BOARD OF COUNTY COMMISSIONERS
LEON COUNTY, FLORIDA

REGULAR MEETING
AGENDA

Tuesday, May 12, 2026
3:00 p.m.

Judge Augustus D. Aikens, Jr. Courthouse, County Commission Chambers, Fifth Floor
301 South Monroe Street Tallahassee, FL 32301

COUNTY COMMISSIONERS

Christian Caban, Chairman
District 2

David T. O'Keefe, Vice Chairman District 5	Carolyn D. Cummings At-Large I	Nick Maddox At-Large II
Rick Minor District 3	Brian Welch District 4	Bill Proctor District 1

Vincent S. Long
County Administrator

Chasity H. O'Steen
County Attorney

The Leon County Commission typically holds regular meetings on the second Tuesday of each month and workshops are held on the fourth Tuesday of the month. Regularly scheduled meetings are held at 3:00 p.m. and workshops are held at 1:00 p.m. A tentative schedule of meetings and workshops is attached to this agenda as a "Public Notice." Commission meeting agendas and minutes are available on the County Home Page at: **www.leoncountyfl.gov**. 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 web site.

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 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 (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, on behalf of the Chairman, Mathieu Cavell at Judge Augustus D. Aikens, Jr. Courthouse, 301 South Monroe Street, Tallahassee, Florida 32301 or CMR@leoncountyfl.gov, by written request at least 48 hours prior to the proceeding. Telephone: (850) 606-5300, 1-800-955-8771 (TTY), 1-800-955-8770 (Voice), or 711 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, May 12, 2026, 3:00 p.m.

Judge Augustus D. Aikens, Jr. Leon County Courthouse, Commission Chambers, 5th Floor
301 S. Monroe Street Tallahassee, Florida 32301

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.

INVOCATION & PLEDGE OF ALLEGIANCE

Invocation by Reverend Ernest Lane, Macedonia Missionary Baptist Church

Pledge of Allegiance by Commissioner Proctor

AWARDS AND PRESENTATIONS

- Proclamation Recognizing the Florida Tax Watch 2025 – 2026 Principal Leadership Award for Delshuana Jackson, Principal of Bond Elementary School.
  (Commissioner Maddox)
- Proclamation Recognizing the Florida Tax Watch 2025 – 2026 Principal Leadership Award for Lisa Mehr, Former Principal of Woodville K-8 School
  (Commissioner Maddox)

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: March 10, 2026 Regular Meeting
   (Clerk of Court)
2. Payment of Bills and Vouchers
   (County Administrator / Office of Management & Budget)

3. Proposed Revisions to Policy No. 12-5, Proclamations and Resolutions
   (County Administrator / County Administration)

4. Request to Schedule the First and Only Public Hearing to Consider Repealing Chapter 2, Article IX, of the Code of Laws of Leon County, Florida, entitled, "Purchasing and Minority/Women Business Enterprise Participation Program Policy"
   (County Administrator / County Administration)

Procurements:

5. Bid Award for the Old Bainbridge Road at Capital Circle NW Intersection Improvement Project
   (County Administrator / Public Works)

Status Reports:

6. Status Report on the Utilization of Cameras in Public Spaces by Local Government Agencies
   (County Administrator / Office of Intervention and Detention Alternatives)

7. Status Report on the Miccosukee Road Greenway Trail Flood Study
   (County Administrator / Public Works)

8. Lake Munson Action Plan and Post-Drawdown Status Report
   (County Administrator / Public Works)

9. Status Report on the Leon County Complete Streets Policies
   (County Administrator / Planning, Land Management & Community Enhancement)

10. Status Report on Renaming Capital Park
    (County Administrator / Office of Resource Stewardship)

11. Status Report on Actions Related to Certain Roadways Within the Southwood Development of Regional Impact
    (County Administrator / Development Support & Environmental Management / County Attorney)

CONSENT ITEMS PULLED FOR DISCUSSION

GENERAL BUSINESS

12. Resolution to Place the School Capital Outlay Surtax Referendum on the 2026 General Election Ballot on behalf of the Leon County School Board
    (County Administrator / County Administration)

13. Alternative Structures for Administration of Cultural Programming and Request to Schedule the First and Only Public Hearing to Consider Amendments to the Leon County Tourist Development Plan
    (County Administrator / County Administration / Division of Tourism)

14. Leon County Efforts to Address Historic Harmful Public Policy Decisions
    (County Administrator / County Administration)

15. Consideration of Solid Waste Assessment Rate Increase
    (County Administrator / Office of Management & Budget / Resource Stewardship)

16. Full Board Appointments to the Advisory Committee for Quality Growth
    (County Administrator / County Administration)

SCHEDULED PUBLIC HEARINGS, 6:00 P.M.

- None.

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

- None.

ADJOURN

The next regular meeting of the Board of County Commissioners is scheduled for

Tuesday, June 9, 2026 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.

PUBLIC NOTICE

Leon County Board of County Commissioners
2026 Tentative Meeting Schedule

Date	Day	Time	Meeting
January 26	Monday	9:00 a.m.	Board Retreat
January 27	Tuesday	3:00 p.m.	Regular Board Meeting
February 10	Tuesday	3:00 p.m.	Regular Board Meeting
March 10	Tuesday	3:00 p.m.	Regular Board Meeting
~~**March 24**~~	~~Tuesday~~	~~1:00 p.m.~~	~~Workshop (if necessary)~~
April 14	Tuesday	3:00 p.m.	Regular Board Meeting
~~**April 28**~~	~~Tuesday~~	~~1:00 p.m.~~	~~Budget Workshop~~
May 12	Tuesday	3:00 p.m.	Regular Board Meeting
June 9	Tuesday	3:00 p.m.	Regular Board Meeting
June 16	Tuesday	9:00 a.m.	Budget Workshop
July 14	Tuesday	9:00 a.m.	Budget Workshop (if necessary)
July 14	Tuesday	3:00 p.m.	Regular Board Meeting
August 17	Monday	6:00 p.m.	Public Hearing on Charter Amendments
September 15	Tuesday	3:00 p.m.	Regular Board Meeting
September 15	Tuesday	6:00 p.m.	First Public Hearing on Tentative Millage Rates and Budgets
September 22	Tuesday	3:00 p.m.	Legislative Priorities Workshop
September 22	Tuesday	6:00 p.m.	Second Public Hearing on Final Millage Rates and Final Budgets
October 13	Tuesday	3:00 p.m.	Regular Board Meeting
October 27	Tuesday	1:00 p.m.	Workshop (if necessary)
November 17	Tuesday	3:00 p.m.	Installation, Reorganization & Regular Board Meeting
December 8	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

2026 Tentative Calendar

Month	Day	Time	Meeting Type
January 2026	Thursday 1	Office Closed	NEW YEAR'S DAY
	Friday 2	Office Closed	NEW YEAR'S DAY OBSERVED
	Monday 12	10:00 a.m.	Capital Region Transportation Planning Agency Board Retreat Tallahassee State College Capitol Center
	Monday 19	Offices Closed	MARTIN LUTHER KING, JR. DAY
	Wednesday 21		*Florida Association of Counties Legislative Day* *FSU Turnbull Conference Center* *Tallahassee, Leon County, FL*
	Monday 26	9:00 a.m.	Board Retreat FSU SGA Senate Chambers 75 N. Woodward Avenue, Room 3010
	Tuesday 27	3:00 p.m.	Regular Meeting Judge Augustus D. Aikens, Jr. Leon County Courthouse, 5th Floor Commission Chambers
February 2026	Tuesday 10	3:00 p.m.	Regular Meeting Judge Augustus D. Aikens, Jr. Leon County Courthouse, 5th Floor Commission Chambers
	Monday 16	Offices Closed	PRESIDENTS' DAY
	Tuesday 17	1:30 p.m.	Capital Region Transportation Planning Agency Board Meeting Tallahassee City Hall, Commission Chambers
	Saturday 21 – Tuesday 24		*NACO Legislative Conference* *Washington, D.C.*
March 2026	Tuesday 10	3:00 p.m.	Regular Meeting Judge Augustus D. Aikens, Jr. Leon County Courthouse, 5th Floor Commission Chambers
	Thursday 12	3:00 p.m.	Blueprint Intergovernmental Agency Meeting City Commission Chambers
	Tuesday 23	1:30 p.m.	Capital Region Transportation Planning Agency Board Meeting Tallahassee City Hall, Commission Chambers
April 2026	Tuesday 14	3:00 p.m.	Regular Meeting Judge Augustus D. Aikens, Jr. Leon County Courthouse, 5th Floor Commission Chambers
	Saturday 18		*Honor Flight Tallahassee* *Washington D.C.*
	~~Tuesday 21~~	~~1:30 p.m.~~	~~Capital Region Transportation Planning Agency Board Meeting~~ CANCELLED ~~Tallahassee City Hall, Commission Chambers~~
	~~Tuesday 28~~	~~1:00 p.m.~~	~~Budget Workshop~~ CANCELLED ~~Judge Augustus D. Aikens, Jr. Leon County Courthouse, 5th Floor Commission Chambers~~
May 2026	Tuesday 12	3:00 p.m.	Regular Meeting Judge Augustus D. Aikens, Jr. Leon County Courthouse, 5th Floor Commission Chambers

Month	Day	Time	Meeting Type
May 2026 (cont.)	Tuesday 19	1:30 p.m.	Capital Region Transportation Planning Agency Board Meeting Tallahassee City Hall, Commission Chambers
	Wednesday 20	Offices Closed	EMANCIPATON DAY observed
	Monday 25	Offices Closed	MEMORIAL DAY
June 2026	Tuesday 9	3:00 p.m.	Regular Meeting Judge Augustus D. Aikens, Jr. Leon County Courthouse, 5th Floor Commission Chambers
	Thursday 11	1:00 p.m.	Blueprint Intergovernmental Agency Budget Workshop City Commission Chambers
		3:00 p.m.	Blueprint Intergovernmental Agency Meeting City Commission Chambers
	Tuesday 16	9:00 a.m.	Budget Workshop Judge Augustus D. Aikens, Jr. Leon County Courthouse, 5th Floor Commission Chambers
	Tuesday 16	1:30 p.m.	Capital Region Transportation Planning Agency Board Meeting Tallahassee City Hall, Commission Chambers
	Tuesday 23 – Friday 26		*FAC Annual Conference & Educational Exposition* *Orlando, Orange County, FL*
July 2026	Friday 3	Offices Closed	INDEPENDENCE DAY OBSERVED
	Tuesday 14	9:00 a.m.	Budget Workshop (if necessary) Judge Augustus D. Aikens, Jr. Leon County Courthouse, 5th Floor Commission Chambers
		3:00 p.m.	Regular Meeting Judge Augustus D. Aikens, Jr. Leon County Courthouse, 5th Floor Commission Chambers
	Friday 17 – Monday 20		*NACo Annual Conference* *New Orleans, LA*
	Saturday 18 – Wednesday 22		*NAACP National Convention* *Chicago, IL*
	TBD		*National Urban League Annual Conference* *TBD*
August 2026	*Thursday 13 – Sunday 16*		*Chamber of Commerce Annual Conference* *Fernandina Beach, FL*
	Monday 17	6:00 p.m.	Public Hearing on Charter Amendments Judge Augustus D. Aikens, Jr. Leon County Courthouse, 5th Floor Commission Chambers
September 2026	Monday 7	Offices Closed	LABOR DAY
	Tuesday 15	3:00 p.m.	Regular Meeting Judge Augustus D. Aikens, Jr. Leon County Courthouse, 5th Floor Commission Chambers
		6:00 p.m.*	First Public Hearing Regarding Tentative Millage Rates and Tentative Budgets for FY 25/26* Judge Augustus D. Aikens, Jr. Leon County Courthouse, 5th Floor Commission Chambers
	Wednesday 16 – Friday 18		*FAC Innovation & Policy Conference* *Duval County*

Month	Day	Time	Meeting Type
September 2026 (cont.)	Tuesday 22	3:00 p.m.	Legislative Priorities Workshop Judge Augustus D. Aikens, Jr. Leon County Courthouse, 5th Floor Commission Chambers
		6:00 p.m.*	Second Public Hearing on Final Millage Rates and Final Budgets Judge Augustus D. Aikens, Jr. Leon County Courthouse, 5th Floor Commission Chambers
	Thursday 24	3:00 p.m.	Blueprint Intergovernmental Agency Meeting City Commission Chambers
		5:00 p.m.	Blueprint Intergovernmental Agency Budget Public Hearing City Commission Chambers
	Monday 28	1:30 p.m.	Capital Region Transportation Planning Agency Board Meeting Tallahassee City Hall, Commission Chambers
	TBD		*Congressional Black Caucus Annual Legislative Conference – Washington D.C.*
**These public hearing dates may change because of the School Board's scheduling of its budget adoption public hearings*			
October 2026	Tuesday 13	3:00 p.m.	Regular Meeting Judge Augustus D. Aikens, Jr. Leon County Courthouse, 5th Floor Commission Chambers
	Saturday 17 – Wednesday 21		*ICMA Annual Conference* *Long Beach, CA*
	Tuesday 20	1:30 p.m.	Capital Region Transportation Planning Agency Board Meeting Tallahassee City Hall, Commission Chambers
	Tuesday 27	1:00 pm	Board Workshop (if necessary) Judge Augustus D. Aikens, Jr. Leon County Courthouse, 5th Floor Commission Chambers
	TBD		*National Organization of Black County Officials (NOBCO) Annual Conference – TBD*
November 2026	Tuesday 3	Offices Closed	ELECTION DAY
	Wednesday 11	Offices Closed	VETERAN'S DAY
	Thursday 12	3:00 pm	Blueprint Intergovernmental Agency Meeting City Commission Chambers
	Tuesday 17	3:00 p.m.	Installation, Reorganization and Regular Meeting Judge Augustus D. Aikens, Jr. Leon County Courthouse, 5th Floor Commission Chambers
	Monday 23	1:30 p.m.	Capital Region Transportation Planning Agency Board Meeting Tallahassee City Hall, Commission Chambers
	Thursday 26	Offices Closed	THANKSGIVING DAY
	Friday 27	Offices Closed	DAY AFTER THANKSGIVING
December 2026	*Wednesday 2 – Friday 4*		*FAC Legislative Conference* *Ponte Vedra Beach, FL*
	Tuesday 8	3:00 p.m.	Regular Meeting Judge Augustus D. Aikens, Jr. Leon County Courthouse, 5th Floor Commission Chambers

Month	Day	Time	Meeting Type
December 2026 (cont.)	Tuesday 15	1:30 p.m.	Capital Region Transportation Planning Agency Board Meeting Tallahassee City Hall, Commission Chambers
	Friday 25	Offices Closed	CHRISTMAS
January 2027	Friday 1	Offices Closed	NEW YEAR'S DAY
	Monday 18	Offices Closed	MARTIN LUTHER KING, JR. DAY

Meetings listed in italics are included in the Board's 2026 Travel Schedule

Citizen Committees, Boards, and Authorities

Current and Upcoming Vacancies

CURRENT VACANCIES

Advisory Committee for Quality Growth
Board of County Commissioners (2 appointments)

Animal Classification Committee
Board of County Commissioners (1 appointment) – Licensed Veterinarian

Animal Shelter Advisory Board
City Commission (2 appointments)

Architectural Review Board
City Commission (1 appointment)

Board of Adjustments & Appeals
City Commission (2 appointments)

Canopy Roads Citizens Committee
Board of County Commissioners (1 appointment)
City Commission (3 appointments)

Community Development Block Grant Citizens Advisory Task Force
Board of County Commissioners (3 appointments)

Joint City/County Bicycling Workgroup
Board of County Commissioners (1 appointment)
City Commission (4 appointments)

Leon County Research & Development Authority
Board of County Commissioners (2 appointments)

Public Safety Coordinating Council
Board of County Commissioners Chairman: Christian Caban (2 appointments)

Tallahassee-Leon County Commission on the Status of Women & Girls
City Commission (1 appointment)

Water Resources Committee
County Commissioner – At-Large I: Carolyn Cummings (1 appointment)

FUTURE VACANCIES

May 31, 2026

Advisory Committee for Quality Growth
Board of County Commissioners (8 appointments)

June 30, 2026

Architectural Review Board
City Commission (1 appointment)

Board of Adjustments & Appeals
Board of County Commissioners (2 appointments)
City Commission (2 appointments)

CareerSource Capital Region
Board of County Commissioners (2 appointments)

June 30, 2026 (cont.)

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

July 31, 2026

Big Bend Health Council
Board of County Commissioners (4 appointments)

Code Enforcement Board
County Commissioner – District II: Christian Caban (1 appointment)
County Commissioner – At-Large I: Carolyn Cummings (1 appointment)
County Commissioner – At-Large II: Nick Maddox (1 appointment)

Investment Oversight Committee
Clerk of Court (1 appointment)

Leon County Educational Facilities Authority
Board of County Commissioners (1 appointment)

Water Resources Committee
County Commissioner – District II: Christian Caban (1 appointment)
County Commissioner – District IV: Brian Welch (1 appointment)

Leon County
Board of County Commissioners

Notes for Agenda Item #1

Leon County Board of County Commissioners

Agenda Item #1

May 12, 2026

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator

Title: Minutes: March 10, 2026 Regular Meeting

Review and Approval:	Vincent S. Long, County Administrator Chasity H. O'Steen, County Attorney
Department / Division Review:	Ken Morris, Assistant County Administrator Thomas Kauffman , Assistant Finance Director, Clerk of Court & Comptroller
Lead Staff / Project Team:	Beryl Wood, Clerk to the Board

Statement of Issue:

This item seeks Board review and approval of the following minutes: March 10, 2026 Regular Meeting.

Fiscal Impact:

This item has no fiscal impact.

Staff Recommendation:

Option #1: Approve the minutes of March 10, 2026 Regular Meeting.

Attachment:

1. March 10, 2026 Regular Meeting Minutes

BOARD OF COUNTY COMMISSIONERS
LEON COUNTY, FLORIDA
REGULAR MEETING
March 10, 2026

The Board of County Commissioners of Leon County, Florida, met in regular session at 3:00 p.m. with Chairman Christian Caban presiding. Present were Vice-Chairman David O'Keefe and Commissioners Brian Welch, Nick Maddox, Carolyn Cummings, Bill Proctor, and Rick Minor. Also present were County Administrator Vincent S. Long, County Attorney Chasity H. O'Steen, and Clerks to the Board Beryl H. Wood and Daniel J. Antonaccio.

Chairman Caban called the meeting to order at 3:01 p.m.

Commissioner Welch moved, seconded by Commissioner Maddox, to move Consent Agenda Items #4, #5, #8, #10, #12, and #14, which were pulled for discussion, to be heard at the end of the General Business portion of the meeting.

The motion carried 7 – 0.

INVOCATION AND PLEDGE OF ALLEGIANCE

The Invocation was provided by Rabbi Paul Sidlofsky of Temple Israel.

The Pledge of Allegiance was provided by Vice-Chairman David O'Keefe.

AWARDS AND PRESENTATIONS

- Proclamation Recognizing March 2026 as Women's History Month
    - Commissioner Proctor presented the proclamation on Women's History Month. He highlighted the many significant contributions made by women of all backgrounds throughout history.
    - Kimmy Hogan, President of the Board of Directors at the Oasis Center, expressed her appreciation to the Board for the proclamation and for championing women and girls.
    - Dr. Jazmyne Bryant, Chair of the Status of Women and Girls, voiced her gratitude to the Commissioners for the recognition and for their ongoing commitment to supporting and uplifting women and girls.
    - Commissioner Minor mentioned that he attended the Oasis Trailblazer Luncheon, noting the inspiring presence of numerous exceptional women leaders he had the opportunity to observe at the event.
    - Vice-Chairman O'Keefe remarked that it is a privilege to personally know many of the women present. He shared his gratitude for their invaluable contributions and the impact they have made on the community.

- Proclamation Recognizing the 10th Anniversary of "Conversations with Nicole"
    - Commissioner Maddox presented the proclamation to Nicole Everett, recognizing her work within the community, mentioning her efforts on affordable housing. He highlighted her experience interviewing several prominent, high-profile individuals on her podcast "Conversations with Nicole."

- Ms. Nicole Everett thanked the Commissioners for the proclamation and shared that she has had several individuals in the room featured on her show. She added that she looks forward to continuing to showcase and share the stories of others.
- Commissioner Cummings praised Commissioner Maddox for recognizing Nicole Everett and the many contributions she has made to the community. She also thanked Ms. Everett for her engaging conversations and for the meaningful impact of her work.

- Proclamation Recognizing the North Florida Fair Association for their Long-Term Success of Hosting the Annual North Florida Fair
  - Commissioner Maddox presented the proclamation to the North Florida Fair Association, highlighting its rich history, enduring mission, and the significant impact it has had on the community since 1939.
  - Ms. Shonda Knight expressed her gratitude to the Board for the proclamation and remarked that she hopes their collaborative efforts will continue in perpetuity.

CITIZENS TO BE HEARD ON CONSENT AND NON-AGENDAED ITEMS
3-minute limit per speaker; there will not be any discussion by the Commission.

- None

CONSENT

Commissioner Welch moved, seconded by Commissioner Maddox, to approve the Consent Agenda, except for Items #4, #5, #8, #10, #12, and #14, which were pulled for discussion.

The motion carried 7 – 0.

Commissioner Maddox moved, seconded by Chairman Caban to take up Agenda Item #8 as the first Consent item pulled for discussion.

The motion carried 7 – 0.

1. Minutes: January 27, 2026 Regular Meeting

The Board approved Option #1: Approve the minutes of January 27, 2026 Regular Meeting.

2. Payment of Bills and Vouchers

The Board approved Option #1: Approve the payment of bills and vouchers submitted for March 10, 2026, and the pre-approval of payment of bills and vouchers for the period of March 11, 2026, through April 13, 2026.

3. Acceptance of Florida Department of Transportation Occupant Protection & Child Passenger Safety Program Grant on behalf of the Leon County Sheriff's Office

The Board approved Option #1: Authorize the Leon County Sheriff's Office to realize and spend $75,000 from the Florida Department of Transportation for the Occupant Protection and Child Passenger Safety Program.

4. PULLED-Supervisor of Elections' Proposed Alteration of Voting Precinct Boundaries

5. PULLED-Resolution Affirming the County's Commitment to Treating all Individuals with Dignity and Respect

6. Public Safety Coordinating Council's Recommendation for the FY 2026 Criminal Justice, Mental Health, and Substance Abuse Reinvestment Grant

The Board approved Option #1: Approve the Public Safety Coordinating Council's recommendation to designate We Are All We Need, Inc., as the applicant for the FY 2026 Criminal Justice, Mental Health, and Substance Abuse Reinvestment Grant in Leon County.

7. Local Agency Program Supplemental Agreement with the Florida Department of Transportation for Construction of the Big Bend Scenic Byway Project

The Board approved Option #1: Approve the Local Agency Program Supplemental Agreement with the Florida Department of Transportation for construction of the Big Bend Scenic Byway Project, and authorize the County Administrator to execute the Agreement and approve and execute any modifications, amendments, or associated agreements thereto, all subject to legal review and revision by the County Attorney;

Option #2: Adopt the Resolution authorizing the Local Agency Program Supplemental Agreement for construction of the Big Bend Scenic Byway Project and authorize the Chairman to execute; and

Option #3: Approve the Resolution and associated Budget Amendment realizing $170,000 from the Florida Department of Transportation into the County budget for the construction of the Big Bend Scenic Byway Project and authorize the Chairman to execute.

Procurements:

8. PULLED-Authorization to Negotiate Structural Engineering Services Continuing Contracts with Multiple Firms

9. Three-Year Software and Licensing Maintenance Agreement for the Enterprise Telephone System

The Board approved Option #1: Approve the three-year software and licensing maintenance agreement for the Enterprise Telephone System, in an amount not to exceed $818,163, and authorize the County Administrator to execute the Agreement, and any amendments thereto, subject to legal review by the County Attorney.

Status Reports:

10. PULLED-March 2026 Quarterly Economic Dashboard Report

11. Fiscal Year 2025 Annual Domi Entrepreneurial Community Impact Report

The Board approved Option #1: Accept the Domi Entrepreneurial Community Impact Annual Report for FY 2025.

12. PULLED-Status Report on Leon County's Efforts Related to the Tallahassee Memorial HealthCare 2025 Community Health Needs Assessment

13. Calendar Year 2025 Supervised Pretrial Release Program Report

The Board approved Option #1: Accept the Calendar Year 2025 Supervised Pretrial Release Program Report, and authorize submittal to the Clerk of Circuit Court and Comptroller for Leon County.

14. PULLED-Informational Item on the Leon County Infrastructure Engineering Standards and Guidelines Manual

15. Fiscal Year 2025 Code Enforcement, Nuisance Abatement, and Code Compliance Programs Annual Report

The Board approved Option #1: Accept the FY 2025 Annual Report on the County's Code Enforcement, Nuisance Abatement, and Code Compliance Programs.

16. Calendar Year 2025 Tallahassee-Leon County Board of Adjustment and Appeals Annual Report

The Board approved Option #1: Accept the Calendar Year 2025 Tallahassee-Leon County Board of Adjustment and Appeals Annual Report.

CONSENT ITEMS PULLED FOR DISCUSSION

ITEM #8 - Authorization to Negotiate Structural Engineering Services Continuing Contracts with Multiple Firms

This item seeks Board authorization to negotiate Structural Engineering Services Continuing Contracts with multiple firms.

- This item was pulled by Commissioner Proctor.

Commissioner Proctor moved, seconded by Commissioner Cummings, to approve Option #1: Authorize the County Administrator to negotiate and execute Structural Engineering Services Continuing Contracts, and any amendments thereto, subject to legal review by the County Attorney.

- Commissioner Proctor noted that the respondent for the Engineering Services Contract identified an 8% minority business enterprise and 6% for women business enterprise. He inquired about the future status of incorporating this type of language in contracting, particularly in light of SB 1134.
    - County Administrator Long responded that when the Board convened, the Senate version of the bill was on the House floor undergoing the amendment process. He stated that once the bill's status becomes clearer, staff will conduct a thorough analysis and present the findings to the Board to ensure full compliance with the law.
    - County Attorney O'Steen explained that, as currently drafted, if SB 1134 is passed by both chambers and signed by the Governor, the Board will no longer be able to fund contracts containing any form of DEI initiatives starting January 1, 2027.
- Commissioner Proctor emphasized the importance of the Board understanding that this change will affect numerous existing contracts. He highlighted the broader implications of the federal government moving away from DEI initiatives, including the cancellation of a $3 million contract. He stressed that the Board must carefully assess the full scope of SB 1134 and whether existing contracts would be nullified.

The motion carried 7 – 0.

ITEM #4 - Supervisor of Elections' Proposed Alteration of Voting Precinct Boundaries

County Administrator Long introduced this item. As recommended by the Supervisor of Elections and pursuant to Florida Statutes, this item seeks Board approval for the alteration of voting precincts to better serve the voters of Leon County.

- This item was pulled by Commissioner Proctor.

Commissioner Proctor moved, seconded by Commissioner Maddox, for approval of Option #1: Approve the Supervisor of Elections' proposed alteration of Leon County's precinct boundaries.

- Commissioner Proctor reported that he was able to speak with the Supervisor of Elections, Mr. Mark Earley, and indicated that Mr. Earley informed him about the proposed changes. He referenced the confusion that occurred in Texas, where some voters were unaware of their

precincts, and noted that Mr. Earley assured him that his office will proactively communicate these changes to voters.

The motion carried 7 – 0.

ITEM #5 - Resolution Affirming the County's Commitment to Treating all Individuals with Dignity and Respect

County Administrator Long introduced this item. As requested at the February 10, 2026, meeting, this item seeks Board adoption of a Resolution affirming the County's commitment to treating all individuals with dignity and respect, regardless of age, race, creed, or color.

- This item was pulled by Commissioner Cummings.

Commissioner Cummings moved, seconded by Chairman Caban, to continue this agenda item to the April 14th meeting for revisions to the resolution language.

- Commissioner Cummings expressed her desire to table the item and revisit it at a later date, allowing time for additional respected groups to be incorporated into the language.
- County Attorney O'Steen offered clarifying remarks distinguishing between tabling the item and continuing it to a future meeting.
- Commissioner Proctor argued that the language should carry greater force, describing the current wording as too generic and in need of enhancing.
- Commissioner Minor stated that he would support the motion to continue the item and requested a friendly amendment to expand the list of protected classes included.

Commissioner Cummings moved, seconded by Chairman Caban, to continue this agenda item until April 14th, and to broaden the resolution and protected groups.

The motion carried 7-0.

ITEM #10 - March 2026 Quarterly Economic Dashboard Report

County Administrator Long introduced this item. This item seeks Board acceptance of the March 2026 Quarterly Economic Dashboard Report, which analytically quantifies the economic health and growth of Leon County every quarter to evaluate local economic vitality. This report also outlines the most recent Gross Domestic Product (GDP) information for the Tallahassee metro area.

- This item was pulled by Commissioner Proctor.

Commissioner Proctor moved, seconded by Chairman Caban for approval of Option #1.

- Commissioner Proctor emphasized the importance of the Quarterly Economic Report and requested that it be included in the General Business section of the agenda moving forward.
- Chairman Caban mentioned an alarming data point contained within the report, that mortgage foreclosures are up 149% in Leon County in Q4 2025.

Commissioner Proctor moved, seconded by Chairman Caban, to approve Option #1 as amended: Accept the March 2026 Quarterly Economic Dashboard Report, and direct staff to include future economic reports on the General Business section of the agenda.

The motion carried 7-0.

ITEM #12 - Status Report on Leon County's Efforts Related to the Tallahassee Memorial HealthCare 2025 Community Health Needs Assessment

County Administrator Long introduced this item. As requested by the Board, this item provides a status report on the Tallahassee Memorial Healthcare 2025 Community Health Needs Assessment Report (CHNA Report) and Leon County's ongoing efforts to address the community's most significant health-related needs as reflected in the CHNA Report through strategic investments and community partnerships.

- This item was pulled by Commissioner Proctor.

Commissioner Proctor moved, seconded by Vice-Chairman O'Keefe, directing staff to schedule a workshop on this agenda item.

- Commissioner Proctor emphasized that the Board should convene a workshop on this issue with community healthcare leaders to assess Leon County's current positioning and to provide citizens with a clearer understanding of the state of healthcare in the community.
- Vice-Chairman O'Keefe explained that his original request for this status report stemmed from the wealth of information it contains, which he believes is valuable for the community to know. He highlighted key findings contained within the report: more than half of Leon County residents reported being unable to obtain the medical care they needed, and they cited the high cost of medical services and prescriptions as primary barriers. He added that he plans on sharing information on organizations that aid individuals with medical debt relief and related economic challenges.
- Commissioner Cummings provided details regarding the County's ongoing annual efforts to address the community's healthcare needs. She noted that the report is particularly timely, given the sale of TMH, as it provides a valuable snapshot of the current healthcare landscape. She added that she looks forward to further discussions at the upcoming workshop on this topic.
- Chairman Caban inquired about the spirit of the workshop, seeking to better understand the purpose and goals of scheduling a workshop.
- Commissioner Proctor responded that, in part, the purpose of the workshop would be to ensure accountability among organizations receiving County funding to provide healthcare services to residents in need, with a focus on understanding both the costs and the scope of services delivered. He added that it could also serve as an opportunity to evaluate whether Leon County has a seamless healthcare system, noting that HCA's voice has been excluded.
- Vice-Chairman O'Keefe stated he is seeking action on healthcare, specifically the global system affecting community care.

Commissioner Proctor moved, seconded by Vice-Chairman O'Keefe, directing staff to schedule a workshop with providers on the Tallahassee Memorial HealthCare 2025 Community Health Needs Assessment.

The motion carried 7 – 0.

ITEM #14 - Informational Item on the Leon County Infrastructure Engineering Standards and Guidelines Manual

County Administrator Long introduced this item. This item seeks Board's acceptance of the informational item on the Leon County Infrastructure Engineering Standards and Guidelines Manual.

- This item was pulled by Commissioner Proctor.

Commissioner Proctor moved, seconded by Commissioner Maddox, to approve Option #1: Accept the informational item on the Leon County Infrastructure Engineering Standards and Guidelines Manual.

- Commissioner Proctor remarked that this was one of the best-written agenda items he has seen in a long time and specifically highlighted the information presented in Paragraph Two.
- Chairman Caban inquired whether this item would scrub any outdated infrastructure code and streamline processes, making it easier for the Board to accomplish its work in Leon County.
    - County Administrator Long responded yes.

The motion carried 7 – 0.

GENERAL BUSINESS

17. Establishing the Fiscal Year 2027 Maximum Discretionary Funding Levels for Outside Agencies Including the Community Human Services Partnership

County Administrator Long introduced this item. Pursuant to the County's Discretionary Funding Guidelines, as set forth in Chapter 2, Article XI, Code of Laws of Leon County, Florida (LCC), and Policy No. 93-44, "Fiscal Planning", this item seeks Board consideration to establish the Fiscal Year (FY) 2027 maximum discretionary funding levels for Community Human Services Partnership (CHSP), including emergency homeless shelters, special events, outside agency contracts, and Commission Office budgets. Additionally, as requested by the Board, this item provides a status report on anticipated Children's Services Council funding for CHSP-eligible organizations for FY 2027.

Commissioner Maddox declared a voting conflict and recused himself from voting on Option #1 because his employer receives CHSP funding.

Commissioner Maddox moved, seconded by Chairman Caban, for approval of Options #2, #3, and #5.

Option #2: Accept the status report on anticipated Children's Services Council funding for CHSP-eligible organizations for FY 2027;

Option #3: Establish the non-departmental maximum discretionary funding level for FY 2027 at $89,500 for special events funding; and

Option #5: Establish the FY 2027 Outside Agency Contracts maximum funding level as follows, and authorize the County Administrator to approve and execute the agreements and approve and execute any modifications, amendments, or associated agreements thereto, all subject to legal review and revision by the County Attorney:

- *2-1-1 Big Bend, Inc.: $112,500*
- *DISC Village, Inc.: $222,759*
- *Domestic Violence Coordinating Council, Inc.: $25,000*
- *The Oasis Center for Women & Girls, Inc.: $68,750*
- *St. Francis of Assisi Wildlife Association, Incorporated: $71,250*
- *The Tallahassee Senior Citizens Foundation, Inc.: $179,000*
- *Tallahassee Trust for Historic Preservation, Inc.: $63,175*

- *United Partners for Human Service, Inc.: $40,000*
- *Whole Child Leon, Inc.: $38,000*

The motion carried 7 – 0.

Commissioner Welch, seconded by Commissioner Proctor, approved Option #1: Establish the Community Human Services Partnership maximum funding level for FY 2027 at $1,445,000.

The motion carried 6 – 0 with Commissioner Maddox recusing himself from the vote.

Commissioner Proctor moved, seconded by Chairman Caban, for approval of Option #4 as amended to increase the Commissioner Office budgets to $27,000.

- Commissioner Proctor requested a friendly amendment to modify Option #4, proposing an increase in their office budgets to $27,500 due to price increases.
- Chairman Caban highlighted the variety in how each Commissioner utilizes their office budget, noting that he dedicates most of his budget to communicating with residents in District 2. He proposed linking their office budget to inflation metrics to provide flexibility over time.
- Commissioner Cummings expressed agreement with Chairman Caban's proposal, noting that it is reasonable since it ties the office budgets to an index.
- Commissioner Minor commented that he understood why Commissioner Proctor proposed the increase, acknowledging the rising costs across the board. He added that the nonprofits they're supporting in this agenda item are also experiencing financial strain. He noted that their office budgets were raised to $23,500 just a few years ago and declared he would vote against the motion on the floor, stating he can work within the current budget.
- Chairman Caban asked Commissioner Minor whether he would support the concept of tying their office budget to an annual inflationary measure.
- Commissioner Minor responded that he would support tying the office budget to an inflationary measure as an alternative to increasing it to $27,000.
- Vice-Chairman O'Keefe stated that he would oppose the proposed increase to the office budget, citing anticipated budgetary challenges facing local governments in the future. He added that he is comfortable maintaining the current budget level.
- Commissioner Proctor agreed to amend his motion to reflect the idea of tying their office budgets to an inflationary measure.
- Commissioner Maddox noted that, historically, office budgets were primarily used for travel, but in recent years have shifted toward supporting communication with constituents. He stated that he would support the motion on the floor.
- Commissioner Welch sought clarification on the current motion. He remarked that he will support the motion on the floor.
- Commissioner Cummings inquired about when the proposed change would take effect.
    - County Administrator Long responded that if the Board intends for the inflationary measure to take effect this year, it should be specified in the motion. Otherwise, staff would identify and assign the appropriate inflationary index based on the nature of the budget. He added that it would then operate similarly

to other budget items with assigned inflationary indexes, which are presented annually as part of the overall budget for the Board's approval.

Commissioner Proctor moved, seconded by Commissioner Cummings, to approve Option #4 as amended: Direct staff to include an inflationary adjustment to establish the Commissioner Office Budgets each year.

The motion carried 6 – 1 with Vice-Chairman O'Keefe in opposition.

18. Resolution Placing a Countywide Straw Ballot on County-City Consolidation on the November 3, 2026, Ballot

County Administrator Long introduced this item. This item seeks Board consideration for placing a nonbinding, Countywide advisory referendum on the November 3, 2026, General Election ballot, to gauge voter sentiment on potential consolidation of Leon County and City of Tallahassee governments. Consistent with the Board's December 9, 2025, direction, the item provides two alternative resolutions with ballot titles and summary language for Board consideration and transmittal to the Supervisor of Elections, summarizes the implementation steps should the Board wish to pursue the straw ballot referendum on consolidation, and outlines statutory requirements and limitations related to placing the referendum on the November General Election ballot.

Commissioner Proctor moved, seconded by Commissioner Cummings, to approve Option # 2: Approve Resolution Alternative #2 placing a nonbinding, countywide advisory referendum on the November 3, 2026, General Election ballot, providing ballot title and ballot summary language; authorize the Chairman to execute the resolution; and authorize the transmittal of the approved ballot language to the Supervisor of Elections and implement a neutral public information effort consistent with Section 106.113, Florida Statutes.

- Commissioner Proctor noted that when this topic was discussed at a Citizen Charter Review Committee (CCRC) meeting, the motion to gather more information on consolidation passed 17-2. He indicated that this outcome signaled to him that there is momentum behind City-County consolidation. He added that he supports the motion on the floor to place a non-binding straw poll on the ballot to gauge public opinion on the issue.
- Commissioner Welch acknowledged that it would have been difficult for him to support a resolution without sufficient details but stated that Option #2 provides enough information for voters to make an informed decision. He added that, for this reason, he will support the motion on the floor.
- Commissioner Cummings stated that she has consistently opposed consolidation, explaining that she does not believe it would be cost-effective or benefit the community. She commented that, aside from the Fire Services Fee, there are no significant disagreements with the City. She expressed confidence in the voters and affirmed her support for placing the straw poll on the ballot.
- Commissioner Minor remarked that, at a high level, consolidation appears to make sense but emphasized that "the devil is in the details." He stated that he is supportive of consolidation if an approach can be developed that equitably benefits both rural and urban residents. He commented that the language in Option #2 seems self-serving and elaborated on his reasoning. He shared his support for placing a referendum on the ballot, but favoring Option #1, and made a substitute motion to that effect; however, the motion died for lack of a second.

- Vice-Chairman O'Keefe clarified that proceeding with consolidation is fundamentally different from the action currently under consideration, emphasizing that they are voting for an opinion poll to gauge voters' position. He also outlined the potential next steps should voters indicate their support for consolidation in November.
    - County Administrator Long responded that while the requirement to establish a committee is not explicitly stated, any consolidation plan submitted by a County must receive approval from the Legislative Delegation. He further noted that the Legislative Delegation may also offer recommendations or proposed revisions to a county's consolidation plan.
- Vice-Chairman O'Keefe asked several clarifying questions regarding the role of the legislative delegation. He noted that, because the measure is non-binding, even if the motion passes and a majority of voters support it, the City would not be obligated to participate and could potentially even lobby against it.
- Chairman Caban stated that he agreed with the majority of Commissioner Minor's remarks; however, he explained his preference for the motion on the floor—Option #2, commenting that it will protect rural residents' interests. He emphasized that the issue is about democracy and noted that, once voters provide their feedback, additional discussions will be undertaken.

The motion carried 6 – 1 with Vice-Chairman O'Keefe in opposition.

19. Request to Schedule the First and Only Public Hearing to Consider a Board-Initiated Charter Amendment to Update Charter Language, Remove Outdated Statutory References, and Specify Procedures for Future Charter Amendments

County Administrator Long introduced this item. As requested by the Board, this item seeks consideration of a proposed Board-initiated Charter Amendment to remove outdated statutory references in the Leon County Charter and specifies procedures for amending the Charter in the future. This item also seeks Board authorization to schedule the first and only public hearing on May 12, 2026, to consider placing the proposed Charter Amendment on the November 3, 2026, General Election ballot.

Commissioner Proctor moved, seconded by Commissioner Cummings, to approve Option # 1: Schedule the first and only public hearing to consider a proposed Board-Initiated Charter Amendment to remove outdated statutory references related to the establishment of a county charter, and to provide specific procedures for considering future charter amendments, for May 12, 2026, at 6:00 p.m.

The motion carried 7 – 0.

20. Status Report on the 2025-2026 Leon County Citizen Charter Review Committee

County Administrator Long introduced this item. This agenda item provides a status report on the 2025-2026 Leon County Citizen Charter Review Committee (CCRC) process and seeks the Board's consideration of the CCRC's policy recommendations and proposed charter amendments for placement on the November 3, 2026, General Election ballot.

Public Speakers:

- Mr. Ernie Payne, 2006 E. Indianhead Drive, spoke about his proposal to establish an Office of Inspector General, noting that the CCRC had voted against advancing the issue to the Board. He then outlined his vision for the role of the Inspector

General and how the office would function. He concluded by urging the Board to reconsider the charter amendment.

- Ms. Catherine Baer, Woodgate Way, member of the group Citizens for Ethics Reform, urged the Board to reconsider the CCRC's recommendation not to establish an Office of Inspector General. She outlined the reasons she believes such an office is necessary and cited examples of other counties that currently utilize an Office of Inspector General.
- Mr. Ben Wilcox, 1719 Old Fort Dr., member of the group Citizens for Ethics Reform, stated that he was present to advocate for a charter amendment establishing an Office of Inspector General for Leon County. He emphasized that Inspectors General across the State of Florida play a critical role in preventing waste, fraud, abuse, and mismanagement. He concluded by urging the Board to reconsider the CCRC's recommendation.
- Dr. Bruce Strouble, Jr., 1935 Sabra Sr., spoke on the proposal to evaluate the long-term historical impacts of public policy decisions, noting that it failed on a 9–9 vote at the CCRC. He explained that the measure would have established a government framework requiring the County to conduct periodic historical impact audits to better understand how past policy decisions continue to affect residents today. He urged the Board to advance the charter amendment to voters in the interest of democracy.

Commissioner Maddox moved, seconded by Chairman Caban, to approve Option #1a.

- County Administrator Long provided a brief introduction of Option #1 - Unification of Street Renaming.
- Vice-Chairman O'Keefe stated that he will oppose placing this amendment on the ballot, due to the length and extensiveness of the 2026 ballot. He also shared his belief that they should work collaboratively with the City on street renaming.
- Commissioner Welch commented that if his recollection is correct, the City had amended its ordinances to exclude the County from the street-renaming process. He stated that he would support Option #1a, which directs staff to prepare a Board-initiated charter amendment providing for uniform Countywide street naming standards.
- Commissioner Maddox withdrew his motion.

Commissioner Cummings moved, seconded by Vice-Chairman O'Keefe, for approval Option #1b.

- Commissioner Cummings expressed her concern about streets having two or three different names, emphasizing the need for greater uniformity. However, she shared that it would be best to collaborate with the City, aligning with the CCRC's recommendation. She remarked that the County has maintained a strong working relationship with the City on other matters and sees no reason why the same approach couldn't succeed in this case.
- County Administrator Long clarified the distinction between the options: Option #1a represents a Board-initiated charter amendment, while Option #1b signifies a policy recommendation. He explained that the Board may prefer Option #1a because a charter amendment is the only mechanism available to compel the City to adhere to a uniform standard for street renaming.

- Chairman Caban clarified the options before the Board, noting that Option #1b, the policy recommendation, reflects an approach used in the past. He explained that the City had changed its policy, allowing it to rename roads within City limits without County input. He shared his support for Option #1a.
- Commissioner Cummings withdrew her motion.

Commissioner Proctor moved, seconded by Commissioner Welch, to approve Option #1a: Direct staff to prepare a Board-initiated Charter Amendment providing for uniform countywide street naming, renaming, and property numbering (addressing) standards to be established by County ordinance which shall prevail in the event of a conflict with municipal ordinances, and schedule the Board's first and only public hearing on May 12, 2026.

The motioned carried 6 – 1 with Commissioner Maddox in opposition.

Commissioner Maddox moved, seconded by Vice-Chairman O'Keefe, to approve Option #2b as amended to include an annual report and plan from the newly created Office of Food Systems.

- Commissioner Proctor sought clarification on how the information is presented in their agenda item.
- Commissioner Maddox commented that he appreciated the CCRC's discussions on this issue. He observed that the Health and Human Services Office already performs many of these functions; however, given the significant level of food insecurity in the community, establishing a separate office could be a worthwhile step. He added that incorporating an annual report and annual plan would further strengthen the initiative by providing greater structure, accountability, and long-term direction.
- Commissioner Cummings mentioned that Option #2b would have been preferable if the County and local nonprofits were not already deeply engaged in addressing food insecurity. She also inquired about the County's current annual spending on food insecurity initiatives.
    - County Administrator Long responded that, in some cases, there is only a minimal difference between the CCRC's recommendation and that of staff. He explained that staff recommend continuing to address food insecurity as a policy priority by leveraging the County's existing structures and partnerships. He added that staff believe the current framework is more effective and allows the Board to support these efforts without assuming additional financial obligations.
    - Mr. Shington Lamy, Assistant County Administrator, emphasized that the County is already doing extensive work to address food insecurity. He underscored recent Board action supporting Florida A&M University's establishment of a food council, as well as the creation of a position within the Office of Human Services and Community Partnerships a few years ago. He also highlighted the Board's recent partnership with Farm Share and the County's food distribution events in rural communities. He stressed that this is an issue the County is actively addressing on the ground every day.
- Commissioner Cummings inquired about the anticipated financial cost of establishing an Office of Food Systems.
    - County Administrator Long replied that, should the Board adopt the policy recommendation to establish a Division of Food Systems, the matter would return to the Board as part of a budget discussion item.

- Commissioner Proctor asked Dr. Strouble whether the policy item included in their materials accurately reflects the discussions held by the CCRC.
    - Dr. Bruce Strouble explained that, after extensive debate, the CCRC ultimately recommended a policy statement directing the Board to establish a Division of Food Systems, citing the severity of food insecurity nationwide and its impact on Leon County. He added that the CCRC envisioned the County serving as the coordinating entity that supports and strengthens current efforts.
    - Mr. Shington Lamy responded that the efforts described by Dr. Strouble are the same initiatives being discussed each month by the food council established by Florida A&M University, including the development of policies and strategic plans. He noted that this work is being carried out in close coordination with community partners, including the City, Second Harvest, and other local nonprofits.
- Commissioner Maddox inquired about who is currently responsible for developing the annual plan and preparing the annual report.
    - Mr. Lamy responded that Florida A&M University is currently responsible for preparing both the annual plan and the annual report.
- Chairman Caban stated that food insecurity is such a significant enough issue in the community that it warrants being addressed as a separate agenda item. He suggested giving staff direction to have this topic come back as its own agenda item.
- Commissioner Minor thanked Dr. Bruce Strouble and all CCRC members for their work on this item. Drawing on his experience as the former CEO of Second Harvest of the Big Bend, he acknowledged the extensive efforts already underway in the community and the contributions of local partners. He emphasized that Second Harvest and other community organizations are highly effective at addressing community needs, and that Leon County need not lead these efforts. Based on his background and familiarity with the issue, he expressed skepticism that establishing an Office of Food Systems would be more efficient than current government/community efforts.

Commissioner Minor moved, seconded by Commissioner Cummings, for a substitution motion for approval of Option #2a as amended.

- Commissioner Welch shared that Commissioner Minor's remarks resonated with him, mentioning that the community is already heavily engaged in collaborative efforts with its partners. He stated that he would support the substitution motion.
- Commissioner Maddox asked staff for details about the individual hired three years ago and the issues that had been identified.
    - Mr. Lamy explained that, based on information gathered from community meetings, the primary issue identified was that many residents were unaware of the resources available to them. This gap in awareness led to the creation of the position within the Office of Human Services and Community Partnership.
- Commissioner Maddox observed that the County appears to already be carrying out much of the work being requested. He noted that the annual plan and annual report are the only elements currently missing. He suggested that the topic could be revisited as a workshop, given its significance to the community. Additionally, he requested a friendly amendment that would provide details of the County's current food systems, including a long-term vision presented through the annual plan.
- Commissioner Minor accepted Commissioner Maddox's friendly amendment.

- Chairman Caban commented that food insecurity in Leon County is a more significant issue than many realize. He shared that he has no quarrel with creating an in-house office while continuing to collaborate with community partners. He added that he looks forward to exploring the topic further in a workshop setting.
- Vice-Chairman O'Keefe stated that he cannot support the substitute motion because it's not in alignment with the CCRC's recommendation. While acknowledging that the community is actively addressing food insecurity, he emphasized that the focus should be on the entire food system and the underlying factors that contribute to food insecurity.
- Commissioner Proctor emphasized that Leon County's government is ultimately responsible for the health, safety, and welfare of its residents, not community partners. He noted that District 1 acutely feels the impact when Supplemental Nutrition Assistance Program (SNAP) benefits are reduced/cut. He further stated that food insecurity is a global crisis and that adopting the CCRC's recommendation would position the County ahead of the curve. He remarked that the County must take a more proactive role and confirmed his support for Option #2b, the CCRC's recommendation.
- Commissioner Minor rejected the view that supporting the substitute motion is a vote for doing less. He emphasized that the purpose of the agenda item is to determine the most effective approach to continuing the County's efforts in addressing food insecurity. He also rejected the notion that voting to establish a Division of Food Systems reflects a greater commitment to feeding the community.
- Chairman Caban stated that he believed there is agreement among the Board that food insecurity in the community is a serious issue. He expressed hope that the Board can pass the substitute motion unanimously, noting that a workshop will provide a more comprehensive and informative discussion on the topic. He shared that after a workshop takes place and all his questions have been addressed, he will then make a decision about whether to support establishing a Division of Food Systems.

Commissioner Minor moved, seconded by Commissioner Cummings, for a substitution motion to approve Option #2a as amended: Continue the County's long-standing commitment to reducing food insecurity in the community through the County's existing structure, active engagement, ongoing investment, and critical programming in partnership with local stakeholders to increase food access, emphasizing greater community awareness of available resources, and scheduling a workshop on this topic once the FAMU Food Council report is complete.

The motioned carried 4 – 3 with Vice-Chairman O'Keefe, Commissioner Proctor, and Commissioner Maddox in opposition.

Commissioner Proctor moved, seconded by Commissioner Cummings, to move Option #3a: Direct staff to prepare a Board-initiated Charter Amendment revising the Charter Preamble to reflect the esteemed humanity of all residents of Leon County, and schedule the Board's first and only public hearing on May 12, 2026.

- Commissioner Proctor emphasized that in today's climate, the County Charter must unequivocally affirm the dignity and humanity of every individual.
- Commissioner Cummings expressed her strong support for Option #3a and extended her gratitude to all members of the CCRC for their dedication and hard work. She

noted that this declaration belongs in the Preamble of the County's Charter, as it reflects the very essence of who we are as a community.

The motioned carried 7 – 0.

Vice-Chairman O'Keefe moved, seconded by Commissioner Proctor, to approve Option #4b.

- Vice-Chairman O'Keefe noted that adopting Option #4b would align with the CCRC's recommendation. He referenced TMH's Community Health Needs Assessment, mentioning that the report contains troubling findings. Speaking personally, he shared his father's health struggles and the significant medical debt that burdened his family as a result. He concluded by emphasizing that voters should decide whether this reflects a core community value.
- Commissioner Proctor emphasized that the healthcare sector was strongly represented on the CCRC and urged the Board to give due weight to its recommendation. He expressed concern that the City has effectively abdicated its role in providing healthcare to FSU and also mentioned the ongoing challenges involving the Leon County Health Department in recent years. He underscored that access to healthcare—much like food security—is a fundamental component of overall quality of life. He suggested that the citizens of Leon County ought to decide whether Healthcare Access should be formally included in the Preamble of the County's Charter.
- Commissioner Welch argued that broad policy statements—such as those addressing healthcare and food access—are not appropriate for the Preamble, which should be reserved for articulating core values rather than specific policy priorities. He subsequently moved for a substitute motion in favor of Option #4a.

Commissioner Welch moved, seconded by Chairman Caban, for a substitute motion to approve Option #4a: As presented to the CCRC, continue Leon County's long-standing commitment to ensuring healthcare access for low-income residents and thereby supporting an equitable, safe, healthy, and vibrant community.

- Commissioner Cummings acknowledged the concerns citizens have surrounding healthcare access and affordability, remarking they are valid. She stated that Leon County's government is committed to ensuring residents have access to healthcare. However, she echoed that the Preamble is intended as a statement of values, not a declaration of policy issues. For that reason, she expressed her support for the substitute motion.

The motioned carried 4 – 3 with Vice-Chairman O'Keefe, Commissioner Proctor, and Commissioner Maddox in opposition.

Commissioner Maddox moved, seconded by Vice-Chairman O'Keefe, to approve Option #5b.

- Commissioner Maddox explained that issues such as food access and healthcare are deeply personal to him, shaped by his lived experience. He commented why not take the step of codifying the County's Affordable Housing Trust Fund in the Charter given this issue is unlikely to improve. He reiterated that his motion is grounded in those lived experiences and the urgency he believes these issues demand.

THE BOARD RECESSED AT 5:37 P.M.

THE BOARD RESUMED AT 6:02 P.M. WITH ITS PUBLIC HEARING.

- Vice-Chairman O'Keefe picked up the conversation after the public hearing on Option #5b explaining why he seconded Commissioner Maddox's motion. He emphasized that community values should guide policy decisions and expressed his support for giving voters the opportunity to weigh in on whether the County trust fund should be included in the Charter. He noted that he was encouraged to see this recommendation come from the CCRC, sharing that many residents feel the County has not done enough to address affordable housing and expect stronger action. He clarified that the proposal does not create a new program but rather empowers citizens to decide whether the existing trust fund should be formally enshrined in the Charter.
- County Administrator Long mentioned that the Board has the option to adopt this as a Board-initiated Charter Amendment.
- Commissioner Welch reiterated his earlier remarks that the Charter is not the appropriate location for broad policy statements. He noted that the trust fund is already codified in ordinance, making its inclusion in the charter unnecessary. Emphasizing that the Charter serves as a foundational governing document, he argued that the Preamble is not the place for policy. He then offered a substitute motion for Option #5a.

Commissioner Welch moved, seconded by Commissioner Cummings, to approve a substituent motion for Option #5a: Continue the County's long-standing commitment to increasing and preserving the stock of affordable housing in the community.

- Chairman Caban stated that he would support the substitute motion and expressed strong pride in the work Leon County has done to address affordable housing. While acknowledging more work needs to be done, he emphasized that the County is demonstrating leadership on this issue and setting a strong example through its ongoing efforts.

The motioned carried 4 – 3 with Vice-Chairman O'Keefe, Commissioner Proctor, and Commissioner Maddox in opposition.

Commissioner Proctor moved, seconded by Commissioner Cummings, to approve Option #6: Direct staff to prepare a Proclamation recognizing the work of the 2025-2026 Leon County Citizen Charter Review Committee.

The motioned carried 7 – 0.

- Vice-Chairman O'Keefe motioned for a Board-initiated Charter Amendment to establish an Office of Inspector General; the motion failed for lack of a second.

Commissioner Minor moved, seconded by Vice-Chairman O'Keefe, directing the County Attorney to prepare an agenda item on current whistleblower protections in place for Leon County employees, contractors, and non-profits that receive County funding.

- Commissioner Minor shared that, through his conversations with residents, the concept of establishing an Office of Inspector General is worth exploring, specifically the area of whistleblower protections.

The motion carried 7 – 0.

- Commissioner Proctor asked which item failed in a 9–9 vote with the CCRC and whether the Board has the authority to bring that proposal back for reconsideration.

- County Administrator Long responded that the Board has the authority to consider any proposal that did not pass at the CCRC. He clarified that the specific proposal in question focused on developing County policies and implementing audits to evaluate and address the historic harms associated with prior public policies in Leon County.

Vice-Chairman O'Keefe moved, seconded by Commissioner Proctor, directing staff to prepare a Board-Initiated Charter Amendment to reflect the proposal presented to the CCRC on the historic impact of past public policy decisions.

- Commissioner Maddox sought clarification on whether this vote would take a super majority vote of the Board.
  - County Administrator Long responded that a Board-Initiated Charter Amendment would require a supermajority vote. He added that requesting a future agenda item on this topic would only require a simple majority vote of the Board.
- Discussion occurred among the Board to determine the best course of action regarding this item.
- Vice-Chairman O'Keefe amended and restated his motion to direct staff to prepare an agenda item to come back to the Board on the Charter Amendment considered by the CCRC related to harmful historic public policy decisions so the Board can determine whether to send the issue back to the CCRC for additional consideration.
- County Attorney O'Steen provided clarification that the Board would need to reconvene the CCRC in order for them to take another vote on this proposal to determine whether it would go to their public hearing or not.
- Commissioner Proctor commended County Attorney O'Steen for her guidance to the CCRC during its discussions on this matter. He added that, given the 9–9 vote, the issue is significant enough to warrant the CCRC revisiting and reexamining the proposal.
- Commissioner Welch inquired about the potential implications of this type of Charter Amendment considering the DEI bill that had just passed the Legislature earlier that day.
  - County Administrator Long responded that a thorough analysis of SB 1134, which had just passed, would be necessary to determine how a Charter Amendment of this nature would comply with the new legislation.
- Commissioner Maddox remarked that what resonated most with him was the County Attorney's guidance on how to approach this issue while remaining in compliance with state law. He discussed the impact of past policy decisions that blighted communities and emphasized that efforts to address historic harms can focus on the policies themselves—rather than any specific group or class of people. He concluded by stating that he would support the motion on the floor.

Vice-Chairman O'Keefe moved, seconded by Commissioner Proctor, directing staff to prepare an agenda item to come back to the Board on the Charter Amendment considered by the CCRC related to harmful historic public policy decisions so the Board can determine whether to send the issue back to the CCRC for additional consideration.

The motion carried 6 – 1 with Commissioner Welch in opposition.

- Chairman Caban requested a motion to prepare a Charter Amendment for County ordinances to prevail if there is a conflict between City and County ordinances.

Commissioner Proctor moved, seconded by Commissioner Cummings, directing staff to prepare a Board-initiated Charter Amendment regarding County ordinances superseding City ordinances in instances of conflict.

- Chairman Caban explained that his position is primarily driven by concerns over annexation, specifically how the County government's influence diminishes as the City continues to incorporate more property. He added that he views this as an ideal "clean-up" charter amendment—one that should be decided by voters.
- Commissioner Welch asked staff to provide a refresher on the circumstances in which County ordinances currently take precedence over city ordinances.
    - County Attorney O'Steen responded that the Charter already includes a narrow provision that establishes a floor for environmental standards, which are set by the County. Under this framework, the City may adopt more stringent measures, but it cannot fall below the County's minimum standards.
- Commissioner Welch inquired about the history behind City ordinances taking precedence over County ordinances within City boundaries.
    - County Attorney O'Steen responded that when Leon County became a charter county, Florida law required the charter to clearly specify which jurisdiction's ordinances would prevail in the event of a conflict between a City and County ordinance. She noted that Leon County chose to give precedence to City ordinances within City boundaries. She emphasized that charter counties have the discretion to determine whether city or county ordinances will control in the event of a conflict.
- Commissioner Welch stated that Leon County is a charter county, and that the City is an incorporated entity. He added that he supports the motion on the floor, emphasizing the importance of giving voters the opportunity to weigh in.
- Commissioner Minor expressed concern that if a preemption charter amendment passes and goes into effect, it could impact a significant number of existing ordinances. He stated that he will support the motion on the floor to bring back proposed ballot language but underscored that he would like it to be as detailed as possible regarding the potential effects should the amendment be approved.
- Commissioner Cummings emphasized her desire to avoid as much discord with the City as possible and instead pursue a collaborative approach, noting that City officials represent their constituents as well. She stated that she is comfortable with ballot language being brought back for consideration. She requested specific examples of circumstances that demonstrate the need for County ordinances to supersede City ordinances in the event of a conflict.
- Chairman Caban responded by citing a current ordinance that permits the City to impose a 50% sewer surcharge on County residents. He went on to outline additional reasons for supporting a Charter amendment.
- Commissioner Proctor emphasized his desire to avoid any perception that the Board is acting impulsively and elaborated on his perspective, highlighting several areas of disagreement with the City, including the fire services fee. He commented that County Commissioners represent all residents of the County, including those within

City limits. He added that if approved by voters, the measure would provide the County with a stronger voice.

- Vice-Chairman O'Keefe sought clarification on the process, inquiring whether this vote required the supermajority or is it the vote taken during the public hearing.
    - County Attorney O'Steen responded that the vote taken during the public hearing is the one that will require a supermajority.

The motion carried 6 – 1 with Commissioner Maddox in opposition.

- Commissioner Proctor commended staff for their hard work and praised the collegiality of the CCRC members, noting that it fostered an environment where thoughtful and constructive debate could flourish.

SCHEDULED PUBLIC HEARINGS, 6:00 P.M.

21. First and Only Public Hearing to Adopt an Ordinance Amending Chapter 10, The Land Development Code, of the Code of Laws, and Repealing and Replacing Division 6 of Article VII of Chapter 10 entitled "Plats"

County Administrator Long introduced this item. This item requests the Board conduct a public hearing to adopt an ordinance amending Chapter 10 of the Leon County Land Development Code. These amendments are necessary to align County Code with statutory changes adopted during the 2024 and 2025 Legislative Sessions. To comply with these state mandates, the proposed Ordinance establishes administrative approval for plats and replats and introduces new procedures to expedite the issuance of building permits prior to plat recording. Additionally, it updates relevant definitions and replaces the "Plats" division of the Code in its entirety to ensure full regulatory alignment.

Commissioner Welch moved, seconded by Commissioner Cummings, to approve Option #1: Conduct the first and only public hearing and adopt the Ordinance amending Chapter 10 of the Land Development Code.

- Vice-Chairman O'Keefe stated that the changes being made to their Plats ordinance are directed by state statute; he then asked whether any of these changes are not required by statute.
    - County Attorney O'Steen responded that the statutory change that took effect last year made final plat approvals administrative; however, other policies currently in place are slowing the process, and this change will streamline approvals at the administrative level.

The motion carried 7 – 0.

22. First and Only Public Hearing to Consider a Local Option Affordable Housing Property Tax Exemption

County Administrator Long introduced this item. This item requests that the Board conduct the first and only public hearing to consider an ordinance to establish a County ad valorem property tax exemption for rental properties with 50 or more units that dedicate at least 20% of the units for low-income households. This local option ad valorem property tax exemption would benefit smaller affordable housing properties that may not be otherwise eligible for existing exemptions provided by the State of Florida.

Vice-Chairman O'Keefe moved, seconded by Commissioner Maddox, to approve Option #1: Conduct the first and only Public Hearing to consider an Ordinance amending Chapter 11, with the adoption of a new Article VI, of the Leon County Code of Laws (LCC), to create an ad valorem property tax exemption entitled "Local Option Affordable Housing Tax Exemption".

- Vice-Chairman O'Keefe thanked staff for their support on this item and reiterated his comments from the January meeting, asking whether the City has considered a similar approach in relation to City taxes.
    - County Administrator Long responded that he believed so but would follow up with them to confirm.
- Commissioner Proctor inquired about the purpose of this tax exemption.
- Vice-Chairman O'Keefe explained that the item is intended to support affordable housing developers who provide rental units to low- and very low-income residents; the tax exemption allows these developers to waive a portion of the property taxes on those units.
- Commissioner Proctor asked County Attorney O'Steen whether she anticipated any issues with the tax exemption given its specific tailoring.
    - County Attorney O'Steen replied no, explaining that a state statute already provides for this type of property tax exemption and that this measure would help fill a gap in what state law currently covers.

The motion carried 7 – 0.

23. Transmittal Public Hearing on the 2026 Cycle Comprehensive Plan Amendments

County Administrator Long introduced this item. The item provides for the Transmittal Hearing on the 2026 Cycle Comprehensive Plan amendments. The purpose of the public hearing is to consider transmittal of three proposed text amendments to the State Land Planning Agency (Florida Commerce) and other required review agencies for review and comment. This hearing represents the first step in the two-step legislative process required by Florida Statutes. Approval of the transmittal authorizes staff to submit the proposed amendments for state-level consistency review. This action does not constitute final adoption; rather, it initiates the mandatory 30-day state comment period. Following completion of the state review, a second public hearing for the Board to consider adoption of the amendments will be scheduled for May 12, 2026.

Commissioner Minor moved, seconded by Chairman Caban, to approve Options #1, #2 & #3.

Option #1: Conduct the Transmittal Public Hearing and transmit the proposed Intergovernmental Coordination Element text amendment TTA2026 002 (Amendment Process) to the State Land Planning Agency and review agencies;

Option #2: Conduct the Transmittal Public Hearing and transmit the proposed Land Use and Mobility Element text amendment TTA2026 003 (Mahan Gateway Corridor Nodes) to the State Land Planning Agency and review agencies; and

Option #3: Conduct the Transmittal Public Hearing and transmit the proposed Land Use and Mobility Element text amendment TTA2026 004 (Lake Protection Node) to the State Land Planning Agency and review agencies.

- Commissioner Minor referenced a prior discussion regarding expansion of the Urban Services Area boundary, reiterating that any proposed changes affecting rural unincorporated areas should be addressed as a separate agenda item.

The motion carried 7 – 0.

24. Public Hearing to Consider a Request for a Twelfth Amendment to the Southwood Development of Regional Impact Integrated Development Order

County Administrator Long introduced this item. This item is an applicant-initiated request seeking the Board's discretionary approval of a Twelfth Amendment to the Southwood Development of Regional Impact (DRI) Integrated Development Order (Southwood DRI DO). The application is filed on behalf of three Southwood DRI DO developers seeking to increase entitlements for three parcels. A conversion table exists and the applicants have agreed to pay the cost of converting existing traffic concurrency entitlements from office to commercial. The standard applied to this type of request is competent substantial evidence. In reviewing the procedural history of this item, a gap was discovered in the evidentiary record whereby certain road construction timelines recently lapsed on December 31, 2025, just days prior to the Tallahassee-Leon County Planning Commission's January 6, 2026, public hearing. The road construction timelines are referenced in Exhibit G of the Southwood DRI DO. However, Exhibit G was not attached to the application. Staff analysis was completed at the end of November. Nowhere within the Planning Commission's record is there a reference that demonstrates the lapsed Exhibit G timelines were considered in its review and recommendation. The Planning Commission is an independent, neutral body with its own legal counsel tasked with making recommendations to the City and County governing bodies as to the consistency of proposals with the adopted comprehensive plan. Without a clear evidentiary record that ensures Exhibit G timelines related to transportation and concurrency were evaluated, the record is incomplete and would be risky to rely on in reaching the Board's decision.

- County Administrator Long reminded the Board that additional information had been published for this agenda item, resulting in a revision to the staff recommendation to Option #2. He explained that these changes were related to the Notice of Extension submitted by The St. Joe Company and the provisions of Section 252.363, Florida Statutes, which allow for the extension of deadlines due to emergency Executive Orders issued by the Governor. As a result, staff updated its recommendation to approve the Twelfth Amendment (Option #2).

* During Commissioner Discussion time, Chairman Caban disclosed a meeting with Stearns Weaver and a call with The St. Joe Company on March 5th to discuss this agenda item.

Commissioner Maddox moved, seconded by Commissioner Minor, to approve Option #2: Conduct the public hearing and approve the Twelfth Amendment to the Southwood Development Order.

- Commissioner Cummings inquired about the deficiency in the evidentiary record and who identified it, the Planning Committee or staff.
    - County Attorney O'Steen explained that when planning staff conducted their review and submitted the materials to the Planning Commission, staff's work and the transmittal occurred before the deadlines had expired. However, because the Planning Commission didn't meet until after the transportation deadlines had already passed, the Commission did not consider the expired construction

deadlines. This is why staff supported remanding the item back to the Planning Commission, so they could properly take the missed construction deadlines for transportation into account.

- Commissioner Cummings inquired about how long the Planning Commission's review process will take if this item is remanded back to them.
    - County Attorney O'Steen replied that this is no longer the recommendation, as The St. Joe Company exercised its right to extend the deadlines by an additional 24 months following the expiration of the cited Executive Order, meaning they are currently in compliance.
- Vice-Chairman O'Keefe explained that this vote pertains solely to an amendment to the plan and is unrelated to the master developer. He asked several clarifying questions regarding the master developer, including whether they could pursue another extension if a future natural disaster were to occur.
    - County Attorney O'Steen responded by explaining the total amount of time permitted for extensions under the Executive Order issued by the Governor.
- Vice-Chairman O'Keefe inquired about other key start dates for the project and remarked on the importance of holding individuals accountable to their obligations.

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.)

- None

COMMENTS/DISCUSSION ITEMS

County Attorney O'Steen:

- County Attorney O'Steen expressed her appreciation to Board members and staff who attended the recent award ceremony in support of her receiving the Tallahassee Bar Association's Martha Barnett Women Lawyers of Achievement Award.

County Administrator Long:

- County Administrator Long requested a motion by the Board to approve a proclamation recognizing Public Works Week in April.

Commissioner Maddox moved, seconded by Commissioner Proctor, to approve a proclamation recognizing Public Works Week.

The motion carried 7 – 0.

COMMISSIONER DISCUSSION ITEMS

Commissioner Cummings:

- Commissioner Cummings requested a proclamation recognizing Mr. Karl Hook who recently received the Statewide Volunteer Firefighter of the Year Award.

Commissioner Cummings moved, seconded by Commissioner Maddox, to approve a proclamation recognizing Mr. Karl Hook as Statewide Volunteer Firefighter of the Year.

The motion carried 7 – 0.

- She requested a proclamation recognizing the 50th anniversary of the Capitol Outlook newspaper, to be presented off-site at an event later this week.

  Commissioner Cummings moved, seconded by Commissioner Proctor, to approve a proclamation recognizing the 50th anniversary of the Capitol Outlook Newspaper.

  The motion carried 7 – 0.

- She addressed the recently publicized memos regarding her communications with the County Attorney, stating that the County Attorney's memo left her feeling disrespected and that it called her integrity into question. She emphasized that she had a right to inquire about hiring practices within the County Attorney's Office, as they involve the expenditure of County funds. She noted that she received a letter of apology from the County Attorney, though it was not shared with the full Board. She then invited her fellow Commissioners to weigh in and offer their perspectives on the matter.
- Chairman Caban led the discussion by praising Commissioner Cummings, describing her as a role model for young women. He added that he has come to know County Attorney O'Steen well and does not believe she intended to disrespect Commissioner Cummings, while acknowledging that intent does not negate impact. He urged that the matter be addressed and resolved privately.
- Commissioner Proctor shared the enormous amount of respect he has for Commissioner Cummings. He commented that he too is guilty of making remarks that offend people and then praised Commissioner Cummings for vocalizing how she feels. He added that he is optimistic that she and County Attorney O'Steen can resolve the matter through a sit-down discussion, and he concluded with words of encouragement.
- Commissioner Maddox noted that during his and Commissioner Proctor's tenure on the Board, they have not encountered a situation like this. He reflected on advice from his mother, emphasizing that everyone's feelings are valid. He expressed that Commissioner Cummings deeply cares about the Board, the County, and her work, and added that County Attorney O'Steen consistently does her best to serve the County, acknowledging that people sometimes say things they cannot take back. He stated that he holds both Commissioner Cummings and County Attorney O'Steen in high regard and called for a peaceful resolution to the issue. He offered an apology to Commissioner Cummings and expressed hope that the Board would not face a similar situation in the future. He also acknowledged that the discussion surrounding minority representation within the County Attorney's Office is a valid and important one.
- Commissioner Welch expressed deep regret over the situation, noting that the Board has always been cohesive since he joined in 2020. He acknowledged that he, too, has at times made remarks that have hurt others, but recognized that such comments can carry a different weight when they come from staff. He observed that, like any family, there can be moments of conflict, and shared that he views those on the dais as a family. He then asked whether Commissioner Cummings could find it in her heart to forgive the County Attorney and move forward in a professional manner. He concluded by offering an apology to Commissioner Cummings and affirming his tremendous respect for her.
- County Attorney O'Steen stated that she regrets that her memo offended Commissioner Cummings. She emphasized that she has always held Commissioner Cummings in very high regard, describing her as an esteemed member of the community. While noting that it was not her intent to cause offense, she acknowledged the impact of her words and offered a sincere apology. She explained that the purpose of the memo was to outline for the Board and the community the qualifications she considers when hiring individuals for the County Attorney's Office. She also apologized to the Board for the time and attention the matter has

required, recognizing that it has detracted from the Commission's work. She concluded by stating that she has taken all of their comments to heart.

Commissioner Minor:

- Commissioner Minor highlighted the upcoming Safe Sense training event being held on March 26, 2026, which will offer guidance on how to recognize and prevent identity theft and other common scams. The event will be hosted at the Leon County Public Library and is open to all residents.

Vice-Chairman O'Keefe:

- Vice-Chairman O'Keefe requested a proclamation recognizing the Leon County Humane Society for 65 years of promoting the welfare of animals, to be presented at the next meeting.

  Vice-Chairman O'Keefe moved, seconded by Chairman Caban, to approve a proclamation recognizing the Leon County Human Society for 65 years of promoting the welfare of animals.

  The motion carried 7 – 0.

Commissioner Proctor:

- Commissioner Proctor shared his regret over the passage of Senate Bill 1134 earlier in the day.

Commissioner Welch:

- Commissioner Welch acknowledged Assistant County Administrator Shington Lamy for being Chiles High School Principal for the Day.

Commissioner Maddox:

- Commissioner Maddox requested a proclamation recognizing J.P. Moore Mortuary and Cremation Services, a new business in Leon County.

  Commissioner Maddox moved, seconded by Chairman Caban, to approve a proclamation recognizing J.P. Moore Mortuary and Cremation Services.

  The motion carried 7 – 0.

- He requested a proclamation recognizing the Fairview Middle School Basketball Team as undefeated Division Champions, to be presented off site.

  Commissioner Maddox moved, seconded by Chairman Caban, to approve a proclamation recognizing the Fairview Middle School Basketball Team as undefeated Division Champions.

  The motion carried 7 – 0.

- He praised Chairman Caban for his leadership during the meeting.

- He wished a Happy Birthday to his son, Nick Maddox, Jr.

Chairman Caban:

- Chairman Caban announced that the scheduled March 24, 2026, Workshop can be cancelled.

- He disclosed two additional discussions with groups related to Agenda Item #24. He attended a meeting at Stearns Weaver and conducted a phone call with The St. Joe Company on March 5, 2026.
- He thanked Commissioner Minor for participating in the recent trash clean-up event in the National Forest.

RECEIPT AND FILE:

- None.

ADJOURN:

There being no further business to come before the Board, the meeting was adjourned at 8:44 p.m.

ATTEST:

BY: _____
Christian Caban, Chairman
Board of County Commissioners

BY: _____
Gwen Knight, Clerk of Court
& Comptroller, Leon County, Florida

DRAFT

Leon County
Board of County Commissioners

Notes for Agenda Item #2

Leon County Board of County Commissioners

Agenda Item #2

May 12, 2026

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator

Title: Payment of Bills and Vouchers

Review and Approval:	Vincent S. Long, County Administrator
Department / Division Review:	Ken Morris, Assistant County Administrator Roshaunda Bradley, Director, Office of Management and Budget Georgette Daniels, Budget Manager
Lead Staff / Project Team:	Shawnya Hernandez, Management Analyst

Statement of Issue:

This item requests Board approval of the payment of bills and vouchers submitted for May 12, 2026, and the pre-approval of payment of bills and vouchers for the period of May 13, 2026, through June 8, 2026.

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 May 12, 2026, and the pre-approval of payment of bills and vouchers for the period of May 13, 2026, through June 8, 2026.

Report and Discussion

Background:

The Office of Management and Budget (OMB) reviews the bills and vouchers printout, submitted for approval during the May 12th meeting, the morning of Monday, May 11, 2026. If, for any reason, any of these bills are not recommended for approval, OMB will notify the Board.

Analysis:

Since the next regular meeting is scheduled for June 9, 2026, it is advisable for the Board to pre-approve payment of the County's bills for May 13, 2026, through June 8, 2026, so that vendors and service providers will not experience hardship because of delays in payment. In the event the Board meeting is cancelled, the payment of bills/vouchers will be approved until the next scheduled meeting. OMB will continue to review the printouts prior to payment; if for any reason OMB 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 May 12, 2026, and the pre-approval of payment of bills and vouchers for the period of May 13, 2026, through June 8, 2026.
2. Do not approve the payment of bills and vouchers submitted for May 12, 2026, and the pre-approval of payment of bills and vouchers for the period of May 13, 2026, through June 8, 2026.
3. Board direction.

Recommendation:

Option #1

Leon County
Board of County Commissioners

Notes for Agenda Item #3

Leon County Board of County Commissioners

Agenda Item #3

May 12, 2026

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator

Title: Proposed Revisions to "Proclamations and Resolutions – Ceremonial Recognition Policy", Policy No. 12-5

Review and Approval:	Vincent S. Long, County Administrator
Department / Division Review:	Ken Morris, Assistant County Administrator
Lead Staff / Project Team:	Lisa Davis, Agenda Coordinator

Statement of Issue:

This item requests Board adoption of the proposed revisions to the "Proclamations and Resolutions – Ceremonial Recognition Policy" to automate and better facilitate the approval of proclamations which recognize community events, organizations, and activities historically supported by the Board.

Fiscal Impact:

This item has no fiscal impact.

Staff Recommendation:

Option #1: Adopt the proposed revisions to "Proclamations and Resolutions – Ceremonial Recognition Policy", Policy No. 12-5 (Attachment #1).

Report and Discussion

Background:

This item requests Board adoption of the proposed revisions to the "Proclamations and Resolutions – Ceremonial Recognition Policy" (Policy No. 12-5) to automate and better facilitate the approval of proclamations which recognize community events, organizations, and activities historically supported by the Board (Attachment #1).

Policy No. 12-5 (Policy) was originally adopted by the Board on December 11, 2012, and established criteria and procedures for placing Proclamations and Resolutions on the Board's agenda. The Policy states that a County Commissioner may, under Commissioner Discussion Time at any regular Board meeting, request a Proclamation be placed on a future Board agenda. Proclamations are defined as the formal recognition, support, and celebration of (i) a particular event, occasion, program or cause; (ii) a particular individual; or (iii) an extraordinary or significant achievement of an individual or organization that directly impacts the County.

During Commissioner Discussion Time at the end of regular Board meetings, Commissioners often seek Board approval for a proclamation to recognize a community/professional organization or important social issue. Oftentimes, these requests are coordinated with a planned event scheduled to take place (9/11 Day of Remembrance and Service) or part of a broader, perhaps national, awareness campaign (Breast Cancer Awareness Month). The proposed revisions to the Policy seek to automate this process by no longer requiring Commissioners to make these requests for proclamations which have historically been supported by the Board. The proposed Policy revision includes an exhibit with recurring proclamations for the Board to pre-approve for the Chairman's signature. The Board may also wish to provide direction to staff to include additional organizations and events in Exhibit A.

The proposed revisions do not make changes to the process for Commissioners to request Resolutions. A Resolution is defined as a formal expression of opinion, intention, or support declared by the Board by a majority vote after consideration of the matter presented by County staff in an agenda request. Resolutions requested by the Board will still require an agenda item to be presented for consideration of approval.

Analysis:

This item proposes revisions to authorize the Chairman to execute proclamations for annually occurring events, occasions, programs or causes, as provided in the exhibit included with the Policy, without requiring Commissioners to seek Board approval for each individual proclamation during a regular Board meeting. These proposed revisions will streamline approval of those annual or recurring proclamations that the Board has traditionally recognized and supported. The list of proposed proclamations recommended for Board approval is included as Exhibit A of Attachment #1.

The proclamations listed in Exhibit A were compiled from Board requests over the last five years and internal coordination with County departments. If these policy revisions are approved by the Board, Commissioners can direct those groups/organizations recognized in Exhibit A to directly coordinate with the Agenda Coordinator to timely request a proclamation and arrange delivery of the executed document. The Policy revisions do not restrict the ability for Commissioners to request other proclamations during their discussion time at any regularly scheduled Board meeting.

Exhibit A of the Policy will be brought back to the Board on an annual basis for consideration. Staff anticipates including it with the establishment of the Board's annual meeting calendar and travel schedule which is provided at a regular Board meeting in September each year. However, at this time, the Board may also wish to provide direction to include additional organizations and events in the Exhibit.

Options:

1. Adopt the proposed revisions to "Proclamations and Resolutions – Ceremonial Recognition Policy", Policy No. 12-5 (Attachment #1).
2. Do not adopt the proposed revisions to "Proclamations and Resolutions – Ceremonial Recognition Policy", Policy No. 12-5.
3. Provide direction to staff to amend Exhibit A to either remove or add additional organizations and events to the list.
4. Board direction.

Recommendation:

Option #1

Attachment:

1. Proposed Revised "Proclamations and Resolutions – Ceremonial Recognition Policy", Policy No. 12-5 with Exhibit A

1.07

Board of County Commissioners
Leon County, Florida
Policy No. 12-5

Title:	Proclamations and Resolutions - Ceremonial Recognition Policy
Date Adopted:	~~September 10, 2013~~ May 12, 2026
Effective Date:	~~September 10, 2013~~ May 12, 2026
Reference:	N/A
Policy Superseded	Policy No. 78-4 "Proclamations" adopted ~~9/26/78~~ September 26, 1978; Policy No. 98-01 "Model Resolutions" adopted ~~4/14/98~~ April 14, 1998; Policy No. 12-5 "Proclamations and Resolutions- Ceremonial Recognition Policy" adopted December 11, 2012, revised September 10, 2013

It shall be the policy of the Board of County Commissioners of Leon County, Florida, that Policy No. 12-5, "Proclamations and Resolutions- Ceremonial Recognition Policy," ~~adopted December 11, 2012~~ revised September 10, 2013, be superseded, and a revised Policy be adopted in its place, to wit:

Article 1: Intent, Purpose, and Scope

A. The intent and purpose of this Policy is to establish guidelines to govern (i) the issuance of formal recognition in support of a particular event, program, or cause, or recognition of a particular individual, (ii) the recognition and celebration of extraordinary achievements of individuals or organizations that directly impact the County, and (iii) the honoring or recognition of important and significant occasions to increase public awareness of issues that will help to improve the health, safety, and welfare of the citizens of Leon County.

B. This Policy applies to the Board's issuance and presentation of all Proclamations and Resolutions, as those terms are herein defined. Furthermore, this Policy shall provide the exclusive policy and procedure for presenting any Proclamation or Resolution, and shall supersede any and all provisions of other Board policies to the extent that such other provisions may be inconsistent with this Policy.

C. Requests for Proclamations and Resolutions are reviewed on a case-by-case basis, and the Board reserves the right to decline any request, as well as the right to make exceptions to this Policy and its procedures.

Article 2: Definitions

A. Board: the Leon County Board of County Commissioners.

B. County: Leon County, Florida.

C. Proclamation: the formal recognition, support, and celebration of (i) a particular event, occasion, program, or cause; (ii) a particular individual~~:~~; or (iii) an extraordinary or significant achievement of an individual or organization that directly impacts the County.

D. Resolution: a formal expression of opinion, intention, or support declared by the Board by a majority vote after consideration of the matter as presented by County staff in an agenda request.

Article 3: Criteria

A. Requests for a Proclamation or Resolution will be considered ~~by the Board~~ only if its recognition, support, or celebration will result in the promotion of positive quality-of-life activities taking place in the County or will increase public awareness of issues that will help to improve the health, safety, and welfare of the citizens of the County. Examples of such activities and issues may include, but not be limited to, the following:

1. extraordinary or significant achievements of individuals or organizations that directly impact the County;
2. honoring occasions of importance and significance to the citizens of the County; and
3. matters with widespread community interest or concern~~;~~.

B. ~~Proclamations and Resolutions shall not be issued or adopted unless specifically approved by the Board. However, the Proclamation for qualifying events, programs, or occasions, may be approved by the Chairman during periods of time when no Commission meeting is timely scheduled. Furthermore,~~ ~~n~~No Resolution~~s~~ shall be adopted unless it has been considered in an agenda request at a regular meeting of the Board.

C. Requests for Proclamations or Resolutions that are similar to those that have already been issued during the same calendar year may be declined.

D. Requests for Proclamations or Resolutions may be declined if such request would result in the issuance or adoption by the Board of more than one Proclamation or Resolution per calendar year for the same individual or organization, or for the same event, occasion, program, or cause.

E. Proclamations ~~and Resolutions~~ for an annually occurring event, occasion, program, or cause listed in Exhibit A shall be approved for execution by the Chairman on behalf of the Board ~~shall not be automatically issued or adopted each year~~. Requests for additional ~~such~~ Proclamations not included in Exhibit A ~~and Resolutions~~ will ~~be~~ required ~~each year and will be reviewed on a case-by-case basis~~ approval by the Board at a regularly scheduled meeting. If so desired, the requesting Commissioner may seek Board approval to add the newly requested proclamation to Exhibit A for automatic execution by the Chairman in the future.

The Chairman is authorized to execute those Proclamations for annually occurring events, occasions, programs, or causes listed in Exhibit A, on behalf of the Board. The Chairman may also defer to the Vice-Chairman for signature in his or her absence.

Commissioners can direct those groups/organizations recognized in Exhibit A to directly coordinate with the Agenda Coordinator to timely request a proclamation and arrange delivery of the executed document.

F. Proclamations shall not be issued for:

1. individuals, organizations, or events that do not directly impact the County;
2. campaigns, organizations, individuals, or events inconsistent with or contrary to County policies, ordinances, or laws;
3. events, occasions, programs, or causes that occur outside the boundaries of the County; or
4. events, occasions, programs, or causes sponsored by for-profit organizations, except when such sponsorship is for a charitable purpose.

G. No Proclamation or Resolution shall be used by the recipient as part of an advertisement or commercial promotion.

H. Requests for Proclamations or Resolutions from national or international organizations must originate from an individual or organization located in the County; requesting proclamations must have an in-County sponsor.

Article 4: Procedure

A. A County Commissioner may, under Commissioner Discussion Time at any regular Board meeting, request a Proclamation or Resolution.

1. With regard to a request for a Proclamation, such requests should include whether the Proclamation, if approved, would be presented at a Board meeting, mailed to an outside party, or presented at an outside special event. Absent any objections, the request for a Proclamation shall be considered approved by the Board.
2. With regard to a request for a Resolution, such request shall require a proper motion to present the request on the agenda of a subsequent Board meeting, and shall require a favorable majority vote for approval.
3. Proclamations for qualifying events, programs, or occasions~~,~~ may be approved by the Chairman during periods of time when no Board meeting is timely scheduled.

B. The Board may authorize the Chairman to sign an approved Proclamation, attested to by the County Administrator, or a Commissioner may request that an approved Proclamation be signed by all members of the Board, attested to by the County Administrator. All Proclamations shall bear the official seal of the Board.

C. The number of Proclamations to be issued at any one Board meeting shall be at the Chairman's discretion; provided, however, the number of Proclamations issued at any one meeting shall not exceed five.

EXHIBIT A

Recurring Leon County Proclamations

- 9/11 Day of Remembrance and Service
- Arbor Day
- Bike Month
- Breast Cancer Awareness Month
- Certified Nursing Assistant Week
- Developmental Disabilities Awareness Month
- Domestic Violence Awareness Month
- Florida Missing Children's Day
- Holocaust Days of Remembrance
- Human Trafficking Awareness and Prevention Month
- Hunger Action Month
- Impact Week
- Leon County Volunteer Firefighters Day
- Multiple Sclerosis Awareness Month
- National Certified Registered Nurse Anesthetist Week
- National Friends of the Library Week
- National Public Works Week
- National Suicide Prevention Month
- Reunification Month
- SIDS, Pregnancy, and Infant Loss Awareness Month
- Women's History Month
- Woodville Founder's Day

Leon County
Board of County Commissioners

Notes for Agenda Item #4

Leon County Board of County Commissioners

Agenda Item #4

May 12, 2026

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator

Title: Request to Schedule the First and Only Public Hearing to Consider Repealing Chapter 2, Article IX, of the Code of Laws of Leon County, Florida, entitled, "Purchasing and Minority/Women Business Enterprise Participation Program Policy"

Review and Approval:	Vincent S. Long, County Administrator Chasity H. O'Steen, County Attorney
Department / Division Review:	Ken Morris, Assistant County Administrator Melanie Hooley, Director, Purchasing
Lead Staff / Project Team:	Nicki Hatch, Assistant to the County Administrator for Legislative and Strategic Initiatives Cameron Williams, Management Analyst

Statement of Issue:

This item seeks Board approval to schedule the first and only public hearing on June 9, 2026, at 6:00 p.m., to repeal Chapter 2, Article IX, of the Code of Laws of Leon County, Florida (Code), entitled, "Purchasing and Minority/Women Business Enterprise Participation Program Policy." This repeal is necessary to initiate efforts to comply with the passage of SB 1134 which in part prohibits local governments from funding, promoting, directly or indirectly, or taking official action related to diversity, equity, and inclusion (DEI). Any existing ordinance, resolution, rule, regulation, program, or policy that conflicts with the bill will be void as of the January 1, 2027 effective date of the legislation.

Fiscal Impact:

This item has no fiscal impact.

Staff Recommendation:

Option #1: Schedule the first and only public hearing to repeal Chapter 2, Article IX, of the Code of Laws of Leon County, Florida (Attachment #1), entitled, "Purchasing and Minority/Women Business Enterprise Participation Program Policy", on June 9, 2026, at 6:00 p.m.

Report and Discussion

Background:

This item seeks Board approval to schedule the first and only public hearing on June 9, 2026, at 6:00 p.m., to repeal Chapter 2, Article IX, of the Code, entitled, "Purchasing and Minority/Women Business Enterprise Participation Program Policy" (Attachment #1). The Minority and Women-owned Business Enterprise (MWBE) Program is provided in both the Code and County policy. The repeal of the Code is necessary to initiate efforts to comply with the passage of SB 1134 which in part prohibits local governments from funding, promoting, directly or indirectly, or taking official action related to DEI. Any existing ordinance, resolution, rule, regulation, program, or policy that conflicts with the bill will be void as of the January 1, 2027 effective date of the legislation.

Analysis:

On April 22, 2026, the Governor signed SB 1134, entitled *Official Actions of Local Governments*, which prohibits local governments from funding, promoting, directly or indirectly, or taking official action related to DEI. Specifically, local governments are prohibited from adopting or enforcing ordinances, resolutions, rules, regulations, programs, or policies related to DEI, and any existing measure that conflicts with the bill will be void as of the January 1, 2027 effective date. The legislation goes even further to prohibit the County from expending any funds, regardless of the source, to establish, support, sustain, or staff a DEI office or officer, and from allowing funds to be used by employees, contractors, and others to promote DEI initiatives.

The penalties and potential legal liability for violating the legislation are severe. A County Commissioner acting in their official capacity who violates these prohibitions commits misfeasance or malfeasance. Acting in an official capacity is defined as performing or purporting to perform a function, duty, or responsibility assigned by law, rule, or policy to a public officer or public employee, or otherwise exercising or claiming to exercise the authority of such office or employment. There is no intent or negligence language in the legislation, which means that a strict liability standard may apply. Residents may also bring legal actions in circuit court seeking declaratory and injunctive relief, damages, and costs for alleged violations.

Repealing Chapter 2, Article IX, of the Code is the first of many steps necessary to ensure compliance with SB 1134. A cross-departmental workgroup of County employees is working to ensure compliance in their respective work areas and additional information will be provided during upcoming Board meetings.

On June 9, 2026, the agenda materials for the public hearing to repeal the Code will also outline the process to suspend the use of the MWBE Policy and aspirational goals for County solicitations, and provide options to remove DEI provisions from existing vendor contracts to ensure compliance with SB 1134. Additional programmatic information will be provided through the budget development process and agenda items in the Fall including a substantiative rewrite of the MWSBE Policy to enhance utilization of the Small Business Enterprise (SBE) program.

For small businesses (SBEs), program benefits are race- and gender-neutral and made available based on the size and annual earnings of the small business. However, all certified MWBE firms are also certified as SBEs in the Office of Economic Vitality database.

Again, repealing Chapter 2, Article IX, of the Code is the first of many steps that will be required to ensure compliance with SB 1134. Looking ahead, a restructuring of the current MWBE Program and policy is anticipated to be brought back to the Board in the Fall in coordination with the Office of Economic Vitality to expand utilization and contracting opportunities for small businesses, enhance technical assistance and resource identification initiatives, and provide tailored programs to build additional capacity among small businesses.

Options:

1. Schedule the first and only public hearing to repeal Chapter 2, Article IX, of the Code of Laws of Leon County, Florida (Attachment #1), entitled, "Purchasing and Minority/Women Business Enterprise Participation Program Policy", on June 9, 2026, at 6:00 p.m.
2. Board direction.

Recommendation:

Option #1

Attachment:

1. Chapter 2, Article IX, of the Code of Laws of Leon County, Florida

ARTICLE IX. - PURCHASING AND MINORITY/WOMEN BUSINESS ENTERPRISE PARTICIPATION PROGRAM POLICY

Sec. 2-400. - Local preference in purchasing and contracting.

(a) *Preference in bidding.* In purchasing of, or letting of contracts for procurement of, personal property, materials, contractual services, and construction of improvements to real property or existing structures in which pricing is the major consideration, the county may give a preference to local businesses in making such purchase or awarding such contract, as follows:

(1) Individuals or firms which have a home office located within Leon, Gadsden, Wakulla, or Jefferson County and which meet all of the criteria for a local business, as set forth in this article, shall be given a preference in the amount of five percent of the bid price.

(2) Individuals or firms which do not have a home office located within Leon, Gadsden, Wakulla, or Jefferson County and which meet all of the criteria for a local business, as set forth in this article, shall be given a preference in the amount of three percent of the bid price.

The maximum cost differential shall not exceed $20,000.00. Total bid price shall include the base bid and all alternatives or options to the base bids which are part of the bid and being recommended for award by the appropriate authority.

(b) *Preference in requests for proposals.* In the purchasing of, or letting of contracts for procurement of, personal property, materials, contractual services, and construction of improvements to real property or existing structures for which a request for proposals is developed with evaluation criteria, a local preference of the total score may be assigned for a local preference, as follows:

(1) Individuals or firms which have a home office located within Leon, Gadsden, Wakulla, or Jefferson County, and which meet all of the criteria for a local business as set forth in this article, shall be given a preference in the amount of five percent.

(2) Individuals or firms which do not have a home office located within Leon, Gadsden, Wakulla, or Jefferson County, and which meet all of the criteria for a local business as set forth in this article, shall be given a preference in the amount of three percent.

(c) *Notice.* Both bid documents and request for proposal documents shall include notice to vendors of the local preference policy.

(d) *Local business definition.* For purposes of this section, the term "local business" means a business which:

(1) Has had a fixed office or distribution point located in and having a street address within Leon, Gadsden, Wakulla, or Jefferson County for at least six months immediately prior to the issuance of the request for competitive bids or request for proposals by the county;

(2) Holds any business license required by the county, and, if applicable, the City of Tallahassee; and

(3) Is the principal offeror who is a single offeror; a business which is the prime contractor and not a subcontractor; or a partner or joint venturer submitting an offer in conjunction with other businesses.

(e) *Certification.* Any vendor claiming to be a local business as defined by subsection (d) of this section, shall so certify, in writing, to the purchasing division. The certification shall provide all necessary information to meet the requirements of subsection (d) of this section. The purchasing agent shall not be required to verify the accuracy of any such certifications, and shall have the sole discretion to determine if a vendor meets the definition of a "local business."

(f) *Preference in bidding for construction services.* Except where otherwise provided by federal or state law or other funding source restrictions, in the purchasing of, or letting of contracts for procurement of construction services for improvements to real property or existing structures, limited to projects estimated to exceed $250,000.00, the county may give preference to local businesses in the following manner:

(1) Under a competitive bid solicitation, when the lowest responsive and responsible bid is submitted by an individual or firm that is not a local business, then the local business that submitted the lowest responsive and responsible bid shall be offered the opportunity to perform the work at the lowest bid amount, if that local business's bid was not greater than 110 percent of the lowest responsive and responsible bid amount.

(2) All contractual awards issued in accordance with the provisions of this subsection shall contain aspirational trade contractor work targets, based on market and economic factors, of 85 percent as follows: the successful individuals or firms shall agree to engage not less than 85 percent of the dollar value of trade contractor work with local businesses unless the successful individuals or firms prove to the county's satisfaction, that the trade contractor work is not available locally within the Leon, Gadsden, Wakulla or Jefferson County area. The term "trade contractor" means a subcontractor who contracts with the prime contractor and whose primary activity is performing specific activities (e.g., pouring concrete, masonry, site preparation, framing, carpentry, dry wall installation, electrical, plumbing, painting) in a construction project but is not responsible for the entire project.

(3) This subsection shall sunset and stand repealed on January 1, 2016, unless reviewed and saved from repeal through reenactment by the board.

(g) *Waiver.* The application of local preference to a particular purchase, contract, or category of contracts for which the county is the awarding authority may be waived upon written recommendation of the County Administrator and approval of the board. The application of local

preference to a particular purchase, contract, or category of contracts below the award authority of the board may be waived upon written recommendation of the director of purchasing and approval of the County Administrator.

(Code 1992, § 2-400; Ord. No. 02-02, § 1, 3-26-2002; Ord. No. 03-32, § 1, 10-14-2003; Ord. No. 05-21, § 1, 7-12-2005; Ord. No. 09-40, § 1, 12-8-2009; Ord. No. 13-01, § 1, 1-29-2013)

Sec. 2-401. - Purchasing and MWBE policy.

