

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

Agenda

**Board Installation, Reorganization, and Regular Public Meeting
Tuesday, November 19, 2024, 3:00 p.m.**

Leon County Courthouse, Commission Chambers, 5th Floor
301 S. Monroe Street Tallahassee, Florida 32301

REVISED

The media and the public can access the meeting in real time on Comcast channel 16, the Leon County Florida channel on Roku, the County's [Facebook](#) page, [YouTube](#) channel, [Twitter](#) and County [web site](#).

Citizens wishing to provide input on any item(s) on the published agenda (or a non-agenda subject) for the meeting may share public comment by using one of the following options:

- In-person at the meeting; or
- Register to provide comments using communications media technology during the meeting through the registration form using the following link <https://www2.leoncountyfl.gov/coadmin/agenda/>

Citizens wishing to provide virtual comment must register by 8:00 p.m. on the day before the meeting to provide County staff sufficient time to provide instructions to citizens for comment during the meeting. Anyone needing assistance with registration may contact County Administration at 850-606-5300.

Please note that Board of County Commissioners Policy 01-05, Article IX., Section E., titled "Addressing the Commission", and Article IX., Section F., entitled "Decorum", shall remain in full force and effect.

Remainder of the page intentionally blank

Leon County Board of County Commissioners Installation Ceremony and Board Reorganization

- **Invocation**

Provided by Elder Dr. Ernest Ferrell, Pastor, Saint Mary Primitive Baptist Church

- **Pledge of Allegiance**

Chair Carolyn D. Cummings

- **Remarks and Presentations**

- Presentation to Outgoing Chair

- Remarks by Outgoing Chair

- **Installation of Commissioners and Administration of Oath of Office**

The Honorable Chief Judge Francis J. Allman presiding

- **Reorganization**

The Honorable Clerk of the Court Gwen Knight presiding

- Election of Chairman and Vice-Chairman

- Administration of the Oath of Office to the newly-elected Chairman

- Remarks by Incoming Chairman

- **Benediction**

Provided by Elder Dr. Ernest Ferrell, Pastor, Saint Mary Primitive Baptist Church

- **Recess for Reception**

- **Official Board Photo**

The regular public meeting will reconvene following the recess.

AWARDS AND PRESENTATIONS

- Proclamations Recognizing the 32nd Annual Big Bend Minority Enterprise Development Week Award Recipients
(Commissioner Maddox)
- Proclamation Recognizing the 30th Anniversary of the Capital City Chamber of Commerce
(Commissioner Maddox)
- **ADDED** Proclamation Recognizing Reverend Dr. Julius H. McAllister, Jr. elected the 144th Bishop of the African Methodist Episcopal Church
(Commissioner Maddox)
- Proclamation Celebrating the Life of Ms. Linn Ann Griffin
(Commissioner Proctor)
- **POSTPONED** Proclamation Recognizing Florida Agricultural & Mechanical University for their distinguished ranking as the #1 Historically Black College and University and #81 of all Public Universities in the United States
(Commissioner Proctor)
- Presentation Recognizing Leon County's Continued Support of Honor Flight Tallahassee
(Tom Napier, Vice Chair of the Honor Flight Tallahassee Board of Trustees)

CITIZENS TO BE HEARD ON CONSENT AND NON-AGENDAED ITEMS

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

CONSENT

1. Minutes: September 17, 2024 Regular Meeting, September 24, 2024 Public Hearing, and October 2, 2024 HUD Public Hearing
(Clerk of Court)
2. Payment of Bills and Vouchers
(County Administrator / Office of Management & Budget)
3. Fiscal Year 2024 Year-End Budget Adjustments
(County Administrator / Office of Management and Budget)
4. Approval of Agreements with Legal Services of North Florida, Inc. and The Legal Aid Foundation of the Tallahassee Bar Association, Inc. to Provide Legal Aid Services in Leon County
(County Administrator / Office of Management and Budget)
5. Update on the County's Upcoming Courthouse Renaming and Dedication in Honor of Judge Augustus D. Aikens, Jr.
(County Administrator / Community and Media Relations)
6. Request to Reschedule Workshops on the Southside Action Plan and the Comprehensive Plan Land Use & Mobility Elements Update
(County Administrator / County Administration / PLACE)

