, FL: (May 2013-January 2015). QA/QC Manager for Plans Update Phase for a 5.486 mile 3R project located in Escambia County, Florida, consisting of milling and resurfacing, minor drainage improvements, ADA improvements, and design of box culvert concrete barrier wall to protect drop-off hazard at Carpenters Creek. Responsibilities include drainage design, cross sections, plans production, erosion control plans, traffic control plans, signing and pavement marking plans, quantity calculations and computation book preparation, project scheduling, coordination, community awareness meetings, and specification package preparation.

Commonwealth Interchange at I-295 (SR9A), FPN: 213259-4-52-01, Duval County, FL: (January 2013-July 2013). Senior Project Engineer. This project consisted of widening and reconstruction of Commonwealth Avenue and adjacent ramps at I-295 (SR9A). Other work included milling and resurfacing, drainage, sidewalks, curb and gutter, concrete barrier walls, retaining walls, highway lighting, signalizations, overhead/cantilever signage and pavement markings. *Contact: Brian Benton, FDOT Project Manager, 904.360.5544/D2*

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SR 15 (US-1) and SR 104 (Dunn Avenue), FPN: 426964-1-52-01 and 426966-1-52-01, Duval County, FL: (November 2012-July 2013). Senior Project Engineer. These \$4.2M projects consisted of milling and resurfacing, base work, shoulder treatment, drainage improvements, curb and gutter, traffic signal improvements, sidewalks, guardrail, signing, pavement markings and other incidental construction. Contact: *Brian Benton, FDOT Project Manager, 904.360.5544/D2*

SR 71 from SR 69 (Pear Street) to the Jackson County Line, FPID 430787-1-52-01, Calhoun County, FL: (September 2012-April 2015). QA/QC Manager for a 13.705 mile 3R project located in Calhoun County, Florida, consisting of milling and resurfacing, minor drainage improvements, and ADA improvements. Responsibilities include drainage design, cross sections, plans production, erosion control plans, traffic control plans, signing and pavement marking plans, quantity calculations, project scheduling, coordination, community awareness meetings, and specification package preparation.

I-295 Resurfacing from Commonwealth Avenue to the Trout River Bridge, FPN: 426983-1-52-01, Duval County, FL: (September 2012-July 2013). Senior Project Engineer. This project consisted of milling and resurfacing of 6 miles of I-295 (SR9A). Other work included overhead/cantilever signage, guardrail and end anchorage assemblies, bridge expansion joints, performance turf and pavement markings. Contact: *Brian Benton, FDOT Project Manager, 904.360.5544 /D2*

Districtwide Consultant CEI Services, FPN 431182-1-62-12: (March 2012-Present). Providing Roadway & Bridge Inspection services on various contracts throughout District Two. FDOT/D2, Tom Crossman, (386) 961-7037

- **SR 8/I-10 over Suwannee River Relief Canals and SR 53 over CSX Railroad, FPN: 429313-1-52-01:** (May 2013-May 2015). Senior Project Engineer. This project consisted of bridge repair and other incidental construction on SR 8/I-10 over Suwannee River Relief Canals and SR 53 over CSX Railroad in Madison County. Other work included the removal of existing concrete pile jackets, sandblasting, priming and painting of the existing steel sub-structure and placement of new concrete pile jackets, anchor bolt replacement, and shimming of bearings. Client: FDOT/D2
- **SR 93 (I-75) at Suwannee River Bridge Nos. 370023 & 370030, FPN: 213557-2-52-01:** (August 2012-August 2013). Senior Project Engineer. This project consisted of the removal of existing concrete pile jackets, sandblasting, priming and painting of the existing steel sub-structure and placement of new concrete pile jackets including cathodic protection of the bents in the channel of the Suwannee River. Client: FDOT/D2

SR 369 (US 319) from Wakulla/Arran Road to the Leon County Line, FPN: 419315-1-52-01, Etc., Wakulla County, FL: December 2011-August 2012). Senior Project Engineer. This project consisted of milling and resurfacing 7.4 miles of SR 369 (US 319) in Wakulla County. Other items of work include: Signalization, Minor Drainage Improvements, Curb & Gutter, Sidewalk both 4 and 6 inch, Widening for turn lanes, signing and pavement markings and other incidentals. Client: FDOT/D3

SR 105 Heckscher Drive at Clapboard Creek, FPN: 208662-5-52-01 and I-95 (SR 9) Nassau River Bridges, FPN: 213348-2-52-01, Duval County, FL: (September 2011-December 2012). Senior Project Engineer for the bridge repairs and other incidental construction on SR 105 over Clapboard Creek and SR 9 over the Nassau River. The bridge repairs on the project included installation of structural and non-structural cathodic protection pile jackets, pile cleaning, spall repairs and crack injection. This project was a part of the Jacksonville Residency Contract. Client: FDOT/D2

Cleveland Avenue Reconstruction, Whiting, Indiana: Senior Project Engineer for the reconstruction of one-half mile of brick roadway in Whiting, Indiana. The project included installation of new water main, replacement of brick combined sewer with new RCP combined sewer and new sewer laterals, construction of new curb and gutter, removal and reuse of brick pavers for reconstruction of the brick roadway, new curb and gutter and sidewalk construction, installation of decorative lighting, and tree-lawn restoration and tree planting. Client: City of Whiting, IN

133rd Avenue Widening and Reconstruction, Cedar Lake, Indiana: Senior Project Engineer for the widening and reconstruction of 0.75 miles of an arterial roadway from a two-lane rural to a three-lane and four-lane urban section. The project included construction of temporary pavement, asphalt pavement, a new storm sewer system, construction of new curb and gutter and driveways, installation of a new traffic signal system and decorative street lighting, sidewalk construction, pavement striping, streetscape improvements and

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parkway restoration. The project required extensive coordination with utility companies, including previously unidentified conflicts with gas and phone facilities throughout the corridor. This challenging reconstruction work was completed while maintaining traffic and access to existing business and schools along the route. Client: INDOT/Town of Cedar Lake, IN

Phases I-IV Capital Improvement Projects, Roadway and Stormwater Bonds, Cedar Lake, Indiana: Senior Project Engineer for the widening, reconstruction and rehabilitation of 27 roadways in the Town of Cedar Lake. The project work included asphalt pavement with aggregate base course, and subgrade undercutting with granular subgrade replacement; base and subgrade patching; bituminous surface removal and resurfacing; milling the existing pavement in place and base repair, and construction of new asphalt pavement; construction of a new storm sewer system; reconstruction of pavement adjacent to the storm sewer system to provide positive drainage, and milling and resurfacing of select areas to restore a crown to the roadway; construction of new storm sewer, installation of new concrete gutter, construction of new curb and gutter and driveways; structure adjustments; curb and gutter removal and replacement; construction of culverts, drainage swales, and aggregate shoulders; pavement striping and restoration work. Client: Town of Cedar Lake, IN

133rd Avenue and Morse Street Drainage and Intersection Improvements, Cedar Lake, Indiana: Senior Project Engineer for the construction of drainage and intersection improvements at 133rd Avenue and Morse Street in Cedar Lake, Indiana to alleviate flooding at the intersection and reconfigure the lanes to more adequately handle the traffic patterns. The project consisted of new and widened asphalt pavement with aggregate base course, and subgrade undercutting with granular subgrade replacement. The project also included milling and leveling of the existing roadway to meet the new profile grade, construction of a new storm sewer system, construction of new curb and gutter and driveways, installation of decorative street lighting, and restoration. Streetscape amenities including stamped asphalt, stone columns, decorative fencing, benches, planters, and landscaping were also constructed on the project. Vehicle access was maintained throughout the project site at all times. Client: Town of Cedar Lake, IN

Whiting Downtown Parking Improvements, Whiting, Indiana: Senior Project Engineer for the construction of new parking areas along four roadways in downtown Whiting, including construction of new asphalt pavement and curb and gutter, storm sewer construction, milling and resurfacing, pavement striping, and incidental construction. Client: City of Whiting, IN

126th Avenue CDBG Rehabilitation/Resurfacing, Cedar Lake, Indiana: Senior Project Engineer for the design, rehabilitation and resurfacing of 0.5 miles of two-lane roadway, including asphalt patches, milling and resurfacing, aggregate shoulders, and storm drainage construction. Client: Town of Cedar Lake, IN

Phase II/III Engineering Services for Various Bridge Painting Contracts, Statewide, Illinois: As a consultant to the Illinois Department of Transportation (IDOT), responsible for providing Engineering Services for the supervision, inspection and documentation of various bridge painting contracts statewide. Served as a technical member of the IDOT's Paint Committee. Client: IDOT, IL

Calumet Sag Road and 135th Street Reconstruction, Crestwood, Illinois: Served as the Senior Project Engineer for the one mile of widening and reconstruction of this arterial roadway. The project consisted of 62-foot wide mainline concrete pavement with turn lanes, a ramp lane and intersection improvements. The project also included construction of a new storm sewer system, construction of new curb and gutter and driveways, installation of temporary traffic signals and a temporary lighting system, construction of a new traffic signal system, pavement striping and parkway restoration. The project required extensive coordination with utility companies, including five major oil, petroleum and gas pipelines running through the intersection of Cal-Sag Road and 135th Street. This challenging reconstruction work was completed in 6 months and opened to traffic ahead of schedule. Client: IDOT/Village of Crestwood, IL

Calumet Sag Road and 135th Street Highway Lighting, Crestwood Illinois: Served as the Senior Project Engineer for the installation of permanent street lighting along Cal-Sag Road and 135th Street. Client: IDOT/Village of Crestwood, IL

West Haven Avenue and South Access Road, New Lenox, Illinois: Senior Project Engineer for the widening and reconstruction of 0.5 miles of West Haven Avenue and new construction of 0.4 miles of South Access Road. Both roadways were constructed with a three-lane urban section, including asphalt pavement, aggregate base course with subgrade undercutting with porous granular embankment replacement, construction of new curb and gutter and driveways, pavement striping and parkway restoration. The South

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Access Road project also included construction of a new storm sewer system, water main and sanitary sewer construction and installation of roadway lighting. Client: Village of New Lenox, IL

143rd Street, 142nd Street, Lavergne Avenue and Lamont Avenue Reconstruction, Crestwood, Illinois: Senior Project Engineer for one mile of widening and reconstruction of four residential streets in the Village of Crestwood. The project consisted of 30-foot wide asphalt pavement with aggregate base course, granular subbase and subgrade undercutting with porous granular embankment replacement. The project also included construction of a new storm sewer system, construction of new curb and gutter and driveways, pavement striping and parkway restoration. The project required extensive coordination with a concurrent utility relocation. Resident access was maintained at all times. Client: IDOT/Village of Crestwood, IL

Chicago Ridge Emergency Vehicle Preemption, Chicago Ridge, Illinois: Senior Project Engineer for the installation of an emergency vehicle preemption system at 19 different intersections. The project included confirmation beacon, light detector and amplifier installation at each intersection, controller replacement at five intersections, and installation of a flashing beacon and new striping in front of the Chicago Ridge Fire Protection District Station. Client: IDOT/Village of Chicago Ridge, IL

75th Street Extension, Willowbrook, Illinois: Served as the Senior Project Engineer for the new construction of two-lane urban roadway section, including storm sewer, curb and gutter, sidewalk, bituminous pavement, roadway lighting and embankment surcharge. Client: IDOT/Village of Willowbrook, IL

Crestwood 2000 and 2001 Street Programs, Crestwood, Illinois: Served as the Senior Project Engineer for two projects involving the rehabilitation and resurfacing of approximately 4 miles of residential and commercial streets in the Village of Crestwood, including asphalt patching, bituminous surface removal and resurfacing, area reflective crack control treatment, structure adjustments, curb and gutter replacement, replacement of signs and installation of new signal detector loops. Client: IDOT/Village of Crestwood, IL

131st Street Rehabilitation/Resurfacing, Palos Park, Illinois: Served as the Senior Project Engineer for the rehabilitation and resurfacing of 0.7 miles of two-lane roadway, including 14" thick asphalt patches, milling and resurfacing, reflective crack control treatment, aggregate shoulders, guardrail replacement with traffic barrier installation, and new signal detector loops. Client: IDOT/Village of Palos Park, IL

Darien 2000 and 2001 Motor Fuel Tax (MFT) Programs, Darien, Illinois: Senior Project Engineer for the rehabilitation and resurfacing of approximately 6 miles of two lane roadways with both urban and rural typical sections. The projects included asphalt patching, milling, resurfacing, area reflective crack control treatment, structure adjustments and installation of new signal detector loops. Client: IDOT/City of Darien, IL

Long Avenue Reconstruction, Crestwood, Illinois: Served as the Senior Project Engineer for the full reconstruction of Long Avenue. The removal and reconstruction of this roadway from a rural to an urban typical section included the construction of new curb and gutter, sidewalk, storm sewer, water main, sanitary sewer, asphalt pavement and installation of new signal detector loops. Client: Village of Crestwood, IL

Atlantic Boulevard and Beach Boulevard Widening, Jacksonville, Florida: FDOT Consultant Project Manager for the widening of the Atlantic Boulevard and Beach Boulevard projects. The project work on the two corridors consisted of the upgrade and reconstruction of six miles of roadway from a four lane rural to a six lane urban section, including milling and resurfacing, construction of nine retention ponds, nine miles of storm sewer, relocation of water and fiber optic lines, installation of new signals and closed loop system at eleven major intersections. The project required extensive coordination with utility companies as well as with neighboring businesses, subdivisions and public transportation routes along the six miles of the two corridors.

I-295 and I-295/I-10 Interchange, Jacksonville, Florida: Served as FDOT Project Engineer on one contract and FDOT Consultant Project Manager on two contracts for widening of Interstate 295 from four to six lanes. These projects included the addition of 22 lane miles of roadway, widening of 22 bridges, milling and resurfacing, concrete pavement rehabilitation, storm sewer construction, installation of highway lighting and guardrail replacement.

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Mayport and Fort George Ferry Slips, Jacksonville, Florida: FDOT Project management and engineering responsibilities for the reconstruction of the Mayport and Fort George Ferry Slips, including: fender replacement and slipwall realignment; construction of two new outboard pile boxes; construction of new slipwalls; structural repair of existing pile boxes; and painting of the ramps and gallows. This construction was performed in a corrosive marine environment at either side of an active shipping channel, while maintaining normal ferry operations.

Hart Bridge Ramps and Buckman Bridge, Jacksonville, Florida: FDOT Consultant Project Manager for the cleaning and painting of structural steel, including lead abatement of three series of ramps for the Hart Bridge contract and also for the Buckman Bridge project over the St. John's River. These four projects were performed under containment while maintaining existing traffic patterns.

I-10 Milling and Resurfacing, Baker and Nassau Counties, Florida: FDOT Consultant Project Manager for the milling, resurfacing and safety upgrades for 25 miles of Interstate 10. These three projects included the use of an asphalt rubber membrane interlayer.

US Route 17 at MacDuff Avenue, Jacksonville, Florida: FDOT Project Engineer for the reconstruction of new concrete pavement, slab replacement, joint cleaning and sealing, concrete pavement grinding and installation of new signals on US-17 at MacDuff Avenue.

US Route 17 at NAS Jacksonville, Jacksonville, Florida: FDOT Project Engineer for the widening and resurfacing of US-17 at the main gate to NAS Jacksonville. The project included the construction of new turn lanes, milling and resurfacing of US-17, and installation of new signals.

SR-9A, Jacksonville, Florida: Served as FDOT Assistant Project Engineer for the new construction of four lanes of State Road 9A (I-295), including three bridges, embankment construction, highway lighting, retention ponds, service road construction and extensive landscaping.

STORMWATER DRAINAGE PROJECTS

Killarney Way Stormwater Improvements, Leon Co., FL: (Design: September 2011-August 2012, Construction: March 2013 - July 2013 [est.]) QA/QC Manager for the \$1.2 million dollar stormwater retrofit of a roundabout with roadway flooding and significant drainage capacity issues located in a closed basin. The project is located in Tallahassee Florida. David was the Project Manager and Engineer of record responsible for all aspects of analysis, design plan production and permitting. Responsibilities included: existing condition analysis and modeling, model calibration, creation and analysis of preliminary design alternatives, public meeting attendance, preliminary and final stormwater models utilizing ICPR 3 and HydraFlow Stormsewers, preliminary and final construction plans preparation, roundabout retrofit design, and traffic and pedestrian safety improvements. Client: The City of Tallahassee Stormwater Management Division

Earl Road Flood Control Facility, Michigan City, Indiana: Construction of a 40-acre detention pond for flood control storage providing 250 acre-feet of active flood storage. Other major project features include 1-¼ miles of paved trails, two parking lots, construction of a gazebo and two shelters, a 24' and a 36' CON/SPAN pedestrian bridges, storm sewer pipe and drainage structures, and 15-acres of wetlands and meadows. **Sandra received the Outstanding Construction Management Award for her work on the Earl Road Flood Control Facility from the Sanitary District of Michigan City.** Client: Sanitary District of Michigan City, IN

Hartsdale Pond Regional Detention Facility, Lake County, Indiana: Construction of a duplex pump station, reinforced concrete spillway, and storm sewer pipe and drainage structures for an existing detention pond for flood control storage, for the towns of Highland and Schererville. Client: Lake County Surveyor's Office/Lake County Drainage Board, Lake County, IN

Pogues Run CSO Reduction/Flood Protection Project, Indianapolis, Indiana: Construction of a 33-acre detention pond for flood control storage, including a 24-foot high cast-in-place reinforced concrete spillway, storm sewer pipe and drainage structures, wetland plantings, and walking trails. Client: City of Indianapolis, IN

Lemont Drainage Tunnels, Lemont, Illinois: Rehabilitation and reconstruction of two drainage tunnels through Lemont, utilizing floor replacement, pipe joint repairs, epoxy mortar repairs to pipe and culvert walls, replacement of 6' x 6' box culvert, construction of new

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headwall and wingwalls, and replacement of 6.5' x 6.5' concrete and stone box culvert with 96" RCCP under Illinois Street in downtown Lemont. Client: Village of Lemont, IL

Park Avenue Detention Basin, Clarendon Hills, Illinois: Construction of a detention pond for flood control storage including a flood water pump station, storm sewer and underdrain along with the construction of a new soccer field, modular retaining wall and handrail for the Village and the Park District. Client: Village of Clarendon Hills, IL

R/R Culvert Flood Control Project, Lemont, Illinois: Lowering of the invert and cast-in-place concrete modifications to an existing culvert under the CN/IC Railroad in downtown Lemont. Client: Village of Lemont, IL

Logan Street Spillway, Lemont, Illinois: Replacement of a concrete overflow spillway including placement of an earth embankment dam, construction of a cast-in-place reinforced concrete spillway and installation of an articulated concrete mat. Client: Village of Lemont, IL

Regulated Drain Maintenance Plans & Specifications, Lake County, Indiana: Engineering and permitting services for the Lake County Drainage Board / Lake County Surveyor's Office for their annual ditch maintenance program. This work includes review of the proposed work for the regulated drains, development of scope of work for a given project, delineation of wetlands, preparation of contract plans and specifications for bid letting, conducting pre-bid meetings for said projects, and preparation and submittal of permits for the construction work within the regulated drains. Client: Lake County Surveyor's Office/Lake County Drainage Board, Lake County, IN

OTHER REPRESENTATIVE PROJECTS

Town Engineering Services, Cedar Lake, Indiana: As a consultant to the Town of Cedar Lake, responsible for reviewing stormwater management and subdivision control of proposed projects with respect to the Town's Storm Drainage Ordinance, Subdivision Ordinance, Development Standards Manual and Zoning Ordinance. Attend Plan Commission, Town Council, Stormwater Board and other Town meetings for presentation purposes, including both written and verbal reports. Provide design and construction observation services for various projects, including Lauerman Avenue guardrail, 126th Avenue CDBG projects (FY2004 and FY 2005), and the 133rd Avenue & Morse Street drainage and intersection improvements. Provide planning services related to the future design of a new sanitary sewer interceptor serving the Parrish Avenue corridor along the west side of Cedar Lake. Provide grant application services for Safe Routes to School (SRTS) grants through the Indiana Department of Transportation and a HUD Economic Development Initiative (EDI) grant. Provide project coordination and review services for the US Army Corps of Engineers Utopia Stormwater project. Examine and review other civil engineering matters as requested by the Town in support of various Town departments. Client: Town of Cedar Lake, Indiana

Red Mill Dam Restoration Project: Feasibility Study, LaPorte County, Indiana - The project was a feasibility study performed as a part of a Lake Michigan Coastal Grant to investigate the potential dam removal at Red Mill County Park. The impoundment created by the dam and the associated wetlands are made part of a LaPorte County, Indiana park and a part of the Little Calumet Headwaters Nature Preserve. The overall goal of the project was to develop a locally and federally acceptable and fundable solution that would preserve and enhance the ecological benefits of the site while reducing the hazard presented by the 160 year old dam. The project involved intense field reconnaissance, alternative evaluation, schematic design, public input, public meetings, and regulatory agency coordination. Regulatory agencies coordinated with for this project included the Indiana Department of Natural Resources IDNR Divisions of Water, Nature Preserves, and Lake Michigan Coastal Program, Indiana Department of Environmental Management (IDEM), United States Army Corps of Engineers (COE), and the United States Fish and Wildlife Service. Client: LaPorte County Parks Department, IN

Pratt's Wayne Woods and Waterfall Glen Forest Preserves, DuPage County Forest Preserve District: Monitored construction of water and natural gas transmission lines through forest preserve property. Observed installation of erosion control practices and checked for compliance with plans, specifications and permits. The sites included construction through wetland areas, forested areas and across creeks. Maintained records for the Forest Preserve District of daily activities and ensured the contractor's compliance with District requirements for erosion control practices from initial disturbance of the sites through the restoration and establishment periods. Client: DuPage County Forest Preserve District

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Citizens Utilities, Woodridge, Illinois: Observation of various water and sewer construction projects for different developments throughout the southwest suburbs, including water and sewer main construction and replacements, connections to existing Citizens Utilities systems, testing, and final inspections. Client: Citizens Utilities, IL

143rd Street and Lavergne Avenue Water Main, Crestwood, Illinois: Construction of new watermain and four connections to existing water system. Client: Village of Crestwood, IL



BOARD of DIRECTORS

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Mw Consulting Group, L.L.C.

August 24, 2016

Commissioner Bill Proctor

Chairman

Leon County Board of Commissioners

301 South Monroe

Tallahassee, FL 32301

Dear Commissioner Proctor:

Please accept this letter of nomination and support on behalf of the Big Bend Minority Chamber of Commerce board of directors.

We are asking that the Leon County Commission accept our nomination of Mrs. Holly Henderson to occupy one of the seven full board appointments made by the county commission to the Career Source Capital Region board of directors.

For almost two years now, Mrs. Henderson has served admirably in her role as a director for the Big Bend Minority Chamber of Commerce. To our organization, she brings a wealth of professional experience, a commitment to community, and genuine compassion for the wellbeing of others. We feel confident she will share these same gifts with the Career Source Capital Region organization

Since this nomination is not for a private sector seat on the Career Source board, it is our understanding that Mrs. Henderson, if appointed, will serve independent of her professional affiliation with Gulf Power. (This is especially important since her employer provides representation for Career Source in other regions of the state.)


Thank you for this opportunity to nominate Holy Henderson. If I can provide additional information in this regard, please let me know.

Respectfully Submitted,

Gina L. Kinchlow, MBA

Interim President and Board Member

ADVISORY COMMITTEE APPLICATION FOR BOARD APPOINTMENT CAREERSOURCE CAPITAL REGION

<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 Mary Smach by telephone at 606-5300 or by e-mail at SmachM@leoncountyfl.gov Applications will be discarded if no appointment is made after two years.</p>	
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Name: Holly Henderson	Date: 8/22/2016 2:02:30PM
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Home Phone: (850) 508-6001	Work Phone: (850)224-6199X	Email: hhenders@southernco.com
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Occupation: REGULATORY AFFAIRS MANAGER	Employer: GULF POWER
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Preferred mailing location: Work Address
 Work Address: 215 SOUTH MONROE STREET
 SUITE 618
 City/State/Zip: TALLAHASSEE, FL 32301

Home Address 908 HILL ROOST 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? Yes If yes, is it located within the City limits? Yes
 For how many years have you lived in and/or owned property in Leon County? 2 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? 1
 And for how many months would you be willing to commit that amount of time? 6 or more
 What time of day would be best for you to attend Committee meetings? Day

(OPTIONAL) Leon County strives to meet its goals, and those contained in various federal and state laws, of maintaining a membership in its Advisory Committees that reflects the diversity of the community. Although strictly optional for Applicant, the following information is needed to meet reporting requirements and attain those goals.
 Race: Caucasian Sex: Female Age: 47.00
 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.

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

Name: LILA JABER Telephone: 850-521-1980
Address: 215 SOUTH MONROE STREET, SUITE 601, TALLAHASSEE 32301

Name: BRIAN YABLONSKI Telephone: 850-224-6199
Address: 215 SOUTH MONROE STREET, SUITE 618 TALLAHASSEE 32301

IMPORTANT LEGAL REQUIREMENTS FOR ADVISORY COMMITTEE MEMBERSHIP

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

Have you completed the Orientation? Yes

Are you willing to complete a financial disclosure form and/or a background check, if applicable? Yes

Will you be receiving any compensation that is expected to influence your vote, action, or participation on a Committee? No

If yes, from whom?

Do you anticipate that you would be a stakeholder with regard to your participation on a Committee? No

Do you know of any circumstances that would result in you having to abstain from voting on a Committee due to voting conflicts? No

If yes, please explain.

Do you or your employer, or your spouse or child or their employers, do business with Leon County? No

If yes, please explain.

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

If yes, please explain.