A Purchasing and MWBE Policy and Procedures Manual shall be developed by the county to define the purchasing and MWBE requirements for the county; to outline the requirements and procedures that must be followed by the county in purchasing goods, products, and services; and to outline the procedures to be followed by the county to maintain a fair and equitable purchasing and MWBE policy. This Purchasing and MWBE Policy and Procedures Manual shall be separately approved and adopted by resolution of the Board of County Commissioners.

(Code 1992, § 2-401; Ord. No. 02-15, § I, 7-30-2002)

Secs. 2-402-2-499. - Reserved.

Leon County
Board of County Commissioners

Notes for Agenda Item #5

Leon County Board of County Commissioners

Agenda Item #5

May 12, 2026

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator

Title: Bid Award for the Old Bainbridge Road at Capital Circle NW Intersection Improvement Project

Review and Approval:	Vincent S. Long, County Administrator
Department / Division Review:	Ken Morris, Assistant County Administrator Nawfal Ezzagaghi, Assistant County Administrator Brent Pell, Director, Public Works Roshaunda Bradley, Director, Office of Management and Budget Charles Wu, Director, Engineering Services
Lead Staff / Project Team:	Chris Muehlemann, Chief of Engineering Services Melanie Hooley, Director, Division of Purchasing Tim Barden, Administrative Services Manager

Statement of Issue:

This item seeks Board approval to award the bid for the Old Bainbridge Road at Capital Circle NW Intersection Improvement Project to Pyramid Excavation, Inc., the lowest responsible and responsive bidder, in the amount of $841,799 (Attachment #1).

Fiscal Impact:

This item has a fiscal impact. The total project cost is funded through a 50/50 cost share with the Florida Department of Transportation (FDOT) via a grant. The County funds have been budgeted in the capital improvement program.

Staff Recommendation:

Option #1: Approve the bid award for the Old Bainbridge Road at Capital Circle Intersection Improvement Project to Pyramid Excavation, Inc., the lowest responsible and responsive bidder, in the amount of $841,799, and authorize the County Administrator to execute the Agreement (Attachment #1), and any amendments thereto, subject to legal review by the County Attorney.

Report and Discussion

Background:

This item seeks Board approval to award the bid for the Old Bainbridge Road at Capital Circle NW Intersection Improvement Project to Pyramid Excavation, Inc., the lowest responsible and responsive bidder, in the amount of $841,799 (Attachment #1).

The Old Bainbridge Road Realignment Project is essential to the following FY 2022- FY 2026 Strategic Initiative:

- *Continue to work with the Florida Department of Transportation for safety improvements on State and County roadways to include accessibility enhancements, street lighting installations, sidewalk additions, safety audits, and intersection improvements. (2022-26)*

This particular Strategic Initiative aligns with the Board's Quality of Life Strategic Priorities:

- *(Q5) Promote livability, health and sense of community by supporting strong neighborhoods, enhancing mobility, encouraging human scale development, and creating public spaces for people of all ages.*

In 2019, Leon County applied for and was awarded design and construction grants through FDOT's County Incentive Grant Program (CIGP) to address safety and operational issues at the intersection of CR 0361 (Old Bainbridge Road) and SR 263 (Capital Circle NW), which has a current configuration that limits visibility and creates difficult turning movements, particularly for vehicles entering and crossing this high-volume arterial, contributing to safety concerns and peak-hour congestion.

This project addresses these issues by realigning Old Bainbridge Road to form a standard 90-degree intersection at Gateway Drive (Attachment #2), improving sight distance and simplifying vehicle movements. The design further enhances operations by adding turn lanes on Capital Circle Northwest to increase capacity and reduce delays, while incorporating drainage and stormwater improvements. In addition, the project contemplates removing that section of the abandoned pavement and restores canopy vegetation, enhancing the character of this designated canopy road corridor.

To implement these improvements, FDOT awarded separate State-funded grant agreements for the design and construction phases. In July 2020, the County received $80,000 in FDOT grant funding for the design of the realignment which has since been completed. On October 14, 2025, the Board realized additional grant funding from FDOT toward the project construction costs, with the County's share of the project costs (50%) budgeted in the Old Bainbridge and Capital Circle Northwest Intersection Capital Improvement Project. Following the acquisition of this funding, the project was advertised for construction bidding, and this item recommends awarding the project to the lowest responsible and responsive bidder, Pyramid Excavation, Inc.

Analysis:

The Invitation to Bid (ITB) for the Old Bainbridge Road at Capital Circle Intersection Improvement Project (BC-2026-008), was advertised through the automated procurement system OpenGov Procurement and via Leon County public notice on March 12, 2026. A total of 60 ITB packages were requested and the County received seven proposals on April 17, 2026 (Attachment #3).

This is a unit price contract, and the Contractor will be paid based on the actual quantity used for each individual pay item. Based on the itemized price sheets submitted, the lowest responsible and responsive bidder is Pyramid Excavation, Inc., for an estimated total of $841,799 (Attachment #4).

The Minority, Women, & Small Business Enterprise (MWSBE) Division reviewed the project and determined that no aspirational goals could be established due to the use of State funds.

This item recommends Board approval of the bid award to Pyramid Excavation, Inc., and seeks authorization for the County Administrator to execute the Agreement (Attachment #1) for the Old Bainbridge Road at Capital Circle NW Intersection Improvement Project. After execution of the Agreement, construction shall commence within 15 days of the contractor's receipt of the Notice to Proceed and shall be completed within 180 consecutive calendar days — barring delays associated with adverse weather conditions or other unforeseen circumstances beyond the contractor's control, as documented and approved in accordance with the terms of the Agreement.

Options:

1. Approve the bid award for the Old Bainbridge Road at Capital Circle Intersection Improvement Project to Pyramid Excavation, Inc., the lowest responsible and responsive bidder, in the amount of $841,799, and authorize the County Administrator to execute the Agreement (Attachment #1), and any amendments thereto, subject to legal review by the County Attorney.
2. Do not approve the bid award for the Old Bainbridge Road at Capital Circle Intersection Improvement Project to Pyramid Excavation, Inc., the lowest responsible and responsive bidder, in the amount of $841,799.
3. Board direction.

Recommendation:

Option #1

Attachments:

1. Draft Agreement for the Old Bainbridge Road at Capital Circle Intersection Improvement Project with Pyramid Excavation, Inc.
2. Location Map
3. Bid Tabulation Sheet
4. Bid Pricing Sheet

AGREEMENT

THIS AGREEMENT, by and between **LEON COUNTY, FLORIDA,** a charter county and a political subdivision of the State of Florida, herein ("County"), and **PYRAMID EXCAVATION, INC.,** herein ("Contractor"), (each a "Party" or together the "Parties") is entered into as of the date of last signature below ("Effective Date"). For good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

1. SERVICES TO BE PROVIDED

The Contractor agrees to provide its services to the County to perform the Work related to Old Bainbridge Road at CCNW Intersection Improvement Project set forth in: 1) Bid# BC-2026-008 a portion of which is attached hereto and incorporated herein as Exhibit A, with a full version available from the Purchasing Division; and 2) the Contractor's bid submission, attached hereto and incorporated herein as Exhibit B (collectively "Work"). If any provision contained in this Agreement conflicts with any provision in Exhibit A or Exhibit B, the provision contained in this Agreement shall govern and control.

2. WORK

Contractor understands that no amount of Work is guaranteed to it nor is the County under any obligation to utilize the services of the Contractor in those instances where the Work to be performed can be done by County personnel or under separate contract. Any Work to be performed shall be upon the written request of the County Administrator or his designee, which request shall set forth the commencement date of such Work and the time within which such Work shall be completed.

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

3. TIME AND LIQUIDATED DAMAGES

The Work to be performed under this Agreement shall be commenced within fifteen (15) days of the Notice to Proceed. All Work to be performed under this Agreement shall be completed within one-hundred and eighty (180) consecutive calendar days of the Notice to Proceed. If the Work to be performed under this Agreement is not completed within the time set forth above, or within such extra time as may be granted by the County, the Contractor shall be deemed to be in default. For each day the Contractor is in default, the Contractor or its Surety shall pay to the County, not as a penalty, but as liquidated damages, an amount based on the bid price and according to Section 8-10 of the FDOT's Standard Specifications for Road and Bridge Construction, July 2022 Edition.

Permitting the Contractor to continue and finish the Work or any part of it after the expiration of the time allowed under this Agreement, including extensions, if any, shall in no way act as a waiver on the part of the County of the liquidated damages due under this Agreement.

4. TIME OF THE ESSENCE

Time is of the essence in performing the duties, obligations, and responsibilities required by this Agreement.

The term "Business Day," means any day occurring Monday through Friday, except when such day is deemed to be a Holiday. The term "Holiday" means any day observed as a holiday by the Leon County Board of County Commissioners pursuant BCC Policy 03-16, as may be amended, which, as of the Effective Date of this Agreement, are the following days: New Year's Day, Martin Luther King Jr. Day, Florida Emancipation Day (May 20), Memorial Day, Independence Day, Labor Day, Election Day (first Tuesday after the first Monday in November in even-numbered years), Veteran's Day,

Thanksgiving Day, Friday After Thanksgiving Day, and Christmas Day; provided, however, that when any of these observed holidays fall on a Saturday, the preceding Friday shall be the day observed as a holiday, and when any of these observed holidays falls on a Sunday, the following Monday shall be the day observed as a holiday. In addition, when New Year's Day and Christmas Day fall on a Thursday, the Friday following those days shall also be observed as a holiday, and when New Year's Day and Christmas Day fall on a Tuesday, the Monday preceding those days shall also be observed as a holiday.

5. CONTRACT SUM

The Contractor agrees that for the performance of the Work as outlined in Section 1 above, it shall be remunerated by the County according to the unit prices contained in the Contractor's bid proposal, Exhibit B, which is attached hereto (Contract Sum).

6. PAYMENTS TO THE CONTRACTOR

A. The Contractor shall submit to the County a schedule of values for the project. Pay requests shall be sworn statements based upon the progress made and submitted to the County on a monthly basis. Payment by the County to the Contractor of the statement amount shall be made within twenty-five (25) business days after approval of the Architect-Engineer and submitted to the County. Five percent (5%) retainage shall be held at the discretion of the County until completion of the Work.

B. Final Payment - Final payment constituting the unpaid balance of the cost of the Project and the Contractor's fee, shall be due and payable within thirty (30) days after the Project is delivered to the County, finished and ready for beneficial occupancy, or when the County occupies the Project, whichever event first occurs provided that the Project be then substantially completed and this Agreement substantially performed. However, if there should remain Work to be completed, the Contractor and the Architect-Engineer shall list those items prior to receiving final payment and the County may retain a sum equal to 150% of the estimated cost of completing any unfinished Work and the applicable portion of the Contractor's retainage, provided that said unfinished items are listed separately and estimated cost of completing any unfinished items along with the basis of said costs are likewise listed separately. Thereafter, County shall pay to Contractor, monthly, the amount retained from each incomplete item after each of said items is completed.

C. Payments to Subcontractors - The Contractor shall promptly, but not later than ten (10) days after receipt of payment from the County, pay all the amount due subcontractors less a retainage of five percent (5%). If there should remain items to be completed, the Contractor shall list those items required for completion and the Contractor shall require the retain age of a sum equal to 150% of the estimated cost of completing any unfinished items, provided that said unfinished items are listed separately and the estimated cost of completing any unfinished items likewise listed separately. Thereafter, the Contractor shall pay to the subcontractors, monthly, the amount retained for each incomplete item after each of said items is completed. Before issuance of final payment without any retain age, the subcontractor shall submit satisfactory evidence that all payrolls, material bills and other indebtedness connected with the Project have been paid or otherwise satisfied, warranty information is complete, as-built markups have been submitted and instruction for the County 's operating and maintenance personnel is complete. Final payment may be made to certain select subcontractors who work is satisfactorily completed prior to the total completion of the Project but only upon approval of the County.

D. Delayed Payments by County - If the County shall fail to pay the Contractor within twenty (20) days after the receipt of an approved payment request from the Contractor, then the Contractor may, upon fourteen (14) additional days advance written notice to the County, stop the Project until payment of the Amount owing has been received, provided that the payment request has been submitted in sufficient detail to comply with the guidelines of the Office of the Clerk of the Circuit Court for Leon County. In the event that there is a dispute in the amount of the pay request, then only the disputed amount shall be held until resolved and the undisputed amount shall be paid within the time limits as stated within this paragraph. If undisputed amounts are timely paid, then the Contractor shall not stop the Project in any fashion and the progress of the project shall not be interrupted. Both Parties agree that best efforts will be made to resolve the disputed amount.

E. Payment for Materials and Equipment - Payments will be made for material and equipment not incorporated in the work but delivered and suitably stored at the site (or another location, subject to prior approval and acceptance by the County on each occasion).

F. Notice of Commencement not Required. The Parties acknowledge and agree that the County, as a government owner of real property, is not subject to the Construction Lien Law of Chapter 713, Florida Statutes. Accordingly, the County shall not be required to sign and record the Notice of Commencement as referenced therein. Instead, as found by Florida courts, the protections afforded to materialmen and laborers under Chapter 713, Florida Statutes, relating to privately owned property, are adequately provided by either the contractor's execution and recording of a payment and performance bond as required by Section 255.05, Florida Statutes, relating to publicly owned property or by the requirement of a retainage amount, as the case may be.

G. Notwithstanding anything to the contrary herein, payment shall be made in accordance with Section 218.70, Florida Statutes, et. seq. – "The Local Government Prompt Payment Act."

7. PROMPT PAYMENT INFORMATION REQUIREMENTS AND NOTICES

A. The County Project Manager is:
Chris Muehlmann
2280 Miccosukee Road
Tallahassee, FL 32308
850-606-1536
MuehlmannC@leoncountyfl.gov

B. The Contractor's Project Manager is:
Timothy Loughmiller Jr
8440 FL GA HWY
Havana, FL 32333
850-933-1688
timjr@pyramidexcavation.net

C. Notices to the Contractor are to be submitted to:
Timothy Loughmiller Jr
8440 FL GA HWY
Havana, FL 32333
850-933-1688
timjr@pyramidexcavation.net

D. Payment requests are to be submitted to:
Chris Muehlmann
2280 Miccosukee Road
Tallahassee, FL 32308
850-606-1536
MuehlmannC@leoncountyfl.gov

E. Proper form for a payment request for this Agreement is:

The Contractor's Application for Payment, EJCDC document No. C-620 (2007 Edition). The invoice must be properly addressed to the Division Engineer listed above. Delivery to another address will void the invoice, and it shall be of no force and effect.

F. Payment Dispute Resolution: Section 16.01 of the Leon County Purchasing Policy details the policy and procedures for payment disputes under the Agreement.

8. TAXES

The County is tax-exempt and therefore is not obligated to pay sales and use taxes. A copy of the Customer's Certificate of Exemption is available upon request.

9. DISPUTES/REMEDIES

A. All disputes arising under or relating to this Agreement shall be resolved in accordance with this Section, except for disputes related to payments and payment disputes, which shall be addressed and resolved in accordance with Leon County Policy 96-1, as amended.

B. The Parties shall attempt to resolve all disputes that arise under this Agreement in good faith and in accordance with the following procedure:
   1) The aggrieved Party shall give written notice to the other Party setting forth the nature of the dispute, date of occurrence (if known), and proposed equitable resolution.
   2) 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.
   3) If those representatives are unable to reconcile the dispute, they shall report their impasse to the appropriate County Director and the Contractor's designee, who, at their earliest opportunity, shall meet and attempt to reconcile the dispute.
   4) Should the Director and the Contractor's designee fail to resolve the dispute, they shall report their impasse to the County Administrator, or authorized representative, and the Contractor's designee, who, at their earliest opportunity, shall review and attempt to resolve the dispute.
   5) If the County Administrator and the Contractor'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.

10. STATUS

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

11. INSURANCE

Contractor shall, at its sole expense, procure and maintain for the duration of this Agreement insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the Work hereunder by the Contractor, its agents, representatives, employees or subcontractors. The cost of such insurance shall be included in the Contractor's bid.

A. Minimum Limits of Insurance. Contractor shall maintain limits no less than:

   1) General Liability: $1,000,000 combined single limit per occurrence for bodily injury and property damage per occurrence with a $3,000,000 annual aggregate. Completed operations coverage will be provided for a period of three (3) years beyond termination and/or completion of the Project. Coverage must include bodily injury and property damage, including Premise/Operations: a per location aggregate, Broad Form Contractual liability; Broad Form Property Damage; Fire Legal liability; Independent Contractors coverage; Cross Liability & Severability of Interest Clauses; and Personal Injury, and coverage for explosion, collapse, and underground (X, C, U).

   2) Automobile Liability: $1,000,000 combined single limit per accident for bodily injury and property damage. (non-owned, hired car).

   3) Workers' Compensation and Employers Liability: insurance covering all employees meeting statutory limits in

compliance with the applicable state and Federal laws and employer's liability with a limit of $500,000 per accident, $500,000 disease policy limit, $500,000 disease each employee. Waiver of subrogation in lieu of additional insured is required.

4) Umbrella: $5,000,000 combined single limit for bodily injury and property damage combined per occurrence and annual aggregate. The coverage shall provide excess coverage for employer's liability, general liability, including completed operations and auto liability.

B. Deductibles and Self-Insured Retentions

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

C. Other Insurance Provisions

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

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

a. The County, its officers, officials, employees and volunteers are to be covered as insureds as respects: liability arising out of activities performed by or on behalf of the Contractor, including the insured's general supervision of the Contractor; products and completed operations of the Contractor; premises owned, occupied or used by the Contractor; or automobiles owned, leased, hired or borrowed by the Contractor. The coverage shall contain no special limitations on the scope of protections afforded the County, its officers, officials, employees or volunteers.

b. The Contractor's insurance coverage shall be primary insurance as respects the County, it officers, officials, employees and volunteers. Any insurance or self-insurance maintained by the County, its officers, officials, employees, or volunteers shall be in excess of the Contractor's insurance and shall not contribute with it.

c. Any failure to comply with reporting provisions of the policies shall not affect coverage provided to the County, its officers, officials, employees, or volunteers.

d. The Contractor's insurance shall apply separately to each insured against whom claims are made or suit is brought, except with respect to the limits of the insurer's liability.

2) All Coverages

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

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

E. Verification of Coverage. Contractor shall furnish the County with certificates of insurance and with original endorsements effecting coverage required by this clause. The certificates and endorsements for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. All certificates and endorsements are to be received and approved by the County before work commences. The County reserves the right to require complete, certified copies of all required insurance policies at any time. Certificates of Insurance acceptable to the County shall be filed with the County prior to the commencement of the work. These policies described above, and any certificates shall specifically name the County as an additional Insured and shall contain

a provision that coverage afforded under the policies will not be canceled until at least thirty (30) days prior to written notice has been given to the County.

Cancellation clauses for each policy should read as follows: Should any of the above described policies be canceled before the expiration date thereof, the issuing company will mail thirty (30) days written notice to the Certificate Holder named herein.

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

12. PERMITS

The Contractor shall obtain all necessary permits as required by law to lawfully perform the obligations under this Agreement.

13. LICENSES & REGISTRATIONS

The Contractor shall be responsible for obtaining and maintaining any applicable licenses, certifications, and/or registrations required pursuant to the laws of Leon County, the City of Tallahassee, or the State of Florida, or any other applicable state or Federal law. Should the Contractor, by reason of revocation, failure to renew, or any other reason, fail to maintain its license, certification, and/or registration necessary to operate, the Contractor shall be in default of this Agreement as of the date such license, certification, and/or registration is lost.

The Contractor shall be registered to do business with the Florida Department of State prior to execution of this Agreement unless Contractor provides written verification of its exempt status (See applicable sections of Title XXXVI, Chapters 605 through 623, Florida Statutes).

14. WARRANTY OF PERFORMANCE

A. Warranty

The Contractor represents and warrants that it possesses the knowledge, skill, experience, and financial capability required to perform and provide all Work under this Agreement and that each person and entity that will perform the Work is duly qualified to perform such Work by all appropriate governmental authorities, where required, and is sufficiently experienced and skilled in the area(s) for which such person or entity will perform such Work. The Contractor represents and warrants that the Work shall be performed in a skillful and respectful manner, and that the quality of all such Work shall equal or exceed prevailing industry standards for the performance of such Work.

B. Breach of Warranty

In entering into this Agreement, the Contractor acknowledges that the County is materially relying on the warranties stated in this paragraph. The County shall be entitled to recover any damages it incurs to the extent any such warranty is untrue. In addition, if any such warranty is untrue, the County shall have the right, at its sole discretion, to terminate this Agreement without any further liability to the County, to deduct from any amounts due Contractor under this Agreement the full amount of any value paid in violation of a warranty, and to recover all sums paid to Contractor under this Agreement.

15. ASSIGNMENTS

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

16. PAYMENT AND PERFORMANCE BOND

A Combination Payment and Performance Bond in the amount of 100% of the estimated Contract Sum shall be supplied by the Contractor at the time of Agreement execution

Payment and Performance Bonds shall provide that, in the event of non-performance on the part of the Contractor the bond can be presented for honor and acceptance at an authorized representative or institution located in Tallahassee, Florida.

Payment bonds executed as a result of the requirements herein by a surety shall make reference to Section 255.05, Florida Statutes, by number and shall contain reference to the notice and time limitation provisions in Section 255.05, Florida Statutes.

17. INDEMNIFICATION

Contractor shall indemnify, hold harmless, and defend County and all of County's current, past, and future officers, agents, and employees (collectively, "Indemnified Party") from and against any and all causes of action, demands, claims, losses, liabilities, and expenditures of any kind, including attorneys' fees, court costs, and expenses, including through the conclusion of any appellate proceedings, raised or asserted by any person or entity not a party to this Agreement, and caused or alleged to be caused, in whole or in part, by any breach of this Agreement by Contractor, or any intentional, reckless, or negligent act or omission of Contractor, its officers, employees, or agents, arising from, relating to, or in connection with this Agreement (collectively, a "Claim"). If any Claim is brought against an Indemnified Party, Contractor shall, upon written notice from County, defend each Indemnified Party with counsel satisfactory to County or, at County's option, pay for an attorney selected by the County to defend the Indemnified Party. The obligations of this section shall survive the expiration or earlier termination of this Agreement. The Contractor acknowledges that ten dollars ($10.00) of the Contract Sum paid to the Contractor, and the promises and covenants herein, constitute sufficient consideration for the Contractor's indemnification of the County, its officials, officers, and employees.

18. PUBLIC RECORDS

By entering into this Agreement, Contractor acknowledges and agrees that any records maintained, generated, received, or kept in connection with, or related to the performance of services provided under, this Agreement are public records subject to the public records disclosure requirements of Section 119.071, Florida Statutes. In accordance with Section 119.0701(2)(b),1-4, Florida Statutes, the Contractor specifically agrees to:

A. Keep and maintain public records required by County to perform the services under this Agreement.

B. Upon request from County, provide County with a copy of the requested records or allow the records to be inspected or copied within a reasonable time and at a cost that does not exceed that provided in Chapter 119, Florida Statutes, or as otherwise provided by law.

C. Ensure that public records that are exempt or confidential and exempt from public record requirements are not disclosed except as authorized by law for the duration of this Agreement and following completion or termination of this Agreement if Contractor does not transfer the records to the County; and

D. Upon completion or termination of the contract, 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 service. If the Contractor transfers all public records to the County upon completion or 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 completion or 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, in a format that is compatible with the information technology systems of the County.

A request for public records regarding this Agreement must be made directly to the County, who will be responsible for responding to any such public records requests. Contractor will provide any requested records to County to enable the County to respond to the public records request.

Any material submitted to the County that Bidder contends constitutes or contains trade secrets or is otherwise exempt from production under Florida public records laws (including Chapter 119, Florida Statutes) ("Trade Secret Materials") must be redacted, conspicuously labeled "EXEMPT FROM PUBLIC RECORD PRODUCTION — TRADE SECRET" and the applicable statutory provision for the exemption must be stated. The redacted copy should be provided to the County at the same time Bidder submits its reply to the solicitation and should only exclude those exact portions which are claimed confidential, proprietary, or trade secret. Bidder shall be responsible for defending its determination that the redacted portions of its Reply are confidential, trade secret or otherwise not subject to disclosure. Further, Bidder shall protect, defend, and indemnify the County and its employees and agents from any and all claims, causes of action, losses, fines, penalties, damages, judgments and liabilities of any kind, including attorneys' fees, litigation expenses, and court costs, relating to Bidder's determination that the redacted portions of its reply are confidential, proprietary, trade secret or otherwise not subject to disclosure. If Bidder fails to submit a Redacted Copy with its Reply, the County is authorized to produce the entire documents, data or records submitted by Bidder in answer to a public records request for these records.

The Bidder is required to also provide an unredacted copy of the redacted information as part of the Bid. If a third party submits a request to the County for records designated as Trade Secret Materials by a Bidder, the County shall refrain from disclosing the unredacted copy of the designated Trade Secret Materials, unless otherwise ordered by a court of competent jurisdiction or authorized in writing by Bidder. By submitting a Bid, Bidder agrees to indemnify and defend the County and its employees and agents from any and all claims, causes of action, losses, fines, penalties, damages, judgments and liabilities of any kind, including attorneys' fees, litigation expenses, and court costs, relating to the nondisclosure of any Trade Secret Materials in response to a records request by a third party.

Contractor acknowledges that failure to provide the public records to the County within a reasonable time may be subject to penalties under Section 119.10, Florida Statutes. Contractor further agrees not to release any records that are statutorily confidential or otherwise exempt from disclosure without first receiving prior written authorization from the County. Contractor shall indemnify, defend, and hold the County harmless for and against any and all claims, damage awards, and causes of action arising from Contractor's failure to comply with the public records disclosure requirements of Section 119.07(1), Florida Statutes, or by Contractor's failure to maintain public records that are exempt or confidential and exempt from the public records disclosure requirements, including, but not limited to, any third party claims or awards for attorneys' fees and costs arising therefrom. Contractor authorizes County to seek declaratory, injunctive, or other appropriate relief against Contractor from a Circuit Court in Leon County on an expedited basis to enforce the requirements of this section.

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:

LEON COUNTY PURCHASING DIVISION
ATTN: MELANIE HOOLEY, PURCHASING DIRECTOR
1800-3 N. BLAIRSTONE ROAD
TALLAHASSEE, FLORIDA 32308
PHONE: 850-606-1600
EMAIL: HOOLEYM@LEONCOUNTYFL.GOV

Contractor agrees to abide by all federal, state and local laws and regulations. It is the responsibility of the Contractor to determine applicability and requirements of any such laws and to abide by them as stated in the Solicitation document.

19. AUDITS, RECORDS, AND RECORDS RETENTION

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 provided by the County under this Agreement.

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. 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.

D. That persons duly authorized by the County and Federal auditors, pursuant to 45 CFR 75.364 shall have full access to and the right to examine this Agreement and related records and documents, regardless of the form in which kept, at all reasonable times for as long as records are retained.

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

20. MONITORING

The Agreement will require the Contractor to permit persons duly authorized by the County to inspect any records, papers, documents, facilities, goods, and Work of the Contractor which are relevant to this Agreement and interview any clients and employees of the provider to assure the County of satisfactory performance of the terms and conditions of this Agreement.

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

21. TERMINATION

Leon County may terminate this Agreement without cause by giving the Contractor thirty (30) days written notice of termination. Either party may terminate this Agreement for cause by giving the other party hereto thirty (30) days written notice of termination. The County shall not be required to give Contractor such thirty (30) day written notice if, in the opinion of the County, the Contractor is unable to perform its obligations hereunder or, in the County's opinion, the Work being performed is not satisfactory. In such case, the County may immediately terminate the Agreement effective upon notice of termination to the Contractor.

Contractor certifies that neither it nor any of its affiliates are scrutinized companies or other entities as identified in Section 287.135, Florida Statutes. In addition, Contractor agrees to observe the requirements of Section 287.135, Florida Statutes, for applicable sub-agreements entered into for the performance of work under this Agreement. Pursuant to Section 287.135, Florida Statutes, the County may immediately terminate this Agreement for cause if the Contractor, its affiliates, or its subcontractors are found to have submitted a false certification; or if the Contractor, its affiliates, or its subcontractors are placed on any applicable scrutinized companies or other entities list or engaged in prohibited

contracting activity during performance under this Agreement.

The agreement may be terminated by the County if the Contractor is found to have submitted a false certification as required under Section 287.135(5), Florida Statutes, been placed on the Scrutinized Companies with Activities in Sudan List, been placed on a list created pursuant to Section 215.473, Florida Statutes relating to scrutinized active business operations in Iran or been engaged in business operations in Cuba or Syria. The agreement may be terminated by the County if the Contractor is found to have submitted a false certification as required under Section 287.135, Florida Statutes, been placed on the Scrutinized Companies or Other Entities that Boycott Israel List or is engaged in a boycott of Israel.

22. PUBLIC ENTITY CRIMES STATEMENT

In accordance with Section 287.133, Florida Statutes, Contractor hereby certifies that to the best of its knowledge and belief neither Contractor nor its affiliates has been convicted of a public entity crime.

23. UNAUTHORIZED ALIEN(S)

The Contractor agrees that unauthorized aliens shall not be employed nor utilized in the performance of the requirements of this Agreement. The County shall consider the employment or utilization of unauthorized aliens a violation of Section 274A(e) of the Immigration and Naturalization Act (8 U.S.C. 1324a). Such violation shall be grounds for termination of this Agreement by the County.

24. EMPLOYMENT ELIGIBILITY VERIFICATION

By providing goods and/or services to the County, the Contractor is obligated to comply with the provisions of Section 448.095, Florida Statutes, "Employment Eligibility." Compliance with Section 448.095, Florida Statutes., includes, but is not limited to, utilization of the E-Verify System to verify the work authorization status of all newly hired employees, and requiring all subcontractors to provide an affidavit attesting that the subcontractor does not employ, contract with, or subcontract with, an unauthorized alien. The Contractor affirms and represents that it is registered with the E-Verify system and is using same and will continue to use same as required by Section 448.095, Florida Statutes.

25. 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.

26. DELAY

No claim for damages or any claim other than for an extension of time shall be made or asserted against the County by reason of any delays. The Contractor shall not be entitled to an increase in the Contract Sum or payment or compensation of any kind from the County for direct, indirect, consequential, impact or other costs, expenses or damages, including but not limited to costs of acceleration or inefficiency, arising because of delay, disruption, interference or hindrance from any cause whatsoever, whether such delay, disruption, interference or hindrance be reasonable or unreasonable, foreseeable or unforeseeable, or avoidable or unavoidable; provided, however, that this provision shall not preclude recovery of damages by the Contractor for hindrances or delays due solely to fraud, bad faith, or active interference on the part of the County or its agents. Otherwise, the Contractor shall be entitled only to extensions of this Agreement time as the sole and exclusive remedy for such resulting delay, in accordance with and to the extent specifically provided above.

27. 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 Contractor to deviate from the requirements of this Agreement, Contractor shall obtain the prior

written consent of the County.

28. FORCE MAJEURE

If either of the Parties 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 (collectively "Force Majeure"), then the affected party shall be excused from performance hereunder during the period of inability to perform. 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 related to increased costs associated with fuel, labor, labor disputes, insurance, or other expenses of performing the obligations hereunder.

29. RESERVATION OF SOVEREIGN IMMUNITY

Nothing herein is intended to serve as a waiver of sovereign immunity by the County nor shall anything included herein be construed as consent by the County to be sued by third parties in any matter arising out of this Agreement. The County is included within the definition of "state agencies or subdivisions" in Section 768.28, Florida Statutes, and shall be responsible for the negligent or wrongful acts or omissions of its employees pursuant to Section 768.28, Florida Statutes.

30. THIRD PARTY BENEFICIARIES

Neither the County nor the Contractor intends to directly or substantially benefit a third party by this Agreement. Therefore, the Parties acknowledge that there are no third-party beneficiaries to this Agreement and no third party shall be entitled to assert a right or claim against either of the Parties based upon this Agreement.

31. LAW, JURISDICTION, VENUE, WAIVER OF JURY TRIAL

This Agreement shall be interpreted and construed in accordance with and governed by the laws of the State of Florida. Venue for all actions arising from, related to, or in connection with this Agreement shall be in the state courts of the Second Judicial Circuit in and for Leon County, Florida. If any claim arising from, related to, or in connection with this Agreement must be litigated in Federal court, the exclusive venue for any such lawsuit shall be in the United States District Court or United States Bankruptcy Court for the Northern District of Florida. By entering into this Agreement, the County and Contractor hereby expressly waive any rights either Party may have to a trial by jury of any civil litigation related to this Agreement.

32. CONSTRUCTION

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

33. SEVERABILITY

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

34. AMENDMENTS

No modification, amendment, or alteration in the terms or conditions contained in this Agreement shall be effective unless contained in a written document prepared with the same or similar formality as this Agreement and executed by

duly authorized representatives of the County and Contractor.

35. CONFLICTING TERMS AND CONDITIONS

In the instance that any other agreement exists concerning the matters herein, then the terms and conditions in this Agreement shall prevail over all other terms and conditions.

36. INTERPRETATION

This Agreement shall be interpreted without the aid of any canon, custom, or rule requiring construction against the drafter.

37. COUNTERPARTS AND MULTIPLE ORIGINALS

This Agreement may be executed in multiple originals and in counterparts, each of which shall be deemed to be an original, but all of which, taken together, shall constitute one and the same agreement.

38. AUTHORITY TO SIGN

Each signatory to this Agreement who signs on behalf of a party expressly represents and warrants that he or she has the authority to sign on behalf of that party.

39. ENTIRE AGREEMENT

This Agreement, including the terms and conditions shown above contains the complete and final agreement between the County and Contractor and no other agreement in any way modifying any of said terms and conditions will be binding upon the County unless made in conformance with this Agreement. Contractor may not unilaterally modify the terms of the Agreement (e.g., attachment or inclusion of standard preprinted forms, product literature, or terms accompanying or affixed to a product or purchase order, whether written or electronic) or by incorporating such terms onto Contractor's invoice or other documents forwarded by Contractor for payment. The County's acceptance of product or processing of documentation on forms furnished by Contractor for approval or payment shall not constitute acceptance of any proposed modification to terms and conditions and any additional or conflicting, terms proposed by Contractor. There shall be no force or effect to any different terms of any related purchase order or similar form even if signed by the Parties after the date hereof.

ORDER OF PRECEDENCE

1. Agreement
2. Exhibit A
3. Exhibit B

ATTACHMENTS

Exhibit A – Solicitation Document #BC-2026-008
Exhibit B – Contractor's Response to Solicitation #BC-2026-008

[THE REMAINDER OF THIS PAGE INTENTIONALLY LEFT BLANK. SIGNATURE PAGE TO FOLLOW.]

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

LEON COUNTY, FLORIDA

By: _____

Vincent S. Long
County Administrator

Date: _____

PYRAMID EXCAVATION, INC.

By: _____

Printed Name _____

Title: _____

Date: _____

ATTEST:
Gwen Knight, Clerk of the Court & Comptroller
Leon County, Florida

BY: _____

DATE: _____

APPROVED AS TO FORM:
Chasity H. O'Steen, County Attorney
Leon County Attorney's Office

By: _____

Daniel R. Krumbholz
Assistant County Attorney

Date: _____

Leon County
Procurement
Melanie Hooley, Purchasing Director
1800-3 North Blair Stone Road, Tallahassee, FL 32308

ADDENDA REPORT

ITB No. BC-2026-008

Old Bainbridge Road at Capital Circle Intersection Improvement Project

RESPONSE DEADLINE: April 17, 2026 at 2:00 pm

Wednesday, April 15, 2026

Addenda Issued:

Addendum #1

Mar 12, 2026 3:12 PM

Adding the Geotechnical Report per Question #2.

Attachments:

· Geotechnical Report

Addendum #2

Apr 7, 2026 12:14 PM

"Attachment E - Bid Tab Sheet" has been Removed and Replaced with "Attachment E - Bid Pricing Form - Updated per Addendum #2" which adds a Pay Item for **999-1 SAND FILTER**.

Please see PAY ITEM NOTES for 999-1 SAND FILTER on line #70 of the Bid Pricing Form.

Addendum #3

Apr 7, 2026 12:56 PM

Proposal Submittal Date has been pushed forward to Friday, April 17, 2026 at 2:00pm.

Please use the See What Changed link to view all the changes made by this addendum.

Addendum #4

Apr 8, 2026 12:10 PM

"Attachment E - Bid Pricing Form - Updated per Addendum #2" has been Removed and Replaced with "Attachment E - Bid Pricing Form - Updated per Addendum #4".

NOTE: DO NOT USE THE PREVIOUS TWO BID PRICING VERSIONS. ONLY SUBMIT "Bid Pricing Form - Updated per Addendum #4" WITH YOUR BID.

Please use the See What Changed link to view all the changes made by this addendum.

Addenda Acknowledgements:

ADDENDA REPORT
ITB No. BC-2026-008
Old Bainbridge Road at Capital Circle Intersection Improvement Project

Addendum #1

Proposal	Confirmed	Confirmed At	Confirmed By
Patterson Veterinary			
Sandco, LLC			
DAVID TAYLOR CONSTRUCTION INC			
Davidson Contracting Corp			
Pyramid Excavation	X	Apr 13, 2026 3:45 PM	Timothy Loughmiller
C. W. Roberts Contracting, Inc.	X	Apr 15, 2026 7:03 AM	Gavin Dacus

Addendum #2

Proposal	Confirmed	Confirmed At	Confirmed By
Patterson Veterinary			
Sandco, LLC			
DAVID TAYLOR CONSTRUCTION INC			
Davidson Contracting Corp			
Pyramid Excavation	X	Apr 13, 2026 3:45 PM	Timothy Loughmiller
C. W. Roberts Contracting, Inc.	X	Apr 15, 2026 7:03 AM	Gavin Dacus

Addendum #3

Proposal	Confirmed	Confirmed At	Confirmed By
Patterson Veterinary			
Sandco, LLC			
DAVID TAYLOR CONSTRUCTION INC			
Davidson Contracting Corp			
Pyramid Excavation	X	Apr 13, 2026 3:45 PM	Timothy Loughmiller
C. W. Roberts Contracting, Inc.	X	Apr 15, 2026 7:03 AM	Gavin Dacus

Addendum #4

Proposal	Confirmed	Confirmed At	Confirmed By
Patterson Veterinary			
Sandco, LLC			
DAVID TAYLOR CONSTRUCTION INC			

Davidson Contracting Corp			
Pyramid Excavation	X	Apr 13, 2026 3:45 PM	Timothy Loughmiller
C. W. Roberts Contracting, Inc.	X	Apr 15, 2026 7:03 AM	Gavin Dacus

Leon County
Procurement
Melanie Hooley, Purchasing Director
1800-3 North Blair Stone Road, Tallahassee, FL 32308

QUESTION & ANSWER REPORT

ITB No. BC-2026-008

Old Bainbridge Road at Capital Circle Intersection Improvement Project

RESPONSE DEADLINE: April 17, 2026 at 2:00 pm

Wednesday, April 15, 2026

Approved, Unanswered Questions

Approved, Answers Provided

1. Estimated Budget

Mar 12, 2026 9:06 AM

Question: What is the estimated budget?

Mar 12, 2026 9:06 AM

Answered by Greg Hill: The project budget or engineer's estimate is not being released as part of this solicitation. Please submit your proposal based on the scope of work and specifications provided in the bid documents.

Mar 12, 2026 3:12 PM

2. Soil Borings

Mar 12, 2026 9:35 AM

Question: Does the county have a copy of the soil borings?

Mar 12, 2026 9:35 AM

Answered by Greg Hill: Yes. Please see Addendum #1.

Mar 12, 2026 3:12 PM

INVITATION TO BID

FOR

OLD BAINBRIDGE ROAD AT CAPITAL CIRCLE INTERSECTION IMPROVEMENT PROJECT

BID NUMBER BC-2026-008

BOARD OF COUNTY COMMISSIONERS
LEON COUNTY, FLORIDA

RELEASE DATE: March 12, 2026

Old Bainbridge Road at Capital Circle Intersection Improvement Project

I. Introduction
II. Bidding Process
III. Contractor Qualifications
IV. Award and Contracting Process
V. Minority, Women, Small Business (MWSBE) Enterprise
VI. Required Certifications
VII. Insurance Requirements
VIII. Terms and Conditions
IX. Specifications
X. Vendor Questionnaire

Attachments:
A - OLD BAINBRIDGE CONSTRUCTION RELEASE
B - FDOT Connection_Approved Permit Package
C - Leon County DSEM Permit
D - OBR NWFWMD Permit IND-073-305105-1
E - Bid Pricing Form_Updated per Addendum #4
F - Agreement_OBR_CCNW_3.11.26
G - Forms for Solicitation - Fill out and submit

I. Introduction

A. Summary

Leon County is seeking the services of a FDOT prequalified contractor for the construction of the intersection improvements on CR0361 Old Bainbridge Road at SR 263 Capital Circle. The project will include realigning the Old Bainbridge Road with Capital Circle NW at Gateway Drive.

Prime Contractor shall possess current and valid FDOT pre-qualifications in the Drainage and Flexible Paving work class. The pre-qualifications shall be current and valid at the time of the bid submittal. This project is anticipated to take 180 calendar days to perform.

A **Mandatory Pre-Bid Meeting** will be held on Tuesday**, March, 24 2026 at 2:00pm** in the Leon County Purchasing conference room located at 1800-3 North Blair Stone Road, Tallahassee, FL 32308. **Attendance is mandatory to be eligible for award.**

B. Background

Any Prime Contractor who submits a bid with the intent to use a Sub-Contractor who possesses the work class pre-qualifications MUST identify the Sub-Contractor and submit the Sub-Contractors current and valid FDOT pre-qualifications in the Drainage and Flexible Paving work class by the Proposal Submission Deadline to be considered responsive to this bid solicitation.

The realignment will move the intersection 130 feet to the south of the existing intersection and create additional lane storage for both right turn and through/left movements with a curb and gutter typical section. A northbound right turn lane and southbound left turn lane on Capital Circle NW will be included in the project. Capital Circle NW will be widened to accommodate the northbound right turn lane onto Old Bainbridge Road south of Gateway Drive.
Approximately 1,000 feet of Capital Circle NW will be milled and resurfaced, and a stormwater management facility will also be constructed as part of the project. Stormwater conveyance will consist of piping a section of the east ditch along Capital Circle NW under the realized portion of Old Bainbridge Road. The unused existing pavement will be removed, and the area vegetated with Canopy species. The existing connection of Grandview Court will be extended to the new alignment of Old Bainbridge Road. All work will be completed within the existing right of way.

C. Contact Information

Greg Hill
Procurement Administrator
1800-3 N. Blair Stone Road
Tallahassee, FL 32308
Email: hillg@leoncountyfl.gov
Phone: (850) 606-1600
Department:
Procurement

Department Head:
Melanie Hooley
Purchasing Director

D. Timeline

Below is the current schedule of the events that will take place as part of this solicitation. The County reserves the right to make changes or alterations to the schedule as the County determines is in the best interests of the public. If any changes to the Schedule of Events are made, the County will post the changes on the County website either as a public meeting notice, or as an addendum, as applicable. It is the responsibility of Registered Planholders and other interested persons and parties to review the Purchasing Division's website to stay informed of the Schedule of Events, addenda issued, and public meetings scheduled. The website address is: https://procurement.opengov.com/portal/leoncounty.

Release Project Date	March 12, 2026
Pre-Bid Meeting (Mandatory)	March 24, 2026, 2:00pm Purchasing Office 1800-3 N. Blair Stone Rd. Tallahassee, FL
Question Submission Deadline	March 31, 2026, 4:00pm
Proposal Submission Deadline	April 17, 2026, 2:00pm

II. Bidding Process

A. BIDDER INSTRUCTIONS

Bidders are expected to examine the specifications, delivery schedule, freight requirements, bid prices and extensions and all general and special conditions of the bid prior to submission. In case of error in price extension, the unit price will govern. Bids must be submitted electronically via OpenGov.

B. SPECIAL ACCOMMODATION

Any person requiring a special accommodation at a Pre-Bid Conference or Bid opening because of a disability must call the Division of Purchasing at (850) 606-1600 at least five (5) workdays prior to the Pre Bid Conference or Bid opening. If you are hearing or speech impaired, please contact the Purchasing Division by calling the Leon County Administrator's Office using the Florida Relay Service which can be reached at 1(800) 955 8771 (TDD).

C. PROHIBITED COMMUNICATIONS

Any Form of communication, except for written correspondence with the Purchasing Division requesting clarification or asking questions, shall be prohibited regarding a particular request for proposal, request for qualification, bid, or any other competitive solicitation between:

A. Any person or person's representative seeking an award from such competitive solicitation; and

B. Any County Commissioner or Commissioner's staff, or any county employee authorized to act on behalf of the Commission to award a particular contract.

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

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

The provisions of this section shall not apply to oral communications at any public proceeding, including pre-bid conferences, oral presentations before selection committees, contract negotiations during any public meetings, presentations made to the Board, and protest hearings. Further, the provisions of this section shall not apply to contract negotiations between any employee and the intended awardee, any dispute resolution process following the filing of a protest between the person filing the protest and any employee, communications with the County Attorney or communications with the Purchasing Director.

Violation of this section may result in disqualification from this solicitation and shall be grounds for suspension from doing business with the County.

D. REGISTRATION

Bidders which obtain solicitation documents from sources other than the County Purchasing Division MUST officially register with the County Purchasing Division in order to be placed on the planholders list for the solicitation. In order to

register, you must create an account on the County's eProcurement Portal (https://procurement.opengov.com/portal/leoncounty), browse to the bid, and then click the "Follow" button.

Failure to register through the Purchasing Division (https://procurement.opengov.com/portal/leoncounty) may cause your submittal to be rejected as non-responsive.

E. ADDENDA TO SPECIFICATIONS

If any addenda are issued after the initial specifications are released, the County will post the addenda on the Leon County website at https://procurement.opengov.com/portal/leoncounty. For those projects with separate plans, blueprints, or other materials that cannot be accessed through the internet, the Purchasing Division will make them available for pick up at the Purchasing Division. It is the responsibility of the Bidder prior to submission of any bid to check the above website or contact the Leon County Purchasing Division at (850) 606-1600 to verify any addenda issued. The receipt of all addenda must be acknowledged on the bid response sheet.

F. QUESTIONS AND CLARIFICATIONS

Questions may be submitted directly through the County's e-Procurement Portal located at https://procurement.opengov.com/portal/leoncounty. Alternatively, if using email, questions pertaining to bid procedures or regarding the specifications should be addressed to both Melanie Hooley and Greg Hill, telephone (850) 606-1600; E-mail: hooleym@leoncountyfl.gov and hillg@leoncountyfl.gov.

If using email, bidders are requested to send such requests to both representatives of the Purchasing Division. Electronic inquiries are preferred over phone.

Each Bidder shall examine the solicitation documents carefully, including the forms and draft agreement; and, no later than the last day for questions listed in schedule of events, shall make a written request to the County for interpretations or corrections of any ambiguity, inconsistency or error which the bidder may discover in the solicitation, including the agreement. The County will prepare a written response to each written question, comment, and recommendation that is delivered to the County prior to the deadline listed in the schedule of events. The County's written responses will be issued in an addendum to this solicitation. The County will not be responsible for oral clarifications. No negotiations, decisions or actions shall be initiated or executed by the proposer as a result of any discussions with any County employee prior to the opening of proposals. Only those communications which are in a written addendum from the County may be considered as a duly authorized expression on the behalf of the Board. Also, only communications from firms which are in writing will be recognized by the Board as duly authorized expressions on behalf of bidders. Each bidder shall be deemed to have waived all questions that are not submitted to the County in compliance with this section.

G. PREPARATION AND SUBMISSION OF BID

Each Bidder shall submit Bid Prices and other requested information, including alternates or substitutions if allowed by this invitation to bid, on the proper forms and in the manner herein prescribed. The County's only method of submission is electronically via OpenGov. Bids containing any conditions or irregularities of any kind may be rejected by the County.

Any material submitted to the County that Bidder contends constitutes or contains trade secrets or is otherwise exempt from production under Florida public records laws (including Chapter 119, Florida Statutes) (“Trade Secret Materials”) must be redacted, conspicuously labeled “EXEMPT FROM PUBLIC RECORD PRODUCTION — TRADE SECRET” and the applicable statutory provision for the exemption must be stated. The Bidder is required to also provide an unredacted copy of the redacted information as part of the Bid. If a third party submits a request to the County for records designated as Trade Secret Materials by a Bidder, the County shall refrain from disclosing the Trade Secret Materials, unless otherwise ordered by a court of competent jurisdiction or authorized in writing by Bidder. By submitting a Bid, Bidder agrees to indemnify and defend the County and its employees and agents from any and all claims, causes of action, losses, fines, penalties, damages,

judgments and liabilities of any kind, including attorneys' fees, litigation expenses, and court costs, relating to the nondisclosure of any Trade Secret Materials in response to a records request by a third party.

H. WITHDRAWAL OF BIDS

Bids may be electronically withdrawn from OpenGov by the vendor prior to the time fixed for opening. Negligence on the part of the Bidder in preparing the Bid confers no right for the withdrawal of the bid after it has been opened.

I. RECEIPT AND OPENING OF BIDS

Bids will be opened publicly at the time and place stated in the Invitation to Bid. When the specified time has arrived no bids received thereafter will be considered. At the time fixed for the opening of bids, the bid tabulation will be made public and will be posted on the Purchasing Division website at: https://procurement.opengov.com/portal/leoncounty.

Sealed bids or replies received by the County pursuant to a competitive solicitation are exempt from public records requirements until such time as the County posts an intended decision or until 30 days after opening of the documents, whichever is earlier. If the County rejects all Bids submitted in response to this ITB, the rejected Bids remain exempt from public records disclosure until the County posts an intended decision or until the County withdraws the reissued Bid. Bids received by the County pursuant to this ITB will not remain exempt for longer than twelve (12) months after the County rejects such Bids.

J. BID GUARANTEE

Bids shall be accompanied by a 5% bid guarantee which shall be a Bid Bond, Certified or Cashier's Check or Bank Draft (no cash, company, or personal checks will be accepted), made payable to the Board of County Commissioners, Leon County, Florida. Such check, bank draft, or bond shall be submitted with the understanding that the bonds will be held until award of bid.

The County reserves the right to hold the Bid Guarantee until after a contract has been entered into or a purchase order has been executed. The accepted Bidders bid bond will be held until execution of the agreement and may be forfeited due to non- performance.

The check or bond shall be submitted with the understanding that it shall guarantee that the Bidder will not withdraw his bid for a period of 90 days after the scheduled closing time for the receipt of bids. It shall also guarantee that the successful bidder will enter into a contract within ten (10) days after he has received notice of acceptance of his bid. In the event of withdrawal of bid, or failure to enter into and fully execute the contract within ten (10) days the contractor may be deemed in to be in default. In such an event, the contractor shall be liable to the County for the full amount of the default.

K. PLANHOLDERS

As a convenience to bidders, the County has made available via the internet lists of all registered planholders for each bid or request for proposals. The information is available on-line at: https://procurement.opengov.com/portal/leoncounty by clicking the "Followers" tab on the the advertisement of the respective solicitation. A listing of the registered planholders with their email address is designed to assist bidders in preparation of their responses.

L. REJECTION OF BIDS

The County reserves the right to reject all bids when such rejection is in the best interest of the County.

M. ERRORS AND OMISSIONS

The County and its representatives shall not be responsible for any errors or omission in the ITB. Due care and diligence has been exercised in the preparation of this ITB, and all information contained herein is believed to be substantially correct. Information is subject to review by the successful respondent.

III. Contractor Qualifications

The primary contractor shall be licensed by the State of Florida pursuant to Section 489.105(3), Florida Statutes, and shall be currently prequalified by the Florida Department of Transportation (FDOT) in accordance with Section 337.14, Florida Statutes, and Rule Chapter 14-22, Florida Administrative Code.

The FDOT Certificate of Qualification shall include, at a minimum, the following work classes:

- Drainage
- Flexible Paving

The required licenses and FDOT prequalification must be valid and active at the time of bid opening.

Proposed sub-contractors and/or if self-performing, the employee that is performing the work, must hold a license for any specialty work, based on the work required to complete this project. The prime contractor shall remain fully responsible for all work performed.

IV. Award and Contracting Process

A. AWARD OF BIDS

The bid will be awarded to the lowest responsive, responsible bidder. In accordance with Section 287.05701(3), Florida Statutes, in determining whether a bidder is responsible, the County will not request documentation of or consider a bidder's social, political, or ideological interests, nor give preference to a bidder based on such interests. The County reserves the right to waive any minor irregularity in bids and to award a bid in whole or in part when either or both conditions are in the best interest of Leon County.

Notice of the Intended Decision will be posted on the County website at: https://procurement.opengov.com/portal/leoncountyfor a period of seventy-two (72) consecutive hours, which does not include weekends or County observed holidays. Failure to file a protest within the time prescribed in Leon County Policy No. 96-1, Purchasing Policy, or failure to post the bond or other security required by law within the time allowed for filing a bond shall constitute a waiver of proceedings. Notice of intent of bid protest shall be made in writing to the Purchasing Director, 1800-3 N. Blair Stone Road, Tallahassee, Florida 32308. The bidder shall be responsible for inquiring as to any and all award recommendation/postings.

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

Any bid award recommendation may be protested on the grounds of irregularities in the specifications, bid procedure, or the evaluation of the bid. Such notice of intent of bid protest shall be made in writing to the Purchasing Director within 72 hours after receipt of the intended recommendation of award and the protestor shall file a formal written bid challenge within 5 business days after the date in which the notice of intent of bid protest has been submitted. The notice of protest shall contain at minimum: the name of the Protestor; the Protestor's address and phone number; the name of the Protestor's representative to whom notices may be sent; the name and bid number of the solicitation; and a brief factual summary of the basis of the protest. Failure to file a notice of intent of bid protest or failure to file a formal written bid protest shall constitute a waiver of all rights granted under this section.

B. Agreement

Every procurement for contractual services shall be evidenced by a written agreement. The awarded Bidder will have five calendar days after receipt to acknowledge the purchase order or execute the agreement. The performance of Leon County of any of its obligations under the agreement shall be subject to and contingent upon the availability of funds lawfully expendable for the purposes of the agreement for the current and any future periods provided for within the bid specifications.

C. Payment and Performance Bond

A Combination Payment and Performance Bond in the amount of 100% of the estimated project cost shall be supplied by the Contractor at the time of Agreement execution.

Payment and Performance Bonds shall provide that, in the event of non-performance on the part of the Contractor the bond can be presented for honor and acceptance at an authorized representative or institution located in Tallahassee, Florida.

Payment bonds executed as a result of the requirements herein by a surety shall make reference to Section 255.05, Florida Statutes, by number and shall contain reference to the notice and time limitation provisions in Section 255.05, Florida Statutes.

V. Minority, Women, Small Business (MWSBE) Enterprise

A. Overview for Projects Without a Specific MWSBE Goal

This solicitation does not have a project specific goal for the participation of Minority Business Enterprise (MBE) and Women Business Enterprise (WBE) firms certified by the Office of Economic Vitality (OEV) MWSBE Division.

Although MBE and WBE participation is not a requirement for this solicitation, each Respondent is strongly encouraged to secure MBE and WBE firm participation. Respondents needing assistance or guidance with securing MBE and WBE firms should contact LaTanya Raffington of the MWSBE Division at Lraffington@oevforbusiness.org OR Shanea Wilks of the MWSBE Division at Swilks@oevforbusiness.org. A directory of certified MBE and WBE firms is available on the OEV website: https://oevforbusiness.mwsbe.com.

Certified MBE and WBE firms may participate by providing goods or services in support of the project as subcontractors or subconsultants identified on the Respondent and Team Summary Form.

VI. Required Certifications

A. Licenses and Registrations

The contractor shall be responsible for obtaining and maintaining throughout the contract period any licenses required pursuant to the laws of Leon County, the City of Tallahassee, or the State of Florida.

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

B. Local Preference in Purchasing and Contracting (with Local Trades Contractor Work)

A. Preference in bidding. In purchasing of, or letting of contracts for procurement of, personal property, materials, contractual services, and construction of improvements to real property or existing structures in which pricing is the major consideration, the authorized purchasing authority of Leon County may give a preference to local businesses in making such purchase or awarding such contract, as follows:

1. Individuals or firms which have a home office located within Leon, Gadsden, Wakulla, or Jefferson County, and which meet all of the criteria for a local business as set forth below, shall be given a preference in the amount of five percent of the bid price.
2. Individuals or firms which do not have a home office located within Leon, Gadsden, Wakulla, or Jefferson County, and which meet all of the criteria for a local business as set forth below, shall be given a preference in the amount of three percent of the bid price.
3. The maximum cost differential shall not exceed $20,000.00. Total bid price shall include the base bid and all alternatives or options to the base bids which are part of the bid and being recommended for award by the appropriate authority.
4. For the purposes of this section, "home office" shall mean a business's principal office or headquarters constituting the center for administration and policymaking.

B. Local Trades Contractor Work. All contractual awards issued in accordance with the provisions of this subsection (paragraph 2) shall contain aspirational trade contractor work targets, based on market and economic factors, of 85 percent as follows: The successful individuals or firms shall agree to engage not less than 85 percent of the dollar value of trade contractor work with local businesses unless the successful individuals or firms prove to the County’s satisfaction, that the trade contractor work is not available locally with the Leon, Gadsden, Wakulla or Jefferson County area. The term “trade contractor” shall mean a subcontractor who contracts with the prime contractor and whose primary activity is performing specific activities (e.g., pouring concrete, masonry, site preparation, framing, carpentry, dry wall installation, electrical, plumbing, painting) in a construction project but is not responsible for the entire project.

C. Local business definition. For purposes of this section, "local business" shall mean a business which:

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

D. Certification. Any bidder claiming to be a local business as defined, shall so certify in writing to the Purchasing Division. The certification shall provide all necessary information to meet the requirements of above. The Local Vendor Certification Form is enclosed. The purchasing agent shall not be required to verify the accuracy of any such certifications, and shall have the sole discretion to determine if a bidder meets the definition of a "local business."

C. Unauthorized Alien(s)

The Contractor agrees that unauthorized aliens shall not be employed nor utilized in the performance of the requirements of this solicitation. The County shall consider the employment or utilization of unauthorized aliens a violation of Section 274A(e) of the Immigration and Naturalization Act (8 U.S.C. 1324a). Such violation shall be cause for unilateral termination of the agreement by the County. As part of the bid response to this solicitation, please complete and submit the attached form AFFIDAVIT CERTIFICATION IMMIGRATION LAWS.

D. Public Entity Crimes Statement

A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, Florida Statutes, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list. By submission of a proposal in response to this document, the vendor certifies compliance with the above requirements as stated in Section 287.133, Florida Statutes.

E. Identical Tie Bids

Preference shall be given to businesses with drug-free workplace programs. Whenever two or more bids which are equal with respect to price, quality, and service are received by the State or by any political subdivision for the procurement of commodities or contractual services, a bid received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. Established procedures for processing tie bids will be followed if none of the tied vendors have a drug-free workplace program.

F. Employment Eligibility Verification

By providing goods and/or services to the County, the Contractor is obligated to comply with the provisions of Section 448.095, Florida Statutes, “Employment Eligibility.” Compliance with Section 448.095, Florida Statutes., includes, but is not limited to, utilization of the E-Verify System to verify the work authorization status of all newly hired employees, and requiring all subcontractors to provide an affidavit attesting that the subcontractor does not employ, contract with, or subcontract with, an unauthorized alien. The Contractor affirms and represents that it is registered with the E-Verify system and is using same and will continue to use same as required by Section 448.095, Florida Statutes.

G. Equal Opportunity

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

H. Scrutinized Company Certification

In accordance with Section 287.135, Florida Statutes, a company or other entity is ineligible to, and may not, bid on, submit a proposal for, or enter into or renew a contract with Leon County for goods or services of one hundred thousand dollars or more, at the time of bidding on, submitting a proposal for, or entering into or renewing such contract, the company or other entity is on the Scrutinized Companies or Other Entities that Boycott Israel List, created pursuant to section 215.4725, Florida Statutes, or is engaged in a boycott of Israel.

A company or other entity is ineligible to, and may not, bid on, submit a proposal for, or enter into or renew a contract with Leon County for goods or services of one million dollars or more if, at the time of bidding on, submitting a proposal for, or entering into or renewing such contract, the company or other entity is on the Scrutinized Companies with Activities in Sudan List, or the Scrutinized Companies with Activities in the Iran Terrorism Sectors List, created pursuant to Florida Statutes, Section 215.473, Florida Statutes, or is engaged in business operations in Cuba or Syria.

VII. Insurance Requirements

A. Overview

Bidders' attention is directed to the insurance requirements set forth in the Agreement contained in the "Attachments" section of this solicitation. Bidders should confer with their respective insurance carriers or brokers to determine in advance of bid submission the availability of insurance certificates and endorsements. If an apparent low bidder fails to comply strictly with the insurance requirements, that bidder will be disqualified from award of the contract.

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

VIII. Terms and Conditions

A. Standard Terms and Conditions

The terms and conditions associated with this solicitation are as set forth in the Agreement contained in the "Attachments" section of this solicitation. After the award of the solicitation, the County will finalize the preparation of the Agreement and forward it to the Firm awarded the bid, after which the Firm will have five days to execute the Agreement and return it to the County.

B. Manufacturers' Name and Approved Equivalents

Manufacturers' names, trade names, brand names, information and/or catalog numbers listed in a specification are for information and not intended to limit competition. The bidder may offer any brand for which he is an authorized representative, which meets or exceeds the specifications for any item(s). If bids are based on equivalent products, indicate on the bid form the manufacturer's name and catalog number. Bidder shall submit with his bid, cuts, sketches, and descriptive literature and/or specifications. The bidder should also explain in detail the reason(s) why and submit proof that the proposed equivalent will meet the specifications and not be considered an exception thereto. The Leon County Board of County Commissioners reserves the right to be the sole judge of what is equal and acceptable. Bids which do not comply with these requirements are subject to rejection. If Bidder fails to name a substitute it will be assumed that he is bidding on, and he will be required to furnish goods identical to bid standard.

C. Conflicting Terms and Conditions

In the instance that terms, conditions, specifications, or other instruments are provided by architects, engineers, or persons other than County Procurement concerning the matters herein, then the terms and conditions in this Solicitation document shall prevail over all other terms and conditions.

D. Penalties

BIDS MAY BE REJECTED AND/OR Bidder(S) DISQUALIFIED FOR THE FOLLOWING REASONS:

A. Failure to perform according to agreement provisions.

B. Conviction in a court of law of any criminal offense in connection with the conduct of business

C. Clear and convincing evidence of a violation of any federal or state anti-trust law based on the submission of bids or proposals, or the awarding of contracts.

D. Clear and convincing evidence that the bidder has attempted to give a Board employee a gratuity of any kind for the purpose of influencing a recommendation or decision in connection with any part of the Board's purchasing activity.

E. Other reasons deemed appropriate by the Board of County Commissioners.

IX. Specifications

A. SUMMARY OF WORK

The proposed Old Bainbridge Road and CCNW Intersection Improvement Project is located in Section 31, Township 2 North, Range 1 West, in Leon County, Florida. This project is for the Construction of the intersection improvements on CR 0361 Old Bainbridge Road at SR 263 Capital Circle. The project will include realigning the Old Bainbridge Road with Capital Circle NW at Gateway Drive. The realignment will move the intersection 130 feet to the south of the existing intersection and create additional lane storage for both right turn and through/left movements with a curb and gutter typical section. A northbound right turn lane and southbound left turn lane on Capital Circle NW will be included in the project. Capital Circle NW will be widened to accommodate the northbound right turn lane onto Old Bainbridge Road south of Gateway Drive.

Approximately 1,000 feet of Capital Circle NW will be milled and resurfaced, and a stormwater management facility will also be constructed as part of the project. Stormwater conveyance will consist of piping a section of the east ditch along Capital Circle NW under the realized portion of Old Bainbridge Road. The unused existing pavement will be removed, and the area vegetated with Canopy species. The existing connection of Grandview Court will be extended to the new alignment of Old Bainbridge Road.

B. GENERAL REQUIREMENTS

The construction sequence and design notes are shown on the construction plans. The contract administration, construction procedure, materials, and equipments, shall be in accordance with the following specifications and contract documents:

2.1 All Standards and specifications called out on the Construction Plans.

2.2 Leon County Technical Specifications included herein

2.3 Manual on Uniform Traffic Control Devices (MUTCD), U.S. Department of Transportation Federal Highway Administration, Latest Edition.

2.4 Florida Department of Transportation (FDOT) Standard Specifications for Road and Bridge Construction, January 2022 Edition and all supplemental documents thereto.

2.5 FDOT Standard Plans for Road and Bridge Construction, FY 2022-23 Edition and all supplemental documents thereto.

In the event of any conflict between the Florida Department of Transportation's standard specifications and the specifications of this contract, the specifications of this contract shall govern. The governing order of these specifications is to follow the sequence in the aforementioned specifications and standards.

C. SPECIAL PROVISIONS

3.1 An allowance of 180 calendar days has been set for the completion of this Contract, including any utility coordination and relocation.

The construction approach and sequence are laid out in the General Notes section of the Construction Plans.

The Contractor shall conduct bi-weekly coordination meetings with County, Utility and Designer representatives.

3.2 The Contractor or sub-contractor must be prequalified by the Florida Department of Transportation (FDOT) for the work they are performing. The FDOT Prequalification Work Classes for this Project are Drainage & Flexible Paving. All

materials used on this project shall be on the FDOT's Approved Product List or shall be from a plant certified by a program accepted by FDOT, as applicable.

3.3 Any material substitutions or other changes to the Contract Documents shall be made according to all governmental requirements and with prior approval from the Engineer of Record and the County's Engineer.

3.4 National Pollutant Discharge Elimination System (NPDES) General Permit for Storm Water Discharges from Construction Activities may apply to this Contract. It is the Contractor's responsibility to secure either a NPDES - Construction Generic Permit (CGP) or an exemption letter from FDEP prior to commencement of construction. A copy of the NPDES permit application form can be obtained through the Florida Department of Environmental Protection's (FDEP) web site.

A copy of the NPDES permit or exemption letter shall be provided to Leon County Public Works Department and Leon County Development Support and Environmental Services prior to construction commencement.

Sediment and Erosion Control measures are the responsibility of the Contractor. Sediment and Erosion Control shown on the plans are provided as a convenience to the Contractor. Erosion Control measures SHALL be designed and implemented by the contractor as per FDEP requirements and satisfaction of all requirements of the NPDES Permit.

3.5 Within 15 calendar days after the contract has been awarded, Contractor shall submit to the County's Engineer a project construction schedule showing in detail the working days on which the project is expected to begin and complete for each of the various major items.

3.6 Contractor shall conduct a pre-construction conference at the project site and confirm the construction sequence. Contractor shall invite the County's Engineer and the Engineer of Record, along with all affected utilities, regulatory agencies, and subcontractors to the pre-construction conference. Contractor shall confirm all work schedules with subcontractors and other affected parties prior to or during the pre-construction conference.

3.7 Contractor shall not start work until all required permits have been received and a "Notice to Proceed" from Leon County has been issued. The Contractor shall post all applicable permits in a manner compliant with each permit.

3.8 The liquidated damages will be set based on the bid price and according to Section 8-10 of the FDOT's Standard Specifications for Road and Bridge Construction, July 2022 Edition.

3.9 It is the Contractor's responsibility to verify the survey control points for construction stakeouts as well as the wetland limits.

3.10 It is Contractor's responsibility to verify and locate all the utilities to avoid damages.

3.11 If the staging area is outside County's right-of-way or properties, the Contractor is required to obtain separate permits from Leon County – Development Services and Environmental Management. All expenses associated with the additional permits will be paid by the Contractor.

3.12 The Clearing and Grubbing pay items include but are not limited to all works within the construction area as described in Section 110 of FDOT's Standard Specifications for Roadway and Bridge Construction, July 2022 Edition. **The vegetation and tree removal are also included in the clearing and grubbing cost.**

3.13 The Contractor is also responsible to ensure all construction activities in compliance with the permit requirements.

3.14 Contractor provided dewatering design requirements, schedule and maintenance:

a. The Contractor shall provide all dewatering necessary to keep the construction and work areas dry. The Contractor shall design, install, operate, and maintain an adequate system. The system shall be of sufficient size and capacity to maintain a dry condition without delays to construction operations.

b. The Contractor shall submit a proposed dewatering plan for approval by Leon County Public Works prior to the pre-construction meeting of any construction or excavation operations. The plan shall show all proposed best management practices (I.E., filter bags, sediment sumps, etc.) for complying with all local, state, and national water quality regulations. Discharge points shall be clearly indicated.

c. The Contractor shall monitor and provide testing at the discharge points during dewatering operations. Contractor shall ensure the discharge turbidity is within the limits set forth in chapter 62-302 F.A.C. (less than 29 NTU + Natural Background). Testing records shall be maintained onsite by the contractor and provided to the County upon request. If dewatering operations exceed the turbidity requirements, the Contractor shall stop work until the best management practices are in place to ensure water quality criteria are reached.

d. The Contractor shall maintain a regularly scheduled maintenance program which shall conform to the equipment manufacturer's recommendations and include all other work necessary to maintain all components fully operational.

e. The Dewatering Plan and implementation shall be incidental to the construction cost.

3.15 Erosion controls shown on the plans are to be considered minimum and additional protection shall be accounted for in this project.

3.16 The Contractor shall visit the project site prior to submitting the bids so a complete understanding of the site conditions and construction details can be achieved.

3.17 If the construction works causes any damages to adjacent properties, Contractor will be responsible for compensation unless it is proved otherwise.

3.18 OSHA required minimum clearances must be maintained from the overhead electric neutral and primary conductors for any construction work.

3.19 The Contractor shall provide a minimum one-year warranty on the materials and workmanship for the work performed under this contract. Specific warranties for certain items are detailed in plans and will be provided by the contractor. The warranty shall commence upon completion of construction and issuance of Final Acceptance by the County.

3.20 Contractor shall guarantee all plant material for a period of one year from the date of final acceptance.

3.21 (a) All quality control testing costs are incidental and included in the total contract price.

(b) Leon County shall reserve the right to sample any or all materials to determine whether materials meet the required specifications. Failure to meet specifications shall be cause for cancellation of delivery and rejection of materials provided for partial or full payment deduction as determined by the County representative.

3.22 Contractor shall remove all equipment from the roadway and the shoulder during non-working hours to ensure the least practicable interference with traffic and pedestrians.

3.23 Any monument within the limits of disturbance is to be protected. If a monument is in danger of damage, Contractor shall notify the Engineer of Record and the County's Engineer.

3.24 As-built Survey and Record Drawings will be required for this project.

3.25 (a) It is Contractor's responsibility to verify survey control points for construction stakeouts. Before the final walkthrough, Contractor shall furnish the Engineer of Record with an as-built survey showing all project improvements. Costs for construction stakeouts and as-built survey are included in the total contract price.

(b) Any monument within the limits of disturbance is to be protected. If a monument is in danger of damage, Contractor shall notify the Engineer of Record and the County's Engineer.

3.26 The exact location of all utilities in the vicinity of construction activities shall be determined by Contractor prior to construction. Contractor shall contact all utility companies through Sunshine State One Call of Florida, Inc. (1-800-432-4770) two business days in advance of beginning construction.

3.27 The Contractor shall be aware and abide by the requirements listed with the approved project Permits.

X. Vendor Questionnaire

Bids must be submitted electronically via OpenGov.

A. ACCEPTANCE OF COUNTY TERMS AND CONDITIONS*

Leon County objects to and shall not consider any additional terms or conditions submitted by a bidder, including any appearing in documents attached as part of a bidder's response. In submitting its bid response, a bidder agrees that any additional terms or conditions, whether submitted intentionally or inadvertently, shall have no force or effect. Failure to comply with terms and conditions, including those specifying information that must be submitted with a bid response, shall be grounds for rejecting a bid response or placing a bidder in default.

☐ Please confirm
*Response required

B. Company Information*

Provide company name as registered with the Florida Department of State, Division of Corporations.

Maximum response length: 100 characters

*Response required

C. Taxpayer ID Number*

Provide the company's FEI/EIN Number.

Maximum response length: 15 characters

*Response required

D. Drug-Free Workplace Certification*

As the person authorized to confirm this statement on behalf of this firm, I certify that this firm complies fully with DRUG-FREE WORKPLACE Section 287.087, Florida Statutes. See section titled Drug-Free Workplace Requirements for details.

☐ Please confirm
*Response required

E. Scrutinized Company Certification*

As required by Section 287.135(5) Florida Statutes, I certify that the firm is not participating in a boycott of Israel, is not on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, and it does not have business operations in Cuba or Syria

☐ Please confirm
*Response required

F. Insurance Certification*

Bidders' attention is directed to the insurance requirements set forth in the Agreement contained in the "Attachments" section of this solicitation.

I certify that this firm has coverage in place at the required levels or, if awarded, coverage will be in place at the required levels.

☐ Please confirm
*Response required

G. Equal Opportunity *

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

☐ Please confirm
*Response required

H. Bid Guarantee*

A Bid Bond is required for this project. Please upload your Bid Bond here.

If submitting a Cashier's Check in lieu of a Bid Bond, please scan a copy of the cashier's check, upload here, and also mail the original cashier's check to:

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

The mailing must have the Project ID (BC-2026-008), the Project Title (Old Bainbridge Road at Capital Circle Intersection Improvement Project)**,**and the Company Name printed clearly on the front of the envelope**.**

This must be postmarked no later than the date of the bid opening or your bid will be considered non-responsive.

*Response required

I. Payment and Performance Bond*

A Payment and Performance Bond will be required for this project of the SUCCESSFUL BIDDER. Please confirm.

☐ Please confirm
*Response required

J. Florida Trench Safety Act**

Bidders shall complete Certificate of Compliance with Florida Trench Safety Act, in accordance with the requirements of Chapter 553, Florida Statutes. Contractor shall be responsible for compliance with all trenching shoring safety requirements.

Please download the below document, complete, and upload.

- Trench_Safety_Act_Form.pdf

*Response required

K. Bid Pricing Form*

Please refer to Attachments for the Bid Pricing Form. Download, complete, and upload your response here.

*Response required

L. Prime Contractor or Sub-contractor Qualifications*

Submit all licenses, certifications, registrations, and work class pre-qualifications required in the solicitation.

The FDOT Certificate of Qualification shall include, at a minimum, the following work classes:

- Drainage
- Flexible Paving

*Response required

M. Additional Forms to Fill Out and Submit*

Please submit the items on the following list and any other items required by any section of this Invitation for Bids. The checklist is provided as a courtesy and may not be inclusive of all items required within this Invitation for Bids.

Please see the Attachments section for all the necessary forms for the bidder to complete for this solicitation. Failure to complete or attach the necessary forms will result in the bidder being deemed nonresponsive.

- Bid Response Cover Sheet
- Respondent and Team Summary Form
- Affidavit Immigration Laws
- Identical Tie Bid Statement
- Non-Collusion Affidavit
- Certification/Debarment Form
- Local Vendor (if applicable)
- Employment Eligibility (E-Verify)
- Affidavit In Compliance with Section 787.06(14), F.S.
- Substitute Form W-9 (non-mandatory)

*Response required

OLD BAINBRIDGE ROAD & CCNW REALIGNMENT

AT INTERSECTION OF CAPITAL CIRCLE NORTH WEST AND GATEWAY DRIVE

FINANCIAL PROJECT ID: 440655-2-34-01 (CIGP)

Commissioners:

Bill Proctor
District 1

Jimbo Jackson
District 2

Rick Minor
District 3

Brian Welch
District 4

Kristin Dozier
District 5

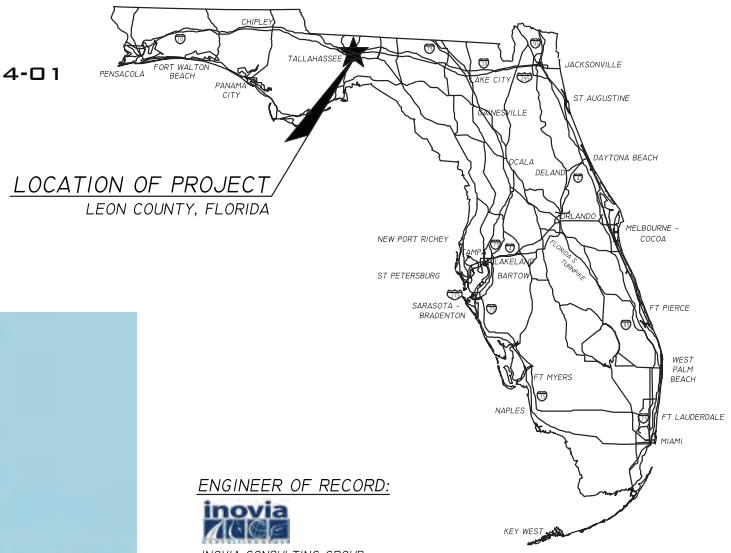
Carolyn Cummings
At-Large

Nick Maddox
At-Large

Vicent S. Long
County Administrator

Chasity H. O'Steen
County Attorney

Brent Pell, P.E.
Director of Public Works



LOCATION OF PROJECT
LEON COUNTY, FLORIDA

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PROJECT LOCATION
NTS

GOVERNING STANDARDS AND SPECIFICATIONS:

FLORIDA DEPARTMENT OF TRANSPORTATION DESIGN STANDARDS DATED FISCAL YEAR 2022-23 DESIGN STANDARDS AND STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION, JANUARY 2022 EDITION, AS AMENDED BY CONTRACT DOCUMENTS.

ATTENTION IS DIRECTED TO THE FACT THAT THESE PLANS MAY HAVE BEEN ALTERED IN SIZE BY REPRODUCTION. THIS MUST BE CONSIDERED WHEN OBTAINING SCALED DATA.

ENGINEER OF RECORD:

INOVIA CONSULTING GROUP
401 EAST 9TH. AVE.
TALLAHASSEE, FLORIDA 32303
RUSSELL T. LARGE, P.E. No. 53933
850.298.4213
CA8225

LEON COUNTY PROJECT MANAGER:

ANNA PADILLA, P.E.
LEON COUNTY PUBLIC WORKS
2280 MICCOSUKEE ROAD
TALLAHASSEE, FLORIDA 32308
850-606-1539

SURVEYOR OF RECORD:

ALFREDO A. BERMUDEZ, P.S.M. 5578
SAM SURVEYING AND MAPPING, LLC
2844 PABLO AVENUE
TALLAHASSEE, FLORIDA 32308
850.385.1179

NO.	BY	REVISIONS	DATE

401 EAST 9TH. AVE.
TALLAHASSEE, FL 32303
PHONE (850) 298-4213
CA8225

PLAN RELEASE STATUS	
☐ PROGRESS PRINT	
☐ PERMIT RELEASE	
☐ BID RELEASE	
■ CONSTRUCTION RELEASE	RUSSELL T. LARGE, P.E. PE No.: 53933 DATE: 3/5/26
RELEASE DATE: 3/5/2026	

OLD BAINBRIDGE ROAD & CCNW REALIGNMENT

RUSSELL T. LARGE
LICENSE
No 53933
STATE OF FLORIDA
PROFESSIONAL ENGINEER

THIS DOCUMENT HAS BEEN DIGITALLY SIGNED AND SEALED BY:

Russell T Large
2026.03.05
11:37:36-05'00'

ON THE DATE ADJACENT TO THE SEAL

PRINTED COPIES OF THIS DOCUMENT ARE NOT CONSIDERED SIGNED AND SEALED AND THE SIGNATURE MUST BE VERIFIED ON ANY ELECTRONIC COPIES.

INOVIA CONSULTING GROUP
401 EAST 9th. AVE.
TALLAHASSEE, FL 32303
CERTIFICATE OF AUTHORIZATION 8225
RUSSELL T. LARGE, P.E. NO.: 53933

THE ABOVE NAMED PROFESSIONAL ENGINEER SHALL BE RESPONSIBLE FOR THE FOLLOWING SHEETS IN ACCORDANCE WITH RULE 61G15-23.004, F.A.C.

INDEX OF PLANS

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inovia CONSULTING GROUP
401 EAST 9th. AVE.
TALLAHASSEE, FLORIDA
32303
PHONE 850.298.4213
WWW.INOVIAGROUP.COM
CA8225

REVISIONS | NO. | BY | DATE

PROJECT NO.: 25.011.00
DRAWING FILE: 2 SIGNATURE SHEET.dwg

CLIENT: LEON COUNTY PUBLIC WORKS
PROJECT: OLD BAINBRIDGE ROAD & CCNW REALIGNMENT
SHEET: SIGNATURE SHEET

PLAN RELEASE STATUS
- ☐ PROGRESS PRINT
- ☐ PERMIT RELEASE
- ☐ BID RELEASE
- ■ CONSTRUCTION RELEASE

RELEASE DATE: 05 Mar 26

	INITIAL	DATE
DRAWN BY	JQV	3/5/26
CHECKED BY	RTL	3/5/26

SCALE: AS SHOWN

RUSSELL T. LARGE, P.E.
PE NO.: 53933
DATE: 05 Mar 26

SHEET 2

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GENERAL NOTES

1. IT IS THE CONTRACTOR'S RESPONSIBILITY TO DETERMINE THE EXACT LOCATION OF EXISTING UTILITIES AND TO DETERMINE IF OTHER UTILITIES WILL BE ENCOUNTERED DURING THE COURSE OF THE WORK AND TAKE APPROPRIATE STEPS NECESSARY TO PROVIDE FOR THEIR PROTECTION. CONTACT SUNSHINE STATE ONE CALL AT 811.
2. ALL VALVE AND METER BOXES SHALL BE SET FLUSH WITH GRADE.
3. CONTRACTOR TO COORDINATE WITH LOCAL UTILITIES FOR REMOVAL AND/OR RELOCATION OF EXISTING UTILITY POLES, AERIAL LINES, BURIED CABLE, AND OTHER UTILITIES.
4. PROVISIONS SHALL BE MADE FOR FLOW OF SEWERS, DRAINS, AND WATER COURSES ENCOUNTERED DURING CONSTRUCTION BY THE CONTRACTOR.
5. THE CONTRACTOR SHALL PLACE AND MAINTAIN BARRICADES, CONSTRUCTION SIGNS, ETC. DURING THE PROGRESS OF CONSTRUCTION WORK AND UNTIL IT IS SAFE FOR BOTH PEDESTRIAN AND VEHICULAR TRAFFIC. TRAFFIC CONTROL SHALL BE IN ACCORDANCE WITH M.U.T.C.D. AND F.D.O.T. STANDARDS. A TRAFFIC CONTROL PLAN SHALL BE APPROVED BY ENGINEER OF RECORD AND LEON COUNTY PUBLIC WORKS PRIOR TO CONSTRUCTION.
6. CONTRACTOR IS TO RESTORE ALL DISTURBED AREAS TO A CONDITION AS EXISTED PRIOR TO CONSTRUCTION.
7. THE CONTRACTOR SHALL VISIT THE SITE AND FAMILIARIZE HIMSELF WITH THE PROJECT PRIOR TO CONSTRUCTION.
8. THE CONTRACTOR SHALL NOTIFY THE ENGINEER IMMEDIATELY OF ANY CONFLICTS BETWEEN CONSTRUCTION DOCUMENTS AND EXISTING CONDITIONS.
9. THESE DRAWINGS REPRESENT KNOWN STRUCTURES AND UTILITIES LOCATED IN THE PROJECT AREA. THE CONTRACTOR IS CAUTIONED THAT OTHER STRUCTURES AND UTILITIES, ABOVE OR BELOW GROUND MAY BE ENCOUNTERED DURING THE COURSE OF THE PROJECT. THE CONTRACTOR SHALL NOTIFY THE ENGINEER IMMEDIATELY UPON ENCOUNTERING ANY UNEXPECTED STRUCTURE, UTILITY LINE OR OTHER UNUSUAL CONDITION. VERIFY EXISTING CONDITIONS PRIOR TO COMMENCING WORK.
10. IF EXISTING UTILITY LINES ARE DISTURBED DUE TO CONSTRUCTION ACTIVITY THEY WILL BE COORDINATED WITH THE APPROPRIATE UTILITY PROVIDER FOR RELOCATION.
11. CONTRACTOR SHALL SOD ALL DISTURBED AREAS UNLESS NOTED OTHERWISE ON PLANS WITH CENTIPEDE SOD.
12. MATCH NEW PAVEMENT ELEVATION WITH EXISTING PAVEMENT ELEVATION AT DRIVEWAYS, ETC.
13. ALL EXISTING CONCRETE AND ASPHALTIC CONCRETE DRIVEWAYS WILL BE SAW CUT AS REQUIRED FOR CONSTRUCTION AND REPLACED WITH LIKE MATERIAL UNLESS NOTED OTHERWISE ON PLANS.
14. CONTRACTOR IS RESPONSIBLE FOR STAKEOUT.
15. CONTRACTOR TO SECURE SERVICE OF AN APPROVED TESTING LAB FOR ALL REQUIRED TESTING.
16. EROSION CONTROL MEASURES SHOWN ARE MINIMUM REQUIRED. ADDITIONAL MEASURES MAY BE REQUIRED BY THE ENGINEER OF RECORD OR LEON COUNTY PUBLIC WORKS REPRESENTATIVE.
17. THE CONTRACTOR SHALL NOT SUBSTITUTE ANY ARTICLE, DEVICE, PRODUCT, MATERIAL OR FIXTURE, OR ANY FORM OR TYPE OF CONSTRUCTION, FOR THAT WHICH IS INDICATED IN THE APPROVED PLANS WITHOUT THE EXPRESSED WRITTEN APPROVAL OF THE ENGINEER OF RECORD AND LEON COUNTY PUBLIC WORKS.
18. DURING THE CONSTRUCTION PHASE OF THIS PROJECT SEDIMENT MIGHT BE CONVEYED INTO STORMWATER MANAGEMENT FACILITIES; THE CONTRACTOR SHALL MAKE ADEQUATE PROVISIONS TO PREVENT SUCH AND SHALL BE REQUIRED TO REMOVE SEDIMENT BUILD UP AND REPAIR STORMWATER FACILITIES AS NECESSARY.
19. THE CONTRACTOR SHALL ENSURE THAT A FOREMAN OR SUPERVISOR WHO HAS BEEN CERTIFIED UNDER FLORIDA STORMWATER, EROSION AND SEDIMENTATION CONTROL INSPECTOR TRAINING PROGRAM IS AVAILABLE IN PERSON OR BY PHONE AT ALL TIMES DURING THE CONSTRUCTION ACTIVITIES.
20. ALL DISTURBED AREAS TO BE LEFT IDLE LONGER THAN 7 DAYS MUST BE STABILIZED WITH QUICK GROW GRASS SEED AND MULCH.
21. THE CONTRACTOR SHALL RESTRICT PERSONNEL, THE USE OF EQUIPMENT, AND THE STORAGE OF MATERIALS TO AREAS WITHIN THE LIMITS OF CONSTRUCTION AS NOTED ON THE PLANS. ANY OFFSITE STORAGE AREA WILL REQUIRE PRIOR REVIEW AND APPROVAL BY THE ENGINEER OF RECORD, AND LEON COUNTY PUBLIC WORKS.
22. THE CONTRACTOR SHALL REMOVE ALL SURVEY STAKES AND EROSION CONTROL ITEMS PRIOR TO THE COMPLETION OF THE PROJECT.
23. BENCHMARKS ARE REFERENCED TO THE NORTH AMERICAN VERTICAL DATUM OF 1988 (NAVD).
24. THE CONTRACTOR IS RESPONSIBLE FOR PROTECTION OF ALL UTILITIES. THE INFORMATION SHOWN ON THESE DRAWINGS CONCERNING TYPE AND LOCATION OF UNDERGROUND AND OTHER UTILITIES IS BASED ON INFORMATION PROVIDED BY THE UTILITY OWNERS, AVAILABLE RECORDS, AND SURVEYED FIELD INFORMATION. THE INFORMATION MAY NOT REFLECT ACTUAL CONDITIONS, INCLUDE ALL UTILITIES IN THE AREA, EITHER IN SERVICE OR ABANDONED, OR SHOW THE UTILITIES IN THE CORRECT HORIZONTAL OR VERTICAL LOCATIONS. THE CONTRACTOR WILL MAKE HIS OWN DETERMINATION AS TO THE TYPE AND LOCATION OF UTILITIES AS NECESSARY TO ESTABLISH THEIR LOCATIONS AND AVOID DAMAGE. THE FOLLOWING UTILITIES SHOULD BE CONTACTED FOR INFORMATION CONCERNING TYPE AND LOCATION OF THEIR FACILITIES. THE LIST MAY NOT INCLUDE ALL UTILITIES IN THE AREA.
25. CLEAN BACKFILL SHALL BE USED AROUND ALL DRAINAGE STRUCTURES, UNDER TRAVEL LANES, CURB AND GUTTER, SHOULDERS, SIDEWALK, AND ALL FDOT 1:4 SLOPE AREAS..

SERVICE AREA	UTILITY TYPE(S)	CONTACT	ALT. CONTACT	EMERGENCY CONTACT
SUNSHINE STATE ONE-CALL OF FLORIDA (5 DAYS NOTIFICATION PRIOR TO CONSTRUCTION)		811		
CENTURYLINK CNTL01	FIBER, TELEPHONE	BILL MCCLOUD 850-599-1444	THOMAS STURMER 720-778-9140	TAC CENTER 800-778-9140
CENTURYLINK L3C900	FIBER	NETWORK RELATIONS 877-366-8344 x2	TECH ON DUTY 877-366-8344 x3	TECH ON DUTY 877-366-8344 x4
COMCAST COMMUNICATIONS, LK CNTY CBLV LCA395	CATV	ANDREW SWEENEY 904-738-6898		HFC HELP DESK 855-962-8525
TALQUIN ELECTRIC CO-OP, INC. x1221 ELECTRIC TAL278	ELECTRIC	JONATHAN TEMPLES 850-627-7651 x1221	NATE HOGAN 850-508-0273	JONATHAN TEMPLES 850-627-7651
CITY OF TALLAHASSEE TRAFFIC TALTRF	TRAFFIC SIGNALS	WAYNE BRYAN 850-891-2080	RANDY POWELL 850-891-5359	BRIAN WILLIAMS 850-891-5349
CITY OF TALLAHASSEE TALWSG	ELECTRIC, GAS, SEWER, WATER	WILLIAM TOLAR 850-556-5873		WILLIAM TOLAR 850-556-5873
TALQUIN ELECTRIC CO-OP, INC. WATER TE1360	WATER	ANTHONY GRAINGER 850-627-7651 x1464	ANTHONY GRAINGER 850-627-7651 x1464	ANTHONY GRAINGER 850-627-7651 x1464
TALQUIN ELECTRIC CO-OP, INC. SEWER TE1362	SEWER	ANTHONY GRAINGER 850-627-7651 x1464	ANTHONY GRAINGER 850-627-7651 x1464	ANTHONY GRAINGER 850-627-7651 x1464

26. NO TRENCHES WILL BE ALLOWED TO REMAIN OPEN OVERNIGHT.
27. CONTRACTOR SHALL MAINTAIN ACCESS TO SIDE STREETS, RESIDENTIAL, AND COMMERCIAL DRIVEWAYS AT ALL TIMES DURING CONSTRUCTION.
28. ALL SIGNAGE AND PAVEMENT MARKINGS SHALL CONFORM WITH M.U.T.C.D. AND SHALL BE IN ACCORDANCE WITH FDOT AND LEON COUNTY PUBLIC WORKS SPECIFICATIONS. FINAL PAVEMENT MARKINGS SHALL BE THERMOPLASTIC.

CONSTRUCTION SEQUENCE:

START CONSTRUCTION AUGUST 2023 END CONSTRUCTION MARCH 2024

1. THE CONTRACTOR SHALL REQUEST A PRE-CONSTRUCTION CONFERENCE WITH FDOT AND THE LEON COUNTY DEPARTMENT OF PUBLIC WORKS AND LEON COUNTY DEVELOPMENT SUPPORT AND ENVIRONMENTAL MANAGEMENT (DSEM) PRIOR TO ANY CONSTRUCTION ACTIVITY AND SHALL;
2. CONSTRUCT IMPROVEMENTS IN ACCORDANCE WITH THE PERMITTED PLAN SET AND TEMPORARY TRAFFIC CONTROL PLANS (SEE SHEETS 52 THRU 63).
3. PROVIDE SEALED RECORD DRAWINGS TO PUBLIC WORKS AND THE ENGINEER. THE ENGINEER WILL SUBMIT TO THE ENVIRONMENTAL INSPECTOR. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ALL CLOSE-OUT REQUIREMENTS INCLUDING ASBUILT SURVEY, PIPE VIDEO, AND CERTIFICATIONS, ETC.