7. Fiscal Year 2025 Agreement for the Provision of State-Mandated Baker Act and Marchman Act Services
(County Administrator / Human Services & Community Partnerships)
8. Fiscal Year 2025 Healthcare Services (CareNet) Program Agreements
(County Administrator / Human Services & Community Partnerships)
9. Memorandum of Understanding with Apalachee Center, Inc. for the Forensic Intervention and Re-entry Services Team
(County Administrator / Office of Intervention and Detention Alternatives)
10. Resolution Authorizing Conveyance of a Portion of a County-owned Parcel to the City of Tallahassee for the Development of the Blueprint Orange/Meridian Placemaking Park and Recreational Trails
(County Administrator / Real Estate)
11. Approval of a Master Agreement with Florida Gulf & Atlantic Railroad, LLC for Railroad Crossing Repairs
(County Administrator / Public Works)
12. Florida Department of Transportation Off System Bridge Project Agreement for the Replacement of the Springhill Road Bridge over Munson Slough
(County Administrator / Public Works)
13. Request to Schedule the First and Only Public Hearing Regarding Intent to Use the Uniform Method for the Levy, Collection, and Enforcement of Non-Ad Valorem Assessments for the Purpose of Collecting the Full Amount of all Charges Related to Sewer Service Imposed on Certain Real Property Located on Woodville Highway and Lewis Boulevard, for December 10, 2024
(County Administrator / Public Works)
14. Request to Schedule the First and Only Public Hearing Regarding Intent to Use the Uniform Method for the Levy, Collection, and Enforcement of Non-Ad Valorem Assessments for the Purpose of Collecting the Full Amount of all Charges Related to Sewer Service Imposed on Certain Real Property Located in the Northeast Lake Munson Sewer System Project Area, for December 10, 2024
(County Administrator / Public Works)

Procurements: *(These items are included under Consent.)*

15. Award Leon County Home Replacement Project to Arris General Contractors, Inc.
(County Administrator / Human Services & Community Partnerships)
16. Approval to Purchase an Ambulance for Emergency Medical Services
(County Administrator / Public Works)
17. Approval to Purchase Furniture for the Main Library Improvements – Second Floor Project
(County Administrator / Public Works)

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

- none

CONSENT ITEMS PULLED FOR DISCUSSION

GENERAL BUSINESS

18. Ratification of Board Actions Taken at the October 22, 2024 Workshop on Leon County Policy No. 96-1, "Purchasing Policy"
(County Administrator / Purchasing)
19. Ratification of Board Actions Taken at the October 22, 2024 Workshop on the 2025 State and Federal Legislative Priorities
(County Administrator / County Administration)
20. Approval to Award Agreements for Public Relations and Digital Advertising Services
(County Administrator / Tourism)
21. Full Board Appointment to the Tourist Development Council
(County Administrator / Administration)

SCHEDULED PUBLIC HEARINGS, 6:00 P.M.

22. First and Only Public Hearing to Consider Abandoning a Portion of Singleton Drive Right-of-Way
(County Administration / Development Support & Environmental Management)
23. First and Only Public Hearing to Consider an Ordinance to Amend Chapter 6, Sections 6-32 and 6-34 of the Leon County Code of Laws, Related to Hearing Procedure and Administrative Fines and Liens, and Chapter 14, Section 14-56 of the Leon County Code of Laws, Related to Appeals
(County Administration / County Attorney)

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

- Children's Services Council of Leon County Quarterly Financial Report July 1 – September 30, 2024
- Canopy Community Development District Map and Fiscal Year 2025 Meeting Dates
- Capital Region Community Development District Minutes for the August 15, 2024 Meeting