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

Signature: Holly J. Henderson

This application was electronically sent: 8/22/2016 2:02:30PM

HOLLY J. HENDERSON
215 South Monroe Street, Suite 618, Tallahassee, FL 32301 ♦ 850-224-6199
hhenders@southernco.com

PROFESSIONAL EXPERIENCE:

Gulf Power

Tallahassee, FL

Regulatory Affairs Manager, March 2014-Present

- Serve as company's principal liaison with the staff and commissioners of the Florida Public Service Commission. Cultivate strong relationships with the FPSC, Florida utilities, intervenors, and other parties with interests in the electricity sector.
- Advise company on its regulatory strategy, responses to and actions taken before the FPSC.
- Assist company in achieving business objectives through the regulatory process.
- Ensure company management is informed of proposed state and federal regulatory actions.
- Manage regulatory department budget.

SouthernLINC Wireless

Atlanta, GA

External Affairs & Compliance Manager, October 2012-Present

in addition to responsibilities of Regulatory Affairs Manager and External Affairs Manager

- Oversaw company's corporate compliance activities. Provided business unit input into matters addressed by corporate-wide compliance organization, such as policy development, training, and communications. Prepared internal compliance reports and assessments. Served as employee point of contact for compliance questions and concerns. Supported work of company's compliance officer.
- Served on Southern Company Employees Political Action Committee Board of Directors (2010-2012).

External Affairs Manager, January 2004-September 2012

in addition to the responsibilities of Regulatory Affairs Manager

- Oversaw state regulatory and legislative affairs for SouthernLINC Wireless.
- Crafted and implemented state legislative and regulatory strategies for 4-state region that encompassed Alabama, Florida, Georgia and Mississippi.
- Ensured company compliance with state regulatory requirements and Federal Communications Commission rules.
- Managed budget for regulatory policy and legislative efforts and directed external legal counsel work.
- Served on Southern Company Employees Political Action Committee Board of Directors (2005-2008).

Regulatory Affairs Manager, June 2000-January 2004

- Oversaw federal regulatory strategy and policy position development for SouthernLINC Wireless.
- Developed and communicated company positions to the Federal Communications Commission via filed pleadings and *ex parte* meetings to advance business objectives in rulemakings and other proceedings.
- Ensured company compliance with FCC rules and requirements, including tracking agency action, analyzing newly issued rulings, identifying business actions needed to ensure compliance, and leading business functions in compliance activities. Made certain that company met all compliance deadlines.
- Worked with industry trade associations to shape association positions and advance company's interests.
- Managed external legal counsel work for regulatory policy efforts.

GTE Corporation

GTE Wireless Products and Services

Atlanta, GA

Regulatory Matters Manager, November 1998-June 2000

- Developed state regulatory strategies to achieve GTE Wireless business objectives across 18 states.
- Reviewed, analyzed and monitored state regulatory actions. Developed and pursued company responses.
- Advised market area leadership and headquarters executives of state regulatory requirements and developments and their financial and operational impact. Guided business compliance efforts.
- Collaborated with industry counterparts on issues of common interest to achieve desired outcomes.
- Improved customer satisfaction by resolving complaints lodged with state regulators.

GTE Corporation, cont.

GTE Wireless Products and Services Atlanta, GA

Wireless Marketing Planning Assistant Manager, April 1998-October 1998

Market Strategies & Competitor Intelligence Administrator, May 1997-April 1998

GTE International, Asia/Europe Division Atlanta, GA

Senior Analyst Internship, Business Development and Strategic Planning, June 1996-May 1997

Rockwell International Washington, DC

International Trade Analyst (Georgetown University Brunswick-Hanigan Internship), January 1995-May 1996

Embassy of the Republic of Korea Washington, DC

Research Associate, Political Section, May 1993-August 1994

United States Senate Washington, DC

Legislative Aide, Office of Senator Wyche Fowler, Jr., January-December 1992; Intern, August 1991-January 1992

EDUCATION:

Georgetown University Washington, DC

Master of Science in Foreign Service, May 1996

Landegger Honors Certificate in International Business Diplomacy

Agnes Scott College Decatur, GA

Bachelor of Arts in International Relations, May 1991

Phi Beta Kappa

ACTIVITIES/AFFILIATIONS:

Big Bend Minority Chamber of Commerce Tallahassee, FL

Board of Directors, September 2015-present

Principal for a Day, The Foundation For Leon County Schools Tallahassee, FL

Business Volunteer, February 2016

Wish Upon a Star, Fundraising Event in Support of Children's Home Society Tallahassee, FL

Member of 2015 Event Organizing Committee

Kingsley Charter School Charter Council Dunwoody, GA

Parent Representative, June 2012-May 2014

Junior Achievement Dunwoody, GA

Volunteer Instructor: Winter 2012, Winter 2011

From: Mary Smach
To: Kemp, Lamarr
Date: 8/18/2016 10:04 AM
Subject: Lila Richardson

Hi Lamarr,

I spoke with Lila Richardson today and she has expressed in eager interest in being reappointment to the Community Development Block Grant Citizens Advisory Task Force.

I will include this item on the September 13th Agenda.

Regards.

Mary Smach

Agenda Coordinator
Leon County Administration
301 S. Monroe St. Suite 502
Tallahassee, FL 32301
850-606-5311

www.leoncountyfl.gov

"People Focused. Performance Driven"

Thank you for your email. 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.

From: Kevin Carr <kevin@tallahasseearts.org>
To: Mary Smach <SmachM@leoncountyfl.gov>
Date: 8/3/2016 12:42 PM
Subject: RE: Rosanne Wood terms ends 9/30/16

She is our Board Chair, and she has a perfect attendance record.
Kevin

Kevin M. Carr, Ph.D.
Grants Program Manager
Council on Culture & Arts (COCA)
816 South ML King Jr. Blvd.
Tallahassee FL 32301
850-224-2500 – phone
850-224-2515 – fax
kevin@tallahasseearts.org

[2015_COCA_Logo_CollageOrange resize]

Under Florida law, most e-mail messages to or from COCA employees or Board members are public records, available to any person upon request, absent an exemption. Therefore, any e-mail message to or from COCA inclusive of e-mail addresses contained therein, may be subject to public disclosure.

From: Mary Smach [mailto:SmachM@leoncountyfl.gov]
Sent: Wednesday, August 03, 2016 12:40 PM
To: Kevin Carr <kevin@tallahasseearts.org>
Subject: RE: Rosanne Wood terms ends 9/30/16

What is her attendance record?

Mary

>>> Kevin Carr <kevin@tallahasseearts.org<mailto:kevin@tallahasseearts.org>> 8/3/2016 11:42 AM >>>
Hi Mary,
Yes, Rosanne Wood has requested to be reappointed, and COCA is recommending her for reappointment.

Thanks so much for adding this item to the September agenda. If you have any other questions, just let me know.
Thanks,
Kevin

Kevin M. Carr, Ph.D.
Grants Program Manager
Council on Culture & Arts (COCA)
816 South ML King Jr. Blvd.
Tallahassee FL 32301
850-224-2500 – phone
850-224-2515 – fax
kevin@tallahasseearts.org<mailto:kevin@tallahasseearts.org>

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From: Mary Smach [mailto:SmachM@leoncountyfl.gov]
Sent: Wednesday, August 03, 2016 10:45 AM
To: Kevin Carr <kevin@tallahasseearts.org<mailto:kevin@tallahasseearts.org>>
Subject: Rosanne Wood terms ends 9/30/16

Hi Kevin,

My records show that the Leon County appointee, Rosanne Wood's term is due to expire on September 30, 2016. Is Rosanne seeking reappointment and is COCA recommending her for reappointment?

Please let me know so that we can put this on our September 13th Agenda.

Thank you,

Mary Smach
Agenda Coordinator
Leon County Administration
301 S. Monroe St. Suite 502
Tallahassee, FL 32301
850-606-5311

www.leoncountyfl.gov<<http://www.leoncountyfl.gov>>

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**Leon County
Board of County Commissioners**


Notes for Agenda Item #27

Leon County Board of County Commissioners

Cover Sheet for Agenda #27

September 13, 2016

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: First Public Hearing for Adoption of the FY16/17 Tentative Millage Rates and Tentative Budgets

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator Scott Ross, Director, Office of Financial Stewardship
Lead Staff/ Project Team:	Timothy Barden, Principal Management and Budget Analyst Josh Pascua, Management and Budget Analyst

Fiscal Impact:

This item has a fiscal impact. If adopted, the Leon County FY16/17 tentative budget is \$246,129,886, which includes the Emergency Medical Services budget of \$19,225,563.

Staff Recommendation:

- Option #1: Adopt, via Resolution, the tentative FY16/17 Countywide millage rate of 8.3144 mills (Attachment #1).
- Option #2: Adopt, via Resolution, the tentative FY16/17 Countywide budget (Attachment #2).
- Option #3: Adopt, via Resolution, the tentative FY16/17 Emergency Medical Services MSTU millage rate of 0.5000 mills (Attachment #3).
- Option #4: Adopt, via Resolution, the tentative FY16/17 Emergency Medical Services MSTU budget (Attachment #4).
- Option #5: Direct staff to advertise, in accordance with the Florida Statutes, the tentative millage rates and budgets for FY16/17 and the date, time, and place of the public hearing to adopt the final millage rates and budgets for FY16/17.

Report and Discussion

Background:

Pursuant to Florida Statutes 129.03 and 200.065, the County Property Appraiser certified to the County Budget Officer the taxable value against which taxes may be levied in the entire County and in each district in the County in which taxes are authorized by law to be levied by the Board. The certification of property values provided this year was \$14,867,933,416, approximately \$449.8 million or 3.12% more than the previous year. In preparing the tentative budgets, this certified figure was used as the basis for estimating the millage rates required to be levied.

At its July 12, 2016 meeting, the Board adopted the 8.3144 Countywide and 0.5000 Emergency Medical Services Municipal Services Taxing Unit (MSTU) millage rates for the purposes of the statutory Truth-in-Millage (TRIM) public notification process. These rates cannot be increased, but only decreased during the public hearing. This Board approved a tentative budget of \$246,129,886. This amount includes \$2.5 million in general fund balance used to balance the FY16/17 tentative budget, which is \$1.5 million less than used to balance the FY15/16 budget.

On July 21, 2016, the Board advised the County Property Appraiser and the County Tax Collector of its proposed millage rates, its rolled-back rates, and the date, time, and place at which a public hearing would be held to consider the tentative millage rates and the tentative budgets in accordance with Florida Statute 129.03 and 200.065. Subsequently, the County Property Appraiser utilized this information in preparing the notice of proposed property taxes pursuant to Florida Statute 200.069. These notices were then mailed to all respective property owners in Leon County.

Analysis:

In accordance with Florida Statutes 129.03 and 200.065, after discussion and public comment regarding the tentative millage rates and budgets, the Board is required to adopt its tentative millage rates prior to adopting its tentative budgets. At its July 12, 2016 meeting, the Board set the County's tentative aggregate millage rate above the rolled-back rate and less than the majority vote maximum millage rate. This allows for the statutory voting threshold of a simple majority vote for adopting the tentative budget.

The proposed FY16/17 County tentative aggregate millage rate of 8.8144 (Countywide – 8.3144 and EMS - 0.5000) was maintained at the same level as the previous year's aggregate millage rate. The proposed aggregate millage rate of 8.8144 is 1.32% more than the rolled-back rate of 8.6994 (the rate the County can levy to collect the same property tax revenue as the prior year).

Additionally, it should be noted that healthcare costs have been finalized for 2017 at an increase of 8.1% beginning January 1, 2017. The FY16/17 budget contemplates a 7.0% blended rate increase (the last quarter of 2016 at the current rate and three quarters of 2017 at the increased rate) for healthcare costs which is sufficient to cover this percentage increase. In the future, if rates continue to increase, the Board may wish to consider a number of options to reduce healthcare costs including changes to prescription co-pays. Staff will keep the Board apprised of changes in healthcare costs during next year's budget cycle.

Options #1 through #4 need to be voted on separately and in the order presented. Florida Statutes require the Board to address the millage rates before addressing the associated budgets.

Options:

1. Adopt, via Resolution, the tentative FY16/17 Countywide millage rate of 8.3144 mills (Attachment #1).
2. Adopt, via Resolution, the tentative FY16/17 Countywide budget (Attachment #2).
3. Adopt, via Resolution, the tentative FY16/17 Emergency Medical Services MSTU millage rate of 0.5000 mills (Attachment #3).
4. Adopt, via Resolution, the tentative FY16/17 Emergency Medical Services MSTU budget (Attachment #4).
5. Direct staff to advertise, in accordance with the Florida Statutes, the tentative millage rates and budgets for FY16/17 and the date, time, and place of the public hearing to adopt the final millage rates and budgets for FY16/17.
6. Board direction.

Recommendation:

Options #1, #2, #3, #4, and #5.

Attachments:

1. Resolution adopting tentative FY16/17 Countywide millage rate
2. Resolution adopting tentative FY16/17 Countywide budget
3. Resolution adopting tentative FY16/17 Emergency Medical Services MSTU millage rate
4. Resolution adopting tentative FY16/17 Emergency Medical Services MSTU budget

RESOLUTION NO. _____

WHEREAS, the Board of County Commissioners of Leon County, Florida, pursuant to Florida Statute 129.03, has received and examined the Fiscal Year 2016/2017 tentative budget; and

WHEREAS, the gross taxable value for operating purposes not exempt from taxation with Leon County has been certified by the County Property Appraiser to the Board of County Commissioners as \$14,867,933,416; and

WHEREAS, the Board of County Commissioners of Leon County Florida, pursuant to Florida Statute 200.065, has computed a proposed millage rate necessary to fund the tentative Countywide budget other than the portion of the budget to be funded from sources other than this ad valorem tax; and

WHEREAS, the Board of County Commissioners of Leon County Florida, pursuant to Florida Statute 200.065, has advised the County Property Appraiser of its proposed millage rate, of its rolled-back rate, and of the date, time and place at which a public hearing would be held to consider the proposed millage rate; and

WHEREAS, the Board of County Commissioners of Leon County Florida, pursuant to Florida Statute 200.065, has held a public hearing on September 13, 2016 for the purpose of hearing requests and complaints from the public regarding the proposed tax levies;

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

The Fiscal Year 2016/2017 tentative aggregate millage rate is 8.8144 mills (*County-wide 8.3144 = 3.2222 mills – General Fund; 5.0922 mills – Fine and Forfeiture*) and (0.5000 – *Emergency Medical Services MSTU*), which is above the rolled-back rate of 8.6994 by 1.32%.

Adopted this 13th day of September, 2016.

LEON COUNTY, FLORIDA

BY: _____

Bill Proctor, Chairman
Board of County Commissioners

ATTEST:

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

BY: _____

Approved as to Form:

Leon County Attorneys Office

BY: _____

Herbert W. A. Thiele, Esq.
County Attorney

RESOLUTION NO. _____

WHEREAS, the Board of County Commissioners of Leon County, Florida, pursuant to Florida Statute 129.03, has received and examined the Fiscal Year 2016/2017 tentative budget; and

WHEREAS, the Board of County Commissioners of Leon County Florida, pursuant to Florida Statute 200.065, has advised the County Property Appraiser of its proposed millage rate, of its rolled-back rate, and of the date, time and place at which a public hearing would be held to consider the proposed millage rate; and

WHEREAS, the Board of County Commissioners of Leon County Florida, pursuant to Florida Statute 200.065, has held a public hearing on September 13, 2016 for the purpose of hearing requests and complaints from the public regarding the proposed tax levies; and

WHEREAS, the Board of County Commissioners of Leon County Florida, set forth the appropriations and revenue estimate, attached hereto as Exhibit A, for the tentative Countywide budget for Fiscal Year 2016/2017 for the amount of \$267,113,151;

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

The Fiscal Year 2016/2017 tentative Countywide budget be adopted by fund as it appears in the attached Exhibit B.

Adopted this 13th day of September, 2016.

LEON COUNTY, FLORIDA

BY: _____

Bill Proctor, Chairman
Board of County Commissioners

ATTEST:

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

BY: _____

Approved as to Form:
Leon County Attorneys Office

BY: _____

Herbert W. A. Thiele, Esq.
County Attorney

EXHIBIT A

Leon County Fiscal Year 2017 Tentative Budget

Summary of All Funds

		FY 2015 Actual	FY 2016 Adopted	FY 2017 Requested	FY 2017 Budget	FY 2018 Planned	FY 2019 Planned	FY 2020 Planned	FY 2021 Planned
Millage Rates									
General Countywide		8.3144	8.3144	8.3144	8.3144	8.3144	8.3144	8.3144	8.3144
EMS MSTU		0.500	0.500	0.500	0.500	0.500	0.500	0.500	0.500
General Fund	001	58,458,158	63,069,289	65,593,563	64,708,645	66,513,215	66,987,055	70,634,327	77,821,791
Special Revenue Funds									
Supervisor of Elections	060	4,005,910	5,008,722	4,533,682	4,217,942	4,157,106	4,153,938	5,407,611	4,419,654
Transportation Trust	106	13,977,126	15,366,198	15,905,601	15,875,769	16,979,253	19,513,045	17,710,419	17,876,983
Fine and Forfeiture	110	72,713,461	70,893,916	73,957,212	73,040,591	74,921,355	76,660,015	78,585,340	80,583,614
Probation Services	111	2,698,735	3,013,616	3,254,830	3,105,539	3,197,200	3,292,878	3,391,747	3,494,944
Teen Court	114	151,595	131,542	125,761	125,761	129,816	135,061	139,507	144,160
Drug Abuse Trust	116	71,648	62,510	61,370	61,370	62,561	63,679	64,915	66,174
Judicial Programs	117	106,435	218,851	226,175	225,222	227,763	230,679	233,337	236,381
Building Inspection	120	1,318,664	1,818,656	2,022,550	2,022,550	2,119,545	2,222,620	2,330,635	2,443,590
Dvlpmt Svcs & Environ. Mgmt.	121	3,414,019	3,712,317	4,125,682	4,103,299	4,103,517	4,260,676	4,390,960	4,494,097
Stormwater Utility	123	4,294,287	4,439,422	4,768,265	4,764,519	4,859,880	5,003,384	5,093,216	5,201,646
SHIP Trust	124	287,587	879,466	1,101,045	636,425	-	-	-	-
Grants	125	3,970,557	626,703	756,248	676,248	681,222	686,385	691,738	697,296
Non-Cntywide Gen. Rev.	126	20,023,345	20,887,988	21,401,338	21,401,338	22,169,253	22,975,259	23,818,408	24,701,550
Grants	127	194,774	60,000	60,000	60,000	60,000	60,000	60,000	60,000
9-1-1 Emergency Communication	130	1,288,200	1,282,500	1,362,300	1,362,300	1,382,250	1,402,200	1,422,150	1,443,050
Radio Communication Systems	131	1,312,036	1,214,332	1,342,826	1,342,826	1,382,991	1,424,361	1,445,047	1,446,047
Municipal Services	140	5,959,234	8,304,902	9,824,859	9,642,684	8,739,094	8,913,748	9,111,324	9,212,413
Fire Rescue Services	145	6,925,121	8,033,121	8,319,405	8,319,405	8,417,439	8,496,788	8,576,931	8,657,876
Tourist Development	160	4,311,301	4,859,230	5,468,565	5,454,065	5,548,994	5,223,893	5,301,621	5,380,987
Housing Finance Authority	161	78,291	89,360	92,960	92,960	92,960	92,960	92,960	92,960
Special Assessment. Paving	162	313,907	285,468	178,315	178,315	136,515	130,815	116,565	106,115
Killearn Lakes Units I and II Sewer	164	297,078	237,500	237,500	237,500	237,500	237,500	237,500	237,500
Bank of America Building	165	1,601,848	2,174,033	2,341,029	1,791,024	1,764,839	1,792,762	1,754,740	1,347,117
Huntington Oaks Plaza	166	109,869	251,660	251,196	151,196	151,196	151,196	151,196	152,196
Subtotal		149,425,028	153,852,013	161,718,714	158,888,848	161,522,249	167,123,842	170,127,867	172,496,350
Debt Service Funds									
Series 2003A & 2003B	211	579,831	581,483	580,798	580,798	7,076,046	7,079,017	7,078,073	-
Series 2005	220	7,236,620	6,941,750	6,943,954	6,943,954	-	-	-	-
ESCO Lease	221	484,514	484,514	484,514	484,514	484,514	-	-	-
Series 2014	222	567,830	560,672	561,282	561,282	560,785	561,208	560,522	3,335,756
Subtotal		8,868,795	8,568,419	8,570,548	8,570,548	8,121,345	7,640,225	7,638,595	3,335,756
Capital Projects Fund									
Capital Improvements	305	7,338,730	6,499,034	15,649,730	8,989,230	8,292,130	7,363,880	7,249,062	11,921,290
Transportation Improvements	306	1,796,425	2,695,650	4,071,403	2,498,003	2,930,985	5,090,210	2,895,578	2,666,588
Sales Tax	308	3,158,800	-	-	-	-	-	-	-
Sales Tax - Extension	309	8,424,241	6,305,854	5,700,000	5,025,000	5,425,000	5,125,000	1,445,000	-
Series 1999 Construction	318	323,714	-	-	-	-	-	-	-
ESCO Capital Projects	321	-	20,296	-	-	-	-	-	-
9-1-1 Capital Projects	330	-	12,540	12,540	12,540	12,540	12,540	12,540	12,540
Impact Fee - Countywide Rd.	341	1,264,206	-	-	-	-	-	-	-
Impact Fee - NW Urban Coll.	343	42,396	-	-	-	-	-	-	-
Sales Tax - Extension 2020	351	-	-	-	-	-	-	3,745,850	5,219,300
Sales Tax - Extension 2020 JPA Agreement	352	-	-	-	-	-	-	3,992,000	5,369,000
Subtotal		22,348,512	15,533,374	25,433,673	16,524,773	16,660,655	17,591,630	19,340,030	25,188,718
Enterprise Funds									
Solid Waste	401	9,954,527	10,242,484	11,691,493	11,061,618	10,207,427	10,176,644	10,494,952	10,895,115
Subtotal		9,954,527	10,242,484	11,691,493	11,061,618	10,207,427	10,176,644	10,494,952	10,895,115
Internal Service Funds									
Insurance Service	501	3,967,095	3,676,976	3,561,511	3,586,511	3,591,142	3,594,917	3,599,846	3,604,935
Communications Trust	502	457,361	837,708	953,689	953,689	953,689	953,689	953,689	953,689
Motor Pool	505	2,623,931	2,898,946	2,825,368	2,818,519	2,848,788	2,873,253	2,898,815	2,925,530
Subtotal		7,048,387	7,413,630	7,340,568	7,358,719	7,393,619	7,421,859	7,452,350	7,484,154
TOTAL:		256,103,407	258,679,209	280,348,559	267,113,151	270,418,510	276,941,255	285,688,121	297,221,884
<i>Less Interfund Transfers</i>		<i>37,105,237</i>	<i>38,708,843</i>	<i>38,708,843</i>	<i>40,208,828</i>	<i>41,339,530</i>	<i>43,192,814</i>	<i>44,236,034</i>	<i>50,195,104</i>
TOTAL NET OF TRANS:		218,998,170	219,970,366	241,639,716	226,904,323	229,078,980	233,748,441	241,452,087	247,026,780

EXHIBIT B

Leon County Fiscal Year 2017 Tentative Budget

General Fund (001)

Fund Type: General Fund

The General Fund is the general operating fund of the County established by F.S. 129.02(1). Major revenue sources for the County's General Fund include proceeds from ad valorem and other taxes, charges for services, fees, and other miscellaneous revenues. The General Fund is used to account for financial resources and expenditures of general government (except those required to be accounted for in another fund) such as libraries, management information systems, facilities management, etc.