401 EAST 9th. AVE.
TALLAHASSEE, FLORIDA
32303
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CA8225

NO. | BY | REVISIONS | DATE

PROJECT NO.: 25.011.00
DRAWING FILE: 2 SIGNATURE SHEET.dwg

CLIENT: LEON COUNTY PUBLIC WORKS
PROJECT: OLD BAINBRIDGE ROAD & CCNW REALIGNMENT
SHEET: GENERAL NOTES

PLAN RELEASE STATUS
- ☐ PROGRESS PRINT
- ☐ PERMIT RELEASE
- ☐ BID RELEASE
- ■ CONSTRUCTION RELEASE

RELEASE DATE: 05 Mar 26

	INITIAL	DATE
DRAWN BY	JQV	3/5/26
CHECKED BY	RTL	3/5/26

SCALE: AS SHOWN

RUSSELL T. LARGE, P.E.
PE NO.: 53933
DATE: 05 Mar 26

SHEET
3

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SEDIMENT AND EROSION CONTROL NOTES:

1. THE CONTRACTOR SHALL BE SOLELY RESPONSIBLE FOR THE PREVENTION, CONTROL AND ABATEMENT OF EROSION, WATER POLLUTION AND THE TRANSPORTATION OF ERODED MATERIALS OFF SITE. THE CONTRACTOR'S SELECTED MEANS, METHODS, AND CONSTRUCTION PHASING MAY REQUIRE MODIFICATION OF THE ENVIRONMENTAL CONTROLS IDENTIFIED ON THIS SEDIMENT AND EROSION CONTROL PLAN.
2. IF MODIFICATION OF THIS SEDIMENT AND EROSION CONTROL PLAN IS REQUIRED, THE CONTRACTOR SHALL PREPARE A NEW SEDIMENT AND EROSION CONTROL PLAN. THE CONTRACTOR'S SEDIMENT AND EROSION CONTROL PLAN SHALL ADDRESS THE SEQUENCE OF CONSTRUCTION AND THE INSTALLATION AND MAINTENANCE OF ALL TEMPORARY AND PERMANENT SEDIMENT AND EROSION CONTROL DEVICES TO BE USED DURING EACH PHASE OF CONSTRUCTION. THE CONTRACTOR SHALL SUBMIT THE NEW SEDIMENT AND EROSION CONTROL PLAN TO THE ENGINEER FOR REVIEW AND APPROVAL.
3. THE CONTRACTOR IS REQUIRED TO UPDATE THE APPROVED SEDIMENT AND EROSION CONTROL PLAN TO REFLECT ANY ADDITIONAL CONTROLS NECESSARY TO PREVENT THE TRANSFER OF ERODED MATERIALS ONTO ANY OFF SITE PARCEL OR INTO ANY RECEIVING WATER, OR TO PREVENT OTHERWISE VIOLATING STATE AND/OR FEDERAL PERMIT REQUIREMENTS.
4. THE CONTRACTOR SHALL OBTAIN AN ENVIRONMENTAL MANAGEMENT PERMIT FROM THE LEON COUNTY DEVELOPMENT SUPPORT AND ENVIRONMENTAL MANAGEMENT FOR ALL STOCKPILE AND CONSTRUCTION STAGING AREAS LOCATED OUTSIDE THE LIMITS OF CONSTRUCTION.
5. THE CONTRACTOR SHALL OBTAIN A GENERIC PERMIT FOR STORMWATER DISCHARGE FROM LARGE AND SMALL CONSTRUCTION ACTIVITIES (NPDES) FROM THE FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION PRIOR TO CONSTRUCTION.
6. THE CONTRACTOR SHALL BE RESPONSIBLE FOR SUBMITTING NOTICE OF CONSTRUCTION COMMENCEMENT. ONCE PROVIDED BY THE CONTRACTOR, THE ENGINEER WILL SUBMIT THE AS-BUILT CERTIFICATIONS THE APPROPRIATE AGENCIES.
7. EROSION AND SEDIMENT CONTROLS SHALL BE PLACED PRIOR TO OR AS THE FIRST STEP IN CONSTRUCTION. ALL SEDIMENT AND EROSION CONTROL DEVICES, AS DETAILED ON THE APPROVED PLAN SET, SHALL BE IN PLACE BEFORE DISTURBING SOIL UPSTREAM OF THE CONTROL. EROSION CONTROL MEASURES SHALL BE MAINTAINED FOR THE DURATION OF CONSTRUCTION.
8. THE CONTRACTOR SHALL BE RESPONSIBLE FOR CONSTRUCTING AND MAINTAINING EROSION CONTROL FEATURES AT ALL CONSTRUCTION ENTRANCE/EXITS. THE FEATURES SHALL MINIMIZE THE OFF-SITE TRACKING OF DUST/DEBRIS FROM THE PROJECT SITE ONTO ROADWAYS. CONTRACTOR SHALL ENSURE NO OFFSITE ADVERSE IMPACTS OCCUR FROM CONSTRUCTION ACTIVITY OR EQUIPMENT.
9. THE AMOUNT OF AREA DISTURBED AT ONE TIME SHALL BE LIMITED TO THE MINIMUM NECESSARY TO ADEQUATELY IMPLEMENT THE WORK. CONSTRUCTION OPERATIONS SHALL BE CONTROLLED TO MINIMIZE UNPROTECTED ERODIBLE AREAS EXPOSED TO WEATHER, AND AREAS OUTSIDE THE LIMITS OF CONSTRUCTION SHALL NOT BE DISTURBED.
10. EXCAVATED MATERIAL WILL NOT BE DEPOSITED IN LOCATIONS WHERE IT COULD BE WASHED AWAY BY HIGH WATER OR BY STORMWATER RUNOFF, AND STOCKPILES WILL BE COVERED OR ENCIRCLED WITH SEDIMENT CONTAINMENT DEVICES. ALL CONSTRUCTION STAGING AND STOCKPILE AREAS ARE TO BE ENCLOSED WITH TYPE IV SILT FENCE.
11. MATERIAL STOCKPILING SHALL NOT BE LOCATED WITHIN ENVIRONMENTALLY SENSITIVE AREAS. THE CONTRACTOR SHALL HAVE THE STOCKPILE LOCATION APPROVED BY THE PROJECT ENGINEER, AND THE ENVIRONMENTAL INSPECTOR PRIOR TO CONSTRUCTION. METHODS FOR CONTROLLING EROSION FROM THE STOCKPILE SHALL BE ADDRESSED BY THE CONTRACTOR AND APPROVED BY THE PROJECT ENGINEER PRIOR TO CONSTRUCTION.
12. DURING THE INSTALLATION OF STORM DRAIN OR UTILITY PIPING, SEDIMENT BARRIERS SHALL BE PLACED BELOW THE WORK ZONES AT LOCATIONS DETERMINED BY THE ENGINEER OR THE ENVIRONMENTAL INSPECTOR TO AID IN CONTROLLING THE TRANSFER OF ERODED MATERIAL OFF SITE.
13. NEW AND EXISTING DRAINAGE STRUCTURES SHALL BE PROTECTED FROM SILTATION DURING CONSTRUCTION. SILT FENCE, BAILED HAY OR STRAW BARRIERS SHALL BE PLACED AROUND ALL INCOMPLETE STORMWATER INLETS AND MANHOLES DURING CONSTRUCTION IN ACCORDANCE WITH STANDARD INDEX NO. 102. PERFORATED SOCK PIPE SHALL BE PLACED ACROSS THE THROATS OF ALL EXISTING AND COMPLETED INLETS.
14. ASPHALT PAVEMENT MILLINGS OR FINE TYPE SP ASPHALTIC CONCRETE (1½" MIMIMUM) SHALL BE PLACED IN DISTURBED PAVEMENT AREAS TO PROVIDE A STABLE NON-ERODABLE DRIVING SURFACE UNTIL THE FINAL PAVEMENT IS PLACED.
15. EXISTING FLOW CAPACITY SHALL BE MAINTAINED IN THE DRAINAGE SYSTEMS TO CONVEY RUNOFF FROM RAIN STORMS THAT OCCUR DURING CONSTRUCTION. EXISTING DRAINAGE PIPES THAT ARE NOTED TO BE PLUGGED OR REMOVED SHALL REMAIN IN SERVICE UNTIL FLOWS CAN BE DIVERTED TO THE NEW DRAINAGE SYSTEM. WHERE NEW PIPES ARE TO BE INSTALLED IN CLOSE PROXIMITY TO EXISTING PIPES THAT ARE TO BE REMOVED, PROVISIONS SHALL BE MADE TO DIVERT FLOWS FROM THE EXISTING PIPES TO THE NEW PIPES PRIOR TO RAIN STORMS. TEMPORARY PIPES SHALL BE PLACED FOR THIS PURPOSE PRIOR TO SUSPENSION OF WORK ACTIVITIES EACH DAY.
16. FIELD CONDITIONS MAY REQUIRE THE USE OF ADDITIONAL TYPES AND QUANTITIES OF SEDIMENT AND EROSION CONTROL DEVICES DURING CONSTRUCTION AS DETERMINED BY THE CONTRACTOR AND APPROVED BY THE ENGINEER, OR AS DIRECTED BY THE ENGINEER OR THE ENVIRONMENTAL INSPECTOR.
17. THE CONTRACTOR SHALL INSPECT ALL SEDIMENT AND EROSION CONTROL DEVICES PRIOR TO SUSPENSION OF WORK ACTIVITIES EACH DAY AND AFTER EACH RAIN STORM TO ENSURE THAT THE DEVICES ARE PROPERLY LOCATED AND MAINTAINED FOR EFFECTIVENESS. ANY REQUIRED REMEDIAL ACTION SHALL BE PERFORMED IMMEDIATELY.
18. SEDIMENT TRAPPED BY THE EROSION CONTROL DEVICES IS TO BE REMOVED BY THE CONTRACTOR AFTER EACH RAIN STORM.
19. STABILIZATION MEASURES SHALL BE INITIATED FOR EROSION AND SEDIMENT CONTROL ON DISTURBED AREAS AS SOON AS PRACTICABLE BUT IN NO CASE NO MORE THAN 14 DAYS AFTER THE CONSTRUCTION ACTIVITY IN THOSE PORTIONS OF THE SITE HAS TEMPORARILY OR PERMANENTLY CEASED.
20. PERMANENT SOIL EROSION CONTROL MEASURES FOR ALL DISTURBED LAND AREAS SHALL BE COMPLETED IMMEDIATELY AFTER FINAL GRADING. WHEN IT IS NOT POSSIBLE TO PERMANENTLY PROTECT A DISTURBED AREA IMMEDIATELY AFTER GRADING OPERATIONS, TEMPORARY EROSION CONTROL MEASURES SHALL BE INSTALLED. ALL TEMPORARY EROSION CONTROL DEVICES SHALL BE MAINTAINED UNTIL PERMANENT MEASURES ARE IN PLACE AND ESTABLISHED.
21. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE IMPLEMENTATION OF THE EROSION CONTROL PLAN, AND ALL MONITORING AND REPORTING REQUIRED BY ALL PERMITTING AGENCIES.
22. THE CONTRACTOR SHALL RETAIN A COPY ALL PERMITS ON-SITE AT ALL TIMES.
23. PRIOR TO CONSTRUCTION THE CONTRACTOR SHALL REVIEW THE COMPLETE ENVIRONMENTAL MANAGEMENT PERMIT.
24. THE CONTRACTOR SHALL PLACE AN 8.5 X 11 WEATHER RESISTANT SIGN CONTAINING THE ENVIRONMENTAL PERMIT NUMBER SO THAT IT CAN BE VIEWED FROM THE ROADWAY.
25. IN THE EVENT THAT A SINKHOLE SHOULD OCCUR DURING CONSTRUCTION THE CONTRACTOR SHALL NOTIFY THE PROJECT ENGINEER, THE LEON COUNTY DEVELOPMENT SUPPORT AND ENVIRONMENTAL MANAGEMENT, AND THE FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION IMMEDIATELY.
26. PRIOR TO CONSTRUCTION A STORMWATER MANAGEMENT CONTROL OFFICER SHALL BE DESIGNATED BY LEON COUNTY PUBLIC WORKS.

TREE PROTECTION NOTES

1. THE CONTRACTOR SHALL PRESERVE ALL TREES WITHIN THE LIMITS OF CONSTRUCTION PER THE INSPECTOR'S DIRECTION UNLESS NOTED TO BE REMOVED. A TREE PROTECTION BARRICADE IS TO BE INSTALLED AT OR NEAR THE CRITICAL PROTECTION ZONE OF EACH TREE PRIOR TO INITIATION OF ANY CONSTRUCTION ACTIVITY AND IS TO REMAIN IN PLACE UNTIL ALL CONSTRUCTION ACTIVITY HAS BEEN COMPLETED. THE ENVIRONMENTAL INSPECTOR MUST APPROVE THE PLACEMENT OF THE TREE PROTECTION MEASURES.
2. ALL TREE ROOTS 3/4" IN DIAMETER AND LARGER EXPOSED DURING TRENCHING AND EXCAVATION SHALL BE CLEANLY CUT WITH A HANDSAW AND COVERED IMMEDIATELY WITH SOIL OR KEPT MOISTENED WITH WET BURLAP OR PEAT MOSS UNTIL THE TRENCH CAN BE FILLED. WHEN IT IS NOT POSSIBLE TO BACKFILL IN THE SAME DAY, THE ROOTS SHALL BE RECUT WITH A HANDSAW A REASONABLE DISTANCE FROM THE ORIGINAL CUT AND BACKFILLED IMMEDIATELY TO AVOID SOIL OR ROOT DEHYDRATION.
3. ADDITIONAL TREE PROTECTION BARRICADES OR MEASURES MAY BE REQUIRED FOR TREES NOT ADEQUATELY PROTECTED OR REPRESENTED ON PLANS.

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NO. | BY | REVISIONS | DATE

PROJECT NO.: 25.011.00
DRAWING FILE: 2 SIGNATURE SHEET.dwg

CLIENT: LEON COUNTY PUBLIC WORKS
PROJECT: OLD BAINBRIDGE ROAD & CCNW REALIGNMENT
SHEET: GENERAL NOTES

PLAN RELEASE STATUS
- ☐ PROGRESS PRINT
- ☐ PERMIT RELEASE
- ☐ BID RELEASE
- ■ CONSTRUCTION RELEASE

RELEASE DATE: 05 Mar 26

	INITIAL	DATE
DRAWN BY	JQV	3/5/26
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SCALE: AS SHOWN

RUSSELL T. LARGE, P.E.
PE NO.: 53933
DATE: 05 Mar 26

SHEET
4

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EROSION, SEDIMENTATION CONTROL AND TREE PROTECTION

1. EROSION AND SEDIMENTATION CONTROLS ARE REQUIRED PRIOR TO THE COMMENCEMENT OF DEVELOPMENT ACTIVITIES TO AVOID THE RELEASE OF SEDIMENTS BEYOND THE WORK LIMITS. THESE CONTROLS SHOULD BE CONTINUALLY MONITORED AND EVALUATED FOR THEIR EFFECTIVENESS THROUGH ALL PHASES OF CONSTRUCTION. AS CONSTRUCTION PROGRESSES, ADJUSTMENTS, AND OR ADDITIONAL MEASURES MAY BE REQUIRED BY THE ENVIRONMENTAL INSPECTOR(S) TO PREVENT DIRECT FLOW OR TRACKING OF SEDIMENTS ONTO ADJACENT PROPERTY, CONSERVATION AREAS, PUBLIC STREETS, OR DRAINAGE SYSTEMS. ANY SEDIMENTS, GRAVEL OR MUD SPILLED, DROPPED, WASHED, OR TRACKED FROM VEHICLES ONTO ADJACENT PROPERTY, ROADWAYS, OR INTO STORM DRAINAGE SYSTEMS SHALL BE RECOVERED AND CLEANED UP IMMEDIATELY. MORE STRINGENT SEDIMENT AND EROSION CONTROL MEASURES MAY BE REQUIRED, DURING ANY PHASE OF DEVELOPMENT, AT THE DISCRETION OF THE LEON COUNTY'S ENVIRONMENTAL INSPECTOR OR OTHER REGULATORY INSPECTORS HAVING JURISDICTION.

2. THE CONTRACTOR SHALL ENSURE THAT A FOREMAN OR SUPERVISOR WHO HAS BEEN CERTIFIED UNDER FLORIDA STORMWATER, EROSION AND SEDIMENTATION CONTROL INSPECTOR TRAINING PROGRAM IS AVAILABLE IN PERSON OR BY PHONE AT ALL TIMES DURING THE CONSTRUCTION ACTIVITIES. THE CONTRACTOR SHALL DESIGNATE THAT PERSON OR PERSONS AT THE PRE-CONSTRUCTION MEETING AND THAT PERSON OR PERSONS MUST ATTEND THE PRE-CONSTRUCTION MEETING.

3. STREET FLOODING IS NOT TO BE INTRODUCED AS A RESULT OF THE EROSION CONTROL PROTECTION. SAFETY OF THE TRAVELING PUBLIC, AS RELATED TO THE ADEQUACY OF THE DRIVING SURFACE AS A RESULT OF STANDING STORMWATER RUNOFF, IS THE RESPONSIBILITY OF THE CONTRACTOR.

4. IT IS THE CONTRACTOR'S RESPONSIBILITY TO MAINTAIN A CLEAN WORK ZONE TO PREVENT THE RELEASE OF SEDIMENTS INTO STORMWATER COLLECTION SYSTEMS AND TO LIMIT THE TRACKING OF MATERIALS BEYOND THE ACTIVE WORK LIMITS. THE CONTRACTOR IS REQUIRED TO MECHANICALLY SWEEP THE ACTIVE CONSTRUCTION LIMITS A MINIMUM OF ONCE WEEKLY. SUCH SWEEPING SHALL BE COMPLETED TO REMOVE SEDIMENTS AND LIKE MATERIALS FROM THE CORRIDOR. MANUAL SWEEPING IS REQUIRED AT THE END OF EACH WORKDAY. ADDITIONAL OR MORE FREQUENT SWEEPING MAY BE REQUIRED BY LEON COUNTY'S ENVIRONMENTAL INSPECTOR OR OTHER REGULATORY INSPECTORS HAVING JURISDICTION.

5. TRENCH SPOIL AND STOCKPILED BACKFILL MATERIALS MUST BE PLACED TO AVOID DEPOSITION WITHIN STORMWATER FACILITIES. THE REMOVAL OF DEPOSITED MATERIALS WITHIN STORMWATER FACILITIES IS THE REQUIREMENT OF THE CONTRACTOR. THE REMOVAL OF SUCH MATERIAL BY THE CONTRACTOR SHALL BE COORDINATED WITH LEON COUNTY'S ENVIRONMENTAL INSPECTOR OR OTHER REGULATORY INSPECTORS HAVING JURISDICTION.

6. ALL EXCAVATED MATERIALS THAT CANNOT BE USED AS BACKFILL SHALL BE REMOVED FROM THE PROJECT AND DISPOSED IN ACCORDANCE WITH THE JURISDICTIONAL AGENCY'S REQUIREMENTS.

ARBORICULTURAL MITIGATION PLAN:

1. THE CONTRACTOR IS RESPONSIBLE FOR THE PROTECTION OF ALL TREES AND LANDSCAPING WITHIN THE PROJECT LIMITS, AS WELL AS TREES ON ADJACENT PROPERTIES THAT MAY BE DAMAGED BY CONSTRUCTION AND WILL BE SOLELY LIABLE FOR SAID DAMAGE. ANY TREE-RELATED PENALTIES, IMPOSED BY THE JURISDICTIONAL AGENCY OR PROPERTY OWNER FOR THE TREES THAT ARE SHOWN TO BE PROTECTED OR OUTSIDE THE PROJECT LIMITS, SHALL BE PAID BY THE CONTRACTOR. THE CONTRACTOR IS REQUIRED TO HAVE A CERTIFIED ARBORIST ONSITE DURING EXCAVATION ACTIVITIES WITHIN THE CRITICAL PROTECTION ZONE (CPZ) OF ALL TREES TO ENSURE PROPER TREE IMPACT MITIGATION TECHNIQUES ARE IMPLEMENTED. TREE MITIGATION TECHNIQUES SHALL BE IN COMPLIANCE WITH THE REQUIREMENTS CONTAINED IN THE LEON COUNTY LAND DEVELOPMENT CODE SECTION 10-4.363.

   SPECIFICALLY, THE FOLLOWING MINIMUM TREE IMPACT MITIGATION PRACTICES ARE REQUIRED FOR THE FOLLOWING TREE NUMBERS: 1860, 1862, 2595, 2615, 2645, 2646, 2647, 2708, 2726, 2780, AND 2786.

   a. TRENCHING, EXCAVATION, AND ROOT PRUNING SHALL BE LIMITED TO THE LEAST EXTENT POSSIBLE AS DIRECTED ON SITE BY THE ARBORIST. ALL ROOT PRUNING SHALL BE DONE IMMEDIATELY UPON EXPOSURE OF TREE ROOTS, CLEANLY CUT WITH A HANDSAW, AND COVERED IMMEDIATELY WITH SOIL OR KEPT MOISTENED WITH WET BURLAP OR PEAT MOSS UNTIL THE TRENCH CAN BE FILLED. WHEN IT IS NOT POSSIBLE TO BACKFILL THE SAME DAY, THE ROOTS SHALL BE RECUT WITH A HANDSAW A REASONABLE DISTANCE FROM THE ORIGINAL CUT AND BACKFILLED IMMEDIATELY TO AVOID SOIL OR ROOT DEHYDRATION. ALL ENCOUNTERED ROOTS SHALL BE TREATED AS APPROPRIATE (AS DETERMINED BY THE ARBORIST).

   b. TREE MITIGATION SHOULD BEGIN PRIOR TO CONSTRUCTION ACTIVITIES AND TREE PROTECTION BARRIERS INSTALLED IMMEDIATELY AFTER TO PREVENT FURTHER ROOT AND SOIL COMPACTION RESULTING FROM VEHICULAR TRAFFIC, EQUIPMENT STORAGE OR MATERIAL STOCKPILING. TREE PROTECTION BARRIERS SHALL BE INSTALLED AT THE FURTHEST EXTENT OF CONSTRUCTION WITHIN THE CPZ OF EACH TREE TO BE PROTECTED AND REMAIN IN PLACE UNTIL ALL CONSTRUCTION ACTIVITY HAS BEEN COMPLETED AND THE ARBORIST HAS COMPLETED FINAL EVALUATION.

   c. WHERE EXCAVATION MACHINERY IS REQUIRED TO OPERATE WITHIN THE CPZ OF EXISTING TREES OR ANY APPENDAGE OF THE MACHINERY COMES IN CONTACT WITH THE TREE DURING EXCAVATION, A TREE BARRICADE SHALL BE INCORPORATED. THE TYPE OF BARRICADE TO BE CONSTRUCTED, WHEN CONSTRUCTION DEVELOPMENT OCCURS IN CLOSE PROXIMITY TO A TREE, IS A GIRDLING STRUCTURE OF VERTICAL BOARDS TO BE PLACED AROUND THE TRUNK, SO AS TO PROTECT THE TREE BARK. ALL TREE AND GIRDLING PROTECTION BARRICADES ARE TO BE INSTALLED PRIOR TO INITIATION OF ANY CONSTRUCTION ACTIVITY AND ARE TO REMAIN IN PLACE UNTIL ALL CONSTRUCTION ACTIVITIES ARE COMPLETED.

   d. UNDER NO CIRCUMSTANCES SHALL ANY VEHICLE, CONSTRUCTION MATERIAL OR FILL MATERIAL BE STORED WITHIN THE CPZ OF EXISTING TREES.

   e. IF OVERHEAD TREE LIMBS ARE INTRUDING INTO THE PROPOSED WORK AREA AND MAY BE INJURED BY MACHINERY OR TRUCKING MANEUVERS, THE ARBORIST SHALL BE REQUIRED TO BE ON SITE FOR PROPER REMOVAL OF SAID TREE LIMBS.

   f. THESE PROCEDURES MAY BE REQUIRED, ALL OR IN PART, BY LEON COUNTY'S ENVIRONMENTAL INSPECTOR, OTHER REGULATORY INSPECTORS HAVING JURISDICTION OR CERTIFIED ARBORIST. VARIATIONS THEREOF ARE NOT LIMITED TO THOSE LISTED HEREIN.

   g. THE CONTRACTOR SHALL NOT ENTER ONTO PRIVATE PROPERTY TO ACCOMPLISH TREE PROTECTION WITHOUT SPECIFIC INSTRUCTION BY LEON COUNTY'S ENVIRONMENTAL INSPECTOR, OTHER REGULATORY INSPECTORS HAVING JURISDICTION AND THE CERTIFIED ARBORIST.

   h. AT PROJECT COMPLETION, THE CERTIFIED ARBORIST SHALL PROVIDE DOCUMENTATION DETAILING THE MITIGATION EFFORTS PERFORMED AND RECONCILE THE ACTUAL TREE DEBITS AND CREDITS AS PART OF THE LANDSCAPE AND URBAN FOREST COMPLIANCE PLAN. THE REPORT SHOULD BE PREPARED IN ACCORDANCE WITH THE LEON COUNTY LAND DEVELOPMENT CODE SECTION 10-4.363 AND SUBMITTED TO THE ENVIRONMENTAL INSPECTOR SEVEN DAYS PRIOR TO REQUESTING THE FINAL ENVIRONMENTAL INSPECTION.

NOTES:

1. THE PLANS, AT A MINIMUM, SHOW ALL TREES PROTECTED BY ORDINANCE. THE ACTUAL CLEARING REQUIREMENTS MAY INCLUDE TREES/VEGETATION NOT DEPICTED ON THE PLANS.

2. ALL DISTURBED AREAS, EXCEPT FOR AREAS THAT ARE LANDSCAPED, PAVED, OR OTHERWISE DESIGNATED, ARE TO BE SODDED. EXISTING GRASSED AREAS THAT ARE DISTURBED WILL BE SODDED WITH THE SAME GRASS TYPE AS EXISTING, UNLESS OTHERWISE DIRECTED BY THE ENGINEER. CENTIPEDE SOD WILL BE USED FOR ALL DISTURBED AREAS NOT CURRENTLY GRASSED.

ABBREVIATIONS AND SYMBOLS

	= BACKFLOW PREVENTER
	= BENCH MARK
CINL	= CURB INLET
D.B.	= DEED BOOK
EL.	= ELEVATION
F.D.O.T. ■	= FLORIDA DEPARTMENT OF TRANSPORTATION
FCM	= FOUND CONCRETE MONUMENT
(F)	= FIELD MEASUREMENT
FIRC ●	= FOUND IRON ROD AND CAP
FND ⊙	= FOUND NAIL AND DISK
FTCM	= FOUND TERRA COTTA MONUMENT
ID.	= IDENTIFICATION
INV.	= INVERT
LB#	= LAND BUSINESS NUMBER
LS#	= SURVEYOR REGISTRATION NUMBER
M.E.S.	= MITERED END SECTION
NAVD88	= NORTH AMERICAN VERTICAL DATUM OF 1988
NGVD29	= NATIONAL GEODETIC VERTICAL DATUM OF 1929
No.	= NUMBER
OP	= ORNAMENTAL PLAT
O.R.	= OFFICIAL RECORD BOOK
P.	= PAGE
(P)	= PLAT MEASUREMENT
P.B.	= PLAT BOOK
RCP	= REINFORCED CONCRETE PIPE
SIRAC	= SET IRON ROD & ALUMINUM CAP
Ⓣ	= COMMUNICATION MANHOLE
	= ELECTRIC TRANSFORMER (TRNF)
	= FLOOD LIGHT
	= FIRE HYDRANT (FH)
	= GAS METER
Ⓖ	= GAS VALVE COVER (VCG)
	= GUY WIRE ANCHOR (GYA)
	= LIGHT POLE (LP)
	= MAILBOX
Ⓔ	= ELECTRIC MANHOLE (MHE)
	= POWER POLE (PP)
	= SHARED UTILITY POLE (SHP)
	= SIGNAL SPAN POLE
	= SINGLE SUPPORT SIGN (SSS)
130.1 ×	= SPOT ELEVATION
Ⓓ	= STORM DRAIN MANHOLE (MHD)
Ⓣ	= TELEPHONE PEDESTAL (TPD)
Ⓦ	= WATER METER
Ⓦ	= WATER VALVE COVER (VCW)
WP	= WIRE PULL BOX
——X——X——	= FENCE
——— G ———	= GAS LINE
——— OHW ———	= OVERHEAD UTILITY LINES

TREE NUMBERS AND DESCRIPTIONS

1397 = 14" OAK
1398 = 19" OAK
1399 = 22" PINE
1400 = 22" PINE
1401 = 14" OAK
1402 = 20" PINE
1403 = 14" PINE
1404 = 10" OAK
1405 = 7" OAK
1406 = 18" PINE
1407 = 9" OAK
1408 = 7" OAK
1409 = 10" OAK
1410 = 10" OAK
1411 = 18" PINE
1412 = 19" PINE
1413 = 19" PINE
1414 = 40" OAK
1415 = 23" OAK
1416 = 20" OAK
1417 = 17" OAK
1418 = 7" OAK
1419 = 11" OAK
1420 = 14" OAK
1421 = 16" OAK
1422 = 20" PINE
1423 = 21" OAK
1424 = 16" PINE
1425 = 20" PINE
1426 = 12" OAK
1427 = 9" OAK
1428 = 10" OAK
1429 = 9" OAK
1430 = 18" OAK
1431 = 8" OAK
1432 = 31" PINE
1433 = 24" OAK
1859 = 60" OAK
1860 = 22" OAK
1862 = 22" OAK
1863 = 22" OAK
1864 = 47" OAK
1865 = 32" OAK
1866 = 47" OAK
2571 = 15" PINE
2572 = 5" OAK
2573 = 3" OAK
2574 = 7" OAK
2575 = 6" OAK
2576 = 4" GUM
2577 = 2" TREE
2578 = 2" OAK
2579 = 6" OAK
2580 = 3" GUM
2581 = 5" OAK
2582 = 3" TREE
2583 = 5" OAK
2584 = 4" OAK
2585 = 3" OAK
2586 = 23" PINE
2587 = 9" OAK
2588 = 6" OAK
2589 = 16" PINE
2590 = 6" OAK
2591 = 13" OAK
2592 = 4" OAK
2593 = 3" OAK
2594 = 5" OAK
2595 = 28" PINE
2596 = 6" OAK
2597 = 14" OAK
2598 = 9" OAK
2599 = 3" OAK
2600 = 3" OAK
2601 = 5" OAK
2602 = 2" OAK
2603 = 3" OAK
2604 = 13" OAK
2605 = 2" OAK
2606 = 20" OAK
2607 = 6" OAK
2608 = 2" TREE
2609 = 4" OAK
2610 = 4" OAK
2611 = 4" GUM
2612 = 4" OAK
2613 = 6" OAK
2614 = 2" OAK
2615 = 32" OAK
2616 = 9" OAK
2617 = 9" MAGNOLIA
2618 = 2" OAK
2619 = 2" OAK
2620 = 7" OAK
2621 = 5" OAK
2622 = 14" PINE
2623 = 6" OAK
2624 = 3" OAK
2625 = 3" OAK
2626 = 2" OAK
2627 = 21" PINE
2628 = 22" PINE
2629 = 2" TREE
2630 = 2" TREE
2631 = 3" OAK
2632 = 8" OAK
2633 = 3" TREE
2634 = 6" OAK
2635 = 3" TREE
2636 = 2" TREE
2637 = 11" OAK
2638 = 20" PINE
2639 = 4" MAGNOLIA
2640 = 4" MAGNOLIA
2641 = 18" PINE
2642 = 19" PINE
2643 = 3" OAK
2644 = 3" OAK
2645 = 51" OAK
2646 = 84" OAK
2647 = 3" OAK
2648 = 11" OAK
2649 = 14" OAK
2650 = 7" OAK
2651 = 51" OAK
2652 = 48" OAK
2653 = 4" MAGNOLIA
2654 = 17" OAK
2655 = 11" OAK
2656 = 2" TREE
2657 = 2" TREE
2658 = 2" TREE
2659 = 7" OAK
2660 = 6" TREE
2661 = 22" PINE
2662 = 27" PINE
2663 = 4" TREE
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2665 = 8" OAK
2666 = 13" OAK
2667 = 11" OAK
2668 = 2" TREE
2669 = 2" TREE
2670 = 9" OAK
2671 = 6" TREE
2672 = 5" OAK
2673 = 3" TREE
2674 = 9" TREE
2675 = 2" TREE
2676 = 9" OAK
2677 = 3" OAK
2678 = 22" PINE
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2680 = 6" OAK
2681 = 2" TREE
2682 = 12" MAGNOLIA
2683 = 2" TREE
2684 = 3" TREE
2685 = 18" OAK
2686 = 2" TREE
2687 = 3" TREE
2688 = 20" PINE
2689 = 2" OAK
2697 = 2" TREE
2708 = 22" OAK
2710 = 3" OAK
2716 = 19" OAK
2717 = 18" OAK
2718 = 11" OAK
2719 = 3" OAK
2720 = 21" OAK
2721 = 13" OAK
2722 = 5" OAK
2723 = 14" PINE
2724 = 16" OAK
2725 = 21" OAK
2726 = 28" OAK
2727 = 3" TREE
2728 = 21" OAK
2729 = 20" OAK
2730 = 16" OAK
2734 = 14" OAK
2735 = 13" TREE
2739 = 2" GUM
2740 = 18" OAK
2743 = 8" OAK
2744 = 2" GUM
2745 = 2" GUM
2746 = 2" GUM
2748 = 14" OAK
2749 = 26" OAK
2750 = 14" OAK
2751 = 12" OAK
2752 = 11" OAK
2759 = 17" OAK
2761 = 2" PINE
2762 = 4" GUM
2763 = 4" GUM
2764 = 14" TREE
2765 = 5" TREE
2766 = 18" OAK
2767 = 10" TREE
2770 = 24" OAK
2771 = 20" GUM
2772 = 12" OAK
2773 = 4" TREE
2774 = 7" OAK
2775 = 9" OAK
2776 = 12" OAK
2777 = 6" OAK
2778 = 19" OAK
2779 = 18" OAK
2780 = 9" OAK
2781 = 12" TREE
2782 = 22" OAK
2783 = 4" TREE
2784 = 12" TREE
2785 = 21" OAK
2786 = 40" OAK
2787 = 6" TREE
2795 = 20" OAK
2796 = 17" OAK
2797 = 21" OAK
2798 = 6" OAK
2799 = 20" OAK
2800 = 13" OAK
2801 = 4" GUM
2802 = 16" OAK
2803 = 11" OAK
2804 = 4" TREE
2805 = 8" OAK
2806 = 13" OAK
2807 = 15" OAK

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REVISIONS

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PROJECT NO.: 25.010.00
DRAWING FILE: 2 SIGNATURE SHEET.dwg

CLIENT: LEON COUNTY PUBLIC WORKS
PROJECT: OLD BAINBRIDGE ROAD & CCNW REALIGNMENT
SHEET: GENERAL NOTES

PLAN RELEASE STATUS
- ☐ PROGRESS PRINT
- ☐ PERMIT RELEASE
- ☐ BID RELEASE
- ■ CONSTRUCTION RELEASE

RELEASE DATE: 05 Mar 26

	INITIAL	DATE
DRAWN BY	JQV	3/5/26
CHECKED BY	RTL	3/5/26

SCALE: AS SHOWN

RUSSELL T. LARGE, P.E.
PE NO.: 53933
DATE: 05 Mar 26

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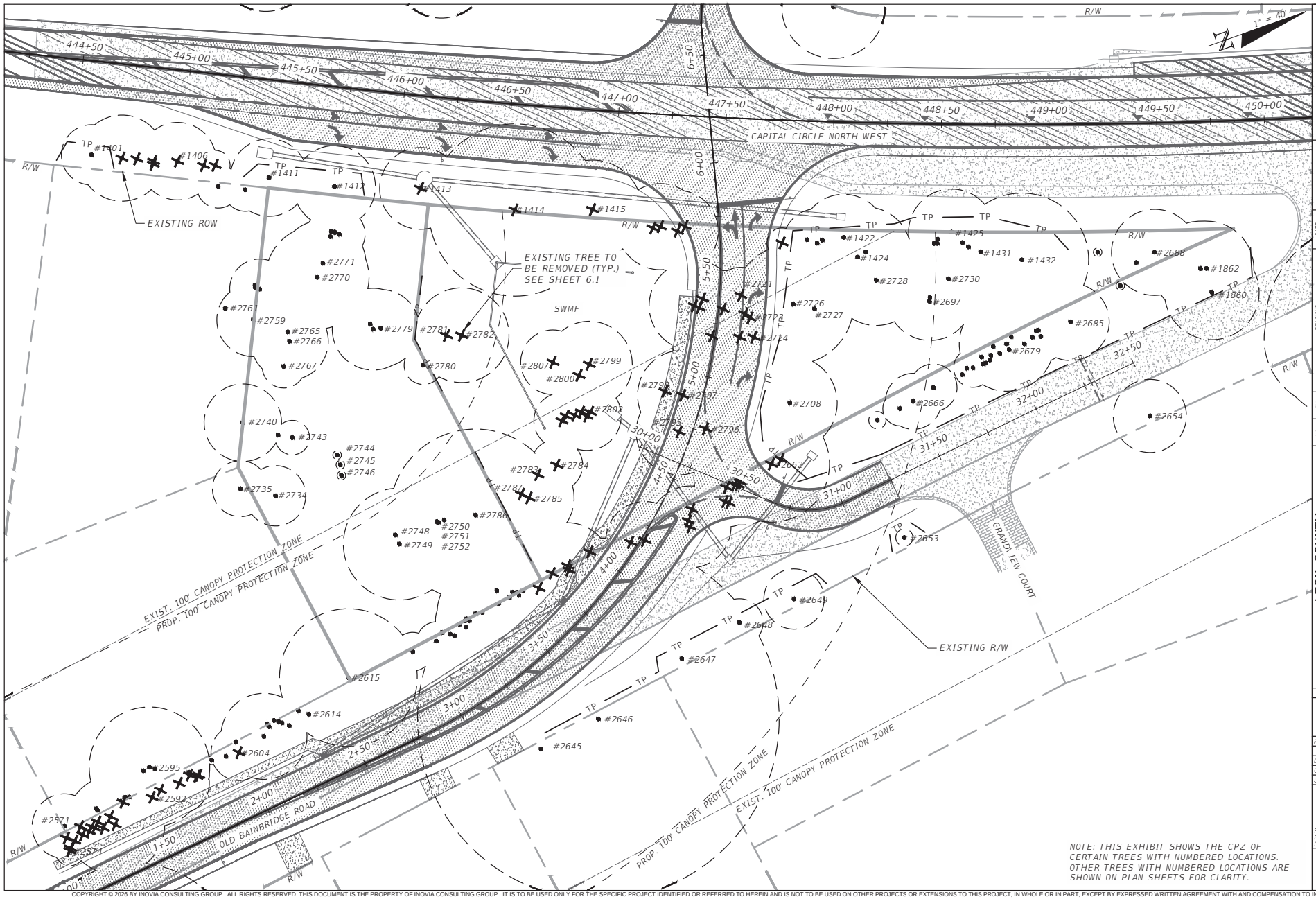

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NO.	BY	DATE

PROJECT NO.: 25.01.00
DRAWING FILE: 6. TREE EXHIBIT.DWG

CLIENT: LEON COUNTY PUBLIC WORKS
PROJECT: OLD BAINBRIDGE ROAD & CCNW REALIGNMENT
SHEET: TREE EXHIBIT

PLAN RELEASE STATUS
- ☐ PROGRESS PRINT
- ☐ PERMIT RELEASE
- ☐ BID RELEASE
- ■ CONSTRUCTION RELEASE

RELEASE DATE: 05 Mar 26

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DRAWN BY	JQV	3/5/26
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PROJECT NO.: 25.011.00
DRAWING FILE: 6. TREE EXHIBIT.DWG

CLIENT: LEON COUNTY PUBLIC WORKS
PROJECT: OLD BAINBRIDGE ROAD & CCNW REALIGNMENT
SHEET: TREE REMOVAL PLAN

PLAN RELEASE STATUS
- ☐ PROGRESS PRINT
- ☐ PERMIT RELEASE
- ☐ BID RELEASE
- ■ CONSTRUCTION RELEASE

RELEASE DATE: 05 Mar 26

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DRAWN BY	JQV	3/5/26
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RUSSELL T. LARGE, P.E.
PE NO.: 53933
DATE: 05 Mar 26

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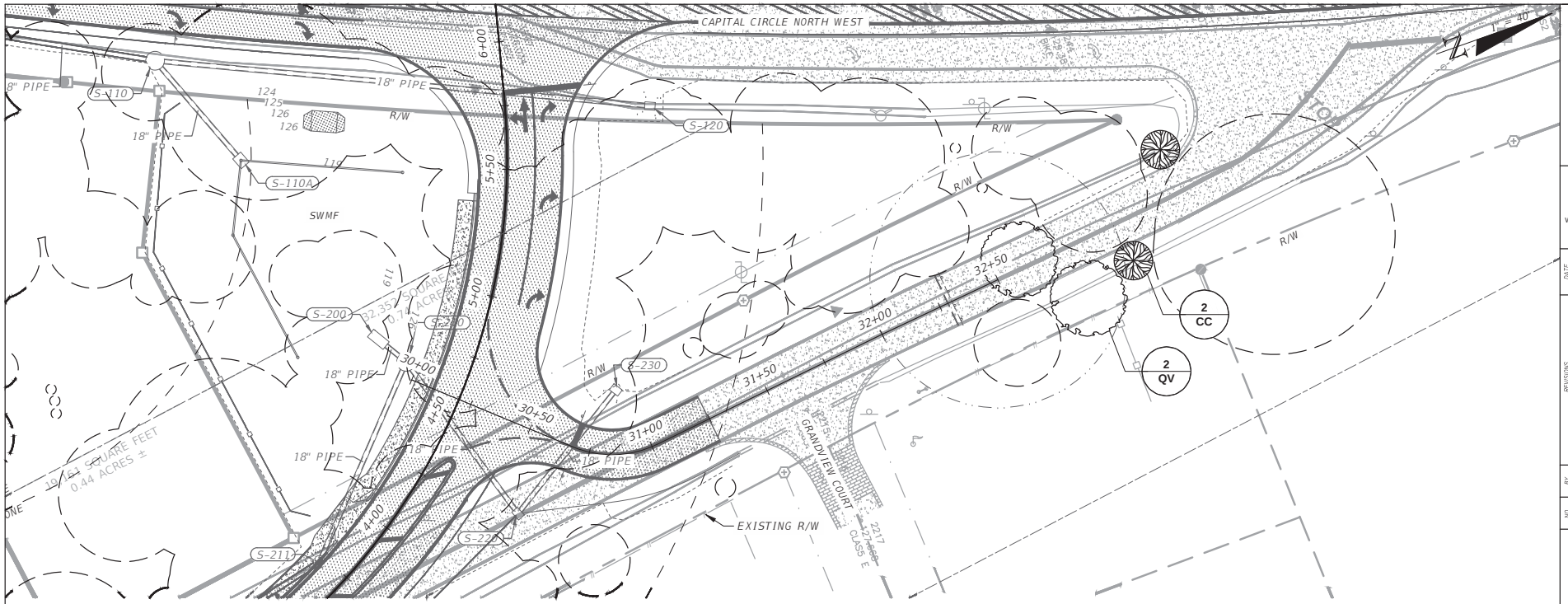
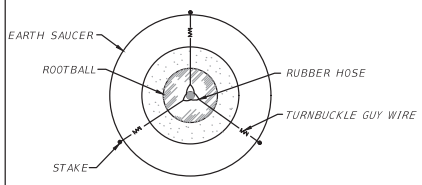
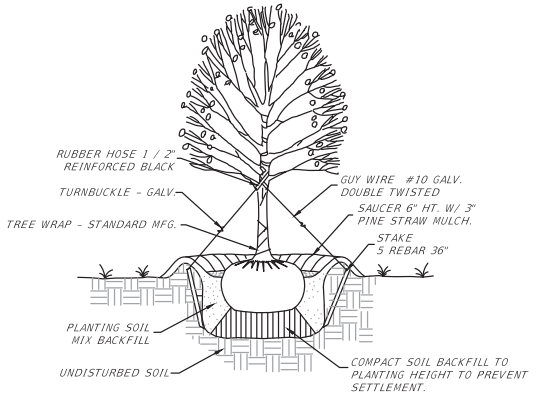




PLAN VIEW



SECTION

NOTE:
EXCAVATE TREE PIT TO A DEPTH & WIDTH OF TWICE THE ROOTBALL HEIGHT.

TREE PLANTING DETAIL
N.T.S.

PLANTING SCHEDULE

SYMBOL	QUANTITY	ABBR.	COMMON PLANT NAME	BOTANICAL NAME	SPACING	SIZE/REMARKS	PLANTING CREDITS
TREES							
	2	QV	LIVE OAK	QUERCUS VIRGINIANA	AS SHOWN	2" MIN CAL., 8'-10' HT.	2
	2	CC	EASTERN REDBUD	CERCIS CANADENSIS	AS SHOWN	2" MIN CAL., 8'-10' HT.	2

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32303
PHONE 850.298.4213
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CA8225

NO. | BY | REVISIONS | DATE

PROJECT NO.: 25.01.00
DRAWING FILE: 6. TREE EXHIBIT.DWG

CLIENT: LEON COUNTY PUBLIC WORKS
PROJECT: OLD BAINBRIDGE ROAD & CCNW REALIGNMENT
SHEET: TREE REPLANTING PLAN

PLAN RELEASE STATUS
- ☐ PROGRESS PRINT
- ☐ PERMIT RELEASE
- ☐ BID RELEASE
- ■ CONSTRUCTION RELEASE

RELEASE DATE: 05 Mar 26

	INITIAL	DATE
DRAWN BY	JQV	3/5/26
CHECKED BY	RTL	3/5/26

SCALE: AS SHOWN

RUSSELL T. LARGE, P.E.
PE NO.: 53933
DATE: 05 Mar 26

SHEET
6.2

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TREE REMOVAL DEBITS

Number	Diameter	Species	Debits
1397	14	OAK	6
1398	20	OAK	8
1401	30	PINE	8
1404	14	PINE	6
1405	10	OAK	4
1406	8	OAK	4
1407	16	PINE	6
1408	9	OAK	4
1409	8	OAK	4
1411	8	OAK	4
1412	10	PINE	8
1413	40	OAK	20
1415	24	OAK	8
1416	30	OAK	8
1417	12	OAK	6
1418	8	OAK	4
1419	6	OAK	4
1421	1	OAK	4
1424	8	OAK	4
1425	6	OAK	4
1426	24	CRM	4
1427	24	TRE	4
1428	6	OAK	4
1429	6	OAK	4
1430	6	OAK	4
1431	24	CRM	4
1432	6	OAK	4
1433	6	OAK	4
1434	6	OAK	4
1435	6	OAK	4
1436	6	OAK	4
1437	6	OAK	4
1438	6	OAK	4
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1440	6	OAK	4
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1447	6	OAK	4
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1452	6	OAK	4
1453	6	OAK	4
1454	6	OAK	4
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1456	6	OAK	4
1457	6	OAK	4
1458	6	OAK	4
1459	6	OAK	4
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1462	6	OAK	4
1463	6	OAK	4
1464	6	OAK	4
1465	6	OAK	4
1466	6	OAK	4
1467	6	OAK	4
1468	6	OAK	4
1469	6	OAK	4
1470	6	OAK	4
1471	6	OAK	4
1472	6	OAK	4
1473	6	OAK	4
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1499	6	OAK	4
1500	6	OAK	4
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1773	6	OAK	4
1774	6	OAK	4
1775	6	OAK	4
1776	6	OAK	4
1777	6	OAK	4
1778	6	OAK	4
1779	6	OAK	4
1780	6	OAK	4
TOTAL DEBITS			522

EXISTING TREES TO REMAIN CREDITS

Number	Diameter	Species	Credits
1399	22	PINE	8
1400	22	PINE	8
1402	14	OAK	6
1409	10	OAK	4
1410	10	OAK	4
1411	18	PINE	6
1412	19	PINE	8
1419	11	OAK	4
1420	14	OAK	6
1421	16	OAK	6
1422	20	PINE	8
1423	21	OAK	8
1424	16	PINE	6
1425	20	PINE	8
1426	12	OAK	4
1427	9	OAK	4
1428	10	OAK	4
1429	9	OAK	4
1430	18	OAK	6
1431	8	OAK	4
1432	31	PINE	16
1433	24	OAK	8
1859	60	OAK	28
1860	22	OAK	8
1862	22	OAK	8
1863	22	OAK	8
1864	47	OAK	24
1865	32	OAK	16
1866	47	OAK	24
2571	15	PINE	6
2583	5	OAK	2
2584	5	OAK	2
2587	9	OAK	4
2589	16	PINE	6
2590	6	OAK	2
2591	13	OAK	6
2594	5	OAK	2
2596	6	OAK	2
2599	3	OAK	1
2602	7	OAK	1
2603	8	OAK	1
2605	7	OAK	1
2606	20	OAK	8
2607	6	OAK	2
2608	7	TRE	1
2609	4	OAK	2
2610	4	OAK	2
2611	4	OAK	2
2612	4	OAK	2
2613	6	OAK	2
2614	7	OAK	1
2616	9	OAK	4
2617	9	MAGNO	4
2618	7	OAK	1
2619	7	OAK	1
2620	7	OAK	4
2621	5	OAK	2
2622	14	PINE	6
2623	6	OAK	2
2624	3	OAK	1
2625	3	OAK	1
2626	7	OAK	1
2629	7	TRE	1
2630	7	TRE	1
2631	3	OAK	1
2632	8	OAK	4
2633	3	TRE	1
2634	6	OAK	2
2647	3	OAK	1
2648	11	OAK	4
2649	14	OAK	6
2650	7	OAK	4
2651	51	OAK	28
2652	48	OAK	24
2653	4	MAGNO	2
2654	17	OAK	6
2664	4	OAK	2
2665	6	OAK	4
2666	13	OAK	6
2667	11	OAK	4
2668	7	TRE	1
2669	7	TRE	1
2670	9	OAK	4
2671	6	TRE	2
2672	5	OAK	2
2673	3	TRE	1
2674	9	TRE	4
2675	7	TRE	1
2676	9	OAK	4
2677	3	OAK	1
2678	22	PINE	8
2679	7	TRE	1
2680	6	OAK	2
2681	7	TRE	1
2682	12	MAGNO	4
2683	7	TRE	1
2684	3	TRE	1
2685	18	OAK	6
2686	7	TRE	1
2687	1	TRE	1
2688	20	PINE	8
2689	7	OAK	1
2697	7	TRE	1
2710	3	OAK	1
2725	21	OAK	8
2727	4	TRE	1
2728	21	OAK	8
2729	20	OAK	8
2730	16	OAK	6
2734	14	OAK	6
2735	15	TRE	6
2739	7	GUM	1
2740	18	OAK	6
2743	8	OAK	4
2744	7	GUM	1
2745	7	GUM	1
2746	7	GUM	1
2748	14	OAK	6
2749	26	OAK	10
2750	14	OAK	6
2751	12	OAK	4
2752	11	OAK	4
2759	17	OAK	6
2761	7	PINE	1
2762	4	GUM	2
2763	4	GUM	2
2764	14	TRE	6
2765	5	TRE	2
2766	18	OAK	6
2767	10	TRE	4
2770	22	OAK	8
2771	20	GUM	8
2772	12	OAK	4
2773	4	TRE	2
2774	7	OAK	4
2775	9	OAK	4
2776	12	OAK	4
2777	6	OAK	2
2778	19	OAK	8
2779	13	OAK	6
2780	9	OAK	4
TOTAL CREDITS			670

TREE PLANTING CREDITS

Number	Diameter	Species	Credits
SEED	3	OAK	1
SEED	3	OAK	1
SEED	3	PEAN	1
SEED	3	PEAN	1
TOTAL CREDITS			4

TREE CREDIT/DEBIT CALCULATIONS

CATEGORY	CREDITS/DEBITS
EXISTING TREES TO REMAIN CREDITS	670
TREE PLANTING CREDITS	4
TREE REMOVAL DEBITS	-522
NET CREDITS	152

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NO. | BY | REVISIONS | DATE

PROJECT NO.: 25.01.00
DRAWING FILE: 6. TREE EXHIBIT.DWG

CLIENT: LEON COUNTY PUBLIC WORKS
PROJECT: OLD BAINBRIDGE ROAD & CCNW REALIGNMENT
SHEET: TREE CALCULATIONS

PLAN RELEASE STATUS
- ☐ PROGRESS PRINT
- ☐ PERMIT RELEASE
- ☐ BID RELEASE
- ■ CONSTRUCTION RELEASE

RELEASE DATE: 05 Mar 26

	INITIAL	DATE
DRAWN BY	JQV	3/5/26
CHECKED BY	RTL	3/5/26

SCALE: AS SHOWN

RUSSELL T. LARGE, P.E.
PE NO.: 53933
DATE: 05 Mar 26

SHEET
6.3

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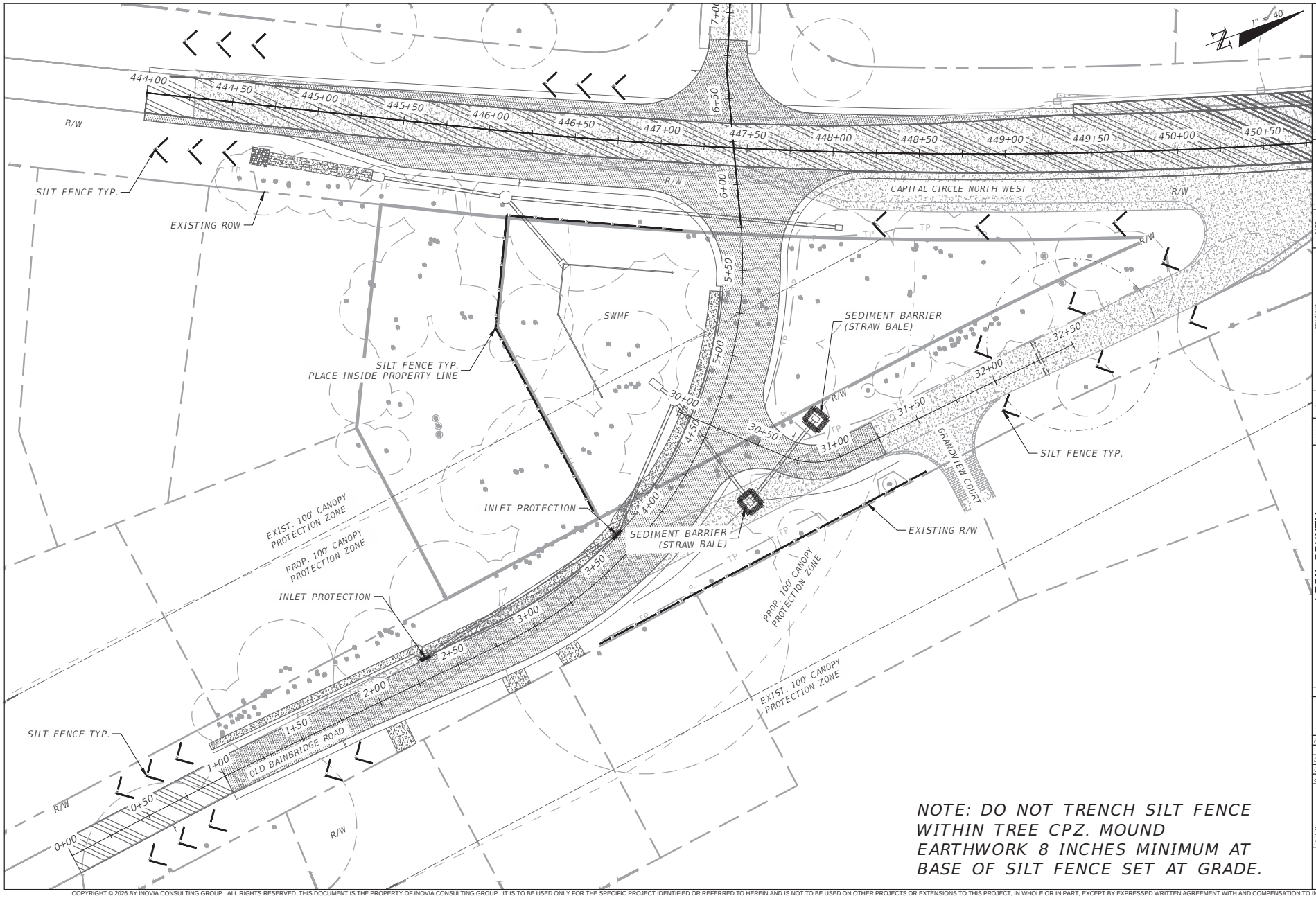

NOTE: DO NOT TRENCH SILT FENCE WITHIN TREE CPZ. MOUND EARTHWORK 8 INCHES MINIMUM AT BASE OF SILT FENCE SET AT GRADE.

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CA8225

REVISIONS

NO.	BY	DATE

PROJECT NO.: 25.01.00
DRAWING FILE: 6. TREE EXHIBIT.DWG

CLIENT: LEON COUNTY PUBLIC WORKS
PROJECT: OLD BAINBRIDGE ROAD & CCNW REALIGNMENT
SHEET: EROSION CONTROL PLAN

PLAN RELEASE STATUS
- ☐ PROGRESS PRINT
- ☐ PERMIT RELEASE
- ☐ BID RELEASE
- ■ CONSTRUCTION RELEASE

RELEASE DATE: 05 Mar 26

	INITIAL	DATE
DRAWN BY	JQV	3/5/26
CHECKED BY	RTL	3/5/26

SCALE: AS SHOWN

RUSSELL T. LARGE, P.E.
PE NO.: 53933
DATE: 05 Mar 26

SHEET 6.4

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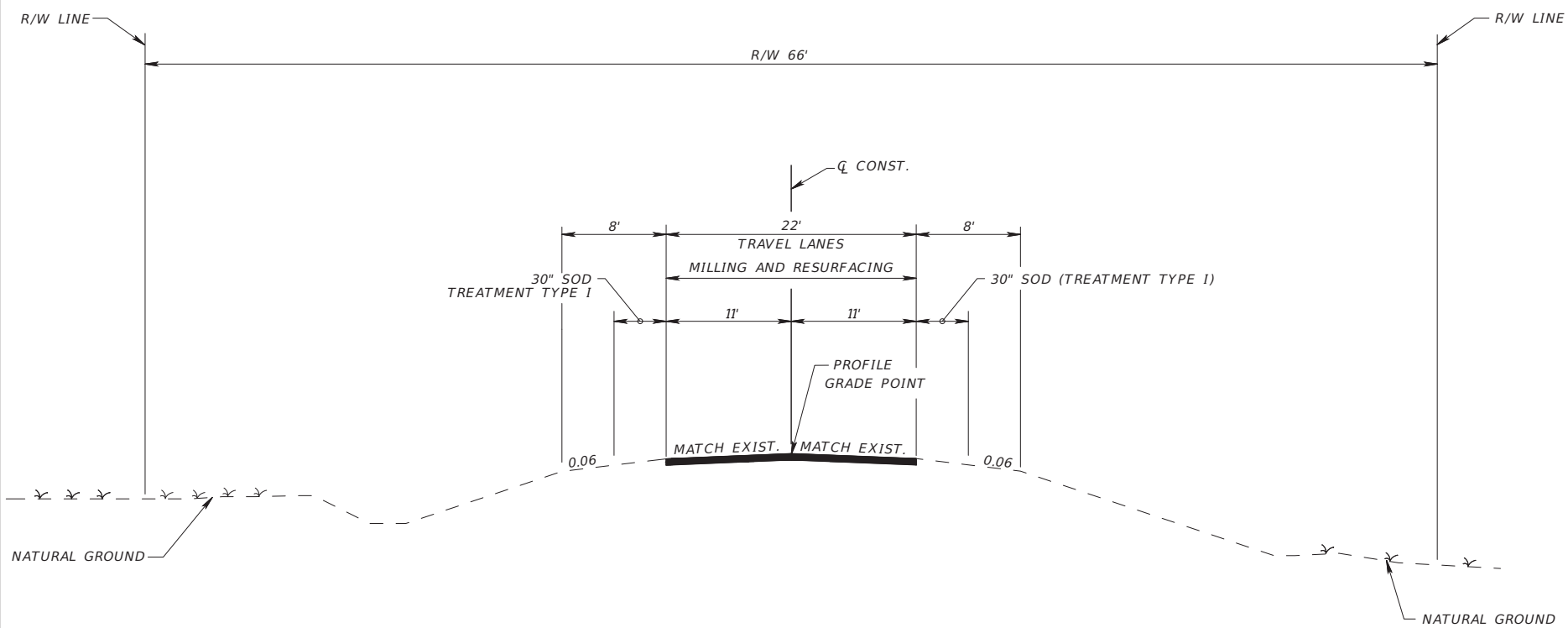

TYPICAL SECTION NO. 1
MILLING AND RESURFACING
OLD BAINBRIDGE ROAD
STA. 0+00.00 TO STA. 1+00.00

MILLING

CONSTANT DEPTH MILLING, (1 ¼")

RESURFACING (MAINLINE)

FRICTION COURSE FC-9.5 (TRAFFIC B) (1 ¼")

inovia CONSULTING GROUP
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TALLAHASSEE, FLORIDA
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PHONE 850.298.4213
WWW.INOVIAGROUP.COM
CA8225

REVISIONS | NO. | BY | DATE

PROJECT NO.: 25.011.00
DRAWING FILE: 2 SIGNATURE SHEET.dwg

CLIENT: LEON COUNTY PUBLIC WORKS
PROJECT: OLD BAINBRIDGE ROAD & CCNW REALIGNMENT
SHEET: TYPICAL SECTIONS (OBR)

PLAN RELEASE STATUS
- ☐ PROGRESS PRINT
- ☐ PERMIT RELEASE
- ☐ BID RELEASE
- ■ CONSTRUCTION RELEASE

RELEASE DATE: 05 Mar 26

	INITIAL	DATE
DRAWN BY	JQV	3/5/26
CHECKED BY	RTL	3/5/26

SCALE: AS SHOWN

RUSSELL T. LARGE, P.E.
PE NO.: 53933
DATE: 05 Mar 26

SHEET 7

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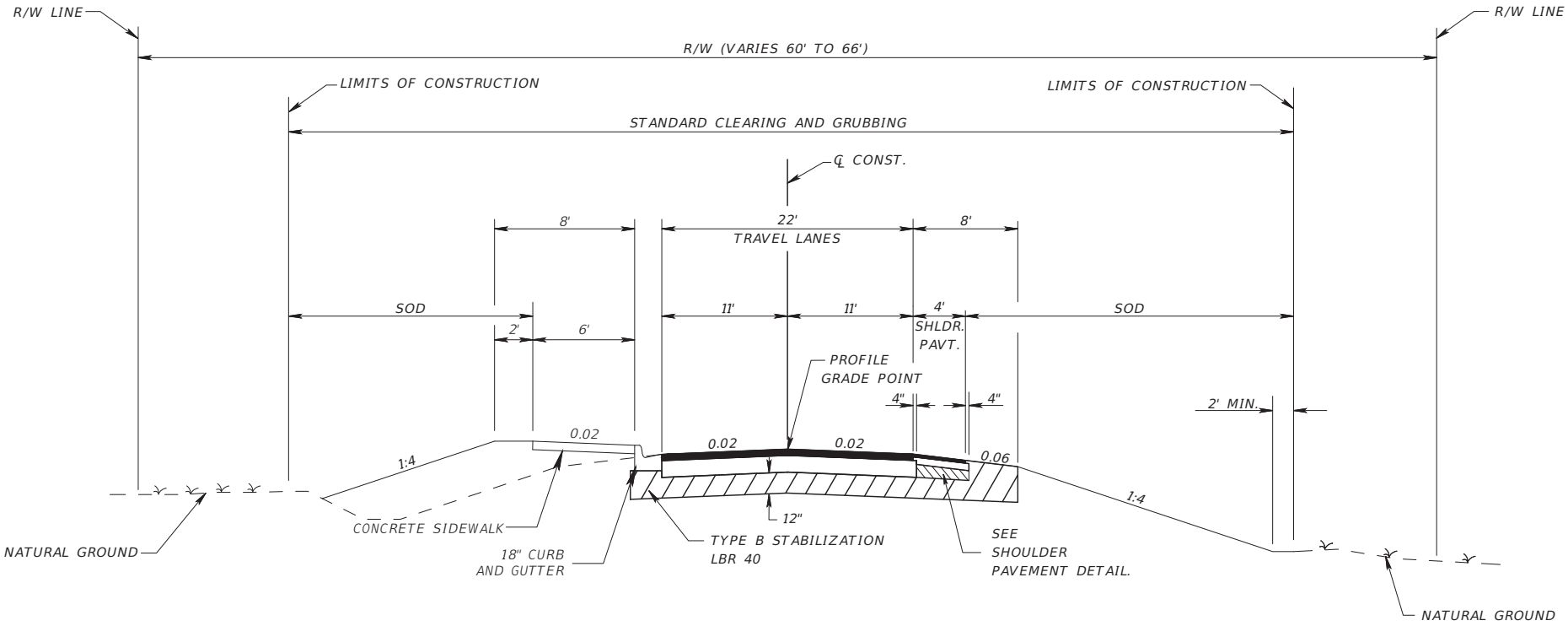

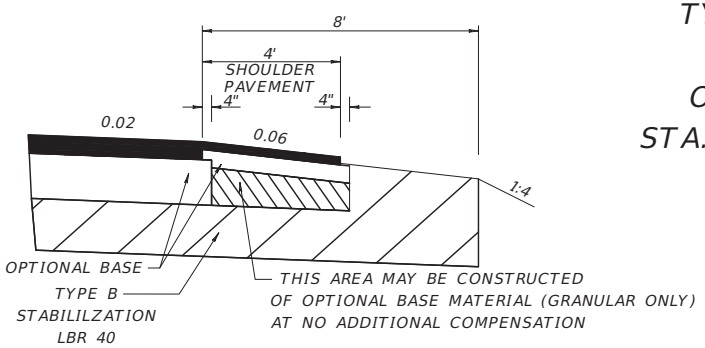

SHOULDER PAVEMENT DETAIL

TYPICAL SECTION NO. 2
NEW CONSTRUCTION
OLD BAINBRIDGE ROAD
STA. 1+00.00 TO STA. 2+12.44

TRAVEL LANES

OPTIONAL BASE GROUP 6 WITH
TYPE SP STRUCTURAL COURSE (TRAFFIC B) (2")
AND FRICTION COURSE FC-9.5 (TRAFFIC B) (1 ¼")

SHOULDER PAVEMENT

OPTIONAL BASE GROUP 1 WITH
TYPE SP STRUCTURAL COURSE (TRAFFIC B) (1 ¼")
AND FRICTION COURSE FC-9.5 (TRAFFIC B) (1 ¼")

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PHONE 850.298.4213
WWW.INOVIAGROUP.COM
CA8225

NO. | BY | REVISIONS | DATE

PROJECT NO.: 25.011.00
DRAWING FILE: 2 SIGNATURE SHEET.dwg

CLIENT: LEON COUNTY PUBLIC WORKS
PROJECT: OLD BAINBRIDGE ROAD & CCNW REALIGNMENT
SHEET: TYPICAL SECTIONS (OBR)

PLAN RELEASE STATUS
- ☐ PROGRESS PRINT
- ☐ PERMIT RELEASE
- ☐ BID RELEASE
- ■ CONSTRUCTION RELEASE

RELEASE DATE: 05 Mar 26

	INITIAL	DATE
DRAWN BY	JQV	3/5/26
CHECKED BY	RTL	3/5/26

SCALE: AS SHOWN

RUSSELL T. LARGE, P.E.
PE NO.: 53933
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SHEET 8

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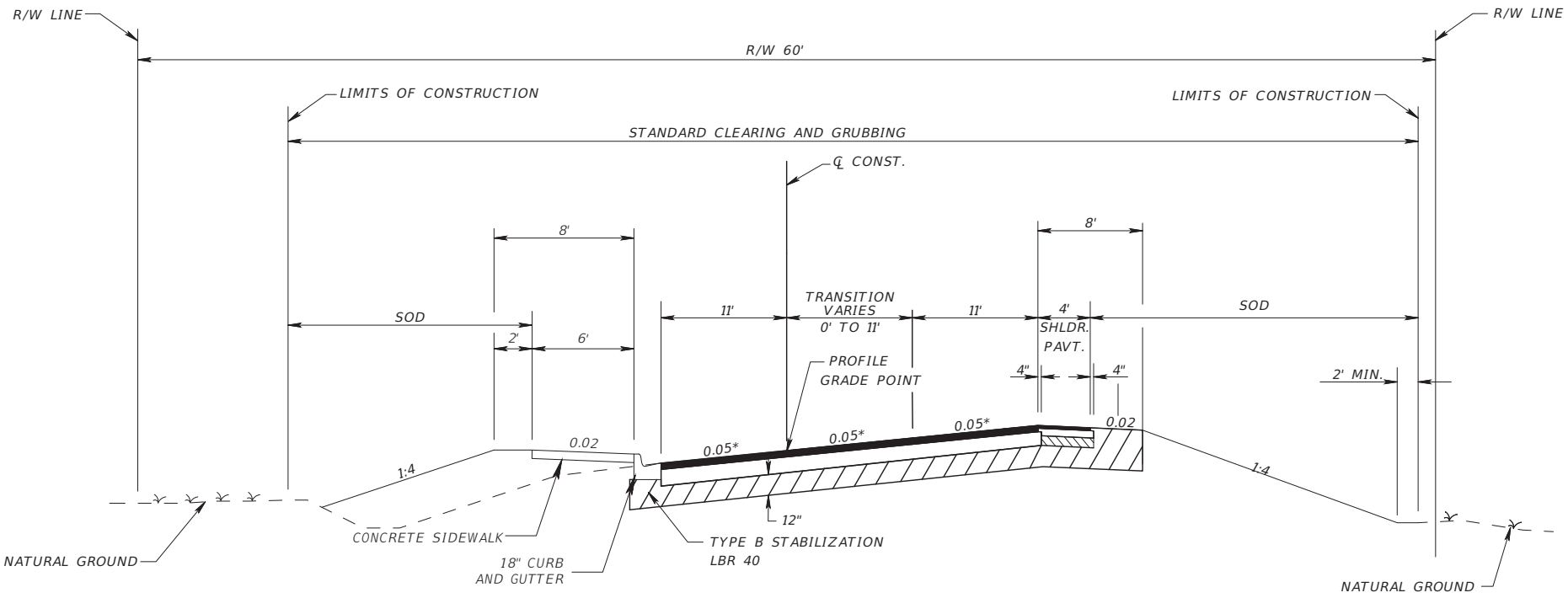

* FROM ℄ CONST. STA. 2+12.44 TO STA 2+89.44 SUPERELEVATION TRANSITION RIGHT VARIES (0.02 TO 0.05)
* FROM ℄ CONST. STA. 2+56.44 TO STA. 2+89.44 SUPERELEVATION TRANSITION LEFT VARIES (0.02 TO 0.05)
* FROM ℄ CONST. STA. 2+89.44 TO STA. 5+65.74 SUPERELEVATION LEFT AND RIGHT IS CONSTANT (0.05)

TYPICAL SECTION NO. 3
NEW CONSTRUCTION
OLD BAINBRIDGE ROAD
STA. 2+12.44 TO STA. 5+65.74

TRAVEL LANES

OPTIONAL BASE GROUP 6 WITH
TYPE SP STRUCTURAL COURSE (TRAFFIC B) (2")
AND FRICTION COURSE FC-9.5 (TRAFFIC B) (1 ¼")

SHOULDER PAVEMENT

OPTIONAL BASE GROUP 1 WITH
TYPE SP STRUCTURAL COURSE (TRAFFIC B) (1 ¼")
AND FRICTION COURSE FC-9.5 (TRAFFIC B) (1 ¼")

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CLIENT: LEON COUNTY PUBLIC WORKS
PROJECT: OLD BAINBRIDGE ROAD & CCNW REALIGNMENT
SHEET: TYPICAL SECTIONS (OBR)

PLAN RELEASE STATUS
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☐ PERMIT RELEASE
☐ BID RELEASE
■ CONSTRUCTION RELEASE
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PE NO.: 53933
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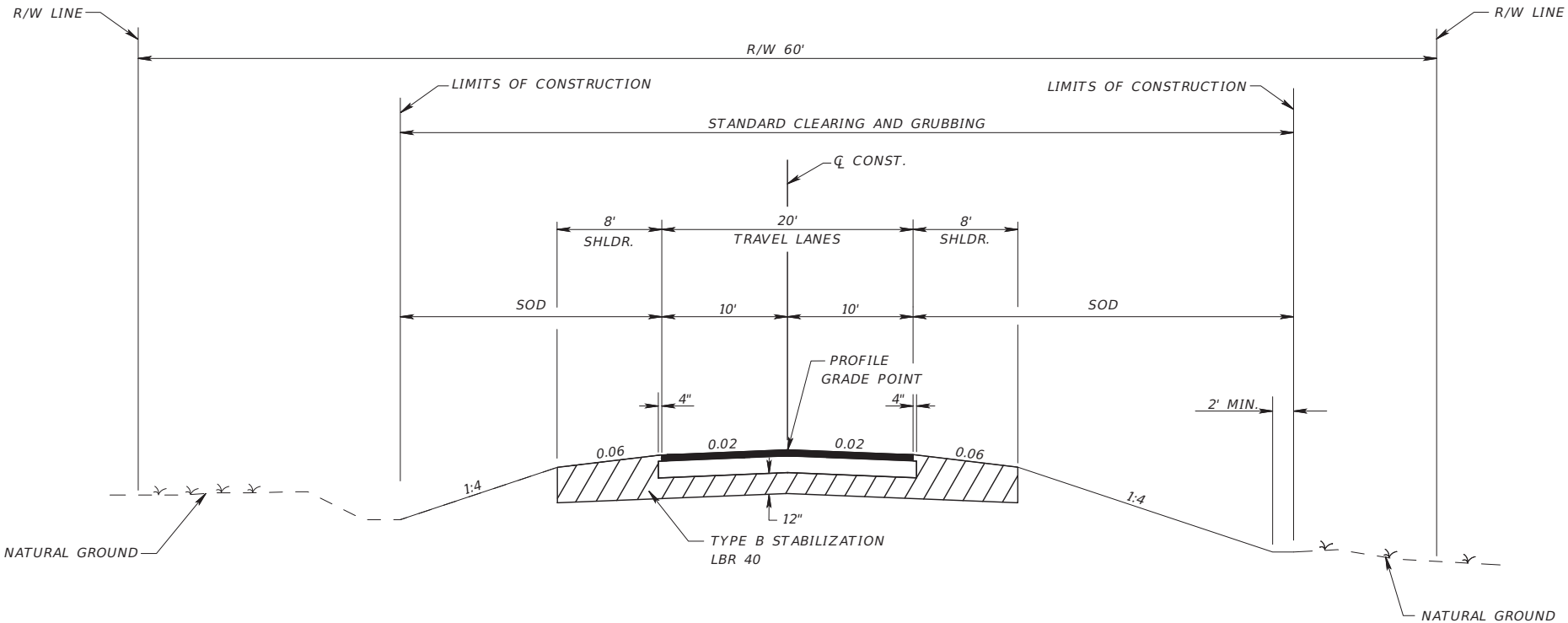

TYPICAL SECTION NO. 4
GRANDVIEW COURT CONNECTOR
STA. 30+63.16 TO STA. 31+24.69

TRAVEL LANES

OPTIONAL BASE GROUP 6 WITH
TYPE SP STRUCTURAL COURSE (TRAFFIC B) (2")
AND FRICTION COURSE FC-9.5 (TRAFFIC B) (1 ¼")

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DRAWING FILE: 2 SIGNATURE SHEET.dwg

CLIENT: LEON COUNTY PUBLIC WORKS
PROJECT: OLD BAINBRIDGE ROAD & CCNW REALIGNMENT
SHEET: TYPICAL SECTIONS (GRANDVIEW)

PLAN RELEASE STATUS
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- ☐ PERMIT RELEASE
- ☐ BID RELEASE
- ■ CONSTRUCTION RELEASE

RELEASE DATE: 05 Mar 26

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PE NO.: 53933
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SHEET
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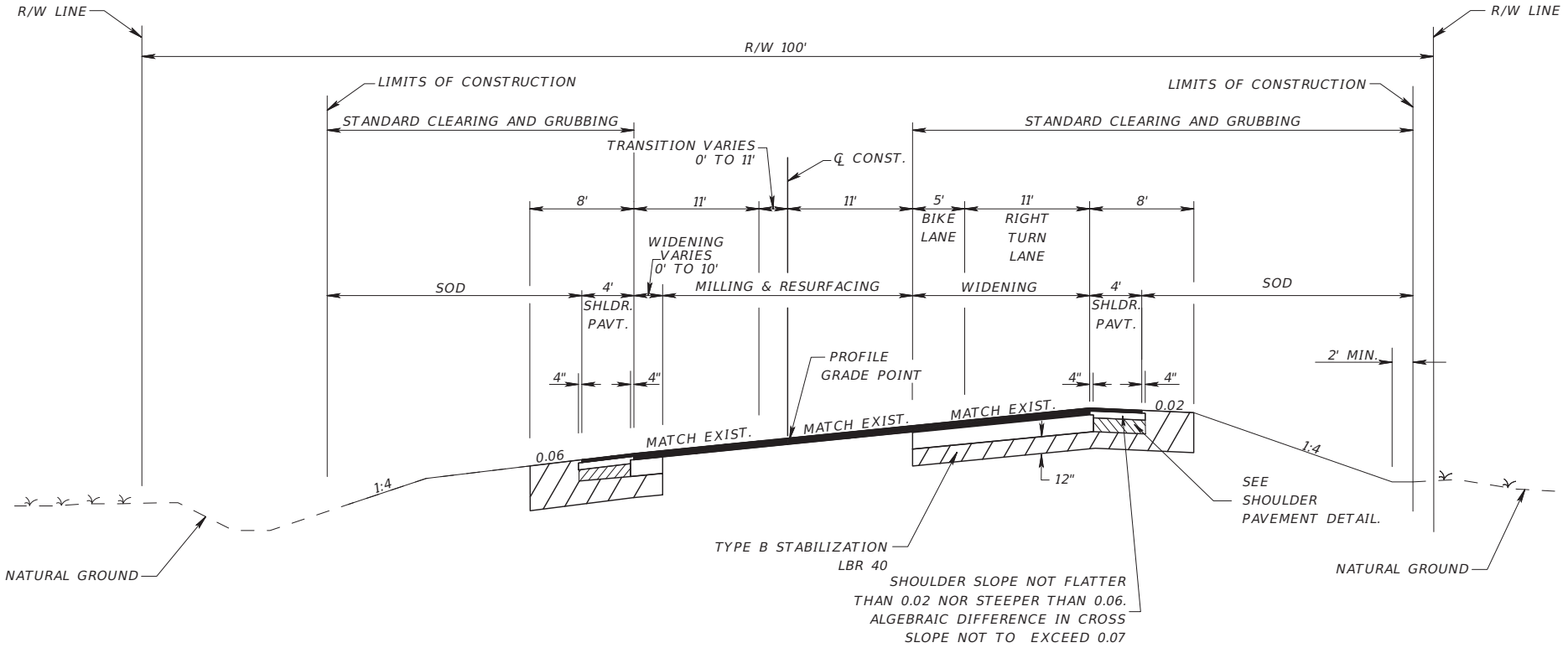
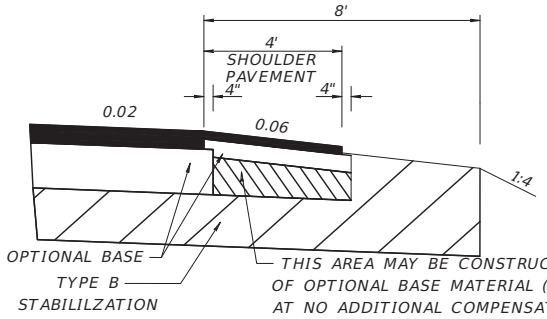


TYPICAL SECTION NO. 5
WIDENING
CAPITAL CIRCLE NW
STA. 444+00.00 TO STA. 446+80.00



SHOULDER PAVEMENT DETAIL

MILLING & RESURFACING

CONSTANT DEPTH MILLING, (1 ¼")
FRICTION COURSE FC-9.5 (TRAFFIC C) (1 ¼")

TRAVEL LANES

OPTIONAL BASE GROUP 8 WITH
TYPE SP STRUCTURAL COURSE (TRAFFIC C) (2 ½")
AND FRICTION COURSE FC-9.5 (TRAFFIC C) (1 ¼")

SHOULDER PAVEMENT

OPTIONAL BASE GROUP 1 WITH
TYPE SP STRUCTURAL COURSE (TRAFFIC C) (1 ¼")
FRICTION COURSE FC-9.5 (TRAFFIC C) (1 ¼")

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PROJECT NO.: 25.011.00
DRAWING FILE: 2 SIGNATURE SHEET.dwg

CLIENT: LEON COUNTY PUBLIC WORKS
PROJECT: OLD BAINBRIDGE ROAD & CCNW REALIGNMENT
SHEET: TYPICAL SECTIONS (CCNW)

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DATE: 05 Mar 26

SHEET
11

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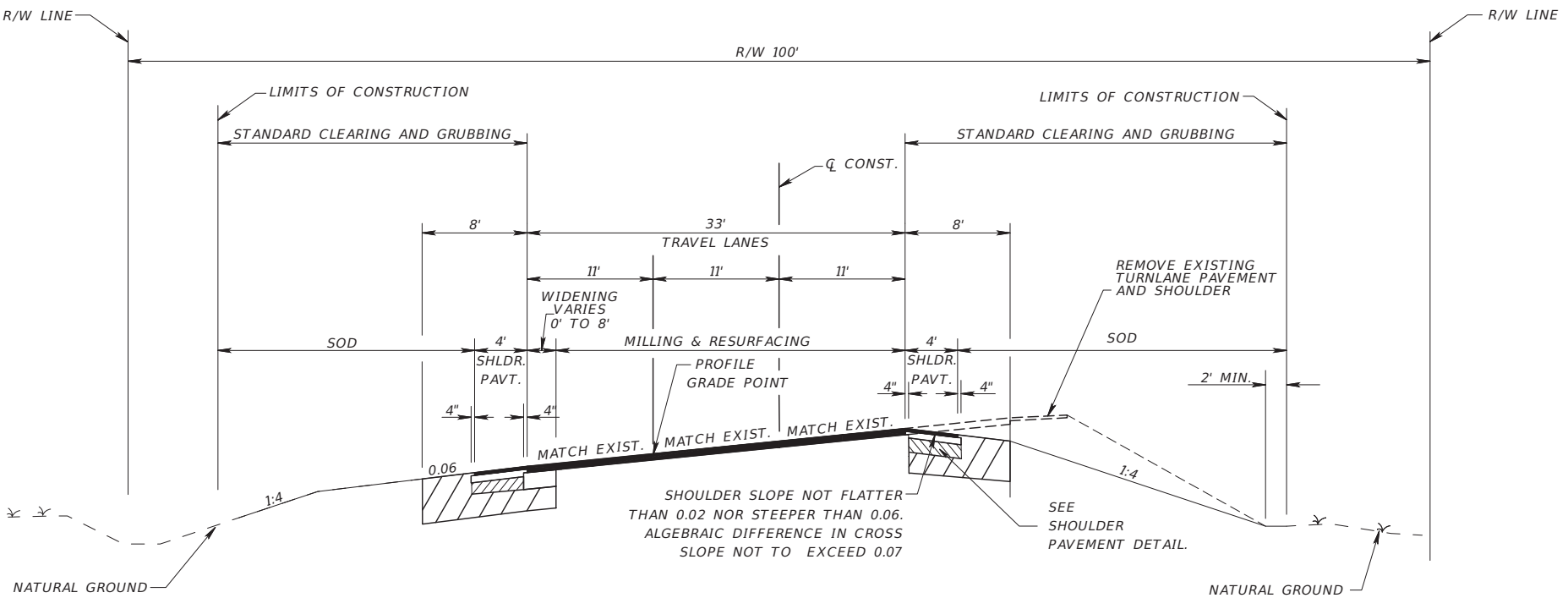
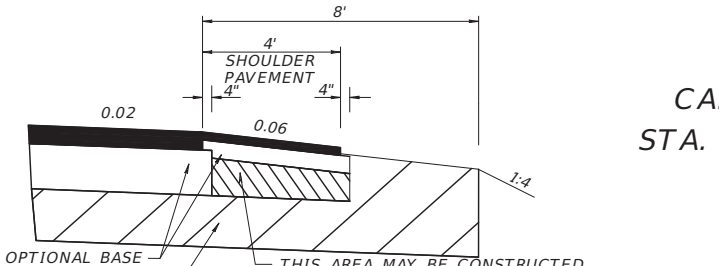


TYPICAL SECTION NO. 6
WIDENING
CAPITAL CIRCLE NORTH WEST
STA. 446+80.00 TO STA. 449+40.00



SHOULDER PAVEMENT DETAIL

MILLING & RESURFACING

CONSTANT DEPTH MILLING, (1 ¼")
FRICTION COURSE FC-9.5 (TRAFFIC C) (1 ¼")
FOR SHOULDERS MILL 1" AND RESURFACE 1"

TRAVEL LANES

OPTIONAL BASE GROUP 8 WITH
TYPE SP STRUCTURAL COURSE (TRAFFIC C) (2 ½")
AND FRICTION COURSE FC-9.5 (TRAFFIC C) (1 ¼")

SHOULDER PAVEMENT

OPTIONAL BASE GROUP 1 WITH
TYPE SP STRUCTURAL COURSE (TRAFFIC C) (1 ¼")
FRICTION COURSE FC-9.5 (TRAFFIC C) (1 ¼")

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NO.	BY	REVISIONS	DATE

PROJECT NO.: 25.011.00
DRAWING FILE: 2 SIGNATURE SHEET.dwg

CLIENT: LEON COUNTY PUBLIC WORKS
PROJECT: OLD BAINBRIDGE ROAD & CCNW REALIGNMENT
SHEET: TYPICAL SECTIONS (CCNW)

PLAN RELEASE STATUS
- ☐ PROGRESS PRINT
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- ■ CONSTRUCTION RELEASE

RELEASE DATE: 05 Mar 26

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RUSSELL T. LARGE, P.E.
PE NO.: 53933
DATE: 05 Mar 26

SHEET
12

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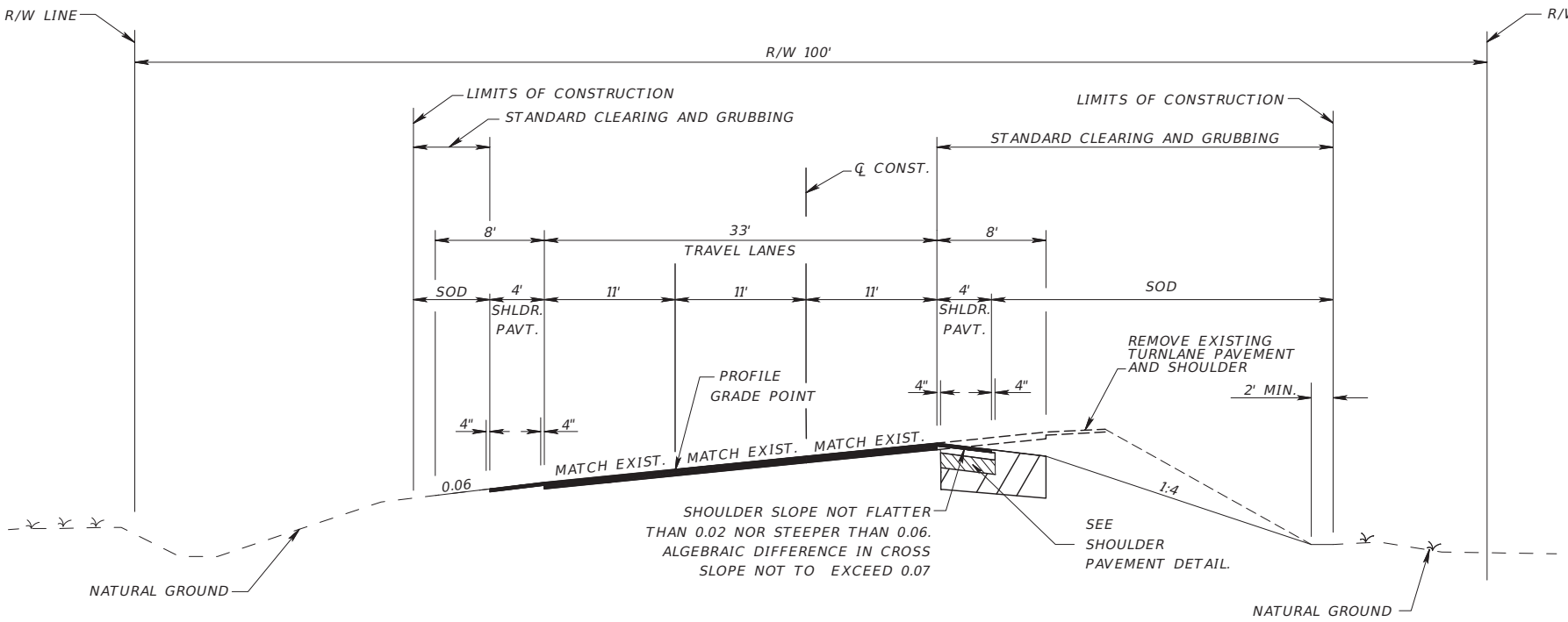

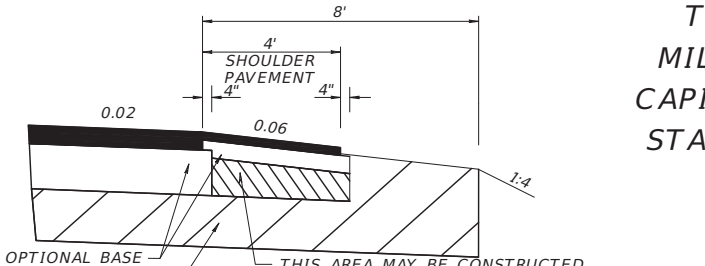

SHOULDER PAVEMENT DETAIL

TYPICAL SECTION NO. 7
MILLING AND RESURFACING
CAPITAL CIRCLE NORTH WEST
STA. 449+40.00 TO 451+60.00

MILLING

CONSTANT DEPTH MILLING, (1 ¼")
FOR SHOULDERS, MILL 1"

RESURFACING (MAINLINE)

FRICTION COURSE FC-9.5 (TRAFFIC C) (1 ¼")

RESURFACING (SHOULDER)

FRICTION COURSE FC-9.5 (TRAFFIC C) (1")

SHOULDER PAVEMENT

OPTIONAL BASE GROUP 1 WITH
TYPE SP STRUCTURAL COURSE (TRAFFIC C) (1 ¼")
FRICTION COURSE FC-9.5 (TRAFFIC C) (1 ¼")

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PROJECT NO.: 25.011.00
DRAWING FILE: 2 SIGNATURE SHEET.dwg

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PROJECT: OLD BAINBRIDGE ROAD & CCNW REALIGNMENT
SHEET: TYPICAL SECTIONS (CCNW)

PLAN RELEASE STATUS
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SHEET 13

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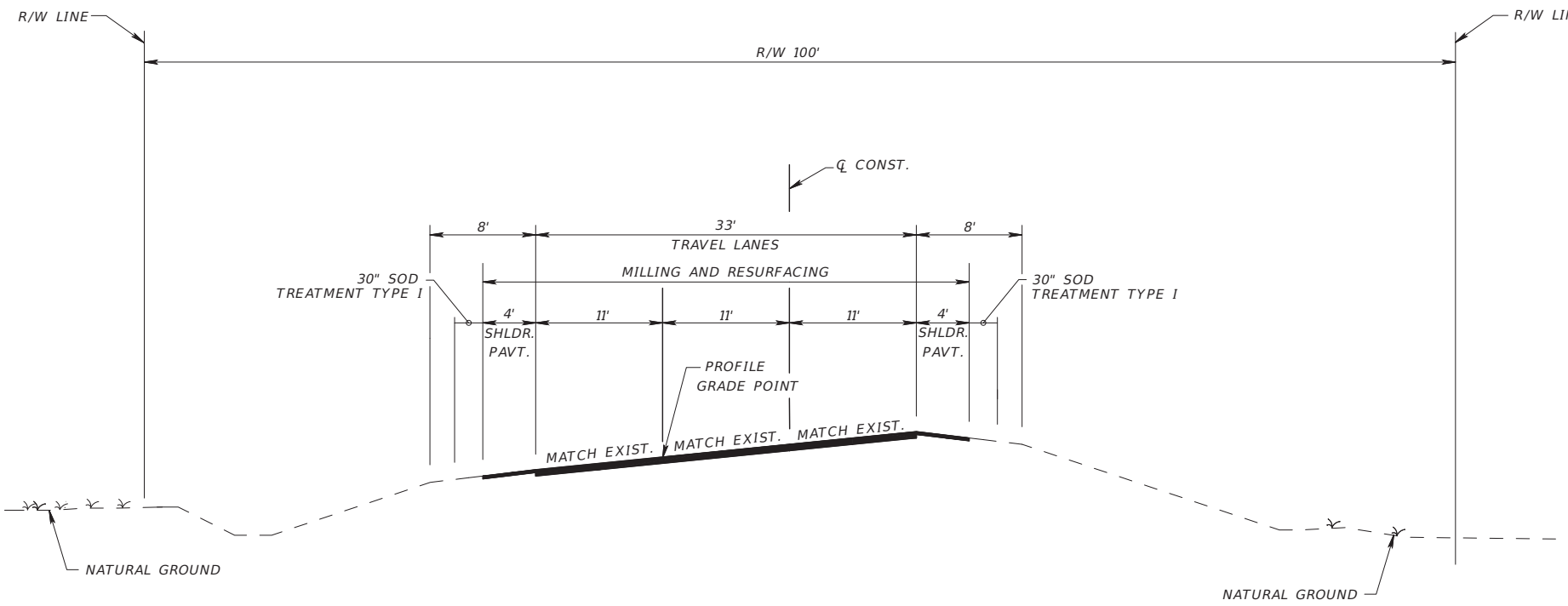

TYPICAL SECTION NO. 8
MILLING AND RESURFACING
CAPITAL CIRCLE NORTH WEST
STA. 451+60.00 TO STA. 454+90.54

MILLING

CONSTANT DEPTH MILLING, (1 ¼")
FOR SHOULDERS, MILL 1"

RESURFACING (MAINLINE)

FRICTION COURSE FC-9.5 (TRAFFIC C) (1 ¼")

RESURFACING (SHOULDER)

FRICTION COURSE FC-9.5 (TRAFFIC C) (1")

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SHEET: TYPICAL SECTIONS (CCNW)

PLAN RELEASE STATUS
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SCALE: AS SHOWN

RUSSELL T. LARGE, P.E.
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DATE: 05 Mar 26

SHEET
14

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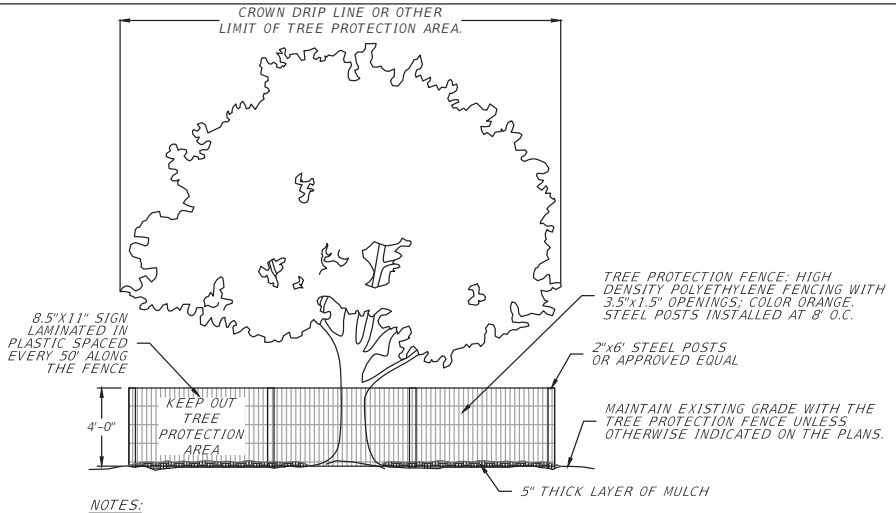
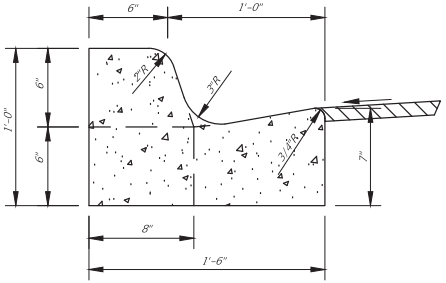


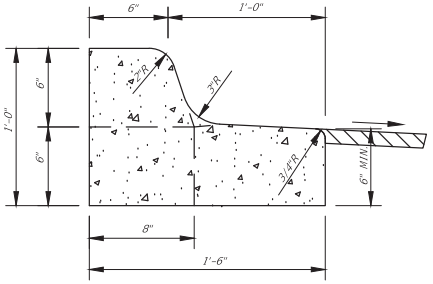
NOTES:

1. TREE PROTECTION BARRICADES ARE TO PREVENT DISTURBANCE OF THE CRITICAL PROTECTION ZONE (CPZ). C.P.Z. IS THAT AREA SURROUNDING A TREE WITH A CIRCLE DESCRIBED BY A RADIUS OF ONE FOOT FOR EACH INCH OF THE TREE'S DIAMETER AT BREAST HEIGHT. THE AREA WITHIN BARRICADE IS NOT TO BE USED FOR STORAGE OF MATERIAL OR EQUIPMENT.
2. SEE PLANS, SPECIFICATIONS, AND TREE RISK ASSESSMENT REPORTS FOR ADDITIONAL TREE PROTECTION REQUIREMENTS.
3. IF THERE IS NO EXISTING IRRIGATION, SEE PLANS, SPECIFICATIONS, AND TREE RISK ASSESSMENT REPORTS FOR WATERING REQUIREMENTS.
4. NO PRUNING SHALL BE PERFORMED EXCEPT BY APPROVED ARBORIST.
5. NO EQUIPMENT SHALL OPERATE INSIDE THE PROTECTIVE FENCING INCLUDING DURING FENCE INSTALLATION AND REMOVAL.
6. SEE PLANS FOR ANY MODIFICATIONS WITH THE TREE PROTECTION AREA.

TREE PROTECTION BARRICADE
N.T.S.



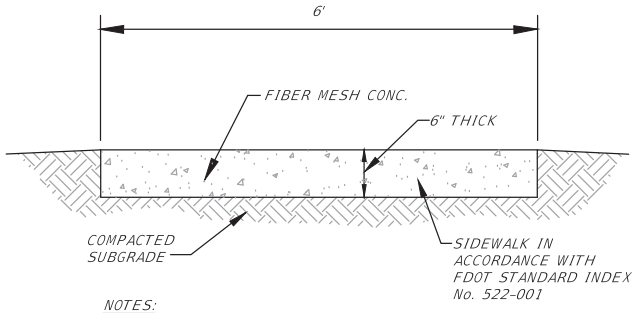
PAVEMENT SLOPE TOWARDS GUTTER



PAVEMENT SLOPE AWAY FROM GUTTER

NOTES:
1. WHEN USED WHERE PAVEMENT SLOPES AWAY FROM GUTTER THE CROSS SLOPE OF THE GUTTER SHALL MATCH PAVEMENT CROSS SLOPE. THICKNESS OF CONCRETE AT LIP OF GUTTER SHALL BE NO LESS THAN 6".
2. CONSTRUCTION MATERIALS, JOINT SPACING, ETC. SHALL BE IN ACCORDANCE WITH FDOT STD. INDEX NO. 520-001.

18" CURB & GUTTER DETAIL
N.T.S.



NOTES:
1. SIDEWALK SHALL SLOPE TOWARDS THE STREET AS SHOWN ON THE TYPICAL SECTIONS.

SIDEWALK DETAIL
N.T.S.

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NO.	BY	REVISIONS	DATE

PROJECT NO.: 25.011.00
DRAWING FILE: 15 CONSTRUCTION DETAILS.dwg

CLIENT: LEON COUNTY PUBLIC WORKS
PROJECT: OLD BAINBRIDGE ROAD & CCNW REALIGNMENT
SHEET: CONSTRUCTION DETAILS

PLAN RELEASE STATUS
- ☐ PROGRESS PRINT
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- ■ CONSTRUCTION RELEASE

RELEASE DATE: 05 Mar 26

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DRAWN BY	JQV	3/5/26
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RUSSELL T. LARGE, P.E.
PE NO.: 53933
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SHEET 15

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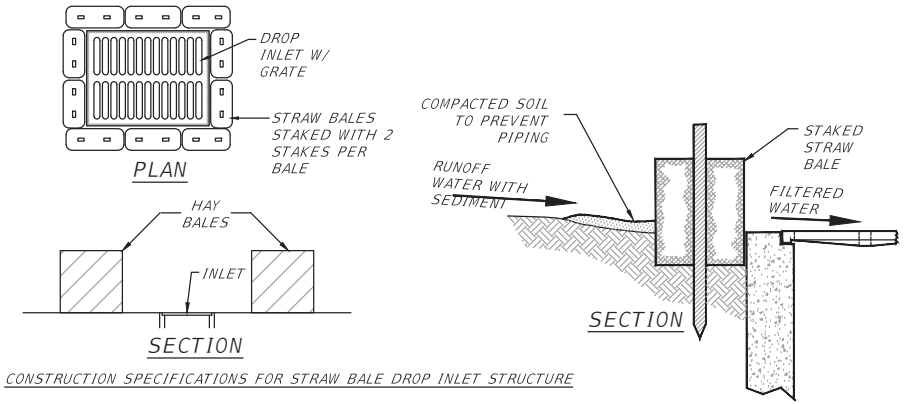
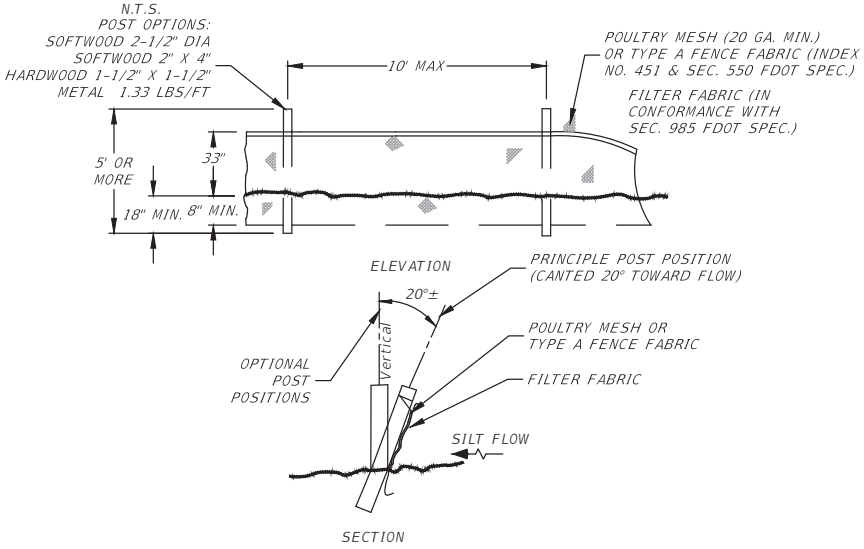


CONSTRUCTION SPECIFICATIONS FOR STRAW BALE DROP INLET STRUCTURE

1. BALES SHALL BE EITHER WIRE-BOUND OR STRING-TIED WITH THE BINDINGS ORIENTED AROUND THE SIDES RATHER THAN OVER AND UNDER THE BALES.
2. BALES SHALL BE PLACED LENGTHWISE IN A SINGLE ROW SURROUNDING THE INLET, WITH THE ENDS OF ADJACENT BALES PRESSED TOGETHER.
3. THE FILTER BARRIER SHALL BE ENTRENCHED AND BACKFILLED. A TRENCH SHALL BE EXCAVATED AROUND THE INLET THE WIDTH OF A BALE TO A MIN. DEPTH OF 4 INCHES. AFTER THE BALES ARE STAKED, THE EXCAVATED SOIL SHALL BE BACKFILLED AND COMPACTED AGAINST THE FILTER BARRIER.
4. EACH BALE SHALL BE SECURELY ANCHORED AND HELD IN PLACE BY AT EAST TWO STAKES OR REBARS DRIVEN THROUGH THE BALE.
5. LOOSE STRAW SHOULD BE WEDGED BETWEEN BALES TO PREVENT WATER FROM ENTERING BETWEEN BALES.