ADJOURN

*The next regular meeting of the Board of County Commissioners is tentatively scheduled for
Tuesday, December 10, 2024 at 3:00 p.m. – Regular Meeting*

**All lobbyists appearing before the Board must pay a \$25 annual registration fee.
For registration forms and/or additional information, please contact the Board Secretary
or visit the County Clerk website at www.leoncountyfl.gov.**

PUBLIC NOTICE
Leon County Board of County Commissioners
2024 Tentative Meeting Schedule
 All Workshops, Meetings, and Public Hearings are subject to change.

Date	Day	Time	Meeting
January 22	Monday	9:00 a.m.	Board Retreat
January 23	Tuesday	3:00 p.m.	Regular Board Meeting
February 20	Tuesday	3:00 p.m.	Regular Board Meeting
March 19	Tuesday	3:00 p.m.	Regular Board Meeting
April 9	Tuesday	3:00 p.m.	Regular Board Meeting
April 9	Tuesday	6:00 p.m.	Transmittal Hearing on the 2024 Cycle Comprehensive Plan Amendments
April 23	Tuesday	9:00 a.m.	Budget Workshop
May 14	Tuesday	3:00 p.m.	Regular Board Meeting
June 11	Tuesday	3:00 p.m.	Regular Board Meeting
June 11	Tuesday	6:00 p.m.	Adoption Hearing on 2024 Cycle Comprehensive Plan Amendments
June 18	Tuesday	9:00 a.m.	Budget Workshop
July 9	Tuesday	3:00 p.m.	Regular Board Meeting
September 17	Tuesday	3:00 p.m.	Regular Board Meeting
September 17	Tuesday	6:00 p.m.	First Public Hearing on Tentative Millage Rate and Budgets
September 24	Tuesday	CANCELLED	Workshop on the Southside Action Plan
September 24	Tuesday	CANCELLED	Workshop on County's Purchasing Policy
September 24	Tuesday	6:00 p.m.	Second Public Hearing on Final Millage Rate and Final Budgets
October 8	Tuesday	3:00 p.m.	Regular Board Meeting
October 22	Tuesday	1:00 p.m.	Workshop – 2025 Legislative Priorities
October 22	Tuesday	CANCELLED	Workshop on the Comprehensive Plan Land User & Mobility Elements Update
October 22	Tuesday	3:00 p.m.	Workshop – Leon County Purchasing Policy
November 19	Tuesday	3:00 p.m.	Installation, Reorganization & Regular Board Meeting
December 10	Tuesday	3:00 p.m.	Regular Board Meeting

Note: All regularly scheduled Board meetings are generally scheduled for the 2nd Tuesday of the month and workshops for the 4th Tuesday. If additional Board meetings are necessary, the meeting would be scheduled on the 4th Tuesday of the month in addition to or in place of a workshop.

PUBLIC NOTICE
Leon County Board of County Commissioners
[2024 Tentative Calendar](#)

Month	Day	Time	Meeting Type
November 2024	Tuesday 5	Offices Closed	ELECTION DAY
	Monday 11	Offices Closed	VETERAN'S DAY observed
	Thursday 14	3:00 p.m.	Blueprint Intergovernmental Agency Meeting – City Commission Chambers
	Tuesday 19	3:00 p.m.	Installation, Reorganization and Regular Meeting – County Courthouse, 5 th Floor Commission Chambers
	Monday 25	1:30 p.m.	Capital Region Transportation Planning Agency Meeting – City Commission Chambers
	Thursday 28	Offices Closed	THANKSGIVING DAY
	Friday 29	Offices Closed	FRIDAY AFTER THANKSGIVING DAY
December 2024	<i>Wednesday 4 – Friday 6</i>		<i>FAC Legislative Conference – Hillsborough County – Tampa, FL</i>
	Tuesday 10	3:00 p.m.	Regular Meeting – County Courthouse, 5 th Floor Commission Chambers
	Tuesday 17	1:30 p.m.	Capital Region Transportation Planning Agency Meeting – City Commission Chambers
	Wednesday 25	Offices Closed	CHRISTMAS
January 2025	Wednesday 1	Offices Closed	NEW YEAR'S DAY
	Tuesday 7	No Meeting	BOARD RECESS
	Monday 20		MARTIN LUTHER KING, JR. DAY