Revenue Sources	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Ad Valorem - General Fund	311110	42,854,677	44,186,016	47,908,217	45,512,806	48,357,539	50,922,416	53,451,082	56,062,511
Delinquent Taxes	311200	-	475,000	430,000	408,500	408,500	408,500	408,500	408,500
Delinquent Taxes 2004	311204	-	-	-	-	-	-	-	-
Delinquent Taxes 2006	311206	53	-	-	-	-	-	-	-
Delinquent Taxes 2007	311207	1,910	-	-	-	-	-	-	-
Delinquent Taxes 2008	311208	3,488	-	-	-	-	-	-	-
Delinquent Taxes 2009	311209	35	-	-	-	-	-	-	-
Delinquent Taxes - 2010	311210	4,061	-	-	-	-	-	-	-
Delequent Taxes 2011	311211	14,683	-	-	-	-	-	-	-
Delinquent Taxes 2012	311212	46,792	-	-	-	-	-	-	-
Delinquent Taxes 2013	311213	853,929	-	-	-	-	-	-	-
Tourist Development (3-3/4 Cents)	312100	41,135	38,000	43,000	40,850	42,750	43,700	45,600	47,500
Tourist Development (1-1/4 Cents)	312110	10,279	9,500	14,000	13,300	14,250	14,250	15,200	16,150
Process Server Fees	329300	-	9,500	-	-	-	-	-	-
Federal Payments in Lieu of Taxes	333000	207,352	185,250	55,400	52,630	52,630	52,630	52,630	52,630
State Library Aid	334710	219,736	156,562	193,602	183,922	183,922	183,922	183,922	183,922
COT Reimbursement for PSC	337220	695,403	1,026,355	878,163	878,163	878,163	878,163	878,163	878,163
GIS	337300	1,256,882	1,348,028	1,403,037	1,403,037	1,417,434	1,431,975	1,446,661	1,461,494
CRTPA Reimbursement	337401	228,919	239,979	119,523	119,523	119,523	119,523	119,523	119,523
Blueprint 2000 Reimbursement	337402	63,063	65,010	162,119	162,119	162,119	162,119	162,119	162,119
\$2.00 IT Added Court Cost FS 28.24(12)	341160	356,523	356,725	425,000	403,750	423,978	445,178	467,436	490,855
Zoning Fees	341200	1,360	-	-	-	-	-	-	-
CJIS User Fees	341920	12,450	-	-	-	-	-	-	-
Hand Fogging Fees	342950	250	-	-	-	-	-	-	-
Parking Facilities	344500	136,482	146,300	147,000	139,650	139,650	139,650	139,650	139,650
Library Parking	344510	53,955	43,225	60,000	57,000	57,570	58,146	58,727	59,314
Library Fees	347100	141,011	121,410	150,000	142,500	141,075	139,664	138,268	136,886
Library Printing	347101	-	20,330	25,000	23,750	23,750	23,750	23,750	23,750
Other Counties-Circuitwide Reimbursement	348820	-	38,000	-	-	-	-	-	-
FS 29.0085 Court Facilities	348930	936,585	950,000	1,056,507	1,003,682	1,054,368	1,106,981	1,162,551	1,197,312
Process Server Fee	348991	9,300	-	9,500	9,500	9,500	9,500	9,500	9,500
Civil Fee - Circuit Court	349200	64	-	-	-	-	-	-	-
Crt Admin/ Circuit-wide Reimbursement	349500	-	10,000	-	-	-	-	-	-
GAL / Circuit-wide Reimbursement Fees	349501	-	23,494	28,635	27,203	27,748	28,302	28,869	29,445
Fees	349600	3,136	-	-	-	-	-	-	-
Interest Income - Investment	361110	42,497	-	-	-	-	-	-	-
Pool Interest Allocation	361111	508,060	415,625	473,125	449,469	449,469	449,469	449,469	449,469
Net Incr(decr) In Fmv Of Investment	361300	44,033	-	-	-	-	-	-	-
Tax Collector F.S. 125.315	361320	5,201	-	-	-	-	-	-	-
Other Interest Earnings	361390	1,847	-	-	-	-	-	-	-
Rents And Royalties	362000	3,968	-	-	-	-	-	-	-
Other Scrap Or Surplus	365900	37,078	190,950	240,000	228,000	230,280	232,583	234,908	237,258
Tax Deed Surplus (Chapter 19)	369200	(6,719)	-	-	-	-	-	-	-
Refund Of Prior Year Expenses	369300	38,697	-	-	-	-	-	-	-
Lawsuit Settlements	369350	759,303	-	-	-	-	-	-	-
Other Miscellaneous Revenue	369900	106,233	95,000	120,000	114,000	114,000	114,000	114,000	114,000
Volunteer Certificate Training Fees	369930	1,902	903	1,000	950	950	950	950	950
Transfer From Fund 106	381106	-	-	72,096	72,096	72,096	72,096	72,096	72,096
Transfer From Fund 110	381110	2,400,000	-	-	-	-	-	-	-

Leon County Fiscal Year 2017 Tentative Budget

General Fund (001)

Revenue Sources	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Transfer From Fund 126	381126	7,286,083	8,166,544	9,634,464	9,634,464	8,583,292	6,906,629	9,642,044	14,450,535
Transfer From Fund 140	381140	-	-	103,122	103,122	103,122	103,122	103,122	103,122
Transfer From Fund 160	381160	-	-	14,500	14,500	14,500	14,500	14,500	14,500
Transfer From Fund 162	381162	308,407	279,968	172,815	172,815	131,015	125,315	111,065	100,615
Transfer From Fund 165	381165	-	-	341,488	341,488	341,488	341,488	341,488	341,488
Transfer From Fund 401	381401	28,640	-	86,918	86,918	86,918	86,918	86,918	86,918
Transfer From Fund 505	381505	-	-	25,000	25,000	25,000	25,000	25,000	25,000
Pensacola Care Lease	383001	146,616	146,615	146,616	146,616	146,616	146,616	146,616	146,616
Clerk Excess Fees	386100	155,153	-	-	-	-	-	-	-
Property Appraiser	386600	62,816	-	-	-	-	-	-	-
Tax Collector	386700	34,414	200,000	200,000	200,000	200,000	200,000	200,000	200,000
Supervisor Of Elections	386800	589,871	-	-	-	-	-	-	-
Appropriated Fund Balance	399900	-	4,125,000	2,537,322	2,537,322	2,500,000	2,000,000	300,000	-
Total Revenues		60,707,613	63,069,289	67,277,169	64,708,645	66,513,215	66,987,055	70,634,327	77,821,791

Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
County Commission	100-511	1,473,278	1,491,406	1,535,073	1,535,073	1,563,391	1,593,038	1,624,083	1,656,598
Commission District 1	101-511	8,416	9,500	9,500	9,500	9,500	9,500	9,500	9,500
Commission District 2	102-511	2,861	9,500	9,500	9,500	9,500	9,500	9,500	9,500
Commission District 3	103-511	6,750	9,500	9,500	9,500	9,500	9,500	9,500	9,500
Commission District 4	104-511	5,408	9,500	9,500	9,500	9,500	9,500	9,500	9,500
Commission District 5	105-511	9,221	9,500	9,500	9,500	9,500	9,500	9,500	9,500
Commission At-Large (Group 1)	106-511	8,920	9,500	9,500	9,500	9,500	9,500	9,500	9,500
Commission At-Large (Group 2)	107-511	9,208	9,500	9,500	9,500	9,500	9,500	9,500	9,500
Commissioners' Account	108-511	18,288	25,395	25,575	25,395	25,395	25,395	25,395	25,395
County Administration	110-512	741,084	785,394	1,013,761	1,013,761	1,043,445	1,074,163	1,105,953	1,138,321
Minority/Women Small Business Enterprise	112-513	177,296	431,130	184,739	-	-	-	-	-
Volunteer Center	113-513	183,962	187,318	192,717	192,717	198,569	204,662	207,663	214,268
PLACE - Economic Development	114-512	665,698	384,569	357,866	304,983	310,366	315,857	321,457	327,169
Strategic Initiatives	115-513	1,110,121	754,545	768,841	768,841	787,031	805,953	825,657	846,173
Community and Media Relations	116-513	-	564,022	541,667	541,667	552,250	563,247	574,687	586,588
County Attorney	120-514	1,822,212	1,951,307	2,008,617	2,008,617	2,053,868	2,100,762	2,149,360	2,199,180
Office of Sustainability	127-513	160,771	212,274	303,010	303,010	307,909	312,999	318,294	323,800
Office of Management & Budget	130-513	755,383	829,170	721,574	721,574	742,018	763,229	783,903	805,387
Clerk - Finance Administration	132-586	1,520,544	1,518,474	1,609,217	1,609,217	1,641,401	1,674,229	1,707,714	1,741,869
Procurement	140-513	296,860	388,087	501,991	501,991	516,900	532,329	547,601	564,141
Warehouse	141-513	107,148	107,931	108,608	108,608	112,122	115,777	119,580	123,543
Facilities Management	150-519	6,740,210	6,845,256	7,315,418	7,315,418	7,428,381	7,544,338	7,664,572	7,783,964
Real Estate Management	156-519	305,716	342,868	348,869	295,085	300,474	281,104	286,978	293,116
Human Resources	160-513	1,094,632	1,389,092	1,455,403	1,455,403	1,492,290	1,532,210	1,573,732	1,616,929
Management Information Services	171-513	5,331,961	5,687,630	6,123,796	6,123,796	6,257,447	6,396,229	6,539,570	6,688,012
Health Department	190-562	243,345	237,345	237,345	237,345	237,345	237,345	237,345	237,345
Mosquito Control	216-562	525,002	667,188	681,861	681,861	695,277	709,218	723,715	738,796
Lib - Policy, Planning, & Operations	240-571	771,066	853,475	854,120	847,469	861,018	872,067	886,646	901,781
Library Public Services	241-571	2,321,111	4,258,316	4,550,532	4,493,362	4,642,901	4,798,524	4,960,610	5,129,462
Library Collection Services	242-571	841,275	1,502,508	1,527,718	1,525,808	1,556,088	1,587,697	1,620,696	1,655,154
Library Extension Services	243-571	2,277,148	-	-	-	-	-	-	-
Summer Youth Employment	278-551	49,040	80,425	80,425	80,425	80,425	80,425	80,425	80,425
Cooperative Extension	361-537	524,526	540,260	470,954	470,954	482,863	495,130	507,765	520,779
Medical Examiner	370-527	493,698	501,760	511,795	511,795	522,031	532,472	532,681	532,894
Tubercular Care & Child Protection Exams	370-562	59,000	61,000	61,000	61,000	61,590	62,186	62,788	63,396
Baker Act & Marchman Act	370-563	692,601	692,601	692,601	692,601	706,453	720,582	734,994	749,693
Medicaid & Indigent Burials	370-564	2,630,398	2,694,506	2,876,195	2,876,195	2,881,646	2,887,260	2,893,043	2,898,999

Leon County Fiscal Year 2017 Tentative Budget

General Fund (001)

Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
CHSP & Emergency Assistance	370-569	965,036	1,254,858	1,458,816	1,358,816	1,360,717	1,362,693	1,364,748	1,366,885
Housing Services	371-569	414,150	461,142	468,437	468,437	483,590	499,378	515,826	532,967
Veteran Services	390-553	233,396	314,500	331,713	327,763	333,186	338,804	344,633	350,681
Capital Regional Transportation Planning Agency	402-515	228,784	241,181	119,523	119,523	123,259	127,155	131,215	135,448
Blueprint 2000	403-515	63,143	65,565	331,846	331,846	342,719	353,998	365,696	377,709
Public Safety Complex Facilities	410-529	1,295,428	1,506,729	1,528,056	1,528,056	1,539,684	1,551,787	1,564,381	1,577,491
Public Safety Complex Technology	411-529	161,046	237,516	250,334	250,334	254,771	259,428	264,263	269,290
Geographic Info. Systems	421-539	1,775,044	1,951,206	1,997,172	1,923,845	1,968,709	2,015,263	2,063,583	2,113,663
MIS Automation - General Fund	470-519	136,675	160,540	252,850	252,850	252,850	252,850	252,850	252,850
General Fund - Risk	495-519	415,999	469,752	482,884	482,884	482,884	482,884	482,884	482,884
Indirect Costs - General Fund	499-519	(5,791,000)	(6,339,100)	(6,784,200)	(6,784,200)	(6,987,200)	(7,196,200)	(7,412,200)	(7,636,200)
Property Appraiser	512-586	4,732,020	4,805,388	5,159,673	5,159,673	5,314,463	5,473,897	5,638,114	5,807,257
Tax Collector	513-586	4,474,544	4,537,178	4,717,758	4,717,758	4,906,468	5,102,727	5,306,836	5,519,109
Court Administration	540-601	236,314	200,647	235,253	210,630	217,304	224,268	231,540	239,132
Court Information Systems	540-713	7,510	11,060	14,795	14,795	14,795	14,795	14,795	14,795
Guardian Ad Litem	547-685	13,200	25,942	19,942	19,942	19,942	19,942	19,942	19,942
GAL Information Systems	547-713	771	3,720	1,685	1,685	1,685	1,685	1,685	1,685
Planning Department	817-515	847,247	935,040	1,164,128	1,055,927	899,663	906,149	912,894	919,779
Non-Operating General Fund	820-519	920,660	959,741	982,280	982,280	907,280	907,280	906,820	906,820
Tax Deed Applications	831-513	36,226	62,500	62,500	45,000	45,000	45,000	45,000	45,000
Line Item - Detention/Correction	888-523	335,759	335,759	247,759	247,759	222,759	222,759	222,759	222,759
Line Item - Economic Development	888-552	25,000	-	-	-	-	-	-	-
Line Item - Human Service Agencies	888-569	125,000	125,000	100,000	100,000	100,000	100,000	-	-
Line Item - COCA Contract	888-573	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000
Transfers	950-581	8,535,798	10,216,572	9,957,524	9,957,524	10,773,918	9,961,795	12,345,959	18,103,430
Primary Health Care	971-562	2,475,581	2,015,360	2,018,956	1,818,956	1,821,675	1,824,521	1,827,500	1,830,621
CRA-Payment	972-559	1,660,665	2,109,741	2,396,091	2,396,091	2,635,700	2,899,270	3,189,197	3,508,117
Budgeted Reserves - General Fund	990-599	-	200,000	200,000	200,000	200,000	200,000	200,000	200,000
Total Appropriations		58,458,158	63,069,289	65,593,563	64,708,645	66,513,215	66,987,055	70,634,327	77,821,791
Revenues Less Appropriations		2,249,455	-	1,683,606	-	-	-	-	-

Notes:

Leon County's budget is balanced without increasing the current 8.3144 millage rate (The total estimated tax collections for FY 2017 will be \$3.5 million or a 3.1% increase over 2016).

For FY 2017, property values increased by 3.1%, providing an additional \$3.5 million in property tax revenue. This and the additional \$2.0 million in Public Service Tax Revenue (See Fund 140) allowed the County to balance the budget with no reduction in service delivery. In addition, the Board appropriated \$2.5 million in fund balance to fund recurring operating expenditures. This is a \$1.6 million reduction in the use of fund balance over FY 2016. The use of this fund balance still leaves the general fund reserves within policy limits.

The general revenue transfer to capital projects (Fund 305) increased by \$1.0 million over FY 2016 for a total amount of \$3 million. Out years reflect the transfer of recurring general revenue to fund capital projects increasing to \$9.8 million by FY 2021. This increase in capital funding is the result of the 2005 Debt Service Bond Series(Fund 220) being paid off in FY 2017 and the remaining 2012A and 2012B Debt Service Bond Series being paid in FY 2020.

Out years from FY 2017 to FY 2021 show the use of fund balance declining from the current \$2.5 million per year to eliminating fund balance use by FY 2021. Using fund balance through FY 2020 will allow the County to maintain the millage rate 8.3144 in the remaining out years to maintain current service levels. This millage rate assumes property values will continue to increase as the economy continues to recover and grow. FY 2017 to FY 2021 reflects property valuations increasing by an average 3.0% each year and a steady millage rate of 8.3144.

Leon County Fiscal Year 2017 Tentative Budget

Supervisor of Elections (060)

Fund Type: General Fund

The Supervisor of Elections Fund is a general fund established as part of the FY 2002 budget process. The Supervisor of Elections has requested their appropriation be established in a separate fund to provide discrete accounting of their budget. The revenue is transferred from the General Fund. At the conclusion of the fiscal year, any funds available in the Supervisor of Elections fund will be returned to the General Fund as excess fees.

Revenue Sources	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Voter Education Funds	331100	47,905	-	-	-	-	-	-	-
ADA-HHS Vote Program Grant	331120	23,062	-	-	-	-	-	-	-
Supervisor Of Elections	341550	15,820	-	-	-	-	-	-	-
Transfer From Fund 001	381001	3,919,123	5,008,722	4,217,942	4,217,942	4,157,106	4,153,938	5,407,611	4,419,654
Total Revenues		4,005,910	5,008,722	4,217,942	4,217,942	4,157,106	4,153,938	5,407,611	4,419,654

Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
MIS Automation-SOE	470-513	-	-	14,480	14,480	14,480	14,480	14,480	14,480
Supervisor of Elections - Risk	495-513	16,486	16,542	16,104	16,104	16,104	16,104	16,104	16,104
Voter Registration	520-513	2,011,147	2,129,045	2,607,135	2,607,135	2,510,461	2,599,550	2,681,872	2,757,564
Elections	520-586	182,122	-	-	-	-	-	-	-
Elections	521-513	1,333,315	2,863,135	1,895,963	1,580,223	1,616,061	1,523,804	2,695,155	1,631,506
Elections	521-586	407,749	-	-	-	-	-	-	-
SOE Grants	525-513	55,091	-	-	-	-	-	-	-
Total Appropriations		4,005,910	5,008,722	4,533,682	4,217,942	4,157,106	4,153,938	5,407,611	4,419,654
Revenues Less Appropriations		-	-	(315,740)	-	-	-	-	-

Notes:

Due to decreased costs associated with the non presidential preference election cycle, the Supervisor of Election's budget decreased by 19% (\$790,780) from the FY 2016 budget.

Leon County Fiscal Year 2017 Tentative Budget

Transportation Trust (106)

Fund Type: Special Revenue

The Transportation Trust Fund is a special revenue fund established by F.S. 129.02(2). Major revenue sources for the Transportation Trust Fund include proceeds from local and state gas taxes. Leon County imposes a total of twelve cents in gas taxes. The County Ninth-Cent, Local Option and Second Local Option are local county taxes. Of those, the Local Option and Second Local Option revenues are split 50/50 with the City of Tallahassee. The 20% Surplus, 5th & 6th Cent and Gas Tax Pour-Over Trust are State gas tax revenues. The fund is used to account for resources dedicated and expenditures restricted to the maintenance/construction of roads and bridges.

Revenue Sources	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
County Ninth-Cent Voted Fuel Tax	312300	1,387,332	1,366,100	1,476,700	1,402,865	1,430,890	1,459,485	1,488,650	1,518,385
Local Option Gas Tax	312410	3,597,865	3,540,650	3,832,500	3,640,875	3,713,645	3,787,935	3,863,745	3,940,980
2nd Local Option Gas Tax	312420	2,861,241	2,832,900	3,041,500	2,889,425	2,947,214	3,006,158	3,066,282	3,127,607
Federal Payments in Lieu of Taxes	333000	57,160	17,100	200,400	190,380	190,380	190,380	190,380	190,380
20% Surplus Gas Tax	335420	562,989	538,650	592,300	562,685	573,939	585,418	597,126	609,069
5th & 6th Cent Gas Tax	335430	2,251,957	2,152,700	2,371,000	2,252,450	2,297,499	2,344,368	2,372,501	2,438,930
Gas Tax Pour-Over Trust	335440	1,234,023	1,181,800	1,303,000	1,237,850	1,262,550	1,288,200	1,313,850	1,340,450
Other Transportation	335490	106,896	104,500	112,600	106,970	106,970	106,970	106,970	106,970
Service Area App Fees	343651	2,288	1,354	1,053	1,000	1,000	1,000	1,000	1,000
DOT Reimbursement-Landscape	343917	-	-	38,173	38,173	38,173	38,173	38,173	38,173
Grading Fee Public Works	343920	40,990	36,575	38,600	36,670	36,670	36,670	36,670	36,670
Traffic Signs	344910	325	950	1,000	950	950	950	950	950
Subdivision Fees	344911	4,844	4,180	3,000	2,850	2,850	2,850	2,850	2,850
R-O-W Placement Fees	344913	37,455	47,500	67,700	64,315	64,315	64,315	64,315	64,315
Signal Maintenance - State Reimb	344914	78,606	138,186	106,720	101,384	101,384	101,384	101,384	101,384
Pool Interest Allocation	361111	50,281	53,580	66,600	63,270	63,270	63,270	63,270	63,270
Interest Income - Other	361120	(30)	-	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	9,807	-	-	-	-	-	-	-
Other Interest Earnings	361390	3	-	-	-	-	-	-	-
Other Scrap Or Surplus	365900	65,350	-	-	-	-	-	-	-
Other Miscellaneous Revenue	369900	69,115	4,750	10,000	9,500	9,500	9,500	9,500	9,500
Transfer From Fund 123	381123	1,268,941	1,142,862	1,142,319	1,142,319	1,165,336	1,189,212	1,214,001	1,239,797
Transfer From Fund 126	381126	2,223,757	2,201,861	2,131,838	2,131,838	2,972,718	5,236,807	3,178,802	3,046,303
Total Revenues		15,911,195	15,366,198	16,537,003	15,875,769	16,979,253	19,513,045	17,710,419	17,876,983

Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Support Services	400-541	576,002	576,230	633,112	633,112	639,513	656,239	673,623	691,424
Engineering Services	414-541	2,682,035	3,176,625	3,693,490	3,693,490	3,796,601	3,903,746	4,015,153	4,130,722
Transportation Maintenance	431-541	3,827,109	4,270,014	4,291,965	4,262,133	4,357,521	4,467,058	4,581,551	4,701,240
Right-Of-Way Management	432-541	1,957,498	2,376,874	2,655,690	2,655,690	2,735,792	2,820,951	2,911,673	2,995,168
MIS Automation - Transportation Trust	470-541	9,600	12,530	15,790	15,790	15,790	15,790	15,790	15,790
Transportation Trust - Risk	495-541	72,320	67,275	66,955	66,955	66,955	66,955	66,955	66,955
Indirect Costs - Transportation Trust	499-541	1,770,000	1,791,000	1,810,000	1,810,000	1,864,000	1,920,000	1,978,000	2,037,000
Transfers	950-581	3,499,825	3,495,650	3,038,599	3,038,599	3,803,081	5,962,306	3,767,674	3,538,684
Public Works Admin Chargebacks	978-541	(417,263)	(450,000)	(350,000)	(350,000)	(350,000)	(350,000)	(350,000)	(350,000)
Budgeted Reserves - Transport. Trust	990-599	-	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Total Appropriations		13,977,126	15,366,198	15,905,601	15,875,769	16,979,253	19,513,045	17,710,419	17,876,983
Revenues Less Appropriations		1,934,069	-	631,402	-	-	-	-	-

Notes:

With the imposition of the 5 cents gas tax in FY 2014, the collections increased to \$2.7 million. The County determined that this additional revenue would be split 50/50 to be used for sidewalk projects and to reduce the general revenue transfer to the Transportation Trust Fund. Gas taxes are consumption based and can fluctuate with the price of gasoline and diesel. Recently, lower gas prices have seen consumption increase modestly. For FY 2017, revenue for this fund is estimated to increase by \$549,000.

Leon County Fiscal Year 2017 Tentative Budget

Fine and Forfeiture (110)

Fund Type: Special Revenue

The Fine and Forfeiture Fund is a special revenue fund established by F.S. 129.02(3) and F.S. 142.01. Major revenue sources for the County Fine and Forfeiture Fund include proceeds from ad valorem taxes and other miscellaneous revenues. The fund is used to account for revenues collected in support of and expenditures dedicated to criminal prosecution, court operations, and operations of the Sheriff's Department.

Revenue Sources	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Ad Valorem - Fine/Fore. Fund	311120	67,860,491	69,698,407	75,709,728	71,924,242	73,776,991	75,486,823	77,382,480	79,350,226
Child Support Enforcement	331240	15,748	15,799	16,316	15,500	15,810	16,126	16,449	16,778
Title IV - Child Support Enforcement	331691	3,443	-	-	-	-	-	-	-
Sheriff Fees-Warrants, Fingerprints, Records	341520	357,572	427,500	360,000	342,000	352,260	362,828	373,713	384,924
Sheriff Wrecker Services	341525	60,968	70,110	73,684	70,000	72,100	74,263	76,491	78,786
Room And Board - Prisoners	342300	475,841	429,400	496,842	472,000	486,160	500,744	515,766	531,239
Origination/builder Fees	345120	1,963	-	-	-	-	-	-	-
Court Fines	351120	25,925	32,300	28,000	26,600	26,866	27,135	27,407	27,680
Crime Prevention (fs 775.083(2))	351150	91,347	82,650	96,737	91,900	92,819	93,747	94,685	95,632
Sheriff Unclaimed Monies	359520	72,184	-	-	-	-	-	-	-
Pool Interest Allocation	361111	157,004	137,750	103,525	98,349	98,349	98,349	98,349	98,349
Net Incr(decr) In Fmv Of Investment	361300	1,995	-	-	-	-	-	-	-
Sheriff F.S. 125.315	361330	29,569	-	-	-	-	-	-	-
Sheriff Excess Fees	386400	539,817	-	-	-	-	-	-	-
Total Revenues		69,693,866	70,893,916	76,884,833	73,040,591	74,921,355	76,660,015	78,585,340	80,583,614

Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
MIS Automation - State Attorney	470-602	12,480	14,140	25,066	25,066	25,066	25,066	25,066	25,066
MIS Automation - Public Defender	470-603	16,393	21,520	43,203	43,203	43,203	43,203	43,203	43,203
Fine & Forfeiture - Risk	495-689	292,139	300,378	285,199	285,199	285,199	285,199	285,199	285,199
Diversionary Programs	508-569	100,330	100,000	125,000	100,000	100,000	100,000	100,000	100,000
Law Enforcement	510-586	35,841,464	35,506,491	36,925,693	36,216,890	37,241,643	38,258,875	39,314,340	40,409,648
Corrections	511-586	32,113,163	32,930,477	34,549,212	34,549,212	35,379,437	36,199,999	37,051,954	37,936,657
State Attorney	532-602	73,578	98,600	98,600	98,600	98,600	98,600	98,600	98,600
State Attorney	532-713	4,539	19,085	11,355	11,355	11,355	11,355	11,355	11,355
Public Defender	533-603	108,217	118,525	118,525	118,525	118,525	118,525	118,525	118,525
Public Defender	533-713	5,878	30,425	14,670	14,670	14,670	14,670	14,670	14,670
Clerk - Article V Expenses	537-614	413,828	422,105	407,457	407,457	415,606	423,918	423,918	423,918
Legal Aid	555-715	125,000	259,510	259,914	259,914	260,341	135,341	135,341	135,341
Juvenile Detention Payment - State	620-689	985,639	1,022,660	1,043,318	860,500	877,710	895,264	913,169	931,432
Transfers	950-581	2,620,813	-	-	-	-	-	-	-
Budgeted Reserves - Fine and Forfeiture	990-599	-	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Total Appropriations		72,713,461	70,893,916	73,957,212	73,040,591	74,921,355	76,660,015	78,585,340	80,583,614
Revenues Less Appropriations		(3,019,595)	-	2,927,621	-	-	-	-	-

Notes:

The County implemented and maintained the countywide millage rate of 8.3144 for FY 2017. Additional information regarding this levy is located on the general fund page. In addition, increases in the Sheriff's budget reflect the second year of a step pay plan adjustment. The second year impact is approximately \$700,000 as well as other personnel cost increases related to retirement and health insurance. Additionally, the Sheriff's budget reflects eight new positions; four new deputies in Law Enforcement and four non sworn positions in Corrections.

Leon County Fiscal Year 2017 Tentative Budget

Probation Services (111)

Fund Type: Special Revenue

The Probation Services Fund is a special revenue fund established in support of the administration of County Probation programs. Major revenue sources for the Probation Services Fund include fees related to pre-trial costs, other probation related services, and a transfer from the General Fund. The fund is used to account for resources and expenditures related to the alternative Community Service Work Program, the Pre-trial Release Program, urinalysis testing fees and other County Probation programs and services.