STRAW BALE DROP INLET STRUCTURE DETAIL

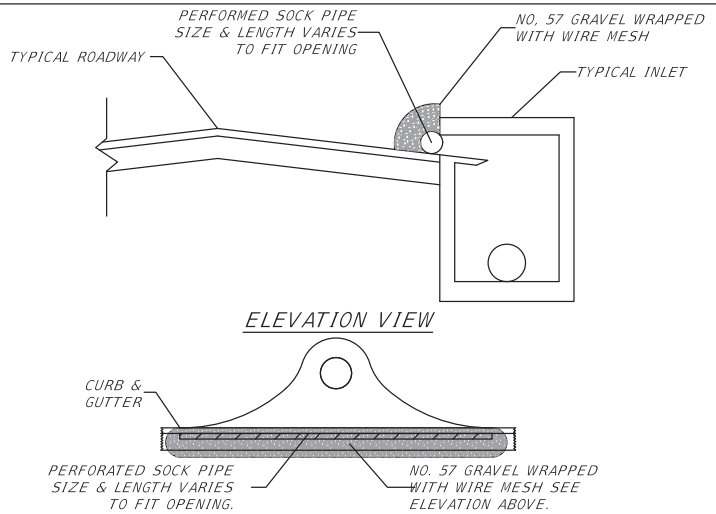
N.T.S.



TYPE IV SILT FENCE

N.T.S.

NOTE: SILT FENCE TO BE CONSTRUCTED IN ACCORDANCE WITH FDOT INDEX 102. DO NOT TRENCH WITHIN TREE CPZ.



PROTECTION AROUND INLETS OR SIMILAR STRUCTURES

N.T.S.

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NO.	BY	REVISIONS	DATE

PROJECT NO.: 25.010.00
DRAWING FILE: 16 CONSTRUCTION DETAILS.dwg

CLIENT: LEON COUNTY PUBLIC WORKS
PROJECT: OLD BAINBRIDGE ROAD & CCNW REALIGNMENT
SHEET: CONSTRUCTION DETAILS

PLAN RELEASE STATUS
- ☐ PROGRESS PRINT
- ☐ PERMIT RELEASE
- ☐ BID RELEASE
- ■ CONSTRUCTION RELEASE

RELEASE DATE: 05 Mar 26

	INITIAL	DATE
DRAWN BY	JQV	3/5/26
CHECKED BY	RTL	3/5/26

SCALE: AS SHOWN

RUSSELL T. LARGE, P.E.
PE NO.: 53933
DATE: 05 Mar 26

SHEET 16

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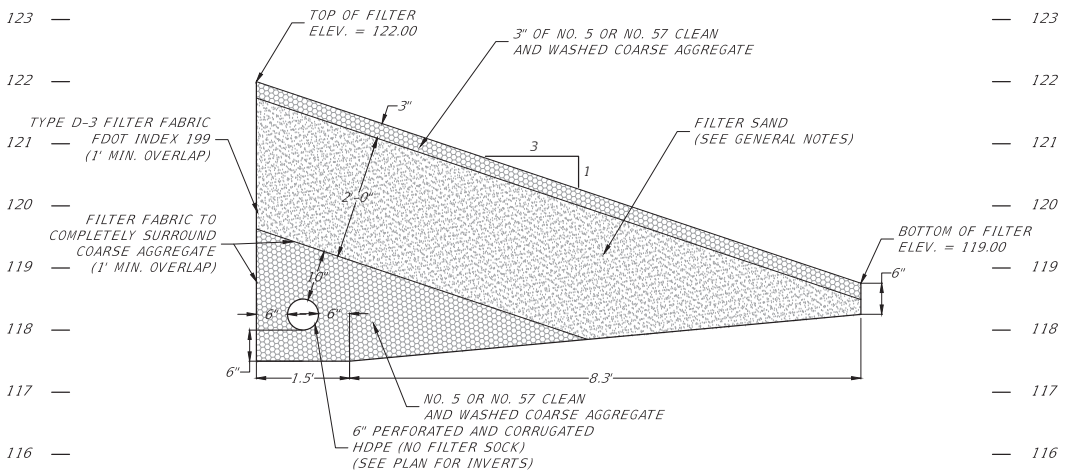
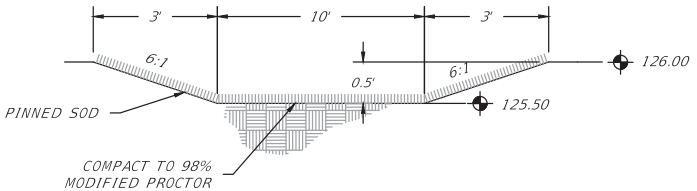


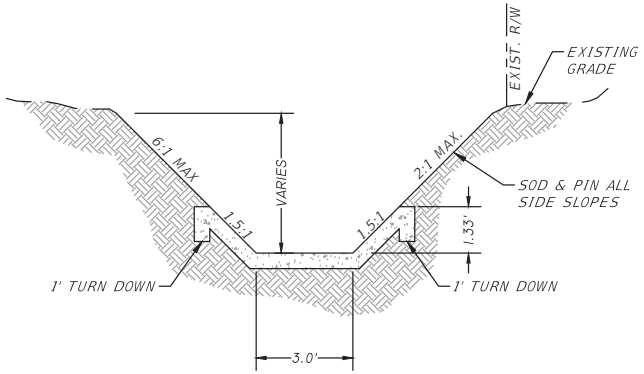
GENERAL NOTES:

1. FILTER SAND SHALL MEET THE FOLLOWING SPECIFICATIONS:
   A: CLEAN QUARTZ SAND (LESS THAN 2% SILT, CLAY, AND ORGANIC MATTER).
   B: UNIFORMITY COEFFICIENT: 1.5 OR 4.0.
   C: EFFECTIVE GRAIN SIZE: 0.20-0.55 MM.
   D: LABORATORY PERMEABILITY: 5.0 FT./HR.
   E: SUPPLIER: TO BE PROVIDED BY CONTRACTOR AND APPROVED BY ENGINEER.
   F: GRAIN-SIZE ANALYSIS SHALL BE PROVDED TO APPROVED BY ENGINEER.
2. FILTER SAND TO BE TESTED BOTH PRIOR TO AND AFTER INSTALLATION TO DETERMINE COMPLIANCE. TEST RESULTS TO BE FURNISHED TO THE PROJECT ENGINEER.
3. CLEANOUTS SHALL BE PROVIDED AT ENDS OF UNDERDRAIN, BENDS AND AT 100' MAX. INTERVALS. CLEANOUT STANDPIPE/CAP SHALL EXTEND ABOVE DLW AND AT A 45° ANGLE TO THE MAIN LINE. SEE UNDERDRAIN CLEANOUT DETAIL.
4. CONTRACTOR SHALL FLUSH ALL UNDERDRAINS AFTER POND CONSTRUCTION AND SODDING.
5. DURING CONSTRUCTION, CONTRACTOR SHALL PROVIDE AN OVERBURDEN OF CLEAN FILTER SAND (6" MINIMUM THICKNESS), SEPERATED FROM THE FILTER WITH TYPE D-3 FILTER FABRIC. THE OVERBURDEN SHALLNOT BE REMOVED UNITL ALL UPSTREAM AREAS ARE STABILIZED.
6. SEE FDOT INDEX NO. 440-001 FOR ADDITIONAL INFORMATION.

SAND FILTER DETAIL
N.T.S.

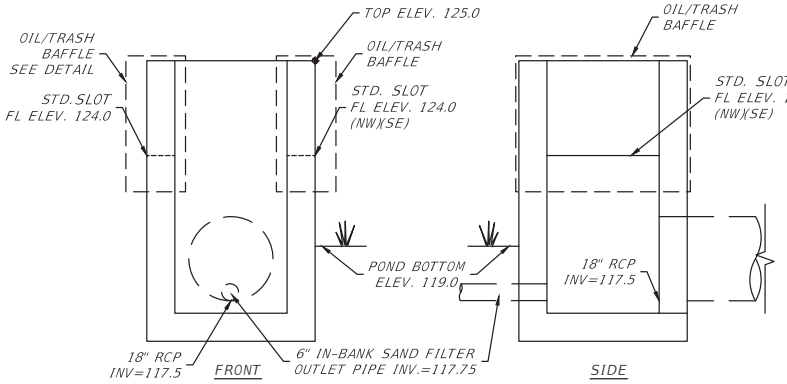


SWMF SPILLWAY DETAIL
N.T.S.



NOTES:
1. CONCRETE SHALL BE 3,000 PSI, FIBER MESH, 4" THICK
2. SUBGRADE SHALL BE COMPACTED TO 98% STANDARD PROCTOR.
3. EXPANSION JOINTS SHALL OCCUR AT A MAX. OF 10' OR AS SHOWN ON DRAWINGS.

TYPICAL SECTION CONCRETE DITCH
N.T.S.



TYPE "D" OUTFALL STRUCTURE DETAIL (S-110A)
N.T.S.

NOTES:

1. TYPE 'D' INLET SHALL BE CONSTRUCTED IN ACCORDANCE WITH FDOT INDEX 425-052

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NO. | BY | REVISIONS | DATE

PROJECT NO.: 25.011.00
DRAWING FILE: 15 CONSTRUCTION DETAILS.dwg

CLIENT: LEON COUNTY PUBLIC WORKS
PROJECT: OLD BAINBRIDGE ROAD & CCNW REALIGNMENT
SHEET: CONSTRUCTION DETAILS

PLAN RELEASE STATUS
- ☐ PROGRESS PRINT
- ☐ PERMIT RELEASE
- ☐ BID RELEASE
- ■ CONSTRUCTION RELEASE

RELEASE DATE: 05 Mar 26

	INITIAL	DATE
DRAWN BY	JQV	3/5/26
CHECKED BY	RTL	3/5/26

SCALE: AS SHOWN

RUSSELL T. LARGE, P.E.
PE NO.: 53933
DATE: 05 Mar 26

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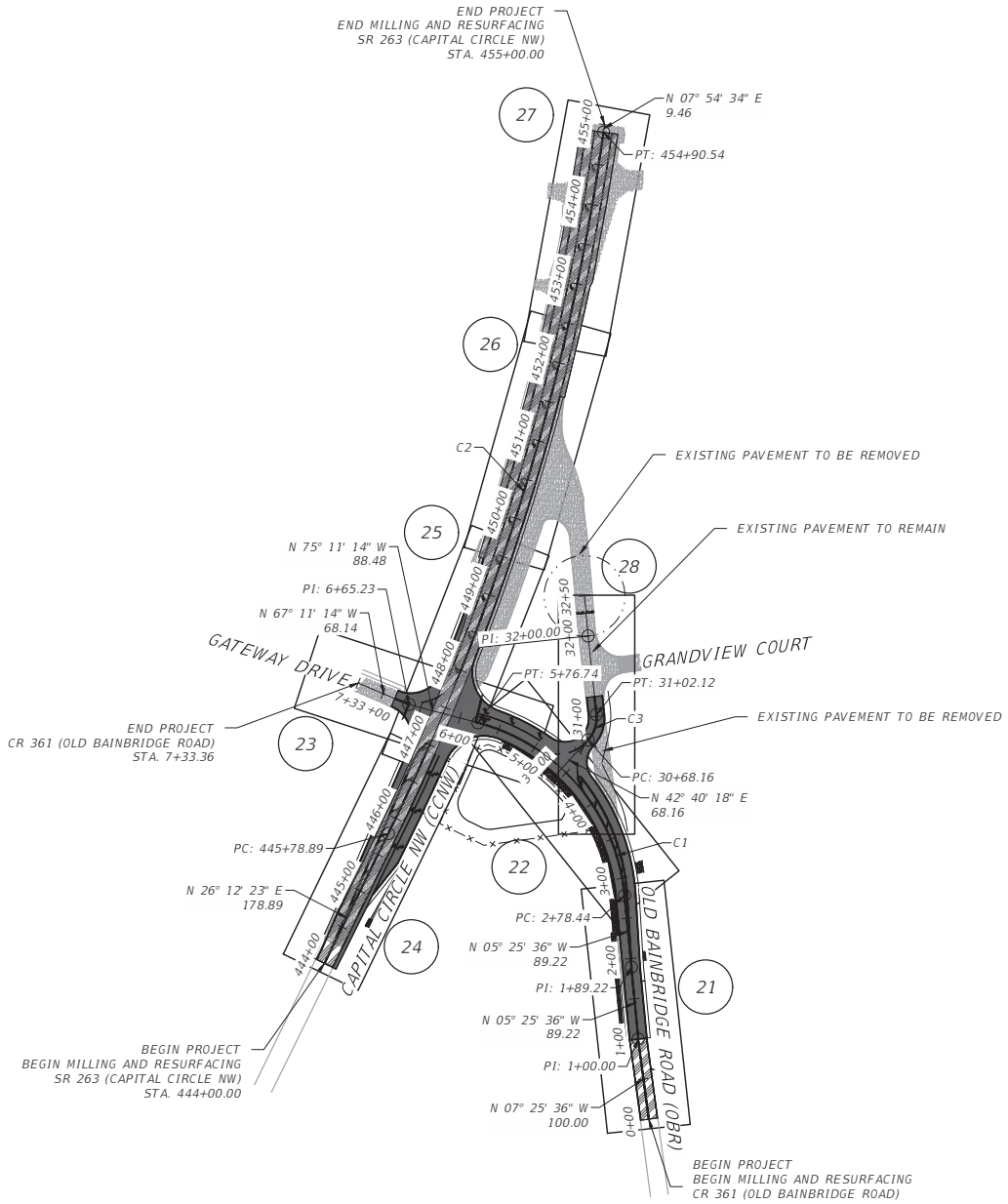
CURVE DATA C1
PI STA. = 4+49.23
DELTA = 69.7604
D = 23°23'10"
T = 170.79
L = 298.30
R = 245.00
PC STA. = 2+78.44
PT STA. = 5+76.74

CURVE DATA C2
PI STA. = 450+38.63
DELTA = 18.2970
D = 2°00'25"
T = 459.74
L = 911.65
R = 2854.78
PC STA. = 445+78.89
PT STA. = 454+90.54

CURVE DATA C3
PI STA. = 30+86.24
DELTA = 48.6451
D = 143°14'22"
T = 18.08
L = 33.96
R = 40.00
PC STA. = 30+68.16
PT STA. = 31+02.12



1" = 150'

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NO.	BY	DATE	REVISIONS

PROJECT NO.: 25.01.00
DRAWING FILE: I:\8 PROJECT LAYOUT.DWG

CLIENT: LEON COUNTY PUBLIC WORKS
PROJECT: OLD BAINBRIDGE ROAD & CCNW REALIGNMENT
SHEET: PROJECT LAYOUT

PLAN RELEASE STATUS
- ☐ PROGRESS PRINT
- ☐ PERMIT RELEASE
- ☐ BID RELEASE
- ■ CONSTRUCTION RELEASE

RELEASE DATE: 05 Mar 26

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DRAWN BY	JQV	3/5/26
CHECKED BY	RTL	3/5/26

SCALE: AS SHOWN

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PE NO.: 53933
DATE: 05 Mar 26

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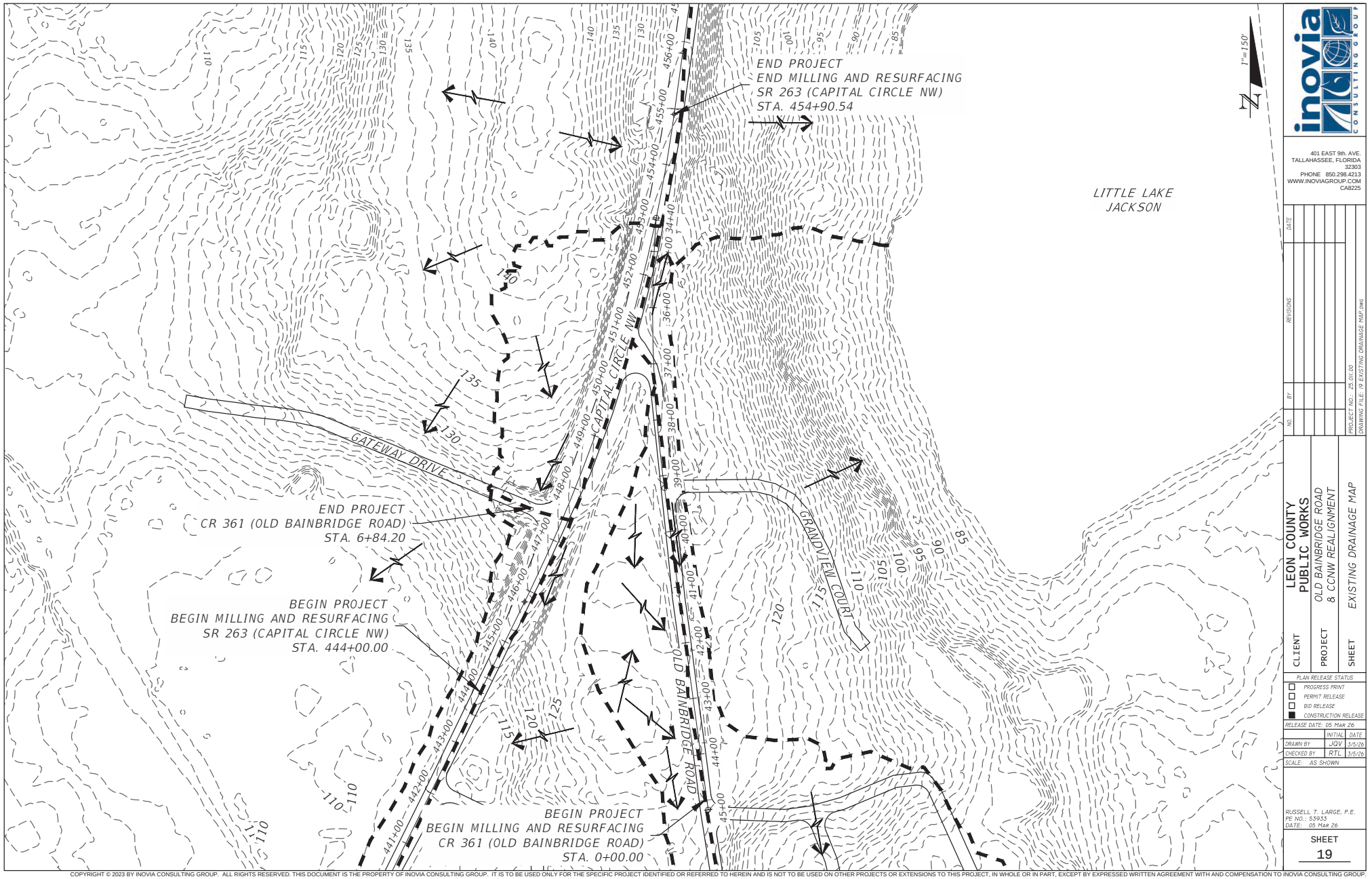

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NO.	BY	DATE

PROJECT NO.: 25.01.00
DRAWING FILE: 19 EXISTING DRAINAGE MAP.DWG

CLIENT: LEON COUNTY PUBLIC WORKS
PROJECT: OLD BAINBRIDGE ROAD & CCNW REALIGNMENT
SHEET: EXISTING DRAINAGE MAP

PLAN RELEASE STATUS
- ☐ PROGRESS PRINT
- ☐ PERMIT RELEASE
- ☐ BID RELEASE
- ■ CONSTRUCTION RELEASE

RELEASE DATE: 05 Mar 26

	INITIAL	DATE
DRAWN BY	JQV	3/5/26
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SCALE: AS SHOWN

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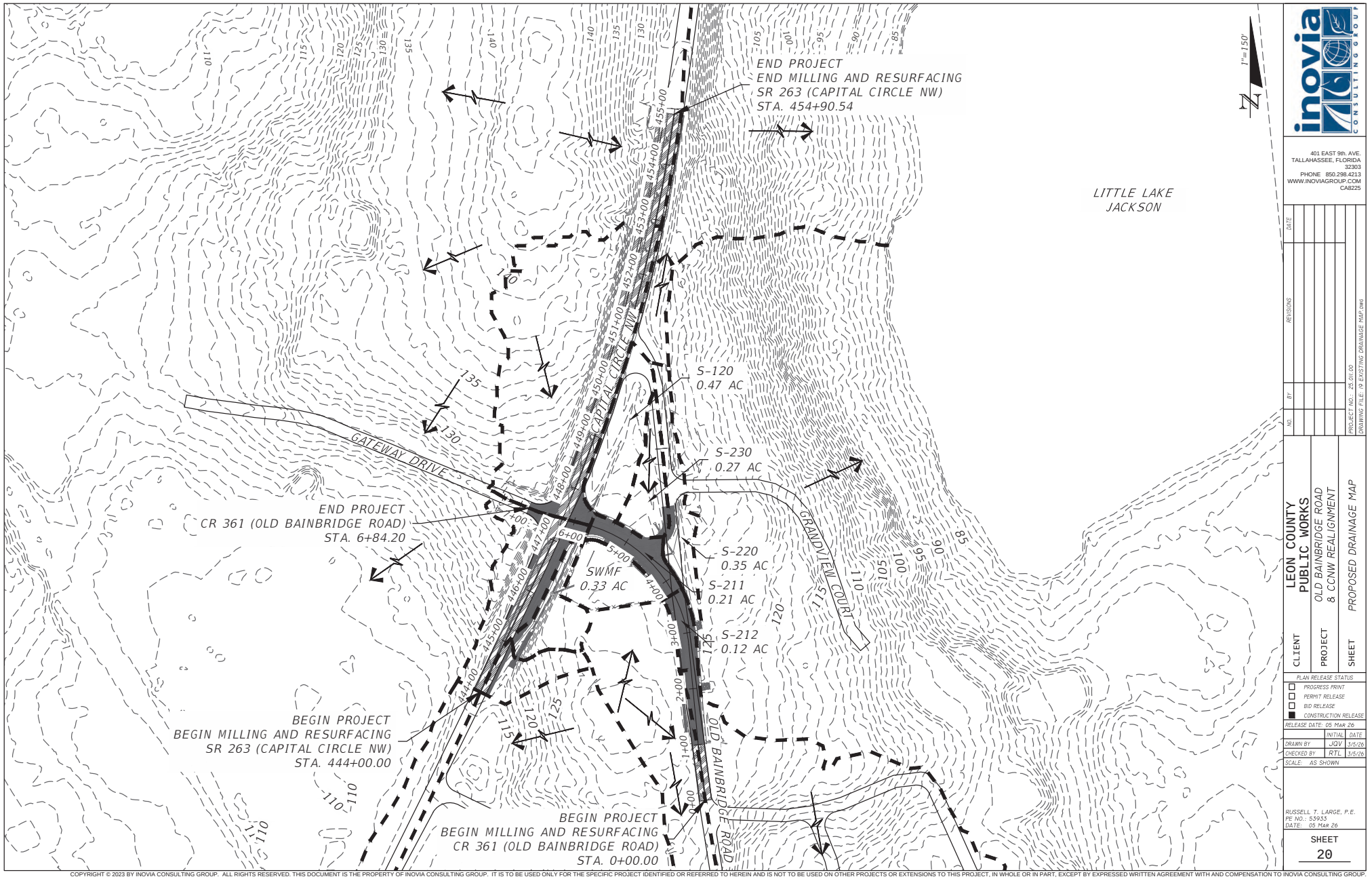

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PROJECT NO.: 25.01.00
DRAWING FILE: 10 EXISTING DRAINAGE MAP.DWG

CLIENT: LEON COUNTY PUBLIC WORKS
PROJECT: OLD BAINBRIDGE ROAD & CCNW REALIGNMENT
SHEET: PROPOSED DRAINAGE MAP

PLAN RELEASE STATUS
- ☐ PROGRESS PRINT
- ☐ PERMIT RELEASE
- ☐ BID RELEASE
- ■ CONSTRUCTION RELEASE

RELEASE DATE: 05 Mar 26

	INITIAL	DATE
DRAWN BY	JQV	3/5/26
CHECKED BY	RTL	3/5/26

SCALE: AS SHOWN

RUSSELL T. LARGE, P.E.
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DATE: 05 Mar 26

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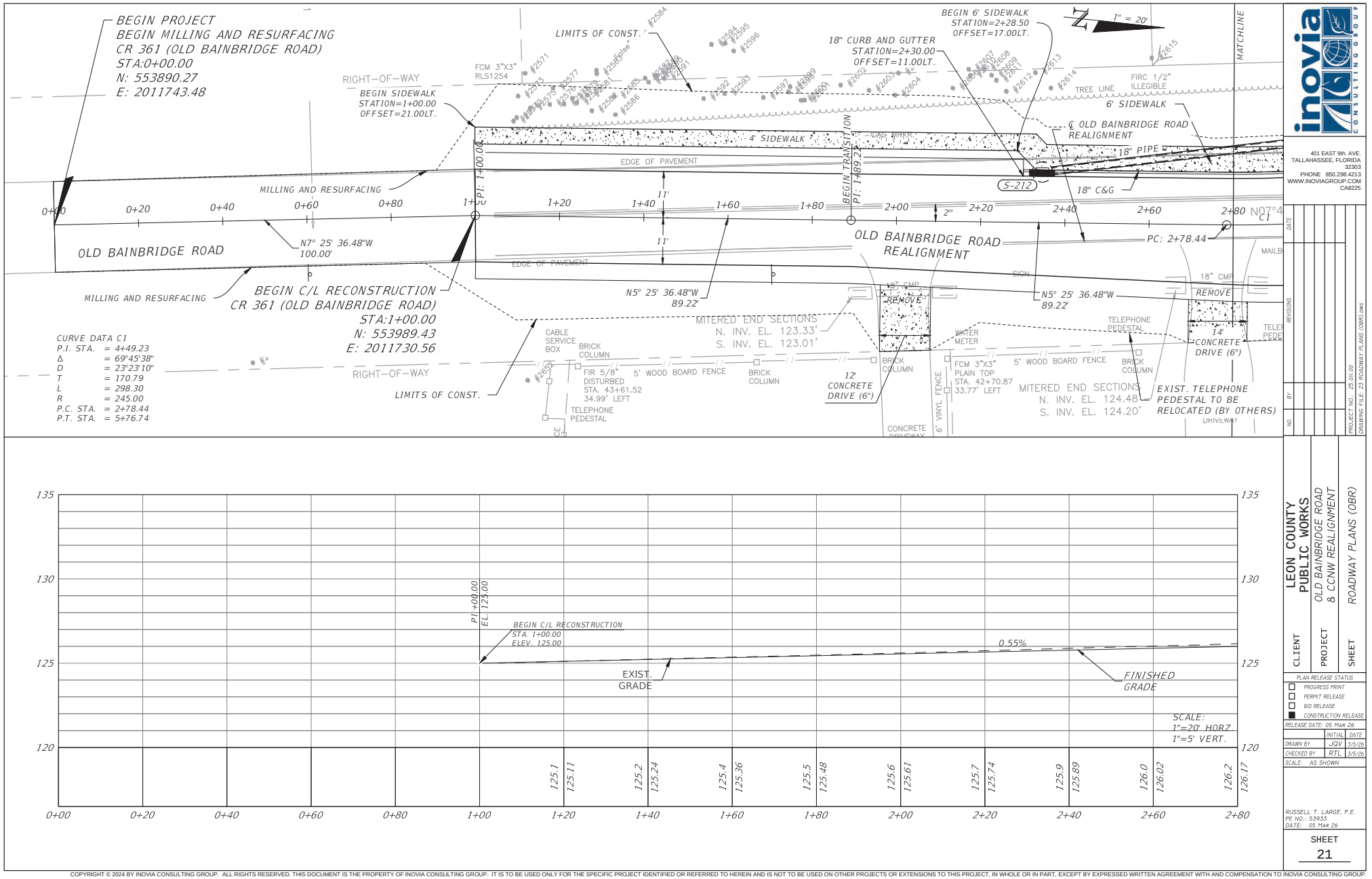

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NO.	BY	REVISIONS	DATE

PROJECT NO.: 25.001.00
DRAWING FILE: 25 ROADWAY PLANS (OBR).dwg

CLIENT: LEON COUNTY PUBLIC WORKS
PROJECT: OLD BAINBRIDGE ROAD & CCNW REALIGNMENT
SHEET: ROADWAY PLANS (OBR)

PLAN RELEASE STATUS
- ☐ PROGRESS PRINT
- ☐ PERMIT RELEASE
- ☐ BID RELEASE
- ■ CONSTRUCTION RELEASE

RELEASE DATE: 05 Mar 26

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DRAWN BY	JQV	3/5/26
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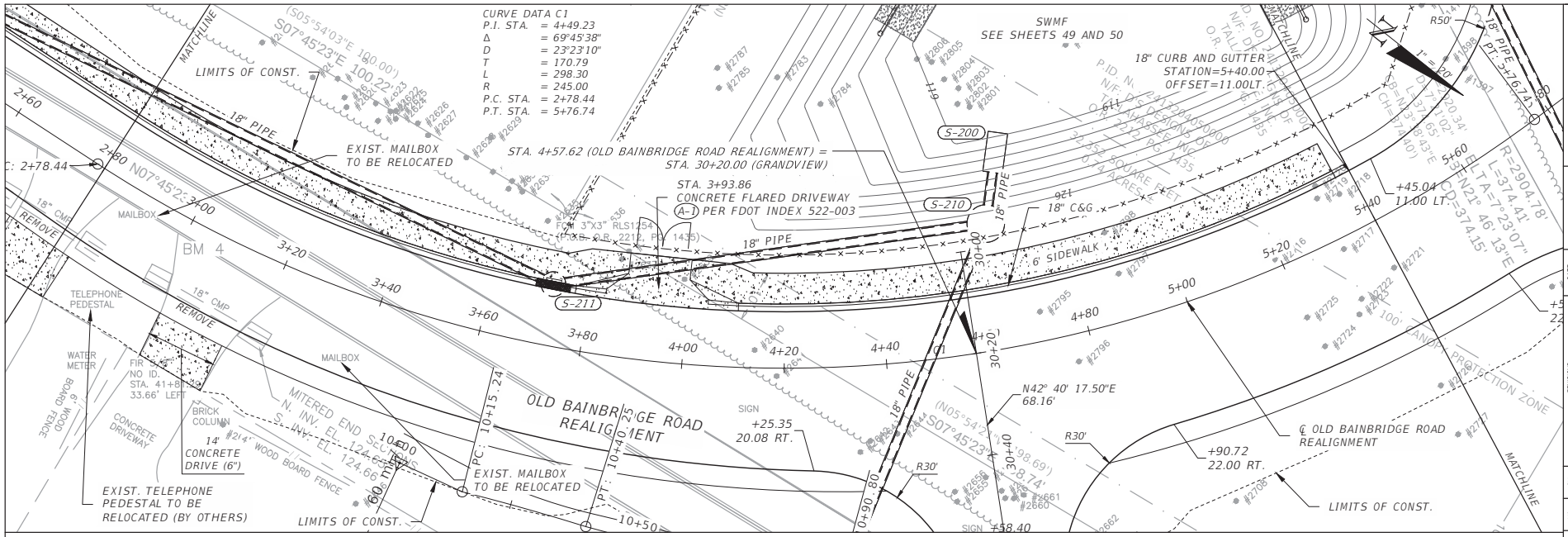

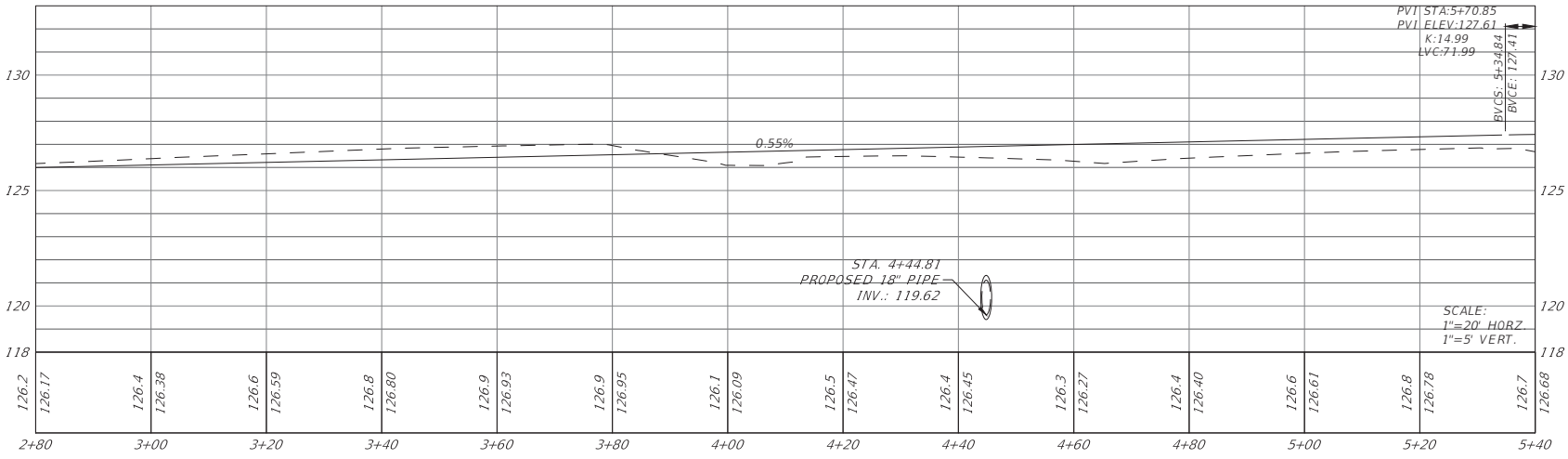

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REVISIONS | NO. | BY | DATE

PROJECT NO.: 25.01.00
DRAWING FILE: 23 ROADWAY PLANS (OBR).DWG

CLIENT: LEON COUNTY PUBLIC WORKS
PROJECT: OLD BAINBRIDGE ROAD & CCNW REALIGNMENT
SHEET: ROADWAY PLANS (OBR)

PLAN RELEASE STATUS
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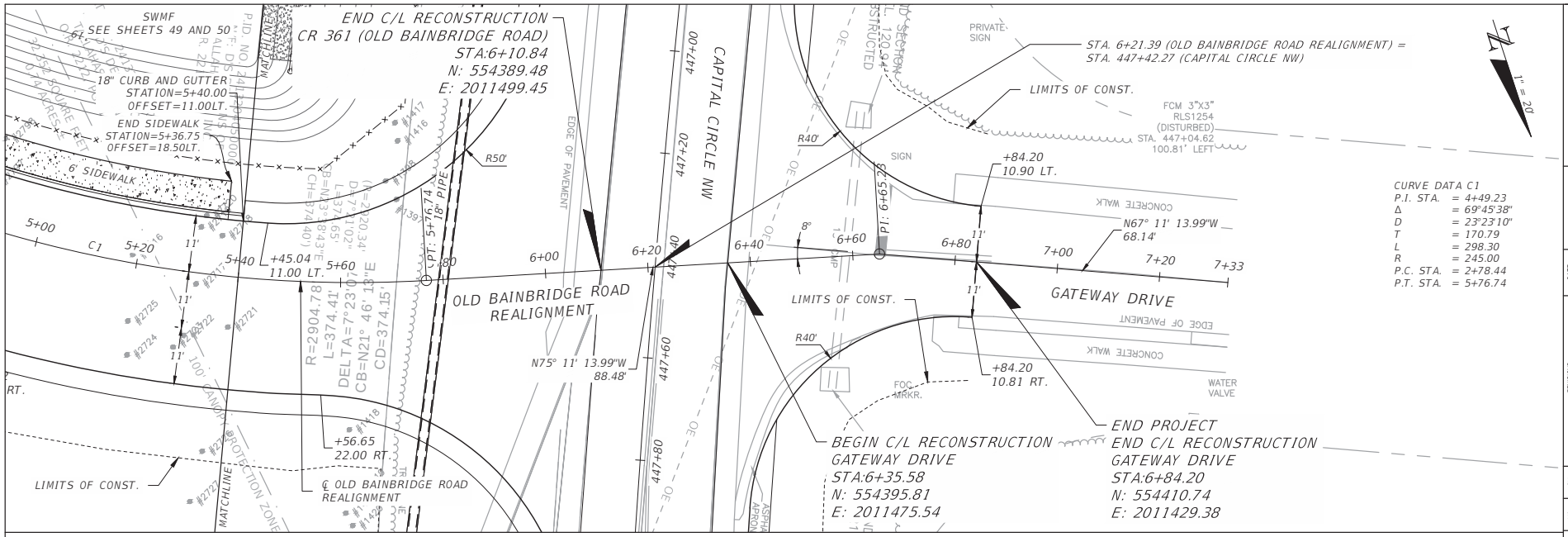

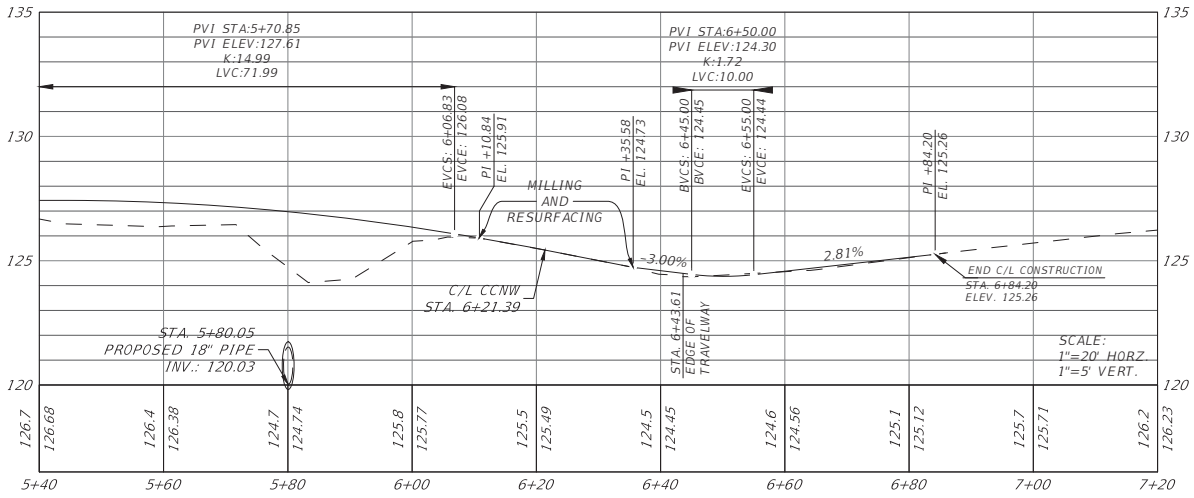

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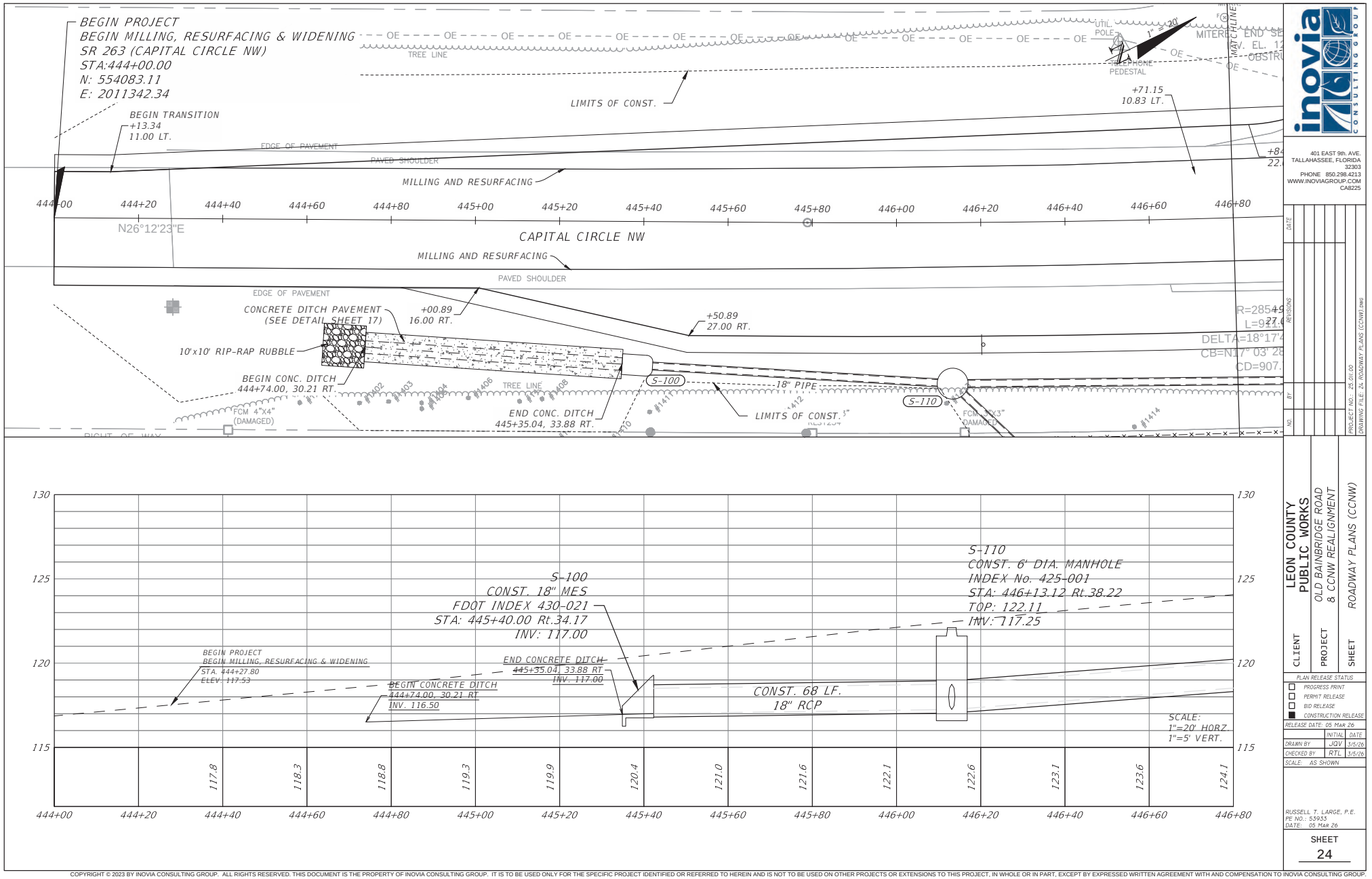

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DRAWING FILE: 24 ROADWAY PLANS (CCNW).DWG

CLIENT: LEON COUNTY PUBLIC WORKS
PROJECT: OLD BAINBRIDGE ROAD & CCNW REALIGNMENT
SHEET: ROADWAY PLANS (CCNW)

PLAN RELEASE STATUS
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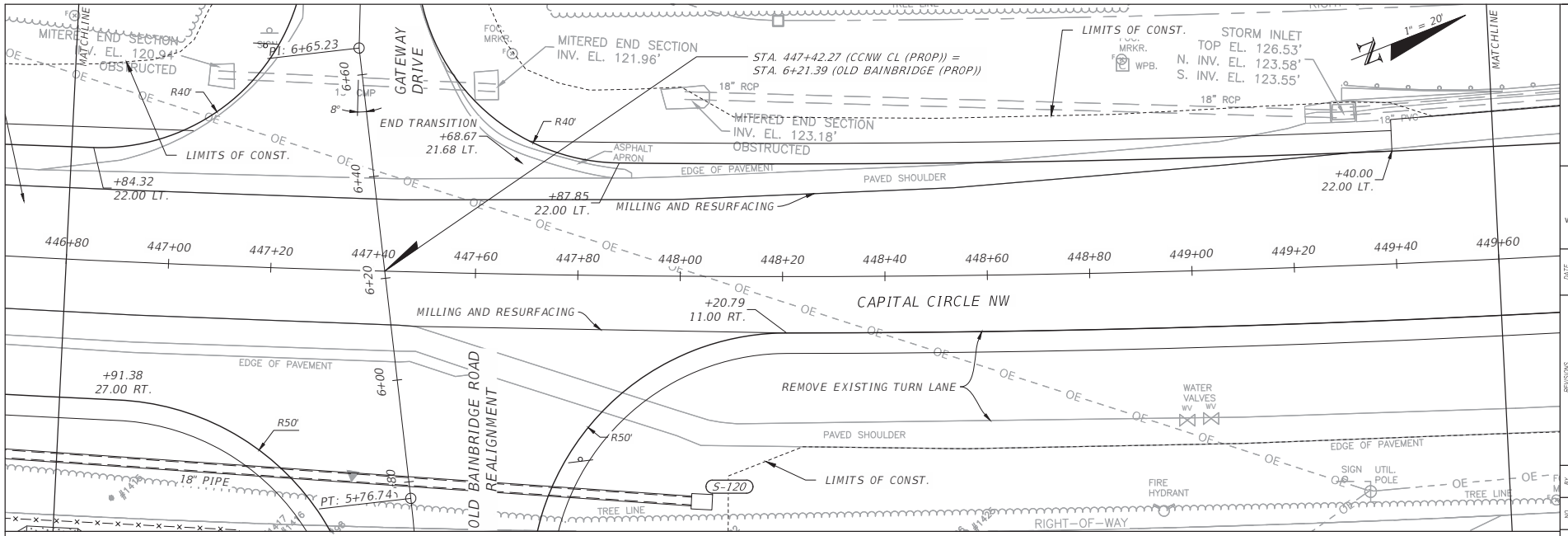

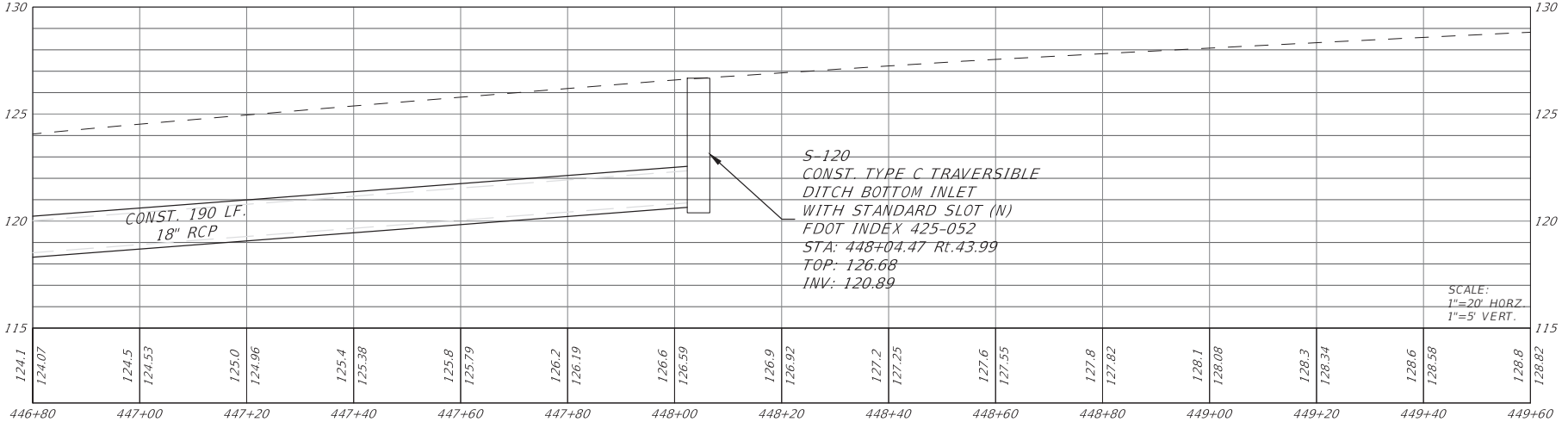

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SHEET: ROADWAY PLANS (CCNW)

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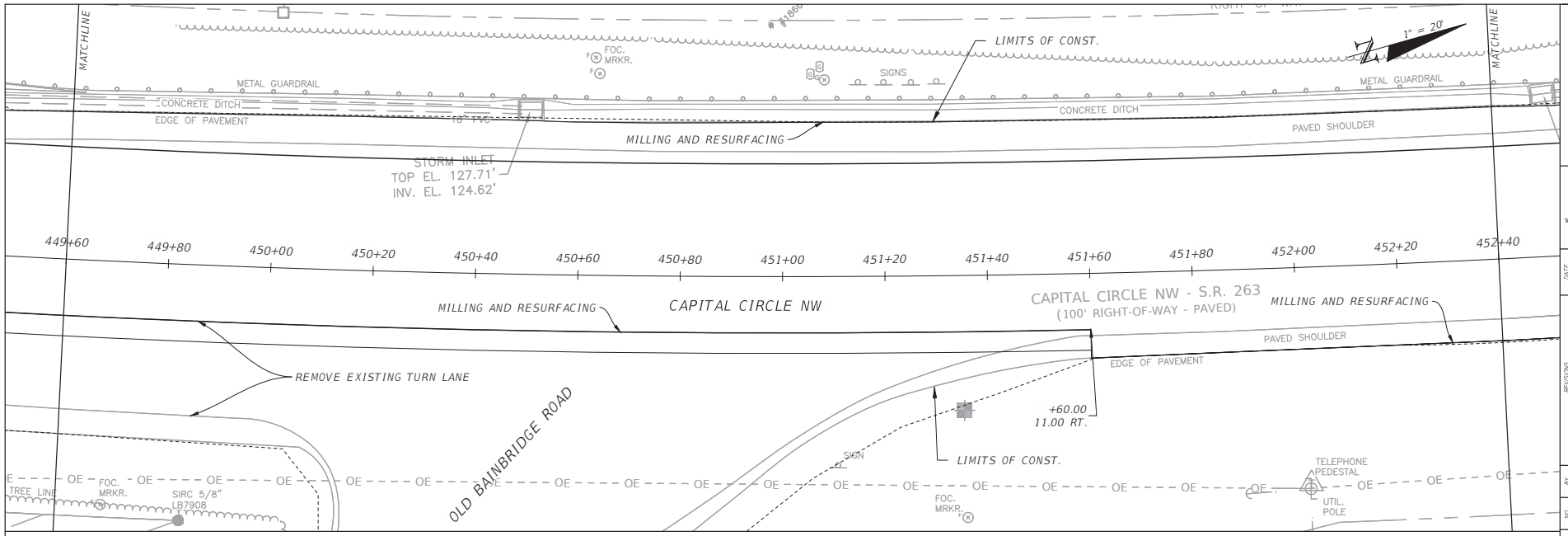

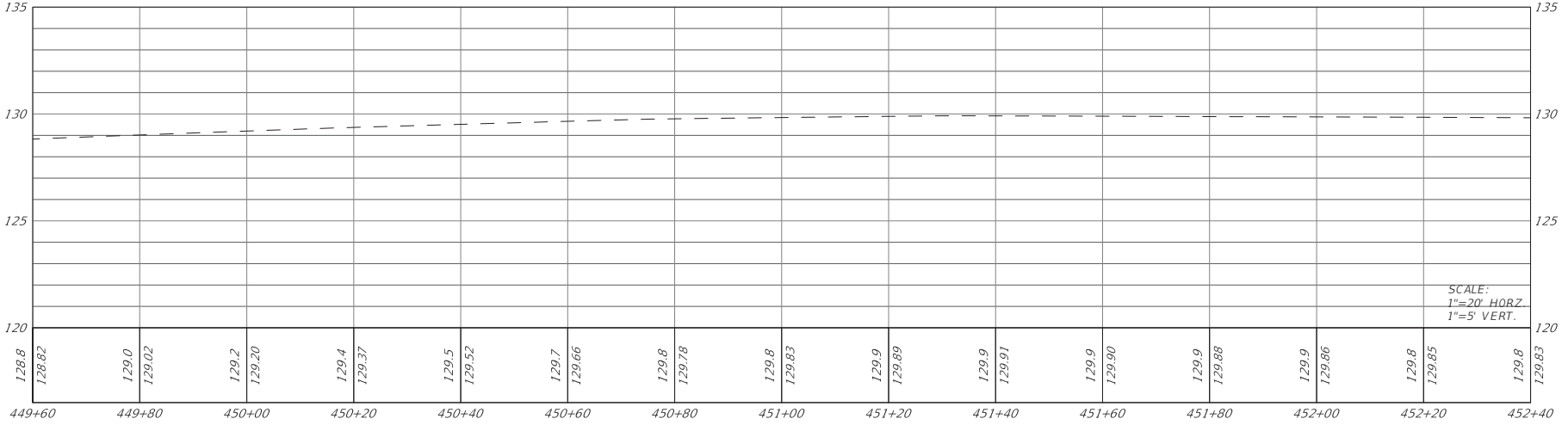

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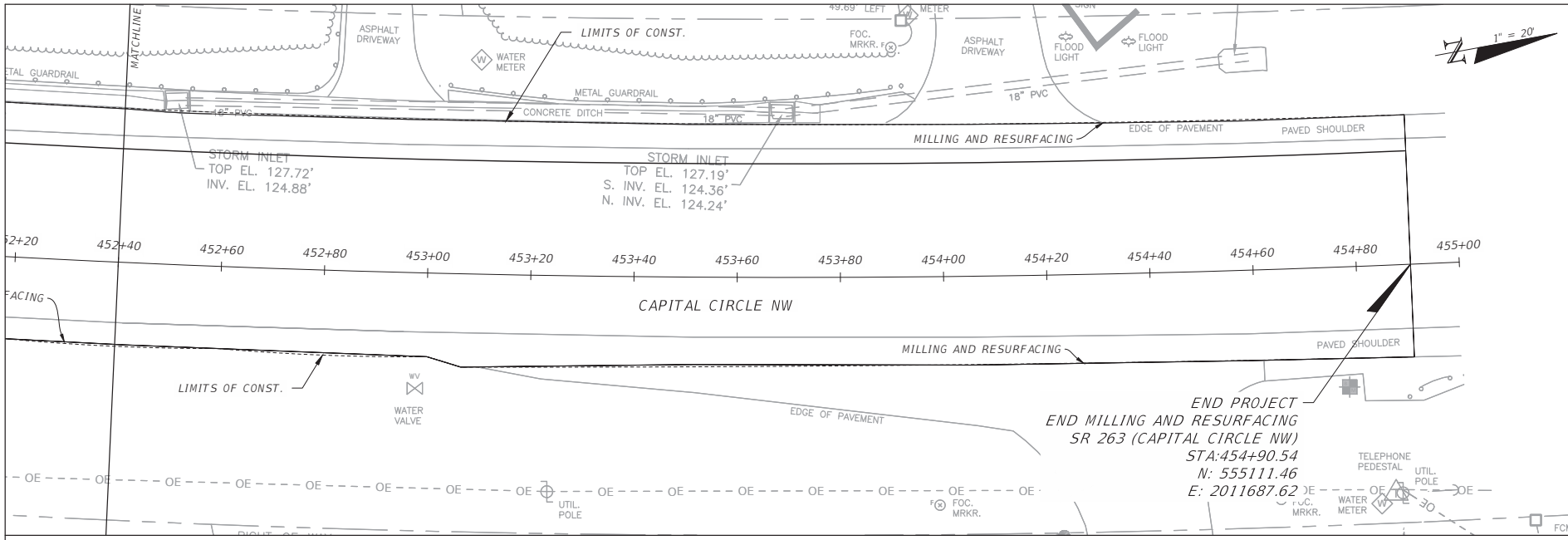

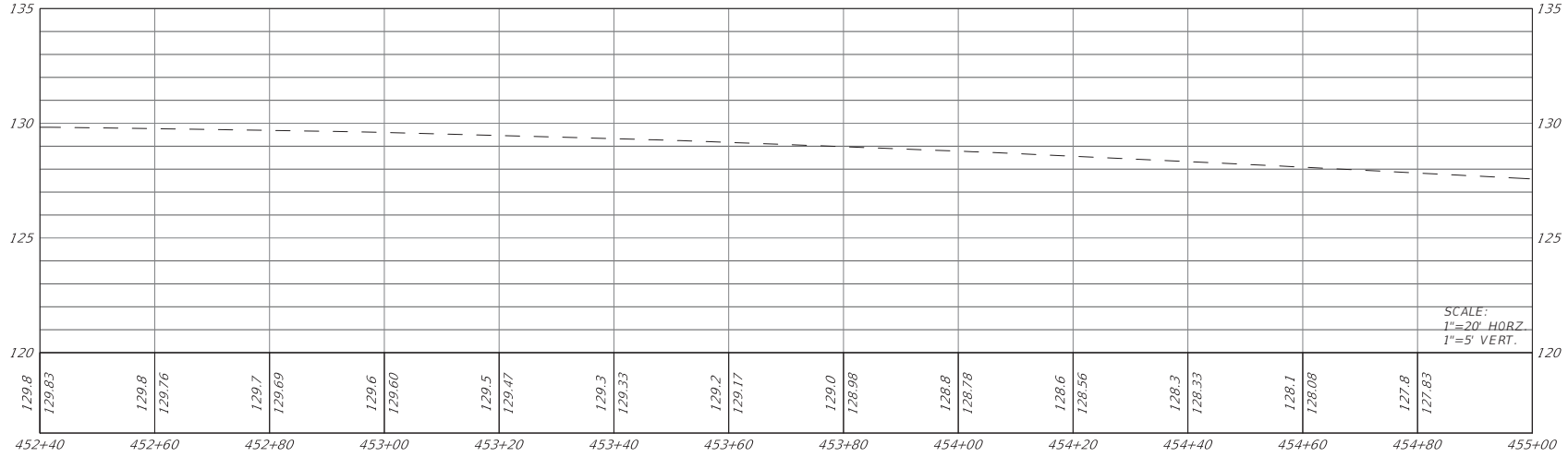

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REVISIONS | NO. | BY | DATE

PROJECT NO.: 25.01.00
DRAWING FILE: 24 ROADWAY PLANS (CCNW).DWG

CLIENT: LEON COUNTY PUBLIC WORKS
PROJECT: OLD BAINBRIDGE ROAD & CCNW REALIGNMENT
SHEET: ROADWAY PLANS (CCNW)

PLAN RELEASE STATUS
- ☐ PROGRESS PRINT
- ☐ PERMIT RELEASE
- ☐ BID RELEASE
- ■ CONSTRUCTION RELEASE

RELEASE DATE: 05 Mar 26

	INITIAL	DATE
DRAWN BY	JQV	3/5/26
CHECKED BY	RTL	3/5/26

SCALE: AS SHOWN

RUSSELL T. LARGE, P.E.
PE NO.: 53933
DATE: 05 Mar 26

SHEET 27

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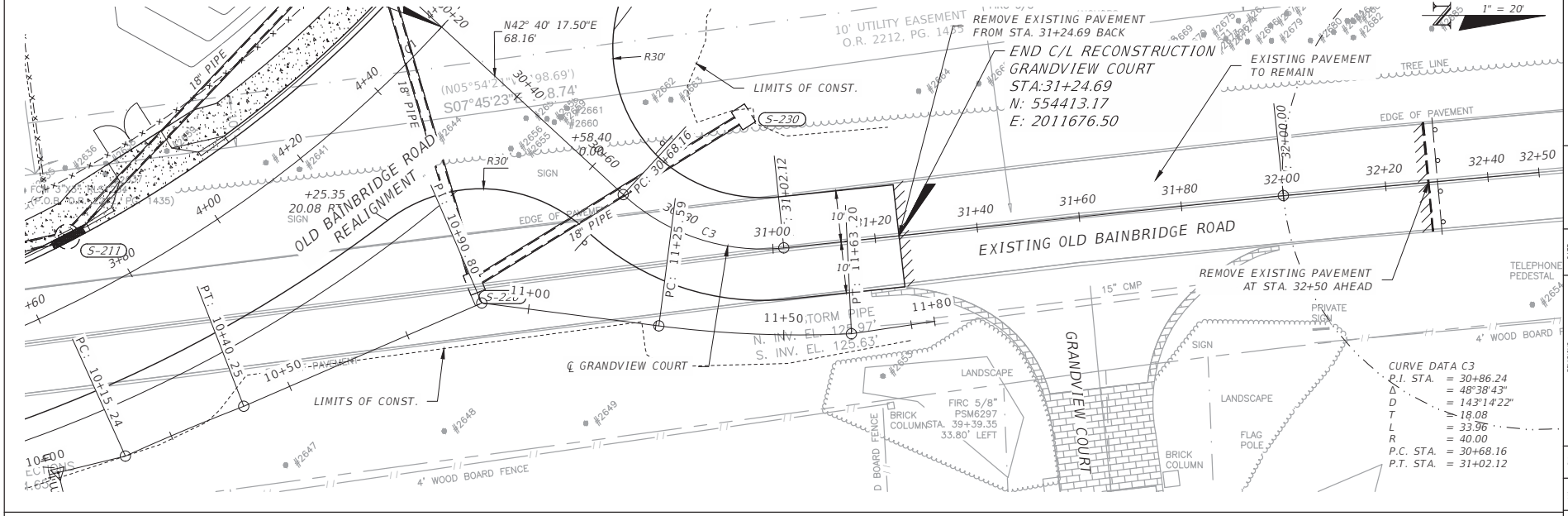

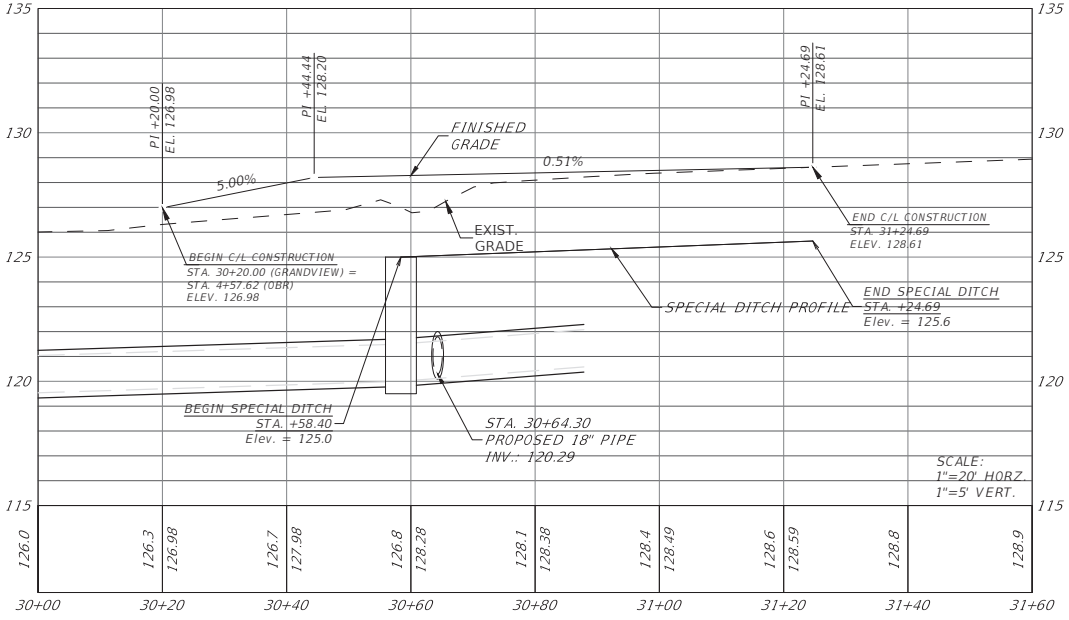

ROADWAY REMOVAL NOTES:

1. EXISTING ROADWAY SURFACE AND BASE SHALL BE REMOVED COMPLETELY.
2. AREA SHALL BE GRADED TO DRAIN TO THE PROPOSED DRAINAGE STRUCTURE S-220.
3. TOP SOIL AND SOD SHALL BE INSTALLED.

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CLIENT: LEON COUNTY PUBLIC WORKS
PROJECT: OLD BAINBRIDGE ROAD & CCNW REALIGNMENT
SHEET: ROADWAY PLANS (GRANDVIEW CONNECTOR)

PLAN RELEASE STATUS
- PROGRESS PRINT
- PERMIT RELEASE
- BID RELEASE
- ■ CONSTRUCTION RELEASE

RELEASE DATE: 05 Mar 26

	INITIAL	DATE
DRAWN BY	JQV	3/5/26
CHECKED BY	RTL	3/5/26

SCALE: AS SHOWN

RUSSELL T. LARGE, P.E.
PE NO.: 53933
DATE: 05 Mar 26

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PROJECT NO.: 25.011.00
DRAWING FILE: 23 ROADWAY PLANS (OBR).dwg

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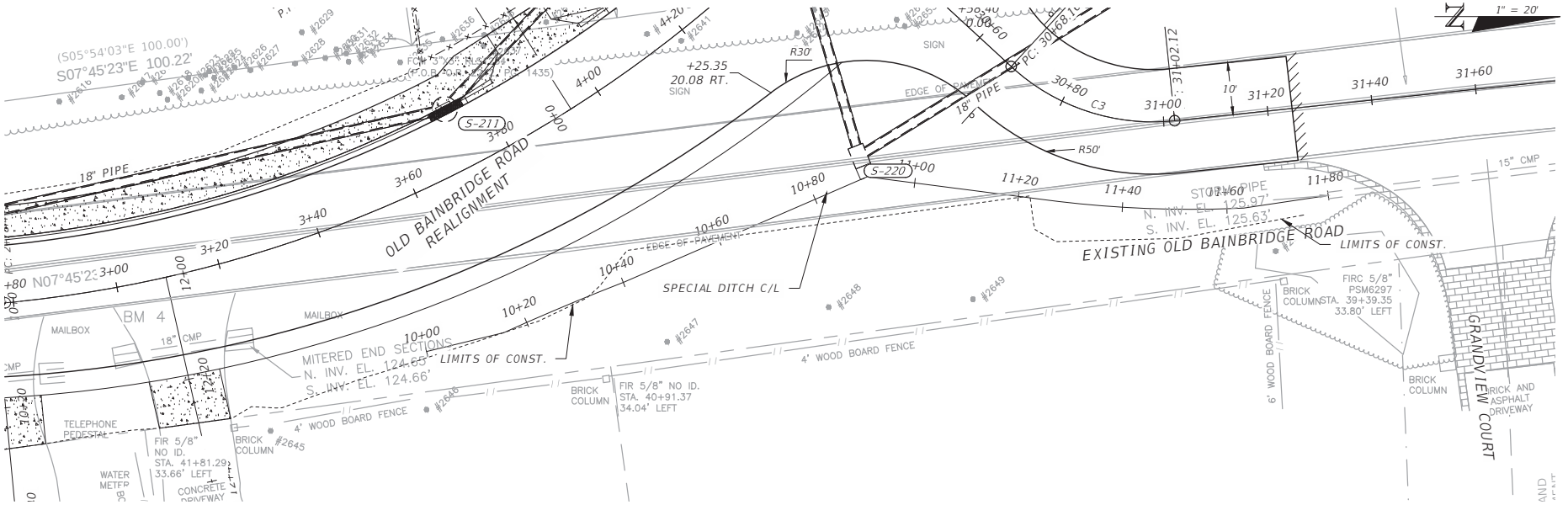

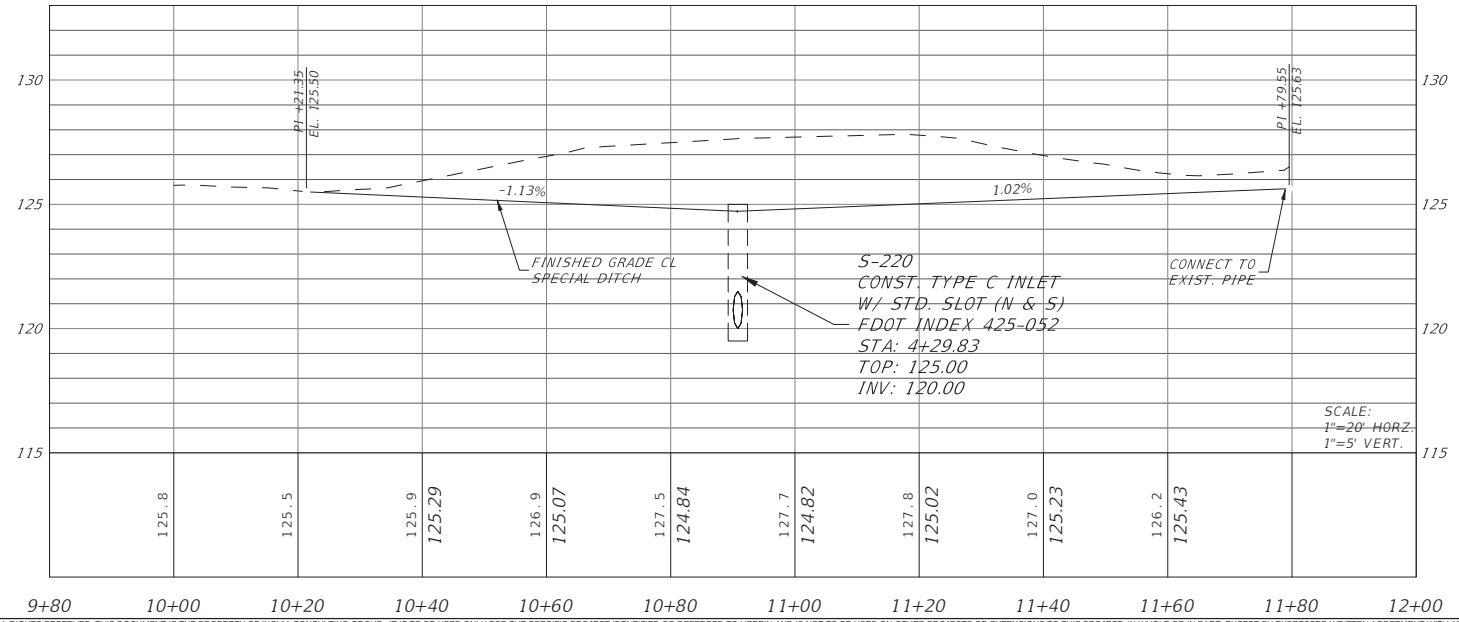

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NO.	BY	REVISIONS	DATE

PROJECT NO.: 25.01.00
DRAWING FILE: 28A ROADWAY PLANS (OBR).dwg

CLIENT: LEON COUNTY PUBLIC WORKS
PROJECT: OLD BAINBRIDGE ROAD & CCNW REALIGNMENT
SHEET: SPECIAL DITCH PROFILE

PLAN RELEASE STATUS
- ☐ PROGRESS PRINT
- ☐ PERMIT RELEASE
- ☐ BID RELEASE
- ■ CONSTRUCTION RELEASE

RELEASE DATE: 05 Mar 26

	INITIAL	DATE
DRAWN BY	JQV	3/5/26
CHECKED BY	RTL	3/5/26

SCALE: AS SHOWN

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PE NO.: 53933
DATE: 05 Mar 26

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28A

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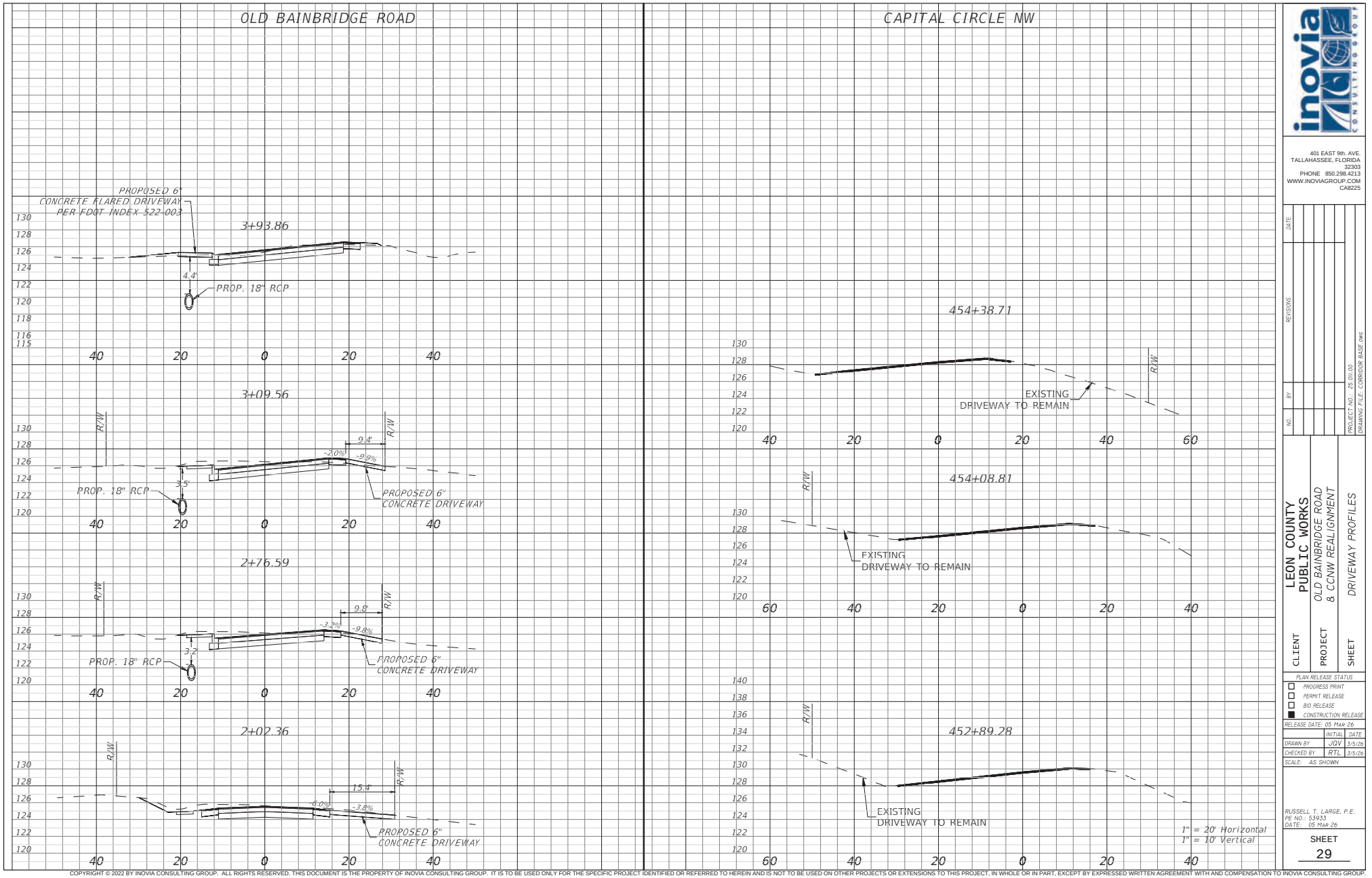

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PROJECT NO.: 25.011.00
DRAWING FILE: CORRIDOR BASE.dwg

CLIENT: LEON COUNTY PUBLIC WORKS
PROJECT: OLD BAINBRIDGE ROAD & CCNW REALIGNMENT
SHEET: DRIVEWAY PROFILES

PLAN RELEASE STATUS
- ☐ PROGRESS PRINT
- ☐ PERMIT RELEASE
- ☐ BID RELEASE
- ■ CONSTRUCTION RELEASE

RELEASE DATE: 05 Mar 26

	INITIAL	DATE
DRAWN BY	JQV	3/5/26
CHECKED BY	RTL	3/5/26

SCALE: AS SHOWN

RUSSELL T. LARGE, P.E.
PE NO.: 53933
DATE: 05 Mar 26

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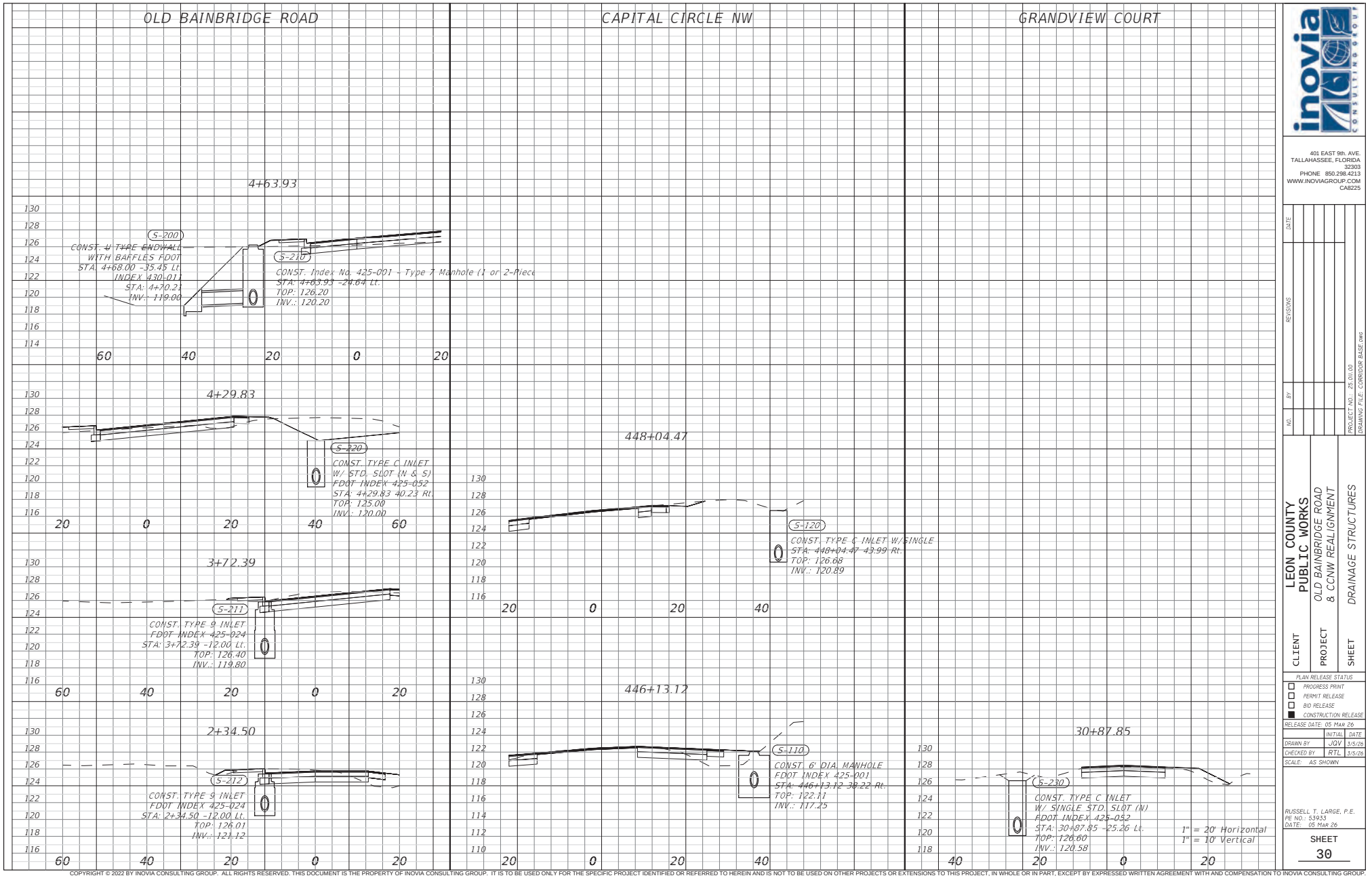

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PROJECT NO.: 25.011.00
DRAWING FILE: CORRIDOR BASE.dwg

CLIENT: LEON COUNTY PUBLIC WORKS
PROJECT: OLD BAINBRIDGE ROAD & CCNW REALIGNMENT
SHEET: DRAINAGE STRUCTURES

PLAN RELEASE STATUS
- PROGRESS PRINT
- PERMIT RELEASE
- BID RELEASE
- ■ CONSTRUCTION RELEASE

RELEASE DATE: 05 Mar 26

	INITIAL	DATE
DRAWN BY	JQV	3/5/26
CHECKED BY	RTL	3/5/26

SCALE: AS SHOWN

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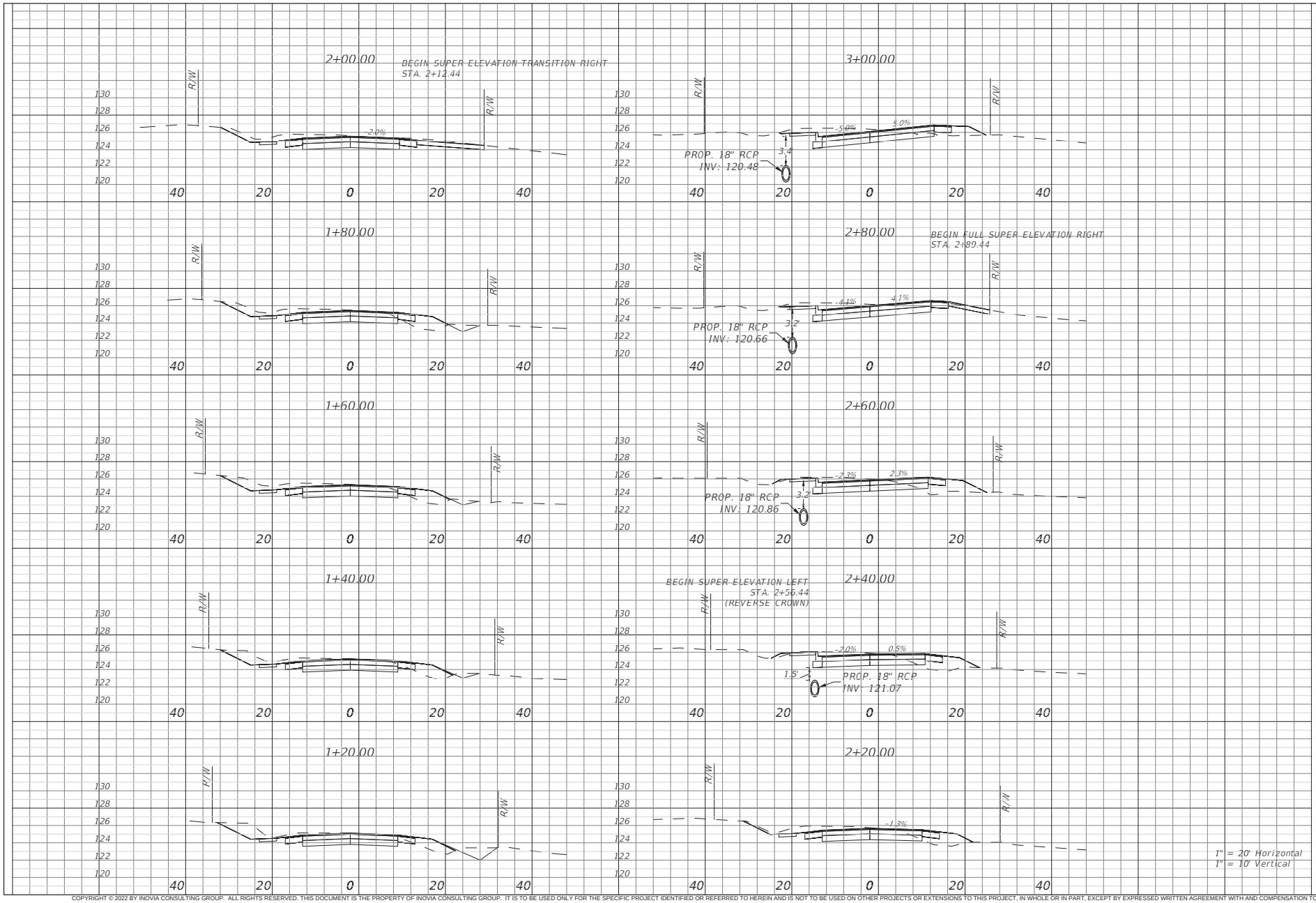

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PROJECT NO.: 25.011.00
DRAWING FILE: CORRIDOR BASE.dwg

CLIENT: LEON COUNTY PUBLIC WORKS
PROJECT: OLD BAINBRIDGE ROAD & CCNW REALIGNMENT
SHEET: CROSS SECTIONS OBR (1) (OBR)(1)

PLAN RELEASE STATUS
- ☐ PROGRESS PRINT
- ☐ PERMIT RELEASE
- ☐ BID RELEASE
- ■ CONSTRUCTION RELEASE

RELEASE DATE: 05 Mar 26

	INITIAL	DATE
DRAWN BY	JQV	3/5/26
CHECKED BY	RTL	3/5/26

SCALE: AS SHOWN

RUSSELL T. LARGE, P.E.
PE NO.: 53933
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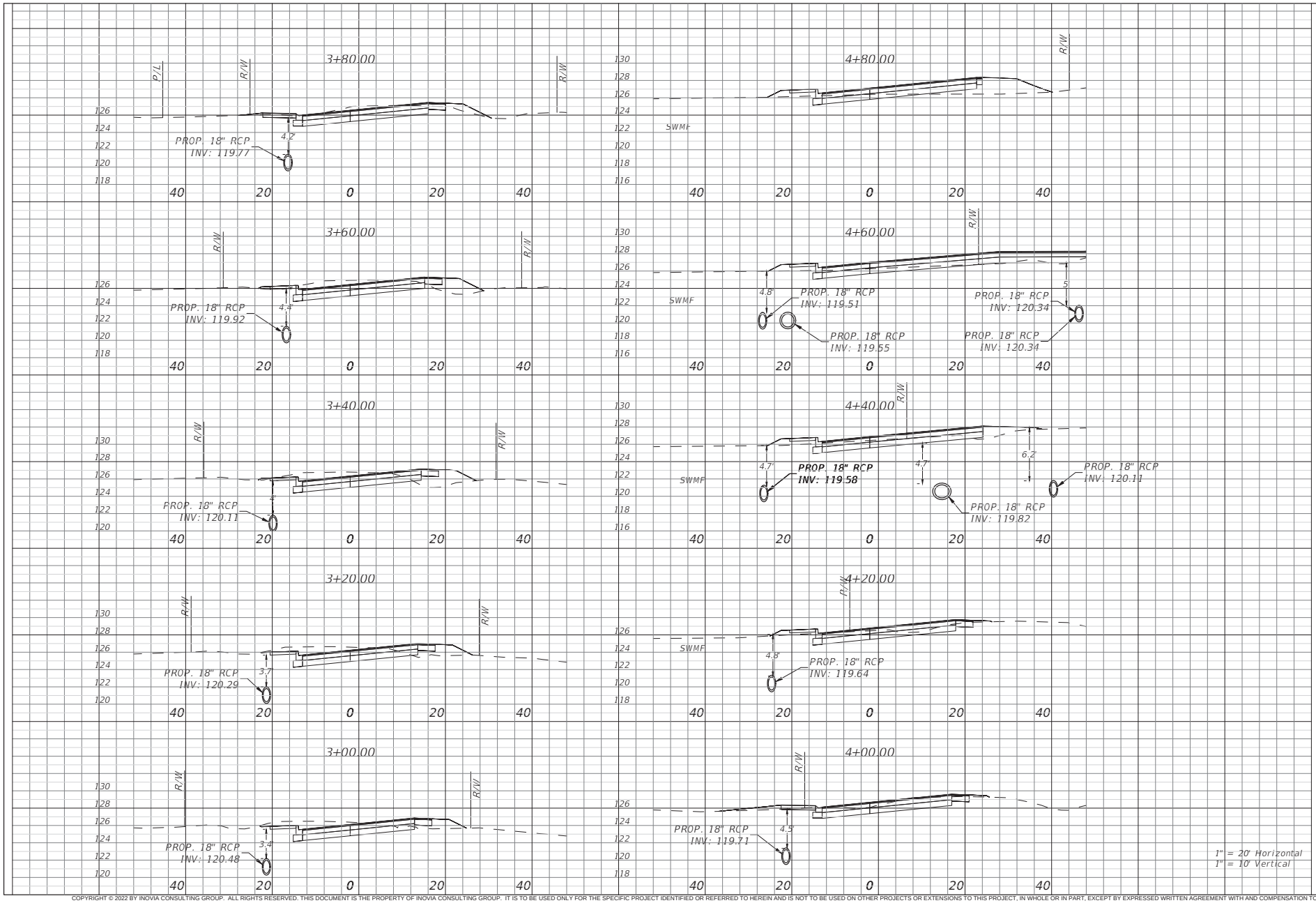

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PROJECT NO.: 25.011.00
DRAWING FILE: CORRIDOR BASE.dwg

CLIENT: LEON COUNTY PUBLIC WORKS
PROJECT: OLD BAINBRIDGE ROAD & CCNW REALIGNMENT
SHEET: CROSS SECTIONS OBR (2)

PLAN RELEASE STATUS
- ☐ PROGRESS PRINT
- ☐ PERMIT RELEASE
- ☐ BID RELEASE
- ■ CONSTRUCTION RELEASE

RELEASE DATE: 05 Mar 26

	INITIAL	DATE
DRAWN BY	JQV	3/5/26
CHECKED BY	RTL	3/5/26

SCALE: AS SHOWN

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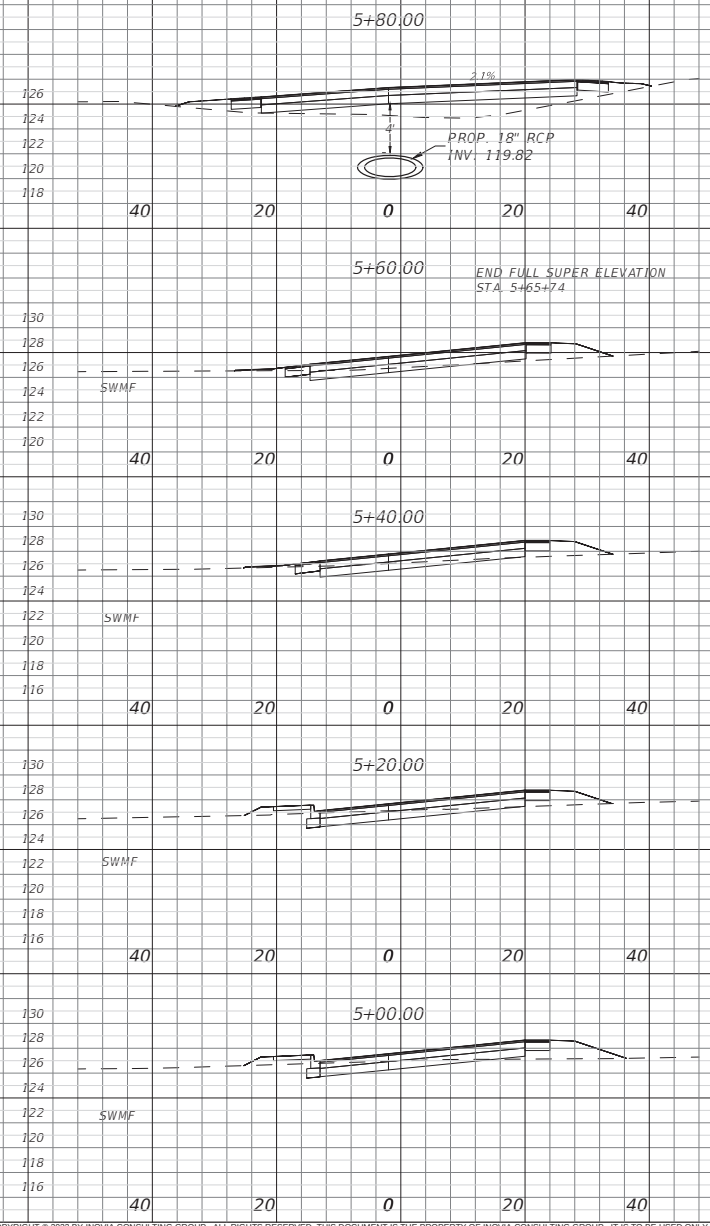

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NO.	BY	REVISIONS	DATE

PROJECT NO.: 25.011.00
DRAWING FILE: CORRIDOR BASE.dwg

CLIENT: LEON COUNTY PUBLIC WORKS
PROJECT: OLD BAINBRIDGE ROAD & CCNW REALIGNMENT
SHEET: CROSS SECTIONS OBR (3)

PLAN RELEASE STATUS
- ☐ PROGRESS PRINT
- ☐ PERMIT RELEASE
- ☐ BID RELEASE
- ■ CONSTRUCTION RELEASE

RELEASE DATE: 05 Mar 26

	INITIAL	DATE
DRAWN BY	JQV	3/5/26
CHECKED BY	RTL	3/5/26

SCALE: AS SHOWN

1" = 20' Horizontal
1" = 10' Vertical

RUSSELL T. LARGE, P.E.
PE NO.: 53933
DATE: 05 Mar 26

SHEET
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PROJECT NO.: 25.011.00
DRAWING FILE: CORRIDOR BASE.dwg

CLIENT: LEON COUNTY PUBLIC WORKS
PROJECT: OLD BAINBRIDGE ROAD & CCNW REALIGNMENT
SHEET: CROSS SECTIONS CCNW (1)

PLAN RELEASE STATUS
- ☐ PROGRESS PRINT
- ☐ PERMIT RELEASE
- ☐ BID RELEASE
- ■ CONSTRUCTION RELEASE

RELEASE DATE: 05 Mar 26

	INITIAL	DATE
DRAWN BY	JQV	3/5/26
CHECKED BY	RTL	3/5/26

SCALE: AS SHOWN

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PE NO.: 53933
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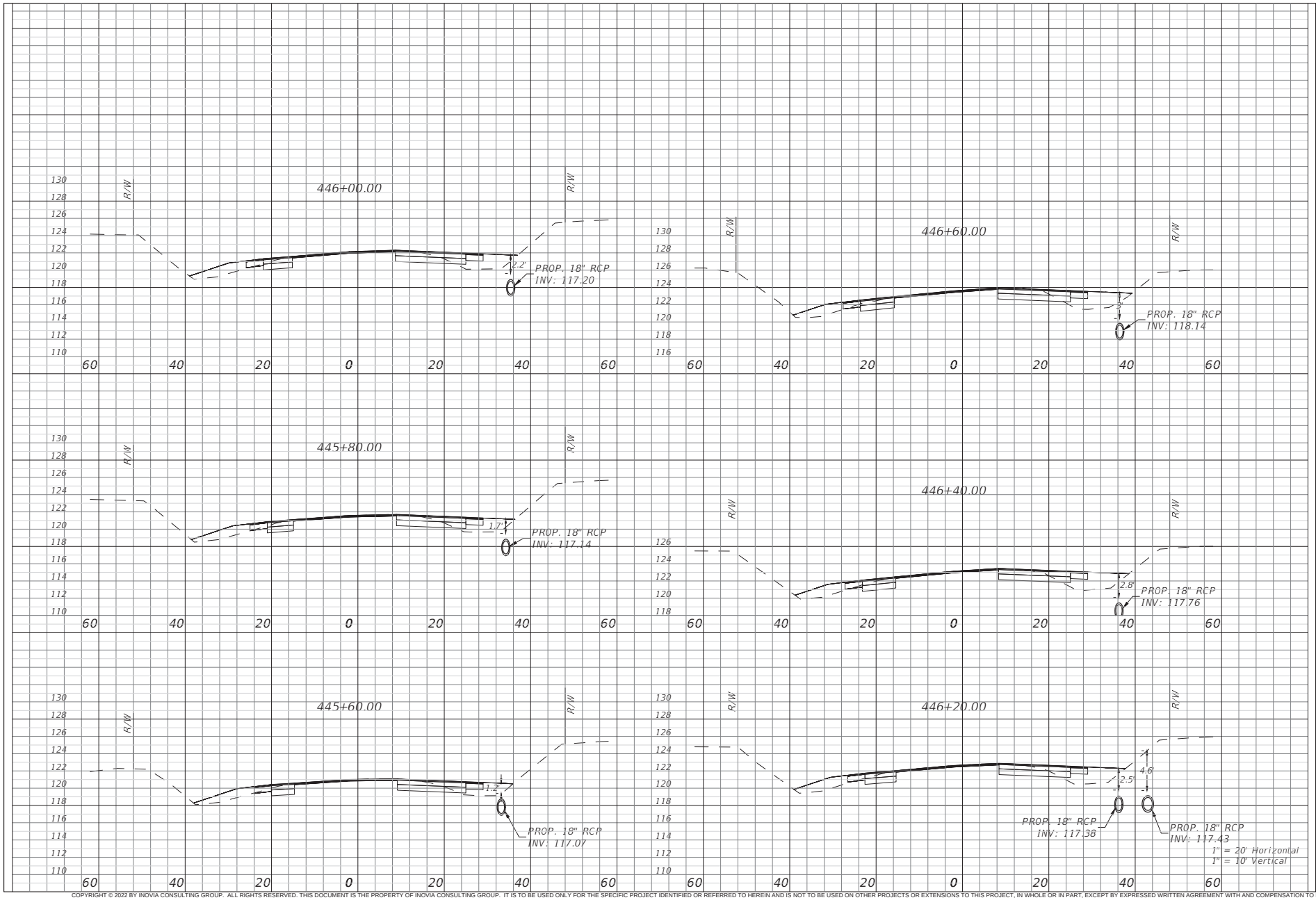

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NO.	BY	REVISIONS	DATE

PROJECT NO.: 25.011.00
DRAWING FILE: CORRIDOR BASE.dwg

CLIENT: LEON COUNTY PUBLIC WORKS
PROJECT: OLD BAINBRIDGE ROAD & CCNW REALIGNMENT
SHEET: CROSS SECTIONS CCNW (2)