Meetings listed in italics are included in the Board's 2024 Travel Schedule

PUBLIC NOTICE
Leon County Board of County Commissioners
2025 Tentative Meeting Schedule

Date	Day	Time	Meeting
January 27	Monday	9:00 a.m.	Board Retreat
January 28	Tuesday	3:00 p.m.	Regular Board Meeting
February 11	Tuesday	3:00 p.m.	Regular Board Meeting
February 25	Tuesday	1:00 p.m.	Workshop
March 18	Tuesday	3:00 p.m.	Regular Board Meeting
March 25	Tuesday	1:00 p.m.	Workshop
April 8	Tuesday	3:00 p.m.	Regular Board Meeting
April 8	Tuesday	6:00 p.m.	Transmittal Hearing on the 2025 Cycle Comprehensive Plan Amendments
April 22	Tuesday	1:00 p.m.	Workshop
May 13	Tuesday	3:00 p.m.	Regular Board Meeting
June 10	Tuesday	3:00 p.m.	Regular Board Meeting
June 10	Tuesday	6:00 p.m.	Adoption Hearing on 2025 Cycle Comprehensive Plan Amendments
June 17	Tuesday	9:00 a.m.	Budget Workshop
July 8	Tuesday	9:00 a.m.	Budget Workshop (if necessary)
July 8	Tuesday	3:00 p.m.	Regular Board Meeting
September 9	Tuesday	3:00 p.m.	Regular Board Meeting
September 9	Tuesday	6:00 p.m.	First Public Hearing on Tentative Millage Rate and Budgets
September 16	Tuesday	6:00 p.m.	Second Public Hearing on Final Millage Rate and Final Budgets
October 14	Tuesday	3:00 p.m.	Regular Board Meeting
October 28	Tuesday	1:00 p.m.	Legislative Priorities Workshop
November 18	Tuesday	3:00 p.m.	Installation, Reorganization & Regular Board Meeting
December 9	Tuesday	3:00 p.m.	Regular Board Meeting

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

Note: All regularly scheduled Board meetings are generally scheduled for the 2nd Tuesday of the month and workshops for the 4th Tuesday. If additional Board meetings are necessary, they would be scheduled on the 4th Tuesday of the month in addition to or in place of a workshop.

PUBLIC NOTICE
Leon County Board of County Commissioners
[2025 Tentative Calendar](#)