Revenue Sources	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Sheriff GPS Program	337281	-	100,000	100,000	100,000	100,000	100,000	-	-
City Of Tallahassee - GPS Tracking	337285	36,645	-	-	-	-	-	-	-
County Court Probation Fees	349120	422,439	428,450	341,000	323,950	321,100	317,300	314,450	310,650
Community Service Fees	349122	10,520	-	86,000	81,700	82,650	83,600	84,550	85,500
Probation-no Show Fees	349125	21,130	21,470	23,100	21,945	21,660	21,470	21,280	21,090
Pre-trial Fees	349130	87,026	88,825	78,600	74,670	75,430	76,190	76,950	77,710
SCRAM Unit User Fees	349135	63,095	63,745	96,900	92,055	92,720	93,385	94,050	94,810
Alternative Community Service Fees	349140	50,535	45,315	51,100	48,545	48,070	47,595	47,120	46,645
UA Testing Fees	349147	176,620	177,650	160,000	152,000	155,040	158,141	161,303	164,530
Alcohol Testing Fees	349148	73,569	66,500	74,400	70,680	71,345	72,010	72,770	73,530
Pool Interest Allocation	361111	11,545	9,880	12,200	11,590	11,590	11,590	11,590	11,590
Net Incr(decr) In Fmv Of Investment	361300	1,966	-	-	-	-	-	-	-
Transfer From Fund 001	381001	1,926,118	2,011,781	2,128,404	2,128,404	2,217,595	2,311,597	2,507,684	2,608,889
Total Revenues		2,881,207	3,013,616	3,151,704	3,105,539	3,197,200	3,292,878	3,391,747	3,494,944

Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
MIS Automation - Probation Services	470-523	3,860	6,590	12,110	12,110	12,110	12,110	12,110	12,110
Probation Services - Risk	495-523	31,729	32,308	16,003	16,003	16,003	16,003	16,003	16,003
Indirect Costs - Probation Services	499-523	416,000	510,000	638,000	638,000	657,000	677,000	697,000	718,000
County Probation	542-523	1,057,144	1,158,730	1,196,850	1,127,559	1,166,463	1,207,003	1,249,270	1,293,346
Pretrial Release	544-523	1,025,660	1,135,112	1,223,133	1,143,133	1,172,700	1,203,485	1,235,566	1,268,986
Drug & Alcohol Testing	599-523	164,342	170,876	168,734	168,734	172,924	177,277	181,798	186,499
Total Appropriations		2,698,735	3,013,616	3,254,830	3,105,539	3,197,200	3,292,878	3,391,747	3,494,944
Revenues Less Appropriations		182,472	-	(103,126)	-	-	-	-	-

Notes:

For FY 2017, the budget includes a \$2.1 million general revenue subsidy to the Probation Services fund. Due to a decline in program revenues due to fee waivers, this subsidy is anticipated to grow to \$2.6 million in F 20Y21. The revenue for the fund also reflects additional resources provided by the Sheriff in the amount of \$100,000. The funding is available from the Inmate Trust Fund and is budgeted over the next three years. This funding will assist in offsetting the cost of the GPS Monitoring Program.

Leon County Fiscal Year 2017 Tentative Budget

Teen Court (114)

Fund Type: Special Revenue

Effective July 1, 2005, the Board of County Commissioners authorized a \$3 fee be imposed for certain Court proceedings; the revenue will be used to support the Teen Court program.

Revenue Sources	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Prisoner Petition Assessment	349160	98	-	-	-	-	-	-	-
Mediation Fees	349310	11	-	-	-	-	-	-	-
Teen Court Fees	351500	92,592	104,785	99,748	94,761	98,551	102,494	106,594	110,857
Pool Interest Allocation	361111	502	475	-	-	-	-	-	-
Appropriated Fund Balance	399900	-	26,282	31,000	31,000	-	-	-	-
Total Revenues		93,203	131,542	130,748	125,761	98,551	102,494	106,594	110,857

Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Teen Court - Risk	495-662	1,714	1,634	1,582	1,582	1,582	1,582	1,582	1,582
Indirect Costs - Teen Court	499-662	8,000	8,000	9,000	9,000	9,000	10,000	10,000	10,000
Court Administration - Teen Court	586-662	141,881	121,908	115,179	115,179	119,234	123,479	127,925	132,578
Total Appropriations		151,595	131,542	125,761	125,761	129,816	135,061	139,507	144,160
Revenues Less Appropriations		(58,392)	-	4,987	-	(31,265)	(32,567)	(32,913)	(33,303)

Notes:

The decrease in expenditures coincides with a decrease in the \$3.00 fee revenue collected from traffic citations. As a result, the school education portion of the program was eliminated in FY 2016. The position for this program will remain vacant until revenues can support the return of this portion of the program. The fund balance will be depleted after FY 2017, which will require additional costs reductions or shifting of the costs to other sources of court funding in future years.

Leon County Fiscal Year 2017 Tentative Budget

Drug Abuse Trust (116)

Fund Type: Special Revenue

The Drug Abuse Trust Fund is a special revenue fund established as the repository for the collection of court costs from felony fines. Funding is used to support drug intervention programs.

Revenue Sources	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
County Alcohol Tf (fs 938.13)	348125	6,555	5,985	6,555	6,555	6,650	6,650	6,745	6,840
Felony Drug Intervention	348241	55,025	56,525	57,700	54,815	55,911	57,029	58,170	59,334
Pool Interest Allocation	361111	1	-	-	-	-	-	-	-
Total Revenues		61,581	62,510	64,255	61,370	62,561	63,679	64,915	66,174
Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Drug Abuse	800-562	71,648	52,920	53,395	53,395	54,463	55,552	56,663	57,796
Budgeted Reserves - Drug Court	990-599	-	9,590	7,975	7,975	8,098	8,127	8,252	8,378
Total Appropriations		71,648	62,510	61,370	61,370	62,561	63,679	64,915	66,174
Revenues Less Appropriations		(10,067)	-	2,885	-	-	-	-	-

Leon County Fiscal Year 2017 Tentative Budget

Judicial Programs (117)

Fund Type: Special Revenue

On June 8th, 2004, the Board of County Commissioners authorized the imposition of a \$65.00 criminal violation court costs. In accordance with Florida Statutes and the enabling County Ordinance, the proceeds from the \$65.00 fine are to be used as follows: 25% to supplement State funding requirements related to the implementation of a Statewide court system or to pay for local requirements; 25% to be used to fund legal aid programs; 25% to be used to fund law library personnel and materials; and 25% to be used to fund alternative juvenile programs. At the end of the fiscal year, any fund balance remaining shall be utilized in subsequent fiscal years for the funding of either the State or local requirements.

Revenue Sources	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Court Innovations Local Requirement	348921	56,076	53,580	58,400	55,480	55,765	56,145	56,430	56,810
Legal Aid Local Ordinance	348922	56,077	53,580	58,400	55,480	55,765	56,145	56,430	56,810
Law Library Local Ordinance	348923	56,077	53,580	58,400	55,480	55,765	56,145	56,430	56,810
Juvenile Alternative Local Ordinance	348924	56,077	53,580	58,400	55,480	55,765	56,145	56,430	56,810
Leon County	349510	100	-	-	-	-	-	-	-
Fees	349600	15	-	-	-	-	-	-	-
Pool Interest Allocation	361111	1,783	-	-	-	-	-	-	-
Appropriated Fund Balance	399900	-	4,531	3,302	3,302	4,703	6,099	7,617	9,141
Total Revenues		226,203	218,851	236,902	225,222	227,763	230,679	233,337	236,381

Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Judicial Programs - Risk	495-569	609	1,069	1,102	1,102	1,102	1,102	1,102	1,102
Indirect Costs - Judicial Programs	499-601	-	2,100	2,200	2,200	2,200	2,200	2,200	2,200
Alternative Juvenile Programs	509-569	51,623	54,942	53,225	55,480	55,765	56,145	56,430	56,810
Law Library	546-714	-	53,580	55,480	55,480	55,765	56,145	56,430	56,810
Judicial Programs/Article V	548-662	2,703	53,580	58,688	55,480	57,166	58,942	60,745	62,649
Legal Aid - Court	555-715	51,500	53,580	55,480	55,480	55,765	56,145	56,430	56,810
Total Appropriations		106,435	218,851	226,175	225,222	227,763	230,679	233,337	236,381
Revenues Less Appropriations		119,769	-	10,727	-	-	-	-	-

Notes:

The increase in expenditures is related to the increase in anticipate revenues in this fund. For the out years, an increased use of fund balance will be required.

Leon County Fiscal Year 2017 Tentative Budget

Building Inspection (120)

Fund Type: Special Revenue

The Building Inspection Fund is a special revenue fund established to account for fees collected on building permits issued within the unincorporated area of Leon County. The fees are used to fund the operation of the Building Inspection Department.

Revenue Sources	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Building Permits	322000	1,375,942	1,496,250	1,976,000	1,877,200	1,970,300	2,069,100	2,172,650	2,280,950
Manufactured Homes	322005	30,807	24,605	51,300	48,735	49,685	50,635	51,680	52,725
Building/Environmental Inspections	329114	49,464	41,895	59,100	56,145	58,900	61,845	64,980	68,210
Contractor's Licenses	329140	8,557	8,075	8,800	8,360	8,455	8,645	8,835	9,025
Proj Status - Bldg Set Backs	329241	30	-	-	-	-	-	-	-
Electronic Document Recording Fee	329290	7,253	-	-	-	-	-	-	-
State Surcharge Retention	335291	4,471	-	-	-	-	-	-	-
Driveway Permit Fees	343930	11,558	8,170	14,500	13,775	13,870	14,060	14,155	14,345
Reinspection Fees	349100	190	95	100	95	95	95	95	95
Violations of Local Ordinances	354150	74	-	-	-	-	-	-	-
Pool Interest Allocation	361111	17,319	15,960	19,200	18,240	18,240	18,240	18,240	18,240
Net Incr(decr) In Fmv Of Investment	361300	3,243	-	-	-	-	-	-	-
Appropriated Fund Balance	399900	-	223,606	-	-	-	-	-	-
Total Revenues		1,508,907	1,818,656	2,129,000	2,022,550	2,119,545	2,222,620	2,330,635	2,443,590

Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
New General Vehicle & Equipment	026018-524	-	45,500	-	-	-	-	-	-
Building Plans Review and Inspection	220-524	1,091,743	1,441,057	1,629,003	1,629,003	1,680,312	1,733,714	1,789,320	1,847,177
MIS Automation - Building Inspection	470-524	1,800	1,900	2,900	2,900	2,900	2,900	2,900	2,900
Building Inspection	495-524	6,121	6,199	7,049	7,049	7,049	7,049	7,049	7,049
Indirect Costs - Building Inspections	499-524	219,000	233,000	244,000	244,000	251,000	259,000	267,000	275,000
Transfers	950-581	-	91,000	70,000	70,000	70,000	70,000	70,000	70,000
Budgeted Reserves - Building Inspection	990-599	-	-	69,598	69,598	108,284	149,957	194,366	241,464
Total Appropriations		1,318,664	1,818,656	2,022,550	2,022,550	2,119,545	2,222,620	2,330,635	2,443,590
Revenues Less Appropriations		190,243	-	106,450	-	-	-	-	-

Notes:

Increased funds are related to a rebound in commercial and housing construction permitting. Likewise, expenses increased due to the necessity of adding positions to handle the increased permitting intake and inspection demands. At its April 26, 2016 meeting, the Board approved adding a Permitting Technician position in FY 2016, and at the July 12, 2016 meeting, the Board approved the addition of a Combination Building Inspector position to meet the increased demands for service in building and permitting. The increase in personnel costs is reflected in the FY 2017 budget. In FY 2017, fee revenue is anticipated to increase because of the continued recovery of the construction market resulting in the elimination of the use of fund balance to fund expenses.

Leon County Fiscal Year 2017 Tentative Budget

Development Services & Environ. Mgmt. Fund (121)

The Development Services and Environmental Management Fund is a special revenue established to account for the activities related to Development Services and Environmental Management in accordance with the City of Tallahassee/Leon County Comprehensive Plan. The fund has been previously supported by both permitting fees and general revenue at approximately a 50/50 percent split. The functions supported by the Growth Management Fund include development review, environmental compliance, permit and compliance services, and support services.

Revenue Sources	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Licenses And Permits	322100	-	1,235,000	1,736,000	1,649,200	1,731,850	1,818,300	1,909,500	1,990,869
Stormwater - Standard Form	329100	218,688	-	-	-	-	-	-	-
Stormwater - Short Form B-High	329110	19,663	-	-	-	-	-	-	-
Stormwater - Short Form B-Low	329111	23,769	-	-	-	-	-	-	-
Stormwater - Short Form A	329112	136,344	-	-	-	-	-	-	-
New Address Assignments	329113	40,800	-	-	-	-	-	-	-
Tree Permits	329120	2,752	-	-	-	-	-	-	-
Vegetative Management Plans	329121	2,520	-	-	-	-	-	-	-
Landscape Permit Fees	329130	27,304	-	-	-	-	-	-	-
Amend/Resubmittal/Extensions	329150	2,394	-	-	-	-	-	-	-
General Utility Permit	329160	28,380	-	-	-	-	-	-	-
Operating Permit	329170	64,724	-	-	-	-	-	-	-
Communications Tower Bonds	329171	14,772	-	-	-	-	-	-	-
Subdivision Exemptions	329200	33,098	-	-	-	-	-	-	-
Certificate Of Concurrence	329210	11,796	-	-	-	-	-	-	-
Parking Standards	329220	3,600	-	-	-	-	-	-	-
Project Status	329240	63,000	-	-	-	-	-	-	-
PUV - Permitted Use Verification	329250	25,782	-	-	-	-	-	-	-
Site Plan Review	329260	62,155	-	-	-	-	-	-	-
Other Development Review Fees	329270	43,284	-	-	-	-	-	-	-
Electronic Document Recording Fee	329290	930	-	-	-	-	-	-	-
Code or Lien Cost Recovery Fee	341300	5,580	61,750	28,800	27,360	27,645	27,930	28,215	28,500
Driveway Permit Fees	343930	-	-	14,500	13,775	13,870	14,060	14,155	14,345
Environmental Analysis	343941	81,191	-	-	-	-	-	-	-
Boaa Variance Requests	343950	1,500	-	-	-	-	-	-	-
Reinspection Fees	349100	4,456	-	-	-	-	-	-	-
Code Enforcement Board Fines	354100	23,509	10,450	15,800	15,010	15,295	15,580	15,960	16,245
Pool Interest Allocation	361111	13,035	11,115	19,800	18,810	18,810	18,810	18,810	18,810
Net Incr(decr) In Fmv Of Investment	361300	1,497	-	-	-	-	-	-	-
Other Miscellaneous Revenue	369900	289	950	100	95	95	95	95	95
Conservation Easements	369901	52	-	-	-	-	-	-	-
Abandon Property Registration Fee	369905	53,850	83,410	74,500	70,775	73,625	75,050	77,330	78,185
Transfer From Fund 126	381126	2,000,000	2,000,000	1,950,000	1,950,000	2,151,758	2,230,338	2,295,480	2,347,048
Appropriated Fund Balance	399900	-	309,642	358,274	358,274	70,569	60,513	31,415	-
Total Revenues		3,010,713	3,712,317	4,197,774	4,103,299	4,103,517	4,260,676	4,390,960	4,494,097

Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Environmental Services	420-537	1,353,753	1,454,182	1,511,145	1,511,145	1,559,469	1,609,663	1,661,809	1,715,724
Development Services	422-537	657,859	790,500	822,434	800,051	825,708	852,446	880,319	909,378
Permit & Code Services	423-537	445,909	435,251	481,525	481,525	495,748	510,577	526,035	542,172
DS Support Services	424-537	347,736	347,277	330,592	330,592	340,606	351,004	361,811	372,837
MIS Automation - Growth Management	470-537	6,300	7,150	15,625	15,625	15,625	15,625	15,625	15,625
Growth Management - Risk	495-537	17,461	15,957	16,361	16,361	16,361	16,361	16,361	16,361
Indirect Costs - Growth Management	499-537	585,000	662,000	757,000	757,000	780,000	803,000	827,000	852,000
Transfer	950-581	-	-	191,000	191,000	70,000	102,000	102,000	70,000
Total Appropriations		3,414,019	3,712,317	4,125,682	4,103,299	4,103,517	4,260,676	4,390,960	4,494,097
Revenues Less Appropriations		(403,306)	-	72,092	-	-	-	-	-

Leon County Fiscal Year 2017 Tentative Budget

Development Services & Environ. Mgmt. Fund (121)

Notes:

Anticipated increases in revenue in this fund are associated with the increased activity in development and permitting fee revenue related to the steady rebound in the construction economy. The increase in expenditures is related to funding the needs of an Environmental Review Specialist, a Senior Environmental Engineer, and a new Permit Technician approved in FY 2016. These position changes were approved to meet the increased workload demands of Environmental Services as a result of increased permitting activity. Due to increases in revenue, out years also show the use of fund balance declining and the general revenue support increasing \$2.3 million in FY 2021

Leon County Fiscal Year 2017 Tentative Budget

Stormwater Utility (123)

Fund Type: Special Revenue

The Stormwater Utility Fund is a special revenue fund established in support of the administration of the unincorporated areas Stormwater Maintenance, Engineering, Facility Improvements, and Water Quality Monitoring programs. Major revenue sources for the Stormwater Utility Fund include non-restricted revenues (i.e. local half-cent sales, State revenue sharing, etc.) and the non ad valorem assessment for stormwater utility.

Revenue Sources	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Non Ad-valorem Assessment	319100	3,224,018	3,372,130	3,539,180	3,362,221	3,395,843	3,429,802	3,464,100	3,498,741
Delinquent Assessments 2007	319207	93	-	-	-	-	-	-	-
Delinquent Taxes 2008	319208	236	-	-	-	-	-	-	-
Delinquent Assessment - 2009	319209	304	-	-	-	-	-	-	-
Delinquent Assessments-2010	319210	160	-	-	-	-	-	-	-
Delinquent Assessments-2011	319211	1,196	-	-	-	-	-	-	-
Delinquent Assessments 2012	319212	3,127	-	-	-	-	-	-	-
Delinquent Assessments 2013	319213	113,252	-	-	-	-	-	-	-
Pool Interest Allocation	361111	28,219	18,715	29,300	27,835	27,835	27,835	27,835	27,835
Net Incr(decr) In Fmv Of Investment	361300	3,719	-	-	-	-	-	-	-
Other Scrap Or Surplus	365900	182,000	-	-	-	-	-	-	-
Transfer From Fund 106	381106	800,000	800,000	800,000	800,000	800,000	800,000	800,000	800,000
Transfer From Fund 126	381126	424,391	248,577	574,463	574,463	636,202	745,747	801,281	875,070
Total Revenues		4,780,716	4,439,422	4,942,943	4,764,519	4,859,880	5,003,384	5,093,216	5,201,646

Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Stormwater Maintenance	433-538	2,515,001	2,801,105	3,082,398	3,078,652	3,137,996	3,243,624	3,294,667	3,363,301
Stormwater Utility - Risk	495-538	16,964	17,535	15,628	15,628	15,628	15,628	15,628	15,628
Indirect Costs - Stormwater Utility	499-538	353,000	392,000	442,000	442,000	455,000	469,000	483,000	497,000
Tax Collector	513-586	66,047	65,920	65,920	65,920	65,920	65,920	65,920	65,920
Transfers	950-581	1,343,275	1,142,862	1,142,319	1,142,319	1,165,336	1,189,212	1,214,001	1,239,797
Budgeted Reserves - Stormwater Utility	990-599	-	20,000	20,000	20,000	20,000	20,000	20,000	20,000
Total Appropriations		4,294,287	4,439,422	4,768,265	4,764,519	4,859,880	5,003,384	5,093,216	5,201,646
Revenues Less Appropriations		486,429	-	174,678	-	-	-	-	-

Notes:

In FY 2014, the County implemented the first increase in 23 years of the stormwater non ad valorem assessment from \$20 to \$85. This allowed for the general revenue subsidy will be decreased by \$2.5 million dollars. The current general revenue subsidy covers the cost of the modest fee discount for low income seniors and disabled veterans and properties that receive a stormwater credit discount, as specified in the related ordinance. The increase in general revenue support is primarily due to the addition of a six person stormwater maintenance crew in FY 2017. This crew was previously eliminated during the recession and is being restored to focus on preventative stormwater system maintenance. The transfer of \$800,000 from transportation covers the costs of stormwater maintenance activity related to roadways.

Leon County Fiscal Year 2017 Tentative Budget

SHIP Trust (124)

Fund Type: Special Revenue

The State Housing Initiatives Partnership (SHIP) Trust Fund is a special revenue fund established in accordance with F.S. 420.9075(5) to account for the distribution of State funds to local housing programs. Expenditures are limited to the administration and implementation of local housing programs.

Revenue Sources	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
SHIP - Doc Stamp Revenue	345100	218,333	879,466	636,425	636,425	-	-	-	-
SHIP Recaptured Revenue	345150	64,292	-	-	-	-	-	-	-
Pool Interest Allocation	361111	4,962	-	-	-	-	-	-	-
Total Revenues		287,587	879,466	636,425	636,425	-	-	-	-

Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
SHIP 2013 - 2016	932045-554	118,559	-	-	-	-	-	-	-
SHIP 2014-2017	932047-554	169,028	879,466	-	-	-	-	-	-
SHIP 2015-2018	932048-554	-	-	464,620	-	-	-	-	-
SHIP 2016-2019	932049-554	-	-	636,425	636,425	-	-	-	-
Total Appropriations		287,587	879,466	1,101,045	636,425	-	-	-	-
Revenues Less Appropriations		-	-	(464,620)	-	-	-	-	-

Notes:

The State appropriated funding for SHIP during the FY16 legislative session. The amount of SHIP funding allocated for Leon County is \$636,425, a 38% decrease over previous year funding.

Leon County Fiscal Year 2017 Tentative Budget

Grants (125)

Fund Type: Special Revenue

The Grants Fund is a special revenue fund established to account for grants that are consistently received on an annual basis. The fund also accounts for other restricted revenues such as Friends of the Library and the Driver Education funding. As new grants are received during the fiscal year, appropriate action is taken by the Board of County Commissioners to realize these additional grant proceeds into the budget. This fund includes the corresponding County matching funds for the various grants.

Revenue Sources	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Law Enforcement Block Grant	331280	84,445	120,000	40,000	40,000	40,000	40,000	40,000	40,000
Big Bend Scenic Byway Grant	331494	16,500	-	-	-	-	-	-	-
CDBG Disaster Recovery Initiative	331530	1,233,291	-	-	-	-	-	-	-
Disaster Recovery Enhancement Grant	331531	23,950	-	-	-	-	-	-	-
DCF Drug Court	334240	22,860	-	-	-	-	-	-	-
Septic to Sewer Grant	334352	26,590	-	-	-	-	-	-	-
Robertson Road Flood Relief	334367	73,518	-	-	-	-	-	-	-
Dep Storage Tank Program	334392	99,931	116,800	116,800	116,800	116,800	116,800	116,800	116,800
Florida Hardest Hit Program	334512	13,643	-	-	-	-	-	-	-
Mosquito Control	334610	23,940	35,000	32,467	32,467	32,467	32,467	32,467	32,467
Sustainable Communities Tag Grant	334613	25,000	-	-	-	-	-	-	-
Miccosukee Canopy Road Greenways	334785	335	-	-	-	-	-	-	-
Boating Improvement	334792	1,347	-	-	-	-	-	-	-
Veteran's Court Funds	334891	-	-	125,000	125,000	125,000	125,000	125,000	125,000
COT Reimb. Bannerman Rd Project	337404	940,375	-	-	-	-	-	-	-
BP 2000 Fred George Park	337701	646,661	-	-	-	-	-	-	-
BP 2000 St. Marks Greenway	337702	62,981	-	-	-	-	-	-	-
Friends Of The Library	337714	12,319	15,000	15,000	15,000	15,000	15,000	15,000	15,000
Slosberg \$3 Driver Education	348531	89,314	87,305	89,300	84,835	84,835	84,835	84,835	84,835
Slosberg Driver Ed-cfwd	348532	15,186	-	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	5,932	-	-	-	-	-	-	-
Capacity Fee	363244	379,802	-	-	-	-	-	-	-
Contributions And Donations	366000	2,925	-	-	-	-	-	-	-
Transfer From Fund 126	381126	121,155	-	-	-	-	-	-	-
Appropriated Fund Balance	399900	-	252,598	262,146	262,146	267,120	272,283	277,636	283,194
Total Revenues		3,922,001	626,703	680,713	676,248	681,222	686,385	691,738	697,296

Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Significant Benefit District 1 - Northeast Quadrant	009010-541	99,579	-	-	-	-	-	-	-
Fred George Park	043007-541	646,661	-	-	-	-	-	-	-
Miccosukee Greenways	044003-572	670	-	-	-	-	-	-	-
St. Marks Headwaters Greenways	047001-572	62,981	-	-	-	-	-	-	-
Bannerman Road	054003-541	940,375	-	-	-	-	-	-	-
Beech Ridge Trail Extension	054010-541	195,267	-	-	-	-	-	-	-
Magnolia Drive Multi-Use Trail	055010-541	8,397	-	-	-	-	-	-	-
Intersection and Safety Improvements	057001-541	76,559	-	-	-	-	-	-	-
Mosquito Control Grant	214-562	23,940	30,000	32,521	32,521	32,521	32,521	32,521	32,521
Grants - Risk	495-595	1,834	1,710	1,690	1,690	1,690	1,690	1,690	1,690
Emergency Management- Base Grant	864-586	121,155	121,155	121,155	121,155	121,155	121,155	121,155	121,155
DEP Storage Tank	866-524	146,539	161,533	166,047	166,047	171,021	176,184	181,537	187,095
Patron Donations- Library	913023-571	786	-	-	-	-	-	-	-
Capeloute Donation	913024-571	2,140	-	-	-	-	-	-	-
Friends Literacy Contract 2005	913045-571	12,319	15,000	15,000	15,000	15,000	15,000	15,000	15,000
Slosberg Drivers Education Grant	915013-529	104,500	87,305	84,835	84,835	84,835	84,835	84,835	84,835
DOT - Big Bend Scenic Byway	916016-529	16,500	-	-	-	-	-	-	-

Leon County Fiscal Year 2017 Tentative Budget

Grants (125)

Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
SUSTAINABLE COMMUNITIES TAG GRANT	917015-559	25,000	-	-	-	-	-	-	-
Boating Improvement	921043-572	1,347	-	-	-	-	-	-	-
ROBINSON ROAD FLOOD RELIEF	926105-538	73,518	-	-	-	-	-	-	-
WOODVILLE HEIGHTS SEWER PROJECT	926155-535	26,590	-	-	-	-	-	-	-
Florida Hardest Hit Program	932016-554	15,764	-	-	-	-	-	-	-
CDBG Disaster Recovery - Admin	932060-569	21,780	-	-	-	-	-	-	-
DREF Oakridge Flood Property Acq	932069-538	23,950	-	-	-	-	-	-	-
CDBG Disaster Rec Hope Community	932072-538	42,382	-	-	-	-	-	-	-
CDBG Disaster Rec Roof Replacement Prog	932074-569	95,058	-	-	-	-	-	-	-
Autumn Woods Flood Mitigation	932075-538	1,077,661	-	-	-	-	-	-	-
DCF Drug Court Grant	943085-622	22,860	-	-	-	-	-	-	-
Veteran's Court	944010-601	-	-	125,000	125,000	125,000	125,000	125,000	125,000
FDLE JAG Grant	982060-521	84,445	-	-	-	-	-	-	-
FDLE JAG Grant	982061-521	-	120,000	120,000	40,000	40,000	40,000	40,000	40,000
Grant Match Funds	991-595	-	90,000	90,000	90,000	90,000	90,000	90,000	90,000
Total Appropriations		3,970,557	626,703	756,248	676,248	681,222	686,385	691,738	697,296
Revenues Less Appropriations		(48,556)	-	(75,535)	-	-	-	-	-

Note:

Due to accumulation of fund balance from prior year transfers of general revenue, a general revenue transfer was not required for grant match funding in FY 2017.