PLAN RELEASE STATUS
- ☐ PROGRESS PRINT
- ☐ PERMIT RELEASE
- ☐ BID RELEASE
- ■ CONSTRUCTION RELEASE

RELEASE DATE: 05 Mar 26

	INITIAL	DATE
DRAWN BY	JQV	3/5/26
CHECKED BY	RTL	3/5/26

SCALE: AS SHOWN

RUSSELL T. LARGE, P.E.
PE NO.: 53933
DATE: 05 Mar 26

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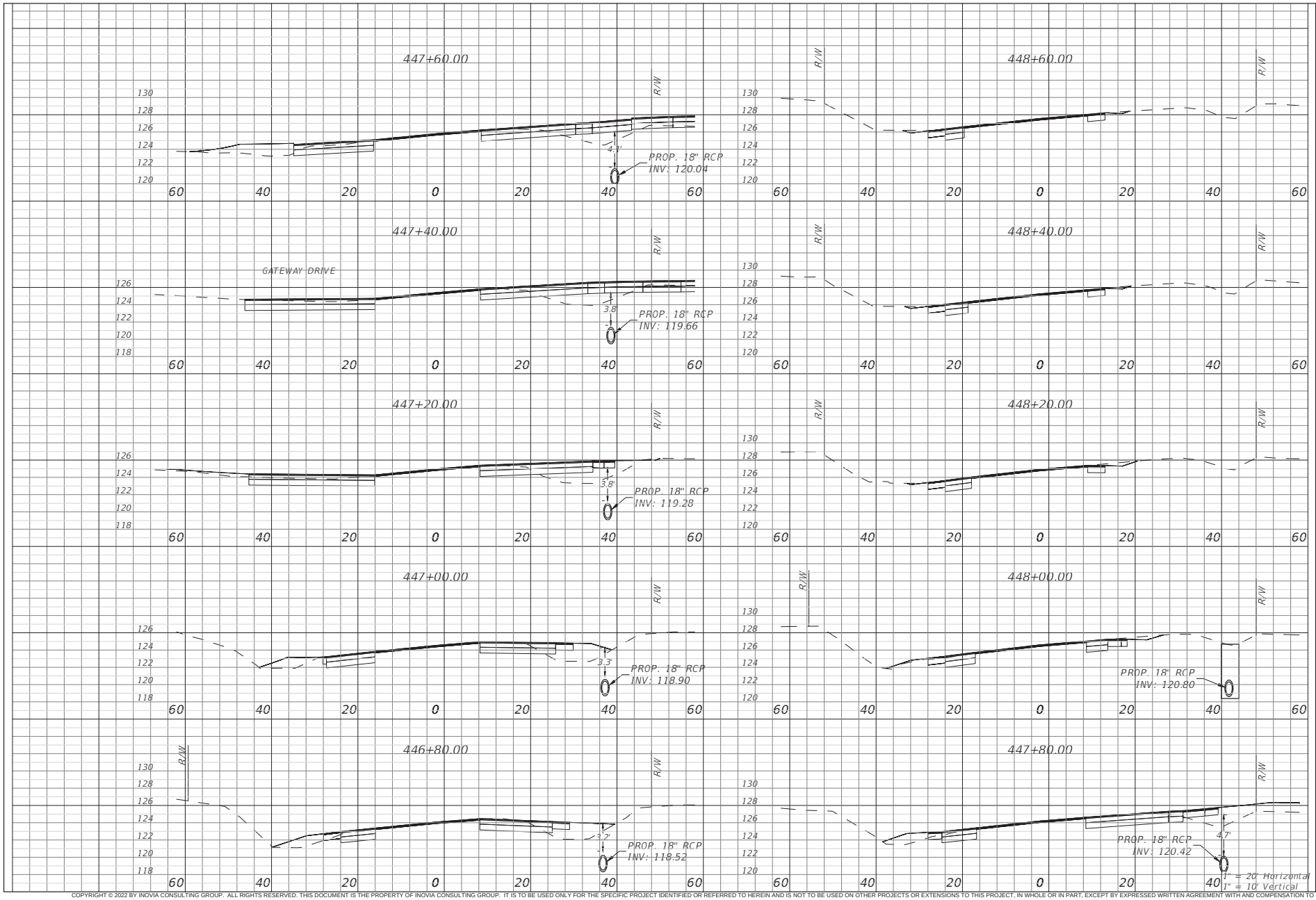

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PROJECT NO.: 25.011.00
DRAWING FILE: CORRIDOR BASE.dwg

CLIENT: LEON COUNTY PUBLIC WORKS
PROJECT: OLD BAINBRIDGE ROAD & CCNW REALIGNMENT
SHEET: CROSS SECTIONS CCNW (3)

PLAN RELEASE STATUS
- ☐ PROGRESS PRINT
- ☐ PERMIT RELEASE
- ☐ BID RELEASE
- ■ CONSTRUCTION RELEASE

RELEASE DATE: 05 Mar 26

	INITIAL	DATE
DRAWN BY	JQV	3/5/26
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SCALE: AS SHOWN

RUSSELL T. LARGE, P.E.
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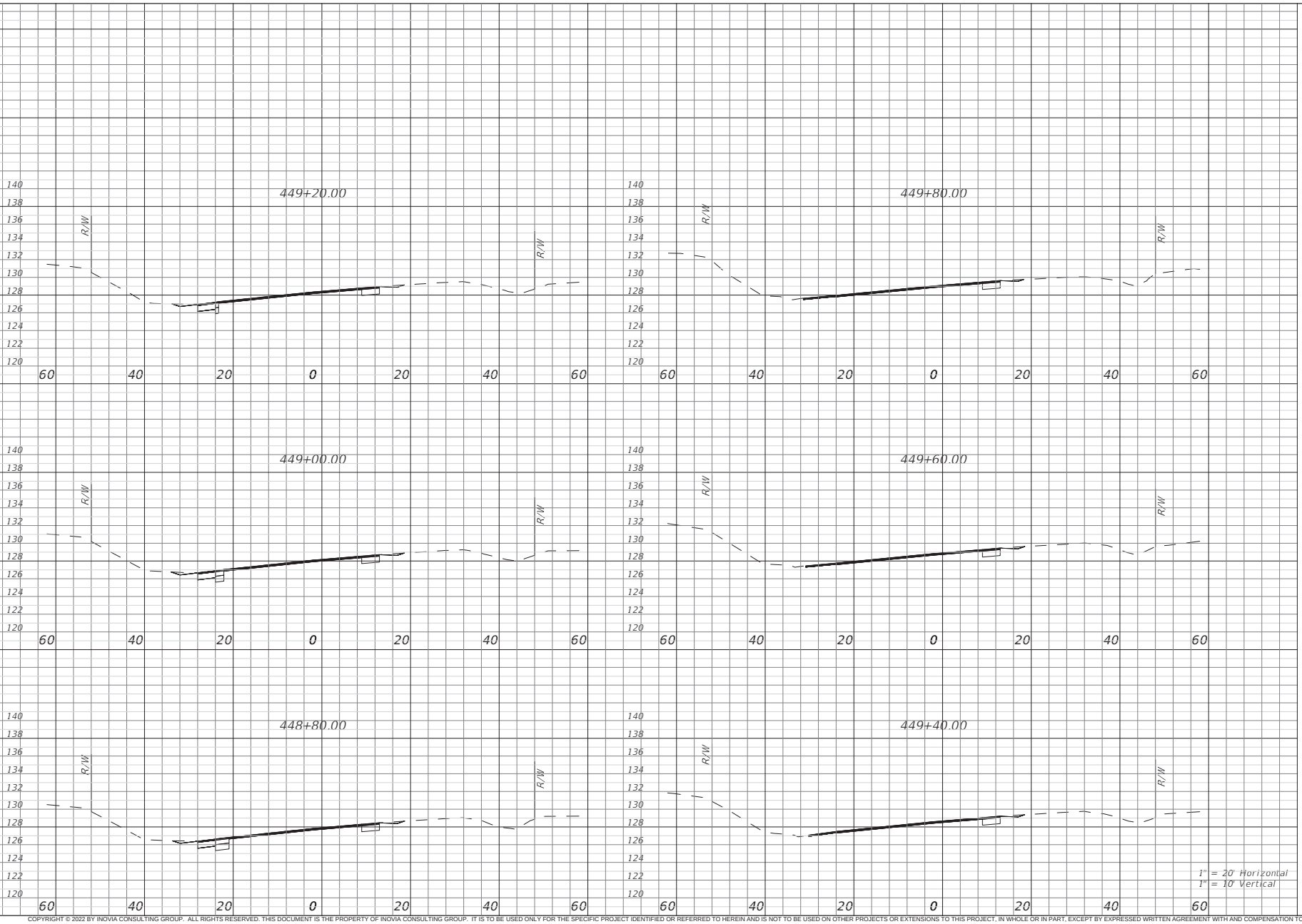

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PROJECT NO.: 25.011.00
DRAWING FILE: CORRIDOR BASE.dwg

CLIENT: LEON COUNTY PUBLIC WORKS
PROJECT: OLD BAINBRIDGE ROAD & CCNW REALIGNMENT
SHEET: CROSS SECTIONS CCNW (4)

PLAN RELEASE STATUS
- ☐ PROGRESS PRINT
- ☐ PERMIT RELEASE
- ☐ BID RELEASE
- ■ CONSTRUCTION RELEASE

RELEASE DATE: 05 Mar 26

	INITIAL	DATE
DRAWN BY	JQV	3/5/26
CHECKED BY	RTL	3/5/26

SCALE: AS SHOWN

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DATE: 05 Mar 26

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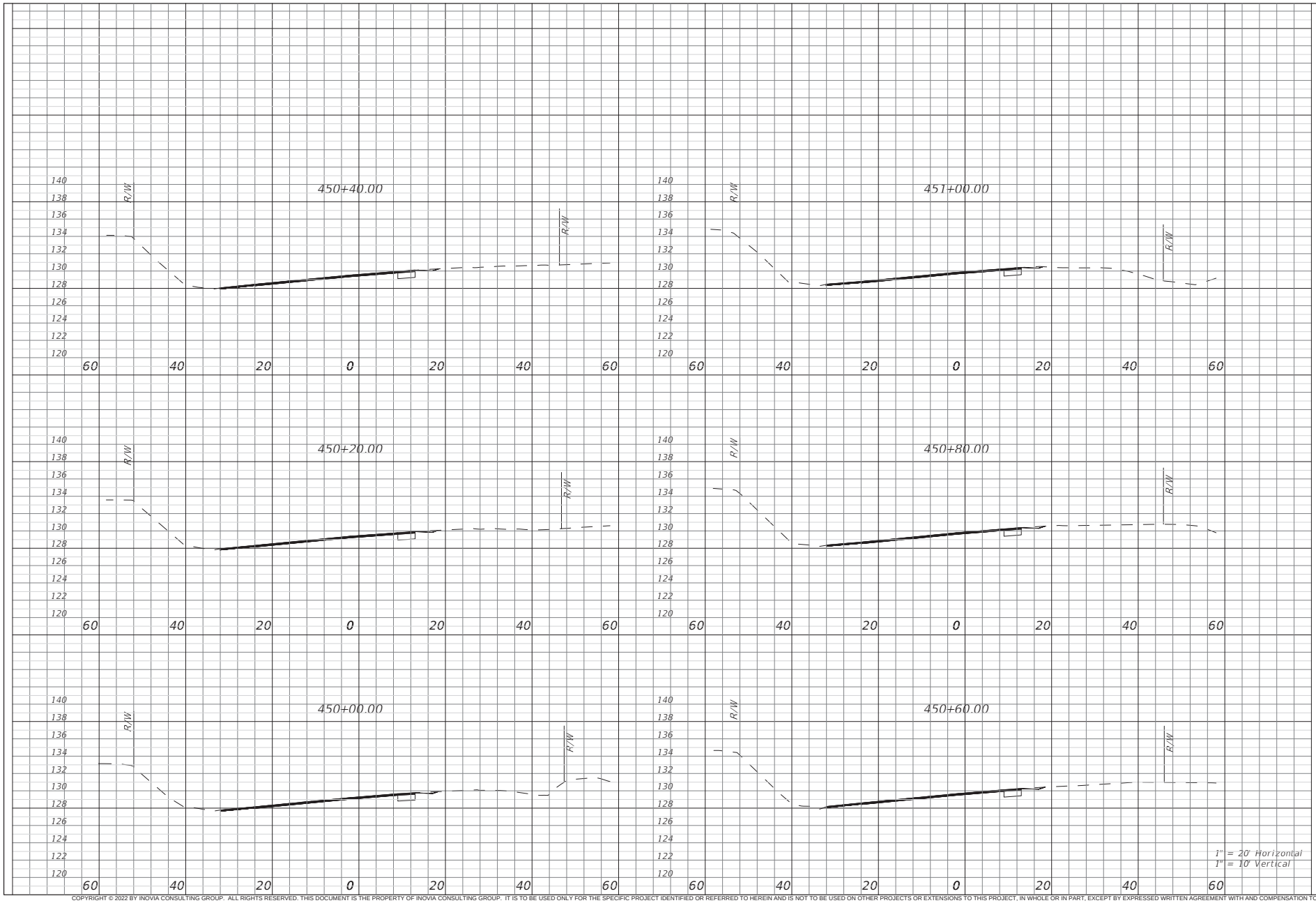

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PROJECT NO.: 25.011.00
DRAWING FILE: CORRIDOR BASE.dwg

CLIENT: LEON COUNTY PUBLIC WORKS
PROJECT: OLD BAINBRIDGE ROAD & CCNW REALIGNMENT
SHEET: CROSS SECTIONS CCNW (5)

PLAN RELEASE STATUS
- ☐ PROGRESS PRINT
- ☐ PERMIT RELEASE
- ☐ BID RELEASE
- ■ CONSTRUCTION RELEASE

RELEASE DATE: 05 Mar 26

	INITIAL	DATE
DRAWN BY	JQV	3/5/26
CHECKED BY	RTL	3/5/26

SCALE: AS SHOWN

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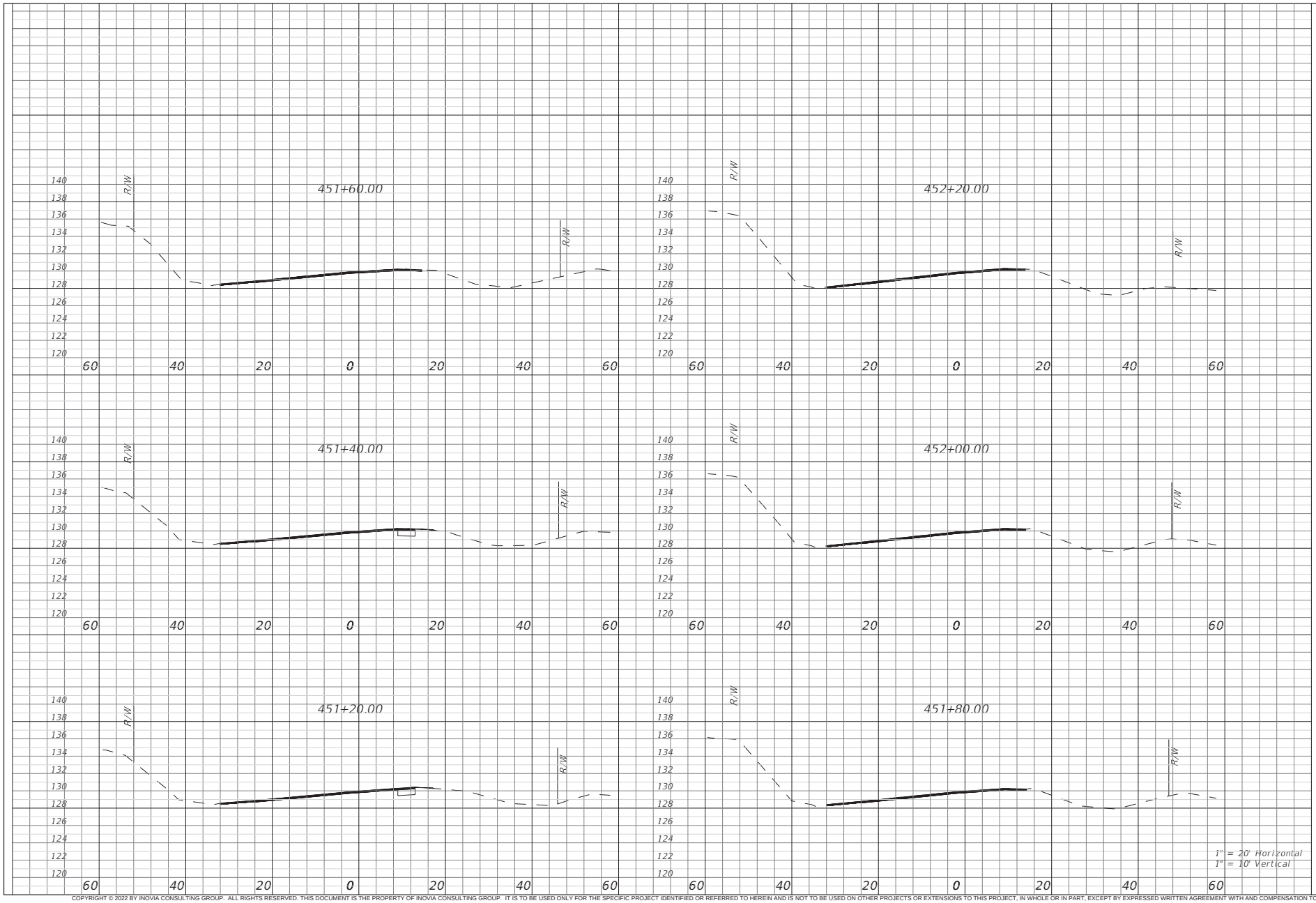

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PROJECT NO.: 25.011.00
DRAWING FILE: CORRIDOR BASE.dwg

CLIENT: LEON COUNTY PUBLIC WORKS
PROJECT: OLD BAINBRIDGE ROAD & CCNW REALIGNMENT
SHEET: CROSS SECTIONS CCNW (6)

PLAN RELEASE STATUS
- ☐ PROGRESS PRINT
- ☐ PERMIT RELEASE
- ☐ BID RELEASE
- ■ CONSTRUCTION RELEASE

RELEASE DATE: 05 Mar 26

	INITIAL	DATE
DRAWN BY	JQV	3/5/26
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SCALE: AS SHOWN

RUSSELL T. LARGE, P.E.
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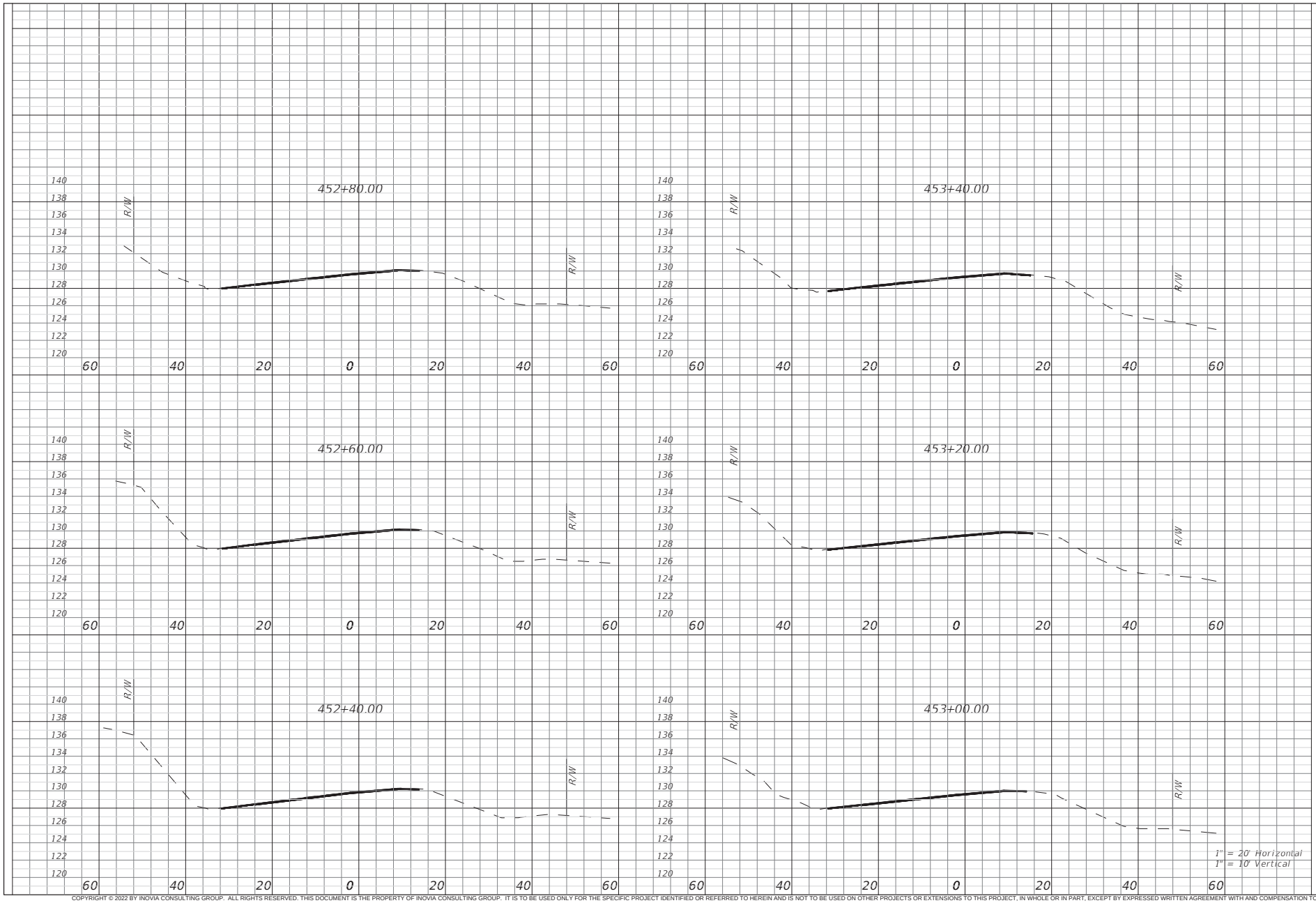

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NO.	BY	REVISIONS	DATE

PROJECT NO.: 25.011.00
DRAWING FILE: CORRIDOR BASE.dwg

CLIENT: LEON COUNTY PUBLIC WORKS
PROJECT: OLD BAINBRIDGE ROAD & CCNW REALIGNMENT
SHEET: CROSS SECTIONS CCNW (7)

PLAN RELEASE STATUS
- ☐ PROGRESS PRINT
- ☐ PERMIT RELEASE
- ☐ BID RELEASE
- ■ CONSTRUCTION RELEASE

RELEASE DATE: 05 Mar 26

	INITIAL	DATE
DRAWN BY	JQV	3/5/26
CHECKED BY	RTL	3/5/26

SCALE: AS SHOWN

RUSSELL T. LARGE, P.E.
PE NO.: 53933
DATE: 05 Mar 26

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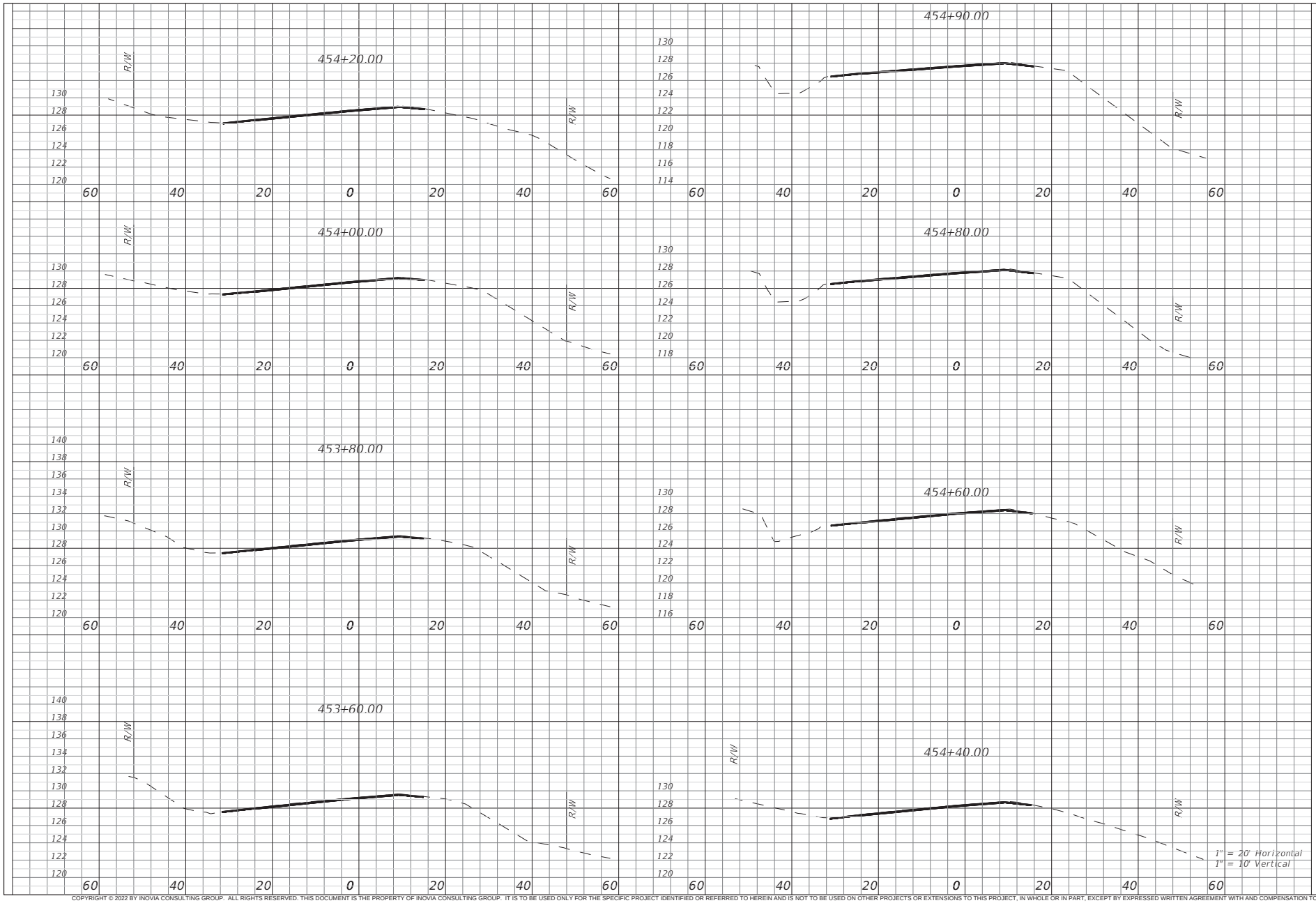

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CLIENT: LEON COUNTY PUBLIC WORKS
PROJECT: OLD BAINBRIDGE ROAD & CCNW REALIGNMENT
SHEET: CROSS SECTIONS CCNW (8)

PLAN RELEASE STATUS
- ☐ PROGRESS PRINT
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RELEASE DATE: 05 Mar 26

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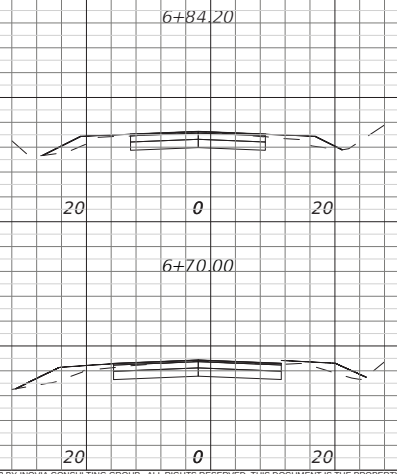

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PROJECT: OLD BAINBRIDGE ROAD & CCNW REALIGNMENT
SHEET: CROSS SECTIONS GATEWAY(1)

PLAN RELEASE STATUS
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RELEASE DATE: 05 Mar 26

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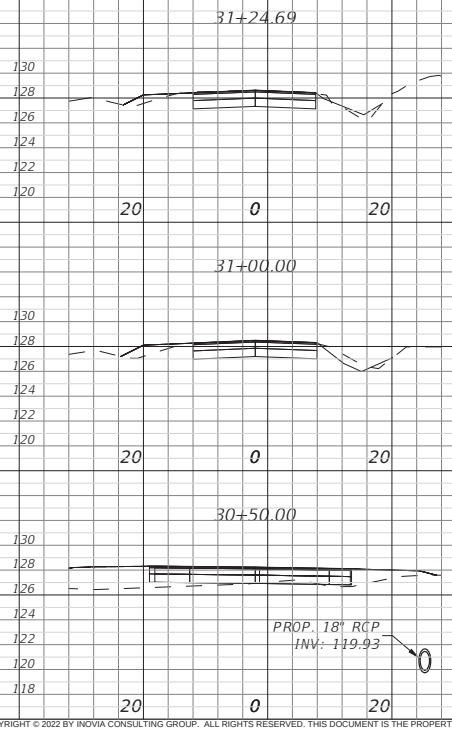

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PROJECT: OLD BAINBRIDGE ROAD & CCNW REALIGNMENT
SHEET: CROSS SECTIONS GRANDVIEW (1)

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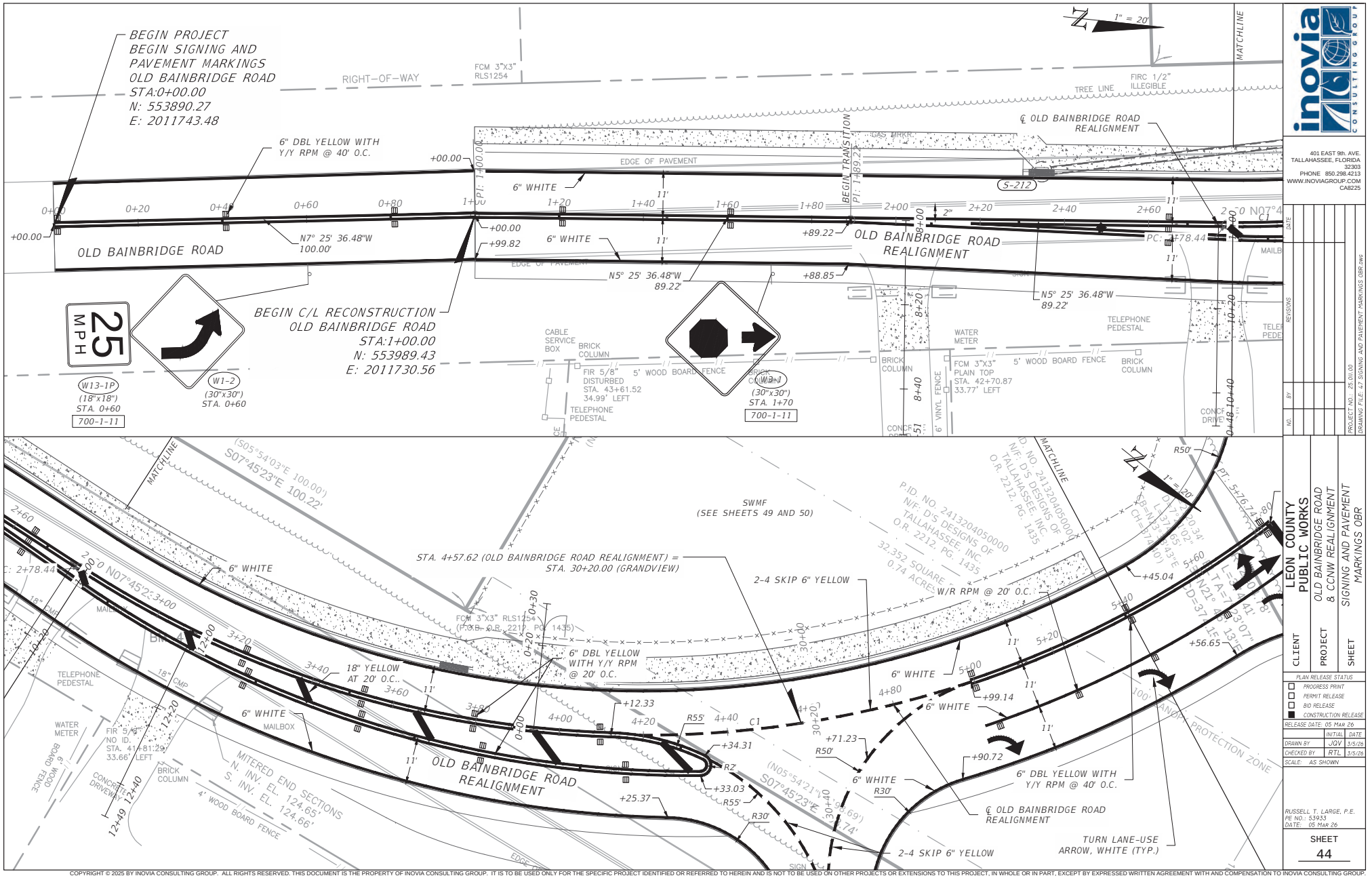

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PROJECT NO.: 25.01.00
DRAWING FILE: 47 SIGNING AND PAVEMENT MARKINGS OBR.dwg

CLIENT: LEON COUNTY PUBLIC WORKS
PROJECT: OLD BAINBRIDGE ROAD & CCNW REALIGNMENT
SHEET: SIGNING AND PAVEMENT MARKINGS OBR

PLAN RELEASE STATUS
- PROGRESS PRINT
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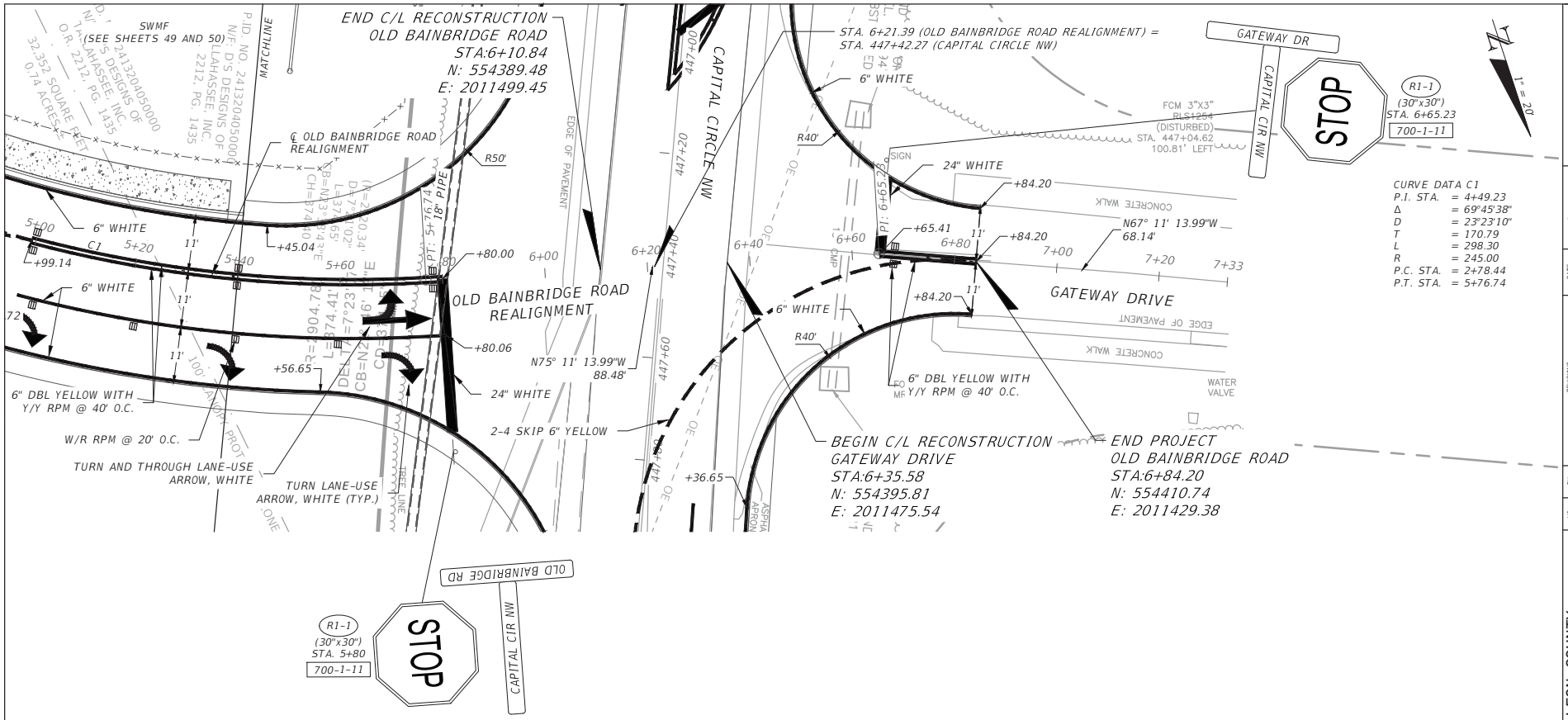

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DRAWING FILE: 47 SIGNING AND PAVEMENT MARKINGS OBR.dwg

CLIENT: LEON COUNTY PUBLIC WORKS
PROJECT: OLD BAINBRIDGE ROAD & CCNW REALIGNMENT
SHEET: SIGNING AND PAVEMENT MARKINGS OBR (2)

PLAN RELEASE STATUS
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- ☐ BID RELEASE
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RELEASE DATE: 05 Mar 26

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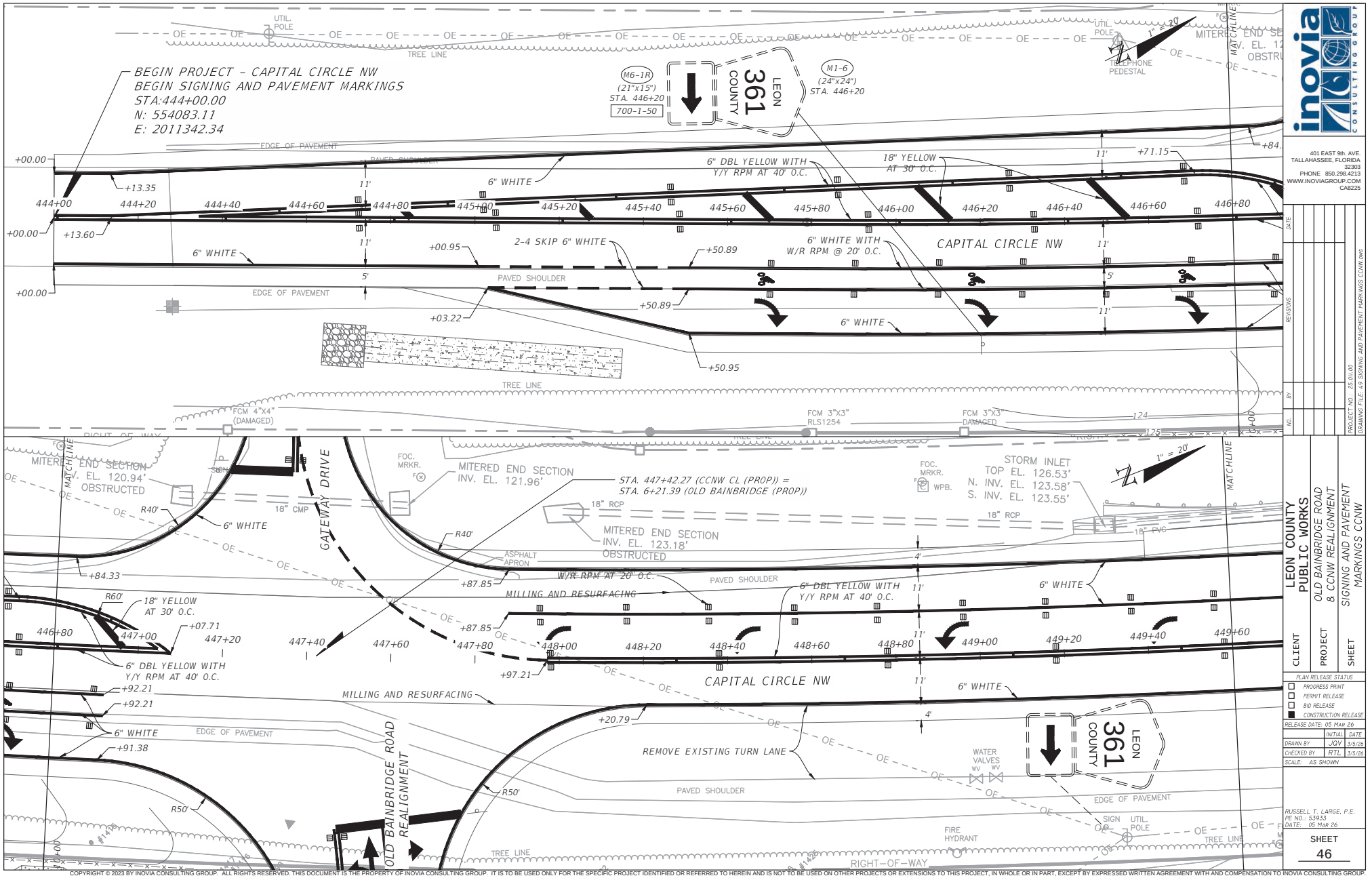

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PROJECT NO.: 25.001.00
DRAWING FILE: 49 SIGNING AND PAVEMENT MARKINGS CCNW.DWG

CLIENT: LEON COUNTY PUBLIC WORKS
PROJECT: OLD BAINBRIDGE ROAD & CCNW REALIGNMENT
SHEET: SIGNING AND PAVEMENT MARKINGS CCNW

PLAN RELEASE STATUS
- PROGRESS PRINT
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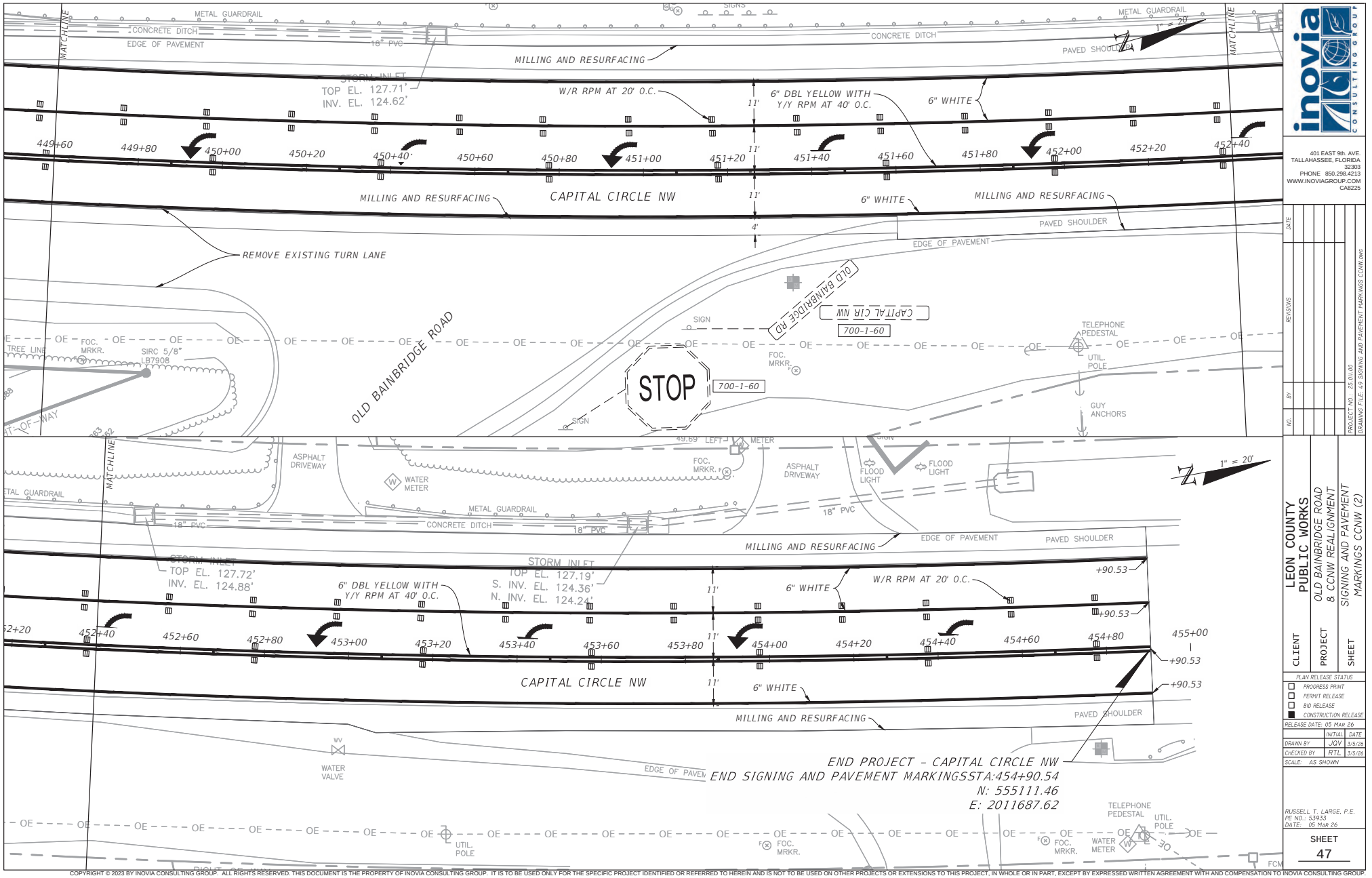

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DRAWING FILE: 4.9 SIGNING AND PAVEMENT MARKINGS CCNW.DWG

CLIENT: LEON COUNTY PUBLIC WORKS
PROJECT: OLD BAINBRIDGE ROAD & CCNW REALIGNMENT
SHEET: SIGNING AND PAVEMENT MARKINGS CCNW (2)

PLAN RELEASE STATUS
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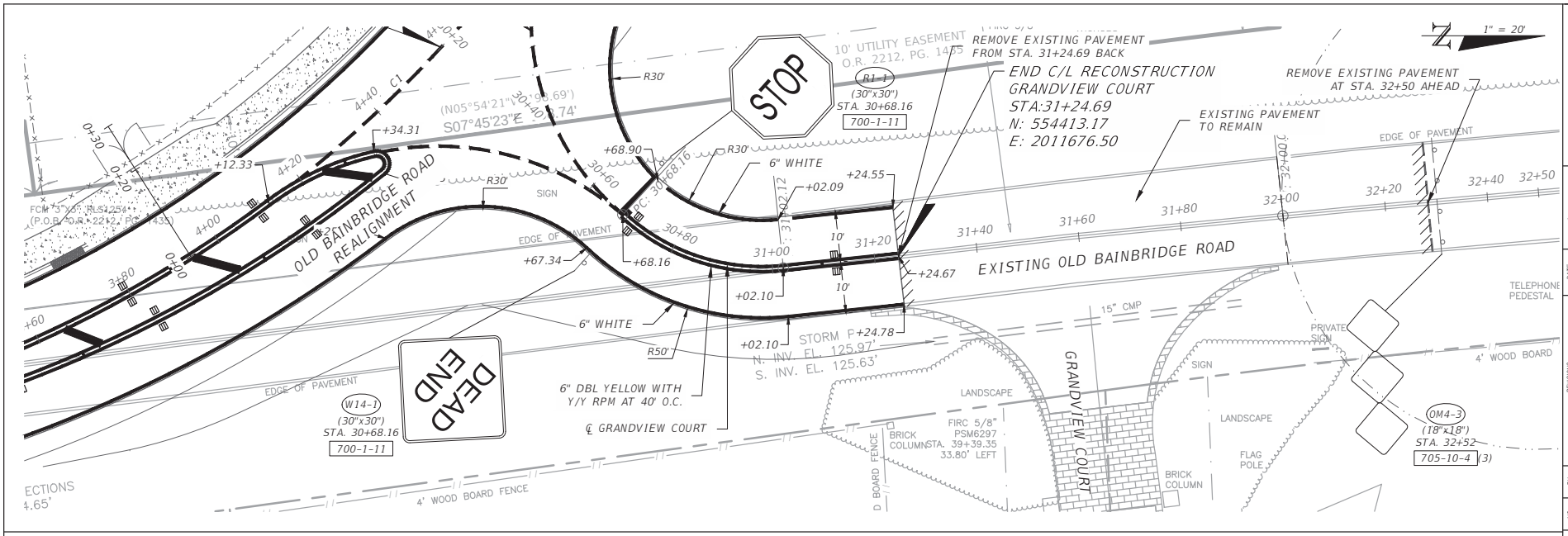

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PROJECT NO.: 25.001.00
DRAWING FILE: 47 SIGNING AND PAVEMENT MARKINGS OBR.dwg

CLIENT: LEON COUNTY PUBLIC WORKS
PROJECT: OLD BAINBRIDGE ROAD & CCNW REALIGNMENT
SHEET: SIGNING AND PAVEMENT MARKINGS GRANDVIEW CONNECTOR

PLAN RELEASE STATUS
- ☐ PROGRESS PRINT
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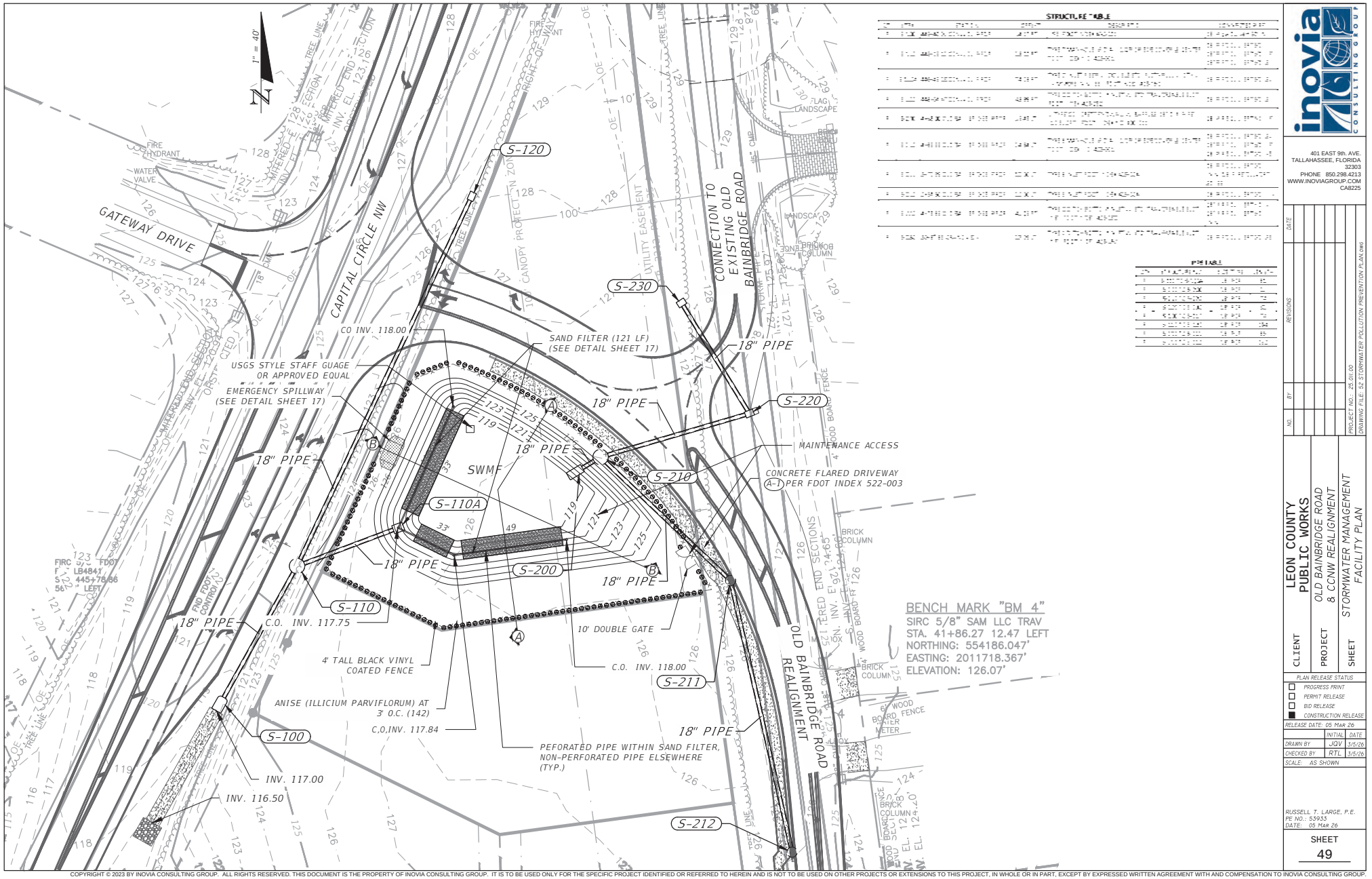

STRUCTURE TABLE

PIPE TABLE

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PROJECT NO.: 25.01.00
DRAWING FILE: 52 STORMWATER POLLUTION PREVENTION PLAN.DWG

CLIENT: LEON COUNTY PUBLIC WORKS
PROJECT: OLD BAINBRIDGE ROAD & CCNW REALIGNMENT
SHEET: STORMWATER MANAGEMENT FACILITY PLAN

PLAN RELEASE STATUS
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RELEASE DATE: 05 Mar 26

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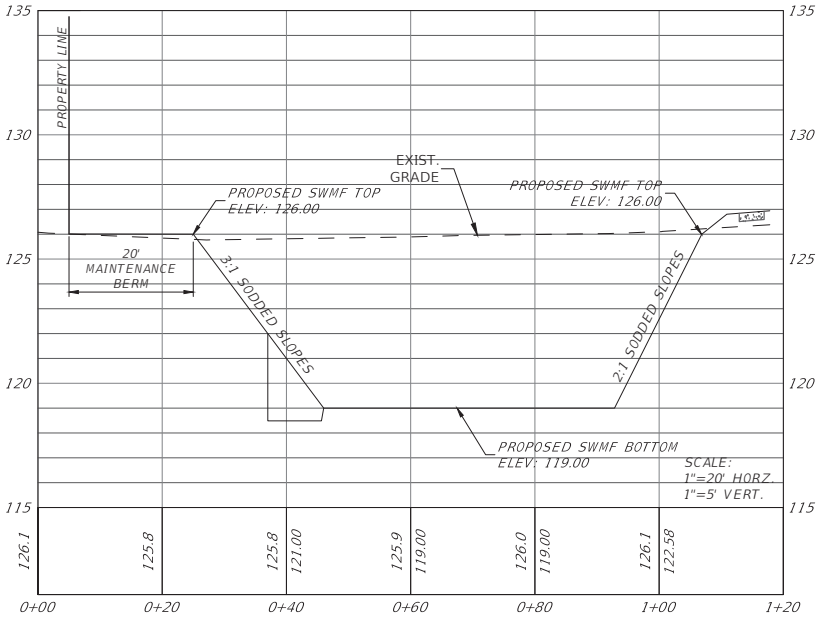
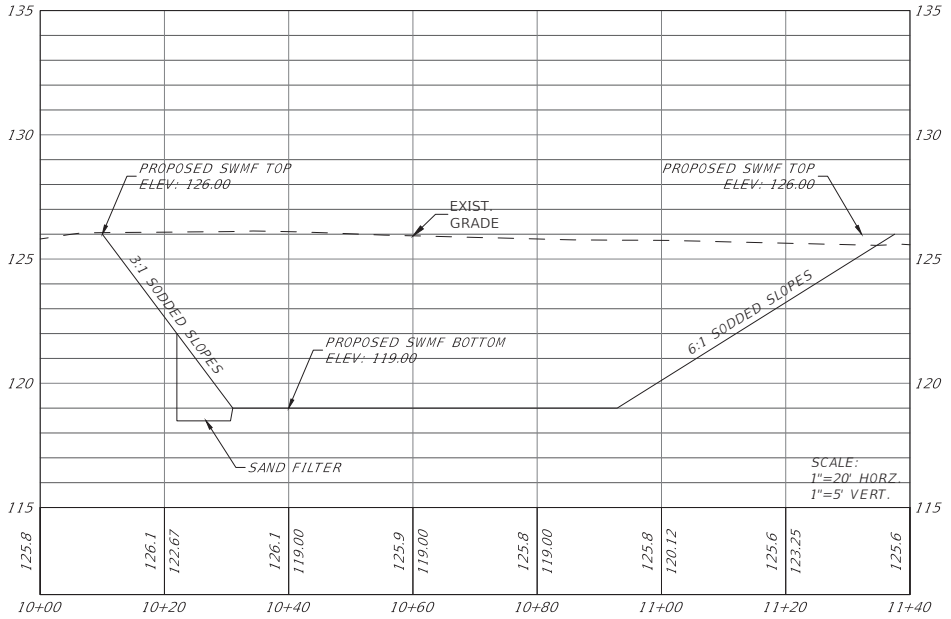


SWMF A-A PROFILE



SWMF B-B PROFILE

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PROJECT NO.: 25.01.00
DRAWING FILE: S2 STORMWATER POLLUTION PREVENTION PLAN.DWG

CLIENT: LEON COUNTY PUBLIC WORKS
PROJECT: OLD BAINBRIDGE ROAD & CCNW REALIGNMENT
SHEET: STORMWATER MANAGEMENT FACILITY SECTIONS

PLAN RELEASE STATUS
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SITE DESCRIPTION

Project Name:	Old Bainbridge Road and Capital Circle North West Re-Alignment
Location:	Lat: 30°31'26" Lon: 84°21'47"
Owner Name and Address:	Leon County Public Works 2280 Miccosukee Road Tallahassee, Florida 32308
Total Site Area (Acres):	≈ 4.75
Area To Be Disturbed (Acres):	≈ 2.00

Project Description (Purpose and Nature of Construction Activity):

The re-alignment of existing roadways in Leon County. The project begins on Old Bainbridge Road (CR 361) from directly north of Flagstone Ct to Capital Circle North West (SR 263), Capital Circle North West (SR 263) from 200 ft north of Oniel Ln to approximately Corwin Dr. The project addresses necessary roadway geometry improvements, upgrading signage, milling and resurfacing, restoration of pavement markings, and new drainage infrastructure for improvements.

Soil disturbing activities will include: Installation of erosion control measures, clearing and grubbing, removal of existing vegetation and/or impervious material, grading, utility service relocation, roadway construction, placement of drainage infrastructure, and stormwater management facility.

Predominate Soil Types:	Troup Fine Sand and Blanton Fine Sand.
Name of Receiving Waters:	Ochlockonee River Lat: Drainage Area:

Sequence of Major Construction Activities:

1. Post all applicable permits and plans within a weatherproof container near the construction entrance at the site.
2. Stake the limits of clearing, and install sedimentation and erosion controls as shown in the construction documents. Install a construction entrance consisting of a 12 ft wide, 50 ft long path with 6 " of FDOT #57 stone lined with filter fabric beneath to prevent tracking of sediment off site.
3. Construct the stormwater management facilities and stabilize all side slopes with sod.
4. Clear the remaining portions of the site. Channel to direct stormwater flow to the stormwater management facilities, and where needed, construct check dams using hay bales or other means as necessary to trap sediment before it reaches the stormwater Management Facilities.
5. During the clearing and grubbing, and site grading, areas that are disturbed more than 7 days shall be stabilized with grass seed and mulch applied in accordance with the manufacturer's recommendations or other acceptable procedures for the area in which the project is located.
6. Construct the stormwater conveyance systems which may include ditches, swales, inlets and closed pipe systems. Install inlet protection controls utilizing hay bales, sock drains, or other measures detailed in the plans.
7. Construct other site improvements in accordance with the construction documents.

CONTROLS

Erosion and Sedimentation Controls

Temporary Stabilization:	• Temporary seeding and mulching shall be applied to any disturbed areas and dirt stock piles that are to be left inactive for more than 21 days. Temporary seed and mulch shall be used to stabilize such areas within 14 days of the last construction activity. • Filter fabric shall be placed under the aggregate material at the construction entrance. • Off site vehicle tracking of sediments and dust generation shall be minimized by installing a temporary construction entrance, daily street sweeping, and the use of water applied to dry dusty areas.
Permanent Stabilization:	• Disturbed areas of the site shall be stabilized with sod or permanent seed within 14 days of the last construction activity. • Sod shall be used to stabilize the side slopes of stormwater management facilities. • Vegetative natural buffers shall be left undisturbed. • Filter fabric shall be placed under rip rap at ditch and pipe outfalls, and the outfall to stormwater management facilities.

Structural Controls

Sediment Barrier

Stormwater Management

During the construction phase, if the erosion and sedimentation controls are implemented and installed properly and maintained for the duration of construction, no adverse impacts to water quality should occur.

Other Controls

Waste Materials:	All construction materials and debris shall be placed in a dumpster and hauled off site to a landfill or other proper disposal site. The dumpster used shall be rented or otherwise obtained from a licensed solid waste management company. No materials shall be buried on site.
Hazardous Materials:	All hazardous waste materials shall be disposed of in accordance with local and state regulations and/or in accordance with the manufacturer's recommendations.
Sanitary Waste:	Temporary sanitary waste facilities shall be provided for use on site during construction. The facilities shall be placed away from stormwater conveyance systems, and wetland areas. Sanitary waste shall be collected and disposed of by a licensed sanitary waste management contractor or as otherwise required by local regulations.

MAINTENANCE / INSPECTION PROCEDURES

Erosion and Sedimentation Control Maintenance and Inspection Procedures

The contractor shall provide routine maintenance of permanent and temporary erosion and sedimentation control measures in accordance with the construction documents and as follows:

- All control measures shall be inspected at least once per week and following a storm event of 1/2 inch or more.
- A maintenance inspection report shall be made after each inspection. Personnel selected for inspection and maintenance responsibilities shall be properly trained to conduct inspections and maintenance activities. Inspection report forms are attached herein.
- Any required repairs shall be made immediately. Sediment deposits shall be removed when they reach approximately one-half of the height of the erosion control feature.
- Maintenance including adding additional material or removing and replacing material shall be performed on the temporary construction entrance when the void spaces are filled with sediment.
- Inspection of hay bales shall be conducted immediately after each rain event and any required repairs shall be made immediately. Hay bales remaining in place for more than 3 months shall be replaced.
- Inlets and outfalls shall be inspected immediately after each rain event and any repairs required to the erosion control measures shall be made immediately.
- Bare areas of the site where temporary and permanent seed and mulch was applied shall be inspected and re-seeded as necessary.
- All other controls shall be maintained as necessary to control erosion and sedimentation.

Non-Stormwater Discharges

It is expected that the following non-stormwater discharges may occur from the site during the construction period:

- Water from water line flushing
- Pavement wash water (where no spills or leaks of toxic or hazardous materials have occurred)
- Uncontaminated groundwater (from dewatering activities)

All non-stormwater discharges shall be directed to the stormwater management facilities prior to discharge.

CONSTRUCTION MATERIALS INVENTORY

The following materials are expected to be present on-site during construction:

Wood	Concrete	Petroleum Products
Paints	Steel	Fertilizers
Cleaning agents		

Spill Prevention

The following procedures shall be implemented to reduce the risk of spills or other accidental exposure of materials to stormwater runoff.

- Store only enough products on site required for the project.
- All materials shall be stored neatly and orderly and within appropriate containers or their original containers with the manufacturer's labels.
- Materials shall be disposed of in accordance with the manufacturer's recommendations and all applicable regulations.
- All containers shall be tightly sealed and stored within a covered area when not in use.

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PROJECT NO.: 25.01.00
DRAWING FILE: 52 STORMWATER POLLUTION PREVENTION PLAN.DWG

CLIENT: LEON COUNTY PUBLIC WORKS
PROJECT: OLD BAINBRIDGE ROAD & CCNW REALIGNMENT
SHEET: STORMWATER POLLUTION PREVENTION PLAN

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☐ BID RELEASE
■ CONSTRUCTION RELEASE
RELEASE DATE: 05 MAR 26

	INITIAL	DATE
DRAWN BY	JQV	3/5/26
CHECKED BY	RTL	3/5/26

SCALE: AS SHOWN

RUSSELL T. LARGE, P.E.
PE NO.: 53933
DATE: 05 MAR 26

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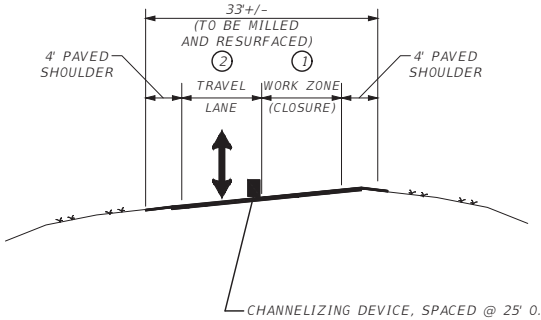
GENERAL NOTES

1. CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTAINING POSITIVE DRAINAGE OF THE TRAVELWAY AT ALL TIMES.
2. PROJECT AREAS THAT ARE NOT ACTIVE CONSTRUCTION AREAS ARE TO BE KEPT FREE OF CONSTRUCTION DEBRIS AND UNNECESSARY OR CONFLICTING TRAFFIC CONTROL DEVICES.
3. ACCESS TO ALL DRIVEWAYS AND SUBDIVISION STREETS SHALL BE PROVIDED AT ALL TIMES, EXCEPT AS OTHERWISE INDICATED IN THESE PLANS.
4. TEMPORARY TRAFFIC CONTROL FOR THIS PROJECT SHALL BE IN ACCORDANCE WITH THE CURRENT EDITION OF THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (MUTCD) AND THE FDOT FY 202-23 STANDARD PLANS, 102 SERIES.
5. THE TRAFFIC AND TRAVELWAYS SHALL NOT BE ALTERED BY THE CONTRACTOR TO CREATE A WORK ZONE UNTIL ALL LABOR, EQUIPMENT AND MATERIALS ARE AVAILABLE FOR THE CONSTRUCTION IN THAT AREA.
6. THE EXISTING POSTED REGULATORY SPEED LIMIT ON CAPITAL CIRCLE NW SHALL REMAIN 45 MPH FOR ALL PHASES OF CONSTRUCTION.
7. THE EXISTING POSTED REGULATORY SPEED LIMIT ON OLD BAINBRIDGE ROAD SHALL REMAIN 35 MPH FOR ALL PHASES OF CONSTRUCTION.
8. LANE CLOSURES ARE LIMITED TO 0.25 MILES IN LENGTH.
9. LANE CLOSURES ON SR263 CCNW TO BE PROHIBITED FROM 6:00 AM TILL 8:00 PM MONDAY THROUGH THURSDAY AND FROM 6:00 AM FRIDAY TILL 8:00 PM SUNDAY.
10. PER FDOT SPECIFICATION 8-6.4, SUSPENSION OF CONTRACTOR'S OPERATIONS-HOLIDAYS AND SPECIAL EVENTS, SPECIAL EVENT DAYS FOR THIS PROJECT INCLUDE:

Name of Event	City/County	State Road	Date(s)
Spring Time Tallahassee	City Of Tallahassee/Leon Co.	SR 20, 61, 63, 363, 366	Friday & Saturday, April 1 & 2, 2022
Downtown Get Down	City Of Tallahassee/Leon Co.	SR 20, 61, 63, 363, 366	Multiple Fridays
Law Enforcement Memorial	Leon County	SR 61	1st Week in May
Veterans Day Parade	City Of Tallahassee/Leon Co.	SR 10, 61	November
Celebration of Lights	City Of Tallahassee/Leon Co.	SR 10, 61	December
Governor's Inauguration Parade	City Of Tallahassee/Leon Co.	SR 10, 61	January (Every 4 Years)
Christmas Parade	City Of Tallahassee/Leon Co.	SR 10, 20, 61,63,363, 366	December
FAMU Home Game Football Wknds	City Of Tallahassee/Leon Co.	SR 10, 20, 61,63,363, 366	Fall
FSU Home Game Football Wknds	City Of Tallahassee/Leon Co.	SR 10, 20, 61,63,363, 366	Fall

11. ARROWS ON THE TEMPORARY TRAFFIC CONTROL DENOTE THE DIRECTION OF TRAFFIC ONLY AND DO NOT REPRESENT PAVEMENT MARKINGS UNLESS SPECIFICALLY NOTED AS SUCH.
12. IN THE EVENT OF A HURRICANE NOTICE OR ANY OTHER EMERGENCY EVENT, THE CONTRACTOR SHALL COORDINATE THE SECURING OF ALL LOOSE MATERIAL, OPEN ALL LANES TO NORMAL TRAFFIC WITHIN 12 HOURS OF AN EVACUATION NOTICE, BACKFILL EXCAVATION, REMOVE OBSTRUCTIONS TO DRAINAGE AND WATER FLOW, AND TAKE OTHER MEASURES AS DIRECTED BY THE ENGINEER NECESSARY TO PROTECT THE PUBLIC.
13. THE CONTRACTOR SHALL REMOVE ANY EXISTING OR TEMPORARY PAVEMENT MARKINGS THAT CONFLICT WITH THE TRAFFIC CONTROL PLANS. WHEN THE CONFLICT NO LONGER EXISTS, THE CONTRACTOR SHALL RESTORE THE PAVEMENT MARKINGS TO THEIR ORIGINAL OR NEW POSITIONS. REMOVAL OF EXISTING AND/OR TEMPORARY PAVEMENT MARKINGS SHALL BE ACCOMPLISHED BY HYDROBLASTING OR BY A METHOD APPROVED BY LEON COUNTY AND FDOT.



TYPICAL SECTION SR 263 (CCSW)

1. MILLING AND RESURFACING TO BE ACCOMPLISHED USING TEMPORARY LANE CLOSURES WHILE MAINTAINING TRAFFIC ON EXISTING ROADWAY.
2. AT LEAST ONE 11' TRAVEL LANE SHALL BE MAINTAINED AT ALL TIMES.

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NO. | BY | REVISIONS | DATE

PROJECT NO.: 25.01.00
DRAWING FILE: 52 TEMPORARY TRAFFIC CONTROL PLANS.dwg

CLIENT: LEON COUNTY PUBLIC WORKS
PROJECT: OLD BAINBRIDGE ROAD & CCNW REALIGNMENT
SHEET: TEMPORARY TRAFFIC CONTROL PLANS

PLAN RELEASE STATUS
- ☐ PROGRESS PRINT
- ☐ PERMIT RELEASE
- ☐ BID RELEASE
- ■ CONSTRUCTION RELEASE

RELEASE DATE: 05 Mar 26

	INITIAL	DATE
DRAWN BY	JQV	3/5/26
CHECKED BY	RTL	3/5/26

SCALE: AS SHOWN

RUSSELL T. LARGE, P.E.
PE NO.: 53933
DATE: 05 Mar 26

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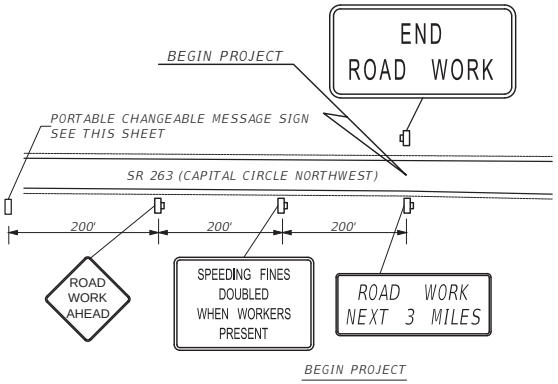
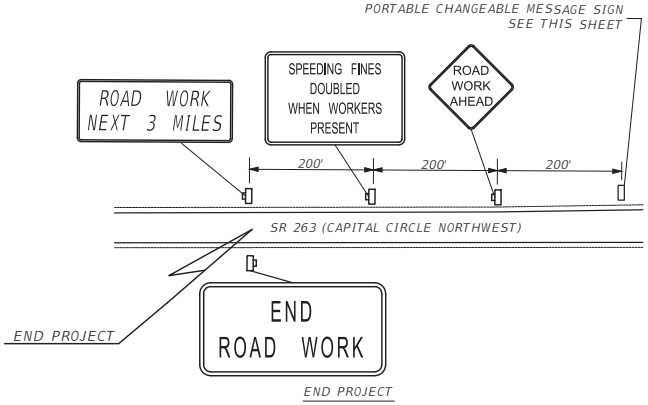
ADVANCED SIGNING



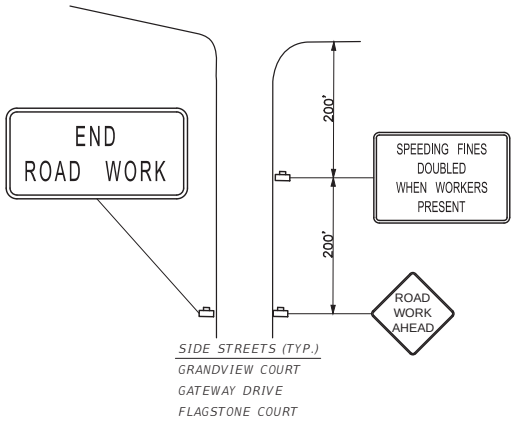


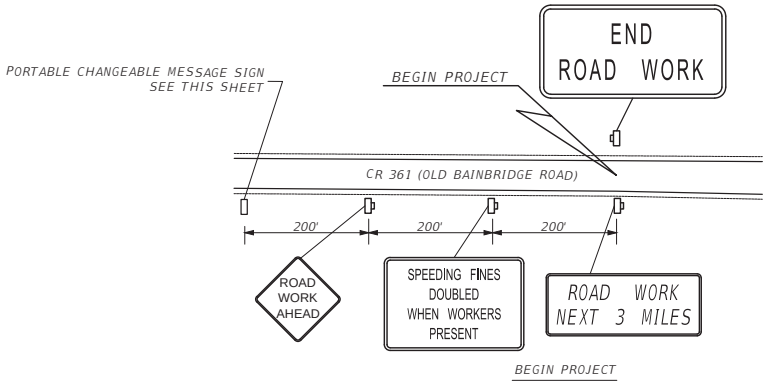
PCMS
14 DAYS
IN ADVANCE
OF CONSTRUCTION
ACTIVITIES
MESSAGE 1

C	O	N	S	T															
A	H	E	A	D															
C	A	U	T	I	O	N													

MESSAGE 2

D	A	T	E																
T	I	M	E			T	O												
T	I	M	E																





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REVISIONS

NO.	BY	DATE

PROJECT NO.: 25.01.00
DRAWING FILE: 52 TEMPORARY TRAFFIC CONTROL PLANS.dwg

CLIENT: LEON COUNTY PUBLIC WORKS
PROJECT: OLD BAINBRIDGE ROAD & CCNW REALIGNMENT
SHEET: TEMPORARY TRAFFIC CONTROL PLANS

PLAN RELEASE STATUS
- ☐ PROGRESS PRINT
- ☐ PERMIT RELEASE
- ☐ BID RELEASE
- ■ CONSTRUCTION RELEASE

RELEASE DATE: 05 Mar 26

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CHECKED BY	RTL	3/5/26

SCALE: AS SHOWN

RUSSELL T. LARGE, P.E.
PE NO.: 53933
DATE: 05 Mar 26

SHEET
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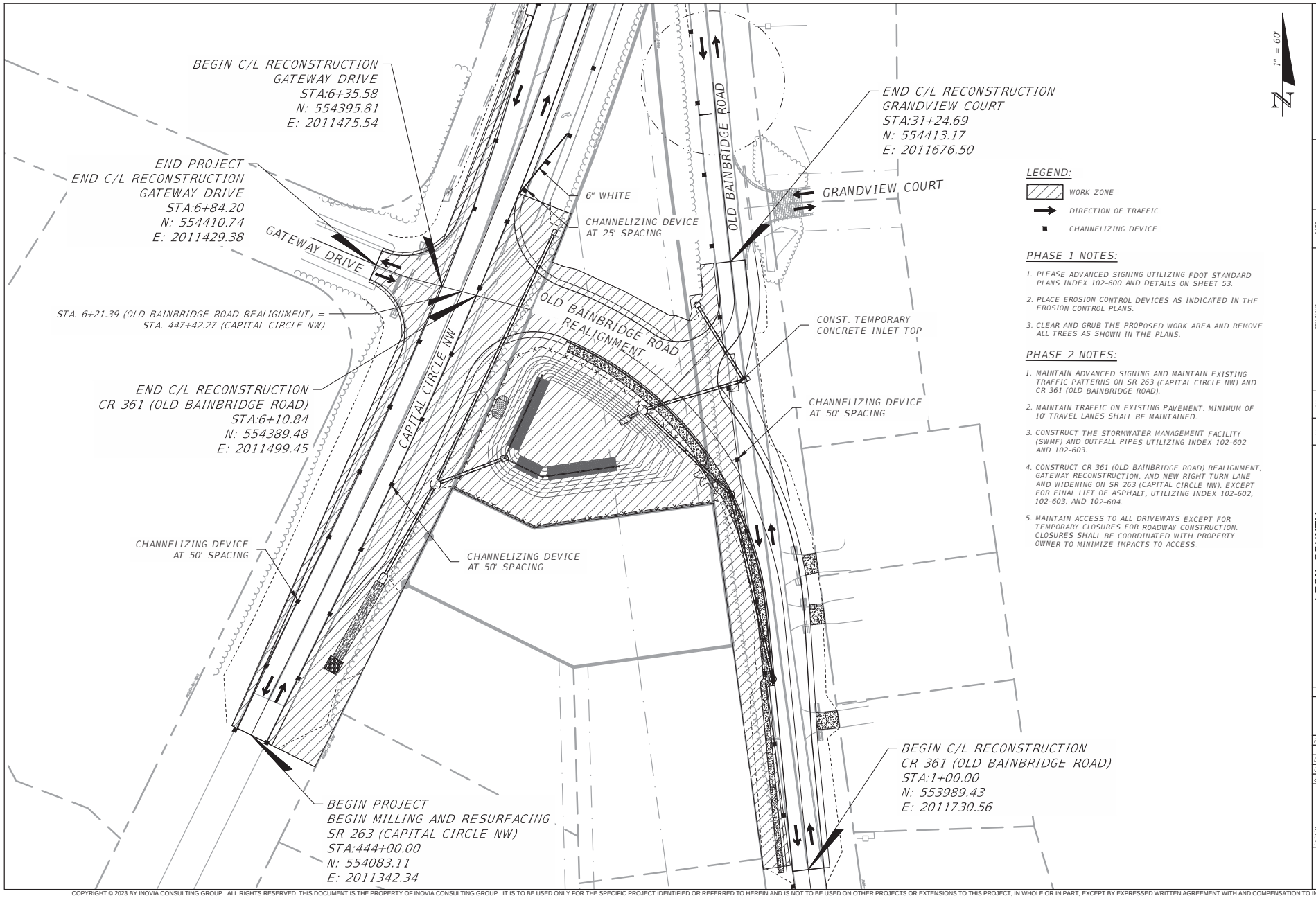

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NO. | BY | REVISIONS | DATE

PROJECT NO.: 25.01.00
DRAWING FILE: 54_TTCP (OBR+P2).DWG

CLIENT: LEON COUNTY PUBLIC WORKS
PROJECT: OLD BAINBRIDGE ROAD & CCNW REALIGNMENT
SHEET: TEMPORARY TRAFFIC CONTROL PLANS - PH 1 & PH 2

PLAN RELEASE STATUS
- PROGRESS PRINT
- PERMIT RELEASE
- BID RELEASE
- CONSTRUCTION RELEASE

RELEASE DATE: 05 Mar 26

	INITIAL	DATE
DRAWN BY	JQV	3/5/26
CHECKED BY	RTL	3/5/26

SCALE: AS SHOWN

RUSSELL T. LARGE, P.E.
PE NO.: 53933
DATE: 05 Mar 26

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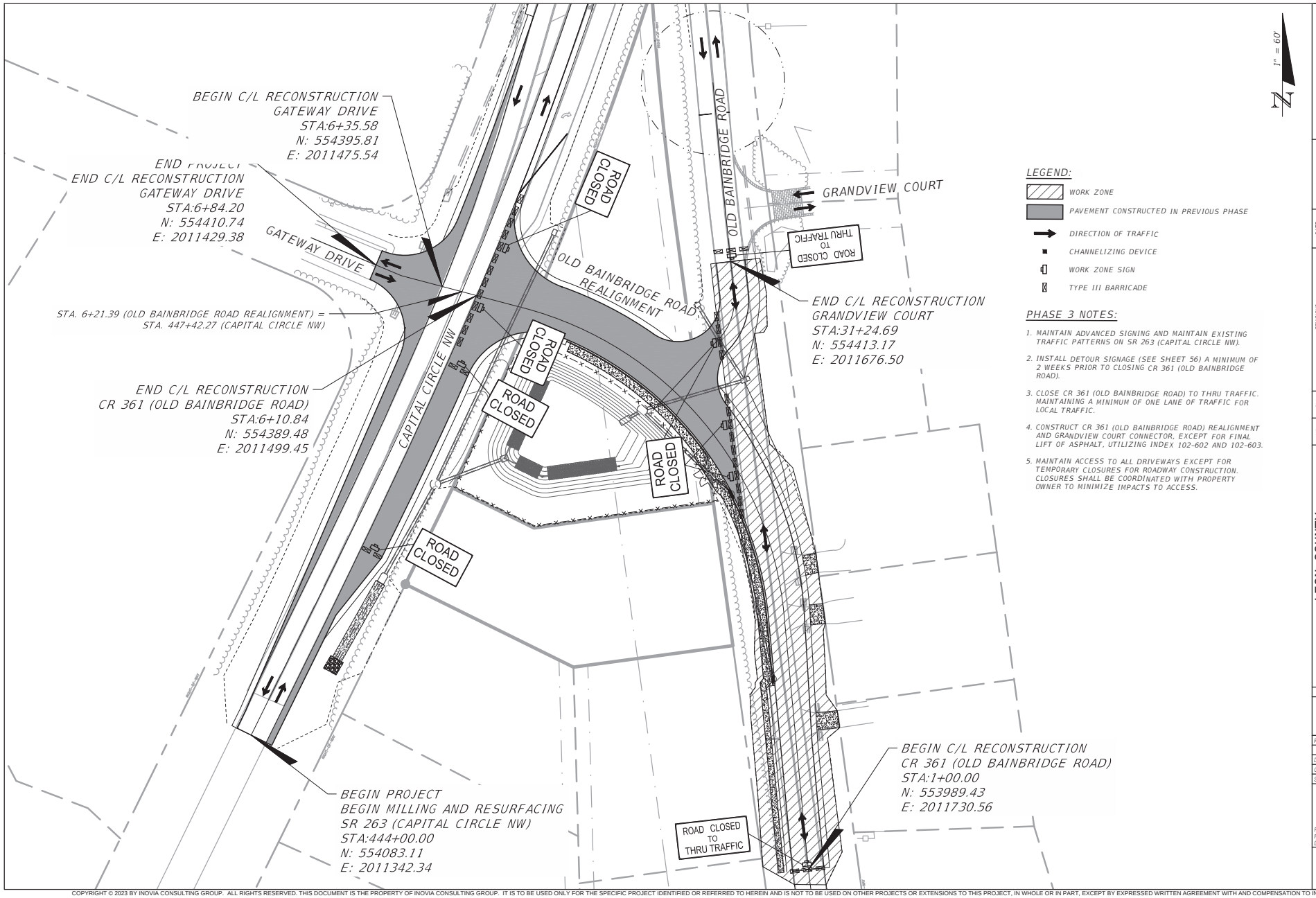

LEGEND:

- WORK ZONE
- PAVEMENT CONSTRUCTED IN PREVIOUS PHASE
- DIRECTION OF TRAFFIC
- CHANNELIZING DEVICE
- WORK ZONE SIGN
- TYPE III BARRICADE

PHASE 3 NOTES:

1. MAINTAIN ADVANCED SIGNING AND MAINTAIN EXISTING TRAFFIC PATTERNS ON SR 263 (CAPITAL CIRCLE NW).
2. INSTALL DETOUR SIGNAGE (SEE SHEET 56) A MINIMUM OF 2 WEEKS PRIOR TO CLOSING CR 361 (OLD BAINBRIDGE ROAD).
3. CLOSE CR 361 (OLD BAINBRIDGE ROAD) TO THRU TRAFFIC. MAINTAINING A MINIMUM OF ONE LANE OF TRAFFIC FOR LOCAL TRAFFIC.
4. CONSTRUCT CR 361 (OLD BAINBRIDGE ROAD) REALIGNMENT AND GRANDVIEW COURT CONNECTOR, EXCEPT FOR FINAL LIFT OF ASPHALT, UTILIZING INDEX 102-602 AND 102-603.
5. MAINTAIN ACCESS TO ALL DRIVEWAYS EXCEPT FOR TEMPORARY CLOSURES FOR ROADWAY CONSTRUCTION. CLOSURES SHALL BE COORDINATED WITH PROPERTY OWNER TO MINIMIZE IMPACTS TO ACCESS.

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PROJECT NO.: 25.01.00
DRAWING FILE: SS TTCP (GBR-PS).DWG

CLIENT: LEON COUNTY PUBLIC WORKS
PROJECT: OLD BAINBRIDGE ROAD & CCNW REALIGNMENT
SHEET: TEMPORARY TRAFFIC CONTROL PLANS - PH 3

PLAN RELEASE STATUS
- PROGRESS PRINT
- PERMIT RELEASE
- BID RELEASE
- CONSTRUCTION RELEASE

RELEASE DATE: 05 Mar 26

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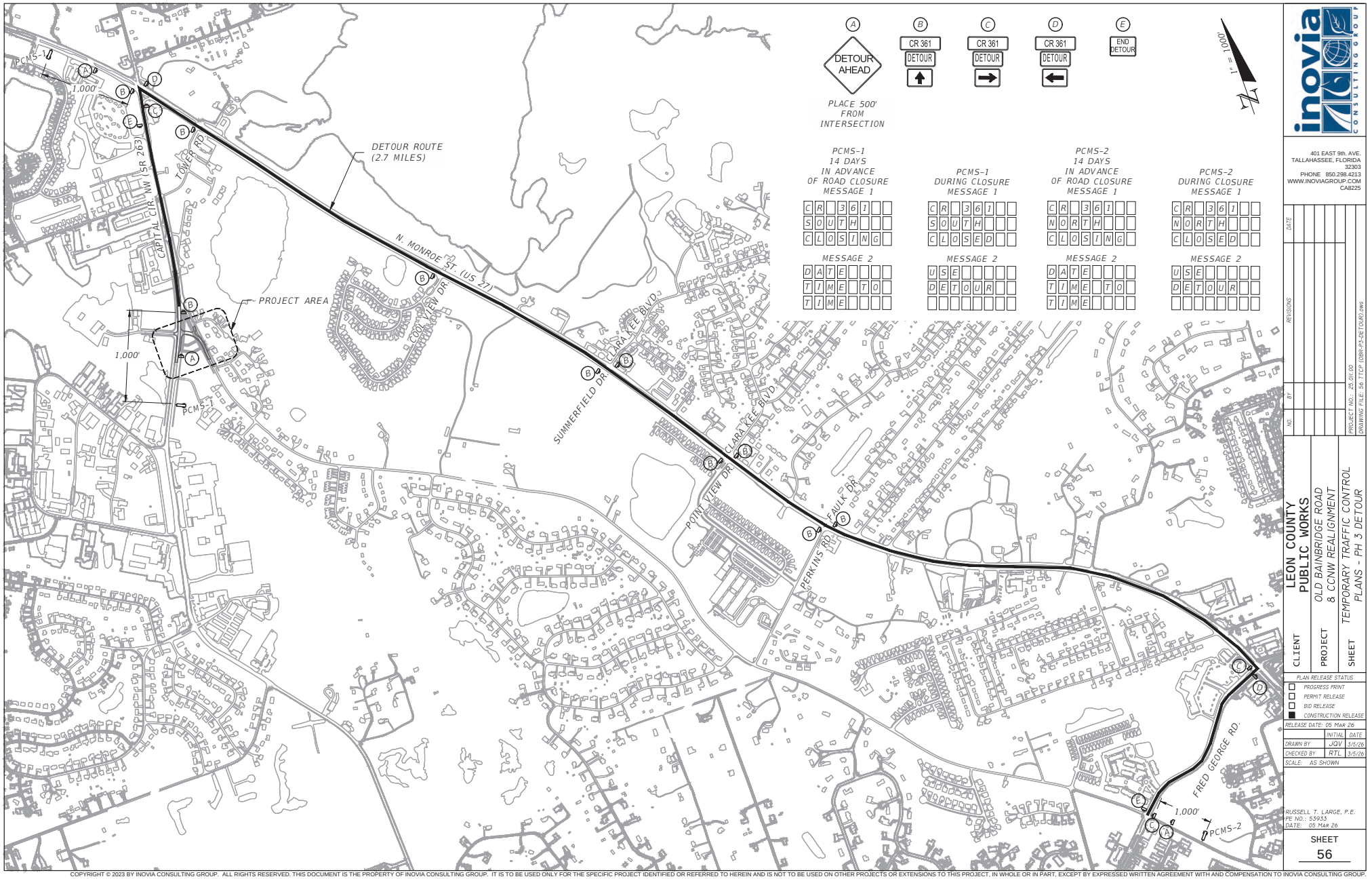

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PROJECT NO.: 25.01.00
DRAWING FILE: 56 TTCP (OBR-P3-DETOUR).dwg

CLIENT: LEON COUNTY PUBLIC WORKS
PROJECT: OLD BAINBRIDGE ROAD & CCNW REALIGNMENT
SHEET: TEMPORARY TRAFFIC CONTROL PLANS - PH 3 DETOUR

PLAN RELEASE STATUS
- ☐ PROGRESS PRINT
- ☐ PERMIT RELEASE
- ☐ BID RELEASE
- ■ CONSTRUCTION RELEASE

RELEASE DATE: 05 Mar 26

	INITIAL	DATE
DRAWN BY	JQV	3/5/26
CHECKED BY	RTL	3/5/26

SCALE: AS SHOWN

RUSSELL T. LARGE, P.E.
PE NO.: 53933
DATE: 05 Mar 26

SHEET 56

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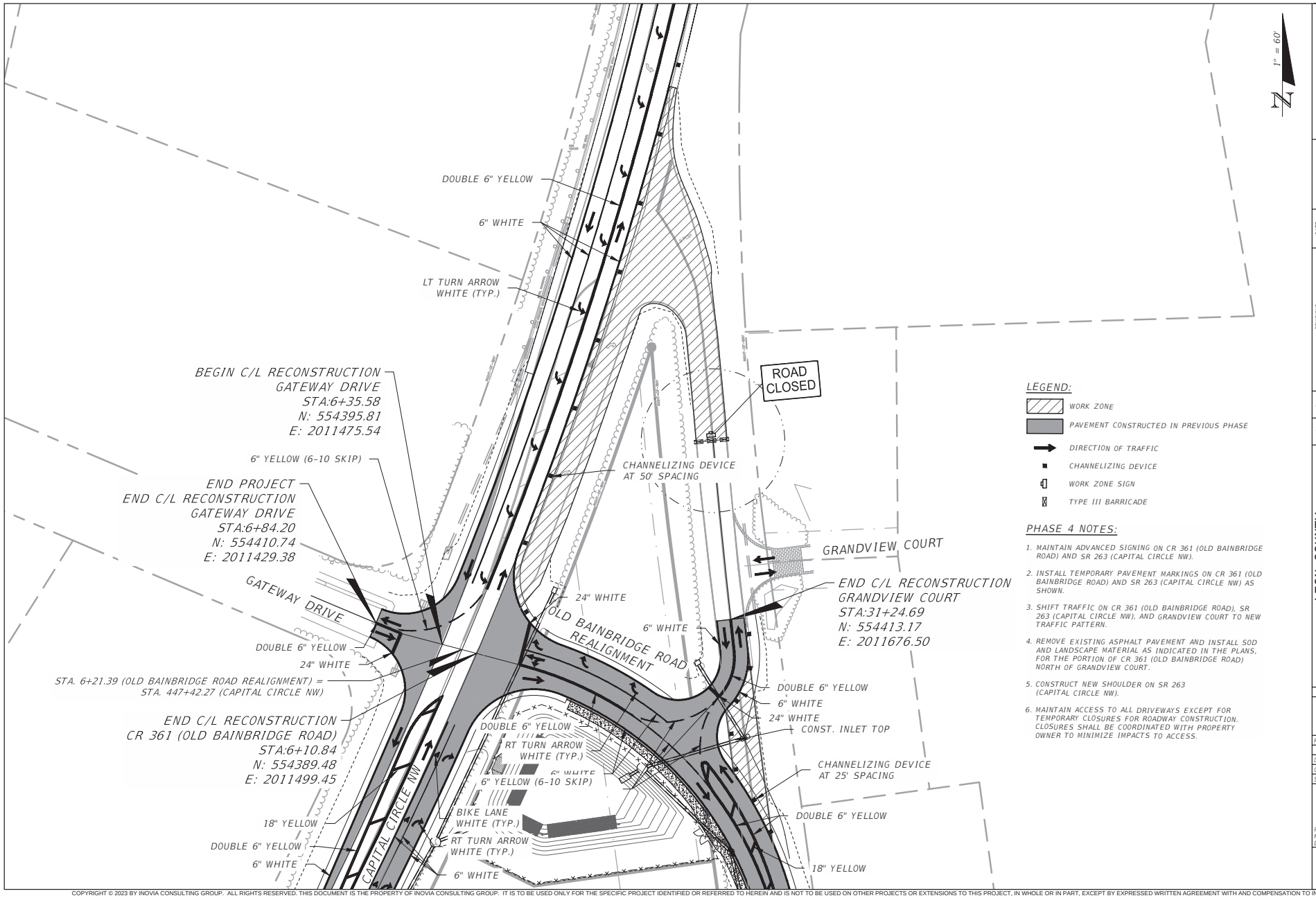

LEGEND:

- WORK ZONE
- PAVEMENT CONSTRUCTED IN PREVIOUS PHASE
- DIRECTION OF TRAFFIC
- CHANNELIZING DEVICE
- WORK ZONE SIGN
- TYPE III BARRICADE

PHASE 4 NOTES:

1. MAINTAIN ADVANCED SIGNING ON CR 361 (OLD BAINBRIDGE ROAD) AND SR 263 (CAPITAL CIRCLE NW).
2. INSTALL TEMPORARY PAVEMENT MARKINGS ON CR 361 (OLD BAINBRIDGE ROAD) AND SR 263 (CAPITAL CIRCLE NW) AS SHOWN.
3. SHIFT TRAFFIC ON CR 361 (OLD BAINBRIDGE ROAD), SR 263 (CAPITAL CIRCLE NW), AND GRANDVIEW COURT TO NEW TRAFFIC PATTERN.
4. REMOVE EXISTING ASPHALT PAVEMENT AND INSTALL SOD AND LANDSCAPE MATERIAL AS INDICATED IN THE PLANS, FOR THE PORTION OF CR 361 (OLD BAINBRIDGE ROAD) NORTH OF GRANDVIEW COURT.
5. CONSTRUCT NEW SHOULDER ON SR 263 (CAPITAL CIRCLE NW).
6. MAINTAIN ACCESS TO ALL DRIVEWAYS EXCEPT FOR TEMPORARY CLOSURES FOR ROADWAY CONSTRUCTION. CLOSURES SHALL BE COORDINATED WITH PROPERTY OWNER TO MINIMIZE IMPACTS TO ACCESS.