Month	Day	Time	Meeting Type
January 2025	Wednesday 1	Office Closed	NEW YEAR'S DAY
	Monday 20	Offices Closed	MARTIN LUTHER KING, JR. DAY
	Monday 27	9:00 a.m.	Board Retreat TBD
	Tuesday 28	3:00 p.m.	Regular Meeting County Courthouse, 5 th Floor Commission Chambers
February 2025	Tuesday 11	3:00 p.m.	Regular Meeting County Courthouse, 5 th Floor Commission Chambers
	Thursday 13	3:00 p.m.	Blueprint Intergovernmental Agency Meeting City Commission Chambers
	Tuesday 25	1:00 p.m.	Board Workshop County Courthouse, 5 th Floor Commission Chambers
March 2025	<i>Saturday 1 – Tuesday 4</i>		<i>NACO Legislative Conference Washington, D.C.</i>
	Tuesday 18	3:00 p.m.	Regular Meeting County Courthouse, 5 th Floor Commission Chambers
	Wednesday 19		<i>Florida Association of Counties Legislative Day FSU Turnbull Conference Center Tallahassee, Leon County, FL</i>
	Tuesday 25	1:00 p.m.	Board Workshop County Courthouse, 5 th Floor Commission Chambers
April 2025	Tuesday 8	3:00 p.m.	Regular Meeting County Courthouse, 5 th Floor Commission Chambers
		6:00 p.m.	Transmittal Hearing for Amendments on the 2025 Cycle Comprehensive Plan Text Amendments County Courthouse, 5 th Floor Commission Chambers
	Tuesday 22	1:00 p.m.	Board Workshop County Courthouse, 5 th Floor Commission Chambers
	<i>Saturday 26</i>		<i>Honor Flight Tallahassee Washington D.C.</i>
May 2025	Thursday 8	1:00 p.m.	Blueprint Intergovernmental Agency Budget Workshop City Commission Chambers
		3:00 p.m.	Blueprint Intergovernmental Agency Meeting City Commission Chambers
	Tuesday 13	3:00 p.m.	Regular Meeting County Courthouse, 5 th Floor Commission Chambers
	Tuesday 20	Offices Closed	EMANCIPATION DAY observed
	Monday 26	Offices Closed	MEMORIAL DAY
June 2025	Tuesday 10	3:00 p.m.	Regular Meeting County Courthouse, 5 th Floor Commission Chambers
		6:00 p.m.	Adoption Hearing on the 2025 Cycle Comprehensive Plan Text Amendments County Courthouse, 5 th Floor Commission Chambers
	Tuesday 17	9:00 a.m.	Budget Workshop County Courthouse, 5 th Floor Commission Chambers

Month	Day	Time	Meeting Type
June 2025 (cont.)	<i>Tuesday 24 – Friday 27</i>		<i>FAC Annual Conference & Educational Exposition Orlando, Orange County, FL</i>
July 2025	Friday 4	Offices Closed	INDEPENDENCE DAY
	Tuesday 8	9:00 a.m.	Budget Workshop (if necessary) County Courthouse, 5th Floor Commission Chambers
		3:00 p.m.	Regular Meeting County Courthouse, 5th Floor Commission Chambers
	<i>Friday 11 – Monday 14</i>		<i>NACo Annual Conference Philadelphia, Philadelphia County, PA</i>
	<i>Saturday 12 – Wednesday 16</i>		<i>NAACP National Conference Charlotte, NC</i>
	<i>Wednesday 16 – Saturday 19</i>		<i>National Urban League Annual Conference Cleveland, Ohio</i>
August 2025	<i>Thursday 14 – Sunday 17</i>		<i>Chamber of Commerce Annual Conference Fernandina Beach, FL</i>
September 2025	Monday 1	Offices Closed	LABOR DAY
	Tuesday 9	3:00 p.m.	Regular Meeting County Courthouse, 5 th Floor Commission Chambers
		6:00 p.m.*	First Public Hearing Regarding Tentative Millage Rates and Tentative Budgets for FY 25/26*
	Tuesday 16	6:00 p.m.*	Second Public Hearing on Final Millage Rate and Final Budgets County Courthouse, 5 th Floor Commission Chambers
	<i>Wednesday 17 – Thursday 18</i>		<i>FAC Innovation & Policy Conference Gainesville, Alachua County, FL</i>
	Thursday 18	3:00 p.m.	Blueprint Intergovernmental Agency Meeting City Commission Chambers
		5:00 p.m.	Blueprint Intergovernmental Agency Budget Public Hearing City Commission Chambers
	<i>TBD</i>		<i>Congressional Black Caucus Annual Legislative Conference – Washington D.C.</i>
*These public hearing dates may change because of the School Board's scheduling of its budget adoption public hearings			
October 2025	Tuesday 14	3:00 p.m.	Regular Meeting County Courthouse, 5 th Floor Commission Chambers
	<i>Saturday 25 – Wednesday 29</i>		<i>ICMA Annual Conference Tampa, Hillsborough County, FL</i>
	Tuesday 28	1:00 pm	Legislative Priorities Workshop County Courthouse, 5 th Floor Commission Chambers
	<i>TBD</i>		<i>National Organization of Black County Officials (NOBCO) Annual Conference – TBD</i>
November 2025	Thursday 6	3:00 pm	Blueprint Intergovernmental Agency Meeting City Commission Chambers
	Tuesday 11	Offices Closed	VETERAN'S DAY
	Tuesday 18	3:00 p.m.	Installation, Reorganization and Regular Meeting County Courthouse, 5 th Floor Commission Chambers
	<i>Wednesday 19 – Friday 21</i>		<i>FAC Legislative Conference Tampa, Hillsborough County, FL</i>