Leon County Fiscal Year 2017 Tentative Budget

Non-Countywide General Revenue (126)

Fund Type: Special Revenue

The Non County wide General Revenue Fund is a special revenue fund originally established as part of the FY 2002 budget process. Prior to FY 2002, the 1/2 Cent Sales Tax, State Revenue Sharing, and other unrestricted resources were directly budgeted into the specific funds they supported. Beginning in FY 2002, the revenues were brought into this fund and budgetary transfers were established to the funds supported by these revenues. This approach allows for the entire revenue to be shown in one place and all funds being supported to be similarly reflected. These revenues are not deposited directly into the General Fund in order to discretely show support for activities not eligible for Countywide property tax revenue.

Revenue Sources	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Local Communication Svcs Tax	315000	3,499,854	3,580,550	3,436,000	3,264,200	3,231,900	3,199,600	3,168,250	3,136,900
State Revenue Sharing	335120	5,202,414	5,054,000	5,749,000	5,461,550	5,706,650	5,964,100	6,232,000	6,513,200
Insurance Agents County	335130	68,208	59,850	68,000	64,600	64,600	64,600	64,600	64,600
Mobile Home Licenses	335140	31,222	30,500	30,526	29,000	29,289	29,582	29,878	30,177
Alcoholic Beverage Licenses	335150	171,390	93,100	100,947	95,900	98,776	101,739	104,792	107,935
Racing Tax F.S. 212.20(6)	335160	223,250	212,088	223,251	212,088	212,088	212,088	212,088	212,088
Local 1/2 Cent Sales Tax	335180	11,863,075	11,857,900	12,920,000	12,274,000	12,825,950	13,403,550	14,006,800	14,636,650
Pool Interest Allocation	361111	41,640	-	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	4,372	-	-	-	-	-	-	-
Total Revenues		21,105,425	20,887,988	22,527,724	21,401,338	22,169,253	22,975,259	23,818,408	24,701,550

Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Transfers	950-581	19,943,900	20,887,988	21,401,338	21,401,338	22,169,253	22,975,259	23,818,408	24,701,550
Transfer to Fund 131	950-586	79,445	-	-	-	-	-	-	-
Total Appropriations		20,023,345	20,887,988	21,401,338	21,401,338	22,169,253	22,975,259	23,818,408	24,701,550
Revenues Less Appropriations		1,082,080	-	1,126,386	-	-	-	-	-

Note:

Increases in 1/2 Cent Sales Tax and State Shared revenue reflect an improving economy and consumer spending. Revenues from the Local Communications Services Tax decreased and are expected to decline in the out years. This coincides with the declining statewide trend in this revenue due technological changes and consumer preferences that continue to undermine the Communications Services Tax base by shifting consumer purchases to services not subject to the tax.

Leon County Fiscal Year 2017 Tentative Budget

Grants - Interest Bearing (127)

Fund Type: Special Revenue

This fund was established independently of the reimbursement grant fund (Fund 125) in order post interest to grants as may be required by the grant contract and/or special endowment.

Revenue Sources	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
DOH-Emergency Medical Services	334201	26,545	60,000	-	-	-	-	-	-
DOH-State EMS Matching Grant	334202	48,094	-	63,158	60,000	60,000	60,000	60,000	60,000
Tree Bank Donations	337410	41,544	-	-	-	-	-	-	-
Friends Endowment	337716	8,660	-	-	-	-	-	-	-
Van Brunt Library Trust	337725	35,296	-	-	-	-	-	-	-
Parks And Recreation	347200	14,727	-	-	-	-	-	-	-
Pool Interest Allocation	361111	3,877	-	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	1,458	-	-	-	-	-	-	-
Transfer From Fund 135	381135	24,704	-	-	-	-	-	-	-
Total Revenues		204,905	60,000	63,158	60,000	60,000	60,000	60,000	60,000

Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Friends Endowment 2005	913115-571	9,977	-	-	-	-	-	-	-
Van Brunt Library Trust	913200-571	36,688	-	-	-	-	-	-	-
Tree Bank	921053-541	41,906	-	-	-	-	-	-	-
Miccosukee Community Center	921116-572	6,947	-	-	-	-	-	-	-
Miccosukee Community Center	921126-572	5,071	-	-	-	-	-	-	-
Ft. Braden Community Center	921146-572	3,516	-	-	-	-	-	-	-
EMS/DOH - EMS Equipment	961045-526	26,545	60,000	-	-	-	-	-	-
EMS/DOH- MATCHING GRANT M3099	961047-526	41,500	-	-	-	-	-	-	-
EMS/DOH- MATCHING GRANT M3100	961048-526	22,625	-	-	-	-	-	-	-
EMS/DOH Matching Grant M4081	961051-526	-	-	60,000	60,000	60,000	60,000	60,000	60,000
Total Appropriations		194,774	60,000	60,000	60,000	60,000	60,000	60,000	60,000
Revenues Less Appropriations		10,131	-	3,158	-	-	-	-	-

Leon County Fiscal Year 2017 Tentative Budget

9-1-1 Emergency Communications (130)

Fund Type: Special Revenue

The 9-1-1 Emergency Communications Fund is a special revenue fund established in accordance with the Florida Emergency Telephone Act F.S. 365.171. Major revenue sources of the 9-1-1 Emergency Communications Fund include proceeds from the wireless Enhanced 9-1-1 fee (50 cents/month per service subscriber) pursuant to F.S. 365.172 - 365.173 and the 9-1-1 fee (50 cents/month per service line) pursuant to F.S. 365.171(13). The fund is used to account for resources and expenditures associated with 9-1-1 emergency services within Leon County.

Revenue Sources	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
State Revenue Sharing Enhanced 911 Fee	335220	809,294	581,400	638,000	606,100	618,450	630,800	643,150	655,500
State Revenue Sharing Enhanced 911 DMS	335221	521,504	701,100	796,000	756,200	763,800	771,400	779,000	787,550
Pool Interest Allocation	361111	8,803	-	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	2,382	-	-	-	-	-	-	-
Sheriff Excess Fees	386400	335,051	-	-	-	-	-	-	-
Total Revenues		1,677,034	1,282,500	1,434,000	1,362,300	1,382,250	1,402,200	1,422,150	1,443,050
Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Enhanced 9-1-1	180-586	1,283,200	1,276,500	1,355,300	1,355,300	1,375,250	1,395,200	1,414,150	1,435,050
Indirect Costs - Emergency 911	499-525	5,000	6,000	7,000	7,000	7,000	7,000	8,000	8,000
Total Appropriations		1,288,200	1,282,500	1,362,300	1,362,300	1,382,250	1,402,200	1,422,150	1,443,050
Revenues Less Appropriations		388,834	-	71,700	-	-	-	-	-

Leon County Fiscal Year 2017 Tentative Budget

Radio Communication Systems (131)

In accordance with F.S. 318.21(10) \$12.50 from each moving traffic violation shall be distributed and paid monthly via the Clerk of Court's fine distribution system. The fund is used to account for resources and expenditures associated with Leon County's participation in an intergovernmental radio communications programs that have been previously approved by the State of Florida, Department of Management Services. This program for Leon County is the 800 MHZ radio system.

Revenue Sources	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Radio Communications Program	351600	246,277	309,985	265,400	252,130	249,660	247,190	244,720	242,250
Pool Interest Allocation	361111	722	-	-	-	-	-	-	-
Transfer From Fund 001	381001	756,539	904,347	1,090,696	1,090,696	1,133,331	1,177,171	1,200,327	1,203,797
Transfer From Fund 110	381110	220,813	-	-	-	-	-	-	-
Transfer From Fund 126	381126	79,445	-	-	-	-	-	-	-
Total Revenues		1,303,796	1,214,332	1,356,096	1,342,826	1,382,991	1,424,361	1,445,047	1,446,047
Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Indirect Costs - Radio Communications	499-519	3,000	3,000	4,000	4,000	4,000	4,000	4,000	5,000
800 Mhz System Maintenance	529-519	1,309,036	1,211,332	1,338,826	1,338,826	1,378,991	1,420,361	1,441,047	1,441,047
Total Appropriations		1,312,036	1,214,332	1,342,826	1,342,826	1,382,991	1,424,361	1,445,047	1,446,047
Revenues Less Appropriations		(8,240)	-	13,270	-	-	-	-	-

Note:

Declining revenue in the 800 MHZ program is due in part to fewer traffic citations being issued by the Tallahassee Police Department. This revenue decline will require \$1.0 million in general revenue support for FY 2017. The general revenue support is anticipated to increase to \$1.2 million in FY 2021.

Leon County Fiscal Year 2017 Tentative Budget

Municipal Services (140)

Fund Type: Special Revenue

The Municipal Services Fund is a special revenue fund established in support of various municipal services provided in the unincorporated area of Leon County. These services include: parks and recreation, and animal control. The major revenue sources for the Municipal Services Fund are transfers from the Non-Restricted Revenue Fund (i.e. State revenue sharing, the local cent sales tax, etc.) and the Public Services Tax.

Revenue Sources	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Public Service Tax - Electric	314100	4,310,428	4,617,950	7,220,000	6,859,000	6,995,800	7,135,450	7,278,900	7,424,250
Public Service Tax - Water	314300	892,272	899,650	969,000	920,550	930,124	939,705	949,289	958,877
Public Service Tax - Gas	314400	734,009	577,401	591,000	561,450	572,679	584,132	595,815	607,731
Public Service Tax - Fuel Oil	314700	2,123	2,850	3,000	2,850	2,850	2,850	2,850	2,850
Public Service Tax - 2% Discount	314999	(29,077)	(29,450)	(30,000)	(28,500)	(28,500)	(28,500)	(28,500)	(28,500)
DOT-Reimbursement Route 27	343913	7,112	-	5,690	5,690	5,690	5,690	5,690	5,690
Library Fees	347100	196	-	-	-	-	-	-	-
Parks And Recreation	347200	7,301	5,985	6,100	5,795	5,853	5,912	5,971	6,031
Coe's Landing Park	347201	28,422	58,235	41,900	39,805	40,999	42,229	43,497	44,802
Animal Control Education	351310	300	-	-	-	-	-	-	-
Pool Interest Allocation	361111	31,028	35,262	50,300	47,785	47,785	47,785	47,785	47,785
Net Incr(decr) In Fmv Of Investment	361300	5,328	-	-	-	-	-	-	-
Tax Collector F.S. 125.315	361320	62	-	-	-	-	-	-	-
Other Scrap Or Surplus	365900	64,250	-	-	-	-	-	-	-
Contributions And Donations	366000	200	3,800	4,000	3,800	3,800	3,800	3,800	3,800
Other Miscellaneous Revenue	369900	4,869	-	-	-	-	-	-	-
Transfer From Fund 126	381126	455,629	908,760	-	-	162,014	174,695	206,227	139,097
Appropriated Fund Balance	399900	-	1,224,459	1,224,459	1,224,459	-	-	-	-
Total Revenues		6,514,453	8,304,902	10,085,449	9,642,684	8,739,094	8,913,748	9,111,324	9,212,413

Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Animal Control	201-562	1,297,343	1,570,911	1,526,763	1,526,763	1,578,889	1,633,546	1,690,857	1,707,714
Parks and Recreation Services	436-572	2,576,898	2,794,911	3,015,143	2,884,890	2,982,234	3,041,025	3,102,463	3,166,695
MIS Automation - Animal Control	470-562	710	710	3,077	3,077	3,077	3,077	3,077	3,077
MIS Automation - Parks and Recreation	470-572	335	2,940	3,207	3,207	3,207	3,207	3,207	3,207
Municipal Services - Risk	495-572	67,325	32,813	31,593	31,593	31,593	31,593	31,593	31,593
Indirect Costs - Municipal Services (Animal Control)	499-562	90,000	92,000	115,000	115,000	118,000	122,000	126,000	129,000
Indirect Costs - Municipal Services (Parks & Recreation)	499-572	520,000	497,000	520,000	520,000	536,000	552,000	568,000	585,000
Payment to City- Parks & Recreation	838-572	1,080,239	1,271,502	1,325,542	1,273,620	1,327,749	1,384,178	1,443,005	1,443,005
Transfers	950-581	326,384	2,002,115	3,044,534	3,044,534	1,903,122	1,903,122	1,903,122	1,903,122
Primary Health Care-Trauma Center	971-562	-	-	200,000	200,000	200,000	200,000	200,000	200,000
Budgeted Reserves - Municipal Service	990-599	-	40,000	40,000	40,000	55,223	40,000	40,000	40,000
Total Appropriations		5,959,234	8,304,902	9,824,859	9,642,684	8,739,094	8,913,748	9,111,324	9,212,413
Revenues Less Appropriations		555,219	-	260,590	-	-	-	-	-

Notes:

In FY 2014, this fund began to see reduced revenue when the City of Tallahassee overpaid the County \$2.1 million in electric Public Service Tax (PST) due to an over remittance error. The utility revenue repayment ended in FY 2016. Additionally, in FY 2016, the utility provider Talquin Electric Cooperative, informed the County of an error in the calculation of this tax resulting in the underbilling of utility customers for the PST. The combination of the repayment to the City of Tallahassee ending and the Talquin billing correction will result in an increase of \$2.0 million in this revenue for FY 2017. \$1.4 million of this additional revenue will be transferred for Capital Projects in FY 2017.

Leon County Fiscal Year 2017 Tentative Budget

Fire Rescue Services (145)

Fund Type: Special Revenue

The Fire Services Fund is a special revenue fund established in FY 2010 as a method to fund enhanced fire protection services in the unincorporated area of Leon County. This included adding another fire fighter at unincorporated area fire stations. The funding is derived from a fire service fee levied on single-family, commercial and governmental properties in the unincorporated area of the County. Homes are charged a flat rate, and commercial and governmental properties pay per square foot. Square footage associated with the worship area of a church is excluded from the fee. By interlocal agreement with the City of Tallahassee, emergency medical and fire rescue services have been functionally consolidated with both Department Chiefs reporting to the County Administrator and City Manager. In addition, the County provides support to the Volunteer Fire Departments.

Revenue Sources	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Fire Service Fee	325201	5,473,049	4,916,863	5,513,873	5,238,179	6,189,319	6,246,387	6,304,026	6,362,242
Fire Service Fee	325202	1,676,322	1,891,799	1,954,492	1,856,767	2,228,120	2,250,401	2,272,905	2,295,634
Delinquent Fees	325203	12,300	-	-	-	-	-	-	-
Pool Interest Allocation	361111	26,020	-	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	4,899	-	-	-	-	-	-	-
Transfer From Fund 140	381140	-	1,224,459	1,224,459	1,224,459	-	-	-	-
Total Revenues		7,192,590	8,033,121	8,692,823	8,319,405	8,417,439	8,496,788	8,576,931	8,657,876

Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
VFD Fire Services - Risk	495-552	-	33,277	24,930	24,930	24,930	24,930	24,930	24,930
Indirect Costs - Fire Services	499-522	50,000	20,000	25,000	25,000	26,000	27,000	27,000	28,000
Tax Collector	513-586	33,793	33,695	39,090	39,090	45,908	47,377	47,851	48,329
Fire Services Payment	838-522	6,626,631	7,463,670	7,747,906	7,747,906	7,838,122	7,915,002	7,994,671	8,074,138
Volunteer Fire Department	843-522	214,697	482,479	482,479	482,479	482,479	482,479	482,479	482,479
Total Appropriations		6,925,121	8,033,121	8,319,405	8,319,405	8,417,439	8,496,788	8,576,931	8,657,876
Revenues Less Appropriations		267,470	-	373,418	-	-	-	-	-

Notes:

In FY 2010, the Board approved placing this assessment on the tax bill for property owners who did not pay the fee via the established billing system; however, direct billing by the City of Tallahassee is the primary source for the collection of this fee. At the May 12, 2015 meeting, the Board approved implementing the new fire fee rates as recommended in the new fire study. The Board then reduced the fees for the unincorporated area by 15% for FY 2016 & FY 2017. The full rate will become effective October 1, 2017 (FY 2018). In order to pay the City of Tallahassee the reduced rate provided to the unincorporated area, the Board appropriated \$1.224 million in FY 2016 from appropriated unincorporated general revenue fund balances. The Board appropriated this same amount in FY 2017.

Leon County Fiscal Year 2017 Tentative Budget

Tourism Development (160)

Fund Type: Special Revenue

The Tourist Development Fund is a special revenue fund established as the repository for the collection of the 5% Local Option Tourist Development Tax on transient lodging sales in Leon County (bed tax). The Tourist Development Council administers the expenditure of these revenues, as limited by law, to tourist development initiatives. Annual reserves for contingencies are supported by available fund balance. This amount will be determined on an annual basis as part of the budget process.

Revenue Sources	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Tourist Development (3-3/4 Cents)	312100	3,845,638	3,455,625	3,874,421	3,680,700	3,754,314	3,829,400	3,905,988	3,984,107
Tourist Development (1-1/4 Cents)	312110	1,141,543	1,151,875	1,291,474	1,226,900	1,251,438	1,276,467	1,301,996	1,328,035
Pool Interest Allocation	361111	69,877	56,715	19,600	18,620	18,620	18,620	18,620	18,620
Interest Income - Other	361120	56	-	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	13,198	-	-	-	-	-	-	-
Tax Collector F.S. 125.315	361320	12	-	-	-	-	-	-	-
Rents And Royalties	362000	10,200	10,200	10,200	10,200	10,200	10,200	10,200	10,200
Merchandise Sales	365000	2,812	4,000	3,000	3,000	3,000	3,000	3,000	3,000
Other Contributions	366930	1,100	3,000	2,400	2,400	2,400	2,400	2,400	2,400
Other Miscellaneous Revenue	369900	-	-	22,047	20,945	20,945	20,945	20,945	20,945
Appropriated Fund Balance	399900	-	177,815	491,300	491,300	488,077	62,861	38,472	13,680
Total Revenues		5,084,436	4,859,230	5,714,442	5,454,065	5,548,994	5,223,893	5,301,621	5,380,987
Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Welcome Center Improvements	086065-552	74,670	-	41,300	41,300	-	-	-	-
Administration	301-552	498,129	533,944	540,030	525,530	536,714	548,355	560,474	572,830
Advertising	302-552	856,097	1,083,786	1,141,473	1,141,473	1,152,311	1,163,257	1,174,313	1,185,479
Marketing	303-552	1,165,869	1,338,469	1,398,144	1,398,144	1,417,708	1,437,991	1,459,015	1,480,819
Special Projects	304-552	249,784	340,000	515,000	515,000	515,000	515,000	515,000	515,000
MIS Automation - Tourism Development	470-552	8,815	8,820	11,465	11,465	11,465	11,465	11,465	11,465
Tourism Development - Risk	495-552	6,987	6,760	6,858	6,858	6,858	6,858	6,858	6,858
Indirect Costs - Tourism Development	499-552	154,000	189,000	236,000	236,000	243,000	250,000	258,000	266,000
Goodwood Conference Center	888-552	229,000	-	-	-	-	-	-	-
Council on Culture & Arts (COCA)	888-573	904,500	1,151,875	1,226,900	1,226,900	1,251,438	1,276,467	1,301,996	1,328,036
Transfers	950-581	163,451	156,576	301,395	301,395	364,500	14,500	14,500	14,500
Budgeted Reserves - Tourism Development	990-599	-	50,000	50,000	50,000	50,000	-	-	-
Total Appropriations		4,311,301	4,859,230	5,468,565	5,454,065	5,548,994	5,223,893	5,301,621	5,380,987
Revenues Less Appropriations		773,135	-	245,877	-	-	-	-	-

Notes:

For FY 2017, estimated revenue per penny is anticipated to increase from \$921,500 per penny in FY 2016 to \$981,520. Funding reflects the new distribution of the five pennies subsequent to the elimination of the one cent funding for the Performing Arts Center. Under the new funding arrangement, one cent is allocated to Council on Cultural Arts (COCA) for the regranting to cultural organizations. In addition, over the next 5 years ¼ cent will support the COCA capital grant program. Increase in expenditures reflects the use of fund balance for funding of the County Signature Event Grant Program as well as capital improvements including building larger permanent bathrooms at Apalachee Regional Park.

Leon County Fiscal Year 2017 Tentative Budget

Housing Finance Authority (161)

Fund Type: Special Revenue

The Housing Finance Authority Fund is a special revenue fund established as the repository for the collection of issuer fees that are deposited when single family revenue bonds are placed on the open market for purchase by banks pursuant to Florida Statute Chapter 159 and Leon County Ordinance. Expenditures are limited to single family mortgage loans.

Revenue Sources	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Marketing Installment Fee	337500	8,674	10,000	-	-	-	-	-	-
Project Fees	345125	71,276	29,640	30,900	29,355	29,355	29,355	29,355	29,355
SHIP Recaptured Revenue	345150	12,685	-	-	-	-	-	-	-
Pool Interest Allocation	361111	6,691	-	-	-	-	-	-	-
Appropriated Fund Balance	399900	-	49,720	63,605	63,605	63,605	63,605	63,605	63,605
Total Revenues		99,325	89,360	94,505	92,960	92,960	92,960	92,960	92,960
Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Housing Finance Authority	808-554	78,291	89,360	92,960	92,960	92,960	92,960	92,960	92,960
Total Appropriations		78,291	89,360	92,960	92,960	92,960	92,960	92,960	92,960
Revenues Less Appropriations		21,034	-	1,545	-	-	-	-	-

Leon County Fiscal Year 2017 Tentative Budget

County Accepted Roadways and Drainage Systems Program (162)

Fund Type: Special Revenue

The County Accepted Roadways and Drainage Systems Program (CARDS) Fund is a special revenue fund established to account for the repayment of special assessments associated with the County's CARDS program (formerly the 2/3 2/3's paving program). The revenue received into this fund is collected as a non ad valorem special assessment on the annual tax bill. These revenues are repaying the County for loans utilized to construct special assessment paving projects. The revenues are annually transferred to the Capital Projects Fund (305). Prior to FY 2002, each road project had a discrete fund for the repayments to be accounted. The County's Finance Department is currently tracking each individual parcel's obligation through the financial system as a discrete account negating the need for individual funds.

Revenue Sources	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Pool Interest Allocation	361111	2,790	6,270	4,700	4,465	4,465	4,465	4,465	4,465
Other Interest Earnings	361390	42,522	49,903	30,000	28,500	21,850	18,050	15,200	12,350
Special Assessments	363000	272,225	229,295	153,000	145,350	110,200	108,300	96,900	89,300
Total Revenues		317,537	285,468	187,700	178,315	136,515	130,815	116,565	106,115

Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Tax Collector	513-586	5,500	5,500	5,500	5,500	5,500	5,500	5,500	5,500
Transfers	950-581	308,407	279,968	172,815	172,815	131,015	125,315	111,065	100,615
Total Appropriations		313,907	285,468	178,315	178,315	136,515	130,815	116,565	106,115
Revenues Less Appropriations		3,630	-	9,385	-	-	-	-	-

Notes:

FY 2017 fund transfers previously transferred to the general capital expenditures was transferred to the General Fund as part of the budget balancing strategy.

Leon County Fiscal Year 2017 Tentative Budget

Special Assessment - Killearn Lakes Units I and II Sewer (164)

Fund Type: Special Revenue

This Special Assessment Fund was established to account for revenues and expenditures associated with of the special assessment levied on property owners in Killearn Lakes Units I and II to pay for the costs associated with maintaining the new City of Tallahassee sewer service distribution system completed in October 2006. The assessment is collected and remitted to the City of Tallahassee in accordance with an interlocal agreement with the City of Tallahassee. The charge levied to each parcel within Units I and II is \$179.43.