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PROJECT NO.: 25.01.00
DRAWING FILE: S7 TTCP (GBR-Ph4).DWG

CLIENT: LEON COUNTY PUBLIC WORKS
PROJECT: OLD BAINBRIDGE ROAD & CCNW REALIGNMENT
SHEET: TEMPORARY TRAFFIC CONTROL PLANS - PH 4

PLAN RELEASE STATUS
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- ☐ BID RELEASE
- ■ CONSTRUCTION RELEASE

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RUSSELL T. LARGE, P.E.
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SHEET 57

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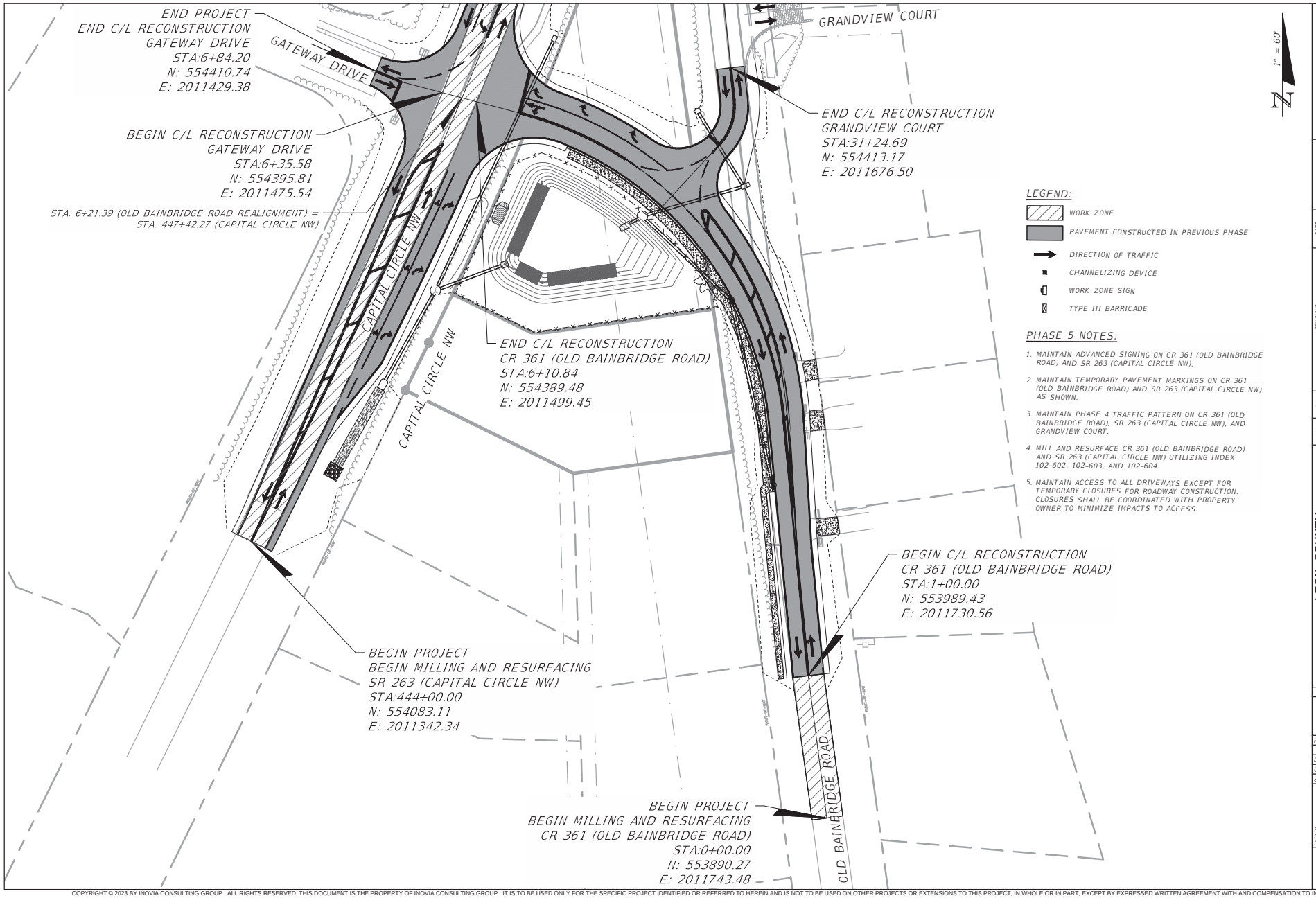

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PROJECT NO.: 25.01.00
DRAWING FILE: 58 TTCP (OBR-PH).DWG

CLIENT: LEON COUNTY PUBLIC WORKS
PROJECT: OLD BAINBRIDGE ROAD & CCNW REALIGNMENT
SHEET: TEMPORARY TRAFFIC CONTROL PLANS - PH 5

PLAN RELEASE STATUS
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- BID RELEASE
- CONSTRUCTION RELEASE

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SHEET 58

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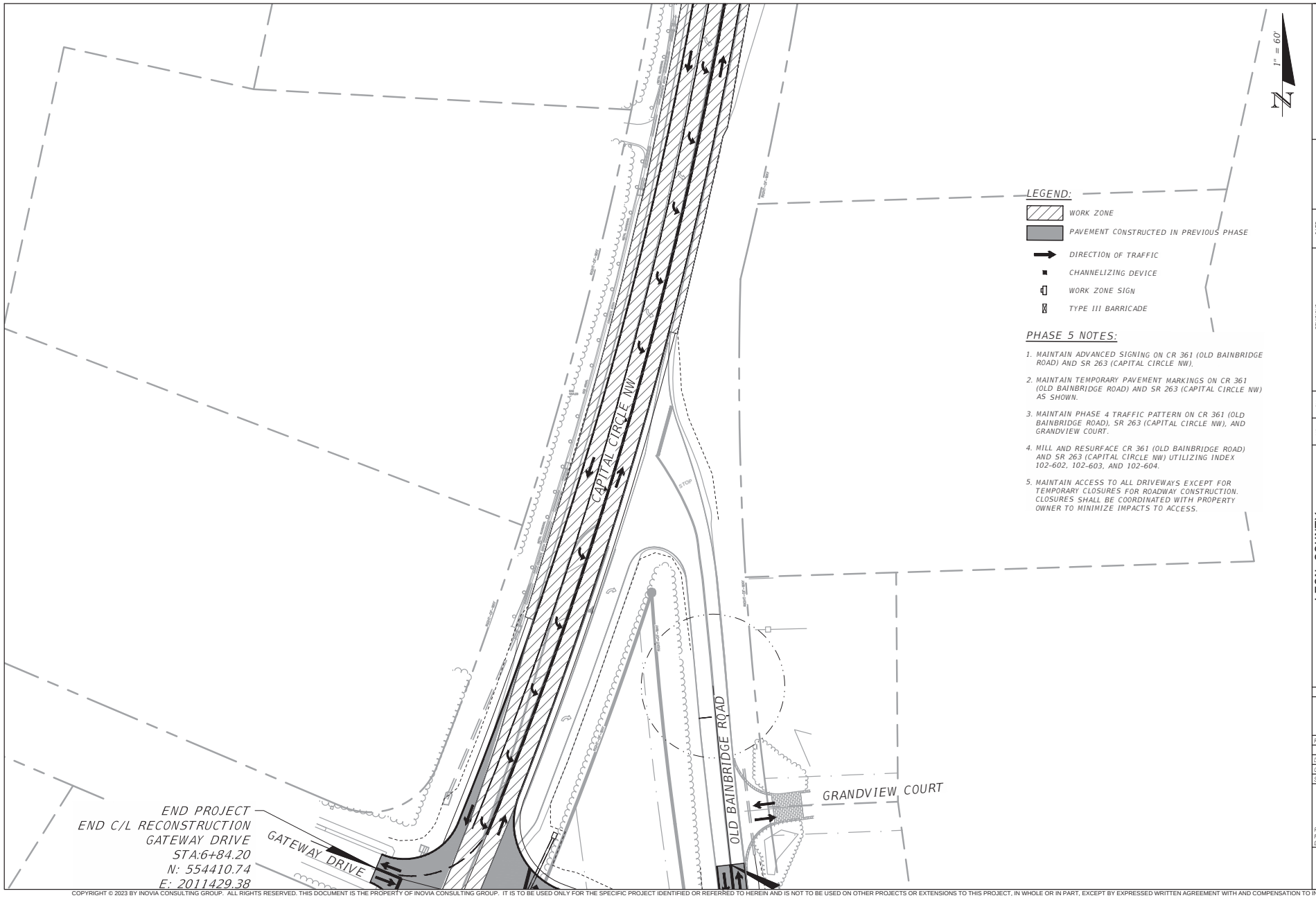

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PROJECT NO.: 25.01.00
DRAWING FILE: 58 TTCP (OBR-PH5).DWG

CLIENT: LEON COUNTY PUBLIC WORKS
PROJECT: OLD BAINBRIDGE ROAD & CCNW REALIGNMENT
SHEET: TEMPORARY TRAFFIC CONTROL PLANS - PH 5

PLAN RELEASE STATUS
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RUSSELL T. LARGE, P.E.
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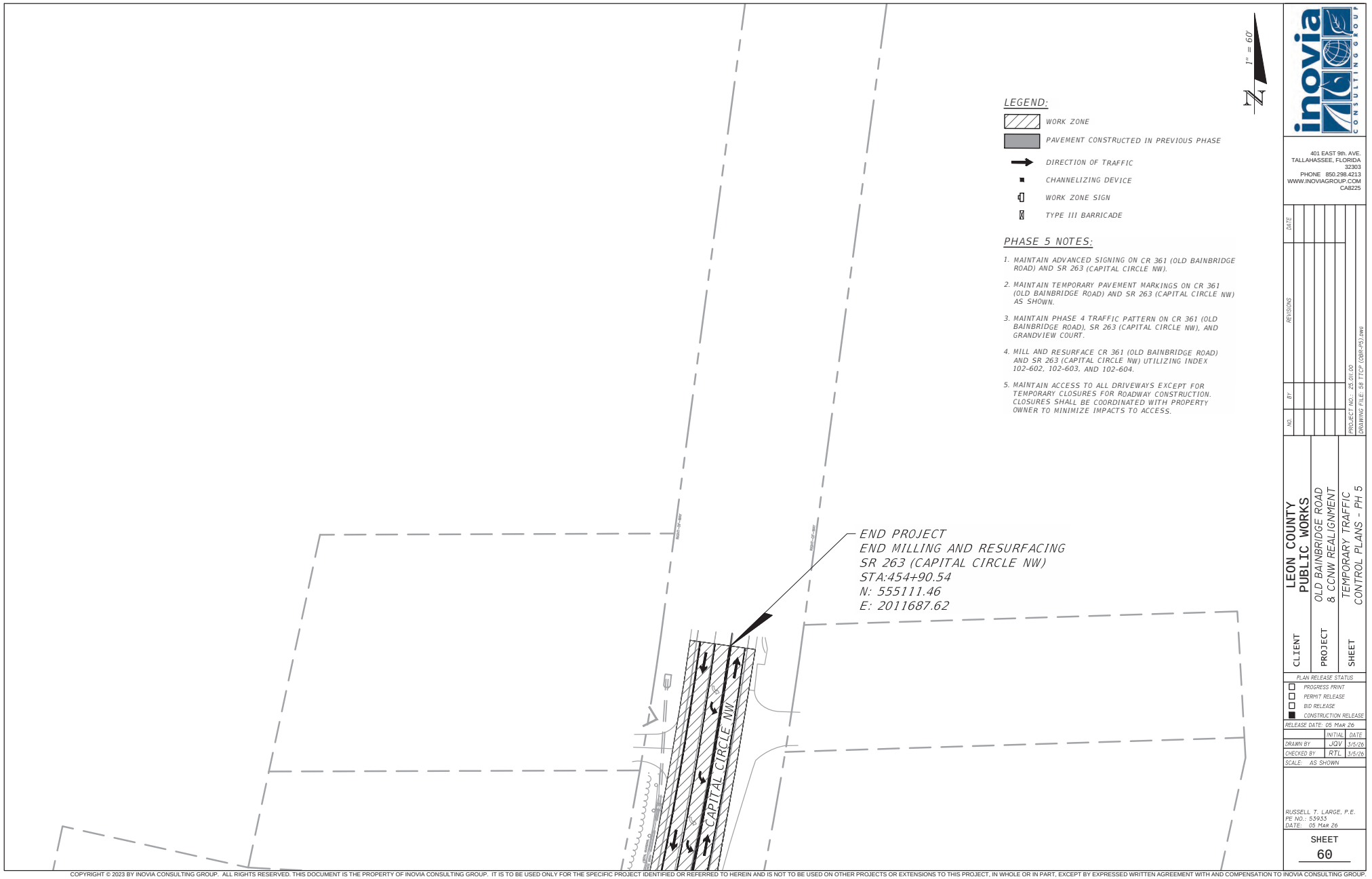

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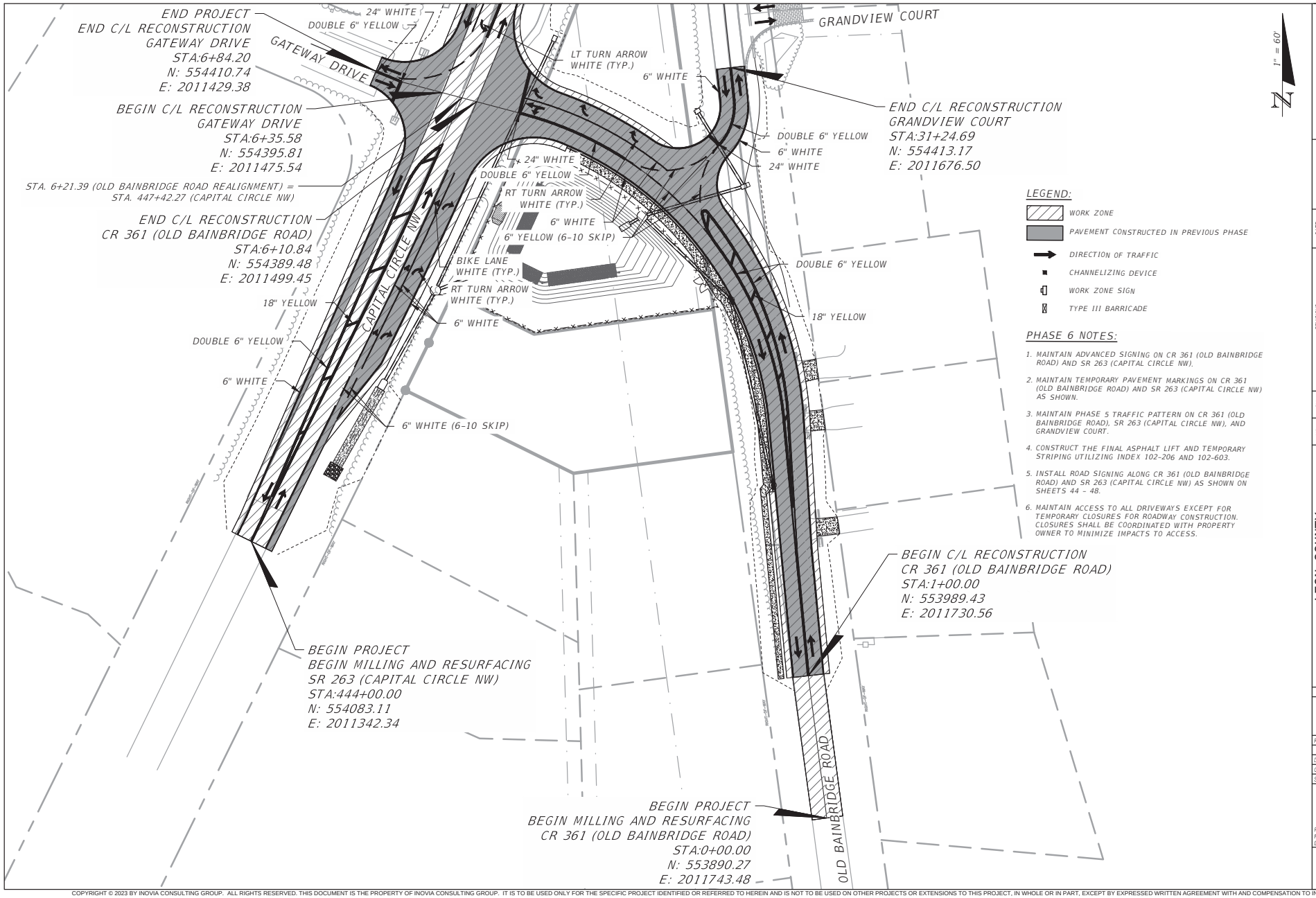

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NO. | BY | DATE | REVISIONS

PROJECT NO.: 25.01.00
DRAWING FILE: 61 TTCP (OBR-P6).DWG

CLIENT: LEON COUNTY PUBLIC WORKS
PROJECT: OLD BAINBRIDGE ROAD & CCNW REALIGNMENT
SHEET: TEMPORARY TRAFFIC CONTROL PLANS - PH 6

PLAN RELEASE STATUS
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- BID RELEASE
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CHECKED BY	RTL	3/5/26

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PE NO.: 53933
DATE: 05 Mar 26

SHEET 61

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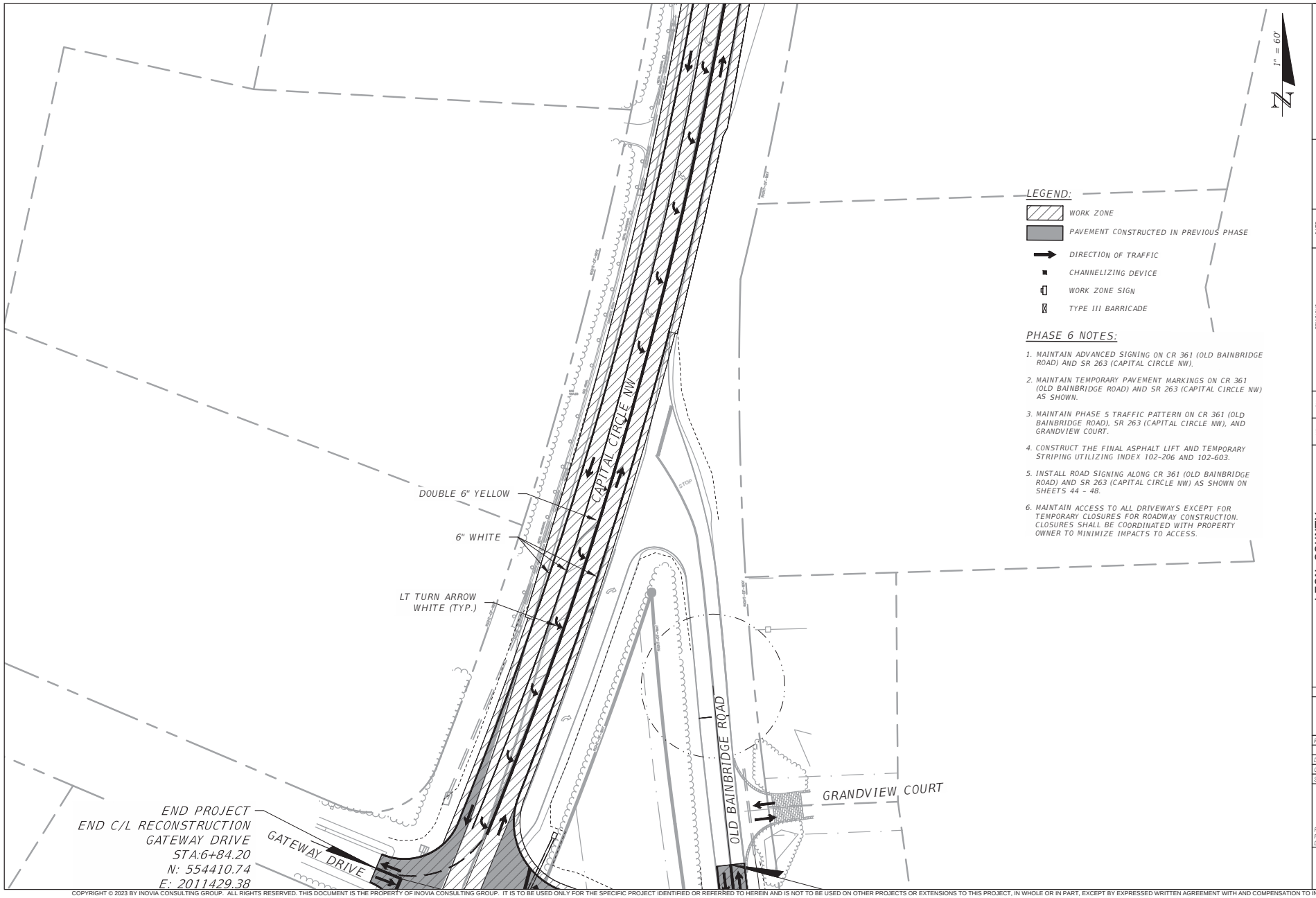

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401 EAST 9th. AVE.
TALLAHASSEE, FLORIDA
32303
PHONE 850.298.4213
WWW.INOVIAGROUP.COM
CA8225

NO. | BY | DATE | REVISIONS

PROJECT NO.: 25.01.00
DRAWING FILE: 61 TTCP (OBR-P6).DWG

CLIENT: LEON COUNTY PUBLIC WORKS
PROJECT: OLD BAINBRIDGE ROAD & CCNW REALIGNMENT
SHEET: TEMPORARY TRAFFIC CONTROL PLANS - PH 6

PLAN RELEASE STATUS
- PROGRESS PRINT
- PERMIT RELEASE
- BID RELEASE
- CONSTRUCTION RELEASE

RELEASE DATE: 05 Mar 26

	INITIAL	DATE
DRAWN BY	JQV	3/5/26
CHECKED BY	RTL	3/5/26

SCALE: AS SHOWN

RUSSELL T. LARGE, P.E.
PE NO.: 53933
DATE: 05 Mar 26

SHEET
62

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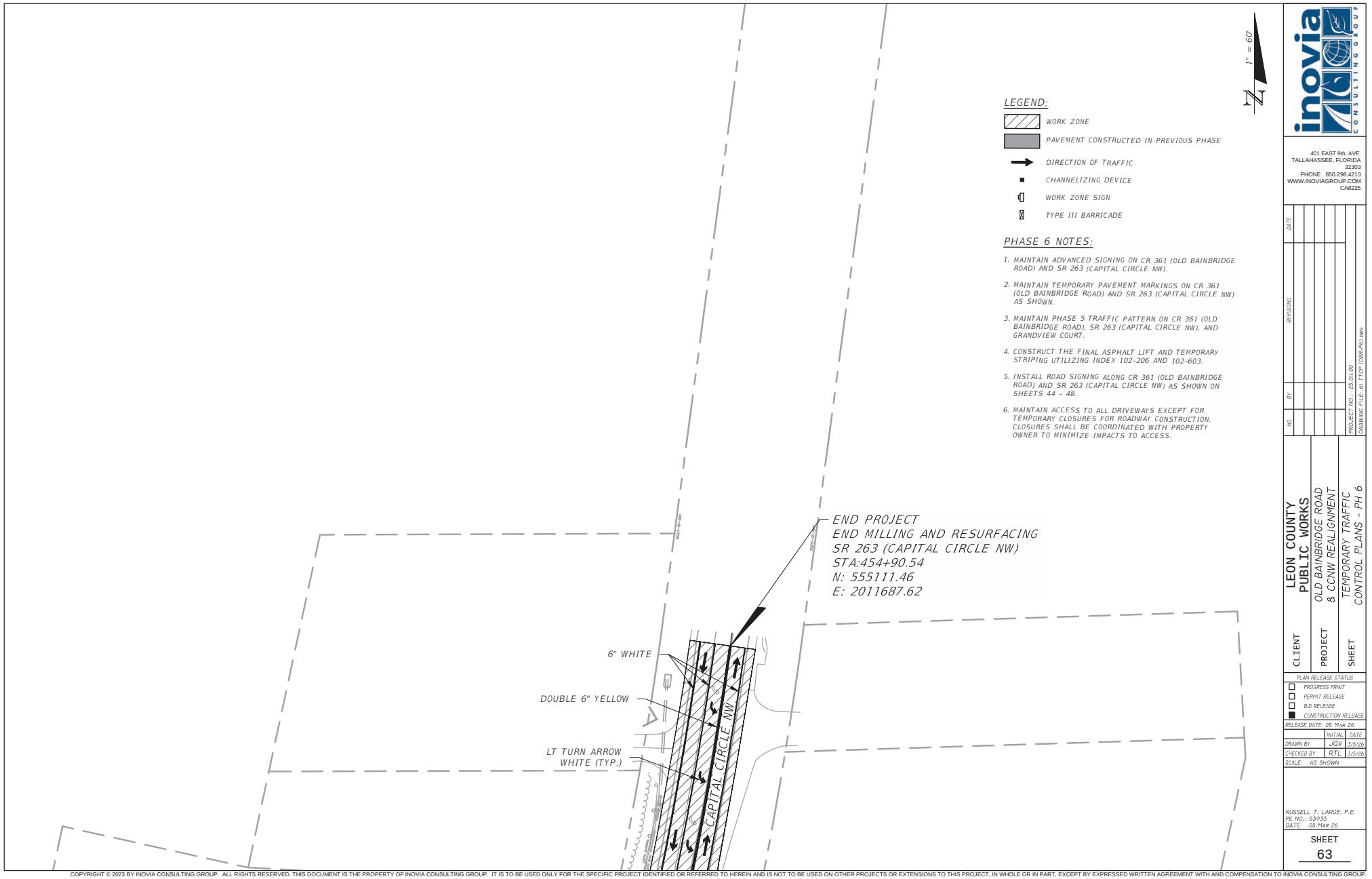

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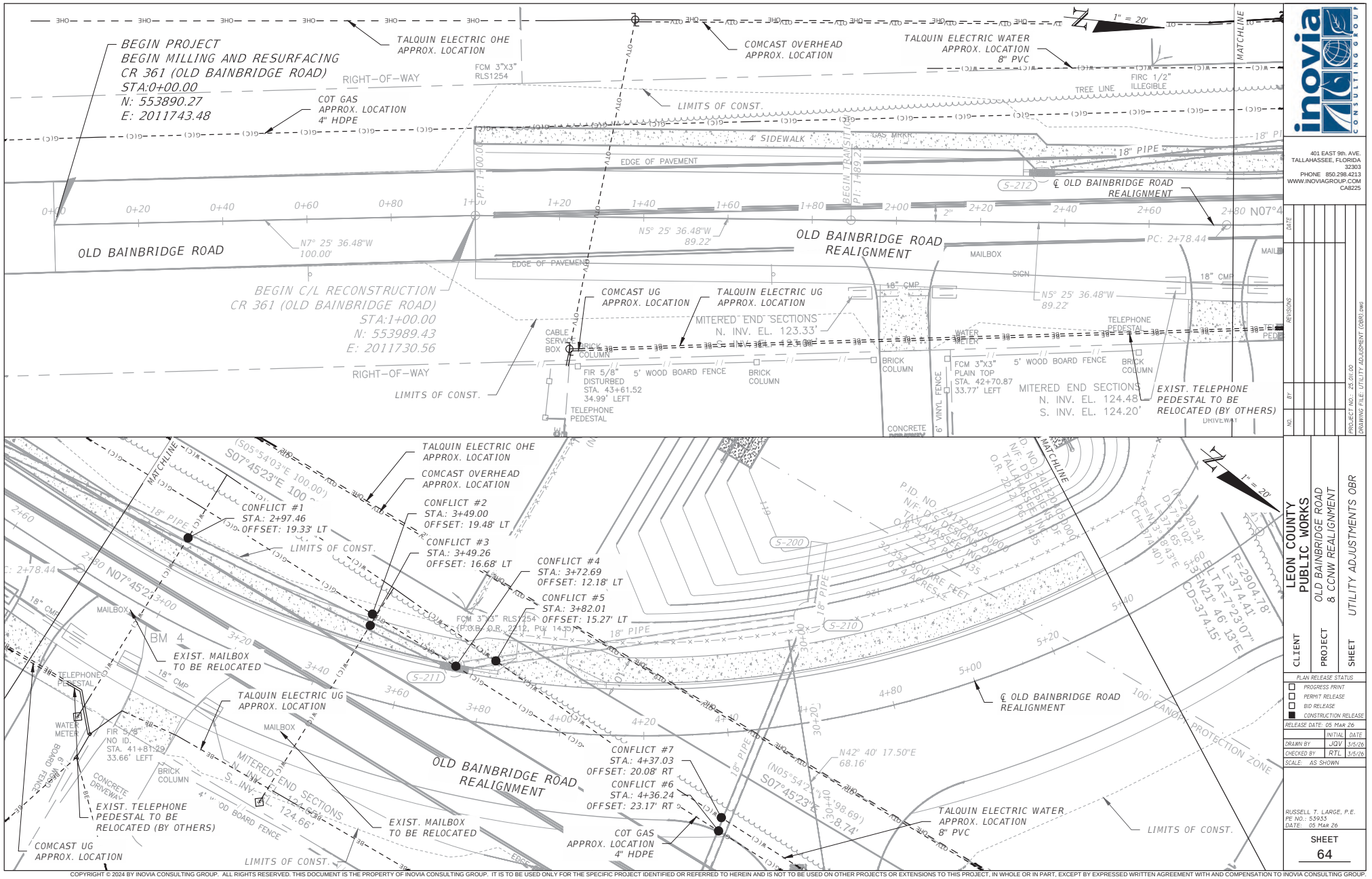

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PHONE 850.298.4213
WWW.INOVIAGROUP.COM
CA8225

CLIENT: LEON COUNTY PUBLIC WORKS
PROJECT: OLD BAINBRIDGE ROAD & CCNW REALIGNMENT
SHEET: UTILITY ADJUSTMENTS OBR

PLAN RELEASE STATUS
- PROGRESS PRINT
- PERMIT RELEASE
- BID RELEASE
- CONSTRUCTION RELEASE

RELEASE DATE: 05 Mar 26

	INITIAL	DATE
DRAWN BY	JQV	3/5/26
CHECKED BY	RTL	3/5/26

SCALE: AS SHOWN

RUSSELL T. LARGE, P.E.
PE NO.: 53933
DATE: 05 Mar 26

SHEET 64

PROJECT NO.: 25.01.00
DRAWING FILE: UTILITY ADJUSTMENT (OBR).DWG

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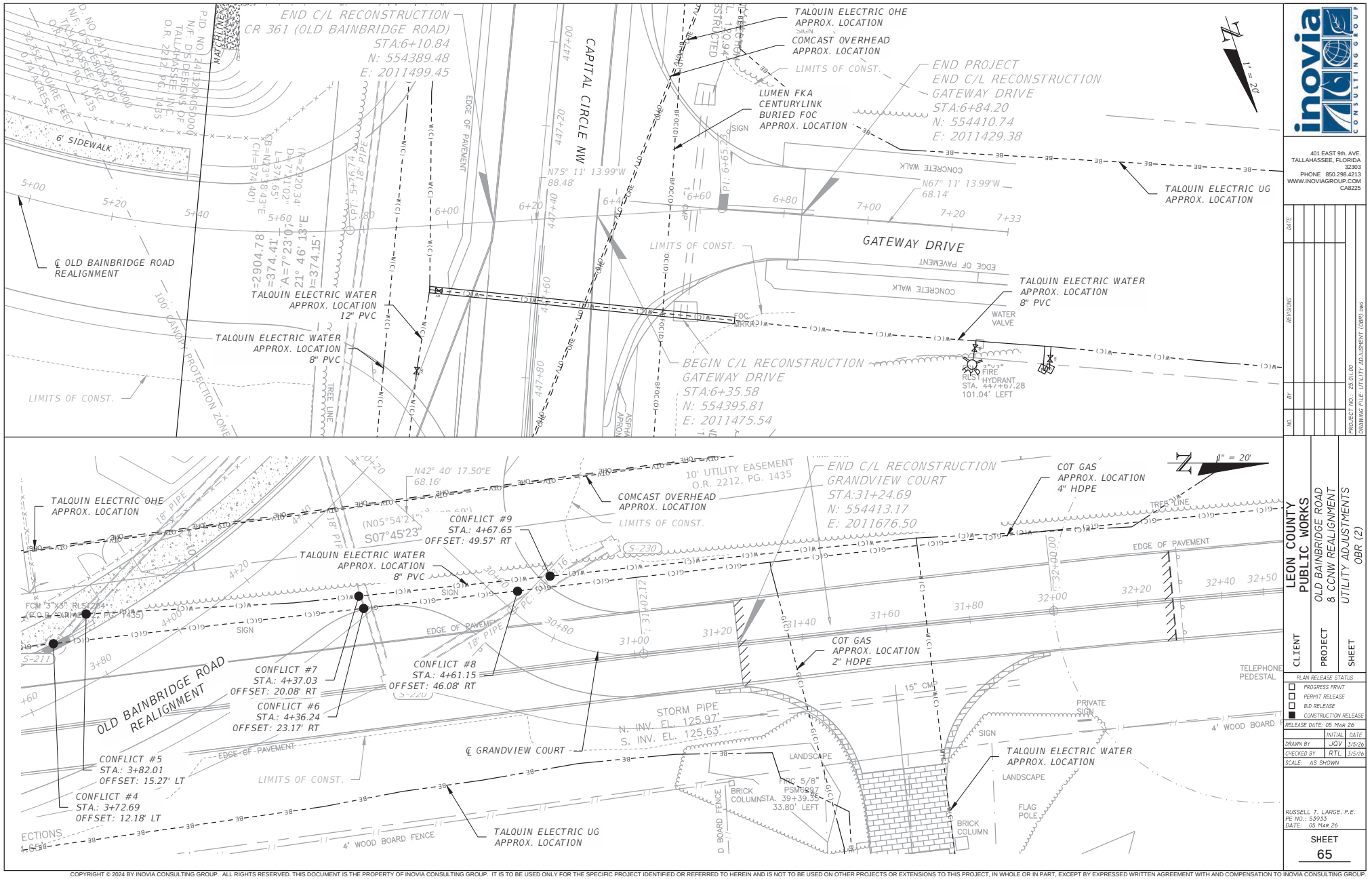

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NO.	BY	DATE	REVISIONS

PROJECT NO.: 25.01.00
DRAWING FILE: UTILITY ADJUSTMENT (OBR).DWG

CLIENT: LEON COUNTY PUBLIC WORKS
PROJECT: OLD BAINBRIDGE ROAD & CCNW REALIGNMENT
SHEET: UTILITY ADJUSTMENTS OBR (2)

PLAN RELEASE STATUS
- ☐ PROGRESS PRINT
- ☐ PERMIT RELEASE
- ☐ BID RELEASE
- ■ CONSTRUCTION RELEASE

RELEASE DATE: 05 Mar 26

	INITIAL	DATE
DRAWN BY	JQV	3/5/26
CHECKED BY	RTL	3/5/26

SCALE: AS SHOWN

RUSSELL T. LARGE, P.E.
PE NO.: 53933
DATE: 05 Mar 26

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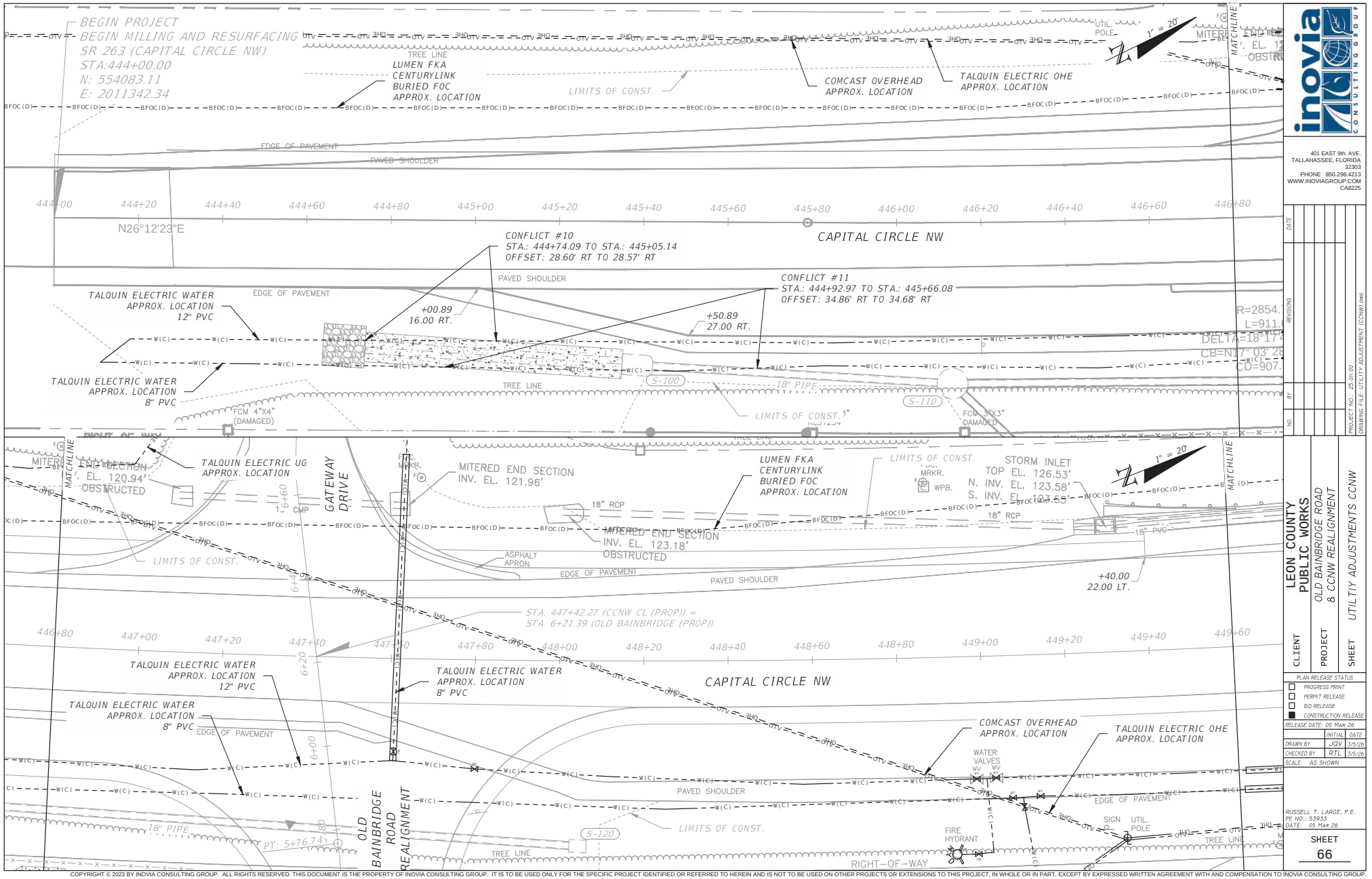

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CLIENT: LEON COUNTY PUBLIC WORKS
PROJECT: OLD BAINBRIDGE ROAD & CCNW REALIGNMENT
SHEET: UTILTIY ADJUSTMENTS CCNW

PLAN RELEASE STATUS
- PROGRESS PRINT
- PERMIT RELEASE
- BID RELEASE
- CONSTRUCTION RELEASE

RELEASE DATE: 05 MAR 26

	INITIAL	DATE
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RUSSELL T. LARGE, P.E.
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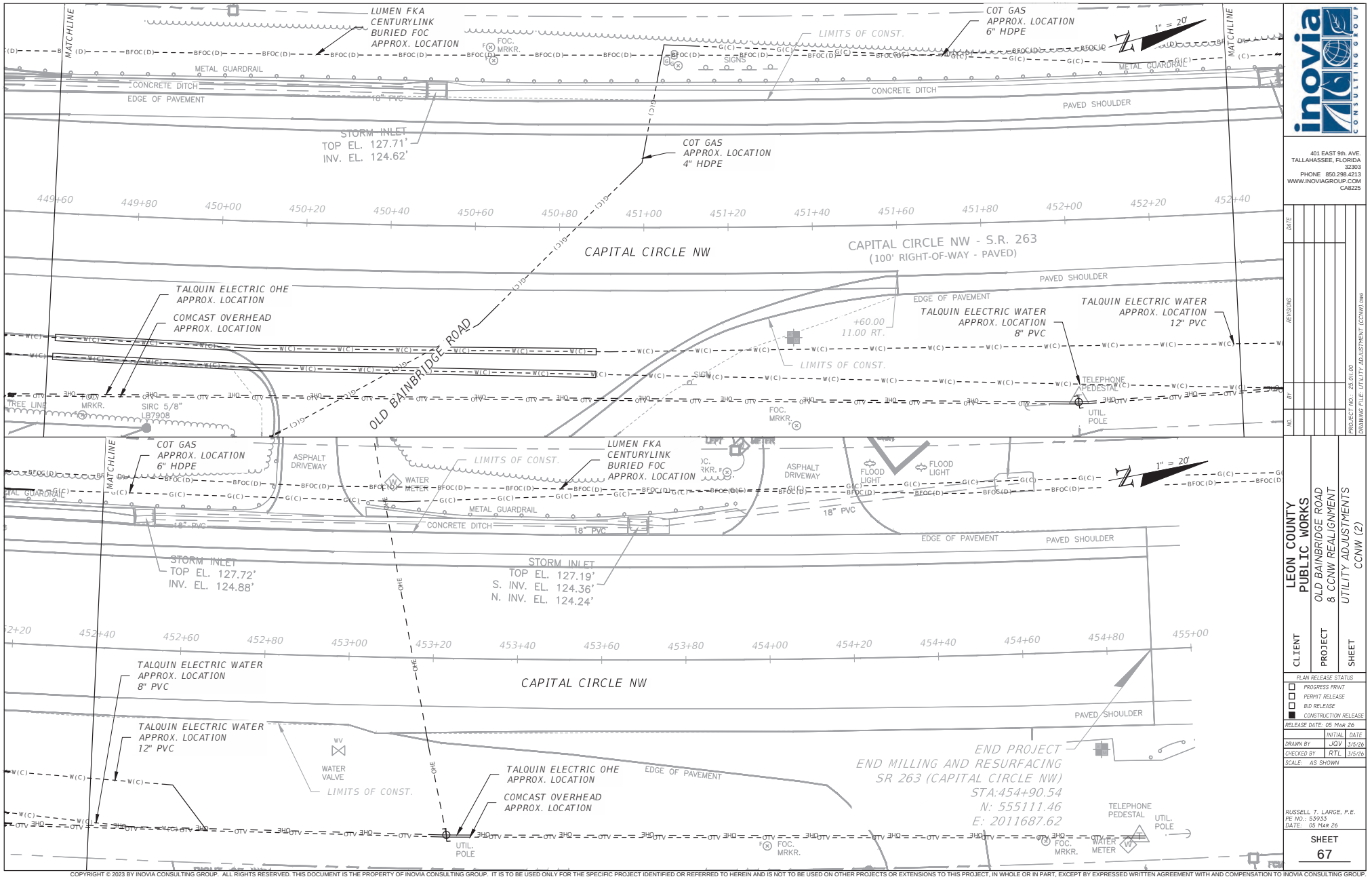

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REVISIONS | NO. | BY | DATE

PROJECT NO.: 25.01.00
DRAWING FILE: UTILITY ADJUSTMENT (CCNW).DWG

CLIENT: LEON COUNTY PUBLIC WORKS
PROJECT: OLD BAINBRIDGE ROAD & CCNW REALIGNMENT
SHEET: UTILITY ADJUSTMENTS CCNW (2)

PLAN RELEASE STATUS
- ☐ PROGRESS PRINT
- ☐ PERMIT RELEASE
- ☐ BID RELEASE
- ■ CONSTRUCTION RELEASE

RELEASE DATE: 05 Mar 26

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Leon County
Procurement
Melanie Hooley, Purchasing Director
1800-3 North Blair Stone Road, Tallahassee, FL 32308

[PYRAMID EXCAVATION] RESPONSE DOCUMENT REPORT

ITB No. BC-2026-008

Old Bainbridge Road at Capital Circle Intersection Improvement Project

RESPONSE DEADLINE: April 17, 2026 at 2:00 pm

Report Generated: Friday, April 17, 2026

Pyramid Excavation Response

CONTACT INFORMATION

Company:
Pyramid Excavation

Email:
timjr@pyramidexcavation.net

Contact:
Timothy Loughmiller

Address:
8440 Fl GA HWY
Havana, FL 32333

Phone:
(850) 933-1688

Website:
N/A

Submission Date:
Apr 17, 2026 1:22 PM (Eastern Time)

ADDENDA CONFIRMATION

Addendum #1
Confirmed Apr 13, 2026 3:45 PM by Timothy Loughmiller

Addendum #2
Confirmed Apr 13, 2026 3:45 PM by Timothy Loughmiller

Addendum #3
Confirmed Apr 13, 2026 3:45 PM by Timothy Loughmiller

Addendum #4
Confirmed Apr 13, 2026 3:45 PM by Timothy Loughmiller

QUESTIONNAIRE

1. ACCEPTANCE OF COUNTY TERMS AND CONDITIONS*

Leon County objects to and shall not consider any additional terms or conditions submitted by a bidder, including any appearing in documents attached as part of a bidder's response. In submitting its bid response, a bidder agrees that any additional terms or conditions, whether submitted intentionally or inadvertently, shall have no force or effect. Failure to comply with terms and conditions, including those specifying information that must be submitted with a bid response, shall be grounds for rejecting a bid response or placing a bidder in default.

Confirmed

2. Company Information*

Provide company name as registered with the Florida Department of State, Division of Corporations.

Maximum response length: 100 characters

Pyramid Excavation

3. Taxpayer ID Number*

Provide the company's FEI/EIN Number.

Maximum response length: 15 characters

59-3715775

4. Drug-Free Workplace Certification*

As the person authorized to confirm this statement on behalf of this firm, I certify that this firm complies fully with DRUG-FREE WORKPLACE Section 287.087, Florida Statutes. See section titled Drug-Free Workplace Requirements for details.

Confirmed

5. Scrutinized Company Certification*

As required by Section 287.135(5) Florida Statutes, I certify that the firm is not participating in a boycott of Israel, is not on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, and it does not have business operations in Cuba or Syria

Confirmed

6. Insurance Certification*

Bidders' attention is directed to the insurance requirements set forth in the Agreement contained in the "Attachments" section of this solicitation.

I certify that this firm has coverage in place at the required levels or, if awarded, coverage will be in place at the required levels.

Confirmed

7. Equal Opportunity *

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

Confirmed

8. Bid Guarantee*

A Bid Bond is required for this project. Please upload your Bid Bond here.

If submitting a Cashier's Check in lieu of a Bid Bond, please scan a copy of the cashier's check, upload here, and also mail the original cashier's check to:

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

The mailing must have the Project ID (BC-2026-008), the Project Title (Old Bainbridge Road at Capital Circle Intersection Improvement Project),and the Company Name printed clearly on the front of the envelope.

This must be postmarked no later than the date of the bid opening or your bid will be considered non-responsive.

Bid_Bond_Old_Bainbridge_Road_Improvement_Leon_County.pdf

9. Payment and Performance Bond*

A Payment and Performance Bond will be required for this project of the SUCCESSFUL BIDDER. Please confirm.

Confirmed

10. Florida Trench Safety Act**

Bidders shall complete Certificate of Compliance with Florida Trench Safety Act, in accordance with the requirements of Chapter 553, Florida Statutes. Contractor shall be responsible for compliance with all trenching shoring safety requirements.

Please download the below document, complete, and upload.

- Trench_Safety_Act_Form.pdf

Trench_Safety_Act_Form_(4).pdf

11. Bid Pricing Form*

Please refer to Attachments for the Bid Pricing Form. Download, complete, and upload your response here.

Bid_Final_OBR_CCNW.pdf

12. Prime Contractor or Sub-contractor Qualifications*

Submit all licenses, certifications, registrations, and work class pre-qualifications required in the solicitation.

The FDOT Certificate of Qualification shall include, at a minimum, the following work classes:

- Drainage
- Flexible Paving

Pyramid_Excavation_Inc._2026_FDOT_PQ.pdf
Peavy_PQ.pdf

13. Additional Forms to Fill Out and Submit*

Please submit the items on the following list and any other items required by any section of this Invitation for Bids. The checklist is provided as a courtesy and may not be inclusive of all items required within this Invitation for Bids.

Please see the Attachments section for all the necessary forms for the bidder to complete for this solicitation. Failure to complete or attach the necessary forms will result in the bidder being deemed nonresponsive.

- Bid Response Cover Sheet
- Respondent and Team Summary Form
- Affidavit Immigration Laws
- Identical Tie Bid Statement

- Non-Collusion Affidavit
- Certification/Debarment Form
- Local Vendor (if applicable)
- Employment Eligibility (E-Verify)
- Affidavit In Compliance with Section 787.06(14), F.S.
- Substitute Form W-9 (non-mandatory)

Additional_Forms_for_Solicitation.pdf

Document A310™ – 2010

Conforms with The American Institute of Architects AIA Document 310

Bid Bond

CONTRACTOR:
(Name, legal status and address)

Pyramid Excavation, Inc.
8440 Fla/Ga Highway
Havana, FL 32333

SURETY:
(Name, legal status and principal place of business)

Merchants National Bonding, Inc.
PO Box 14498
Des Moines, IA 50306

Mailing Address for Notices

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

OWNER:
(Name, legal status and address)

Leon County Board of County Commissioners
301 S Monroe St
Tallahassee, FL 32301

BOND AMOUNT: **$ 5% Five Percent of Amount Bid**

PROJECT:
(Name, location or address, and Project number, if any)

Old Bainbridge Road at Capital Circle Intersection Improvement Project
Bid Number: BC-2026-008

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this **17th** day of **April, 2026**

(Witness)

Pyramid Excavation, Inc.
(Principal) *(Seal)*

By:
(Title) President

(Witness) **Kari Schmorr, Account Executive**

Merchants National Bonding, Inc.
(Surety) *(Seal)*

By:
(Title) **James N. Congelio** , Attorney-in-Fact
Surety Phone No. **813-498-6275**

MERCHANTS NATIONAL BONDING, INCORPORATED -o- 2003

S-0054/AS 8/10

MERCHANTS BONDING COMPANY™

POWER OF ATTORNEY

Know All Persons By These Presents, that MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., both being corporations of the State of Iowa, and MERCHANTS NATIONAL INDEMNITY COMPANY , an assumed name of Merchants National Bonding, Inc., (herein collectively called the "Companies") do hereby make, constitute and appoint, individually,

Anderson L Glenn; James C Congelio; James N Congelio

their true and lawful Attorney(s)-in-Fact, to sign its name as surety(ies) and to execute, seal and acknowledge any and all bonds, undertakings, contracts and other written instruments in the nature thereof, on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

This Power-of-Attorney is granted and is signed and sealed by facsimile under and by authority of the By-Laws adopted by the Board of Directors of the Companies.

"The President, Secretary, Treasurer, or any Assistant Treasurer or any Assistant Secretary or any Vice President shall have power and authority to appoint Attorneys-in-Fact, and to authorize them to execute on behalf of the Company, and attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof."

"The signature of any authorized officer and the seal of the Company may be affixed by facsimile or electronic transmission to any Power of Attorney or Certification thereof authorizing the execution and delivery of any bond, undertaking, recognizance, or other suretyship o obligations of the Company, and such signature and seal when so used shall have the same force and effect as though manually fixed."

In connection with obligations in favor of the Florida Department of Transportation only, it is agreed that the power and authority hereby given to the Attorney-in-Fact includes any and all consents for the release of retained percentages and/or final estimates on engineering and construction contracts required by the State of Florida Department of Transportation. It is fully understood that consenting to the State of Florida Department of Transportation making payment of the final estimate to the Contractor and/or its assignee, shall not relieve this surety company of any of its obligations under its bond.

In connection with obligations in favor of the Kentucky Department of Highways only, it is agreed that the power and authority hereby given to the Attorney-in-Fact cannot be modified or revoked unless prior written personal notice of such intent has been given to the Commissioner - Department of Highways of the Commonwealth of Kentucky at least thirty (30) days prior to the modification or revocation.

In Witness Whereof, the Companies have caused this instrument to be signed and sealed this 2nd day of June , 2025 .

MERCHANTS BONDING COMPANY (MUTUAL)
MERCHANTS NATIONAL BONDING, INC.
MERCHANTS NATIONAL INDEMNITY COMPANY

By _____
President

STATE OF IOWA
COUNTY OF DALLAS ss.
On this 2nd day of June 2025 , before me appeared Larry Taylor, to me personally known, who being by me duly sworn did say that he is President of MERCHANTS BONDING COMPANY (MUTUAL), MERCHANTS NATIONAL BONDING, INC., and MERCHANTS NATIONAL INDEMNITY COMPANY; and that the seals affixed to the foregoing instrument are the Corporate Seals of the Companies; and that the said instrument was signed and sealed in behalf of the Companies by authority of their respective Boards of Directors.

NOTARIAL SEAL IOWA
Penni Miller
Commission Number 787952
My Commission Expires
January 20, 2027

_____
Notary Public

(Expiration of notary's commission does not invalidate this instrument)

I, Elisabeth Sandersfeld, Secretary of MERCHANTS BONDING COMPANY (MUTUAL), MERCHANTS NATIONAL BONDING, INC., and MERCHANTS NATIONAL INDEMNITY COMPANY do hereby certify that the above and foregoing is a true and correct copy of the POWER-OF-ATTORNEY executed by said Companies, which is still in full force and effect and has not been amended or revoked.

In Witness Whereof, I have hereunto set my hand and affixed the seal of the Companies on this 17th day of April , 2026 .

_____
Secretary

POA 0018 (5/25)

TRENCH SAFETY ACT COMPLIANCE FORM

1. The bidder understands that Section 553.60, Florida Statutes through Section 553.64, Florida Statutes (The Florida Trench Safety Act hereinafter called the "Act") requires compliance with the Occupational Safety and Health Administration's excavation safety standards, 29 C.F.R. s. 1926.650 Subpart P.

2. The bidder will comply with all applicable trench safety standards, during all phases of the work, if awarded the contract, and will ensure that all subcontractors will also comply with the Act.

3. The bidder will consider the geotechnical information available from the County, from its own sources and all other relevant information in its design of the trench safety system it will employ on the subject project. The bidder acknowledges that the County is not obligated to provide such information, that bidder is not to rely solely on such information if provided, and that bidder is solely responsible for the selection of the data on which he relies in designing said safety system, as well as for the system itself.

4. The bidder acknowledges that included in the Total Price in the Bid Form are costs for complying with the Florida Trench Safety Act. The undersigned further identifies the costs to be $ 0 per linear foot.

5. The amount in Item 5 herein includes the following Trench Safety Compliance Methods and the units of each safety measure. The unit costs and the unit prices are shown solely for the purpose of compliance with the procedural requirements of the Act.

	Trench Safety Compliance Method	Unit (LF, SY)	Quantity	Unit Cost	Extended Cost
A.	trench box	24	1	$ 0	$ 0
B.				$	$
C.				$	$
D.				$	$
E.				$	$
				TOTAL:	$ 0

Use additional blank sheets to further itemize if more room is required.

7. Acceptance of the bid to which this certification and disclosure applies in no way represents that the County or its representatives have evaluated or determined that the above costs are adequate to comply with the applicable trench safety requirements, nor does it in anyway relieve bidder of its sole responsibility to comply with all applicable safety requirements.

Company: Pyramid Excavation

By: _____ 4/16/2026

Signature of Authorized Representative Date

PAY ITEM NUMBER	PAY ITEM DESCRIPTION	UNIT	QTY	UNIT PRICE	TOTAL
0101 1	MOBILIZATION	LS	1.00	$ 45,000.00	$ 45,000.00
0102 1	MAINTENANCE OF TRAFFIC	DA	180.00	$ 750.00	$ 135,000.00
0102 60	WORK ZONE SIGN	ED	4,010	$ 1.50	$ 6,015.00
0102 74 1	CHANNELIZING DEVICE- TYPES I, II, DI, VP, DRUM, OR LCD	ED	4,170	$ 1.50	$ 6,255.00
0102 78 1	TEMPORARY RAISED / RETROFLECTIVE PAVEMENT MARKER, TYPE D	EA	520.00	$ 10.00	$ 5,200.00
0102 99	PORTABLE CHARGING MESSAGE SIGN, TEMPORARY	ED	630	$ 20.00	$ 12,600.00
102 115	TYPE III BARRICADE	ED	1,200	$ 1.00	$ 1,200.00
0104 10 3	SEDIMENT BARRIER	LF	394.24	$ 3.50	$ 1,379.84
0104 18	INLET PROTECTION SYSTEM	EA	5.00	$ 200.00	$ 1,000.00
0110 1 1	CLEARING & GRUBBING*	LS (AC)	2.71	$ 9,500.00	$ 25,757.35
0110 4 10	REMOVAL OF EXISTING CONCRETE	SY	118.59	$ 7.00	$ 830.13
0120 1	REGULAR EXCAVATION	CY	1,640	$ 35.00	$ 57,400.00
0120 6	EMBANKMENT	CY	1,568	$ 18.00	$ 28,224.00
0160 4	TYPE B STABILIZATION	SY	4,388.34	$ 8.00	$ 35,106.72
285701	OPTIONAL BASE, BASE GROUP 01	SY	764.69	$ 19.00	$ 14,529.11
285706	OPTIONAL BASE, BASE GROUP 06	SY	2,075.39	$ 22.00	$ 45,658.58
285708	OPTIONAL BASE, BASE GROUP 08	SY	292.19	$ 35.00	$ 10,226.65
0327 70 1	MILLING EXIST ASPH PAVT, 1 AVG DEPTH	SY	585.23	$ 3.50	$ 2,048.31
0327 70 12	MILLING EXIST ASPH PAVT, 1 1/4 AVG DEPTH	SY	3,876.63	$ 3.50	$ 13,568.21
0334 1 12	SUPERPAVE ASPHALTIC CONC, TRAFFIC B	TN	249.59	$ 210.00	$ 52,413.90
0334 1 13	SUPERPAVE ASPHALTIC CONC, TRAFFIC C	TN	71.45	$ 210.00	$ 15,004.50
0337 7 80	ASPHALT CONCRETE FRICTION COURSE, TRAFFIC B, FC-9.5, PG 76-22	TN	180.37	$ 210.00	$ 37,877.70
0337 7 82	ASPHALT CONCRETE FRICTION COURSE, TRAFFIC C, FC-9.5, PG 76-22	TN	83.53	$ 210.00	$ 17,541.30
0425 1201	INLETS, CURB, TYPE 9, <10' (S-211, S-212)	EA	2.00	$ 7,000.00	$ 14,000.00
0425 1521	INLETS, DT BOT, TYPE C,<10' (S-120, S-220, S-230)	EA	3.00	$ 5,000.00	$ 15,000.00
0425 1541	INLETS, RISER, TYPE D, <10' (S-110A)	EA	1.00	$ 6,000.00	$ 6,000.00
0425 2 60	MANHOLES, P-7, 6' DIA, <10' (S-110)	EA	1.00	$ 5,000.00	$ 5,000.00
0425 2 61	MANHOLES, P-8, 6' DIA, <10' (S-210)	EA	1.00	$ 5,000.00	$ 5,000.00
0430 175 118	PIPE CULVERT,OPTIONAL MATERIAL,ROUND, 18"S/CD	LF	684.00	$ 105.00	$ 71,820.00
0430 611 325	U-ENDWALL WITH BAFFLES, INDEX 261/430-011, 1:2 SLOPE, 18"PIPE	EA	1.00	$ 6,500.00	$ 6,500.00
0430 984 125	MITERED END SECTION, OPTIONAL ROUND, 18" SD	EA	1.00	$ 1,500.00	$ 1,500.00
0520 1 10	CONCRETE CURB & GUTTER, MODIFIED TYPE F, 18"	LF	265.00	$ 35.00	$ 9,275.00
0522 2	CONCRETE SIDEWALK AND DRIVEWAYS, 6" THICK	SY	314.18	$ 105.00	$ 32,988.90
0524 1 29	CONCRETE DITCH PAVEMENT, 4", REINFORCED	SY	47.57	$ 125.00	$ 5,946.25
0550 10 212	FENCING, TYPE B, 0.5-5.0', W/ VINYL COATING	LF	467.00	$ 30.00	$ 14,010.00
0550 60 232	FENCING, TYPE B, CANTILEVER SLIDE GATE, 12' OPENING	EA	1.00	$ 6,000.00	$ 6,000.00
0570 1 2	PERFORMANCE TURF, SOD	SY	4,100.00	$ 0.85	$ 3,485.00
0580 5 41	LANDSCAPE- TREES, D SPEC, FG OR B&B, 2"	EA	4.00	$ 650.00	$ 2,600.00
0700 1 11	SINGLE POST SIGN, F&I GROUND MOUNT, UP TO 12 SF	AS	6.00	$ 495.00	$ 2,970.00
0700 1 50	SINGLE POST SIGN, RELOCATE	AS	1.00	$ 250.00	$ 250.00
0700 1 60	SINGLE POST SIGN, REMOVE	AS	2.00	$ 50.00	$ 100.00
0705 10 4	OBJECT MARKER, TYPE 4	EA	3.00	$ 255.00	$ 765.00
0706 1 3	RAISED PAVEMENT MARKER, TYPE B	EA	260.00	$ 8.00	$ 2,080.00
0710 11 101	PAINTED PAVT MARKINGS, STD, WHITE, SOLID, 6"	GM	1.593	$ 1,800.00	$ 2,867.09
0710 11 125	PAINTED PAVT MARKINGS, STD, WHITE, SOLID FOR STOP LINE OR CROSSWALK, 24"	LF	108.00	$ 6.00	$ 648.00
0710 11 160	PAINTED PAVT MARKINGS, STD, WHITE, MESSAGE OR SYMBOL	EA	6	$ 100.00	$ 600.00
0710 11 170	PAINTED PAVT MARKINGS, STD, WHITE, ARROWS	EA	42	$ 75.00	$ 3,150.00
0710 11 201	PAINTED PAVT MARKINGS, STD, YELLOW, SOLID, 6"	GM	1.646	$ 1,800.00	$ 2,962.55
0710 11 224	PAINTED PAVT MARKINGS, STD, YELLOW, SOLID FOR DIAGONAL OR CHEVRON, 18"	LF	470.20	$ 9.00	$ 4,231.80
0710 11 231	PAINTED PAVT MARKINGS, STD, YELLOW, SKIP, 6"	GM	0.125	$ 750.00	$ 93.75
0710 90	PAINTED PAVT MARKINGS, FINAL SURFACE	LS	1.00	$ 5,500.00	$ 5,500.00
0711 11125	THERMOPLASTIC, STD, WHITE, SOLID, 24" FOR STOP LINE AND CROSSWALK	LF	54.00	$ 15.00	$ 810.00
0711 11160	THERMOPLASTIC, STD, WHITE, MESSAGE OR SYMBOL	EA	3	$ 325.00	$ 975.00
0711 11170	THERMOPLASTIC, STD, WHITE, ARROW	EA	21	$ 210.00	$ 4,410.00
0711 11224	THERMOPLASTIC, STD, YELLOW, SOLID, 18" FOR DIAGONAL OR CHEVRON	LF	235.10	$ 10.00	$ 2,351.00
0711 16101	THERMOPLASTIC, STD-OTHER SURFACES, WHITE, SOLID, 6"	GM	0.791	$ 7,500.00	$ 5,934.75
0711 16171	THERMOPLASTIC, STD OTHER SURFACES, WHITE, 6", 6-10 DOTTED MANAGED LANE MARKING	GM	0.019	$ 5,500.00	$ 101.75
0711 16201	THERMOPLASTIC, STD-OTHER SURFACES, YELLOW, SOLID, 6"	GM	0.823	$ 7,000.00	$ 5,760.51
0710 16231	THERMOPLASTIC, STD-OTHER SURFACES, YELLOW, SKIP, 6"	GM	0.062	$ 5,500.00	$ 341.00
0580 7 063	LANDSCAPE- SMALL SHRUB, 3 GAL., 24" HEIGHT AT TIME OF PLANTING	EA	142	$ 25.00	$ 3,550.00
999-1	SAND FILTER	LF	121	$ 185.00	$ 22,385.00
				TOTAL:	**$ 841,798.64**

* Includes Tree Removal

PAY ITEM NOTES

999-1 [SAND FILTER] THIS PAY ITEM INCLUDES ALL COST ASSOCIATED WITH FURNISHING AND INSTALLING THE SAND FILTER, INCLUDING PERFORATED PIPE, UNPERFORATED PIPE, COARSE AGGREGATE, FILTER SAND, FILTER FABRIC, CLEANOUTS, CONNECTION TO OUTFALL STRUCTURE, AND OTHER ITEMS AS DETAILED IN THE PLANS. THE SAND FILTER LENGTH SHALL BE THE QUANTITY SHOWN, WITH ADDITIONAL PIPE LENGTH AS REQUIRED TO COMPLETE CONNECTIONS TO THE OUTFALL STRUCTURE AND CLEAN OUTS.

0580 5 41 & 0580 7 063 [LANDSCAPE- TREES, D SPEC, FG OR B&B, 2"] & [LANDSCAPE- SMALL SHRUB, 3 GAL., 24" HEIGHT AT TIME OF PLANTING] THE UNIT PRICE INCLUDES PROVIDING TEMPORARY IRRIGATION NECESSARY TO ESTABLISH LANDSCAPE MATERIALS. TEMPORARY IRRIGATION FOR TREES MAY BE PROVIDED USING IRRIGATION BAGS.

Florida Department of Transportation

RON DESANTIS
GOVERNOR

605 Suwannee Street
Tallahassee, FL 32399-0450

JARED W. PERDUE, P.E.
SECRETARY

January 23,2026

PYRAMID EXCAVATION, INC
8440 FLA GA HIGHWAY
HAVANA, FLORIDA 32333

RE: CERTIFICATE OF QUALIFICATION

The Department of Transportation has qualified your company for the type of work indicated below.

FDOT APPROVED WORK CLASSES:
DRAINAGE, FLEXIBLE PAVING, GRADING, GRASSING, SEEDING AND SODDING, R&R MINOR BRIDGES, SIDEWALK, Bedding Stone, Rip Rap, Underground Utilities (Water and Sewer)

Unless notified otherwise, this Certificate of Qualification will expire **6/30/2027.**

In accordance with Section 337.14(1), Florida Statutes, an application for qualification must be filed within (4) months of the ending date of the applicant's audited annual financial statements.

If the company's maximum capacity has been revised, it may be accessed by logging into the Contractor Prequalification Application System via the following link:
HTTPS://fdotwp1.dot.state.fl.us/ContractorPreQualification

Once logged in, select "View" for the most recently approved application, and then click the "Manage" and "Application Summary" tabs.

The company may apply for a Revised Certificate of Qualification at any time prior to the expiration date of this certificate according to Section 14-22.0041(3), Florida Administrative Code (F.A.C.), by accessing the most recently approved application as shown above and choosing "Update" instead of "View." If certification in additional classes of work is desired, documentation is needed to show that the company has performed such work.

All prequalified contractors are required by Section 14-22.006(3), F.A.C., to certify their work underway monthly in order to adjust maximum bidding capacity to available bidding capacity. You can find the link to this report at the website shown above.

Sincerely,

James E. Taylor II

James E. Taylor II, Prequalification Supervisor
Contracts Administration Office

JTII

Listing of Prequalified Contractors

Contractor with Name PEAVY & SON CONSTRUCTION CO., INC.
1-1 of 1 contractors

VENDOR NAME	HOME OFFICE ADDRESS	BIDDING OFFICE ADDRESS
PEAVY & SON CONSTRUCTION CO., INC. F591576957001 EXPIRES: 6/30/2026	39 SCHWALL ROAD BOX 2369 HAVANA, FL 32333 (850)539-5019	39 SCHWALL ROAD BOX 2369 HAVANA, FL 32333 (850)539-5019

WORK CLASSES	
DRAINAGE	FENCING
FLEXIBLE PAVING	GRADING
GRASSING, SEEDING AND SODDING	GUARDRAIL
HOT PLANT-MIXED BITUM. COURSES	INTERMEDIATE BRIDGES
MINOR BRIDGES	ROADWAY SIGNING

BID RESPONSE COVER SHEET

This page is to be completed and included with your bid submission.

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

Melanie Hooley
Purchasing Director
Leon County, Florida

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

Pyramid Excavation INC
(Firm Name)

BY
(Authorized Representative)

Timothy Loughmiller
(Printed or Typed Name)

ADDRESS 8440 FL GA HWY
Havana Fl 32333

EMAIL ADDRESS timjr@pyramidexcavation.net

TELEPHONE 8505398100

The Contractor's Project Manager is:

Name: Timothy Loughmiller Jr
Street Address: 8440 FL GA HWY HAVANA FL 32333
City, State, Zip Code:
Telephone: 8509331688
E-mail: timjr@pyramidexcavation.net

Notices to the Contractor are to be submitted to:

Name: Timothy Loughmiller Jr
Street Address: 8440 FL GA HWY HAVANA FL 32333
City, State, Zip Code:
Telephone: 8505398100
E-mail: timjr@pyramidexcavation.net/ patti@pyramidexcavation.net

RESPONDENT AND TEAM SUMMARY FORM

RESPONDENT: Pyramid Excavation Inc

SOLICITATION NUMBER: BC-2026-012 **DATE:** 4/16/2026

PROJECT TITLE: Old Bainbridge Road CCNW REALIGNMENT

Complete the following Table identifying **your firm or company** and **ALL subcontractors or subconsultants** you anticipate utilizing for purposes of responding to this solicitation. Use additional pages if needed.

Section A	**RESPONDENT IDENTIFICATION**															
In the spaces provided below, list the firms and corresponding information. Use additional pages if needed.																
Firm Name (Prime and Subcontractors) ***You MUST include your company or firm on Line 1**	**Vendor Phone & Email**	**Total Dollar Amount of Services**	**Scope of Work**	**Indicate the Category that Best Describes Each Organization Listed**												
				Non-MWBE		**Certified MWBE**					**Non-Certified MWBE**					
				Non-Minority	Certified Small Business	African American	Asian American	Hispanic American	Native American	Non-Minority Female	African American	Asian American	Hispanic American	Native American	Non-Minority Female
Peavy and Sons	Ensworth@peavyandson.com 8505396669	120000	Paving												
Acme Barricades	bdowns@acmebarricades.com 8507658546	34000	striping												
TOTAL															

Section B	**ACKNOWLEDGEMENT** (to be completed by the Respondent)

I hereby certify that, as Respondent to this Solicitation, that the information provided herein is true and correct.

Pyramid Excavation
Name of Bidder/Respondent

Signature

4/16/26
Date

Timothy Loughmiller
Print Name

PM
Title

AFFIDAVIT CERTIFICATION
IMMIGRATION LAWS

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

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

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

Company Name: Pyramid Excavation INC

Signature: _____ Title: PM

STATE OF Florida
COUNTY OF Gadsden

Sworn to and subscribed before me this 16th day of April, 2026

Personally known ✓

NOTARY PUBLIC

OR Produced identification _____

Notary Public - State of Florida

_____
(Type of identification)

My commission expires: _____

Notary Public State of Florida
Timothy H Mentry
My Commission HH 737826
Expires 12/8/2029

Printed, typed, or stamped commissioned name of notary

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

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

IDENTICAL TIE BIDS

Preference shall be given to businesses with drug-free workplace programs. Whenever two or more bids which are equal with respect to price, quality, and service are received by the State or by any political subdivision for the procurement of commodities or contractual services, a bid received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. Established procedures for processing tie bids will be followed if none of the tied vendors have a drug-free workplace program. In order to have a drug-free workplace program, a business shall:

1) Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.

2) Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.

3) Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1).

4) In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employees will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.

5) Impose a sanction on, or require the satisfactory participation in a drug assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.

6) Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

As the person authorized to sign the statement, I certify the

following: (Check one and sign in the space provided.)

X
_____This firm complies fully with the above requirements.

_____This firm does not have a drug free work place program at this time.

_____
Bidder's Signature

PM
_____
Title

4/16/26
_____
Date

NON-COLLUSION AFFIDAVIT

The undersigned being first duly sworn as provided by law, deposes and says:

1. This Affidavit is made with the knowledge and intent that it is to be filed with Leon County Government, Leon County, Florida and that it will be relied upon by said County, in any consideration which may give to and any action it may take with respect to this Proposal.

2. The undersigned is authorized to make this Affidavit on behalf of,

Pyramid Excavation INC
(Name of Corporation, Partnership, Individual, etc.)

a corporation, formed under the laws of Florida
(Type of Business) (State or Province)

of which he/she is president.
(Sole Owner, partner, president, etc.)

3. Neither the undersigned nor any other person, firm or corporation named in above Paragraph 2, nor anyone else to the knowledge of the undersigned, have themselves solicited or employed anyone else to solicit favorable action for this Proposal by the County, also that no head of any department or employee therein, or any officer of Leon County, Florida is directly interested therein.

4. This Proposal is genuine and not collusive or a sham; the person, firm or corporation named above in Paragraph 2 has not colluded, conspired, connived or agreed directly or indirectly with any bidder or person, firm or corporation, to put in a sham Proposal, or that such other person, firm or corporation, shall refrain from bidding, and has not in any manner, directly or indirectly, sought by agreement or collusion, or communication or conference with any person, firm or corporation, to fix the prices of said proposal or proposals of any other bidder; and all statements contained in the proposal or proposals described above are true; and further, neither the undersigned, nor the person, firm or corporation named above in Paragraph 3, has directly or indirectly submitted said proposal or the contents thereof, or divulged information or data relative thereto, to any association or to any member or agent thereof.

Timothy Loughmiller SR — President
AFFIANT'S NAME — AFFIANT'S TITLE

AFFIANT'S SIGNATURE

TAKEN, SWORN AND SUBSCRIBED TO BEFORE ME this 16th Day of April, 2026

Personally Known ✓ Or Produced Identification

Type of Identification

NOTARY PUBLIC
(Print, Type or Stamp Commissioned Name of Notary Public)

Notary Public State of Florida
Timothy H Mentry
My Commission HH 737828
Expires 12/8/2029

My Commission Expires:

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, And OTHER RESPONSIBILITY MATTERS PRIMARY COVERED TRANSACTIONS

1) The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:

   a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;

   b) Have not within a three-year period preceding this been convicted of or had a civil judgement rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statues or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

   c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of these offenses enumerated in paragraph (1)(b) of this certification; and

   d) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.

2) Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

3) No subcontract will be issued for this project to any party which is debarred or suspended from eligibility to receive federally funded contracts.

Signature

PM

Title

Pyramid Excavation INc

Contractor/Firm

8440 FL GA HWY HAVANA FL 32333

Address

LOCAL VENDOR CERTIFICATION

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

a) Has had a fixed office or distribution point located in and having a street address within Leon, Gadsden, Wakulla, or Jefferson County for at least six (6) months immediately prior to the issuance of the request for competitive bids or request for proposals by the County; and

b) Holds any business license required by Leon County (or one of the other local counties), and, if applicable, the City of Tallahassee; and

c) Is the principal offeror who is a single offeror; a business which is the prime contractor and not a subcontractor; or a partner or joint venturer submitting an offer in conjunction with other businesses.

Please complete the following in support of the self-certification.
Failure to provide the information requested will result in denial of certification as a local business.

Business Name: Pyramid Excavation INC	
Current Local Address: 8440 FL GA HWY HAVANA FL 32333	Phone: 8505398100 Fax:
If the above address has been for less than six months, please provide the prior address. Length of time at this address:	
Home Office Address: 8440 FL GA HWY HAVANA FL 32333	Phone: 8505398100 Fax:

Signature of Authorized Representative

4-16-26
Date

STATE OF Florida
COUNTY OF Gadsden

The foregoing instrument was acknowledged before me this 16th day of April ,2026
By Timothy L Waghmiller of Pyramid Excavation Inc.
(Name of officer or agent, title of officer or agent) (Name of corporation acknowledging)

a Florida Corporation, on behalf of the corporation. He/she is personally known to me
(State or place of incorporation)
or has produced _____ as identification.

Signature of Notary

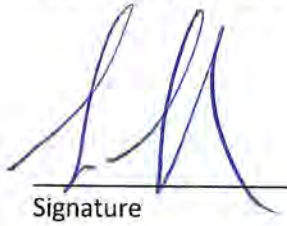
Print, Type or Stamp Name of Notary

Notary Public State of Florida
Timothy H Mentry
My Commission HH 737828
Expires 12/8/2029

Serial Number, If Any

EMPLOYMENT ELIGIBILITY VERIFICATION

By providing goods and/or services to the County, the Contractor is obligated to comply with the provisions of Section 448.095, Florida Statutes, "Employment Eligibility." Compliance with Section 448.095, Florida Statutes., includes, but is not limited to, utilization of the E-Verify System to verify the work authorization status of all newly hired employees, and requiring all subcontractors to provide an affidavit attesting that the subcontractor does not employ, contract with, or subcontract with, an unauthorized alien. The Contractor affirms and represents that it is registered with the E-Verify system and is using same and will continue to use same as required by Section 448.095, Florida Statutes.



Signature

4/16/2026

Date

AFFIDAVIT IN COMPLIANCE WITH SECTION 787.06(14), FLORIDA STATUTES

In accordance with Section 787.06(14), Florida Statutes, the undersigned, on behalf of the entity listed below ("Entity"), being duly sworn, hereby attests under penalty of perjury that:

1. I am over eighteen years of age. The following information is given from my own personal knowledge.
2. I am an officer or representative of the Entity.
3. The Entity does not use coercion for labor or services as defined in Section 787.06, Florida Statutes.
4. I understand that I am swearing or affirming under oath to the truthfulness of the claims made in this affidavit and that the punishment for knowingly making a false statement in this declaration may subject me to criminal penalties.
5. I am authorized to provide this affidavit on behalf of the Entity.

FURTHER AFFIANT SAYETH NOT.

SIGNATURE OF AFFIANT

Affiant's Name: Timothy Loughmiller
Title: PM
Entity: Pyramid Excavation INC

STATE OF Florida
COUNTY OF Gadsden

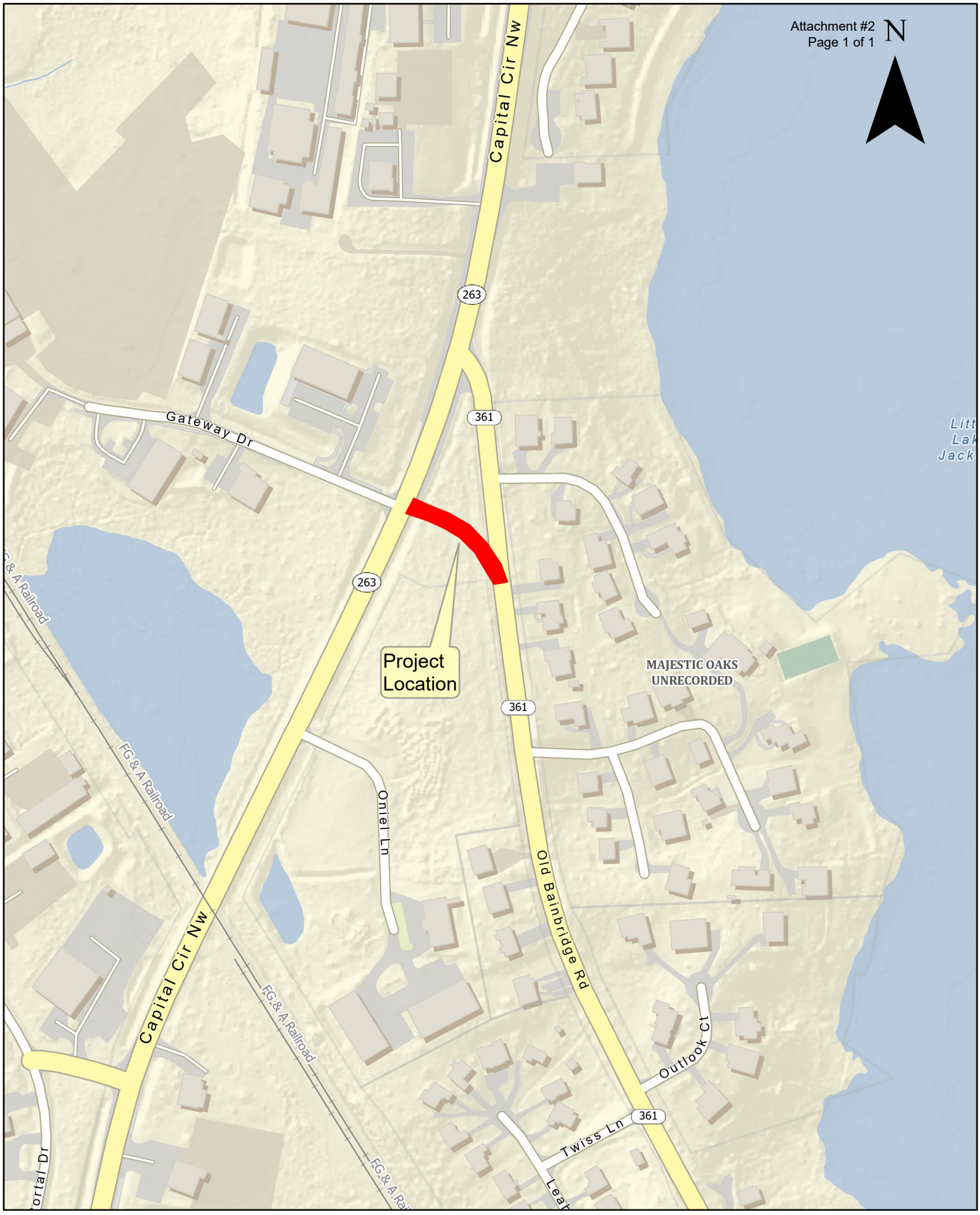
Sworn to (or affirmed) and subscribed before me by means of [✓] physical presence or [____] online notarization, this 16th day of April, 2026, by Timothy Loughmiller (Affiant's Name).

(Signature of Notary Public)
(Print, Type, or Stamp Commissioned Name of Notary and Affix Notary Seal)

Notary Public State of Florida
Timothy H Mentry
My Commission HH 737828
Expires 12/8/2029

[✓] Who is personally known to me, or
[____] Who produced identification; Type of identification produced: _____

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



Old Bainbridge Road and CCNW Intersection Improvements

BID TABULATION SHEET
BC-2026-008

Bid Title: Old Bainbridge at CCNW Intersection Improvement
Opening Date: Friday, April 17, 2026 at 2:00pm

Vendors	C.W. Roberts	Davidson Contracting	Hale Contracting	M of Tallahassee	N. FL Asphalt	Pyramid Excavation
Attended Pre-Bid Meeting	✓	✓	✓	✓	✓	✓
Bid Guarantee (Bond)	✓	✓	✓	✓	✓	✓
Trench Safety Act Form	✓	✓	✓	✓	✓	✓
Bid Pricing Form (Addnd #4)	✓	✓	✓	✓	✓	✓
Contractor Qualifications (FDOT)	✓	✓	✓	✓	✓	✓
Bid Response Cover Sheet	✓	✓	✓	✓	✓	✓
Respondent & Team Summary	✓	✓	✓	✓	✓	✓
Affidavit Immigration	✓	✓	✓	✓	✓	✓
Identical Tie Bids	✓	✓	✓	✓	✓	✓
Non-Collusion Affidavit	✓	✓	✓	✓	✓	✓
Certification/Debarment	✓	✓	✓	✓	✓	✓
Local Vendor Certification	✓	✓	✓	✓	✓	✓
E-Verify	✓	✓	✓	✓	✓	✓
Anti-Human Trafficking	✓	✓	✓	✓	✓	✓
BID AMOUNT	$872,368.31	$887,510.21	$1,070,077.77	$891,554.04	$948,000.00	$841,798.64

***A Check Mark (✓) confirms document was received – it DOES NOT Confirm Responsiveness**

Tabulated By: alisha Petrak

Witnessed By:

BID TABULATION SHEET
BC-2026-008

Bid Title: Old Bainbridge at CCNW Intersection Improvement
Opening Date: Friday, April 17, 2026 at 2:00pm

Vendors	Sandco					
Attended Pre-Bid Meeting	✓					
Bid Guarantee (Bond)	✓					
Trench Safety Act Form	✓					
Bid Pricing Form (Addnd #4)	✓					
Contractor Qualifications (FDOT)	✓					
Bid Response Cover Sheet	✓					
Respondent & Team Summary	✓					
Affidavit Immigration	✓					
Identical Tie Bids	✓					
Non-Collusion Affidavit	✓					
Certification/Debarment	✓					
Local Vendor Certification	✓					
E-Verify	✓					
Anti-Human Trafficking	✓					
BID AMOUNT	$998,077.27					

***A Check Mark (✓) confirms document was received – it DOES NOT Confirm Responsiveness**

Tabulated By: Alisha Rehak

Witnessed By:

PAY ITEM NUMBER	PAY ITEM DESCRIPTION	UNIT	QTY	UNIT PRICE	TOTAL
0101 1	MOBILIZATION	LS	1.00	$ 45,000.00	$ 45,000.00
0102 1	MAINTENANCE OF TRAFFIC	DA	180.00	$ 750.00	$ 135,000.00
0102 60	WORK ZONE SIGN	ED	4,010	$ 1.50	$ 6,015.00
0102 74 1	CHANNELIZING DEVICE- TYPES I, II, DI, VP, DRUM, OR LCD	ED	4,170	$ 1.50	$ 6,255.00
0102 78 1	TEMPORARY RAISED / RETROFLECTIVE PAVEMENT MARKER, TYPE D	EA	520.00	$ 10.00	$ 5,200.00
0102 99	PORTABLE CHARGING MESSAGE SIGN, TEMPORARY	ED	630	$ 20.00	$ 12,600.00
102 115	TYPE III BARRICADE	ED	1,200	$ 1.00	$ 1,200.00
0104 10 3	SEDIMENT BARRIER	LF	394.24	$ 3.50	$ 1,379.84
0104 18	INLET PROTECTION SYSTEM	EA	5.00	$ 200.00	$ 1,000.00
0110 1 1	CLEARING & GRUBBING*	LS (AC)	2.71	$ 9,500.00	$ 25,757.35
0110 4 10	REMOVAL OF EXISTING CONCRETE	SY	118.59	$ 7.00	$ 830.13
0120 1	REGULAR EXCAVATION	CY	1,640	$ 35.00	$ 57,400.00
0120 6	EMBANKMENT	CY	1,568	$ 18.00	$ 28,224.00
0160 4	TYPE B STABILIZATION	SY	4,388.34	$ 8.00	$ 35,106.72
285701	OPTIONAL BASE, BASE GROUP 01	SY	764.69	$ 19.00	$ 14,529.11
285706	OPTIONAL BASE, BASE GROUP 06	SY	2,075.39	$ 22.00	$ 45,658.58
285708	OPTIONAL BASE, BASE GROUP 08	SY	292.19	$ 35.00	$ 10,226.65
0327 70 1	MILLING EXIST ASPH PAVT, 1 AVG DEPTH	SY	585.23	$ 3.50	$ 2,048.31
0327 70 12	MILLING EXIST ASPH PAVT, 1 1/4 AVG DEPTH	SY	3,876.63	$ 3.50	$ 13,568.21
0334 1 12	SUPERPAVE ASPHALTIC CONC, TRAFFIC B	TN	249.59	$ 210.00	$ 52,413.90
0334 1 13	SUPERPAVE ASPHALTIC CONC, TRAFFIC C	TN	71.45	$ 210.00	$ 15,004.50
0337 7 80	ASPHALT CONCRETE FRICTION COURSE, TRAFFIC B, FC-9.5, PG 76-22	TN	180.37	$ 210.00	$ 37,877.70
0337 7 82	ASPHALT CONCRETE FRICTION COURSE, TRAFFIC C, FC-9.5, PG 76-22	TN	83.53	$ 210.00	$ 17,541.30
0425 1201	INLETS, CURB, TYPE 9, <10' (S-211, S-212)	EA	2.00	$ 7,000.00	$ 14,000.00
0425 1521	INLETS, DT BOT, TYPE C,<10' (S-120, S-220, S-230)	EA	3.00	$ 5,000.00	$ 15,000.00
0425 1541	INLETS, RISER, TYPE D, <10' (S-110A)	EA	1.00	$ 6,000.00	$ 6,000.00
0425 2 60	MANHOLES, P-7, 6' DIA, <10' (S-110)	EA	1.00	$ 5,000.00	$ 5,000.00
0425 2 61	MANHOLES, P-8, 6' DIA, <10' (S-210)	EA	1.00	$ 5,000.00	$ 5,000.00
0430 175 118	PIPE CULVERT,OPTIONAL MATERIAL,ROUND, 18"S/CD	LF	684.00	$ 105.00	$ 71,820.00
0430 611 325	U-ENDWALL WITH BAFFLES, INDEX 261/430-011, 1:2 SLOPE, 18"PIPE	EA	1.00	$ 6,500.00	$ 6,500.00
0430 984 125	MITERED END SECTION, OPTIONAL ROUND, 18" SD	EA	1.00	$ 1,500.00	$ 1,500.00
0520 1 10	CONCRETE CURB & GUTTER, MODIFIED TYPE F, 18"	LF	265.00	$ 35.00	$ 9,275.00
0522 2	CONCRETE SIDEWALK AND DRIVEWAYS, 6" THICK	SY	314.18	$ 105.00	$ 32,988.90
0524 1 29	CONCRETE DITCH PAVEMENT, 4", REINFORCED	SY	47.57	$ 125.00	$ 5,946.25
0550 10 212	FENCING, TYPE B, 0.5-5.0', W/ VINYL COATING	LF	467.00	$ 30.00	$ 14,010.00
0550 60 232	FENCING, TYPE B, CANTILEVER SLIDE GATE, 12' OPENING	EA	1.00	$ 6,000.00	$ 6,000.00
0570 1 2	PERFORMANCE TURF, SOD	SY	4,100.00	$ 0.85	$ 3,485.00
0580 5 41	LANDSCAPE- TREES, D SPEC, FG OR B&B, 2"	EA	4.00	$ 650.00	$ 2,600.00
0700 1 11	SINGLE POST SIGN, F&I GROUND MOUNT, UP TO 12 SF	AS	6.00	$ 495.00	$ 2,970.00
0700 1 50	SINGLE POST SIGN, RELOCATE	AS	1.00	$ 250.00	$ 250.00
0700 1 60	SINGLE POST SIGN, REMOVE	AS	2.00	$ 50.00	$ 100.00
0705 10 4	OBJECT MARKER, TYPE 4	EA	3.00	$ 255.00	$ 765.00
0706 1 3	RAISED PAVEMENT MARKER, TYPE B	EA	260.00	$ 8.00	$ 2,080.00
0710 11 101	PAINTED PAVT MARKINGS, STD, WHITE, SOLID, 6"	GM	1.593	$ 1,800.00	$ 2,867.09
0710 11 125	PAINTED PAVT MARKINGS, STD, WHITE, SOLID FOR STOP LINE OR CROSSWALK, 24"	LF	108.00	$ 6.00	$ 648.00
0710 11 160	PAINTED PAVT MARKINGS, STD, WHITE, MESSAGE OR SYMBOL	EA	6	$ 100.00	$ 600.00
0710 11 170	PAINTED PAVT MARKINGS, STD, WHITE, ARROWS	EA	42	$ 75.00	$ 3,150.00
0710 11 201	PAINTED PAVT MARKINGS, STD, YELLOW, SOLID, 6"	GM	1.646	$ 1,800.00	$ 2,962.55
0710 11 224	PAINTED PAVT MARKINGS, STD, YELLOW, SOLID FOR DIAGONAL OR CHEVRON, 18"	LF	470.20	$ 9.00	$ 4,231.80
0710 11 231	PAINTED PAVT MARKINGS, STD, YELLOW, SKIP, 6"	GM	0.125	$ 750.00	$ 93.75
0710 90	PAINTED PAVT MARKINGS, FINAL SURFACE	LS	1.00	$ 5,500.00	$ 5,500.00
0711 11125	THERMOPLASTIC, STD, WHITE, SOLID, 24" FOR STOP LINE AND CROSSWALK	LF	54.00	$ 15.00	$ 810.00
0711 11160	THERMOPLASTIC, STD, WHITE, MESSAGE OR SYMBOL	EA	3	$ 325.00	$ 975.00
0711 11170	THERMOPLASTIC, STD, WHITE, ARROW	EA	21	$ 210.00	$ 4,410.00
0711 11224	THERMOPLASTIC, STD, YELLOW, SOLID, 18" FOR DIAGONAL OR CHEVRON	LF	235.10	$ 10.00	$ 2,351.00
0711 16101	THERMOPLASTIC, STD-OTHER SURFACES, WHITE, SOLID, 6"	GM	0.791	$ 7,500.00	$ 5,934.75
0711 16171	THERMOPLASTIC, STD OTHER SURFACES, WHITE, 6", 6-10 DOTTED MANAGED LANE MARKING	GM	0.019	$ 5,500.00	$ 101.75
0711 16201	THERMOPLASTIC, STD-OTHER SURFACES, YELLOW, SOLID, 6"	GM	0.823	$ 7,000.00	$ 5,760.51
0710 16231	THERMOPLASTIC, STD-OTHER SURFACES, YELLOW, SKIP, 6"	GM	0.062	$ 5,500.00	$ 341.00
0580 7 063	LANDSCAPE- SMALL SHRUB, 3 GAL., 24" HEIGHT AT TIME OF PLANTING	EA	142	$ 25.00	$ 3,550.00
999-1	SAND FILTER	LF	121	$ 185.00	$ 22,385.00
				TOTAL:	**$ 841,798.64**

* Includes Tree Removal

PAY ITEM NOTES

999-1 [SAND FILTER] THIS PAY ITEM INCLUDES ALL COST ASSOCIATED WITH FURNISHING AND INSTALLING THE SAND FILTER, INCLUDING PERFORATED PIPE, UNPERFORATED PIPE, COARSE AGGREGATE, FILTER SAND, FILTER FABRIC, CLEANOUTS, CONNECTION TO OUTFALL STRUCTURE, AND OTHER ITEMS AS DETAILED IN THE PLANS. THE SAND FILTER LENGTH SHALL BE THE QUANTITY SHOWN, WITH ADDITIONAL PIPE LENGTH AS REQUIRED TO COMPLETE CONNECTIONS TO THE OUTFALL STRUCTURE AND CLEAN OUTS.

0580 5 41 & 0580 7 063 [LANDSCAPE- TREES, D SPEC, FG OR B&B, 2"] & [LANDSCAPE- SMALL SHRUB, 3 GAL., 24" HEIGHT AT TIME OF PLANTING] THE UNIT PRICE INCLUDES PROVIDING TEMPORARY IRRIGATION NECESSARY TO ESTABLISH LANDSCAPE MATERIALS. TEMPORARY IRRIGATION FOR TREES MAY BE PROVIDED USING IRRIGATION BAGS.

Leon County
Board of County Commissioners

Notes for Agenda Item #6

Leon County Board of County Commissioners

Agenda Item #6

May 12, 2026

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator

Title: Status Report on the Utilization of Cameras in Public Spaces by Local Government Agencies

Review and Approval:	Vincent S. Long, County Administrator
Department / Division Review:	Ken Morris, Assistant County Administrator Shington Lamy, Assistant County Administrator
Lead Staff / Project Team:	Teresa Broxton, Director, Office of Intervention and Detention Alternatives

Statement of Issue:

As requested by the Board, this item provides a status report on the utilization of video cameras in public spaces by Leon County, the City of Tallahassee, Leon County Schools, the Leon County Sheriff's Office, and the Capital Region Real Time Crime Center. Additionally, in alignment with the Board's Strategic Initiative to reduce graffiti and littering, the item provides an update on Leon County's coordination with the Leon County Sheriff's Office to promote Connect Tallahassee, a data sharing initiative of privately-owned video camera feeds, in association with a public awareness campaign to increase reporting of graffiti and littering activities.

Fiscal Impact:

This item does not have a fiscal impact. The County budgets approximately $50,000 annually for video camera hardware, installation, maintenance, software and related licensing to support 400 video cameras at County buildings utilized for public safety and to safeguard public property.

Staff Recommendation:

Option #1: Accept the status report on utilization of video cameras in public spaces by Leon County, the City of Tallahassee, Leon County Schools, the Leon County Sheriff's Office, and the Capital Region Real Time Crime Center.

Report and Discussion

Background:

As requested by the Board, this item provides a status report on the utilization of video cameras in public spaces by Leon County, the City of Tallahassee (City), Leon County Schools, the Leon County Sheriff's Office (LCSO) and the Capital Region Real Time Crime Center (Crime Center) including associated financial costs and the use of artificial intelligence.

On April 14, 2026, the Board requested an agenda item on the utilization of video cameras by government agencies and contracted vendors in public spaces in Leon County, as well as information on the associated financial costs, and the use of artificial intelligence. There are numerous federal, state, and local government agencies that utilize video cameras in public spaces for a wide range of purposes in Leon County. In order to fulfill the Board's request on the utilization of video cameras, contracted vendors, associated financial costs, and artificial intelligence, this item provides a report on this information as it pertains to local government agencies including the County, City, Leon County Schools, LCSO, and the Crime Center.

Additionally, in alignment with the Board's Strategic Initiative to reduce graffiti and littering, the item provides an update on the County's coordination with LCSO to promote Connect Tallahassee, a data sharing initiative of privately-owned camera footage, in association with a public awareness campaign to increase the reporting of graffiti and littering activities.

This agenda item advances the following FY 2022 – FY 2026 Strategic Initiative:

- *Expand effort to reduce graffiti and roadside littering by coordinating with the Leon County Sheriff's Office and the State Attorney's Office to explore the development of a new anti-graffiti/anti-littering program that would install Capital Region Real-Time Crime Center (CRRTCC) cameras in selected areas, on a rotating basis, where graffiti and roadside littering are severe. (2025-102)*

This particular Strategic Initiative aligns with the Board's Economy and Quality of Life Strategic Priorities:

- *(Q5) Promote livability, health and sense of community by supporting strong neighborhoods, enhancing mobility, encouraging human scale development, and creating public spaces for people of all ages.*

Video cameras are a critical resource utilized by government agencies at the state, federal, and local levels to enforce laws, maintain public safety, and monitor and protect infrastructure. At the State level agencies utilize video cameras to monitor and maintain state roads as well as enforce traffic laws, such as the Florida Department of Transportation and the Florida Highway Patrol. Additionally, local state universities and colleges maintain video cameras for campus safety. Local governments utilize cameras to protect infrastructure, enhance public safety, and enforce laws.

The following Analysis section provides an overview of video cameras used by the County, City, Leon County Schools and LCSO in public spaces; detailed information on Connect Tallahassee, a voluntary data sharing initiative of privately-owned video camera footage recently launched by

local law enforcement agencies; and an update on the County's coordination with LCSO to promote Connect Tallahassee in association with a public awareness campaign to increase reporting of graffiti and littering activities consistent with the Board's Strategic Initiative.

Analysis:

Leon County

Leon County utilizes approximately 400 closed-circuit cameras at County buildings and parks for public safety and to safeguard public property. Closed-circuit cameras are monitored and recorded internally and not broadcast to the public. This surveillance infrastructure reduces the need for physical security personnel and supports law enforcement investigations. The County owns and operates all camera hardware, including the on-site storage devices where footage resides. The County contracts with multiple vendors for installation, maintenance, and the software used to manage and view stored footage. Pursuant to sections 119.071(3) and 119.0725, Florida Statutes, certain details related to operational technology for County facilities are confidential and exempt from release to the public to prevent data breaches of the County's critical infrastructure and its security systems. This includes specific camera locations and vendor information. However, specific vendor information may be provided to a Commissioner upon request which must remain confidential and exempt from release to the public. Approximately $50,000 is budgeted annually for video camera hardware, installation, maintenance, software and related licensing. The County does not use artificial intelligence, such as facial recognition, or any automated identification technology in connection with these systems.

As recently authorized by Florida Statutes and aligned with local governments across the State, on October 14, 2025, the Board adopted an ordinance to allow for the installation of speed zone cameras along County and State roadways within designated school zones in unincorporated areas to improve student safety. On April 14, 2026, the Board approved the issuance of a request for proposal (RFP) to seek a vendor to install and operate the automated speed detection camera systems, process violations, manage all related data, and coordinate public outreach services for the unincorporated area. The use of artificial intelligence for speed detection and license plate readers is an industry standard for greater accuracy of the data captured through the system. An agenda item will be brought back to the Board with a recommendation on a vendor and contract following the completion of the competitive procurement process.

City of Tallahassee (City)

Similar to the County, the City utilizes closed-circuit cameras at its facilities and parks for public safety and to safeguard public property. Closed-circuit cameras are also utilized on Star Metro buses. Additionally, the City operates the Regional Traffic Management Center (RTMC) located in the Public Safety Complex (PSC) which utilizes approximately 245 cameras that are positioned at major intersections and along key highway corridors throughout Leon County to monitor traffic flow and incidents in real time. RTMC contracts with Axis for its cameras, which are open circuit cameras with live feeds that can be viewed by the public on the City's website.

In addition, the Tallahassee Police Department (TPD) utilizes cameras for public safety, criminal investigations, and school zone speed enforcement. Cameras utilized by TPD include body-worn

cameras attached to the uniform of law enforcement officers; license plate readers to capture license plate numbers as part of active criminal investigations; infrared cameras to provide real-time thermal imaging; and drone aircraft cameras to provide advance and critical aerial awareness. In February 2025, TPD launched speed zone cameras within designated school zones in the City limits. The speed zone cameras capture license plates of vehicles that exceed the limit by at least 10 mph, with citations processed by the City's vendor. According to the TPD, artificial intelligence is utilized for license plate readers for greater accuracy of the data captured through the system. The vendors for the TPD cameras and video storage software include, but are not limited to, RedSpeed, Flock, Axon Mobile, and Milestone. TPD reported a budget of approximately $850,000 annually for the purchase and maintenance of cameras.

Leon County Schools

Leon County Schools utilizes more than 3,000 cameras across the school district to enhance student safety during transport to and from schools and while on campus. The organization's surveillance strategy includes traditional security monitoring, specialized artificial intelligence detection software, and traffic enforcement. Closed-circuit security cameras are located in the interior and exterior of school properties.

Leon County Schools also has mounted cameras to the exterior of school buses that identify and record license plates of vehicles that illegally pass while the stop arm is extended. In addition, as part of its Campus Guardian Angel Pilot Program, Leon County Schools utilizes drones in response to active shooter events. Artificial intelligence software is utilized for cameras on school properties to detect brandished firearms which send images within seconds to law enforcement and school officials. Leon County Schools uses multiple vendors for the cameras and software, including i-PRO Video Insight, Dell, and ZeroEyes AI.

Leon County Sheriff's Office (LCSO)

Video cameras are a foundational tool for law enforcement agencies to enhance transparency, accountability, and public safety while also increasing the effectiveness of crime prevention and responsiveness. LCSO utilizes a wide range of cameras in public spaces for real-time response as well as investigations. They include closed-circuit cameras that are typically fixed to structures such as buildings, utility poles or traffic lights in public rights-of-way to monitor high density areas or high crime locations; body-worn cameras attached to the uniform of law enforcement officers; license plate readers to capture license plate numbers as part of active criminal investigations; infrared cameras to provide real-time thermal imaging; and drone aircraft cameras to provide advance and critical aerial awareness.

LCSO contracts with a variety of vendors for cameras and video footage software such as Axon, FLIR, Skydio, Flock, Vigilant, and Peregrine. Artificial intelligence features such as facial recognition are incorporated into several of the types of cameras utilized by LCSO to support crime analysis and investigations as well as public and officer safety. LCSO budgets approximately $114,000 for video camera purchases and related services. As detailed further in the following section, LCSO camera feeds are linked to the Capital Region Real Time Crime Center to monitor, gather, and dispense information of live, ongoing incidents to law enforcement and first responder agencies.