Month	Day	Time	Meeting Type
November 2025 (cont.)	Thursday 27	Offices Closed	THANKSGIVING DAY
	Friday 28	Offices Closed	DAY AFTER THANKSGIVING
December 2025	Tuesday 9	3:00 p.m.	Regular Meeting County Courthouse, 5 th Floor Commission Chambers
	Thursday 25	Offices Closed	CHRISTMAS
	Friday 26	Offices Closed	DAY AFTER CHRISTMAS
January 2026	Thursday 1	Offices Closed	NEW YEAR'S DAY
	Friday 2	Offices Closed	DAY AFTER NEW YEAR'S DAY
	Monday 19		MARTIN LUTHER KING, JR. DAY

Meetings listed in italics are included in the Board's 2025 Travel Schedule

Capital Region Transportation Planning Agency DRAFT 2025 Meeting Schedule will be provided in October

Citizen Committees, Boards, and Authorities **Current and Upcoming Vacancies**

CURRENT VACANCIES

Affordable Housing Advisory Committee

Board of County Commissioners (1 appointment) for the following categories:

- 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.
- 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. (Essential Service Personnel includes teachers and educators, other school district, community college and university employees, police and fire personnel, health care personnel, skilled building trades personnel, and active U.S. Armed Forces service members.)

Animal Classification Committee

Board of County Commissioners (1 appointment) – Licensed Veterinarian

Architectural Review Board

City Commission (2 appointments)

Board of Adjustments & Appeals

City Commission (2 appointments)

Canopy Road Citizens Committee

Board of County Commissioners (2 appointments)
City Commission (2 appointments)

Council on Culture & Arts

Board of County Commissioners (1 City recommended appointment)

Joint City/County Cycling Workgroup

Board of County Commissioners (1 appointment)
City Commission (3 appointments)

Leon County Research & Development Authority

Board of County Commissioners (1 appointment)

Library Advisory Board

Commissioner – District V: David O’Keefe (1 appointment)

Tourist Development Council

Board of County Commissioners (1 appointment)

FUTURE VACANCIES

DECEMBER 31, 2024

Audit Advisory Committee

Board of County Commissioners (2 appointments)
Clerk of Court (3 appointments)

Children’s Services Council

Board of County Commissioners (2 nominations for Governor appointment)

DECEMBER 31, 2024 (continued)

Joint City/County Bicycling Workgroup

Board of County Commissioners (3 appointments)
City Commission (1 appointment)

Library Advisory Board

Commissioner – District I: Bill Proctor (1 appointment)
Commissioner – At-Large II: Nick Maddox (1 appointment)
Friends of the Library (1 appointment)

Tourist Development Council

Board of County Commissioners (2 appointments for Ex Officio – City of Tallahassee Commissioner seats)

JANUARY 31, 2025

Affordable Housing Advisory Committee

Board of County Commissioners (4 appointments) for the following categories:

- 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.
- g. A citizen who is actively engaged as a real estate professional in connection with affordable housing.
- 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. (Essential Service Personnel includes teachers and educators, other school district, community college and university employees, police and fire personnel, health care personnel, skilled building trades personnel, and active U.S. Armed Forces service members.)