Revenue Sources	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Pool Interest Allocation	361111	2,742	-	-	-	-	-	-	-
Special Assessment - Killearn Lakes Sewer	363230	297,078	237,500	250,000	237,500	237,500	237,500	237,500	237,500
Total Revenues		299,820	237,500	250,000	237,500	237,500	237,500	237,500	237,500

Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Tax Collector	513-586	4,478	5,000	5,000	5,000	5,000	5,000	5,000	5,000
Sewer Services Killearn Lakes Units I and II	838-535	292,600	232,500	232,500	232,500	232,500	232,500	232,500	232,500
Total Appropriations		297,078	237,500	237,500	237,500	237,500	237,500	237,500	237,500
Revenues Less Appropriations		2,741	-	12,500	-	-	-	-	-

Leon County Fiscal Year 2017 Tentative Budget

County Government Annex (165)

Fund Type: Special Revenue

On June 26, 2003, the Board of County Commissioners purchased the County Government Annex on Calhoun Street. The operating fund will be used to facilitate and account for the ongoing operations of this building. In FY 2004 and for a predetermined future period, revenues associated with this fund will primarily be generated by the remaining leases associated with the current tenants of the building. Expenses associated with this fund are comprised of necessities required in the upkeep, maintenance, and management of the facility. A portion of the revenue from this fund is transferred to the associated debt service fund to pay the existing debt service for the bonds issued to purchase the building.

Revenue Sources	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Parking Facilities	344500	78,461	105,260	169,186	160,727	160,790	160,917	154,055	118,372
Pool Interest Allocation	361111	12,441	11,590	5,400	5,130	5,130	5,130	5,130	5,130
Net Incr(decr) In Fmv Of Investment	361300	1,928	-	-	-	-	-	-	-
Rents And Royalties	362000	1,463,718	1,491,800	1,572,515	1,572,515	1,598,919	1,626,715	1,595,555	1,223,615
Appropriated Fund Balance	399900	-	565,383	52,652	52,652	-	-	-	-
Total Revenues		1,556,549	2,174,033	1,799,753	1,791,024	1,764,839	1,792,762	1,754,740	1,347,117

Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
County Government Annex	086025-519	791,582	930,000	1,073,605	523,600	485,640	502,479	455,233	475,418
County Government Annex	154-519	550,339	747,397	768,998	427,510	438,284	449,368	457,592	464,683
County Government Annex - Risk	495-519	38,213	38,524	38,528	38,528	38,528	38,528	38,528	38,528
Indirect Costs - County Government Annex	499-519	22,000	22,000	24,000	24,000	25,000	25,000	26,000	27,000
Transfers	950-581	199,715	436,112	435,898	777,386	777,387	777,387	777,387	341,488
Total Appropriations		1,601,848	2,174,033	2,341,029	1,791,024	1,764,839	1,792,762	1,754,740	1,347,117
Revenues Less Appropriations		(45,300)	-	(541,276)	-	-	-	-	-

Notes:

Funding is allocated for renovations, mechanical and electrical upgrades and safety improvements at the Leon County Courthouse Annex. Improvements include replacing air handlers and remodeling bathrooms, converting fifth floor office space and a sprinkler system for the parking garage. Specific project details are located in the Capital Improvements Project Section. In FY 2016, BluePrint 2000 relocated their offices to the County Government Annex in space formally occupied by the Clerk of Court. BluePrint 2000 will pay for the cost of the renovation of the lease over the life of their lease.

Leon County Fiscal Year 2017 Tentative Budget

Huntington Oaks Plaza (166)

Fund Type: Special Revenue

This fund was established to maintain accounting for the maintenance of the Huntington Oaks Plaza purchased by the County in FY10 for the expansion of the Lake Jackson store front library and the construction of community room. Revenue from this fund is derived from lease payments from space rentals for use in maintaining the property.

Revenue Sources	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Pool Interest Allocation	361111	1,811	-	-	-	-	-	-	-
Rents And Royalties	362000	192,193	212,800	139,477	139,477	151,196	151,196	151,196	152,196
Appropriated Fund Balance	399900	-	38,860	11,719	11,719	-	-	-	-
Total Revenues		194,004	251,660	151,196	151,196	151,196	151,196	151,196	152,196
Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Huntington Oaks Plaza Bldg Improvement	083002-519	244	100,000	100,000	-	-	-	-	-
Huntington Oaks Plaza Operating	155-519	93,853	134,425	134,525	134,525	134,525	134,525	134,525	134,525
Huntington Oaks - Risk	495-519	13,772	14,235	12,671	12,671	12,671	12,671	12,671	12,671
Indirect Costs - Huntington Oaks Plaza	499-519	2,000	3,000	4,000	4,000	4,000	4,000	4,000	5,000
Total Appropriations		109,869	251,660	251,196	151,196	151,196	151,196	151,196	152,196
Revenues Less Appropriations		84,135	-	(100,000)	-	-	-	-	-

Leon County Fiscal Year 2017 Tentative Budget

Bond Series 2012A & 2012B (211)

Fund Type: Debt Service

The Bond Series 2012A & 2012B Fund is a debt service fund established to account for the debt service associated with the Capital Improvement Revenue Bonds Series 2012A (Tax Exempt) and 2012B (Taxable). These bonds were issued to fund the acquisition of the Bank of America building and for major repairs and renovations to the existing County Courthouse facility. (This fund was changed from Bond Series 2003A & 2003B due to refinancing of the Bond with a bank loan in 2012).

Revenue Sources	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Transfer From Fund 126	381126	66,572	145,371	144,900	144,900	6,640,147	6,643,118	6,642,174	-
Transfer From Fund 165	381165	199,715	436,112	435,898	435,898	435,899	435,899	435,899	-
Total Revenues		266,287	581,483	580,798	580,798	7,076,046	7,079,017	7,078,073	-

Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Bond Series 2012A (Tax Exempt)	975-582	136,406	136,706	136,706	136,706	136,706	1,441,706	7,078,073	-
Bond Series 2012B (Taxable)	976-582	443,425	444,777	444,092	444,092	6,939,340	5,637,311	-	-
Total Appropriations		579,831	581,483	580,798	580,798	7,076,046	7,079,017	7,078,073	-
Revenues Less Appropriations		(313,544)	-	-	-	-	-	-	-

Notes:

Savings associated with the FY 2013 refinancing saved the County a total of \$2.6 million for the refinancing period.

Leon County Fiscal Year 2017 Tentative Budget

Bond Series 2005 (220)

Fund Type: Debt Service

The Bond Series 2005 Fund is a debt service fund established to account for the debt service associated with the Capital Improvement Revenue Refunding Bond Series 2005. This bond was issued to fully refund the Parks and Recreation Bond Series 1998A, a portion of the Stormwater Bond Series 1997 and a portion of the Capital Improvement Revenue Bond Series 1999. This bond was also issued to fund the relocation of the Growth and Environmental Management facility, the construction of a public library and renovations to the County Courthouse building. The non-taxable portion of these bonds were refinanced in July 2014 with a bank loan. This bank loan is accounted for in Fund 222.

Revenue Sources	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Transfer From Fund 001	381001	416,004	272,208	410,684	410,684	-	-	-	-
Transfer From Fund 126	381126	6,340,711	6,074,012	5,955,721	5,955,721	-	-	-	-
Transfer From Fund 140	381140	326,384	312,656	342,237	342,237	-	-	-	-
Transfer From Fund 160	381160	163,451	156,576	136,895	136,895	-	-	-	-
Appropriated Fund Balance	399900	-	126,298	98,417	98,417	-	-	-	-
Total Revenues		7,246,550	6,941,750	6,943,954	6,943,954	-	-	-	-

Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Transfers	950-581	9,050	-	-	-	-	-	-	-
Bond Series 2005	958-582	7,227,570	6,941,750	6,943,954	6,943,954	-	-	-	-
Total Appropriations		7,236,620	6,941,750	6,943,954	6,943,954	-	-	-	-
Revenues Less Appropriations		9,930	-	-	-	-	-	-	-

Notes:

The refinancing of the remaining taxable portion of the loan in FY 2015 will save the County \$585,711 over the two year life of the refinancing.

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ESCO Lease (221)

Fund Type: Debt Service

The ESCO Lease Fund is a debt service fund established to account for the debt service associated with the obligations relating to the County's Energy Performance Contract with Energy Systems Group. This lease was entered into to fund the acquisition of various facility improvement measures including lighting upgrades, HVAC systems, an energy management system and water/sewer improvements. These energy efficiency improvements will offset the cost of the lease. Energy Systems Group will pay any balance on the lease not offset by these energy cost savings. The net savings will total approximately \$850,000.

Revenue Sources	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Transfer From Fund 001	381001	484,514	484,514	484,514	484,514	484,514	-	-	-
Total Revenues		484,514	484,514	484,514	484,514	484,514	-	-	-
Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
ESCO Lease	977-582	484,514	484,514	484,514	484,514	484,514	-	-	-
Total Appropriations		484,514	484,514	484,514	484,514	484,514	-	-	-
Revenues Less Appropriations		1	-	-	-	-	-	-	-

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Debt Series 2014 (222)

Fund Type: Debt Service

The Debt Series 2014 Fund is a debt service fund established to account for the debt service associated with the refinancing of the non taxable portion of the Capital Improvement Revenue Refunding Bond Series 2005 with a bank loan. The original bond was issued to fully refund the Parks and Recreation Bond Series 1998A, a portion of the Stormwater Bond Series 1997 and a portion of the Capital Improvement Revenue Bond Series 1999. The remaining taxable portion of this bond is accounted for in Fund 220.

Revenue Sources	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Transfer From Fund 126	381126	558,780	560,672	561,282	561,282	560,785	561,208	560,522	3,335,756
Transfer from Fund 220	381220	9,050	-	-	-	-	-	-	-
Total Revenues		567,830	560,672	561,282	561,282	560,785	561,208	560,522	3,335,756

Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
2014 Debt Series	976-582	567,830	-	-	-	-	-	-	-
2014 Debt Series	979-582	-	560,672	561,282	561,282	560,785	561,208	560,522	3,335,756
Total Appropriations		567,830	560,672	561,282	561,282	560,785	561,208	560,522	3,335,756
Revenues Less Appropriations		-	-	-	-	-	-	-	-

Notes:

This fund was established to account for the debt service associated with the refinancing of the non taxable portion of the Capital Improvement Revenue Refunding Bond Series 2005 (Fund 220) with a bank loan. This financing will save \$170,000 per year or \$1.8 million over the life of the loan.

Leon County Fiscal Year 2017 Tentative Budget

Capital Improvements (305)

Fund Type: Capital Projects

The Capital Improvements Fund is a capital project fund established in support of the County's Capital Improvement Program. A major revenue source of the Capital Improvement Fund is a transfer from general revenue dollars. The fund is used to account for resources and expenditures associated with the acquisition or construction of major non-transportation related capital facilities and/or projects other than those financed by Proprietary Funds.

Revenue Sources	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Pool Interest Allocation	361111	219,540	105,545	116,000	110,200	110,200	110,200	110,200	110,200
Net Incr(decr) In Fmv Of Investment	361300	25,415	-	-	-	-	-	-	-
Transfer From Fund 001	381001	1,033,500	1,535,000	1,625,284	1,625,284	2,781,372	2,319,089	3,230,337	9,871,090
Transfer From Fund 120	381120	-	91,000	70,000	70,000	70,000	70,000	70,000	70,000
Transfer From Fund 121	381121	-	-	191,000	191,000	70,000	102,000	102,000	70,000
Transfer From Fund 123	381123	74,334	-	-	-	-	-	-	-
Transfer From Fund 140	381140	-	465,000	1,374,716	1,374,716	1,800,000	1,800,000	1,800,000	1,800,000
Transfer From Fund 160	381160	-	-	150,000	150,000	350,000	-	-	-
Appropriated Fund Balance	399900	-	4,302,489	5,468,030	5,468,030	3,110,558	2,962,591	1,936,525	-
Total Revenues		1,352,789	6,499,034	8,995,030	8,989,230	8,292,130	7,363,880	7,249,062	11,921,290

Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
General Vehicle & Equipment Replacement	026003-519	477,472	550,000	439,000	439,000	200,000	259,000	275,000	180,000
Stormwater Vehicle & Equipment Replacement	026004-538	697,218	391,000	481,300	121,000	184,100	180,100	305,000	435,000
Fleet Management Shop Equipment	026010-519	14,478	50,000	50,000	50,000	50,000	50,000	50,000	50,000
General Government New Vehicle Requests	026018-519	-	20,500	-	-	-	-	-	-
New Stormwater Vehicle & Equipment	026020-538	-	-	914,300	-	-	-	-	-
Woodville Community Park	041002-572	75,508	-	-	-	-	-	-	-
J. Lee Vause Park	043001-572	-	61,850	60,700	60,700	141,800	-	-	-
Fred George Park	043007-572	9,263	110,000	-	-	-	-	-	-
Okeeheepkee Prairie Park	043008-572	107,403	-	133,000	133,000	-	-	-	-
Miccosukee Park	044002-572	142,109	-	-	-	-	-	-	-
Miccosukee Greenway	044003-572	-	50,000	-	-	-	-	-	-
Miccosukee Community Center	044005-572	-	15,000	-	-	-	-	-	-
Apalachee Parkway Regional Park	045001-572	78,074	-	600,000	600,000	500,000	200,000	200,000	200,000
J.R. Alford Greenway	045004-572	-	15,000	125,000	125,000	-	-	-	-
Pedrick Road Pond Walking Trail	045007-572	106,436	-	-	-	-	-	-	-
Parks Capital Maintenance	046001-572	425,379	-	1,710,000	-	325,000	325,000	325,000	325,000
Playground Equipment Replacement	046006-572	84,889	130,000	-	-	130,000	-	130,000	-
New Vehicles and Equipment for Parks/Greenways	046007-572	-	222,000	63,200	63,200	111,300	50,000	-	-
Athletic Field Lighting	046008-572	211,825	-	-	-	-	-	-	-
Greenways Capital Maintenance	046009-572	203,408	238,000	350,000	350,000	350,000	350,000	350,000	350,000
St. Marks Headwaters Greenways	047001-572	23,805	-	-	-	-	-	-	-
Boat Landing Improvements and Renovations	047002-572	-	-	125,000	-	125,000	125,000	125,000	125,000
Stormwater and Transportation Improvements	056010-541	848,504	-	-	-	-	-	-	-
Street Lights Placement in Unincorporated Areas	057013-541	-	-	-	-	125,000	125,000	125,000	125,000
Killearn Lake Plantation Stormwater	064006-538	1,146	-	-	-	-	-	-	-
Stormwater Structure Inventory and Mapping	066003-538	124,725	-	-	-	-	-	-	-
TMDL Compliance Activities	066004-538	-	100,000	150,000	150,000	100,000	-	-	-
Stormwater Maintenance Filter Replacement	066026-538	83,822	100,000	100,000	100,000	100,000	100,000	100,000	100,000
Stormwater Infrastructure Preventative Maintenance	067006-538	-	-	550,000	-	500,000	500,000	500,000	500,000
Financial Hardware and Software	076001-519	36,120	100,000	150,000	150,000	100,000	25,000	25,000	25,000
Data Wiring	076003-519	21,280	25,000	25,000	25,000	25,000	25,000	25,000	25,000

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Capital Improvements (305)

Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Digital Phone System	076004-519	69,907	76,000	200,000	200,000	25,000	25,000	25,000	25,000
Supervisor of Elections Technology	076005-519	76,000	70,800	75,500	75,500	25,000	25,000	25,000	25,000
File Server Maintenance	076008-519	369,779	375,000	505,000	505,000	375,000	375,000	375,000	375,000
Geographic Information Systems	076009-539	145,233	238,280	238,280	238,280	238,280	238,280	238,280	238,280
Library Services Technology	076011-571	36,528	80,000	79,000	79,000	25,000	25,000	25,000	25,000
Permit & Enforcement Tracking System	076015-537	64,705	50,000	140,000	140,000	140,000	140,000	140,000	140,000
Network Backbone Upgrade	076018-519	79,286	180,000	150,000	150,000	150,000	150,000	150,000	150,000
Technology In Chambers	076022-519	-	-	48,300	48,300	58,000	-	-	-
Courtroom Technology	076023-519	51,837	100,000	132,000	132,000	132,000	132,000	132,000	132,000
User Computer Upgrades	076024-519	299,158	300,000	300,000	300,000	300,000	300,000	300,000	300,000
Work Order Management	076042-519	17,244	20,000	20,000	20,000	20,000	20,000	20,000	20,000
State Attorney Technology	076047-519	31,805	30,000	30,000	30,000	30,000	30,000	30,000	30,000
Public Defender Technology	076051-519	45,079	82,300	80,000	80,000	30,000	30,000	30,000	30,000
Geographic Information Systems Incremental Basemap Update	076060-539	298,500	298,500	298,500	298,500	298,500	298,500	298,500	298,500
Records Management	076061-519	9,639	50,000	50,000	50,000	50,000	50,000	50,000	50,000
E-Filing System for Court Documents	076063-519	-	-	125,000	125,000	125,000	125,000	125,000	125,000
MIS Data Center and Elevator Room Halon System	076064-519	-	-	250,000	250,000	-	-	-	-
Fort Braden Renovations	082003-572	20,065	-	-	-	-	-	-	-
Huntington Oaks Plaza Renovations	083002-519	-	50,000	100,000	25,000	25,000	25,000	25,000	25,000
Courtroom Minor Renovations	086007-519	63,318	60,000	60,000	60,000	60,000	60,000	60,000	60,000
Architectural & Engineering Services	086011-519	55,044	80,000	80,000	60,000	60,000	60,000	60,000	60,000
Courthouse Security	086016-519	23,370	20,000	20,000	20,000	20,000	20,000	20,000	20,000
Common Area Furnishings	086017-519	21,335	30,000	40,000	30,000	30,000	30,000	30,000	30,000
Courthouse Repairs	086024-519	172,509	511,000	1,090,400	490,400	400,000	400,000	400,000	400,000
County Government Annex	086025-519	1,654	-	-	-	-	-	-	-
Courthouse Renovations	086027-519	24,198	205,800	300,000	300,000	40,000	40,000	40,000	40,000
Agriculture Center Renovations	086030-519	9,562	-	210,000	120,000	-	-	-	-
Jail Complex Maintenance	086031-523	28,000	-	1,665,900	-	1,000,000	1,700,000	1,444,282	-
Parking Lot Maintenance	086033-519	13,735	112,000	86,000	86,000	16,000	16,000	16,000	16,000
Elevator Generator Upgrades	086037-519	43,032	-	250,000	250,000	350,000	300,000	250,000	300,000
Health Department Improvements	086052-519	-	-	225,000	100,000	100,000	100,000	100,000	100,000
Main Library Improvements	086053-571	142,802	269,200	395,000	-	470,000	-	-	-
Centralized Storage Facility	086054-519	42,307	50,000	150,000	150,000	150,000	50,000	50,000	50,000
Branch Library Expansions	086055-571	-	20,000	20,000	-	-	-	-	-
General County Maintenance and Minor Renovations	086057-519	43,132	165,000	190,000	190,000	115,000	25,000	25,000	25,000
Community Services Building Roof Replacement	086062-519	304,461	-	-	-	-	-	-	-
Air Conditioning Unit Replacements	086064-519	9,315	65,704	30,000	30,000	30,000	30,000	30,000	30,000
Pre-Fabricated Buildings	086066-572	-	61,100	62,600	62,600	55,300	-	-	-
Medical Examiner Facility	086067-527	5,000	-	1,681,750	1,681,750	31,850	-	-	-
Lake Jackson Town Center Sense of Place	086068-519	13,607	-	-	-	-	-	-	-
Business Incubator Facility	086069-552	10,882	-	-	-	-	-	-	-
Fairground Sense of Place Initiative	086070-519	47,995	-	-	-	-	-	-	-
Fleet Management Shop Improvements	086071-519	11,750	-	-	-	-	-	-	-
Amtrak Building Renovations	086073-519	-	280,000	45,000	45,000	50,000	30,000	-	-
Election Equipment	096015-513	761,735	-	-	-	-	-	-	-
Public Safety Complex	096016-529	80,528	300,000	150,000	150,000	150,000	150,000	150,000	150,000
Voting Equipment Replacement	096028-513	-	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Orange Avenue Fence Replacement	096029-519	-	40,000	-	-	-	-	-	-
Transfers	950-581	21,830	-	-	-	-	-	-	-
Capital Improvements	990-599	-	-	-	-	-	-	-	6,161,510

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Capital Improvements (305)

Total Appropriations	7,338,730	6,499,034	15,649,730	8,989,230	8,292,130	7,363,880	7,249,062	11,921,290
Revenues Less Appropriations	(5,985,942)	-	(6,654,700)	-	-	-	-	-

Notes:

The majority of FY 2017 Capital Improvement Plan is related to the maintenance of existing infrastructure, purchase of replacement vehicles and equipment, information technology upgrades, and limited resources committed to new construction or facility improvements including the Medical Examiner Facility. In FY 2013 and FY 2014, to assist with balancing the budgets, the County did not transfer recurring general revenue dollars to support the capital program. In FY 2015, for the first time in two year, the County transferred recurring revenue to the capital program. For FY 2016, the County double the amount transferred to \$2 million and for the FY 2017 the County increased the transfer to \$3.0 million. Also for FY 2017, the County approved the transfer of additional general revenue in the amount of \$1.4 million from the increase in Public Services Tax revenue. The total general revenue transfer for FY 2017 is \$3.0 million. Additionally, the Board approved a "fund sweep" of general revenue reserves (\$13.5 million) and restricted revenue reserves (\$3.5 million) for a total amount of \$17 million. The \$13.5 million in general revenue reserves will be used for long term capital needs associated with maintaining the County infrastructure while the \$3.5 million in restricted revenue will be used for stormwater and transportation projects. The out year budgets show additional general revenue support of \$4.5 million for FY 2018, \$4.1 million for FY 2019, \$5.0 million for FY 2020, and \$11.6 million in FY 2021. This increase in capital funding in FY 2021 is the result of the 2012A and 2012B Debt Service Bond Series being paid off in FY 2020.

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Transportation Improvements (306)

Fund Type: Capital Projects

The Transportation Improvement Fund is a capital project fund established to account for transportation related capital projects. Major revenue sources for the Transportation Improvement Fund include proceeds from local and state gas taxes from the Transportation Trust Fund (106). Leon County imposes a total of twelve cents in gas taxes.

Revenue Sources	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Pool Interest Allocation	361111	35,195	-	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	7,014	-	-	-	-	-	-	-
Transfer From Fund 106	381106	2,699,825	2,695,650	2,166,503	2,166,503	2,930,985	5,090,210	2,895,578	2,666,588
Appropriated Fund Balance	399900	-	-	331,500	331,500	-	-	-	-
Total Revenues		2,742,034	2,695,650	2,498,003	2,498,003	2,930,985	5,090,210	2,895,578	2,666,588

Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Public Works Vehicle & Equipment Replacement	026005-541	454,964	419,000	1,116,500	711,600	518,000	743,500	658,000	414,000
Arterial & Collector Roads Pavement Markings	026015-541	134,602	135,200	135,200	135,200	135,200	135,200	135,200	135,200
New Public Works Vehicles & Equipment	026022-541	-	-	93,000	93,000	-	-	-	-
Springhill Road Bridge Rehabilitation	051008-541	-	-	350,500	-	-	-	-	-
Old Bainbridge Road Safety Improvements	053007-541	-	-	168,000	-	50,000	1,374,000	-	-
Baum Road Drainage Improvement	054011-541	-	-	-	-	155,000	750,000	-	-
Florida Department of Transportation Permitting Fees	056007-541	49,375	50,000	-	-	-	-	-	-
Stormwater and Transportation Improvements	056010-541	129,733	600,000	650,000	-	500,000	500,000	500,000	500,000
Public Works Design and Engineering Services	056011-541	60,000	75,000	100,000	100,000	100,000	100,000	100,000	100,000
Sidewalk Program	056013-541	917,751	1,416,450	1,458,203	1,458,203	1,472,785	1,487,510	1,502,378	1,517,388
Bradfordville Pond 4 Outfall Stabilization	064005-538	50,000	-	-	-	-	-	-	-
Total Appropriations		1,796,425	2,695,650	4,071,403	2,498,003	2,930,985	5,090,210	2,895,578	2,666,588
Revenues Less Appropriations		945,609	-	(1,573,400)	-	-	-	-	-

Notes:

With the imposition of the 5 cents gas tax in FY 2014, available revenue for transfer revenue increased to \$2.7 million. The County determined that this additional revenue would be split 50/50 to be used for sidewalk projects and to reduce the general revenue transfer to the Transportation Trust Fund. For FY 2017 thru FY 2021, \$1.4 million the Sidewalk Program will use this additional funding. Additionally, in FY 2016, as part of a fund balance sweep, \$2.2 million in fund balance was appropriated for transportation projects including Springhill Road Bridge Rehabilitation, Old Bainbridge Safety Improvements and other Transportation and Stormwater Improvements.

Leon County Fiscal Year 2017 Tentative Budget

Sales Tax (308)

Fund Type: Capital Projects

The Local Option Sales Tax Fund is a capital project fund established in accordance with a 1989 county-wide referendum, and is used to account for resources and expenditures associated with the construction of transportation and jail facility related projects. The Local Government Infrastructure Surtax includes proceeds from a One-Cent Sales Tax on all transactions up to \$5,000. Pursuant to an interlocal agreement with the City of Tallahassee, the revenue generated by the tax will be split between the County and the City. The County's share of the proceeds is equal to 52.84%, and the City's share is equal to 47.16%. The 1989 referendum approved the sales tax levy for a period of fifteen years; however, through a county-wide referendum passed in November 2000, the sales tax was extended for an additional fifteen years (Note: the extended sales tax will be accounted for in Fund 309).