Capital Region Real Time Crime Center (Crime Center)

In 2022, the County entered into an interlocal agreement with LCSO, the City, and the Florida State University (FSU) to establish the Crime Center as a joint and centralized criminal intelligence information sharing center for a total amount of approximately $2.2 million. The Crime Center's mission is to provide relevant, real-time information to officers while they are engaged in high-risk calls for service as situations develop. As part of the interlocal agreement, LCSO's annual cost share for the Crime Center is $22,208.

The Crime Center does not own or maintain cameras and therefore does not contract with vendors for cameras and video feeds. The footage and technology provided by LCSO, TPD, FSU Police Department (FSUPD), and the Florida Department of Law Enforcement (FDLE) are consolidated through the Crime Center for real time criminal activities as well as the coordination of intelligence sharing between law enforcement agencies for active investigations. Additionally, the Crime Center has access to the City's RTMC cameras. The Crime Center utilizes footage from RTMC cameras to monitor live priority law enforcement calls such as mass shootings and high-speed vehicle chases and for crime analysis and investigations. As presented further in the following section, the recent launch of Connect Tallahassee is enhancing crime prevention and response at the Crime Center.

Connect Tallahassee

In March 2026, LCSO, TPD, FSUPD, and FDLE launched Connect Tallahassee, a voluntary public safety initiative that allows residents and businesses to partner with law enforcement by sharing their security camera data. Connect Tallahassee provides two distinct enrollment levels for residents and businesses.

Level 1 allows residents to register their camera through the Connect Tallahassee website and onto a directory and interactive map maintained by the Crime Center. The Level 1 camera registration does not link the Crime Center to the privately-owned live stream or video recording. The directory and map provide law enforcement the location of cameras within the vicinity of an incident and/or criminal investigation to follow up on and inspect as part of an investigation. Law enforcement is required to request the camera data from the resident who subsequently has the discretion to determine whether to share the information.

The Level 2 enrollment allows the Crime Center to remotely access footage from privately-owned cameras during live emergencies or for ongoing criminal investigations. Level 2 enrollment was established primarily for businesses to integrate their cameras into the network of footage that the Crime Center can remotely access both real time and for previous recordings. Once enrolled, the Crime Center can access camera footage based on the parameters established by the camera owner (i.e., certain cameras, certain times, etc.) during the enrollment process.

To date, Connect Tallahassee has 172 registered cameras and 215 integrated cameras (linked to the Crime Center). LCSO, in partnership with local law enforcement agencies, has been active in promoting this program to residents and businesses. Future plans to promote the initiative will include homeowners' associations and business groups such as the Greater Tallahassee Chamber

of Commerce and Network of Entrepreneurs and Business Advocates. The access to additional cameras and video footage through Connect Tallahassee assists law enforcement to better respond to active emergencies and conduct more thorough investigations of criminal activities including graffiti and littering.

Strategic Initiative to Reduce Graffiti and Littering

On January 27, 2025, the Board adopted a strategic initiative to expand efforts to reduce graffiti and roadside littering by coordinating with LCSO and the State Attorney's Office to explore the development of a new anti-graffiti/anti-littering program that would install cameras in selected areas, where graffiti and roadside littering are severe. Connect Tallahassee, which LCSO and law enforcement partners have been developing over the past year, aligns with the Board's strategic initiative. Consistent with the strategic initiative, Connect Tallahassee expands the Crime Center's access to more than 1,000 public and privately-owned cameras to investigate and respond to reports of graffiti or littering.

According to Florida Statutes, graffiti and littering are violations of law with penalties ranging from the most minor littering charge of a noncriminal infraction with a civil penalty of $150, up to a maximum charge of a second-degree felony with up to 15 years in prison and fines of up to $10,000. Individuals may be charged and convicted of graffiti and littering through on-site arrests or investigations which may include video evidence. As a result, camera footage is vital to the investigations of graffiti and littering. Such evidence can then be utilized by the State Attorney's Office for prosecution.

According to LCSO, a critical barrier to addressing graffiti and littering is the lack of reporting by the public. This is consistent with the U.S. Department of Justice's (DOJ) findings that graffiti and littering activities are rarely reported to law enforcement. As a result, data on graffiti and littering are often not captured on law enforcement data such as the Uniform Crime Report. Citizens can report incidents of graffiti and/or littering on LCSO's website via the Citizen Online Crime Reporting page. With greater reporting, LCSO could utilize data to identify areas with high activities of graffiti and/or littering. Subsequently, LCSO would coordinate with the Crime Center to gain access to public and privately-owned cameras within identified areas to investigate and seek charges.

Therefore, the County is coordinating with LCSO to promote Connect Tallahassee in association with a public awareness campaign to increase reporting of graffiti and littering activities. As part of the County's ongoing "Love Leon County… don't trash it" campaign the County is partnering with LCSO to encourage residents and businesses to report graffiti and littering to law enforcement. Additionally, as part of this effort, the County will promote Connect Tallahassee to the public to increase the registration of privately owned cameras. The goal is to raise awareness of the importance of cameras to the law enforcement process when investigating and responding to reported incidents, including graffiti and litter. The campaign messaging is also being integrated across existing Leon County outreach channels, including radio advertising, the Leon County Link (print and digital), and ongoing social media engagement (e.g., Facebook, Instagram).

Options:

1. Accept the status report on utilization of video cameras in public spaces by Leon County, the City of Tallahassee, Leon County Schools, the Leon County Sheriff's Office, and the Capital Region Real Time Crime Center.
2. Do not accept the status report on utilization of video cameras by Leon County, the City of Tallahassee, Leon County Schools, the Leon County Sheriff's Office, and the Capital Region Real Time Crime Center.
3. Board Direction

Recommendation:

Option #1

Leon County
Board of County Commissioners

Notes for Agenda Item #7

Leon County Board of County Commissioners

Agenda Item #7

May 12, 2026

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator

Title: Status Report on the Miccosukee Road Greenway Trail Flood Study

Review and Approval:	Vincent S. Long, County Administrator
Department / Division Review:	Ken Morris, Assistant County Administrator Nawfal Ezzagaghi, Assistant County Administrator Brent Pell, Director, Public Works Charles Wu, Director, Engineering Services
Lead Staff / Project Team:	Anna Padilla, Stormwater Management Coordinator

Statement of Issue:

This item seeks Board acceptance of a status report on the Miccosukee Road Greenway flooding and the findings of the engineering consultant's Miccosukee Road Greenway Trail Flood Study.

Fiscal Impact:

This item has no fiscal impact.

Staff Recommendation:

Option #1: Accept the status report on the Miccosukee Road Greenway Trail Flood Study (Attachment #1).

Option #2: Authorize the County Attorney to pursue all available legal remedies, should Dove Pond LLC, the City of Tallahassee, or the Florida Department of Environmental Protection fail to take the required corrective actions within the established timeframes.

Report and Discussion

Background:

This item seeks Board acceptance of a status report on the Miccosukee Road Greenway (Greenway) flooding and the findings of the engineering consultant's Miccosukee Road Greenway Trail Flood Study (Attachment #1). The item provides background on the Dove Pond regional stormwater facility (Dove Pond RSF), summarizes the study's evaluation and findings, outlines actions taken by Leon County to identify the cause of persistent flooding and coordinate with responsible entities on next steps, and presents an update on the current conditions.

The Dove Pond RSF was completed in 2021 and is located immediately upstream of a wetland within the Greenway near Edenfield Road. In addition to providing stormwater management for the Canopy Planned Unit Development (PUD) and Welaunee Boulevard, the facility provides flood protection for downstream homes and critical infrastructure. Beginning in early 2024, the wetland began a prolonged period of inundation outside of normal patterns, indicating a potential change in system conditions. Heavy rainfall in April 2024 resulted in widespread flooding and further exacerbated conditions in the Greenway, leading to extended inundation through 2025. The 2024 flooding underscored the interconnected nature of the system and the influence that upstream conditions can have on downstream public and private property and infrastructure. These observed changes highlighted the importance of ensuring all components of the system are functioning as intended. To address these conditions and reduce future flood risk, Leon County engaged an engineering consultant to evaluate system performance and develop recommendations. This analysis provides the evidentiary foundation the County needs to formally engage responsible parties, demand corrective action, and coordinate with State regulatory agencies—ensuring that any required repairs or enforcement actions are backed by rigorous data which cannot be disputed.

This status report advances the following FY 2022 – FY 2026 Strategic Initiatives:

- *Ensure County's water quality and stormwater regulations, programs and projects are evaluated and implemented holistically to advance the County's adopted strategic priority: to protect the quality and supply of our water. (2022-16)*
- *Engage an engineering consultant to complete the Miccosukee Road Greenway Trail Flood Study to identify solutions to flooding along Miccosukee Road. (2025-90)*

These particular Strategic Initiatives align with the Board's Environment Strategic Priorities:

- *(EN1) Protect the quality and supply of our water.*
- *(EN2) Conserve and protect environmentally sensitive lands and our natural ecosystems.*

Dove Pond Regional Stormwater Facility

The Dove Pond RSF was created by enlarging a pre-existing natural pond through construction of an earthen dam, forming a regional stormwater facility adjacent to an ephemeral wetland along the Greenway. The facility is located within the Tri-Basin area of Leon County, which encompasses the Dove Pond, Lafayette Oaks, and Pedrick closed basins.

Severe flooding in the summer and fall of 1994 caused significant structural damage to homes and infrastructure throughout the Tri-Basin area, particularly in the Lafayette Oaks subdivision. In response, the County commissioned a Tri-Basin Study, which recommended construction of the Pedrick Pond RSF and identified the need for an additional regional facility near the future Canopy development to address anticipated growth, water quality, and downstream flood protection.

The Dove Pond RSF was incorporated into the 2002 Welaunee Critical Area Plan (CAP), adopted into the Tallahassee-Leon County Comprehensive Plan, as a key element for downstream flood protection within the Tri-Basin area. The facility was later incorporated into the Canopy Planned Unit Development (PUD) and the Northeast Gateway project.

Construction of the facility was led by the Canopy Community Development District (CDD), with Blueprint Intergovernmental Agency contributing up to $3 million toward construction costs under a June 2017 Joint Project Agreement. Construction began in 2019, and the City of Tallahassee issued an Operating Permit in December 2021.

The approved Operating Permit includes an Operation and Maintenance Plan requiring annual inspections of the valves and outfall structure, as well as an annual inspection of the dam to check for any areas of seepage. The Canopy CDD has been designated as the maintenance entity for the Dove Pond dam and RSF.

April 2024 Flooding

In the years following construction, Dove Pond RSF generally appeared to function as designed. However, beginning in early 2024, the Greenway wetland began staying flooded for unusually long periods, indicating the system is not be functioning as intended. These hydrologic changes and extended inundation preceded the rainfall event in April 2024, which resulted in widespread flooding throughout the area.

Significant rainfall in April 2024 resulted in widespread flooding throughout the Tri-Basin area, as stormwater runoff exceeded system capacity and began moving between basins, causing damage to public and private property and infrastructure. At the time of the event, the Greenway had been inundated for several months, and the additional rainfall further increased water levels, causing stormwater to flow south under Miccosukee Road.

From there, floodwaters continued through downstream infrastructure, including culverts under Edenfield Road, across private properties along Limoges Drive, and beneath La Rochelle Drive into the Midyette Plantation system, where residents experienced overtopped driveways and yard flooding. As capacity within Midyette Plantation was exceeded, stormwater flowed over Monaco Drive into the Lafayette Oaks stormwater facility, resulting in structural flooding and overtopped roadways.

The April 2024 event also caused significant flooding at Pedrick Pond RSF, including overtopping of Pedrick Road and Mahan Drive. In response, Leon County crews excavated and cleared clogged drainage channels along Miccosukee Road, Edenfield Road, and the drainage easement along Limoges Drive to allow Greenway floodwaters to flow toward Pedrick Pond. The County also installed approximately 2,700 linear feet of above-ground piping within the Pedrick Road right-

of-way extending to the Jacksons Gap subdivision, and initiated emergency pumping operations to divert floodwaters to Lake Lafayette. These combined efforts successfully restored safe vehicular access.

In the months following the event, elevated water levels and flood conditions persisted within the Midyette Planation and Lafayette Oaks systems, as well as at Pedrick Pond RSF. Additionally, the Greenway remained inundated from the Dove Pond RSF to Miccosukee Road through 2025, limiting public access to the Greenway trail system, altering natural hydrology, and adversely affecting vegetation.

The April 2024 storm event highlighted the interconnected nature of the Tri-Basin area and how flooding within the Dove Pond basin can result in conveyance downstream causing widespread impacts to public and private property and infrastructure. The event underscored the importance of ensuring all system components function as intended to avoid potential downstream consequences. Recognizing the prolonged inundation and system-wide implications, Leon County proactively engaged an engineering consultant to evaluate system performance and develop recommendations to reduce future flood risk.

Analysis:

The following analysis summarizes the findings of the Miccosukee Greenway Flooding Evaluation and the actions taken by Leon County to assess and address persistent hydrologic changes within the Greenway, adjacent to the Dove Pond RSF. The evaluation is focused on the Dove Pond RSF and the Greenway, which have exhibited periods of prolonged inundation since 2024. These observed conditions cause concern regarding potential downstream impacts affecting public and private property, including roadways, stormwater infrastructure, and historically flood-prone areas such as the Lafayette Oaks subdivision. While the primary focus of this analysis is on the Dove Pond RSF and the Greenway, it recognizes that these facilities are part of a broader drainage network in which changes in system performance can result in cascading and significant downstream effects. This effort is focused on identifying the root cause of the altered hydrologic conditions, coordinating with responsible entities, and determining appropriate next steps to safeguard the Greenway from future prolonged inundation while protecting surrounding infrastructure and environmental resources.

In response to the sustained changes in hydrologic conditions and associated impacts to public access and environmental resources, Leon County initiated several actions to assess the extent and potential causes of flooding along the Greenway.

- **August 2024:** Retained AtkinsRéalis to conduct the Miccosukee Greenway Flooding Evaluation to identify potential causes of flooding and recommend next steps.
- **September 2024:** Installed a monitoring gauge within the Greenway wetland and began routine logging of water surface elevations to monitor conditions and supplement potential future modeling efforts.
- **Late 2024:** Elevated portions of the Greenway trail near the Edenfield Trailhead to maintain trail access.

- **January 2025:** The Board formally prioritized flood protection, the protection of private property and public infrastructure, and the preservation of public access to state conservation lands at the Annual Retreat by adopting a Strategic Initiative to "Engage an engineering consultant to complete the Miccosukee Road Greenway Trail Flood Study to identify solutions to flooding along Miccosukee Road."

While Dove Pond RSF is owned, operated, and maintained by the Canopy CDD—and permitted by the City of Tallahassee—Leon County engaged a qualified engineering consultant to conduct a thorough technical evaluation. This analysis provides the evidentiary foundation the County needs to formally engage responsible parties, compel corrective action, and coordinate with State regulatory agencies—ensuring that any required repairs or enforcement actions are backed by rigorous data which cannot be disputed.

Miccosukee Greenway Flooding Evaluation

In December 2025, AtkinsRéalis completed the Miccosukee Greenway Flooding Evaluation Final Report (Attachment #1). The evaluation included review of historical data, modeling, permits, aerial imagery, soils information, construction plans, and field conditions. The report identified four potential contributors to the observed flooding and recommendations for further evaluation:

- Reduced percolation within the downstream wetland;
- Malfunction of the Dove Pond RSF outfall structure;
- Seepage through Dove Pond RSF dam; and
- Changes in hydrologic connectivity between Dove Pond RSF and the wetland.

Percolation of Downstream Wetland

The evaluation reviewed aerial imagery showing turbidity in the wetland downstream of Dove Pond RSF, suggesting that sediment-laden discharges could reduce soil permeability by clogging pore spaces.

To evaluate this potential cause, County staff conducted an independent field investigation of the downstream wetland as recommended in the report. Staff found no evidence of sediment accumulation or soil impairment that would reduce percolation capacity. Based on this firsthand assessment, Leon County has effectively ruled out reduced percolation of the wetland soils as a primary cause of the persistent flooding. This finding narrows the focus of investigation and allows resources to be directed toward the more likely causes—outfall malfunction and dam seepage—both of which are the direct responsibility of the Canopy CDD.

Malfunction of Dove Pond RSF Outfall Structure

Dove Pond RSF was constructed with an outfall structure that controls water release through two valves before the facility reaches capacity and activates the overflow spillway. Because construction of the dam severed the natural connection to the Greenway wetland, the structure includes a float-controlled valve designed to discharge water within specific elevation ranges to help maintain wetland hydration. In addition, a gate valve allows the pond to be drained for maintenance. The Report concluded that these valves may be malfunctioning—potentially stuck in an open position—or allowing unintended seepage due to a poor seal.

The report recommends inspection of these components as an initial, low-cost step to confirm proper operation. In addition, the Dove Pond RSF Operation and Maintenance Plan in the approved City of Tallahassee Operating Permit includes an annual inspection of the valves and outfall structure. Because the facility is owned and maintained by the CDD, responsibility for inspection and any necessary repairs rests with that entity. The County's actions and coordination with other agencies following receipt of the consultant's evaluation are described later in this item.

Seepage Through The Dove Pond RSF Dam

Dove Pond RSF is impounded by a large earthen dam, which retains stormwater within the facility. The report identifies potential seepage through or beneath this structure as a contributing factor. Depending on subsurface conditions and construction characteristics, earthen dams can allow water to migrate beyond the intended control points.

If the outfall structure is confirmed to be functioning properly, the report recommends a geotechnical investigation to evaluate seepage. This would include soil borings, groundwater monitoring, and seepage modeling to determine whether subsurface flow is contributing to downstream flooding. In addition, the Dove Pond RSF Operation and Maintenance Plan in the approved City of Tallahassee Operating Permit includes an annual inspection of the dam to check for areas of seepage. Because the facility is owned and maintained by the CDD, responsibility for the analysis and any necessary repairs rests with that entity. The County's actions and coordination with other agencies following receipt of the consultant's evaluation are described later in this item.

Hydrologic Connectivity between Dove Pond RSF and the Wetland

Prior to construction, Dove Pond RSF and the downstream wetland were partially separated by an old road, functioning as distinct systems during dry conditions but merging during periods of high rainfall. Construction of the dam eliminated the interaction between the two areas, creating two distinct waterbodies. While this factor may contribute to current conditions, the report indicates that mechanical issues—such as outfall malfunction or dam seepage—are more likely primary causes.

Leon County Actions and Coordination

Upon receipt of the Miccosukee Greenway Flooding Evaluation Final Report in late December 2025, Leon County initiated a coordinated response focused on verification of findings, interagency coordination, and formal notification of responsible parties.

- **January 2026:** Transmitted the Final Report to the City of Tallahassee, the permitting authority for Dove Pond RSF.
- **February 2026:** Followed up with a request to the City of Tallahassee for inspection of the outfall structure, including verification of gate and float valve operation.
- **February 2026:** Provided the Final Report to the Florida Department of Environmental Protection (FDEP) Dam Safety Program and the Northwest Florida Water Management District (NWFWMD).

- **March 2026:** Conducted a field investigation of the downstream wetland, finding no evidence of impacts to the soil matrix resulting from the flooding and no construction sediment within the low-lying areas. This investigation and findings effectively ruled out decrease in percolation of the downstream wetland or Greenway soils as a flooding source.
- **April 1, 2026:** Issued formal correspondence to:
  - Dove Pond LLC (Operating Permit holder) outlining maintenance responsibilities and requested actions (Attachment #2). The requested response timeframe in the letter to Dove Pond LLC includes:
    - Within thirty (30) days of receipt of this letter to confirm the planned valve inspection dates(s) and identify the qualified professional or firm that will conduct the inspection.
    - Within fifteen (15) days after completion the inspection, the inspection documentation and findings, including photographs, functional test results and any repair plan with timeline for completion.
    - If geotechnical evaluation is warranted, a copy of the geotechnical report (to include any recommended corrective actions) will be provided including a timeline to complete such work within 90 days of completion the valve inspection.
  - City of Tallahassee requesting timely review for permit compliance and enforcement action, as appropriate (Attachment #3).
  - FDEP Dam Safety Program requesting timely inspection and evaluation of the dam and control structures (Attachment #4).

On April 30, 2026, Leon County received a response from Stearns Weaver Miller, representing Dove Pond, LLC, acknowledging receipt of the letter and requesting an additional thirty (30) days to review records, consult with the appropriate regulatory agencies with jurisdiction over the matter, and provide a substantive response to the County's letter.

While a response has not been received from the City or FDEP, County staff will continue ongoing discussions with the City of Tallahassee, coordinating actions to address the flooding and the report's findings and recommendations, including the control mechanisms described above. Staff will also continue engaging FDEP to request actions necessary to ensure proper system functionality.

Current Greenway Conditions

Leon County staff have monitored and documented flood conditions and water depths at the Greenway since installation of a monitoring gauge in 2024. Flooding persisted through Fall 2025, when wetland hydrology transitioned back to the natural drying and filling cycle and ultimately dried completely. This transition coincided with the onset of drought conditions and prolonged periods of minimal rainfall. Given the continued exceptional drought, the wetland remains dry, and it is currently unclear whether observed conditions reflect an improvement in flooding or are primarily the result of ongoing dry weather conditions.

Conclusion

The Miccosukee Greenway Flooding Evaluation provides a clear, data-driven assessment of the potential causes of persistent flooding along the Greenway. The evaluation identified three potential causes: malfunctioning outlet control valves, seepage through the Dove Pond RSF earthen dam, or reduced percolation of the downstream wetland soils due to siltation. Following an independent field investigation conducted by County staff in March 2026, reduced percolation was ruled out as a primary cause. The findings therefore point to two remaining likely causes — malfunctioning outlet control valves or seepage through the earthen dam — both of which are the direct responsibility of the Canopy CDD and Dove Pond LLC as the owner and Operating Permit holder.

Leon County formally notified all responsible parties on April 1, 2026, establishing the following response deadlines for Dove Pond LLC to: confirm planned valve inspection dates and identify the qualified professional conducting the inspection within 30 days; provide full inspection documentation, findings, photographs, functional test results, and any repair plan within 15 days of completing the inspection; and if valves are confirmed functioning properly, engage a licensed geotechnical engineer to evaluate dam seepage and provide a report within 90 days of completing the valve inspection.

On April 30, 2026, Leon County received a response from Stearns Weaver Miller, legal counsel representing Dove Pond LLC, acknowledging receipt of the County's letter and requesting an additional 30 days to review records and consult with regulatory agencies. The County granted this extension. Dove Pond LLC is now expected to provide a substantive response by May 30, 2026, confirming their planned valve inspection dates, identifying the qualified professional conducting the inspection, and outlining a timeline for any required repairs or geotechnical evaluation.

The City of Tallahassee, as the permitting authority, has been requested to review permit compliance and maintenance records, require the permittee to inspect and functionally test the control valves, and use its enforcement authority if the facility is found to be out of compliance. The Florida Department of Environmental Protection has been requested, in its dam safety role, to inspect the dam and its control structures, review the AtkinsRéalis findings, and require corrective action if the facility is found to be operating out of compliance. Responses from the City and FDEP have not yet been received.

If Dove Pond LLC fails to provide a substantive response by May 30, 2026, or if the City and FDEP fail to exercise their oversight and enforcement responsibilities, the County will escalate its efforts — including pursuing all available legal and regulatory remedies — to protect downstream properties, public infrastructure, and state conservation lands.

Options:

1. Accept the status report on the Miccosukee Road Greenway Trail Flood Study.
2. Authorize the County Attorney to pursue all available legal remedies, should Dove Pond LLC, the City of Tallahassee, or the Florida Department of Environmental Protection fail to take the required corrective actions within the established timeframes.
3. Do not accept the status report on the Miccosukee Road Greenway Trail Flood Study.
4. Board direction.

Recommendation:

Option #1 and #2

Attachments:

1. Miccosukee Road Greenway Trail Flood Study
2. Dove Pond LLC Certified Letter
3. City of Tallahassee Certified Letter
4. FDEP Dam Safety Program Certified Letter

AtkinsRéalis

Miccosukee Greenway Flooding Evaluation – Final Report

Leon County Public Works Department

December 8, 2025

Executive Summary

The Miccosukee Canopy Road Greenway (the Greenway) has experienced increased flooding, beginning in April 2024, resulting in restricted access for vehicles and Greenway users. AtkinsRéalis has been contracted by the Leon County Public Works Department to perform an investigation into potential causes of the flooding and recommendations to restore access and use of the Greenway.

Figure 1, below, shows the location of the Greenway and **Figure 2**, on the next page, show the location of the flooding being studied in this report:

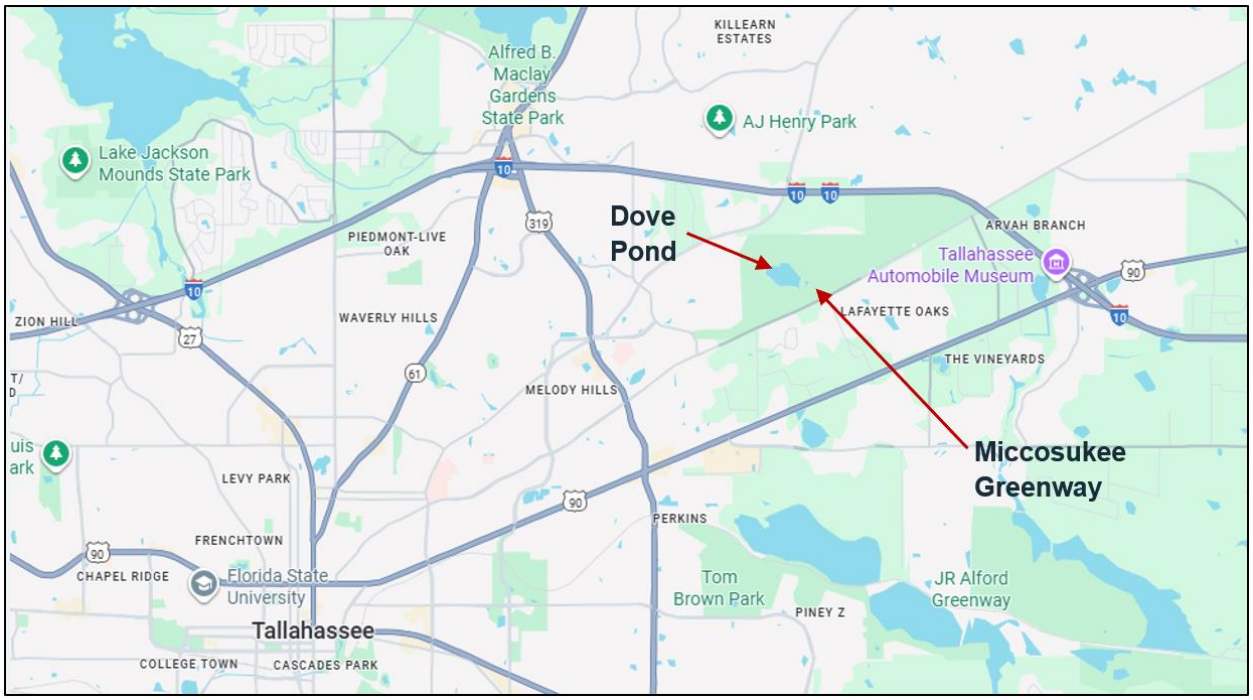


Figure 1: Miccosukee Greenway Location Map

Figure 2: Area of Greenway Flooding Concern Being Studied in this Report

To investigate the cause of the flooding, AtkinsRéalis reviewed the data listed below:

1. Dove Pond Dam Emergency Action Plan - 2021
2. Canopy Stormwater Facility Master Plan – 2010
3. City of Tallahassee Permit for the Dove Pond Regional Stormwater Pond - 2012
4. City of Tallahassee Permit Modification - 2023
5. Post, Buckley, Schue, and Jernigan Regional Modeling Report – 2011
6. NRCS Soil Survey
7. Historical Aerial Photographs

Based on the above data, and field investigations, this report concludes that the flooding is not caused by surface water discharges from Dove Pond, but rather from (1) direct runoff from adjacent land not reflected in the SFMP modeling, (2) seepage through the Dove Pond earthen dam, (3) leakage of the valves in the dam outfall structure, and/or (4) clogging of the natural percolation in the Greenway Wetland due to siltation in the area.

To remedy this flooding, the actions below are recommended to Leon County:

SFMP Model Basin Surface Water Flows to the Greenway Wetland

Prior to the County investing in flood remediation measures at the Greenway, AtkinsRéalis recommends using the available SFMP stormwater model to perform a targeted modeling effort focusing specifically on the Greenway Wetland.

Investigation into Dove Pond Dam Operation & Functionality

Step 1

Confirm the functionality and status of the structures through the dam:

a. 24” gate valve located in the 24” RCP
b. 6” float valve is operating at appropriate elevations
c. 6” gate valve in the 6” DIP

Inspection of the gate valves and floats on the pipe through the dam should be a simple, no-cost request by Leon County to the Dove Pond Community Development District (maintaining agency for the dam). If inspection of the gate and float valves determines that a valve is stuck open or leaking, repairs should be pursued, and the performance of the area should be monitored to determine if further action is necessary.

Step 2

If the gate and float valves appear to be constructed and functioning properly, engage a Geotechnical Engineer to investigate if additional seepage is occurring through the dam. The expected cost for an in-depth geotechnical investigation is $75,000 to $100,000.

Improvement of Groundwater Infiltration at the Greenway Wetland

Two (2) recommendations are listed below for the improvement of groundwater infiltration:

1. In the future, when the wetland area goes dry, visually confirm if siltation has occurred to prevent the wetland area from natural recovery to the groundwater. If so, scrape or remove the siltation and plant wetland grasses whose root systems might help open the soil structure to restore percolation. Leon County maintenance could perform this effort, should the County decide to pursue removal of siltation.
2. If a geotechnical investigation in the wetland area immediately downstream of the dam identifies a reasonably transmissive soil layer, construct a series of sand chimneys or dry well drains, elevated to allow inflow at the desired normal water elevation of the Greenway Wetland. The cost of constructing the dry wells is estimated to be $59,500 per dry well.

Improvements to Restore Greenway Usage

If flooding continues within the Greenway Wetland, boardwalks may be installed to elevate users above the flooding. Assuming a 10-ft wide boardwalk with handrailings at a cost of $700 – $1,500 per linear foot, the boardwalk cost is estimated to range from approximately $1 - $2 million. However, until the integrity of the dam is confirmed, usage of the area immediately downstream of the dam should not be encouraged by adding trail amenities such as a boardwalk.

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1. Background

The Miccosukee Canopy Road Greenway has experienced increased flooding, beginning in April 2024, resulting in restricted access for vehicles and Greenway users. AtkinsRéalis has been contracted to perform an investigation into potential causes of the flooding and recommendations to restore access and use of the Greenway.

Figure 3, below, shows the location of the Greenway and **Figure 4** shows the location of the flooding being studied in this report.

Figure 3: Miccosukee Greenway Location Map

Figure 4: Area of Greenway Flooding Concern Being Studied in this Report

This report documents data collection, data analysis, field review observations, conclusions from the investigations, and recommendations for further actions by Leon County to address the flooding concerns.

2. Data Collection

In researching the cause of the flooding identified in **Figure 4** above, AtkinsRéalis examined the documentation described in this section of this report and discussed findings with Leon County on August 13, 2025. That meeting is documented in the *Task 1 – Data Collection Memo* sent to Ms. Anna Padilla, Leon County Public Works Department, and included as **Appendix A** of this report. Key findings from relevant data sources are discussed below.

2.1 Dove Pond Dam Emergency Action Plan

The Emergency Action Plan (EAP), dated 8/26/2021, provided a history of the historical flooding concerns and efforts taken by local agencies to address the issues.

Key Findings: From the EAP, Appendix F, Background and History of Flood Reduction Measures in the Tri-Basin Area:

Because of extensive flooding which occurred in 1994, Leon County commissioned a comprehensive stormwater drainage analysis of the area encompassed by the Welaunee Closed Basin, the Lafayette Oaks Closed Basin, and the Pedrick Closed Basin, collectively known as the Tri-Basin Area. This study came to be known as the Tri-Basin Study (TBS) and in 1999 Leon County adopted recommendations from the study for specific structural improvements to help alleviate flooding.

The recommended improvements included:

1) Construction of a regional stormwater facility at Pedrick Road and Mahan Drive,

2) Reopening of an outfall pipe from the Lafayette Oaks Pond and purchasing those properties most severely flooded, and

3) Construction of a regional stormwater facility on Welaunee Property upstream of Lafayette Oaks to hold back stormwater flow from the north.

Improvements 1) and 2) have been implemented. The dam associated with the Dove Pond Regional Stormwater Facility is Improvement 3) and is the subject of this EAP.

In 2002, a Critical Area Plan (CAP) for the Welaunee property was approved by the City Commission of Tallahassee, the Leon County Commission, and the Florida Department of Community Affairs. The CAP is a conceptual plan for the development of the property under review. The key stormwater component of the CAP, with the specific goal of reducing downstream flooding, was the Dove Pond Dam and Regional Stormwater Facility.

In 2006, CNL Real Estate & Development Corporation (CNL), the current property owner, began pursuing a plan for the development of the subject property.

In October 2008 the Leon County Commission adopted a Joint Project Agreement (JPA) with CNL in which the County agreed to be the applicant for a Linear Infrastructure Variance to be submitted to the City of Tallahassee to permit construction of the dam. A letter attached to the JPA summarized the benefits, based on the stormwater model, to downstream areas which have been impacted by flooding.

2.2 Canopy Stormwater Facility Master Plan (SFMP) – 2010

The SFMP consists of three (3) volumes and an update:

- Volume 1 of 3, Western Basin Areas, September 2010, Moore Bass Consulting
- Volume 2 of 3, Eastern Basin Areas, September 2009, Moore Bass Consulting
- Volume 3 of 3, Maps and Exhibits for All Basin Areas, September 2009, Moore Bass Consulting
- Stormwater Facilities Master Plan Update, August 2018, Greenman-Pedersen, Inc.

Key Findings: The analyses support that, with the construction of the Dove Pond Dam, surface water flows are contained within Dove Pond for storms up to and including the 100-year storm for all durations up to 240-hours, and for 1964 and 1994 year-long continuous simulations.

2.3 City of Tallahassee Permit #TEM180090 for Dove Pond Regional Stormwater Management Facility

In 2019, after the construction of the dam, Dove Pond was permitted as a regional stormwater facility under City of Tallahassee environmental permit TEM180090. AtkinsRéalis reviewed the narrative, construction plans, as-builts, capacity accounting record, geotechnical report, operation and maintenance plan, and other permit documents associated with the permitting effort.

Key Findings: Construction plans showing the configuration of the dam are included in **Appendix B,** with the following structures to allow for the hydration of the Greenway Wetland, as shown in **Figure 5,** below:

a. 24” gate valve located in the 24” RCP – intended to drain Dove Pond when needed for maintenance.
b. 6” float valve built to keep the downstream wetlands hydrated.
c. 6” gate valve in the 6” DIP – built to be able to maintain the float valve.

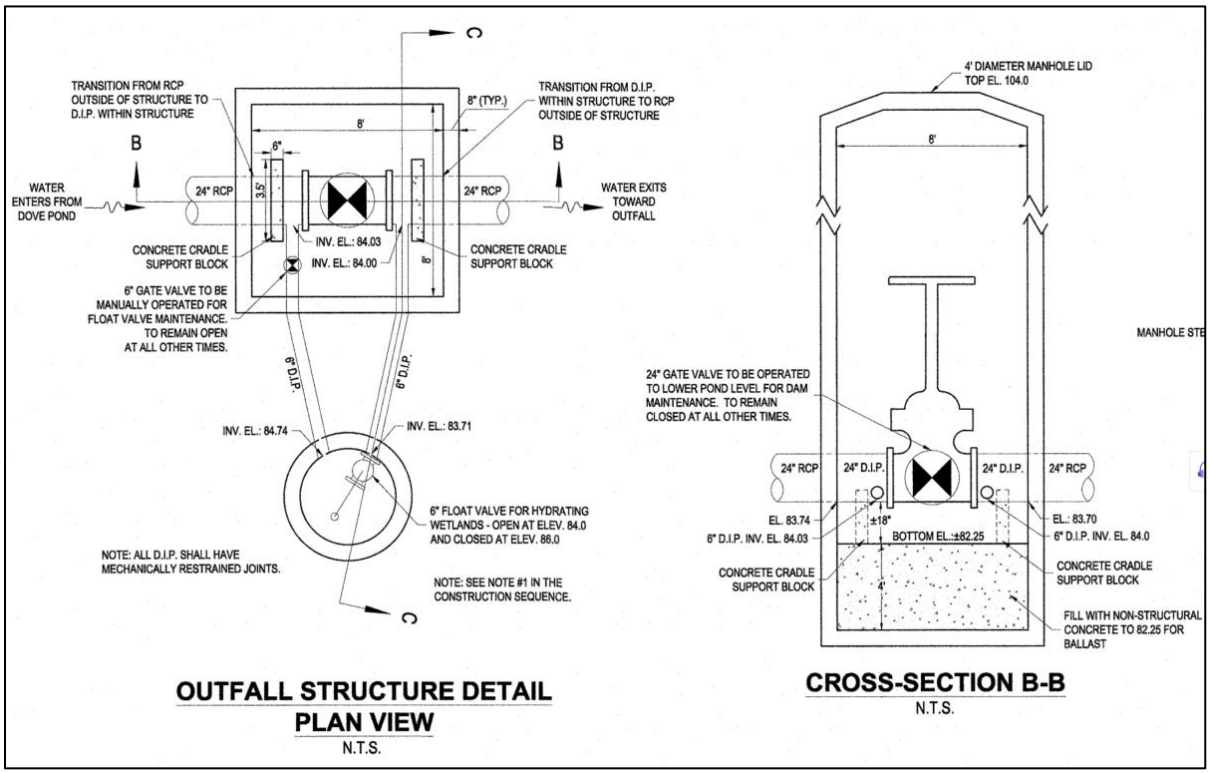

Figure 5: Schematic of Discharge Pipe and Valves through Dove Pond Dam

2.4 City of Tallahassee Permit Modification

In 2022, on behalf of CNL, Moore Bass Consulting submitted a permit modification application, field infiltration data, and an updated stormwater model to the City to request the approval of higher infiltration rates for Dove Pond. The purpose of the modification was to allow for the construction of an additional 64.23 acres of impervious area above the approved capacity accounting record with no structural modifications to the system. City staff did not find sufficient justification for the proposed increased infiltration rates, and as of the date of this report, the permit modification has not been issued. Documentation of the infiltration rates are shown in **Table 1** on the next page, and the City’s comments are located in **Appendix C**.

Key findings: Infiltration rates from the permit modification application are summarized below.

Table 1: Original vs Proposed Stormwater Modeling Infiltration Rates for Dove Pond

Dove Pond Elevations (ft-NAVD)	Original ICPRv3 Model Infiltration Rates (in/day)	Proposed XPSWMM Model Infiltration Rates (in/day)
77	0.25	0.25
78-86	0.40	0.50
87-100	0.42-0.57	0.80

2.5 2011 Post, Buckley, Schuh, and Jernigan (PBS&J) Regional Modeling Report

The extent of the 2011 PBS&J study encompassed the Welaunee Toe East portion of the Welaunee Critical Area Plan (CAP) as shown below in **Figure 6**. As a part of the CAP, a Stormwater Facilities Master Plan (SFMP) had to be approved prior to approval of a Planned Unit Development Concept Plan. The intent of the PBS&J study was to provide an outline for the future design of backbone stormwater facilities on the property.

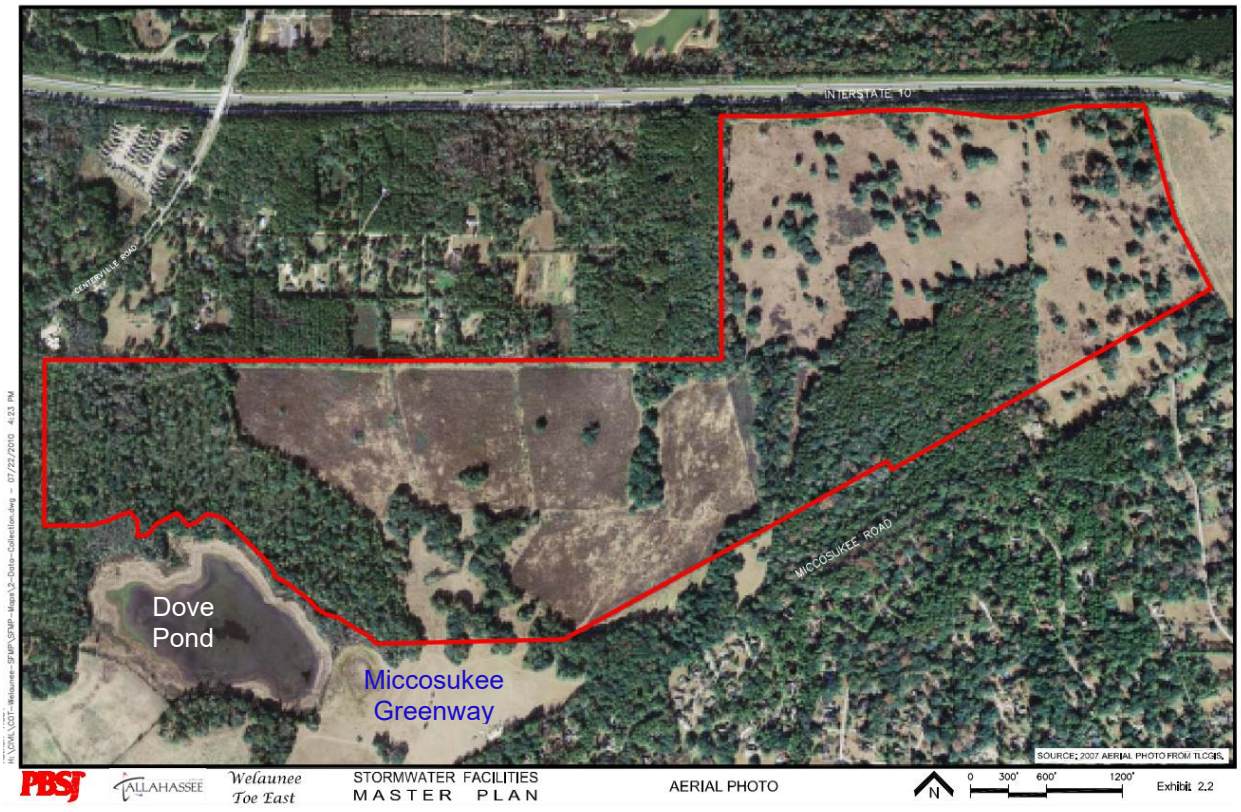

Figure 6: Focus Area of the PBJ&J Study Area

The study looked at the drainage of future planned development and included a portion of the “toe” of the drainage basin flowing to the area of flooding concern, as shown in **Figure 7**, below:

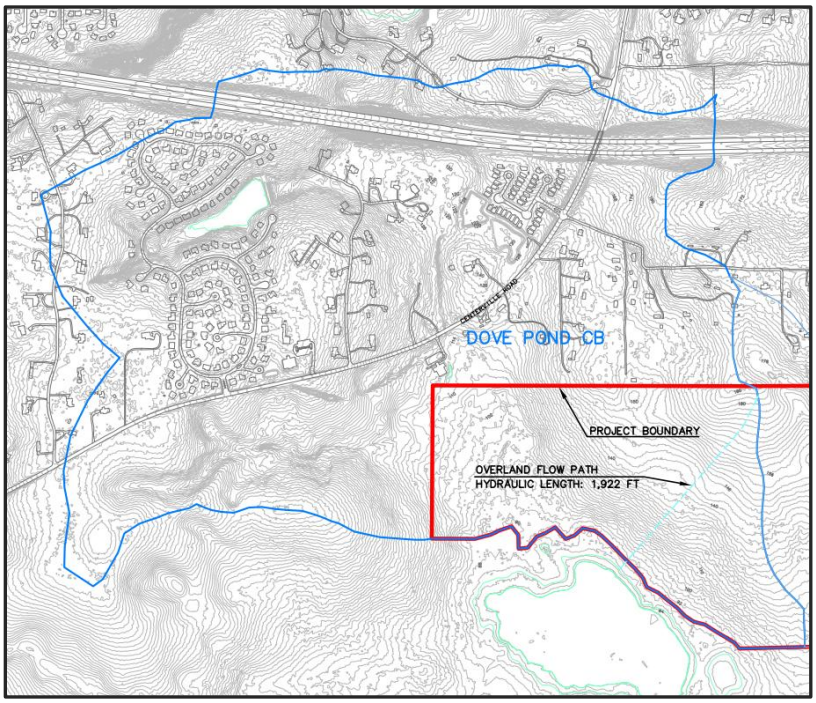

Figure 7: Drainage Subbasins in the 2011 PBS&J Regional Study

Key Findings: The scope of the PBS&J study did not encompass enough of the study area to provide relevant information to this flood investigation.

2.6 NRCS Soil Survey Information

The NRCS soil survey information is shown in **Appendix D**. The soils in the area immediately downstream of the Dove Pond Dam are predominantly A-2-4 loamy sands and are expected to be low in percolation.

2.7 Historical Aerial Photographs

Historical aerials are available from both FDOT and Google Earth and are included in **Appendix E**. The aerials show that both Dove Pond and the downstream wetland experience highly variable water levels.

2.8 Field Review

A field review was conducted on July 31, 2025, by AtkinsRéalis staff. Pictures from the field review are provided in **6.Appendix** F. Field review/observations are based on limited above-ground/ground-level observations and did not include any underground/underwater observations.

Notes from the field review are as follows:

a. Dam appears to be in good condition: healthy vegetation, no areas of noticeable erosion, retaining wall in good shape, well-maintained.
b. No evidence of seepage was observed, such as active boils or flow paths from previous boils.
c. No evidence of rafted debris was observed along the spillway slope or within the spillway, but some general leaf litter was located at the bottom of the concrete spillway leading down to the wetland area.
d. Stagnant water at the bottom of the concrete spillway presented a bad odor. Water at this location appeared to be more turbid than in Dove Pond.

3. Data Analysis and Conclusions

Critical data evidence, discussed in the previous **Section 2**, **Data Collection**, is analyzed in this section. AtkinsRéalis examined three (3) possible sources of the observed flooding downstream of the Dove Pond Dam, including:

1. Surface Water Flows Upstream of Dove Pond
2. SFMP Model Basin Surface Water Flows to the Greenway Wetland
3. Potential Seepage through the Dove Pond Dam

3.1 Surface Water Flows Upstream of Dove Pond

This section analyzes whether or not surface water flow from the Canopy development could be the cause of flooding at the Greenway Wetland flooding by comparing modeled stages in the Canopy Stormwater Facility Master Plan (SFMP) – 2010 to the actual rainfall and runoff conditions at the dam in early 2024. In principle, if *surface water flows* from the Canopy development were the cause of the Greenway Wetland flooding, then the dam spillway should have activated with flows coming from Dove Pond after April 2024, the timeframe of observed chronic flooding at the Greenway Wetland.

Daily rainfall at the Greenway was measured from 2017 to 2024 by the NWFWMD at the Limoges Dr. rainfall station, located immediately adjacent to the Greenway as shown in **Figure 8**, below:

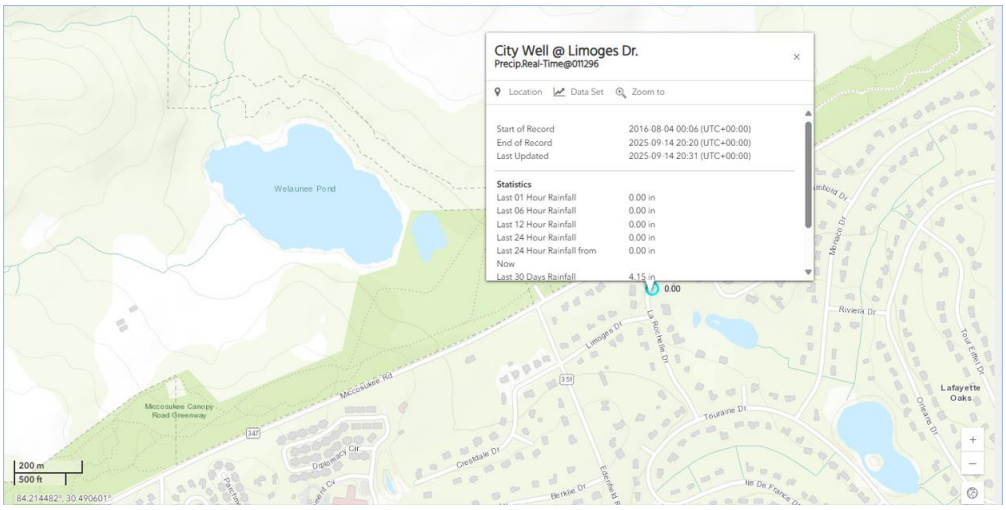

Figure 8: NWFWMD Rainfall Station No. 011296 – City Well at Limoges Dr. (NWFWMD Hydrologic Data WebPortal)

Annual rainfall totals from the Limoges Dr. rainfall station are shown in **Figure 9**, below:

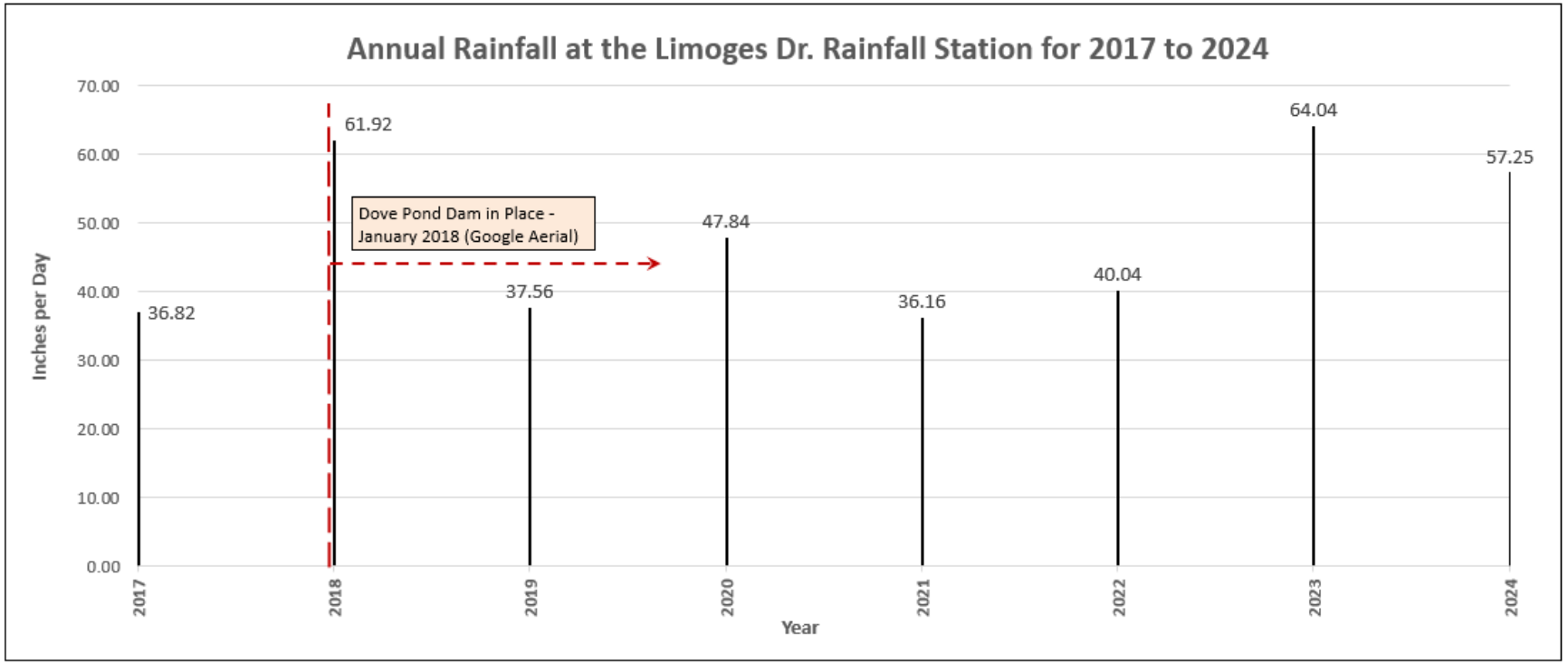

Figure 9: Annual Tallahassee Rainfall from 2017 to 2024 (NWFWMD Hydrologic Data WebPortal, Limoges Dr.**)**

The average annual rainfall at Limoges Dr. station from 2017 to 2024 – which includes the timeframe during which flooding was noted at the Greenway Wetland - was approximately 48" and the maximum annual rainfall during that time period was 64.04", which occurred in calendar year 2023.

The SFMP proposed condition model analyzed the 1964 and 1994 continuous annual simulations and the 100-yr, 10 day design storm, all of which exceed the maximum annual rainfall from 2017 to 2024. The annual rainfall in 1964 is, by far, the maximum annual rainfall on record, producing much higher modelled stages in Dove Pond than the 100-year, 10-day design event, and yet still did not activate the dam spillway. Present day conditions at the Greenway have not experienced rainfall near or exceeding the modelled events listed in **Table 2.**

Table 2: Summary of Critical Modeling and Overflow Elevations at Dove Pond Dam

Simulation (Calendar Year or Design Event)	Total Annual Rainfall (in)	Initial Stage Dove Pond (ft-NAVD)	Peak Stage Dove Pond (ft-NAVD)	Spillway Overflow Elevation (ft-NAVD)
1964	104.18	86.0	99.85	100.0*
1994	89.79	86.0	96.82	100.0*
100-yr, 10-Day	17.00	88.5	92.68	100.0*

*Per as-built survey (**6.Appendix B**)

As can be noted from **Figure 10**, below, no significant rainfall events have occurred, during the timeframe when flooding was observed in the Greenway Wetland, other than the 2-day event on April 11 - 12, 2024.

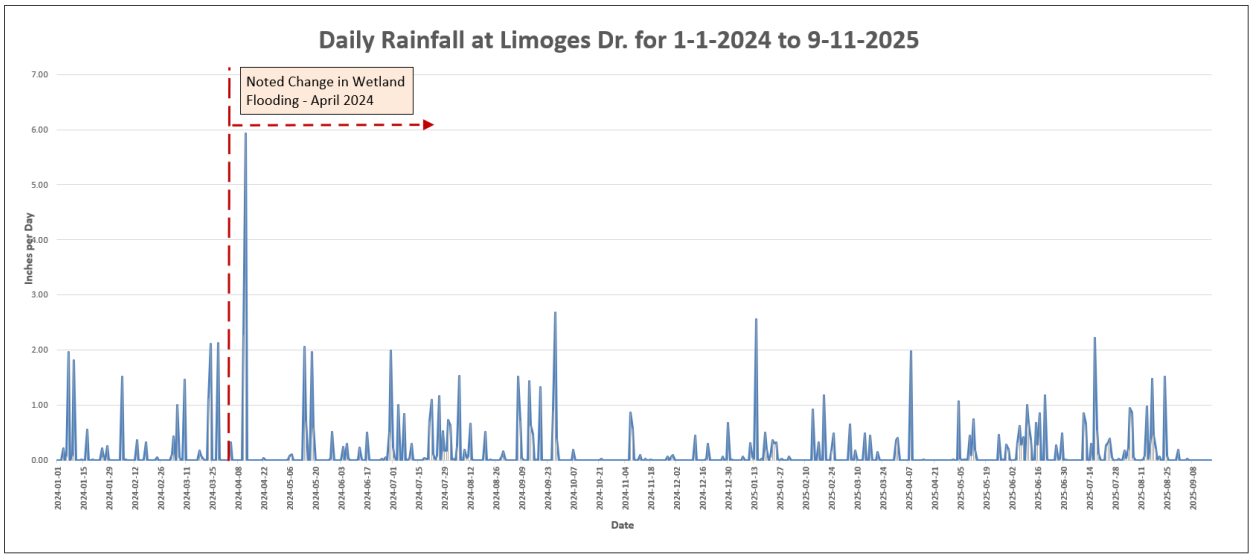

Figure 10: Daily Rainfall at Limoges Dr. from 1-1-24 to 9-11-25 (Source: NWFWMD Hydrologic Data WebPortal,**)**

The measured rainfall from April 11 – 12 totaled 8.19" and, if one assumes that that rainfall occurred within a 24-hour period, the measured April 11 – 12 rainfall interpolates to an 18-year rainfall event, using NOAA Atlas 14 Florida rainfall frequencies for the Limoges Dr. Station.

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Conclusion

*Based on the SFMP modeling results, the above rainfall data, and that there are no visual observations of Dove Pond spillway's being engaged since the construction of the dam, we may reasonably conclude that the observed flooding at the Greenway Wetland is **not** attributable to surface water flows from the Canopy development upstream of the Dove Pond Dam.*

3.2 SFMP Model Basin Surface Water Flows to the Greenway Wetland

Examination of the SFMP modeling revealed findings that could provide a better understanding of the Greenway flooding. These findings are divided into discussions on the modeling of the predevelopment condition, calibration of the SFMP model, and post development modeling.

From **Figure 11**, below, and for purposes of this report, a "flooded condition" is defined as flooding between elevation 86-89 ft-NAVD, which is when trail use is restricted. Flooding at elevation 86 ft-NAVD restricts use of the northern trail adjacent to the Greenway Wetland, and at elevation 89 ft-NAVD, the Greenway trail southwest of the Edenfield parking lot is impacted.

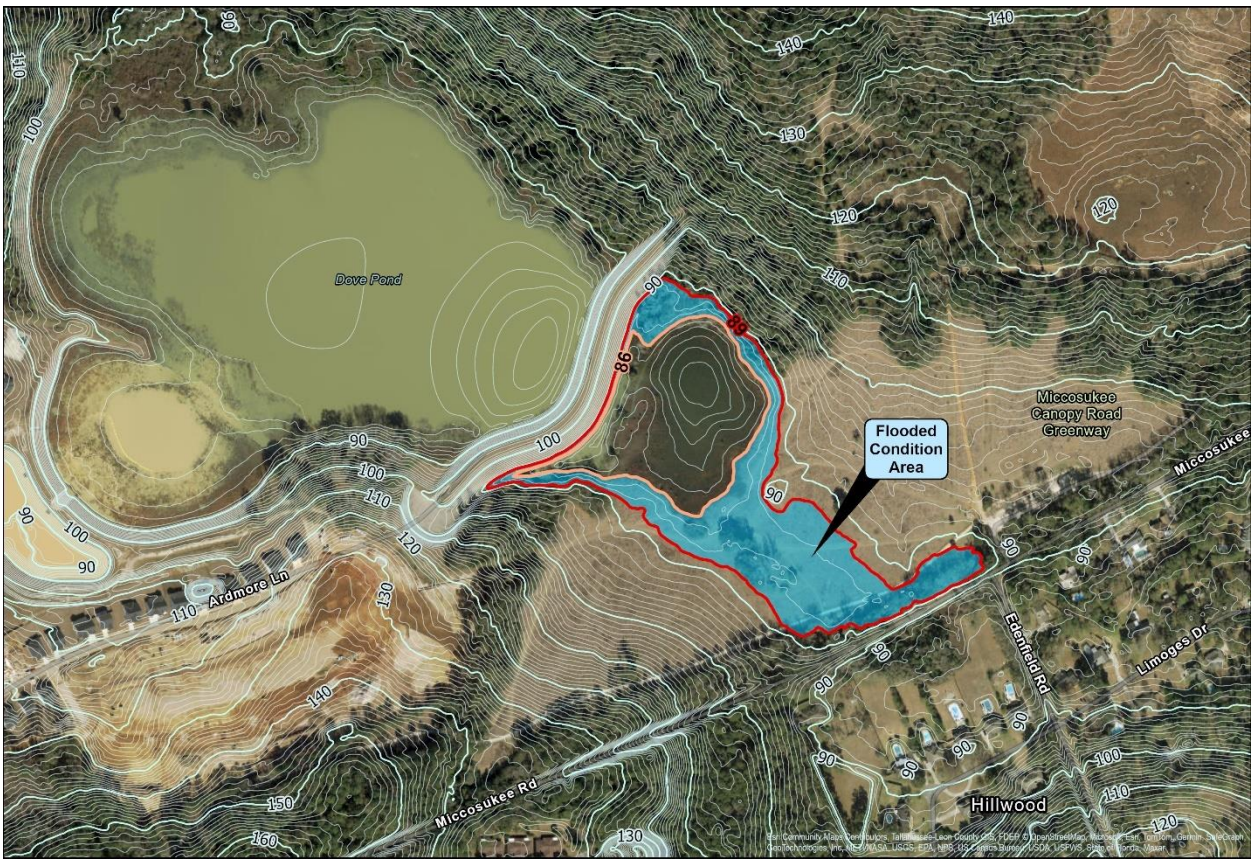


Figure 11: Delineation of Flooded Conditions at the Greenway Wetland (Contours in ft-NAVD)

3.2.1 Predevelopment Conditions

In the predevelopment model, Dove Pond (N70) includes both the pond and the downstream wetland as illustrated in **Figure 12**, with the ICPR storage shown in **Figure 13**, below:

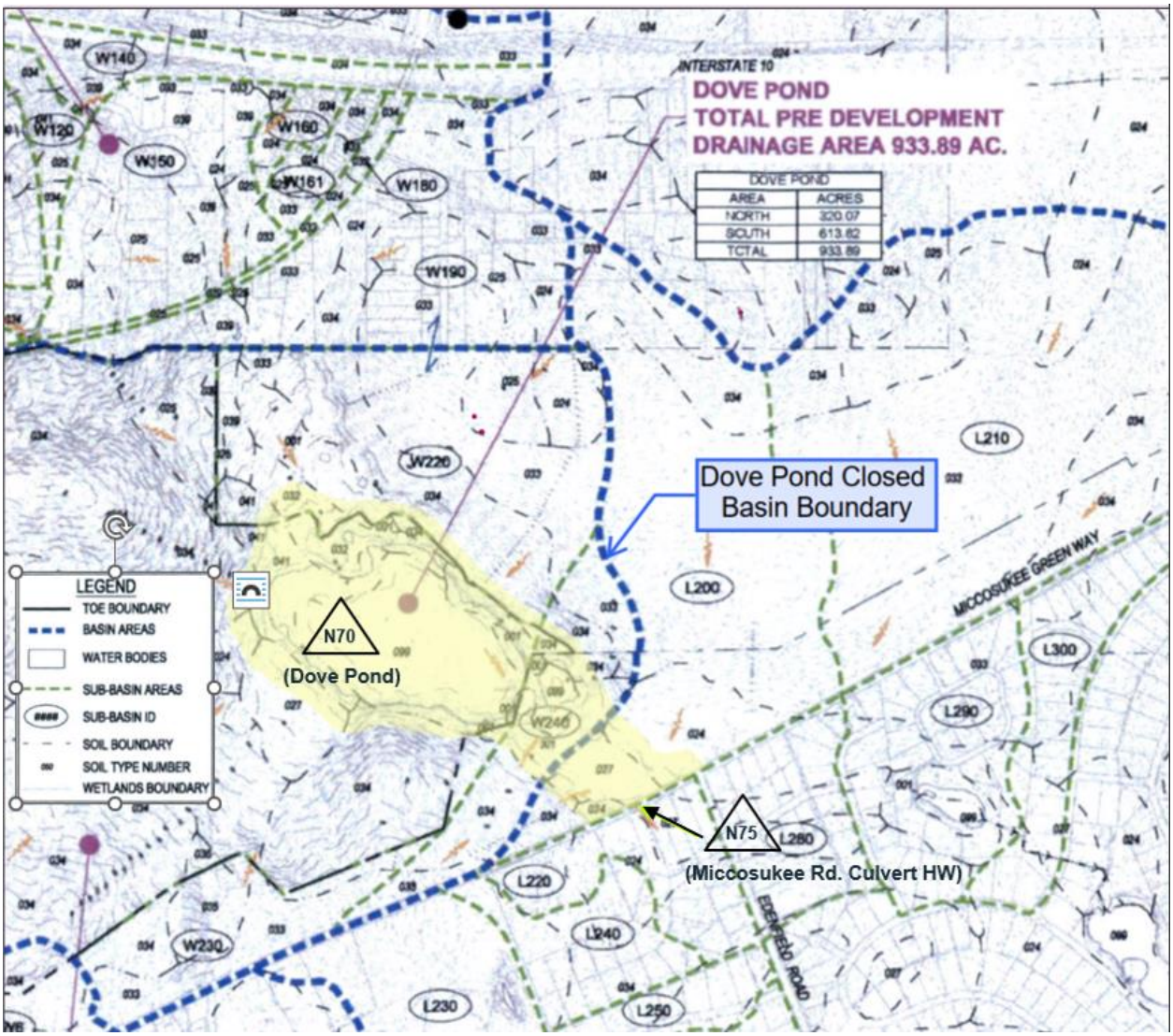


Figure 12: Graphic of Storage in Predevelopment Dove Pond - Node N70 (SFMP, Volume 3, with additional labels)

Name: N70 Dove Pond Base Flow(cfs): 0.000 Init Stage(ft): 88.100
Group: BASE Warn Stage(ft): 92.000
Type: Stage/Area

Dove Pond

Stage(ft)	Area(ac)
76.000	0.0000
77.000	0.2500
78.000	8.2200
79.000	14.8800
80.000	20.7100
81.000	25.5400
82.000	28.7500
83.000	31.2800
84.000	33.9900
86.000	46.0300
88.000	58.2000
90.000	73.4900
94.000	87.7800
96.000	102.5100

Figure 13: Predevelopment ICPR Stage-storage Table for N70 (SMFP, Volume 2)

From **Figure 14**, below, the predevelopment model predicts flooding of the Greenway Wetland area trails, as part of Dove Pond (N70), on most design events, regardless of duration, with flooding of the area between the wetland and the parking lot on many events for lesser storm event durations (≤24hr):

Dove Pond Basins
Existing Conditions
Node Max Report

Name	Group	Simulation	Max Time Stage hrs	Max Stage ft	Warning Stage ft	Max Delta Stage ft	Max Surf Area ft2	Max Time Inflow hrs	Max Inflow cfs	Max Time Outflow hrs	Max Outflow cfs
N70	BASE	002yr-001hr	6.53	86.96	92.00	0.0004	2278018	0.80	1093.11	6.53	0.94
N70	BASE	002yr-002hr	8.00	87.12	92.00	0.0003	2320678	1.00	862.08	8.00	0.97
N70	BASE	002yr-004hr	10.00	86.64	92.00	0.0003	2192217	2.27	194.32	10.00	0.89
N70	BASE	002yr-008hr	14.00	86.84	92.00	0.0003	2246901	4.13	317.43	14.00	0.92
N70	BASE	002yr-024hr	29.99	86.41	92.00	0.0002	2131872	12.07	25.90	29.99	0.85
N70	BASE	005yr-001hr	8.00	87.41	92.00	0.0004	2397637	0.80	1634.97	8.00	1.03
N70	BASE	005yr-002hr	8.00	87.69	92.00	0.0005	2473866	0.97	1287.91	8.00	1.08
N70	BASE	005yr-004hr	10.00	87.47	92.00	0.0005	2415439	2.20	538.43	10.00	1.04
N70	BASE	005yr-008hr	14.00	87.88	92.00	0.0005	2521181	4.08	771.04	14.00	1.11
N70	BASE	005yr-024hr	30.00	86.61	92.00	0.0002	2183372	12.10	39.97	30.00	0.88
N70	BASE	010yr-001hr	8.00	87.79	92.00	0.0009	2497115	0.80	2071.24	8.00	1.09
N70	BASE	010yr-002hr	6.23	88.20	92.00	0.0008	2631276	0.97	1659.12	3.45	9.60
N70	BASE	010yr-004hr	10.00	88.07	92.00	0.0006	2579749	2.20	782.68	10.00	1.15
N70	BASE	010yr-008hr	10.12	88.39	92.00	0.0009	2697488	4.07	1009.77	9.85	6.62
N70	BASE	010yr-024hr	30.00	86.77	92.00	0.0003	2225825	12.13	50.83	30.00	0.91
N70	BASE	025yr-001hr	5.23	88.24	92.00	0.0011	2645130	0.80	2623.48	2.68	9.77
N70	BASE	025yr-002hr	5.29	88.79	92.00	0.0011	2837596	0.97	2103.71	3.75	10.30
N70	BASE	025yr-004hr	7.06	88.96	92.00	0.0009	2897648	2.20	1144.47	5.55	11.87
N70	BASE	025yr-008hr	9.13	89.23	92.00	0.0013	2998500	4.07	1410.31	9.02	14.23
N70	BASE	025yr-024hr	30.00	86.95	92.00	0.0004	2274648	12.10	72.95	30.00	0.94
N70	BASE	100yr-001hr	4.71	88.82	92.00	0.0014	2848187	0.80	3400.74	3.37	10.63
N70	BASE	100yr-002hr	4.98	89.82	92.00	0.0015	3220853	0.97	2916.16	3.89	19.74
N70	BASE	100yr-004hr	6.61	90.18	92.00	0.0012	3525576	2.20	1646.01	5.48	22.28
N70	BASE	100yr-008hr	8.70	90.27	92.00	0.0015	3596762	4.07	1927.31	8.26	22.27
N70	BASE	100yr-024hr	30.00	87.52	92.00	0.0005	2425147	12.08	140.53	30.00	1.04
N70	BASE	100yr-072hr	78.00	87.62	92.00	0.0006	2452975	60.00	81.16	78.00	1.06
N70	BASE	100yr-168hr	174.00	87.80	92.00	0.0006	2500798	160.00	47.27	174.00	1.09
N70	BASE	100yr-240hr	243.58	88.07	92.00	0.0006	2577026	184.00	58.94	243.58	1.15
N70	BASE	1964	4784.16	90.64	92.00	0.0013	4053556	4777.75	1679.70	4784.50	81.67
N70	BASE	1994	6594.10	88.89	92.00	0.0009	2873485	2943.25	806.44	6594.24	11.09

Figure 14: Predevelopment Maximum Modeled Conditions for Dove Pond (N70) (SMFP, Volume 2)

However, the authors of this report have been frequent users of the Miccosukee Greenway trails for approximately the last 20 years and have noted only limited flooding of the Greenway Wetland prior to 2024.

Conclusion

Predevelopment stages in Dove Pond (N70) appear elevated beyond historical observations.

Possible explanations for elevated predevelopment model stages are examined below:

3.2.1.1 Severing of the Dove Pond & Greenway Wetland Connection

In the predevelopment condition, the storage associated with Dove Pond and the Greenway Wetland is modeled as one storage node (N70) with 933.89 contributing acres from Dove Pond North and Dove Pond South. In the existing conditions before construction of the dam, there was an overland connection between Dove Pond and the Greenway Wetland at around elevation 84 ft. The construction of the Dove Pond Dam severed the connection between Dove Pond and the Greenway Wetland, however it is unclear how the two areas communicated during lesser duration storm events before the dam was constructed. Flow behavior between the two storage areas cannot be directly determined from the pre-development model because the entire area was modeled as one storage node, shown in **Figure 12.**

3.2.1.2 Basin L200

In the predevelopment condition, the storage area associated with Dove Pond (N70) transgresses the Dove Pond Closed Basin Boundary into Basin L200. However, the modeling network indicates all of Basin L200 loads directly to N75, the node just upstream of the 24" culvert under Miccosukee Road, as shown in **Figure 15**. In the model, N75 is assigned only minimal storage, as shown below in **Figure 15**, to provide numerical stability to the headwater of the culvert:

```
-----------------------------------------------------------------------------
      Name: N75                Base Flow(cfs): 0.000          Init Stage(ft): 87.230
     Group: BASE                                              Warn Stage(ft): 90.350
      Type: Stage/Area

Upstream of Miccosukee Road

      Stage(ft)        Area(ac)
--------------- ---------------
         87.230          0.1000
         91.000          0.5000

-----------------------------------------------------------------------------
```

Figure 15: SFMP Predevelopment ICPR Model Storage in Node 75 (N75) (SFMP, Volume 2)

The boundary between basin W240 and L200 appears inaccurate as it approaches Miccosukee Road. This delineation is likely misrepresenting the storage available in L200, as it is accounted for within N70. This also misrepresents the volume of runoff reaching the Greenway Wetland, as a portion of L200 should be included with W240.

3.2.1.3 Calibration of the SFMP Model

Calibration of the predevelopment SFMP model was based on data from Tropical Storm Fay. The results of the final calibration are shown in **Figure 16** and **Figure 17**, below:

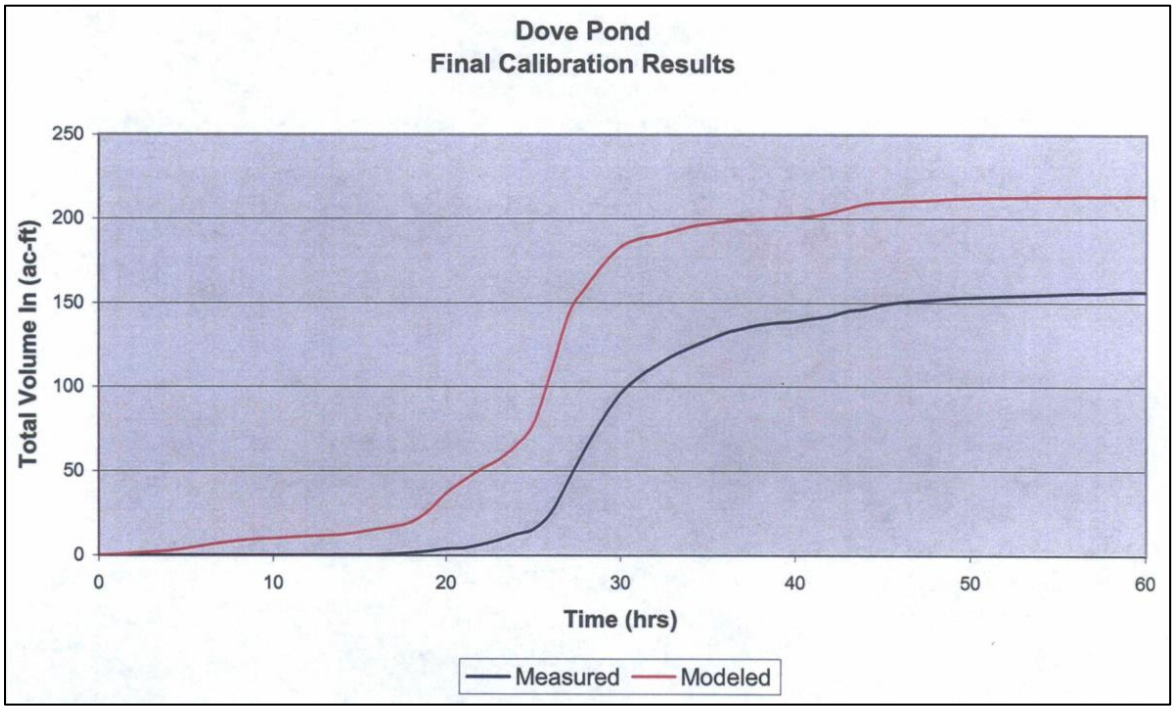


Figure 16: Runoff Volume Result of Final Calibration of the Predevelopment SFMP model (SFMP, Volume 2)

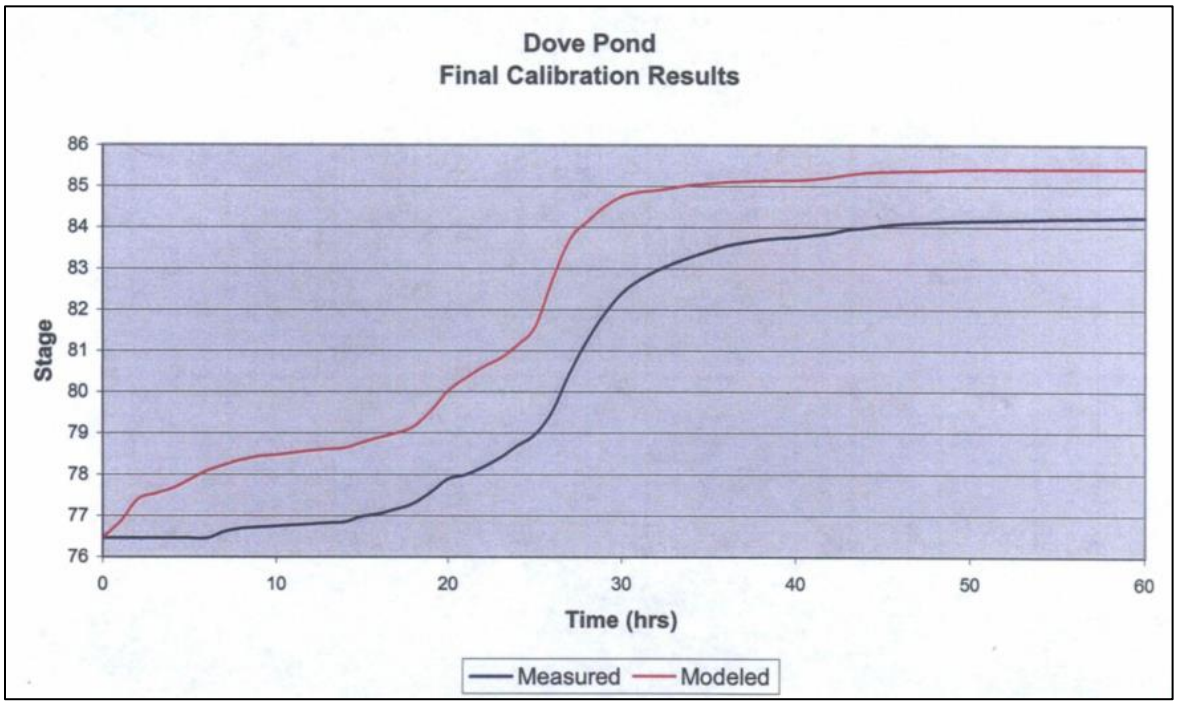


Figure 17: Stage Results of Final Calibration of the Predevelopment SFMP model (SFMP, Volume 2)

The SFMP, Volume 2, states the following with regards to the calibration efforts:

> *Although the design model calibrated well with Faye, the underproduction of runoff during the 1994 storm was a serious concern due to the volume sensitivity of the basin. At the onset of Fay, Leon County was at a yearly rainfall deficit of around 20 inches. This combined with a deficit of almost 30 inches for the previous two years resulted in exceptionally dry antecedent moisture conditions. This very dry AMC seems to have resulted in little or no runoff measured during the first 24 hours of Fay. Attempts to calibrate to the first 24 hours would result in a version of the model that underestimates runoff during normal antecedent moisture conditions. Modeling efforts then focused on calibrating closely to total volumes generated for Fay after hour 24.*
>
> *To compensate for the extreme AMC and minimal runoff volumes measured before hour 24 of Fay the following changes were made 1) Calculated TC's were exaggerated 4 times in developed areas and 8 times in undeveloped areas, 2) the peaking factor of 484 was reduced to 323 for developed areas and 256 for undeveloped areas, 3) DCI associated with Dove Pond was estimated at elevation 80. Parameters developed during this supplemental calibration stage are not representative of the normal conditions when a storm is likely to occur and are therefore not used for the design.*

This robust SMFP calibration effort focused on matching total runoff volumes for Tropical Storm Fay but could be overly conservative with regards to stages from lesser storm event durations. The graph in **Figure 17,** above, indicates modeled stages in Dove Pond are approximately 1.5-2.5 ft higher than measured results, which would cause the model to over-predict flooded conditions at the Greenway. Thus, increased pre-development model stages, beyond those normally observed at the Greenway, could be a result of the volume-focused calibration efforts.

3.2.2 Post Development Conditions

The post development model, which included the proposed Dove Pond Dam, added the Greenway Wetland as Node 71 (N71), with storage as illustrated in **Figure 18**, with ICPR storage shown in **Figure 19** and **Figure 20**, below:

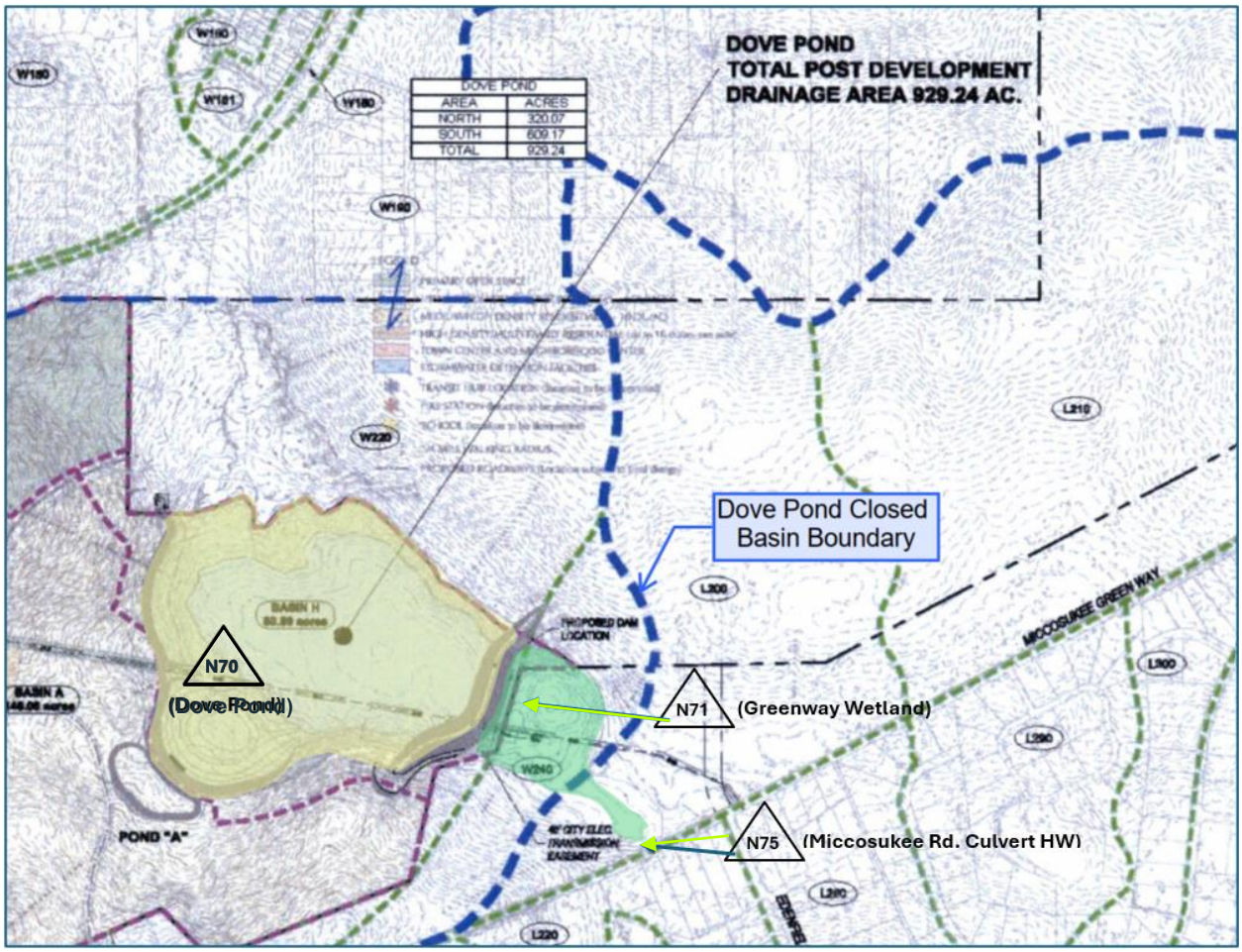


Figure 18: Post Development Basins and Nodes (SFMP, Volume 3)

Name: N70 Base Flow(cfs): 0.000 Init Stage(ft): 88.100
Group: BASE Warn Stage(ft): 104.000
Type: Stage/Area

Dove Pond Dam

Dove Pond

Stage(ft)	Area(ac)
76.000	0.0000
77.000	0.2500
78.000	7.7600
79.000	13.8700
80.000	19.3800
81.000	23.6300
82.000	26.8000
83.000	29.3000
84.000	31.8900
85.000	34.4900
86.000	37.2400
87.000	40.3500
88.000	54.1400
89.000	57.6100
90.000	60.7300
91.000	64.0600
92.000	66.7500
93.000	69.1300
94.000	71.2400
95.000	73.1600
96.000	75.9700
97.000	78.2800
98.000	81.1000
99.000	83.6000
100.000	85.9000
101.000	88.2900
102.000	90.6800
103.000	96.4400
104.000	100.6700

Figure 19: Post-development ICPR Storage for N70 (SFMP, Volume 2)

Name: N71 Base Flow(cfs): 0.000 Init Stage(ft): 80.000
Group: BASE Warn Stage(ft): 88.100
Type: Stage/Area

Small Depression within Greenway

Stage(ft)	Area(ac)
80.000	0.1200
81.000	0.6300
82.000	1.2200
83.000	1.9900
84.000	3.3800
85.000	5.9000
86.000	7.1500
87.000	8.6300
88.000	12.2300
89.000	15.4400
90.000	18.7300
91.000	21.7900
92.000	25.5300

Figure 20: Post-development ICPR Storage for N71 (SFMP, Volume 2)

Post development modeling results for Dove Pond (N70) and the Greenway Wetland (N71) in **Figure 21**, below, show that the Greenway Wetland stages predict flooding of the Greenway Wetland area trails on

most design events, regardless of duration, with flooding of the area between the wetland and the parking lot on many events for lesser storm event durations (≤24hr):

Dove Pond Basins
Proposed Conditions
Node Max Report

Name	Group	Simulation	Max Time Stage hrs	Max Stage ft	Warning Stage ft	Max Delta Stage ft	Max Surf Area ft2	Max Time Inflow hrs	Max Inflow cfs	Max Time Outflow hrs	Max Outflow cfs
N70	BASE	002yr-001hr	8.00	89.47	104.00	0.0002	2574988	0.63	1177.69	8.00	1.27
N70	BASE	002yr-002hr	8.00	89.58	104.00	0.0002	2591368	0.83	991.44	8.00	1.28
N70	BASE	002yr-004hr	10.00	89.42	104.00	0.0003	2569593	2.03	361.80	10.00	1.26
N70	BASE	002yr-008hr	14.00	89.67	104.00	0.0002	2604075	4.03	452.79	14.00	1.28
N70	BASE	002yr-024hr	30.01	89.38	104.00	0.0004	2564187	12.00	54.63	30.01	1.26
N70	BASE	005yr-001hr	8.00	89.92	104.00	0.0003	2638077	0.63	1615.28	8.00	1.31
N70	BASE	005yr-002hr	8.00	90.11	104.00	0.0003	2664504	0.83	1352.63	8.00	1.33
N70	BASE	005yr-004hr	10.00	90.21	104.00	0.0005	2679315	2.53	737.61	10.00	1.34
N70	BASE	005yr-008hr	14.00	90.61	104.00	0.0005	2736871	4.02	1052.28	14.00	1.37
N70	BASE	005yr-024hr	30.00	89.72	104.00	0.0004	2610598	12.00	77.68	30.00	1.29
N70	BASE	010yr-001hr	8.00	90.31	104.00	0.0004	2693310	0.73	2202.15	8.00	1.35
N70	BASE	010yr-002hr	8.00	90.59	104.00	0.0004	2734550	0.88	1885.45	8.00	1.37
N70	BASE	010yr-004hr	10.00	90.77	104.00	0.0006	2761413	2.50	957.61	10.00	1.39
N70	BASE	010yr-008hr	14.00	91.15	104.00	0.0006	2811649	4.00	1289.92	14.00	1.42
N70	BASE	010yr-024hr	30.00	90.02	104.00	0.0005	2651765	12.00	94.22	30.00	1.32
N70	BASE	025yr-001hr	8.00	90.80	104.00	0.0006	2765081	0.70	2982.97	8.00	1.39
N70	BASE	025yr-002hr	8.00	91.17	104.00	0.0006	2814877	0.87	2567.84	8.00	1.43
N70	BASE	025yr-004hr	10.00	91.64	104.00	0.0008	2869665	2.07	1418.57	10.00	1.46
N70	BASE	025yr-008hr	14.00	92.07	104.00	0.0008	2918105	4.00	1670.45	14.00	1.50
N70	BASE	025yr-024hr	30.00	90.35	104.00	0.0006	2698734	12.00	133.23	30.00	1.35
N70	BASE	100yr-001hr	8.00	91.47	104.00	0.0008	2849406	0.67	3992.27	8.00	1.45
N70	BASE	100yr-002hr	8.00	92.24	104.00	0.0009	2937534	0.84	3555.90	8.00	1.51
N70	BASE	100yr-004hr	10.00	92.85	104.00	0.0012	3000744	2.03	1953.15	10.00	1.55
N70	BASE	100yr-008hr	14.00	93.26	104.00	0.0010	3039151	4.00	2154.40	14.00	1.58
N70	BASE	100yr-024hr	30.00	91.28	104.00	0.0009	2826427	12.00	350.10	30.00	1.44
N70	BASE	100yr-072hr	78.00	91.63	104.00	0.0011	2867456	60.00	163.85	78.00	1.46
N70	BASE	100yr-168hr	174.00	92.07	104.00	0.0007	2917661	160.00	89.18	174.00	1.50
N70	BASE	100yr-240hr	245.99	92.68	104.00	0.0011	2981315	183.99	124.76	245.99	1.54
N70	BASE	1964	8174.41	99.85	104.00	0.0012	3727547	4777.50	2148.49	8174.41	2.04
N70	BASE	1994	6835.25	96.82	104.00	0.0010	3392838	1440.75	1091.74	6835.25	1.82
N71	BASE	002yr-001hr	1.34	83.97	88.10	0.0013	150324	0.77	52.98	1.34	0.06
N71	BASE	002yr-002hr	2.13	84.48	88.10	0.0013	205451	0.97	40.02	2.15	0.51
N71	BASE	002yr-004hr	4.00	83.24	88.10	0.0011	102976	2.20	4.29	4.00	0.04
N71	BASE	002yr-008hr	8.00	83.79	88.10	0.0015	136140	4.13	9.57	8.00	0.05
N71	BASE	002yr-024hr	24.01	81.26	88.10	0.0003	35478	12.00	0.77	24.01	0.01
N71	BASE	005yr-001hr	1.33	84.71	88.10	0.0015	230327	0.77	81.53	1.36	0.72
N71	BASE	005yr-002hr	2.16	85.34	88.10	0.0014	280673	0.97	61.78	8.00	0.74
N71	BASE	005yr-004hr	4.01	84.99	88.10	0.0015	260605	2.17	21.18	4.05	0.98
N71	BASE	005yr-008hr	5.59	85.37	88.10	0.0014	282405	4.07	30.96	14.00	0.72
N71	BASE	005yr-024hr	24.01	81.51	88.10	0.0003	41954	12.00	1.04	24.01	0.02
N71	BASE	010yr-001hr	1.33	85.19	88.10	0.0018	272269	0.77	104.45	8.00	0.90
N71	BASE	010yr-002hr	2.21	86.01	88.10	0.0016	316922	0.97	80.70	8.00	0.12
N71	BASE	010yr-004hr	4.08	85.83	88.10	0.0016	307328	2.17	33.04	10.00	0.28
N71	BASE	010yr-008hr	8.00	86.03	88.10	0.0016	315111	4.07	42.39	8.00	0.12
N71	BASE	010yr-024hr	24.00	81.66	88.10	0.0003	45661	12.00	1.22	24.00	0.02
N71	BASE	025yr-001hr	1.35	85.72	88.10	0.0020	301117	0.77	133.33	8.00	0.39
N71	BASE	025yr-002hr	2.23	86.77	88.10	0.0019	366055	0.97	103.23	2.24	0.15
N71	BASE	025yr-004hr	4.13	87.00	88.10	0.0014	381743	2.17	50.56	4.14	0.16
N71	BASE	025yr-008hr	8.00	87.15	88.10	0.0022	401466	4.03	61.94	8.00	0.18
N71	BASE	025yr-024hr	24.00	81.78	88.10	0.0003	48790	12.00	1.38	24.00	0.02
N71	BASE	100yr-001hr	1.37	86.28	88.10	0.0021	334610	0.77	173.76	1.38	0.13
N71	BASE	100yr-002hr	2.27	87.86	88.10	0.0024	515289	0.97	144.17	2.28	0.25
N71	BASE	100yr-004hr	4.06	88.26	88.10	0.0014	575571	2.17	75.02	5.06	4.32
N71	BASE	100yr-008hr	6.22	88.24	88.10	0.0022	572639	4.03	86.05	8.47	4.11
N71	BASE	100yr-024hr	24.00	83.18	88.10	0.0013	99093	12.00	1.78	24.00	0.04
N71	BASE	100yr-072hr	72.01	82.26	88.10	0.0004	63219	57.40	1.09	72.01	0.02
N71	BASE	100yr-168hr	168.00	82.41	88.10	0.0003	68141	153.40	0.77	168.00	0.03
N71	BASE	100yr-240hr	239.99	82.42	88.10	0.0004	68543	177.50	0.96	239.99	0.03
N71	BASE	1964	4784.30	88.47	88.10	0.0017	605299	4777.50	79.67	4785.45	5.79
N71	BASE	1994	1442.58	86.06	88.10	0.0016	316874	2943.25	37.69	6636.87	0.99

Figure 21: Post development Modeling Results for Dove Pond (N70) and the Greenway Wetland (N71) (SFMP, Volume 2)

Again, the authors of this report have been frequent users of the Miccosukee Greenway trails for approximately the last 20 years, including after 2018 when the dam sequestered Dove Pond discharges, and have noted only limited flooding of the Greenway Wetland after the construction of the dam and prior to 2024.

Conclusion

Post development stages in the Greenway Wetland (N71) appear elevated beyond historical observations, storm of less than 24 hours durations.

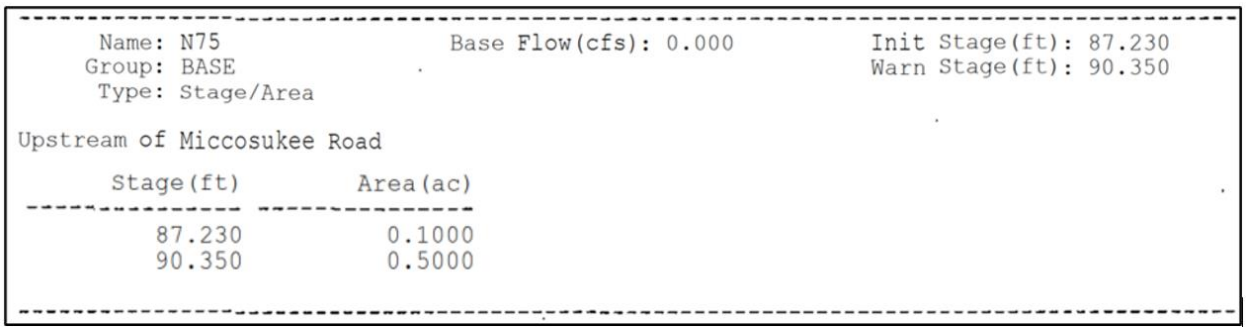
Similar to the predevelopment condition, possible explanations for elevated post development model stages are examined below:

3.2.2.1 Dove Pond & Greenway Wetland Connection

In the post development condition, the Dove Pond Dam severs Dove Pond from the Greenway Wetland and they are modeled independently, with Dove Pond as N70, the Greenway Wetland as N71, and Basin W240 contributing directly to the Greenway Wetland (N71), instead of Dove Pond (N70). W240, and the *approximate* stage-storage area for N70 and N71, are shown as **Figure 18**. The assumed basin loadings and change in storage could have contributed to the difference between observed flooding and modeled results.

3.2.2.2 Basin L200

As in the predevelopment condition, the storage area associated with the Greenway Wetland (N71) transgresses the Dove Pond Closed Basin Boundary into Basin L200, but the modeling network indicates all of Basin L200 loads directly to N75, the node just upstream of the 24" culvert under Miccosukee Road, as shown in **Figure 18**, above. N75 is assigned only minimal storage to provide numerical stability to the headwater of the culvert, as shown in **Figure 22**, below:



Name: N75 Base Flow(cfs): 0.000 Init Stage(ft): 87.230
Group: BASE Warn Stage(ft): 90.350
Type: Stage/Area

Upstream of Miccosukee Road

Stage(ft)	Area(ac)
87.230	0.1000
90.350	0.5000

Figure 22: SFMP Post Development ICPR Model Storage in Node 75 (N75) (SFMP, Volume 2)

The boundary between basin W240 and L200 appears inaccurate as it approaches Miccosukee Road. This delineation is likely misrepresenting the storage available in L200, as it is accounted for within N70. This also misrepresents the volume of runoff reaching the Greenway Wetland, as a portion of L200 should be included with W240.

3.2.2.3 Calibration of the SFMP Model

The impacts to stage from the model calibration are likely still present but the levels of flooding from the multiple storms appear lower for the Greenway Wetland (N71) in the post development condition, as shown in **Figure 21**, further above. This could be due to the smaller drainage area (W240) and/or the reduced storage of N71.

3.2.3 Changes in Rainfall

This section examines rainfall patterns at the Greenway preceding the April 2024 flooding. While no causal factors were uncovered, records show a trend of below average rainfall in the years after dam construction, followed by average annual rainfall in 2023-2024. This could be why chronic flooding was not noted immediately after construction, but later, after April 2024, when average rainfall returned.

Annual, monthly, and daily historic rainfall totals at the Greenway are provided below for reference.