Revenue Sources	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Pool Interest Allocation	361111	99,264	-	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	14,945	-	-	-	-	-	-	-
Total Revenues		114,209	-	-	-	-	-	-	-

Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Bannerman Road	054003-541	26,426	-	-	-	-	-	-	-
Beech Ridge Trail Extension	054010-541	652,948	-	-	-	-	-	-	-
Arterial/Collector Resurfacing	056001-541	503,257	-	-	-	-	-	-	-
Intersection & Safety Improvements	057001-541	151,794	-	-	-	-	-	-	-
Jail Roof Replacement	086031-523	1,824,376	-	-	-	-	-	-	-
Total Appropriations		3,158,800	-	-	-	-	-	-	-
Revenues Less Appropriations		(3,044,591)	-	-	-	-	-	-	-

Notes:

Depending on project carry-forward funding, this fund will be closed in either FY 2017 or FY 2018.

Leon County Fiscal Year 2017 Tentative Budget

Sales Tax - Extension (309)

Fund Type: Capital Projects

In November of 2000, Leon County residents approved a referendum extending the imposition of the 1 Cent Local Option Sales Tax beginning in FY 2004 for 15 years. The extension commits 80% of the revenues to Blueprint 2000 projects and will be jointly administered and funded by Leon County and the City of Tallahassee. The remaining 20% will be split evenly between the County and the City. The County's share will be used for various road, stormwater and park improvements. The Blueprint 2000 Joint Participation Agreement Revenue supports County projects funded through the County's share of the \$50 million water quality/flooding funding.

Revenue Sources	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
1 Cent Sales Tax	312600	4,164,470	4,054,600	4,607,000	4,376,650	4,573,300	4,779,450	1,248,300	-
BP2000 JPA Revenue	343916	294,769	2,236,244	350,000	350,000	350,000	-	-	-
Pool Interest Allocation	361111	94,657	15,010	26,000	24,700	24,700	24,700	24,700	-
Net Incr(decr) In Fmv Of Investment	361300	11,883	-	-	-	-	-	-	-
Appropriated Fund Balance	399900	-	-	273,650	273,650	477,000	320,850	172,000	-
Total Revenues		4,565,778	6,305,854	5,256,650	5,025,000	5,425,000	5,125,000	1,445,000	-

Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Open Graded Cold Mix Stabilization	026006-541	-	600,000	600,000	600,000	600,000	600,000	600,000	-
Fred George Park	043007-572	2,008,449	-	500,000	500,000	500,000	-	-	-
Northeast Community Park	044001-572	-	-	250,000	-	-	-	-	-
Natural Bridge Road	051006-541	19,335	-	-	-	-	-	-	-
Magnolia Drive Multi-Use Trail	055010-541	12,529	-	-	-	-	-	-	-
Arterial/Collector Resurfacing	056001-541	4,050,358	4,050,000	3,450,000	3,225,000	3,375,000	3,000,000	200,000	-
Community Safety & Mobility	056005-541	965,355	750,000	750,000	550,000	600,000	425,000	195,000	-
Intersection & Safety Improvements	057001-541	172,713	355,854	-	-	-	750,000	250,000	-
Lake Henrietta Renovation	061001-538	21,304	350,000	150,000	150,000	350,000	350,000	200,000	-
Lake Munson Restoration	062001-538	1,252	-	-	-	-	-	-	-
Lakeview Bridge	062002-538	25,324	-	-	-	-	-	-	-
Gum Road Target Planning Area	062005-538	2,504	-	-	-	-	-	-	-
Lexington Pond Retrofit	063005-538	112,927	-	-	-	-	-	-	-
Killlearn Acres Flood Mitigation	064001-538	2,504	200,000	-	-	-	-	-	-
Killlearn Lakes Plantation Stormwater	064006-538	226,730	-	-	-	-	-	-	-
Lafayette Street Stormwater	065001-538	610,844	-	-	-	-	-	-	-
Blue Print 2000 Water Quality Enhancements	067002-538	192,113	-	-	-	-	-	-	-
Total Appropriations		8,424,241	6,305,854	5,700,000	5,025,000	5,425,000	5,125,000	1,445,000	-
Revenues Less Appropriations		(3,858,463)	-	(443,350)	-	-	-	-	-

Notes:

Beginning in FY 2014, with the depletion of capital reserves in the original sales tax fund (Fund 308), the sales tax extension will begin to assist in funding the Arterial Road Resurfacing, Community Safety and Mobility, Local Road Resurfacing, Lake Herietta Renovation and Fred George Park projects. This fund will be the sole source of funding for these projects in FY 2017. Additionally, the current 1 Cent Local Option Sales Tax expires in 2019. In November 4, 2014, Leon County residents approved a ballot initiative to extend the sales tax for another 20 years until 2039. Two new funds, 351 & 352 have been established for the new sales tax revenue beginning in FY 2020 to account for the projects that are programmed for the sales tax extension.

Leon County Fiscal Year 2017 Tentative Budget

Bond Series 2003A & 2003B Construction (311)

Fund Type: Capital Projects

The Bond Series 2003A & 2003B Construction Fund is a capital project fund established by proceeds from the 2003 Series A and B Capital Improvement Revenue Bonds. The fund is used to account for resources and expenditures associated with the acquisition, repair, and renovation of the Bank of America property as well as the renovations and repair of the existing Courthouse facility.

Revenue Sources	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Pool Interest Allocation	361111	69	-	-	-	-	-	-	-
Total Revenues		69	-	-	-	-	-	-	-
Revenues Less Appropriations		-	-	-	-	-	-	-	-

Note:

Fund closed in FY 2015.

Leon County Fiscal Year 2017 Tentative Budget

Bond Series 1999 Construction (318)

Fund Type: Capital Projects

The Bond Series 1999 Construction Fund is a capital project fund established by proceeds from the Series 1999 Capital Improvement Revenue Bond. The fund is used to account for resources and expenditures associated with stormwater and lake projects including: Lafayette Oaks, Lake Munson Restoration, Killearn Acres, Lake Charles, Cynthia Drive, Lexington Regional SWMF, Rhoden Cove, and Munson Slough. In addition, the bond issued includes funding for a Courthouse Annex. Additional bond proceeds have been identified for other facility improvements.

Revenue Sources	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Pool Interest Allocation	361111	3,623	-	-	-	-	-	-	-
Total Revenues		3,623	-	-	-	-	-	-	-
Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Okeeheepkee Prairie Park	043008-572	323,714	-	-	-	-	-	-	-
Total Appropriations		323,714	-	-	-	-	-	-	-
Revenues Less Appropriations		(320,091)	-	-	-	-	-	-	-

Note:

Fund was closed in FY 2015.

Leon County Fiscal Year 2017 Tentative Budget

Bond Series 2005 Construction (320)

Fund Type: Capital Projects

The Bond Series 2005 Construction Fund is a capital project fund established by proceeds from the 2005 Series Capital Improvement Revenue Bond. The fund is used to account for resources and expenditures associated with the renovations to the County Courthouse building.

Revenue Sources	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Transfer From Fund 305	381305	21,830	-	-	-	-	-	-	-
Total Revenues		21,830	-	-	-	-	-	-	-
Revenues Less Appropriations		-	-	-	-	-	-	-	-

Notes:

Fund was closed in FY 2015.

Leon County Fiscal Year 2017 Tentative Budget

ESCO Capital Projects (321)

Fund Type: Capital Projects

The ESCO Capital Projects Fund is a capital project fund established in support of the County's capital improvement program. Major revenue sources of the Capital Improvement Fund include the guaranteed savings in utility costs per the County's agreement with Progress Energy. This fund is used to account for the resources and expenditures associated with acquisition or construction of major facilities improvements relating to the County's Energy Performance Contract.

Revenue Sources	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Pool Interest Allocation	361111	204	-	-	-	-	-	-	-
Appropriated Fund Balance	399900	-	20,296	-	-	-	-	-	-
Total Revenues		204	20,296	-	-	-	-	-	-

Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Air Conditioning Unit Replacements	086064-519	-	20,296	-	-	-	-	-	-
Total Appropriations		-	20,296	-	-	-	-	-	-
Revenues Less Appropriations		204	-	-	-	-	-	-	-

Notes:

Appropriations in FY 2016 reflect the remaining fund balance.

Leon County Fiscal Year 2017 Tentative Budget

9-1-1 Capital Projects (330)

Fund Type: Capital Projects

The 9-1-1 Capital Projects Fund was established to support of the capital needs of the emergency communications system. Major revenue sources of the Emergency Communications Fund include proceeds transferred from the 9-1-1 Emergency Communications Fund which includes: wireless Enhanced 9-1-1 fee (50 cents/month per service subscriber) pursuant to F.S. 365.172 - 365.173; and the 9-1-1 fee (50 cents/month per service line) pursuant to F.S. 365.171(13). The fund is used to account for resources and expenditures associated with capital projects related to the provision of 9-1-1 emergency services.

Revenue Sources	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Pool Interest Allocation	361111	19,901	12,540	13,200	12,540	12,540	12,540	12,540	12,540
Net Incr(decr) In Fmv Of Investment	361300	3,466	-	-	-	-	-	-	-
Total Revenues		23,368	12,540	13,200	12,540	12,540	12,540	12,540	12,540

Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
911 Capital Projects	990-599	-	12,540	12,540	12,540	12,540	12,540	12,540	12,540
Total Appropriations		-	12,540	12,540	12,540	12,540	12,540	12,540	12,540
Revenues Less Appropriations		23,368	-	660	-	-	-	-	-

Notes:

Revenues are collected in the operating fund (Fund 131). Funds not utilized for operating the E-911 System are transferred to the capital fund for future expenditure on capital upgrades at year end.

Leon County Fiscal Year 2017 Tentative Budget

Impact Fee - Countywide Road District (341)

Fund Type: Capital Projects

The Impact Fee - Countywide Road District Fund was established in support of the capital needs for road improvements associated with new development. Major revenue sources of the Countywide Road District Fund included proceeds from impact fees levied upon developers by the Board of County Commissioners. The impact fees supporting this fund were repealed by the County Commission in 1996. The fund is used to account for the remaining resources and expenditures associated with specific transportation capital projects.

Revenue Sources	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Pool Interest Allocation	361111	14,642	-	-	-	-	-	-	-
Net Incr(decr) In Fmv Of Investment	361300	1,070	-	-	-	-	-	-	-
Total Revenues		15,712	-	-	-	-	-	-	-

Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
North Monroe Turn Lane	053003-541	1,264,206	-	-	-	-	-	-	-
Total Appropriations		1,264,206	-	-	-	-	-	-	-
Revenues Less Appropriations		(1,248,494)	-	-	-	-	-	-	-

Notes:

This fund will be closed during year-end FY 2016.

Leon County Fiscal Year 2017 Tentative Budget

Impact Fee - Northwest Urban Collector (343)

Fund Type: Capital Projects

The Impact Fee - Northwest Urban Collector Fund was established to support the capital needs related to road improvements needed to accommodate new developments. Major revenue sources of the NW Urban Collector Fund include proceeds from impact fees levied upon developers in the corresponding quadrant of the County. The impact fees supporting this fund were repealed by the County Commission in 1996. The fund is used to account for the remaining resources and expenditures associated with specific transportation capital projects in the NW quadrant of the County.

Revenue Sources	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Pool Interest Allocation	361111	3,783	-	-	-	-	-	-	-
Total Revenues		3,783	-	-	-	-	-	-	-

Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Pullen Road at Old Bainbridge Road	053002-541	42,396	-	-	-	-	-	-	-
Total Appropriations		42,396	-	-	-	-	-	-	-
Revenues Less Appropriations		(38,614)	-	-	-	-	-	-	-

Notes:

This fund will be closed during year-end FY 2016.

Leon County Fiscal Year 2017 Tentative Budget

Impact Fee - Southeast Urban Collector (344)

Fund Type: Capital Projects

The Impact Fee - Southeast Urban Collector Fund was established to support the capital needs related to road improvements needed to accommodate new developments. Major revenue sources of the SE Urban Collector Fund include proceeds from impact fees levied upon developers in the corresponding quadrant of the County. The impact fees supporting this fund were repealed by the County Commission in 1996. The fund is used to account for the remaining resources and expenditures associated with specific transportation capital projects in the SE quadrant of the County.

Revenue Sources	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Pool Interest Allocation	361111	978	-	-	-	-	-	-	-
Total Revenues		978	-	-	-	-	-	-	-
Revenues Less Appropriations		-	-	-	-	-	-	-	-

Notes:

This fund was closed in FY 2015.

Leon County Fiscal Year 2017 Tentative Budget

Sales Tax - Extension 2020 (351)

Fund Type: Capital Projects

In November of 2014, Leon County residents approved a referendum providing a second extension of the 1998 imposed 1-Cent Local Option Sales Tax beginning in FY 2020 for 20 years. The extension commits 80% of the revenues for Blueprint 2020 infrastructure projects, Blueprint 2020 Economic Development Programs, and Liveable Infrastructure For Everyone (L.I.F.E.) projects. The remaining 20% will be split evenly between the County and the City. The County's 10% share, accounted for in the fund, will be used for transportation resurfacing and intersection improvement projects and other statutorily authorized uses approved by the County Commission.

Revenue Sources	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
1 Cent Sales Tax	312600	-	-	-	-	-	-	3,745,850	5,219,300
Total Revenues		-	-	-	-	-	-	3,745,850	5,219,300
Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Open Graded Cold Mix Main/Resurfacing	026006-541	-	-	-	-	-	-	-	600,000
Arterial/Collect/Local Road Resurfacing	056001-541	-	-	-	-	-	-	3,400,000	3,469,300
Community Safety & Mobility	056005-541	-	-	-	-	-	-	-	650,000
Intersection and Safety Improvement	057001-541	-	-	-	-	-	-	345,850	500,000
Total Appropriations		-	-	-	-	-	-	3,745,850	5,219,300
Revenues Less Appropriations		-	-	-	-	-	-	-	-

Notes:

In November 4, 2014, Leon County residents approved a ballot initiative to extent the current 1 Cent Local Option Sales Tax for another 20 years until 2039. This fund has been established for the new sales tax revenue beginning in FY 2020.

Leon County Fiscal Year 2017 Tentative Budget

Sales Tax - Extension 2020 JPA Agreement (352)

Fund Type: Capital Projects

In November 2014, Leon County residents approved a referendum providing a second extension of the 1-Cent Local Option Sales Tax beginning in FY 2020 for 20 years. The extension commits 80% of the revenues for Blueprint 2020 infrastructure projects, and will be jointly administered and funded by Leon County and the City of Tallahassee. The Blueprint 2020 Joint Participation Agreement Revenue supports County projects funded through the County's share of the sales tax extension. The BP 2020 JPA revenue, accounted for in the fund, will be used for Economic Development, Greenways Master Plan Implementation, Water Quality and Stormwater, and Liveable Infrastructure For Everyone (L.I.F.E.) projects.

Revenue Sources	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
BP2000 JPA Revenue	343916	-	-	-	-	-	-	3,992,000	5,369,000
Total Revenues		-	-	-	-	-	-	3,992,000	5,369,000
Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
BluePrint 2020 Greenways Masterplan Implementation	046011-572	-	-	-	-	-	-	296,000	395,000
Blueprint 2020 Parks Operating Costs	046012-572	-	-	-	-	-	-	375,000	500,000
Sidewalk Program	056013-541	-	-	-	-	-	-	938,000	1,250,000
BluePrint 2020 Water Quality and Stormwater	067003-538	-	-	-	-	-	-	1,594,000	2,125,000
BluePrint 2020 L.I.F.E.	067004-538	-	-	-	-	-	-	789,000	1,099,000
Total Appropriations		-	-	-	-	-	-	3,992,000	5,369,000
Revenues Less Appropriations		-	-	-	-	-	-	-	-

Notes:

In November 4, 2014, Leon County residents approved a ballot initiative to extent the current 1 Cent Local Option Sales Tax for another 20 years until FY 2039. This fund has been established for the new sales tax revenue beginning in FY 2020.

Leon County Fiscal Year 2017 Tentative Budget

Solid Waste (401)

Fund Type: Enterprise

The Solid Waste Fund is an enterprise fund established in support of the County's waste management programs. Major revenue sources for the Solid Waste Operations Fund include the Non-Ad Valorem Assessment, and Transfer Station Tipping Fees. The fund is used to account for resources and expenditures related to the operation of the County Solid Waste Management Facility and the provision of the County Waste Management program.

Revenue Sources	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Delinquent Taxes	311200	-	8,550	11,000	10,450	10,450	10,450	10,450	10,450
Solid Waste	313700	207,902	236,930	209,981	199,482	201,476	203,491	205,526	207,582
Waste Disposal Special Assessment	319150	1,438,067	1,471,740	1,541,320	1,464,254	1,478,896	1,493,685	1,508,622	1,523,708
Delinquent Assessments 2007	319207	186	-	-	-	-	-	-	-
Delinquent Taxes 2008	319208	471	-	-	-	-	-	-	-
Delinquent Assessment - 2009	319209	609	-	-	-	-	-	-	-
Delinquent Assessments-2010	319210	320	-	-	-	-	-	-	-
Delinquent Assessments-2011	319211	2,007	-	-	-	-	-	-	-
Delinquent Assessments 2012	319212	3,879	-	-	-	-	-	-	-
Delinquent Assessments 2013	319213	64,006	-	-	-	-	-	-	-
Operating Income - Class I	343410	661,773	-	-	-	-	-	-	-
Transfer Station Receipts	343411	5,571,810	5,661,357	5,832,286	5,540,672	5,672,764	5,808,054	5,946,620	6,088,544
Marpan Administrative Fee	343412	-	-	8,751	8,313	8,313	8,313	8,313	8,313
Marpan Class III Residuals	343413	-	-	844,550	844,550	863,231	882,326	901,843	921,792
Operating Income - Tires	343415	34,273	39,045	41,329	39,263	39,655	40,052	40,452	40,857
Operating Income - Electronics	343416	4,921	22,895	5,463	5,190	5,242	5,294	5,348	5,401
Operating Income - Yard Trash Clean	343417	23,816	17,480	18,637	17,705	17,918	18,133	18,350	18,571
Operating Income - Yard Trash	343418	30,734	38,190	40,861	38,818	39,439	40,070	40,711	41,363
Operating Income - Landfill Yard Trash Bagged	343420	329,912	264,385	286,653	272,320	280,490	288,905	297,572	306,499
Resource Recovery (metals, etc)	343451	94,644	70,395	94,644	89,912	89,912	89,912	89,912	89,912
Hazardous Waste	343453	28,006	31,160	30,257	28,744	29,031	29,322	29,614	29,911
Recycling Promotional Services	343461	35,000	33,250	35,000	33,250	33,250	33,250	33,250	33,250
Rural Waste Services Center Permit	343462	224,469	261,250	234,377	222,658	224,886	227,136	229,408	231,703
Recyclable Materials	343463	83,068	118,750	121,971	115,872	117,646	119,448	121,278	123,136
Recycable Metals	343464	-	11,590	12,200	11,590	11,590	11,590	11,590	11,590
Interest Income - Investment	361110	115,641	-	-	-	-	-	-	-
Pool Interest Allocation	361111	88,468	52,630	56,300	53,485	53,485	53,485	53,485	53,485
Net Incr(decr) In Fmv Of Investment	361300	(19,347)	-	-	-	-	-	-	-
Rents And Royalties	362000	15,006	12,100	13,566	13,566	13,566	13,566	13,566	13,566
Disposition Of Fixed Assets	364000	-	178,220	402,200	382,090	95,000	95,000	95,000	95,000
Other Scrap Or Surplus	365900	70,000	2,090	2,226	2,115	2,115	2,115	2,115	2,115
Other Miscellaneous Revenue	369900	-	104,500	-	-	-	-	-	-
Transfer From Fund 126	381126	466,822	582,191	448,670	448,670	462,337	476,717	491,878	507,741
Appropriated Fund Balance	399900	-	1,023,786	1,218,649	1,218,649	456,735	226,330	340,049	530,626
Total Revenues		9,576,463	10,242,484	11,510,891	11,061,618	10,207,427	10,176,644	10,494,952	10,895,115

Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Landfill Improvements	036002-534	128,041	125,000	100,000	100,000	100,000	100,000	100,000	100,000
Solid Waste Facility Heavy Equip. & Vehicle Replacement	036003-534	187,838	406,000	407,000	407,000	80,000	116,000	76,000	450,100
Transfer Station Heavy Equip Replacement	036010-534	90,913	155,000	683,000	341,500	39,600	98,150	414,200	360,000
Scales/Scalehouse	036013-534	25,548	-	-	-	-	-	-	-
HHW Collection Center	036019-534	22,374	47,200	38,450	38,450	-	-	-	-
Transfer Station Improvements	036023-534	520,972	70,000	150,000	150,000	150,000	150,000	150,000	150,000
Rural/Hazardous Waste Vehicle and Equipment Replacement	036033-534	245,203	112,000	282,000	282,000	110,000	-	-	-
Pre-Fabricated Buildings	036041-534	23,555	18,750	-	-	-	-	-	-
Hazardous Waste Vehicle and Equipment Replacement	036042-534	-	170,000	16,000	16,000	32,500	32,500	-	-
Landfill Closure	435-534	13,443	-	-	-	-	-	-	-

Leon County Fiscal Year 2017 Tentative Budget

Solid Waste (401)

Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Rural Waste Service Centers	437-534	542,530	611,250	654,736	654,736	670,025	686,023	702,797	720,268
Transfer Station Operations	441-534	5,166,926	5,539,172	6,755,368	6,580,549	6,539,198	6,563,819	6,589,480	6,616,222
Solid Waste Management Facility	442-534	1,721,192	1,551,518	1,140,682	1,140,682	1,107,772	1,023,754	1,027,556	1,037,392
Hazardous Waste	443-534	609,832	619,406	669,970	661,782	673,413	685,479	698,000	706,214
MIS Automation - Solid Waste Fund	470-534	18,485	19,400	23,320	23,320	23,320	23,320	23,320	23,320
Recycling Services & Education	471-534	93,099	220,332	192,286	-	-	-	-	-
Solid Waste - Risk	495-534	26,899	21,836	23,061	23,061	23,061	23,061	23,061	23,061
Indirect Costs - Solid Waste	499-534	460,000	523,000	523,000	523,000	539,000	555,000	571,000	589,000
Tax Collector	513-586	29,038	32,620	32,620	32,620	32,620	32,620	32,620	32,620
Transfers	950-581	28,640	-	-	86,918	86,918	86,918	86,918	86,918
Total Appropriations		9,954,527	10,242,484	11,691,493	11,061,618	10,207,427	10,176,644	10,494,952	10,895,115
Revenues Less Appropriations		(378,064)	-	(180,602)	-	-	-	-	-

Notes:

For FY 2017, the increase is related to the hauling and disposal contract with Marpan Recycling. The agreement allows for residential material to be transported to the Transfer Station for hauling to the Springhill Solid Waste Facility. Revenue from Marpan Recycling will offset the cost of this service.

In FY 2016, as part of the County Administrator's organizational realignment, the Solid Waste Division was realigned from the Office of Resource Stewardship to the Public Works Department. The Recycling Services and Education component remained under the Office of Resource Stewardship.

Leon County Fiscal Year 2017 Tentative Budget

Insurance Service (501)

Fund Type: Internal Services

The Insurance Service Fund is an internal service fund established in support of general County operations. Major revenue sources of the Insurance Service Fund include proceeds from interdepartmental billings. The fund is used to account for resources and expenditures associated with assessed premiums, claims, and administration of the County's Risk Management Program related to auto and property liability, workers' compensation, and other types of insurance.

Revenue Sources	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Pool Interest Allocation	361111	50,899	28,500	17,771	16,882	16,882	16,882	16,882	16,882
Net Incr(decr) In Fmv Of Investment	361300	9,523	-	-	-	-	-	-	-
Refund Of Prior Year Expenses	369300	71,116	-	-	-	-	-	-	-
Vehicle Insurance	396100	438,530	486,880	523,607	523,607	523,607	523,607	523,607	523,607
General Liability	396200	542,432	533,210	526,487	526,487	526,487	526,487	526,487	526,487
Aviation Insurance	396300	-	50,000	39,142	39,142	39,142	39,142	39,142	39,142
Property Insurance	396400	871,926	904,766	806,943	806,943	806,943	806,943	806,943	806,943
Workers Compensation Insurance	396600	1,818,143	1,673,620	1,673,450	1,673,450	1,678,081	1,681,856	1,686,785	1,691,874
Total Revenues		3,802,570	3,676,976	3,587,400	3,586,511	3,591,142	3,594,917	3,599,846	3,604,935
Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Risk Management	132-513	186,433	240,195	240,442	240,442	244,073	247,848	251,777	255,866
MIS Automation-Risk Fund	470-513	-	-	355	355	355	355	355	355
Insurance Service - Risk	495-596	-	-	422	422	422	422	422	422
Indirect Costs - Insurance Service	499-596	20,000	19,000	24,000	24,000	25,000	25,000	26,000	27,000
Workers' Comp Risk Management	821-596	3,760,662	3,392,722	3,296,292	3,296,292	3,296,292	3,296,292	3,296,292	3,296,292
Transfers	950-581	-	-	-	25,000	25,000	25,000	25,000	25,000
Budgeted Reserves - Insurance Service	990-599	-	25,059	-	-	-	-	-	-
Total Appropriations		3,967,095	3,676,976	3,561,511	3,586,511	3,591,142	3,594,917	3,599,846	3,604,935
Revenues Less Appropriations		(164,525)	-	25,889	-	-	-	-	-

Notes:

For FY 2017, decrease reflects estimated lower insurance premiums associated with property and general liability and lower than expected costs related to workers compensation claims.

Leon County Fiscal Year 2017 Tentative Budget

Communications Trust (502)

Fund Type: Internal Services

The Communications Trust Fund is an internal service fund established to account for the resources and expenditures associated with the County's communication network, which includes the telephone and internet systems. The individual departments and agencies are assessed based on the number of internet connections, data lines, and telephone usage within their individual areas.

Revenue Sources	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Refund Of Prior Year Expenses	369300	3,683	-	-	-	-	-	-	-
Departmental Billings	394000	103,763	458,988	572,209	572,209	572,209	572,209	572,209	572,209
Departmental Billings - MIS Automation	394200	278,419	378,720	381,480	381,480	381,480	381,480	381,480	381,480
Total Revenues		385,866	837,708	953,689	953,689	953,689	953,689	953,689	953,689
Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Communications Trust	900-590	457,362	837,708	953,689	953,689	953,689	953,689	953,689	953,689
Total Appropriations		457,362	837,708	953,689	953,689	953,689	953,689	953,689	953,689
Revenues Less Appropriations		(71,496)	-	-	-	-	-	-	-

Notes:

Increase cost associated with shifting of repair and maintenance costs from the organizational department level to the fund level and an upgrade to the phone system.

Leon County Fiscal Year 2017 Tentative Budget

Motor Pool (505)

Fund Type: Internal Services

The Motor Pool Fund is an internal service fund established to account for the costs associated with operating and maintaining the County's fleet of vehicles and heavy equipment. This internal service fund generates its revenues from direct billings by the Fleet Management Department to other departmental users. Fuel purchased by the Fleet Management Department is supplied to departmental users at cost plus a minor surcharge. Repairs and maintenance performed by the Fleet Management Department are charged to users at the costs of parts plus an applicable shop rate.

Revenue Sources	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Pool Interest Allocation	361111	1,078	-	-	-	-	-	-	-
Departmental Billings - Fleet	394100	1,476,979	1,240,196	1,468,358	1,468,358	1,478,207	1,488,966	1,500,685	1,513,419
Gas And Oil Sales	395100	1,140,039	1,658,750	1,332,010	1,332,010	1,370,581	1,384,287	1,398,130	1,412,111
Appropriated Fund Balance	399900	-	-	18,151	18,151	-	-	-	-
Total Revenues		2,618,096	2,898,946	2,818,519	2,818,519	2,848,788	2,873,253	2,898,815	2,925,530

Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Fleet Maintenance	425-591	2,613,551	2,888,493	2,814,326	2,807,477	2,837,746	2,862,211	2,887,773	2,914,488
MIS Automation - Motor Pool Fund	470-519	415	570	1,870	1,870	1,870	1,870	1,870	1,870
Fleet Maintenance - Risk	495-591	9,965	9,883	9,172	9,172	9,172	9,172	9,172	9,172
Total Appropriations		2,623,931	2,898,946	2,825,368	2,818,519	2,848,788	2,873,253	2,898,815	2,925,530
Revenues Less Appropriations		(5,835)	-	(6,849)	-	-	-	-	-

Notes:

Decrease reflects fuel savings of \$107,000, off-set by increases to personnel costs.

RESOLUTION NO. _____

WHEREAS, the Board of County Commissioners of Leon County, Florida, pursuant to Florida Statute 129.03, has received and examined the Fiscal Year 2016/2017 tentative budget; and

WHEREAS, the gross taxable value for operating purposes not exempt from taxation with Leon County has been certified by the County Property Appraiser to the Board of County Commissioners for the Emergency Medical Services Municipal Service Taxing Unit as \$14,867,933,416; and

WHEREAS, the Board of County Commissioners for the Taxing Unit of Leon County Florida, pursuant to Florida Statute 200.065, has computed a proposed millage rate necessary to fund the tentative Emergency Medical Services Municipal Service Taxing Unit budget other than the portion of the budget to be funded from sources other than this ad valorem tax; and

WHEREAS, the Board of County Commissioners for the Emergency Medical Services Municipal Service Taxing Unit of Leon County Florida, pursuant to Florida Statute 200.065, has advised the County Property Appraiser of its proposed millage rate, of its rolled-back rate, and of the date, time and place at which a public hearing would be held to consider the proposed millage rate; and

WHEREAS, the Board of County Commissioners for the Emergency Medical Services Municipal Service Taxing Unit of Leon County Florida, pursuant to Florida Statute 200.065, has held a public hearing on September 13, 2016 for the purpose of hearing requests and complaints from the public regarding the proposed tax levies;

NOW, THEREFORE, BE IT RESOLVED, by the Board of County Commissioners for the Emergency Medical Services Municipal Service Taxing Unit of Leon County, Florida, that:

The Fiscal Year 2016/2017 tentative aggregate millage rate is 8.8144 mills (*0.5000 mills – Emergency Medical Services MSTU and 8.3144 mills – Countywide*), which is above the rolled-back rate of 8.6994 by 1.32%.

Adopted this 13th day of September, 2016.

LEON COUNTY, FLORIDA

BY: _____

Bill Proctor, Chairman
Board of County Commissioners

ATTEST:

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

BY: _____

Approved as to Form:
Leon County Attorneys Office

BY: _____

Herbert W. A. Thiele, Esq.
County Attorney

RESOLUTION NO. _____

WHEREAS, the Board of County Commissioners of Leon County, Florida, pursuant to Florida Statute 129.03, has received and examined the Fiscal Year 2016/2017 tentative budget; and

WHEREAS, the Board of County Commissioners for the Emergency Medical Services Municipal Service Taxing Unit of Leon County Florida, pursuant to Florida Statute 200.065, has advised the County Property Appraiser of its proposed millage rate, of its rolled-back rate, and of the date, time and place at which a public hearing would be held to consider the tentative budget; and

WHEREAS, the Board of County Commissioners for the Emergency Medical Services Municipal Service Taxing Unit of Leon County Florida, pursuant to Florida Statute 200.065, has held a public hearing on September 13, 2016 for the purpose of hearing requests and complaints from the public regarding the tentative budget; and

WHEREAS, the Board of County Commissioners for the Emergency Medical Services Municipal Service Taxing Unit of Leon County Florida, set forth the appropriations and revenue estimate, attached hereto as Exhibit A, for the tentative Emergency Medical Services Municipal Service Taxing Unit budget for Fiscal Year 2016/2017 for the amount of \$19,225,563;

NOW, THEREFORE, BE IT RESOLVED, by the Board of County Commissioners for the Emergency Medical Services Municipal Service Taxing Unit of Leon County, Florida, that:

The Fiscal Year 2016/2017 tentative Emergency Medical Services Municipal Service Taxing Unit (Fund 135) budget be adopted by fund as it appears in the attached Exhibit A.

Adopted this 13th day of September, 2016.

LEON COUNTY, FLORIDA

BY: _____
Bill Proctor, Chairman
Board of County Commissioners

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

BY: _____

Approved as to Form:
Leon County Attorneys Office

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

EXHIBIT A

Leon County Fiscal Year 2017 Proposed Budget

Emergency Medical Services MSTU (135)

Fund Type: Special Revenue

The Emergency Medical Services MSTU Fund is a special revenue fund established in FY 2004 for emergency medical and transport services. The primary revenue sources are transport fees paid primarily by medical insurance, Medicare and the Emergency Medical Services Municipal Services Taxing Unit.

Revenue Sources	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
MSTU Ad Valorem	311130	6,587,655	6,848,625	7,412,567	7,041,939	7,323,617	7,616,561	7,845,058	8,080,410
Delinquent Taxes 2004	311204	-	-	-	-	-	-	-	-
Delinquent Taxes 2006	311206	4	-	-	-	-	-	-	-
Delinquent Taxes 2007	311207	131	-	-	-	-	-	-	-
Delinquent Taxes 2008	311208	222	-	-	-	-	-	-	-
Delinquent Taxes 2009	311209	2	-	-	-	-	-	-	-
Delinquent Taxes - 2010	311210	259	-	-	-	-	-	-	-
Delinquent Taxes 2011	311211	935	-	-	-	-	-	-	-
Delinquent Taxes 2012	311212	2,852	-	-	-	-	-	-	-
Delinquent Taxes 2013	311213	122,015	-	-	-	-	-	-	-
Ambulance Fees	342600	9,833,735	9,621,600	9,924,933	9,428,686	9,522,973	9,618,203	9,714,385	9,811,529
Special Events	342604	119,647	81,605	218,700	207,765	213,998	220,418	227,031	233,842
Patient Transports	342605	10,366	5,985	9,840	9,348	9,348	9,348	9,348	9,348
Pool Interest Allocation	361111	91,897	103,835	106,900	101,555	101,555	101,555	101,555	101,555
Net Incr(decr) In Fmv Of Investment	361300	9,412	-	-	-	-	-	-	-
Other Miscellaneous Revenue	369900	11,700	-	-	-	-	-	-	-
Appropriated Fund Balance	399900	-	1,921,898	2,436,270	2,436,270	3,295,259	2,981,754	3,822,547	4,105,674
Total Revenues		16,790,831	18,583,548	20,109,210	19,225,563	20,466,750	20,547,839	21,719,924	22,342,358

Appropriations by Department/Division	Acct #	Actual FY 2015	Adopted FY 2016	Requested FY 2017	Budget FY 2017	Planned FY 2018	Planned FY 2019	Planned FY 2020	Planned FY 2021
Emergency Medical Services Vehicle & Equipment Replacement	026014-526	2,043,793	879,000	1,113,000	1,113,000	1,020,250	1,071,300	1,174,850	1,124,850
New Emergency Medical Services Vehicle & Equipment	026021-526	-	-	-	-	300,000	-	-	300,000
Emergency Medical Services Technology	076058-526	40,136	50,000	25,000	25,000	25,000	25,000	25,000	25,000
Emergency Medical Services	185-526	15,599,725	16,083,506	16,473,669	16,473,669	17,459,831	17,740,865	18,758,154	19,084,588
MIS Automation - EMS Fund	470-526	8,595	8,920	13,800	13,800	13,800	13,800	13,800	13,800
EMS - Risk	495-526	59,157	56,306	55,725	55,725	55,725	55,725	55,725	55,725
Indirect Costs - EMS	499-526	1,114,000	1,367,000	1,400,000	1,400,000	1,442,000	1,485,000	1,530,000	1,576,000
Tax Collector	513-586	101,797	138,816	144,369	144,369	150,144	156,149	162,395	162,395
Transfers	950-581	24,704	-	-	-	-	-	-	-
Total Appropriations		18,991,907	18,583,548	19,225,563	19,225,563	20,466,750	20,547,839	21,719,924	22,342,358
Revenues Less Appropriations		(2,201,076)	-	883,647	-	-	-	-	-

Notes:

An increase in property valuations generated increased ad valorem revenue for this fund while Ambulance fee revenue is anticipated to decrease in FY 2017. Additionally, the increase in expenditures will require an increase in the use of fund balance for FY 2017. Out year expenditures also include funding for new ambulances in FY 2018 and FY 2021. Projections show that the EMS fund balance levels will begin to be reduced in the out-years and reach the lowest acceptable level per county policy of 15% between FY 2019 and FY 2020. Without an increase in revenues, the fund balance will be depleted in FY 2021. As part of the budget process, the Board is apprised annually regarding the status of the EMS Fund to determine the feasibility of adding ambulances when necessary.

**Leon County
Board of County Commissioners**


Notes for Agenda Item #28

Leon County Board of County Commissioners

Cover Sheet for Agenda #28

September 13, 2016

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: First and Only Public Hearing to Adopt an Ordinance Amending the Composition of the Leon County Research and Development Authority Nominating Committee

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator
Lead Staff/ Project Team:	Heather Peebles, Special Projects Coordinator

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 proposed Ordinance amending the composition of the Leon County Research and Development Authority Nominating Committee (Attachment #1).

Report and Discussion

Background:

During the July 12, 2016 meeting, the Board voted to adopt the proposed amended Resolution setting forth appointments of membership to the Leon County Research and Development Authority (LCRDA). The amended Resolution reflected the LCRDA Board of Governors' request to include the following revisions:

- Allow for the six private sector members to be appointed at-large rather than based upon representation of a specific business/industry private sector.
- Modify the membership of the nominating committee to include:
 - the County Administrator or a designee;
 - the Director of the Office of Economic Vitality;
 - the Director of the National High Magnetic Field Laboratory at Innovation Park;
 - the Dean of the Florida State University /Florida A & M University College of Engineering; and
 - the Chair of the Leon County Research and Development Authority or a designee of the Leon County Research and Development Authority when the Chair is applying for reappointment.

The Board subsequently approved scheduling a public hearing on September 13, 2016 to adopt an Ordinance amending the composition of the LCRDA Nominating Committee to ensure consistency with the amended Resolution (Attachment #2).

Analysis:

The County Attorney's Office has prepared a draft Ordinance amending Chapter 2, Article III, Division 2 of the Code of Laws of Leon County, Florida, regarding the Research and Development Authority. The proposed Ordinance has been advertised consistent with state law and the Leon County Code of Laws (Attachment #3).

The proposed Ordinance is consistent with the amended Resolution setting forth appointments of membership to the LCRDA and allows for future changes to the membership to be made exclusively by a duly enacted Resolution of the Board; previously changes to the membership would have also required the Ordinance to be amended.

Options:

1. Conduct the first and only public hearing and adopt the proposed Ordinance amending the composition of the LCRDA Nominating Committee (Attachment #1).
2. Conduct the first and only public hearing and do not adopt the proposed Ordinance amending the composition of the LCRDA Nominating Committee.
3. Board direction.

Recommendation:

Option #1.

Attachments:

1. Proposed Ordinance
2. July 12, 2016 Agenda Item Adoption of a Proposed Amended Resolution for Appointments of Membership to the Leon County Research and Development Authority and Request to Schedule the First and Only Public Hearing to Adopt an Ordinance Amending the Composition of the Nominating Committee
3. Public Notice

1 **Sec. 2-57. Membership; composition.**

2 The composition and number of members of the Authority, and the criteria for
3 membership, shall be as provided by a duly enacted resolution of the Board of County
4 Commissioners and shall be in accordance with F.S. § 159.703(3), as said section may be
5 hereafter amended from time to time. The Board of County Commissioners may, by a duly
6 enacted resolution, appoint a nominating committee to make recommendations to the Board for
7 appointment of members to the Authority.

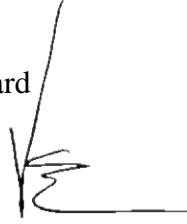
8 ~~There shall be no less than five members of the authority, in addition to one member who~~
9 ~~is a representative of, and recommended by the president of, Florida A & M University and~~
10 ~~another member who is a representative of, and recommended by the president of, Florida State~~
11 ~~University. The membership may also include at least one tenant of Innovation Park, and may~~
12 ~~include representatives of the private business sector from the following disciplines:~~
13 ~~Banking/finance, land development/real estate, marketing, and land use/environmental research.~~
14 ~~Membership to the authority shall be upon designation of the Board of County Commissioners~~
15 ~~by a duly enacted resolution of the Board. A nominating committee, composed of the county~~
16 ~~administrator or his designee, who shall act as the committee's chairperson, the President of the~~
17 ~~Tallahassee/Leon County Economic Development Council, the Director of the National High~~
18 ~~Magnetic Field Laboratory at Innovation Park, the President of the Capital City Chamber of~~
19 ~~Commerce and the Director of the Florida State University/Florida A & M University College of~~
20 ~~Engineering, shall make recommendations to the Board of County Commissioners for~~
21 ~~appointment of members to the authority.~~

Leon County Board of County Commissioners

Cover Sheet for Agenda #3

July 12, 2016

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Adoption of a Proposed Amended Resolution for Appointments of Membership to the Leon County Research and Development Authority and Request to Schedule the First and Only Public Hearing to Adopt an Ordinance Amending the Composition of the Nominating Committee

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator
Lead Staff/ Project Team:	Heather Peeples, Special Projects Coordinator

Fiscal Impact:

This item has no fiscal impact to the County.

Staff Recommendation:

- Option #1: Adopt the proposed Amended Resolution Setting Forth Appointments of Membership to the Leon County Research and Development Authority (Attachment #1).
- Option #2: Schedule the First and Only Public Hearing to Adopt an Ordinance Amending the Composition of the Leon County Research and Development Authority Nominating Committee for September 13, 2016 at 6:00 p.m.

Report and Discussion

Background:

On June 2, 2016, the Leon County Research and Development Authority (LCRDA) Board of Governors voted unanimously to request that the Board approve a resolution to revise the membership of the LCRDA and nominating committee.

The LCRDA was created by the Leon County Board of County Commissioners pursuant to County Ordinance No. 00-29 and 05-29 in accordance with Section 159.703, Florida Statutes. The mission of the Authority is to work in affiliation with Florida State University, Florida A&M University, and Tallahassee Community College to promote scientific research and development activities, and economic development to broaden the economic base of Leon County. The Authority is a dependent special district managed by an 11-member Board (expanded from 9 in 2014) of Governors with two staff—an Executive Director and an Executive Assistant.

The LCRDA Board of Governors currently consists of the presidents or presidents' designees of Florida A & M University, Florida State University, and Tallahassee Community College, the Mayor of the City of Tallahassee or a designee, one member of the Leon County Board of County Commissioners, and 6 members representing a particular business/industry private sector, such as: (1) banking/finance; (2) real estate/development; (3) energy; (4) high performance materials; (5) biotechnology/biomedical; and, (6) aerospace/aviation.

The 6 members representing a particular business/industry private sector are appointed by a majority vote of the Leon County Board of County Commissioners to each serve a term of four years. These members are nominated by a committee composed of the County Administrator or a designee, the President of the Tallahassee/Leon County Economic Development Council, the Director of the National High Magnetic Field Laboratory at Innovation Park, the President of the Capital City Chamber of Commerce, and the Director of the Florida State University /Florida A & M University College of Engineering.

Analysis:

On June 7, 2016, the LCRDA notified the County Administrator of the LCRDA Board of Governor's request and provided a summary of proposed revisions to the membership of the LCRDA and nominating committee (Attachment #2).

The Amended Resolution Setting Forth Appointments of Membership to the Leon County Research and Development Authority reflects the LCRDA Board of Governors' request and includes the following revisions:

- Allows for the six private sector members to be appointed at-large rather than based upon representation of a specific business/industry private sectors.

- Modifies the membership of the nominating committee to include:
 - the County Administrator or a designee;
 - the Director of the Office of Economic Vitality;
 - the Director of the National High Magnetic Field Laboratory at Innovation Park;
 - the Dean of the Florida State University /Florida A & M University College of Engineering; and
 - the Chair of the Leon County Research and Development Authority or a designee of the Leon County Research and Development Authority when the Chair is applying for reappointment.

If the Board chooses to adopt the proposed Amended Resolution, an Ordinance amending Chapter 2, Article II, “Boards, Authorities, Commissions and Similar Agencies” is needed to reflect the changes to the LCRDA Nominating Committee.

Based upon the recommendations of the LCRDA Board of Governors, staff recommends that the Board adopt the proposed Amended Resolution Setting Forth Appointments of Membership to the Leon County Research and Development Authority and schedule the first and only public hearing to adopt an Ordinance amending the composition of the LCRDA Nominating Committee for September 13, 2016 at 6:00 p.m.

Options:

1. Adopt the proposed Amended Resolution Setting Forth Appointments of Membership to the Leon County Research and Development Authority (Attachment #1).
2. Schedule the First and Only Public Hearing to Adopt an Ordinance Amending the Composition of the Leon County Research and Development Authority Nominating Committee for September 13, 2016 at 6:00 p.m.
3. Board direction.

Recommendation:

Option #1 & #2.

Attachments:

1. Amended Resolution Setting Forth Appointments of Membership to the Leon County Research and Development Authority
2. June 7, 2016 Email from LCRDA Executive Director, Ron Miller

RESOLUTION: 16-_____

**RESOLUTION OF BOARD OF COUNTY COMMISSIONERS OF LEON COUNTY,
FLORIDA, SETTING FORTH APPOINTMENTS OF MEMBERSHIP TO THE LEON
COUNTY RESEARCH AND DEVELOPMENT AUTHORITY; PROVIDING AN
EFFECTIVE DATE.**

WHEREAS, in October of 1978, pursuant to the former Florida Statutes Sections 23.145, et. seq., the Charter of the Leon County Research and Development Authority was executed, creating said authority; and,

WHEREAS, in July of 1979, the new Part V, Chapter 159 of the Florida Statutes was enacted and became law, thereby setting forth the requirements for the creation, by Ordinance, of a Research and Development Authority by counties of the state, and empowering such authorities to issue revenue bonds or other such debt obligations to finance the construction of capital projects; and,

WHEREAS, in 1980, the Leon County Board of County Commissioners adopted Ordinance No., 80-68 confirming and creating the existence of the Leon County Research and Development Authority (said Ordinance being codified in Chapter 2 of the Code of Laws of Leon County at Section 2-57); and,

WHEREAS, Section 2-57 of the Code of Laws of Leon County requires that there shall be no less than five members of the Leon County Research and Development Authority, and Florida Statutes Section 159.703 sets forth the requirements that such five members shall be residents and electors of, or have their principal place of employment in, Leon County, Florida, and that, in addition to the other members, the president of each affiliated institution of higher education, or the president's designee, shall be a member of the authority and shall serve ex officio; and,

WHEREAS, the Leon County Board of County Commissioners wishes to memorialize the membership of the Leon County Research and Development Authority by the adoption of this resolution setting forth the number of members and the composition of the Leon County Research and Development Authority; and,

WHEREAS, this adopted Resolution will serve to supersede Resolution No. 14-04.

NOW THEREFORE, BE IT RESOLVED, by the Leon County Board of County Commissioners as follows:

Section 1. That the Leon County Board of County Commissioners hereby ratifies and confirms the existence of the Leon County Research and Development Authority as set forth in Chapter 2 of the Code of Laws of Leon County and as provided for in Chapter 159, Part V, Florida Statutes.

Section 2. That the Leon County Research and Development Authority shall be composed of eleven (11) members as described hereinbelow, all of whom shall be residents and electors of, or have their principal place of employment in Leon County, Florida:

1. The President of Florida A & M University or the President of Florida A & M University's designee, who shall serve ex officio;
2. The President of Florida State University or the President of Florida State University's designee, who shall serve ex officio;
3. The President of Tallahassee Community College or the President of Tallahassee Community College's designee, who shall serve ex officio;
4. The Mayor of the City of Tallahassee or the Mayor of the City of Tallahassee 's designee, who shall serve ex officio;

5. One member of the Leon County Board of County Commissioners, appointed by a majority vote of the Leon County Board of County Commissioners and by a duly enacted resolution of the Leon County Board of County Commissioners, to serve a term of four years or until such time such appointee ceases to be a member of the Leon County Board of County Commissioners, whichever date earliest occurs; and

6. Six at-large members, all of whom shall be appointed by a majority vote of the Leon County Board of County Commissioners and by a duly enacted resolution of the Leon County Board of County Commissioners, to each serve a term of four years. A nominating committee, composed of the County Administrator or his designee, who shall act as the nominating committee's chairperson, the Director of the Office of Economic Vitality, the Director of the National High Magnetic Field Laboratory at Innovation Park, the Dean of the Florida State University /Florida A & M University College of Engineering, and the Chair of the Leon County Research and Development Authority or a designee of the Leon County Research and Development Authority when the Chair is applying for reappointment, shall make recommendations to the Leon County Board of County Commissioners for appointment of such six members to the Leon County Research and Development Authority.

Section 3. That the Leon County Research and Development Authority is hereby directed to amend its bylaws to include its new composition and number of members as set forth herein.

Section 4. That this Resolution shall supersede Resolution No. 14-04 and these changes shall take effect on _____, and shall apply thereafter.

Proposed, presented, and passed this ____ day of _____, 2016

LEON COUNTY, FLORIDA

BY: _____
Bill Proctor, Chairman
Board of County Commissioners

ATTEST:

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

BY: _____

APPROVED AS TO FORM:

Office of the County Attorney
Leon County, Florida

BY: _____
Herbert W. A. Thiele
County Attorney

>>> Ron Miller <RMiller@inn-park.com> 6/7/2016 4:44 PM >>>
Alan:

On June 2, 2016, the Leon County Research & Development Authority (LCRDA) Board of Governors, in its ongoing efforts to strengthen its Board, voted unanimously to request that the Leon County Board of County Commissioners approve a resolution to make changes to the LCRDA Board composition and nominating committee. Attached is a proposed resolution draft which reflects the Authority Board's decision. In summary, the resolution:

1. Makes the six private sector members at-large members rather than tied to specific sectors. The LCRDA Board realizes that changes made two years ago naming specific sectors were too restrictive and that changing to at-large members will provide greater flexibility to fill specific board needs at the time of appointment.
2. Removes from the nominating committee organizations that no longer exist or have changed.
3. Adds to the nominating committee the Director of the new Office of Economic Vitality, a crucial partner in LCRDA's future ability to fulfill its mission to expand the economic base of Leon County.
4. Adds to the nominating committee the current LCRDA Board Chair, or a designee of the LCRDA Board if the Chair is applying for reappointment. The LCRDA Board believes that its representative can play an important role in the nominating process by conveying the specific needs of the LCRDA.

The terms of three of the LCRDA Board seats expire September 30, 2016. If possible, the Board would like to have the resolution considered before the nomination process for those seats begins.

Please don't hesitate to contact me if you require additional information. Thanks for your assistance.

Regards,
Ron Miller

Ronald J. Miller, Jr., Executive Director

Leon County R&D Authority/Innovation Park
1736 W. Paul Dirac Drive, Tallahassee, FL 32310
Phone: (850)575-0343
<http://lcrda.org/> | <http://innovation-park.com/>

NOTICE OF PUBLIC HEARING

Notice is hereby given that the Board of County Commissioners of Leon County, Florida (the "County") will conduct a public hearing on Tuesday, September 13, 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 OF THE BOARD OF COUNTY COMMISSIONERS OF LEON COUNTY, FLORIDA, AMENDING CHAPTER 2, ARTICLE III, DIVISION 2 OF THE CODE OF LAWS OF LEON COUNTY, FLORIDA, REGARDING THE RESEARCH AND DEVELOPMENT AUTHORITY; AMENDING SECTION 2-57, ENTITLED "MEMBERSHIP; COMPOSITION"; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; 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 the ordinance may be inspected at the following locations during regular business hours:

Leon County Courthouse
301 S. Monroe St., 5th Floor Reception Desk
Tallahassee, FL 32301

and

Leon County Clerk's Office
315 S. Calhoun Street, Room 750
Tallahassee, Florida 32301

Advertise: September 2, 2016