Figure 47 shows Dove Pond Dam functionally constructed by January 2018, but flooding was not reported until April of 2024. This could be attributable to below average annual rainfall in Leon County in the years after dam construction in January 2018 as shown in **Figure 23**, below:

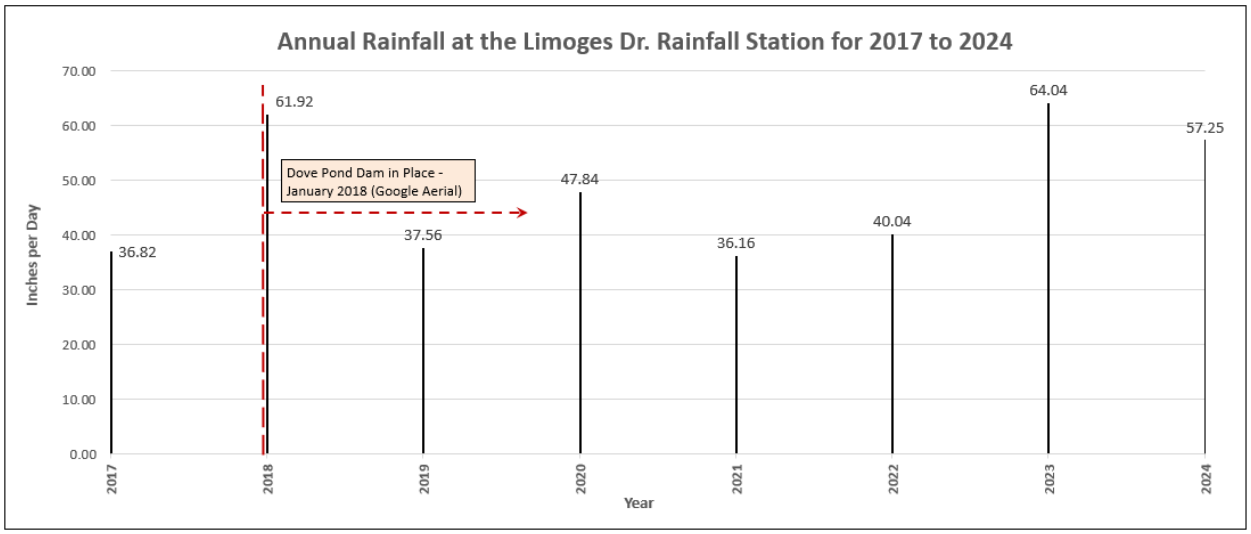


Figure 23: Annual Rainfall at Limoges Dr. from 2017 – 2024 (Data - NWFWMD Hydrologic Data WebPortal**)**

Figure 24, below, is a graph of daily rainfall totals for Limoges Dr. from 1-1-2018 to 9-11-2025, showing a lack of heavy rainfall events in the period after construction to present day; **Figure 25**, further below, shows the same data summarized monthly.

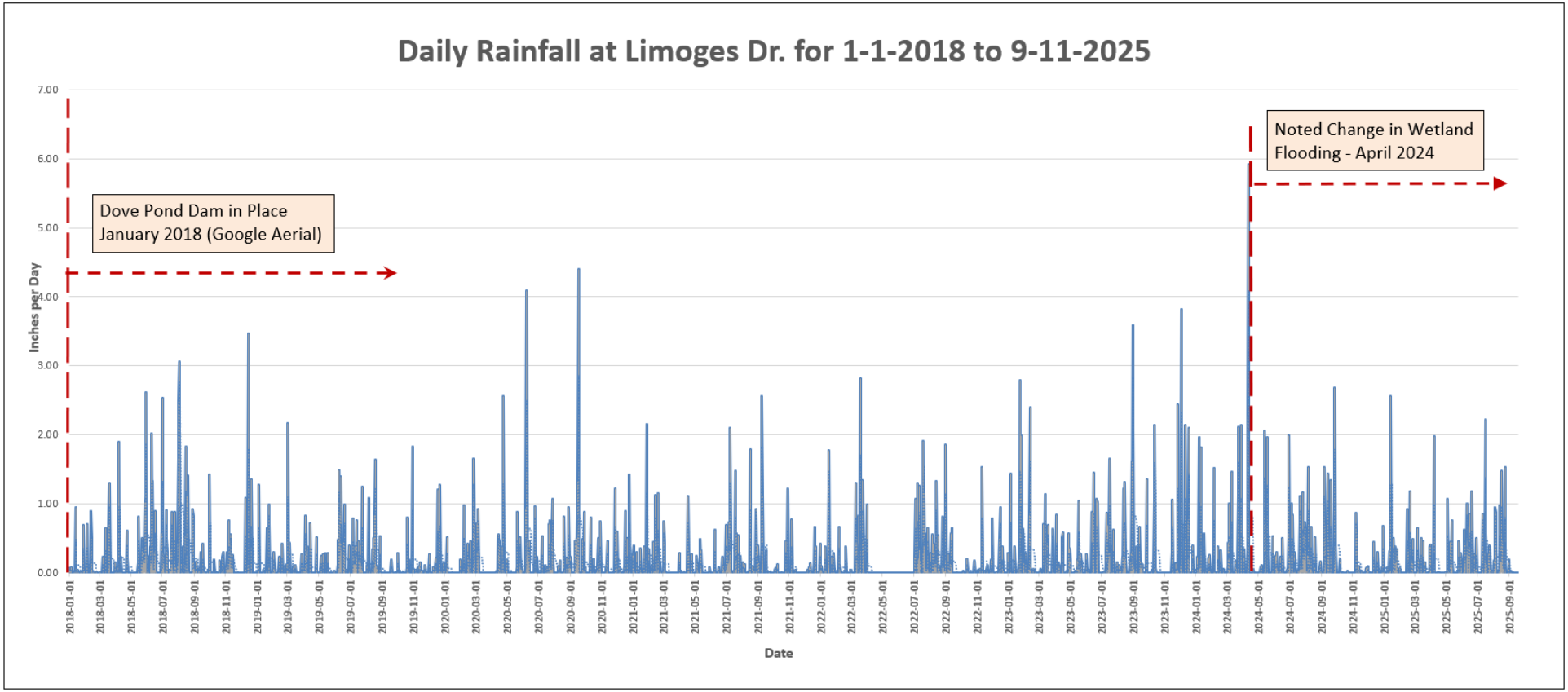


Figure 24: Daily Rainfall at Limoges from 1-1-2018 to 9-11-2025 (Data - NWFWMD Hydrologic Data WebPortal)

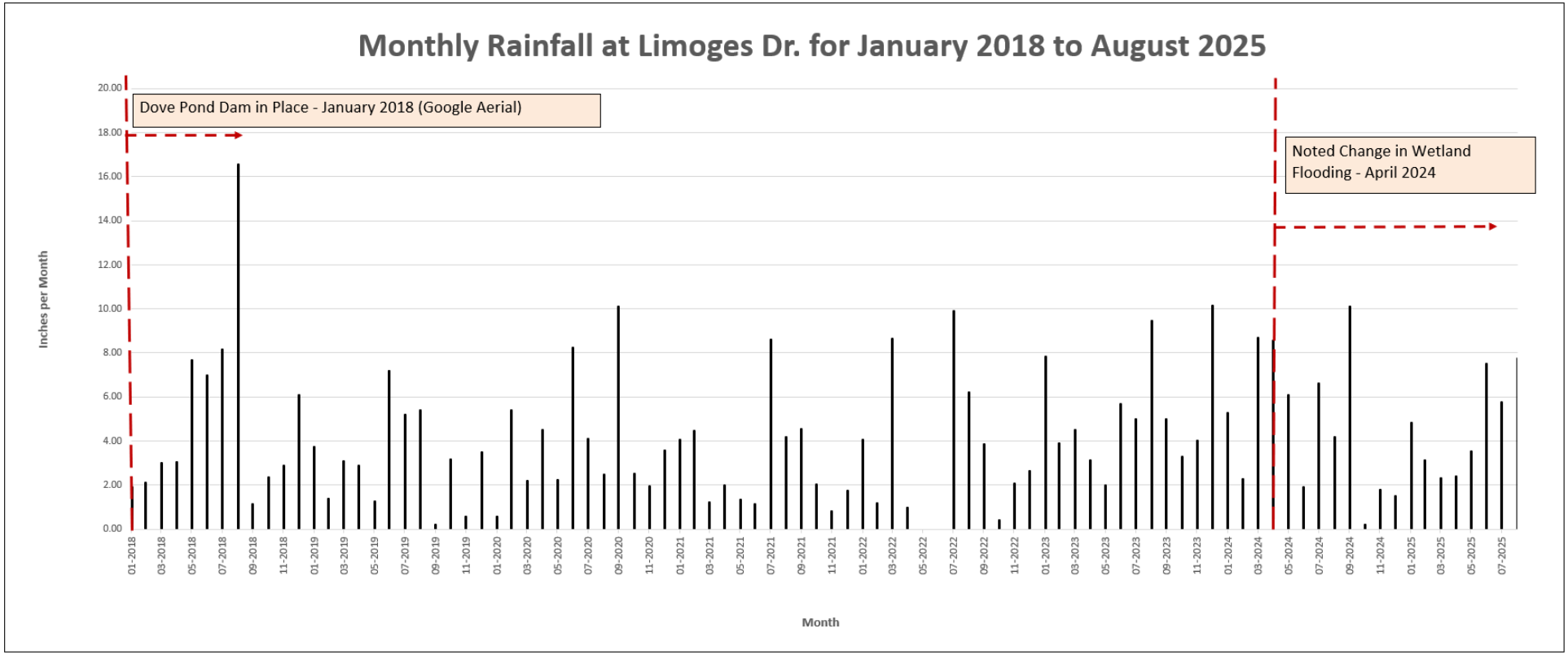


Figure 25: Monthly Rainfall at Limoges Dr. from January 2018 to August 2025 (Data - NWFWMD Hydrologic Data WebPortal)

3.3 Potential Seepage through the Dove Pond Dam

Figure 26, below, shows what appears to be turbid water immediately downstream of the dam:

Figure 26: Close up of Figure 50: Google Earth Aerial – January 2024, with Picture Properties Adjusted

The above observation of turbid water adjacent to the Dove Pond Dam could be evidence of active seepage at the dam.

While the field infiltration data submitted by Moore Bass as part of the City of Tallahassee Permit Modification was “insufficient justification” to meet permitting thresholds, initial field data suggests that infiltration field measurements do differ from design values and merit further investigation. Higher infiltration rates within Dove Pond could be attributable to seepage through one (or more) of the valve structures or the dam itself.

4. Recommendations

Recommendations are discussed below in order of priority and are divided into the four (4) categories:

1. Development of targeted model for the Greenway Wetland.
2. Investigation into Dove Pond Dam Operation & Functionality

3. Improvement of Groundwater Infiltration at the Greenway Wetland
4. Improvements to Restore Greenway Usage

4.1 Development of Targeted Model for the Greenway Wetland

How the Greenway Wetland stages are impacted by the combination of the model calibration, the severed connection to Dove Pond, and the under-representation of Basin L200 is unclear. Prior to the County investing in flood remediation measures at the Greenway, AtkinsRéalis recommends using the available SFMP stormwater model to perform a targeted modeling effort focusing specifically on the Greenway Wetland (N71). This effort should also include changed conditions to elevate the Greenway trail southwest of the Edenfield parking area and upstream of the 24" culvert under Miccosukee Road (**Photograph 1**, below) and any changes to Basin L200 resulting from the Welaunee Road Extension.

Photograph 1: Greenway Trail South of the Edenfield Parking Area

4.2 Investigation into Dove Pond Dam Functionality and Seepage

AtkinsRéalis recommends a two-tiered approach to investigating the possibility of unwanted flow coming through the dam structure into the Greenway Wetland:

Step 1

Confirm the functionality and status of the structures through the dam, as previously shown in **Figure 5**:

a. 24” gate valve located in the 24” RCP
b. 6” float valve is operating at appropriate elevations
c. 6” gate valve in the 6” DIP

If inspection of the gate and float valves determines that a valve is stuck open or leaking, repairs should be pursued, and the performance of the area should be monitored to determine if further action is necessary.

Step 2

If the gate and float valves appear to be constructed and functioning properly, engage a Geotechnical Engineer to investigate if additional seepage is occurring through the dam. Testing approaches and expected cost are discussed in **Section 5.2**.

4.3 Improvement of Groundwater Infiltration at the Greenway Wetland

The design percolation within the Greenway Wetland was rated as minimal, but based on the turbidity shown in aerial photographs and observed during the site visit, the pores in the soil have likely become clogged with silt, essentially eliminating percolation within the depression. Two (2) recommendations are listed below for consideration:

1. In the future, when the wetland area goes dry, visually confirm if sedimentation has occurred to prevent the wetland area from natural recovery to the groundwater. If significant, attempt to scrape or remove the siltation. Alternatively, scarifying the top 1-2 ft. to restore percolation, unless wetland impacts might be incurred. If wetland impacts are involved, plant wetland grasses whose root systems might help open the soil structure to restore percolation.
2. To mechanically supplement the restoration of natural percolation as described above, perform a series of borehole tests in the depression to determine if a layer of moderately transmissive soils might be present below the soils immediately at the ground surface to within about 20 feet of the surface. The NRCS soils data around the wetland area reports Albany loamy sand with a depth to water table of 12 to 30 inches and a transmissivity of 0.57 to 1.98 inches. If a reasonably transmissive soil layer is identified by geotechnical investigation, a series of sand chimneys or dry well drains, elevated to allow inflow at the desired elevation of the Greenway Wetland, could provide some improvement in drawing down the excess ponding.
3. A generic schematic of a dry well is shown in **Figure 27**, below and could be modified for the project location:

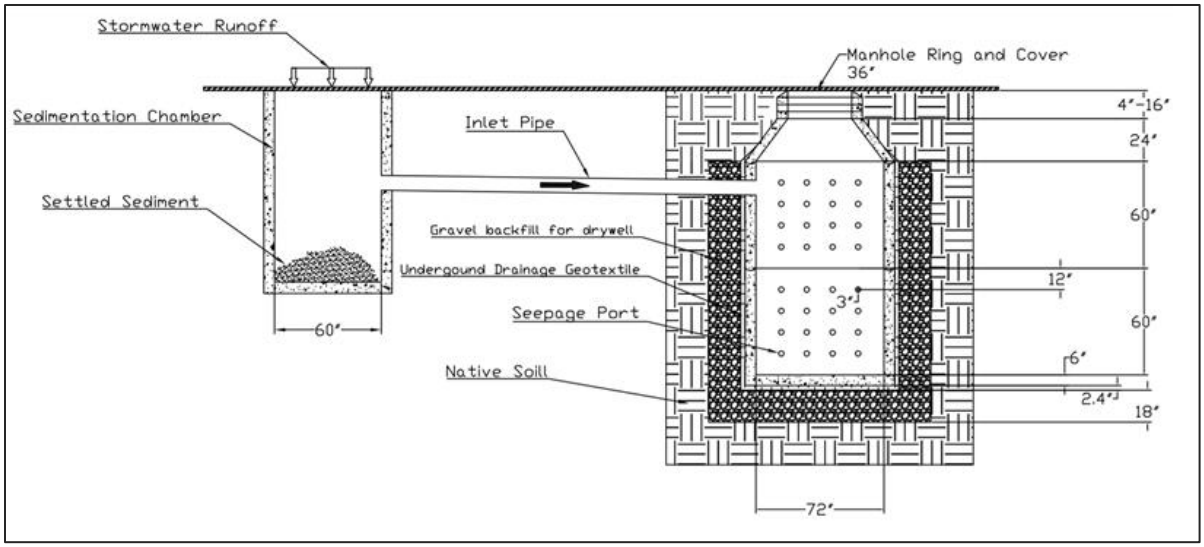


Figure 27: Dry Well Schematic

4.4 Improvements to Restore Greenway Usage

If flooding continues within the Greenway Wetland, boardwalks may be installed to elevate users above the flooding. Walkers, runners, and bikers could use the boardwalk, with equestrian usage excluded, to reduce cost and maintenance. Until the long-term ponding is remedied, the users of the boardwalk may be subject to odor and mosquito issues of the stagnant water. Moreover, until the integrity of the dam is confirmed, as discussed in **Section 4.1**, usage of the area immediately downstream of the dam should not be encouraged by adding trail amenities such as a boardwalk.

5. Costs for Recommendations

This section presents cost estimates for the recommendations discussed in **Section 4**.

5.1 Development of Targeted Model for the Greenway Wetland

Approximate cost for engineering fees to develop a targeted model for the Greenway Wetland ranges from $50,000 to $70,000, depending on the level of detailed analysis desired.

5.2 Investigation into Dove Pond Dam Functionality and Seepage

Inspection of the gate valves and floats on the pipe through the dam should be a simple, no-cost request by Leon County to the maintaining agency for the dam.

Environmental Geotechnical Specialists (EGS), a local geotechnical firm, recommended a budget of $75,000 -$100,000 for an in-depth geotechnical investigation and evaluation to be performed at the Dove Pond Dam. This includes the following types of testing:

- Geophysical testing (Electrical Resistivity Imaging) of the existing dam, as well as downstream
- Geotechnical investigation, including soil borings installed through the dam, as well as downstream
- Piezometers to monitor the groundwater fluctuation within the dam, as well as the fluctuations downstream
- Perform a seepage analysis of the dam, as well as a review of the geophysical data to determine if existing seeps are present

5.3 Improvement of Groundwater Infiltration at the Greenway Wetland

5.3.1 Recommendation 1: Scarification of Ground Surface within the Depression

The approximate area of scarification is shown in **Figure 28**, below:

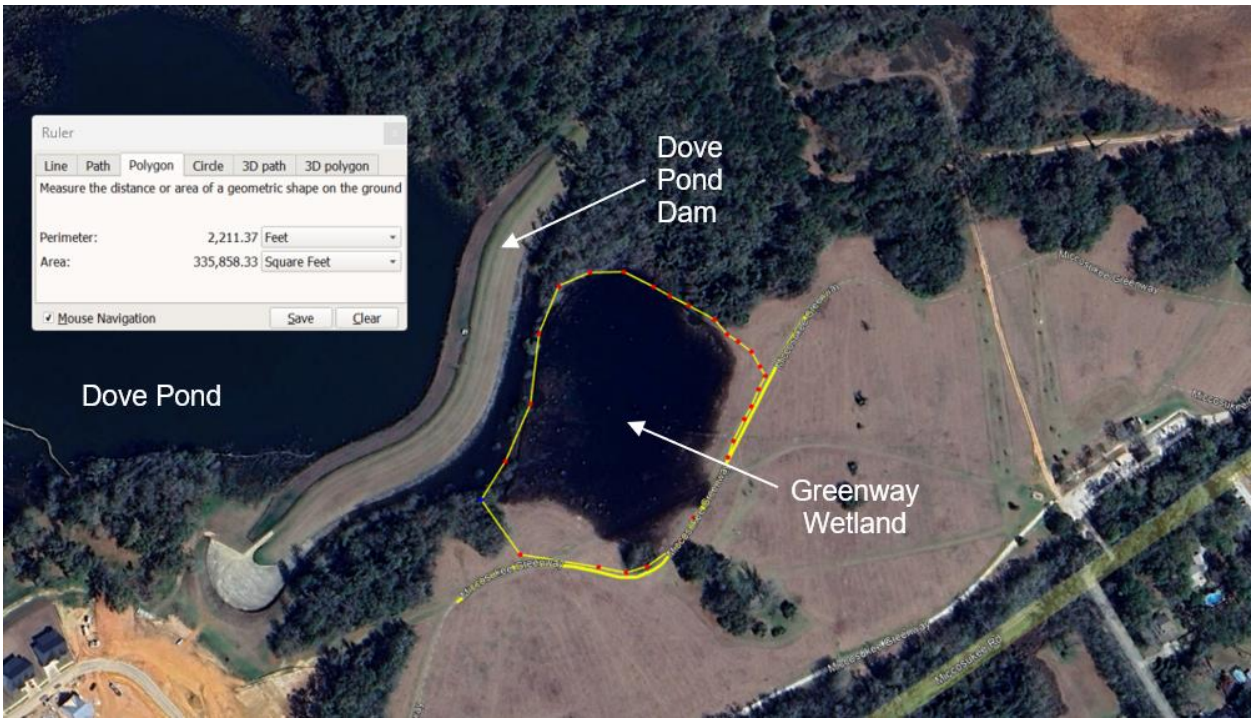


Figure 28: Approximate Area of Scarification of the Greenway Wetland Downstream of Dove Pond

The approximate area is 37,500 SY. This recommendation is contingent on the verification of siltation and highly variable water levels; therefore, it is recommended that Leon County maintenance perform these recommendations, should the County decide to pursue this scarification.

5.3.2 Recommendation No. 2: Increase Infiltration

A dry well drain is typically comprised of a perforated casing structure, filled with gravel and/or sand that collects stormwater and infiltrates it into the surrounding groundwater through a more transmissive soil layer underground. A series of dry wells could be installed with an inflow at elevation 83.0 ft-NAVD, which allows 3 feet of storage above the bottom of the Greenway Wetland at elevation 80.0 ft-NAVD.

The cost for a dry well is dependent on final design; however, FDOT's 2025 Bid Price Dashboard approximates the component cost of a general design as follows:

- Concrete Type C Inlet >10ft = **$11,000**
- Concrete Type P Manhole >10ft = **$12,000**
- Bedding Stone = $169/TN x ~50 tons = **$8,500**
- 15-inch pipe = $281/LF x ~100ft = **$28,000**

Estimated TOTAL = $59,500

5.4 Improvements to Restore Greenway Usage

From **Figure 29**, below, the approximate length of boardwalk needed to avoid wet terrain is estimated at 1,300 ft.:

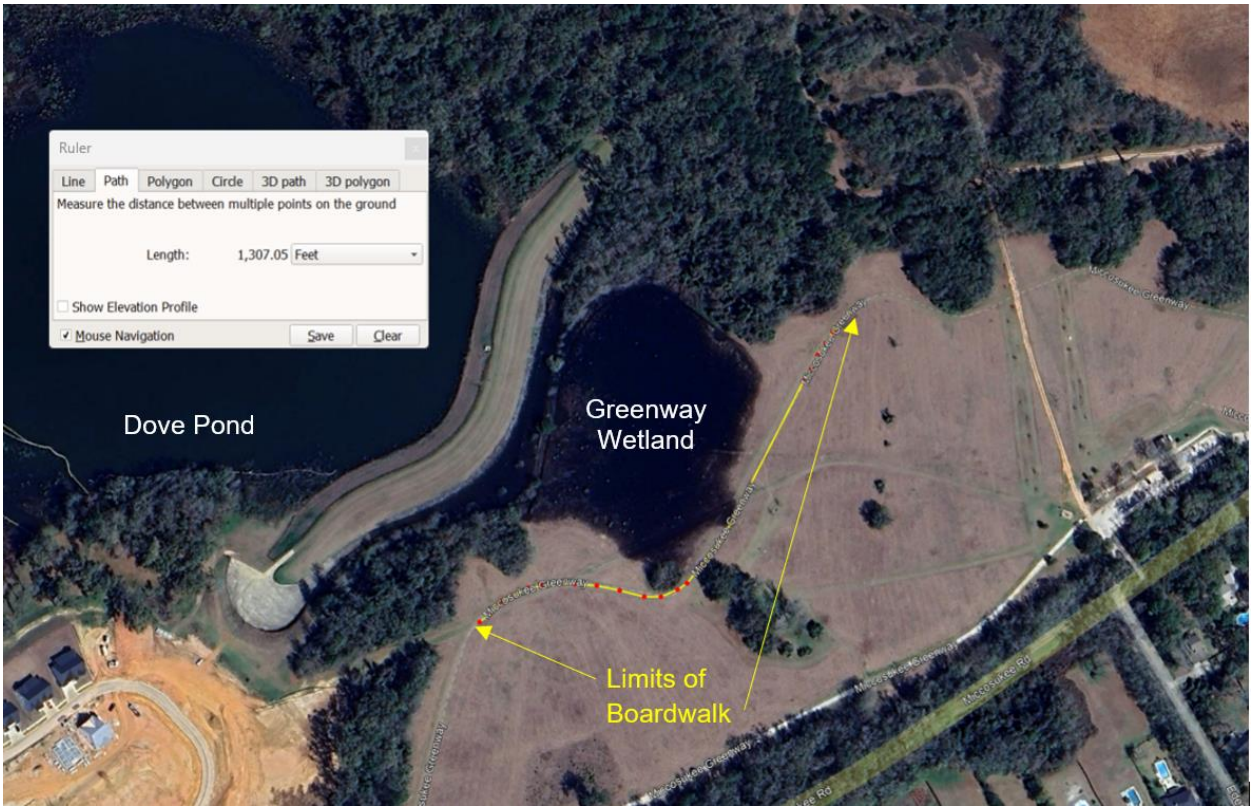


Figure 29: Path of Boardwalk Downstream of Dove Pond Dam

Costs for boardwalks vary depending on the material, foundation type, height of piers and features such as handrails. Assuming a 10-ft wide boardwalk with handrailings at a cost of $700 – $1,500 per linear foot, the boardwalk cost is estimated to range from approximately $1-2 million.

6. References

1. Emergency Action Plan, 8/26/2021, Dove Pond Community Development District
2. Canopy Stormwater Facility Master Plan, Moore Bass Consulting, Inc., 2009 – 2010
3. Construction Plans for the Dove Pond Regional Stormwater Facility Dam at Canopy PUD, Moore Bass Consulting, Inc., Approved 6-23-2017
4. Stormwater Facilities Master Plan Update, Greenman-Pedersen, Inc., August 2018
5. Tri-Basin Stormwater Management Study, Baskerville Donavon, Inc.,

Appendix A. Task 1 – Data Collection Memo from AtkinsRéalis to Ms. Anna Padilla, August 13, 2025

MEMO

TO: Ms. Anna Padilla, PE

Leon County Public Works
2280 Miccosukee Road
Tallahassee, FL 32308

FROM
Katey Earp, PE, Rick Renna, PE and Daniel Parsons, PE

EMAIL
Katey.Earp@atkinsrealis.com;
Rick.Renna@atkinsrealis.com;
Daniel.Parsons2@atkinsrealis.com

REF

DATE
13 August 2025

PHONE
850 591-7133

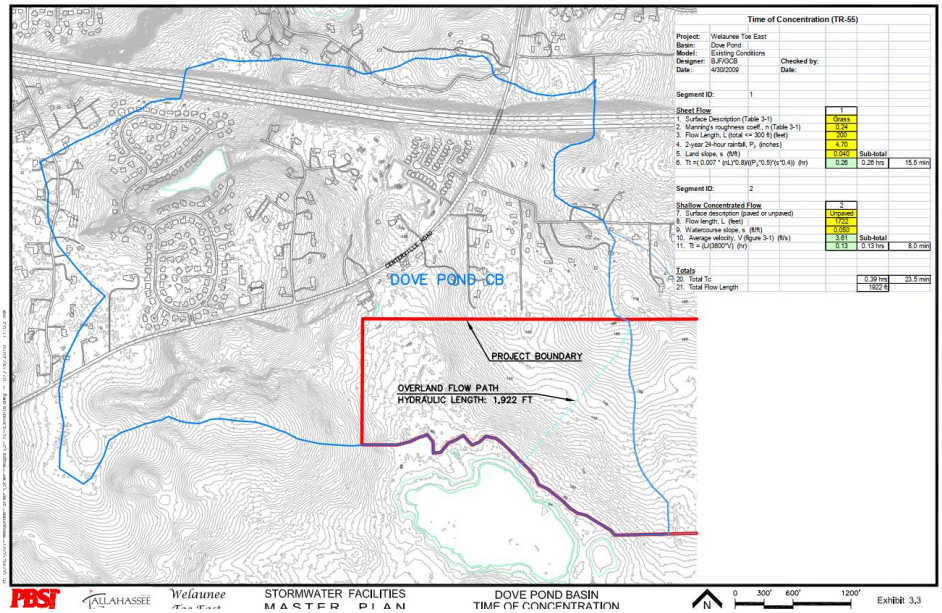
CC

SUBJECT
Miccosukee Greenway Flooding Evaluation

The purpose of this Technical Memorandum is to document the data findings collected as part of Task 1 and subsequent discussions held during a virtual Teams meeting on August 8, 2025, with Anna Padilla, Rick Renna, Daniel Parsons and Katey Earp.
Responses from Ms. Padilla are shown in purple throughout the document.

1. Review of the 2011 PBS&J Modeling Effort

a. The extent of the previous PBS&J (now AtkinsRéalis) study encompassed the Welaunee Toe East portion of the Welaunee Critical Area Plan (CAP). As a part of the CAP, a Stormwater Facilities Master Plan (SFMP) had to be approved prior to approval of a Planned Unit Development Concept Plan. The intent of the PBS&J study was to provide an outline for the future design of backbone stormwater facilities on the property.



2. In summary, AtkinsRéalis does not have recent stormwater models for this area. What are the County's intentions for modeling, given it is not specifically listed in the scope. *Ms. Padilla asked if the flooding we're seeing at the Greenway is correct, per existing models, or is it something else? Is Dove Pond functioning as intended?*

3. **Investigatory efforts into the Canopy Development:**
    a. Extensive permitting with the City has been ongoing since ~2000, with stormwater infrastructure designed for no discharge from Dove Pond for the 100 year event as well as the continuous simulations for 1964 and 1994, annual rainfall totals of 104" and 89", as opposed to average annual rainfall of approximately 63".
    b. The City is actively maintaining the Capacity Accounting Record for the Canopy.
    c. If the Canopy development exceeded the percent impervious, Directly Connected Impervious Area, or acreage of development, Dove Pond would be seeing higher stages and overflowing

more frequently. Precipitation along with coincident staff gage records compared to model stages could confirm this for us; however surface water flow from the spillway does not appear to be the cause of the downstream flooding.

The County has staff gage records for the downstream staff gages in the wetland area.

d. It would take an extensive effort to review and double check all the iterations of approved permit calcs and models. Is this what the County is looking for?

The County is not looking for a deep dive into all calculations, but a check of model output versus the stages we are seeing at the Greenway. Do the models account for groundwater flow?

4. Historical Google Aerials

a. 2025 Google Map Aerial

b. 2-7-95: Flooding to Miccosukee Road (Google Earth)

5. AtkinsRéalis Field Visit Notes 7-31-2025

a. Dam appears to be in good condition. Healthy vegetation, no areas of noticeable erosion, retaining wall in good shape, well maintained.
b. No evidence of rafted debris at the spillway slope, but some debris at the bottom of the concrete spillway leading down to wetland area.
c. Stagnant water at the bottom of the concrete spillway, bad odor. Water at this location appeared more turbid/murky than Dove Pond.

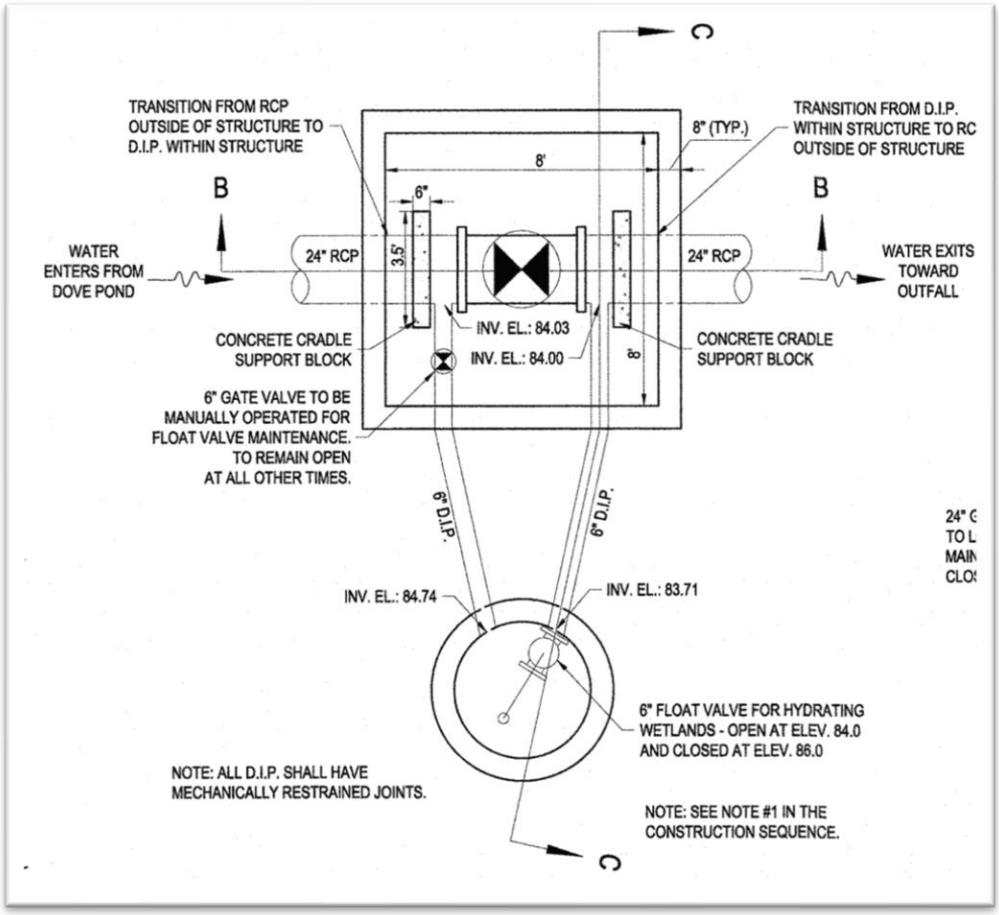
6. Questions for Leon County

a. When did flooding worsen and were there any changes that occurred in that time period? *Leon County began noticing the flooding after the series of April 2024 storms.* Are there observations, even anecdotal, of the duration and recovery of the flooding downstream of the dam?
b. How does the flooding present after a rain event? Do the downstream wetlands stage up quickly? Do they stage up slowly over a period of time after an event? *Unsure, but will talk to parks department. Staff gages might provide more information.*
c. The Emergency Action Plan states that dam inspections are required after heavy rain events. Did any of the maintenance inspection records for the dam show anything unusual? *Canopy Development District inspects the dam and provides reports to the City. (Katey to check with Moore Bass.)*
d. Are there historic records of Dove Pond stages? *Staff gage records from within Dove Pond are with the Canopy Development District. Ms. Padilla will provide the records for the wetland area.*
e. Any recorded discharge from the spillway? *Anna is not aware of any flow through the spillway.*

f. Moore Bass stated that there is an ongoing effort to revise the permitted geotechnical capabilities of Dove Pond to allow for great density in Canopy. Is Leon County privy to the records of the infiltration testing occurring at Dove Pond? *No, but could request from the City or Moore Bass.*
g. Have there been any changes to the structural improvements adopted in 1999 by Leon County as part of the Tri-Basin Study (TBS), to help alleviate flooding? *No changes to these structural improvements. During April event there were some temporary measures to alleviate localized flooding at Miccosukee/Edenfield Roads, but no permanent modification.*
    i. Construction of a regional stormwater facility at Pedrick Road and Mahan Drive.
    ii. Reopening of an outfall pipe from the Lafayette Oaks Pond and purchasing those properties most severely flooded.
    iii. Construction of a regional stormwater facility on Welaunee Property upstream of Lafayette Oaks to hold back stormwater flow from the north.
h. Have there been any other notable structural changes downstream of Dove Pond that might influence the flooding downstream of the dam? *No.*
i. There are two existing culverts under Centerville Road that allow stormwater to flow through two wet weather ditches to Dove Pond.
    i. Any known developments or changes to the basin upstream of Centerville? *No.*
    ii. Have the culverts been changed in any manner? *No.*
j. Are permeability measurements available downstream from the dam? *Not to Anna's knowledge, unless part of the Tri Basin Study or Canopy permit effort.*

7. Initial List of Ideas from Research

a. Investigation into Dove Pond Dam Operation & Functionality:
Consider a 2-tier approach:
    i. First, confirm the functionality and status of the following structures through the dam:
        1. 24" gate valve located in the 24" RCP – intended to drain Dove Pond when needed for maintenance.
        2. 6" float valve is operating at appropriate elevations - built to keep the downstream wetlands hydrated.
        3. 6" gate valve in the 6" DIP – built to be able to maintain the float valve.



ii. If the gate and float valves appear to be constructed and functioning properly, engage a Geotechnical Engineer to investigate if additional seepage is occurring at the dam. Possible testing includes the following:
    1. Dye test
    2. Ground penetrating radar
    3. Piezometers for infiltration/groundwater
    4. Turbidity measurements

iii. References:
    1. Seepage Surveillance & Monitoring - ASDSO Dam Safety Toolbox
    2. FEMA P-1032: Evaluation and Monitoring of Seepage and Internal Erosion, Part 3

b. Chimney drains and/or French drains with an elevated inflow to allow water to stage up and remain wetland up to a certain elevation.
c. In the future, if/when the wetland area goes dry, confirm if any sedimentation has occurred to prevent the wetland area from natural recovery. If so, consider scarifying the top 1-2 ft. to restore percolation, unless wetland impacts might be assessed.

8. Report Framework

a. **Task 1**: Completed with this meeting.
b. **Task 2**: Critical design elevations, rainfalls, storage volumes and other quantitative surface water issues have been eclipsed by the spillway staying inactive over its life. The signs of seepage have taken the place of surface water issues.

c. **Task 3**: If design or field permeability measurements are available downstream of the dam, we will analyze the changes. Siltation downstream of the dam would also be evidence of decreased infiltration. The odor observed during the field visit is also evidence of stagnation rather than infiltration of the water downstream of the dam.
d. **Task 4**: The final report would include the following:
    i. Formalization of the information and discussion in this document.
    ii. Documentation of the field visit.
    iii. Recommendations for checking the performance of the gate valves and float valve in the pipe through the dam.
    iv. Recommendations for the geotechnical investigation of potential dam seepage.
    v. Concept plans for the following:
        - Chimney drains and French drains for the area downstream of the dam.
        - Scarifying the wetland downstream of the dam.
        - Boardwalks and raised walkways are NOT recommended until the possible seepage of the dam is investigated. Could provide a range of costs for pedestrian bridges over flooded areas. *Anna will check with Public Works Director about including pedestrian options in the report. Could include a cost for geotechnical investigation.*

Appendix B. Dove Pond Dam Construction Plans

Construction Plans for the Dove Pond Dam (Moore Bass Consulting, 2010)

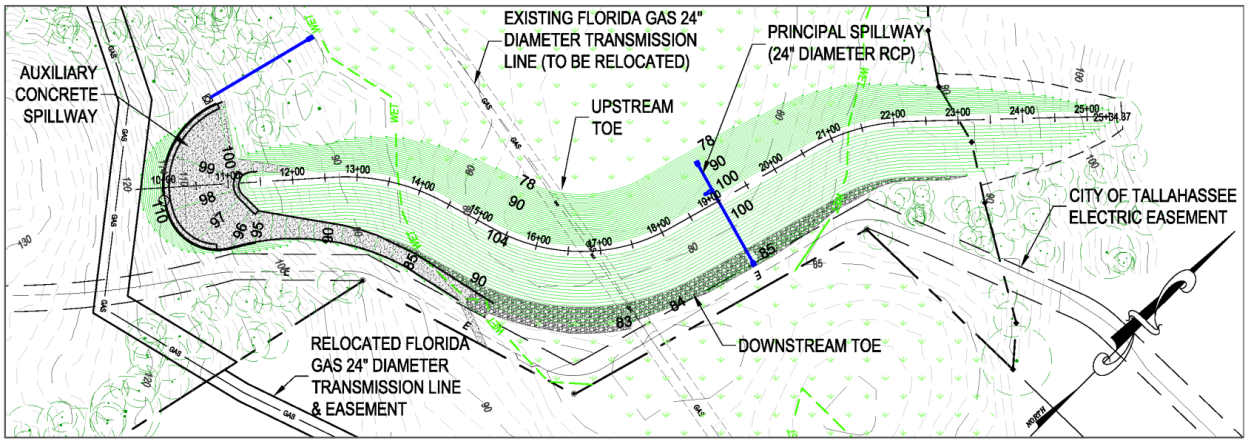


Figure 30: Plan View of the Dove Pond Dam Spillway (Dove Pond Dam Emergency Action Plan 2021)

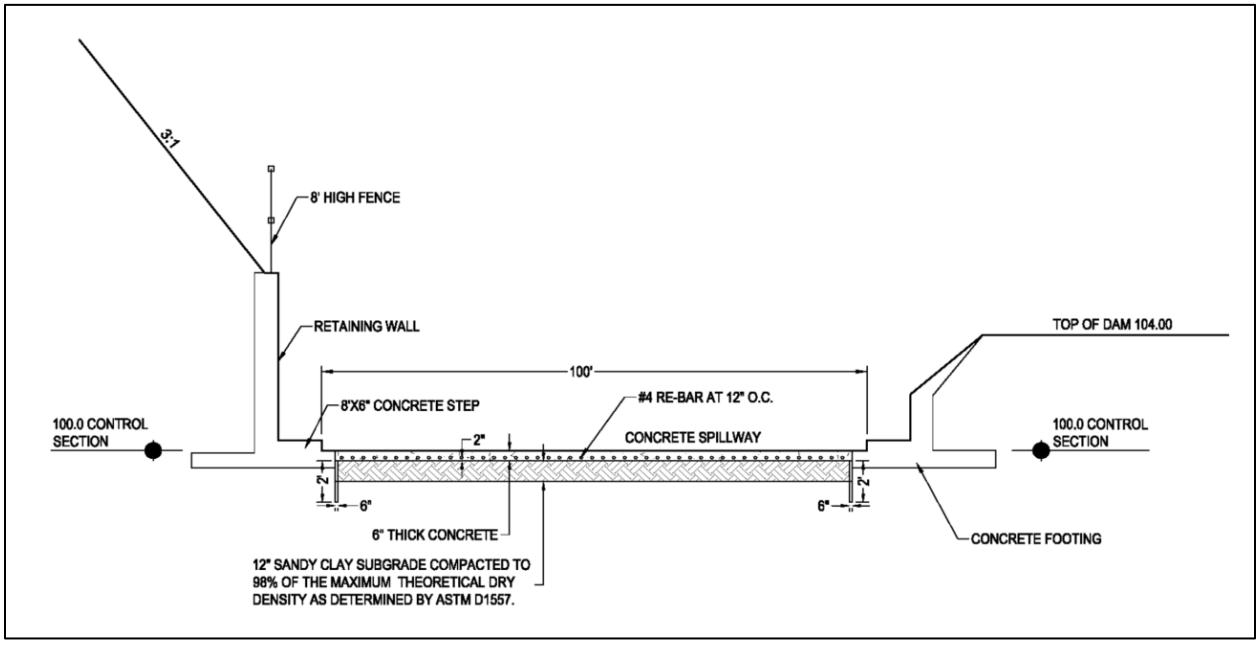


Figure 31: Cross Section of the Dove Pond Dam Spillway (Dove Pond Dam Emergency Action Plan 2021)

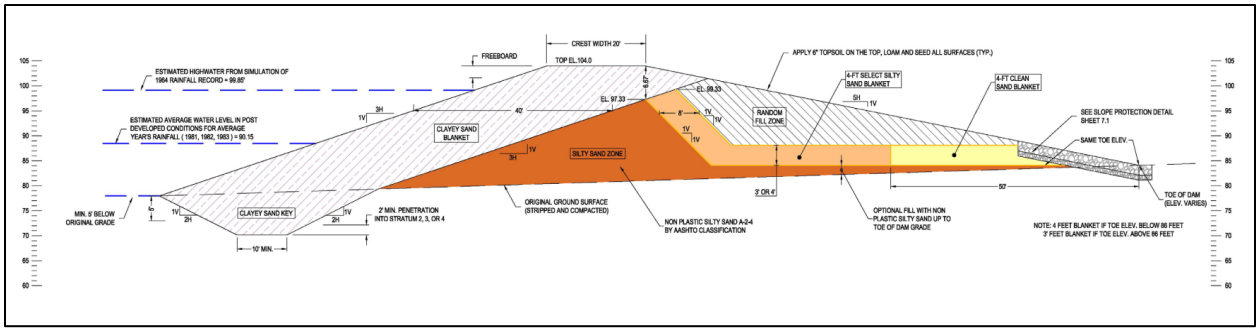


Figure 32: Cross Section of the Dove Pond Dam (Dove Pond Dam Emergency Action Plan 2021)

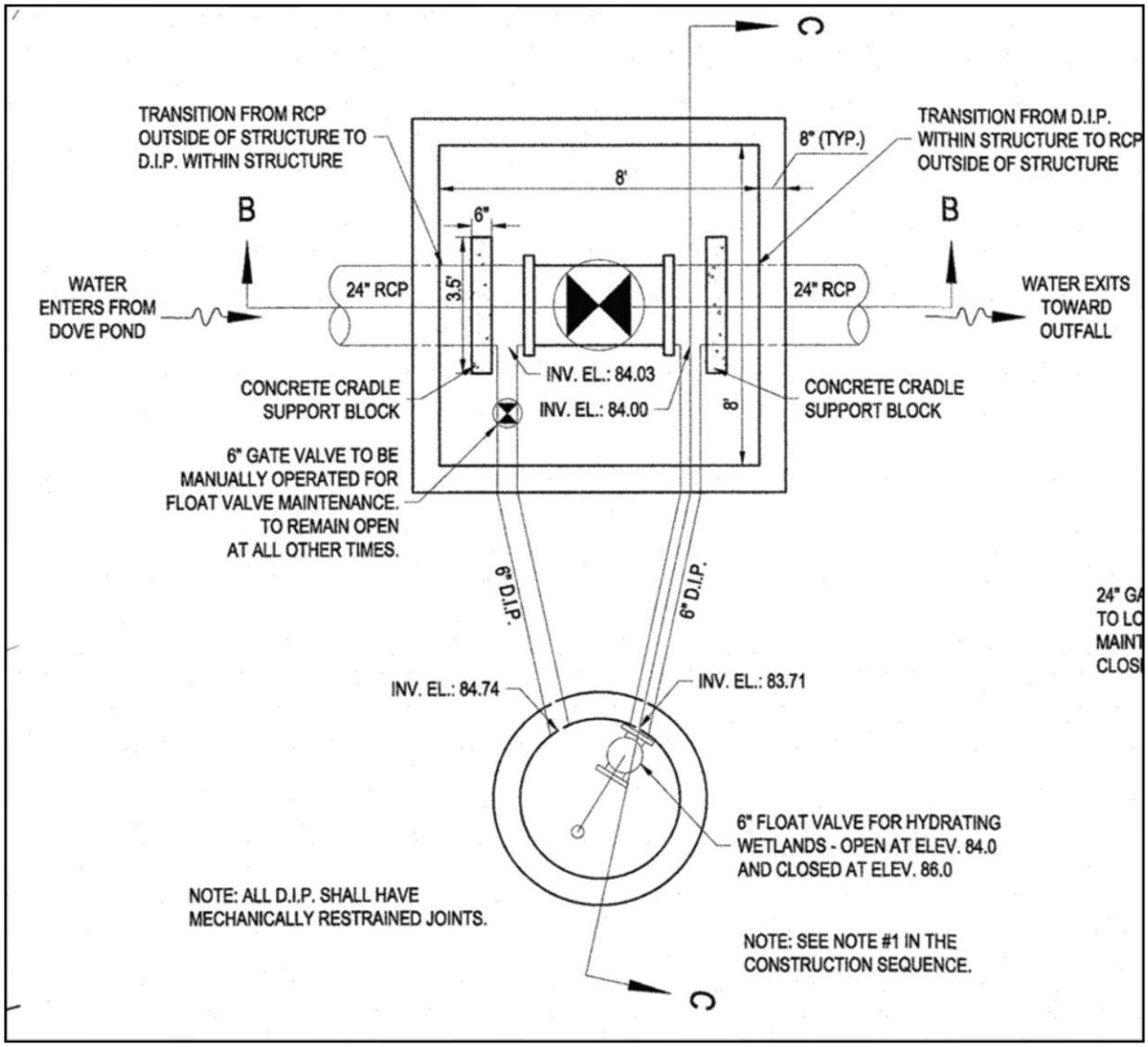


Figure 33: Valves in the Discharge Pipe through the Dove Pond Dam (Dove Pond Dam Construction Plans)

As-Built Survey: Moore Bass Consulting, Dove Pond Dam Spillway, 10-22-2021

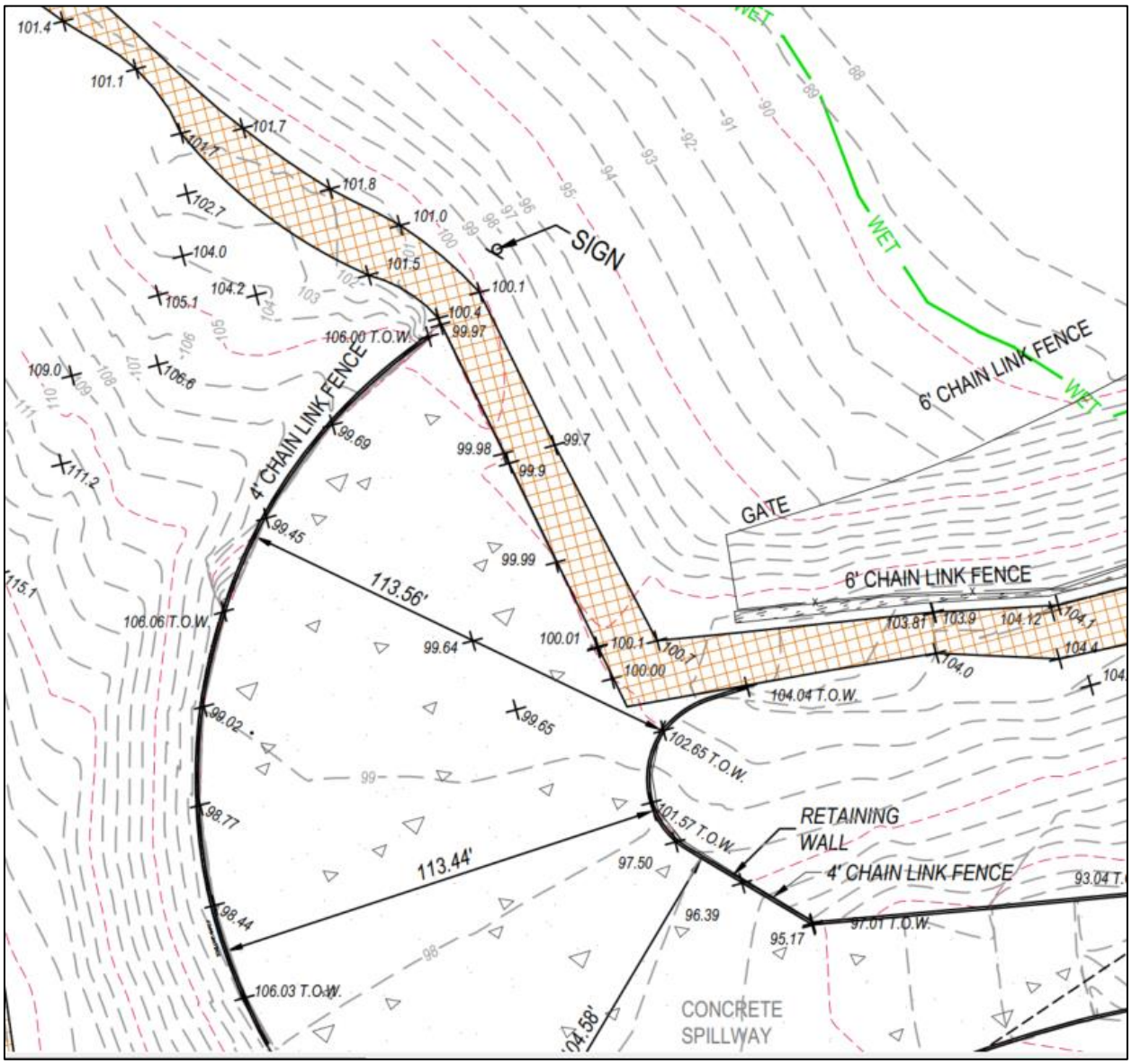


Figure 34: As-built Survey of the Dove Pond Dam Spillway

Appendix C. 9-15-23 Memo from City of Tallahassee Stormwater in Response to the Supplemental Dove Pond Monitoring Data

Underground Utilities
& Public Infrastructure

Memorandum

TO: Craig Barkve, PE, Program Engineer
Growth Management

THROUGH: Jason Smith, PE, Manager Stormwater Planning
Underground Utilities & Public Infrastructure (UUPI)

FROM: Charley Schwartz, PE, Program Engineer Stormwater Planning *Charley Schwartz*
UUPI
Jason Iceman, PE, Program Engineer Water Quality Programs *Jason Iceman*
UUPI

DATE: September 15, 2023

SUBJECT: Proposed Dove Pond Infiltration Increase

Stormwater Management (SWM) staff has completed a review of the revised Dove Pond stormwater analysis and recorded monitoring data materials submitted by Moore Bass (MB) as supplemented on August 22, 2023. Based on the Stormwater Narrative provided by MB, *"The purpose of this analysis is to present the results of the recorded data and provide an updated stormwater model utilizing the higher infiltration rates. This will allow for construction of more impervious area than is stated in the approved capacity accounting record with no structural modifications to the system."*

Based on the information provided, SWM staff does not find sufficient justification for the proposed increased infiltration rates. More detailed SWM staff comments on the infiltration rate analysis are provided below.

SWM staff also reviewed the XPSWMM model utilized by MB for this analysis and have provided general comments. Any future models submitted (e.g., FEMA floodplain analysis) should ensure identified model and documentation issues are addressed.

AtkinsRéalis
Miccosukee Greenway Flooding Evaluation
Page 266 of 750
43 | R a g e
Posted on May 4, 2026
AtkinsRéalis - Baseline / Référence

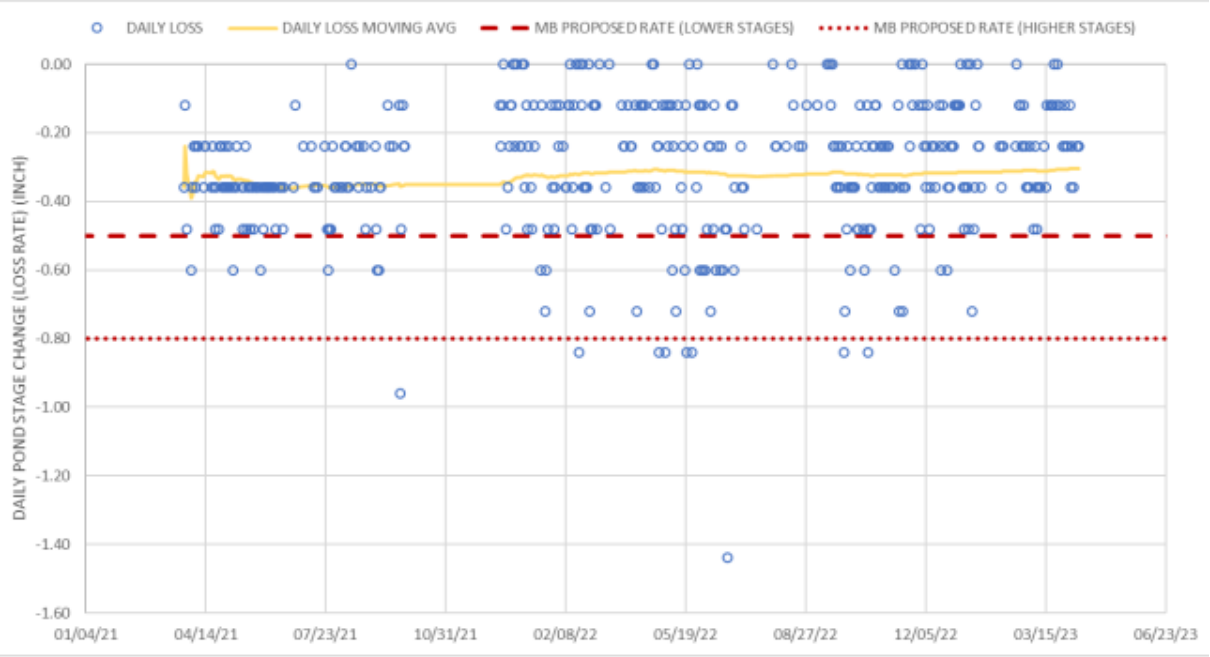
COMMENTS ON INFILTRATION RATE ANALYSIS

Provided Data

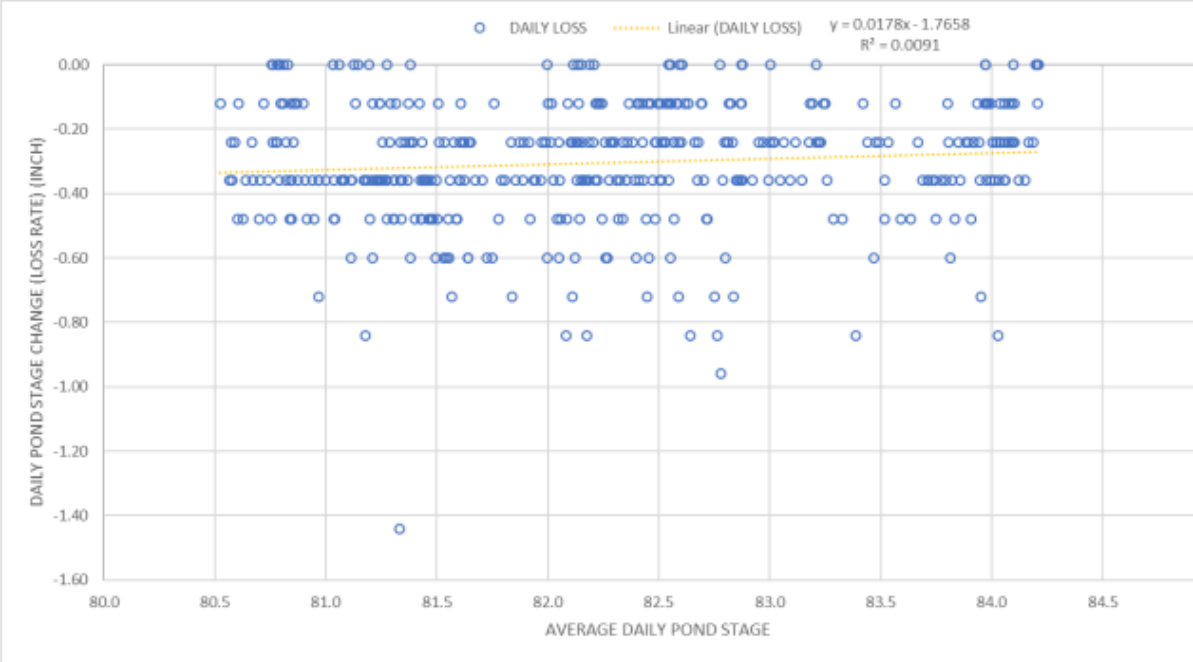
1. MB proposed increasing the basin infiltration rates used to model volume recovery in Dove Pond in XPSWMM. The proposed rates are 0.5 inch/day for pond stages at or below 86' NAVD and 0.8 inch/day for pond stages at or above 87' NAVD. The recorded stage data provided does not support either proposed rate.

    a. SWM's review of the provided data indicates observed total loss rates are more in line with approximately 0.3 inch/day. A comparison of daily loss rate observed at Dove Pond versus proposed basin infiltration rates is shown below. It should be noted, the observed total loss rate includes infiltration (vertical percolation as well as horizontal percolation) and evapotranspiration (ET) as shown in the equation below. The modeled basin infiltration rate should only consider percolation since ET is included in XP's hydrologic routine by default.

    observed stage change with time = total loss rate = (basin infiltration rate + ET rate)



b. SWM's review also indicates that increasing infiltration rate with stage may not be justified based on the provided data. The observed loss rate exhibits a slightly decreasing trend with stage increase as shown below, where positive trend line slope indicates decrease in rate. However, it is noted that the observed stage range is relatively narrow and does not capture pond stages above 84.5' NAVD and the year 2021 was overall drier than the subsequent years monitored. More data is required especially at higher stages to better understand the relationship between pond stage and infiltration rate.



c. For reference, the previously approved permitted model uses basin infiltration rates that range from 0.25 inch/day (stage 77' only), 0.4 inch/day (stages 78-86'), and 0.42-0.57 inch/day (stages 87-100' spillway elevation). The proposed increase in rate by pond stage is shown below. The initial condition of Dove Pond (N70) for the 1964 simulation is 88.1' NAVD, meaning only proposed rate changes near and above stage 88' are relevant to the simulation.

POND STAGE (NAVD)	MODEL NODE (N70) DEPTH	PERMITTED RATE (IN/DAY)	PROPOSED RATE (IN/DAY)	PROPOSED RATE INCREASE
77	1	0.25	0.25	0%
78	2	0.40	0.50	26%
79	3	0.40	0.50	26%
80	4	0.40	0.50	26%
81	5	0.40	0.50	26%
82	6	0.40	0.50	26%
83	7	0.40	0.50	26%
84	8	0.40	0.50	26%
85	9	0.40	0.50	26%
86	10	0.40	0.50	26%
87	11	0.42	0.80	89%
88	12	0.49	0.80	63%
89	13	0.51	0.80	58%
90	14	0.52	0.80	55%
91	15	0.53	0.80	52%
92	16	0.53	0.80	50%
93	17	0.54	0.80	49%
94	18	0.54	0.80	47%
95	19	0.55	0.80	46%
96	20	0.55	0.80	45%
97	21	0.56	0.80	44%
98	22	0.56	0.80	42%
99	23	0.57	0.80	41%
100	24	0.57	0.80	41%

2. Limitations of provided data (1/1/2021 – 4/12/2023)
   a. Stage/Elevation Data
      i. Observations are limited to lower pond stages.
         1. Observed Elevations ranged from 78.68' to 84.21'.
         2. Average Observed Elevation ~82'.
         3. Spillway Elevation is 100'.
      ii. Data Gaps (No stage measurements for the following)
         1. 9/28/2021 16:00 thru 12/14/2021 16:00
         2. 1/14/2022 14:00 thru 1/17/2022 15:00

AtkinsRéalis

iii. Significant on-going development was occurring within drainage areas to Dove Pond during the observation period making runoff conditions variable with time (ex. Canopy, Hansell Hill).

b. Rainfall Data
   i. Relatively Dry Monitoring Period (1/1/2021 – 4/12/2023)
      1. 103.56" total at Dove Pond rain gauge (data gaps see below).
      2. For comparison:
         a. 133" average total for monitoring period based on 30-yr avg from NWS Tallahassee.
         b. 104" total for the 1964 simulation year.
      3. No large rainfall events (2.62" = highest daily rain accumulation).
      4. 108.8" total from One Rain Senior Center gauge.
      5. 119.14" from One Rain Hilaman gauge.
      6. 121.05" from NWS Tallahassee gauge.
      7. 2021 was drier than subsequent years monitored.
   ii. Data Gap
      1. No rain reported from 9/28/2021 8:00 to 1/17/2022 15:00.
         a. This included/overlapped stage gauge gaps above.
         b. COT One Rain network Senior Center indicated some rainfall events in this period (9/21/2021, 10/5-10/6/2021, 10/24, etc.) which would bring Dove Pond total more in line with other area rain gauges.

Provided Analysis

3. MB analysis excludes a significant amount of monitoring data without sufficient justification. While it is understandable to exclude data during and shortly after rainfall events, to allow stormwater runoff and discharge from upstream SWMFs to reach the pond, the analysis also excludes many data points where there was no rainfall reported or other justification provided. In some instances, the monitored stage elevation may have only increased one or two measuring units (0.01-0.02'). It is possible these slight elevation differences indicate seepage into the pond (which would need to be accounted for as part of overall loss rate behavior), though the differences are most likely general "noise" from the stage recording device (e.g. wave action, floating debris, etc.). An example of how this data exclusion can significantly increase reported loss rate follows:

   <u>For the Period 4/1/2021 5:00 to 4/7/2021 6:00</u>
   i. No rainfall was reported during this period.
   ii. MB separated into three periods excluding three large segments of the overall duration. MB's reported infiltration rates for the selected periods were 0.84, 0.77 & 0.90 inch/day.
   iii. When the three excluded time segments are included, the overall loss rate for this period was only ~0.4 inch/day.

4. MB analysis uses an averaging of averages method that does not account for weighting of infiltration rates based on different time durations represented. As such rates based on short time periods have equal weight to rates based on longer time periods when calculating a single average value.

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5. The MB XPSWMM model uses the ET module's default rate of 0.1 inch/day for the 1964 simulation. Therefore, the ET rate should be subtracted from any observed total loss rate if observed loss data is used to develop a basin infiltration rate using the following equation:

   basin infiltration rate = total loss rate – ET rate.

COMMENTS ON STORMWATER MODEL & DOCUMENTATION

1. A complete engineering stormwater analysis report should accompany future model submittals. The report should document all relevant assumptions and data sources used within the associated stormwater model and/or related calculations. Any previously provided calculations or other relevant documentation that remain applicable to the new submittal should be integrated into the report directly, such as within an Appendix, or explicitly referenced.
2. Basin delineations and other spatial data inputs need to be documented. It appears that some basins have changed since the original stormwater facility master plan was approved.
3. Any constructed SWMFs need to be integrated into the model with drainage basins routed accordingly.
4. ICPR and XPSWMM are both acceptable stormwater models; however, they do operate differently. Converting parameters from ICPR to XPSMM and associated model adjustment need to be documented (e.g., modeled consideration of ET is different).
5. The model needs to ensure that basin runoff response, pond infiltration, and ET are properly integrated without overlap (i.e., no "double counting").
6. Several hydrologic parameters included in the Dove Pond model appear outside of standard ranges or conflict with other hydrologic parameters (e.g., green ampt parameters, loss coefficients, etc.).

2023_09_15 Growth-SWPlanning_RateIncrease FindingsMemo

Final Audit Report 2023-10-19

Created:	2023-10-19
By:	Charley Schwartz (Charley.Schwartz@talgov.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAA7P15UutGTlti_5sB5sS-8mQzRKGxKXew

"2023_09_15 Growth-SWPlanning_RateIncreaseFindingsMemo" History

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Appendix D. NRCS Soil Survey Map

Map Unit Legend

Map Unit Symbol	Map Unit Name	Acres in AOI	Percent of AOI
1	Albany loamy sand, 0 to 2 percent slopes	10.2	6.9%
24	Lucy fine sand, 0 to 5 percent slopes	41.1	27.7%
27	Lynchburg fine sandy loam	14.9	10.0%
33	Orangeburg fine sandy loam, 2 to 5 percent slopes	24.5	16.5%
34	Orangeburg fine sandy loam, 5 to 8 percent slopes	40.2	27.1%
99	Water	17.5	11.8%
Totals for Area of Interest		**148.4**	**100.0%**

Engineering Properties–Leon County, Florida														
Map unit symbol and soil name	Pct. of map unit	Hydrologic group	Depth	USDA texture	Classification		Pct Fragments		Percentage passing sieve number—				Liquid limit	Plasticity index
					Unified	AASHTO	>10 inches	3-10 inches	4	10	40	200		
			In				*L-R-H*	*L-R-H*	*L-R-H*	*L-R-H*	*L-R-H*	*L-R-H*	*L-R-H*	*L-R-H*
1—Albany loamy sand, 0 to 2 percent slopes														
Albany	80	A/D	0-4	Loamy sand	SM	A-4, A-2-4	0- 0- 0	0- 0- 0	100-100 -100	100-100 -100	68-77-89	17-26-36	0-0 -20	NP-0 -3
			4-21	Loamy sand	SM, SC-SM	A-2-4	0- 0- 0	0- 0- 0	93-96-100	86-93-100	66-72-86	22-25-35	0-0 -21	NP-0 -4
			21-36	Loamy sand	SM, SC-SM	A-2-4	0- 0- 0	0- 0- 0	93-97-100	87-93-100	66-73-86	22-25-35	0-0 -21	NP-0 -4
			36-50	Loamy sand	SM	A-2-4	0- 0- 0	0- 0- 0	93-97-100	87-93-100	66-73-86	22-25-35	0-0 -18	NP-0 -3
			50-63	Sandy loam, sandy clay loam	SC, SC-SM	A-4, A-2-4	0- 0- 0	0- 0- 0	93-96-100	86-93-100	62-69-80	27-31-39	18-20 -25	2-3 -7
			63-78	Sandy loam, sandy clay loam, fine sandy loam	SC, CL, SC-SM	A-6, A-2-4	0- 0- 0	0- 0- 0	93-96-100	86-93-100	71-87-100	30-43-54	20-30 -36	4-12-16
			78-100	Sandy clay loam, fine sandy loam, very fine sandy loam	CL, SM	A-6, A-4	0- 0- 0	0- 0- 0	100-100 -100	100-100 -100	97-99-100	37-45-57	17-18 -32	1-2 -13
Plummer	10	A/D	0-17	Fine sand	SM	A-2-4	0- 0- 0	0- 0- 0	100-100 -100	100-100 -100	91-92-96	16-17-21	—	—
			17-61	Fine sand	SM	A-2-4	0- 0- 0	0- 0- 0	100-100 -100	100-100 -100	92-92-97	15-15-20	—	—
			61-80	Fine sandy loam, sandy clay loam, sandy loam	SC-SM	A-2-4	0- 0- 0	0- 0- 0	100-100 -100	97-98-100	90-92-100	26-27-41	—	—
Troup	10	A	0-3	Loamy sand	SM	A-2-4	0- 0- 0	0- 0- 0	100-100 -100	100-100 -100	71-74-81	15-17-25	0-0 -0	NP
			3-55	Sand, loamy sand	SM	A-2-4	0- 0- 0	0- 0- 0	100-100 -100	100-100 -100	72-74-78	13-16-20	0-0 -0	NP

Engineering Properties–Leon County, Florida														
Map unit symbol and soil name	Pct. of map unit	Hydrologic group	Depth	USDA texture	Classification		Pct Fragments		Percentage passing sieve number—				Liquid limit	Plasticity index
					Unified	AASHTO	>10 inches	3-10 inches	4	10	40	200		
			In				*L-R-H*	*L-R-H*	*L-R-H*	*L-R-H*	*L-R-H*	*L-R-H*	*L-R-H*	*L-R-H*
			55-80	Sandy loam, sandy clay loam	SC, SC-SM, SM	A-4, A-2-4	0- 0- 0	0- 0- 0	100-100 -100	100-100 -100	70-72-83	24-26-38	17-18 -26	3-4 -8

Engineering Properties–Leon County, Florida														
Map unit symbol and soil name	Pct. of map unit	Hydrologic group	Depth	USDA texture	Classification		Pct Fragments		Percentage passing sieve number—				Liquid limit	Plasticity index
					Unified	AASHTO	>10 inches	3-10 inches	4	10	40	200		
			In				*L-R-H*	*L-R-H*	*L-R-H*	*L-R-H*	*L-R-H*	*L-R-H*	*L-R-H*	*L-R-H*
24—Lucy fine sand, 0 to 5 percent slopes														
Lucy	85	B	0-5	Fine sand	SM, SP-SM	A-2	0- 0- 0	0- 0- 0	98-99-100	95-98-100	50-69-87	10-15-30	0-7 -14	NP
			5-26	Fine sand, loamy fine sand	SM, SP-SM	A-2	0- 0- 0	0- 0- 0	98-99-100	95-98-100	50-69-87	10-15-30	0-7 -14	NP
			26-80	Sandy clay loam, fine sandy loam	SC, SC-SM	A-2, A-4, A-6	0- 0- 0	0- 0- 0	100-100-100	95-98-100	60-78-95	20-36-50	20-30 -40	5-13-20
Orangeburg	5	B	0-5	Fine sandy loam	SM	A-2	0- 0- 0	0- 0- 0	98-99-100	95-98-100	75-85-95	20-28-35	0-7 -14	NP
			5-10	Fine sandy loam	SM	A-2	0- 0- 0	0- 0- 0	98-99-100	95-98-100	75-85-95	20-28-35	0-7 -14	NP
			10-80	Fine sandy loam, sandy clay loam	CL, SC	A-4, A-6	0- 0- 0	0- 0- 0	98-99-100	95-98-100	71-84-96	38-48-58	22-31 -40	8-14-19
Troup	5	A	0-8	Fine sand	SM	A-4, A-2	0- 0- 0	0- 0- 0	95-98-100	90-95-100	65-78-90	15-28-40	0-7 -14	NP
			8-44	Fine sand	SM	A-2, A-4	0- 0- 0	0- 0- 0	95-98-100	90-95-100	65-78-90	15-28-40	0-7 -14	NP
			44-80	Sandy clay loam, fine sandy loam	CL, CL-ML, SC, SC-SM	A-2, A-4	0- 0- 0	0- 0- 0	95-98-100	95-98-100	70-80-90	24-40-55	10-20 -30	4-7 -10
Wagram	3	B	0-6	Loamy fine sand	SM	A-2	0- 0- 0	0- 0- 0	100-100-100	98-99-100	50-68-85	15-25-35	0-7 -14	NP
			6-31	Loamy fine sand	SM	A-2	0- 0- 0	0- 0- 0	100-100-100	98-99-100	50-68-85	15-25-35	0-7 -14	NP
			31-62	Sandy clay loam, fine sandy loam	SC	A-2, A-4, A-6	0- 0- 0	0- 0- 0	100-100-100	98-99-100	80-88-95	31-38-45	21-31 -40	8-18-25
			62-80	Sandy clay loam, sandy clay	CH, CL, SC	A-6, A-7	0- 0- 0	0- 0- 0	100-100-100	98-99-100	80-90-100	40-50-60	35-53 -70	20-31-42
Blanton	2	A	0-7	Fine sand	SP-SM	A-2-4, A-3	0- 0- 0	0- 0- 0	100-100-100	90-95-100	65-83-100	5- 9- 12	0-7 -14	NP

Engineering Properties–Leon County, Florida														
Map unit symbol and soil name	Pct. of map unit	Hydrologic group	Depth	USDA texture	Classification		Pct Fragments		Percentage passing sieve number—				Liquid limit	Plasticity index
					Unified	AASHTO	>10 inches	3-10 inches	4	10	40	200		
			In				*L-R-H*	*L-R-H*	*L-R-H*	*L-R-H*	*L-R-H*	*L-R-H*	*L-R-H*	*L-R-H*
			7-52	Fine sand	SP-SM	A-2-4, A-3	0- 0- 0	0- 0- 0	100-100-100	90-95-100	65-83-100	5- 9- 12	0-7 -14	NP
			52-80	Sandy clay loam, fine sandy loam	SC, SC-SM, SM	A-2-4, A-2-6, A-4, A-6	0- 0- 0	0- 0- 0	100-100-100	95-98-100	69-82-95	25-38-50	18-31 -43	4-8 -12

Engineering Properties–Leon County, Florida														
Map unit symbol and soil name	Pct. of map unit	Hydrologic group	Depth	USDA texture	Classification		Pct Fragments		Percentage passing sieve number—				Liquid limit	Plasticity index
					Unified	AASHTO	>10 inches	3-10 inches	4	10	40	200		
			In				*L-R-H*	*L-R-H*	*L-R-H*	*L-R-H*	*L-R-H*	*L-R-H*	*L-R-H*	*L-R-H*
27—Lynchburg fine sandy loam														
Lynchburg, non-hydric	50	B/D	0-8	Fine sandy loam	ML, SM	A-2, A-4	0- 0- 0	0- 0- 0	92-96-100	90-95-100	75-88-100	25-45-65	0-15 -30	NP-4 -7
			8-18	Fine sandy loam	SM, ML	A-2, A-4	0- 0- 0	0- 0- 0	92-96-100	90-95-100	75-88-100	25-45-65	0-15 -30	NP-4 -7
			18-65	Sandy clay loam, sandy loam	CL, CL-ML, SC, SC-SM	A-2, A-4, A-6	0- 0- 0	0- 0- 0	92-96-100	90-95-100	70-85-100	25-46-67	15-28 -40	4-11-18
			65-80	Sandy clay loam, sandy clay, clay	CL, CL-ML, SC, SC-SM	A-2, A-4, A-6	0- 0- 0	0- 0- 0	95-98-100	92-96-100	70-85-100	25-49-73	15-28 -40	4-12-20
Lynchburg, hydric	37	B/D	0-8	Fine sandy loam	SM, ML	A-2, A-4	0- 0- 0	0- 0- 0	92-96-100	90-95-100	75-88-100	25-45-65	0-15 -30	NP-4 -7
			8-18	Fine sandy loam	SM, ML	A-2, A-4	0- 0- 0	0- 0- 0	92-96-100	90-95-100	75-88-100	25-45-65	0-15 -30	NP-4 -7
			18-65	Sandy clay loam, sandy loam	CL, CL-ML, SC, SC-SM	A-2, A-4, A-6	0- 0- 0	0- 0- 0	92-96-100	90-95-100	70-85-100	25-46-67	15-28 -40	4-11-18
			65-80	Sandy clay loam, sandy clay, clay	CL, CL-ML, SC, SC-SM	A-2, A-4, A-6	0- 0- 0	0- 0- 0	95-98-100	92-96-100	70-85-100	25-49-73	15-28 -40	4-12-20
Ocilla	13	B/D	0-3	Fine sand	SM, SP-SM	A-2, A-3	0- 0- 0	0- 0- 0	100-100 -100	95-98-100	75-88-100	8-15- 35	0-7 -14	NP
			3-29	Fine sand, loamy fine sand	SM, SP-SM	A-2, A-3	0- 0- 0	0- 0- 0	100-100 -100	95-98-100	75-88-100	8-15- 35	0-7 -14	NP
			29-39	Sandy loam, sandy clay loam, fine sandy loam	CL, SC, SM	A-2, A-4, A-6	0- 0- 0	0- 0- 0	100-100 -100	95-98-100	80-90-100	30-43-55	0-20 -40	NP-9 -18
			39-80	Sandy loam, sandy clay loam, fine sandy loam	CL, SC, SM	A-2, A-4, A-6	0- 0- 0	0- 0- 0	100-100 -100	95-98-100	80-90-100	30-43-55	0-20 -40	NP-9 -18

Engineering Properties–Leon County, Florida														
Map unit symbol and soil name	Pct. of map unit	Hydrologic group	Depth	USDA texture	Classification		Pct Fragments		Percentage passing sieve number—				Liquid limit	Plasticity index
					Unified	AASHTO	>10 inches	3-10 inches	4	10	40	200		
			In				*L-R-H*	*L-R-H*	*L-R-H*	*L-R-H*	*L-R-H*	*L-R-H*	*L-R-H*	*L-R-H*
33—Orangeburg fine sandy loam, 2 to 5 percent slopes														
Orangeburg	80	B	0-2	Fine sandy loam	SC-SM, CL-ML, SM	A-4	0- 0- 0	0- 0- 0	100-100 -100	100-100 -100	87-94-97	38-48-52	0-21 -26	NP-4 -6
			2-10	Fine sandy loam	SC-SM, SM, CL-ML	A-4	0- 0- 0	0- 0- 0	100-100 -100	100-100 -100	87-94-97	38-48-52	0-21 -25	NP-4 -6
			10-16	Sandy clay loam	CL, SC-SM	A-4, A-6	0- 0- 0	0- 0- 0	100-100 -100	100-100 -100	79-86-95	43-52-62	21-29 -32	5-10-12
			16-41	Sandy clay loam	CL, SC-SM	A-4, A-6	0- 0- 0	0- 0- 0	100-100 -100	100-100 -100	79-86-95	43-52-62	21-29 -32	5-10-12
			41-80	Sandy clay loam	CL, SC-SM	A-4, A-6	0- 0- 0	0- 0- 0	100-100 -100	100-100 -100	79-86-95	43-52-62	21-29 -32	5-10-12
Lucy	10	B	0-8	Loamy sand	SC-SM, SM	A-2-4	0- 0- 0	0- 0- 0	100-100 -100	100-100 -100	70-80-94	15-23-34	0-19 -24	NP-3 -7
			8-24	Loamy sand, sand, fine sand	SM, SC-SM	A-2-4	0- 0- 0	0- 0- 0	100-100 -100	100-100 -100	70-80-93	15-23-34	0-18 -23	NP-3 -7
			24-35	Sandy clay loam, sandy loam, fine sandy loam	SC, SC-SM, CL	A-6, A-2-4	0- 0- 0	0- 0- 0	100-100 -100	100-100 -100	66-77-94	30-39-51	20-28 -39	6-12-21
			35-80	Sandy clay loam, sandy clay	SC, CH	A-6, A-7-6	0- 0- 0	0- 0- 0	100-100 -100	100-100 -100	75-87-100	40-49-64	29-40 -52	13-23-32
Blanton	5	A	0-12	Sand	SP-SM, SM	A-3, A-2-4	0- 0- 0	0- 0- 0	100-100 -100	100-100 -100	81-85-90	8-10- 14	0-0 -0	NP
			12-69	Fine sand, loamy sand, sand	SM, SP-SM	A-2-4	0- 0- 0	0- 0- 0	100-100 -100	100-100 -100	74-85-100	11-15-35	0-0 -0	NP

Engineering Properties–Leon County, Florida														
Map unit symbol and soil name	Pct. of map unit	Hydrologic group	Depth	USDA texture	Classification		Pct Fragments		Percentage passing sieve number—				Liquid limit	Plasticity index
					Unified	AASHTO	>10 inches	3-10 inches	4	10	40	200		
			In				*L-R-H*	*L-R-H*	*L-R-H*	*L-R-H*	*L-R-H*	*L-R-H*	*L-R-H*	*L-R-H*
			69-80	Fine sandy loam	SC-SM, SC, SM	A-2-4	0- 0- 0	0- 0- 0	100-100 -100	100-100 -100	81-86-91	24-28-34	19-24 -26	3-7 -8
Troup	5	A	0-8	Fine sand	SM	A-2-4, A-4	0- 0- 0	0- 0- 0	100-100 -100	100-100 -100	83-93-100	16-22-39	0-0 -0	NP
			8-21	Fine sand, loamy fine sand, sand	SM	A-2-4, A-4	0- 0- 0	0- 0- 0	100-100 -100	100-100 -100	82-94-100	15-23-42	0-0 -0	NP
			21-43	Fine sand, loamy fine sand, sand	SM	A-2-4, A-4	0- 0- 0	0- 0- 0	100-100 -100	100-100 -100	82-94-100	15-23-42	0-0 -0	NP
			43-49	Fine sandy loam, sandy loam, sandy clay loam	SC-SM, SC, SM	A-2-4, A-4	0- 0- 0	0- 0- 0	100-100 -100	100-100 -100	76-86-100	25-33-44	0-21 -26	NP-4 -8
			49-56	Sandy clay loam, sandy loam	CL, SC, SM	A-6, A-2-4, A-4	0- 0- 0	0- 0- 0	100-100 -100	100-100 -100	85-94-99	35-47-55	17-28 -32	2-9 -11
			56-80	Sandy clay loam, sandy loam	SC, CL, SM	A-6, A-2-4, A-4	0- 0- 0	0- 0- 0	100-100 -100	100-100 -100	85-94-99	35-47-55	17-28 -32	2-9 -11

Engineering Properties–Leon County, Florida														
Map unit symbol and soil name	Pct. of map unit	Hydrologic group	Depth	USDA texture	Classification		Pct Fragments		Percentage passing sieve number—				Liquid limit	Plasticity index
					Unified	AASHTO	>10 inches	3-10 inches	4	10	40	200		
			In				*L-R-H*	*L-R-H*	*L-R-H*	*L-R-H*	*L-R-H*	*L-R-H*	*L-R-H*	*L-R-H*
34—Orangeburg fine sandy loam, 5 to 8 percent slopes														
Orangeburg	80	B	0-2	Fine sandy loam	SC-SM, CL-ML, SM	A-4	0- 0- 0	0- 0- 0	100-100 -100	100-100 -100	87-94-97	38-48-52	0-21 -26	NP-4 -6
			2-10	Fine sandy loam	SC-SM, CL-ML, SM	A-4	0- 0- 0	0- 0- 0	100-100 -100	100-100 -100	87-94-97	38-48-52	0-21 -25	NP-4 -6
			10-16	Sandy clay loam	CL, SC-SM	A-4, A-6	0- 0- 0	0- 0- 0	100-100 -100	100-100 -100	79-86-95	43-52-62	21-29 -32	5-10-12
			16-41	Sandy clay loam	CL, SC-SM	A-4, A-6	0- 0- 0	0- 0- 0	100-100 -100	100-100 -100	79-86-95	43-52-62	21-29 -32	5-10-12
			41-80	Sandy clay loam	CL, SC-SM	A-4, A-6	0- 0- 0	0- 0- 0	100-100 -100	100-100 -100	79-86-95	43-52-62	21-29 -32	5-10-12
Lucy	10	B	0-8	Loamy sand	SM, SC-SM	A-2-4	0- 0- 0	0- 0- 0	100-100 -100	100-100 -100	70-80-94	15-23-34	0-19 -24	NP-3 -7
			8-24	Loamy sand, sand, fine sand	SM, SC-SM	A-2-4	0- 0- 0	0- 0- 0	100-100 -100	100-100 -100	70-80-93	15-23-34	0-18 -23	NP-3 -7
			24-35	Sandy loam, fine sandy loam, sandy clay loam	SC, SC-SM, CL	A-6, A-2-4	0- 0- 0	0- 0- 0	100-100 -100	100-100 -100	66-77-94	30-39-51	20-28 -39	6-12-21
			35-80	Sandy clay loam, sandy clay	CH, SC	A-6, A-7-6	0- 0- 0	0- 0- 0	100-100 -100	100-100 -100	75-87-100	40-49-64	29-40 -52	13-23-32
Blanton	7	A	0-12	Sand	SP-SM, SM	A-3, A-2-4	0- 0- 0	0- 0- 0	100-100 -100	100-100 -100	81-85-90	8-10- 14	0-0 -0	NP
			12-69	Fine sand, loamy sand, sand	SM, SP-SM	A-2-4	0- 0- 0	0- 0- 0	100-100 -100	100-100 -100	74-85-100	11-15-35	0-0 -0	NP

Engineering Properties–Leon County, Florida														
Map unit symbol and soil name	Pct. of map unit	Hydrologic group	Depth	USDA texture	Classification		Pct Fragments		Percentage passing sieve number—				Liquid limit	Plasticity index
					Unified	AASHTO	>10 inches	3-10 inches	4	10	40	200		
			In				*L-R-H*	*L-R-H*	*L-R-H*	*L-R-H*	*L-R-H*	*L-R-H*	*L-R-H*	*L-R-H*
			69-80	Fine sandy loam	SC-SM, SC, SM	A-2-4	0- 0- 0	0- 0- 0	100-100 -100	100-100 -100	81-86-91	24-28-34	19-24 -26	3-7 -8
Troup	3	A	0-8	Fine sand	SM	A-2-4, A-4	0- 0- 0	0- 0- 0	100-100 -100	100-100 -100	83-93-100	16-22-39	0-0 -0	NP
			8-21	Fine sand, loamy fine sand, sand	SM	A-2-4, A-4	0- 0- 0	0- 0- 0	100-100 -100	100-100 -100	82-94-100	15-23-42	0-0 -0	NP
			21-43	Sand, fine sand, loamy fine sand	SM	A-2-4, A-4	0- 0- 0	0- 0- 0	100-100 -100	100-100 -100	82-94-100	15-23-42	0-0 -0	NP
			43-49	Fine sandy loam, sandy clay loam, sandy loam	SM, SC-SM, SC	A-2-4, A-4	0- 0- 0	0- 0- 0	100-100 -100	100-100 -100	76-86-100	25-33-44	0-21 -26	NP-4 -8
			49-56	Sandy clay loam, sandy loam	SC, CL, SM	A-2-4, A-4, A-6	0- 0- 0	0- 0- 0	100-100 -100	100-100 -100	85-94-99	35-47-55	17-28 -32	2-9 -11
			56-80	Sandy loam, sandy clay loam	SM, SC, CL	A-6, A-2-4, A-4	0- 0- 0	0- 0- 0	100-100 -100	100-100 -100	85-94-99	35-47-55	17-28 -32	2-9 -11

Appendix E. Historical Aerials

FDOT Historical Aerials

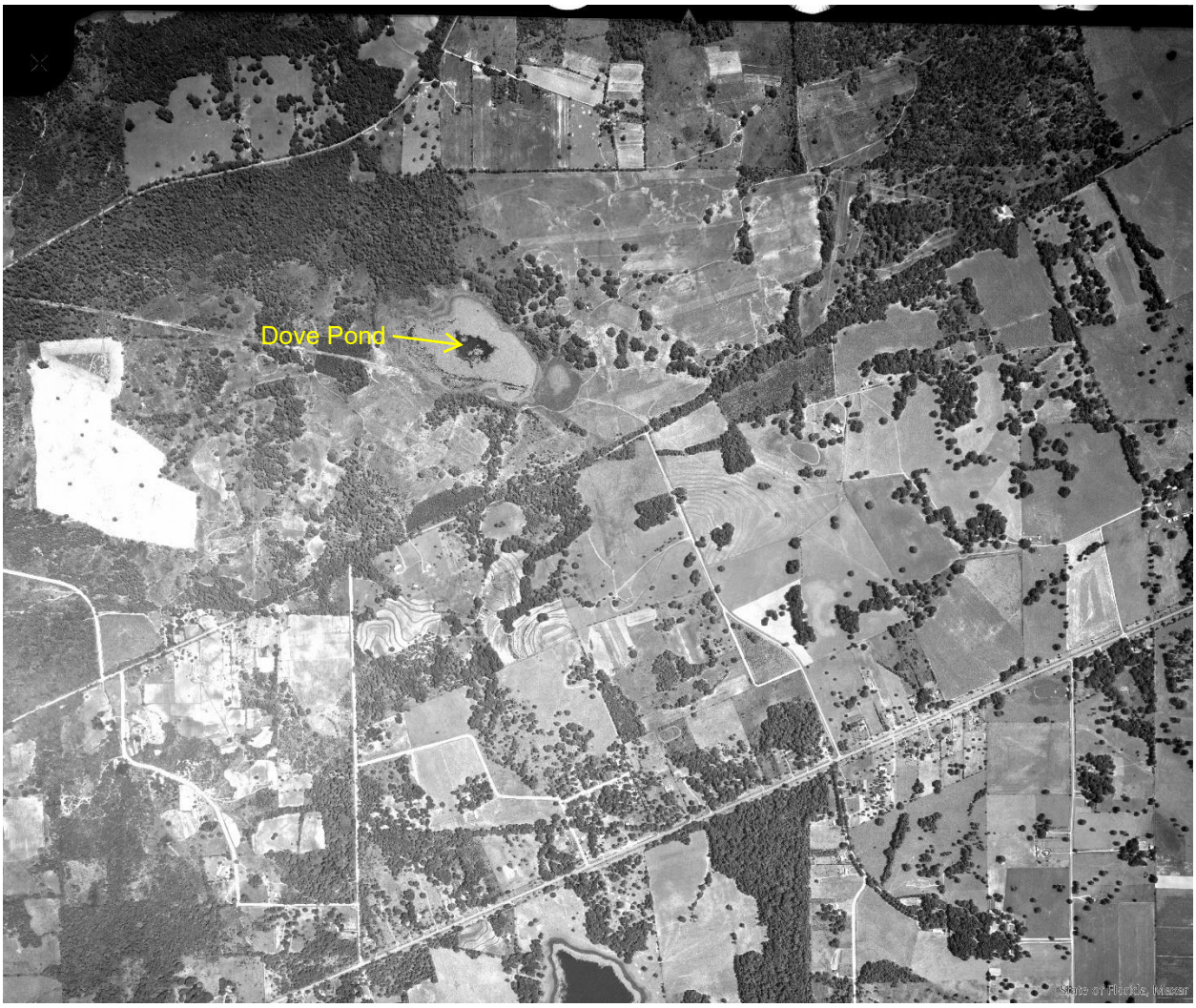

Figure 35: FDOT Historical Aerial – 1962

Figure 36: FDOT Historical Aerial – 1970

Figure 37: FDOT Historical Aerial – 1973

Figure 38: FDOT Historical Aerial – 1976

Figure 39: FDOT Historical Aerial – 1980

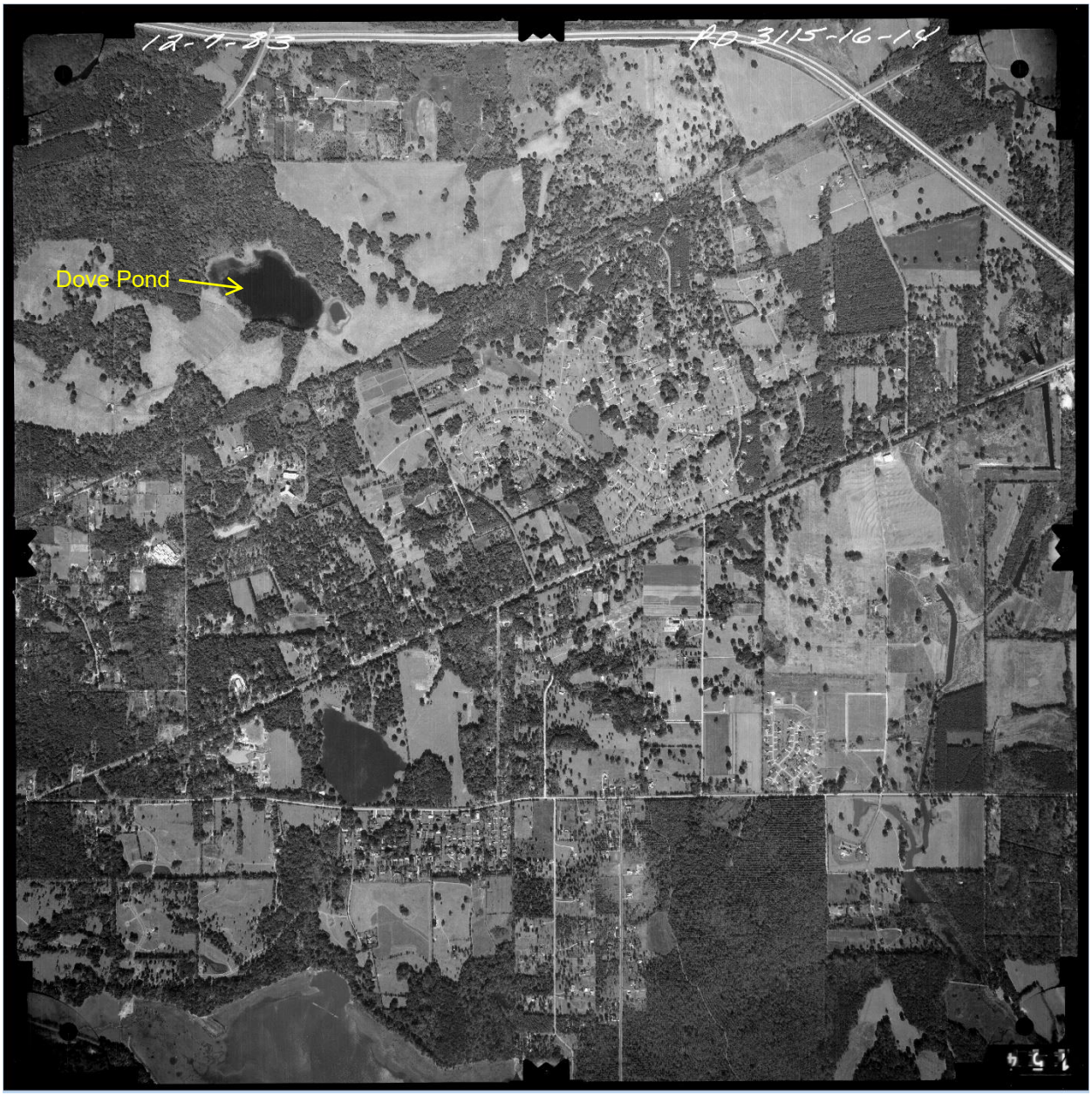

Figure 40: FDOT Historical Aerial – 1983

Figure 41: FDOT Historical Aerial – 1987

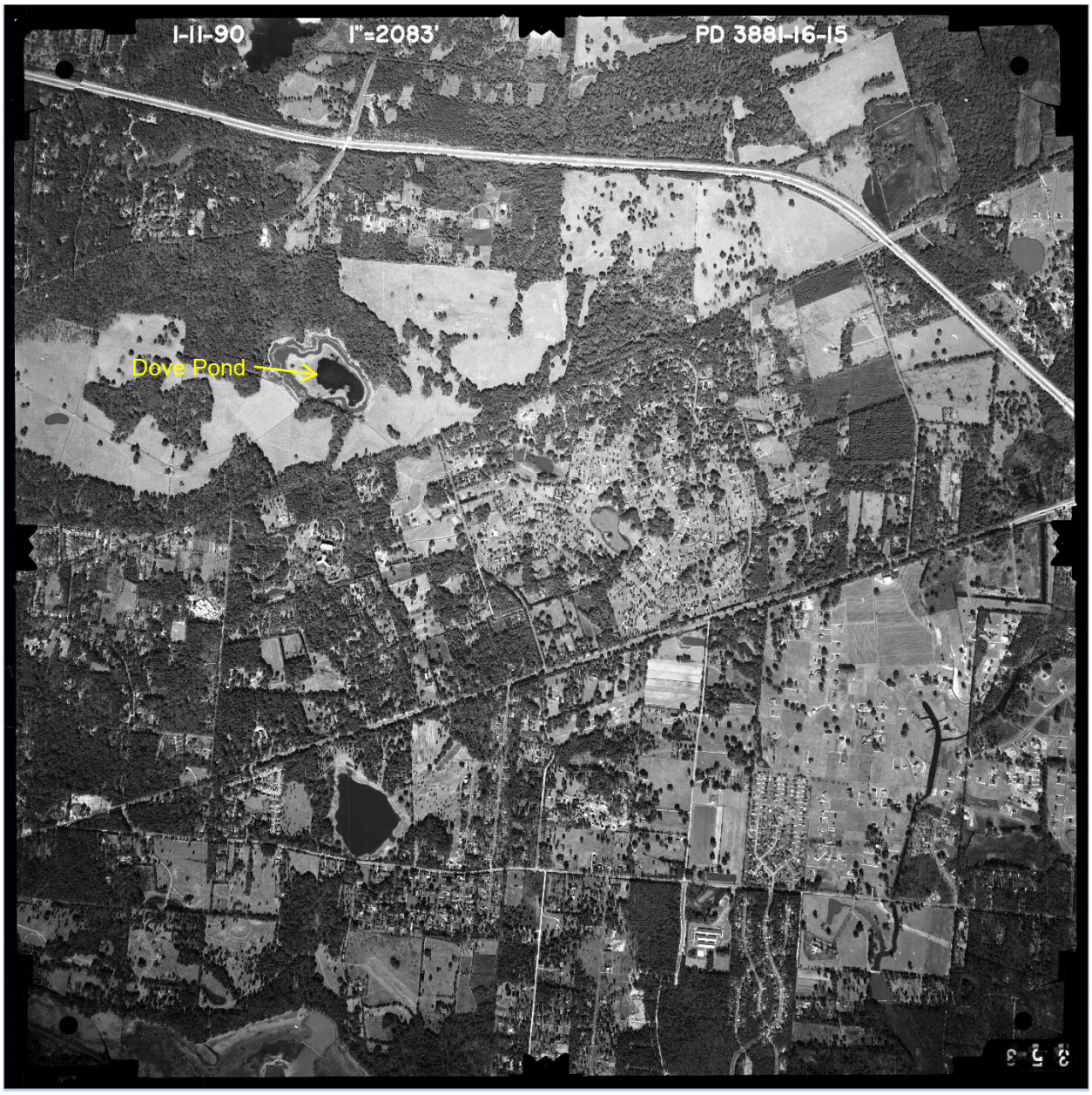

Figure 42: FDOT Historical Aerial – 1990

Figure 43: FDOT Historical Aerial – 1992

Google Earth Aerials

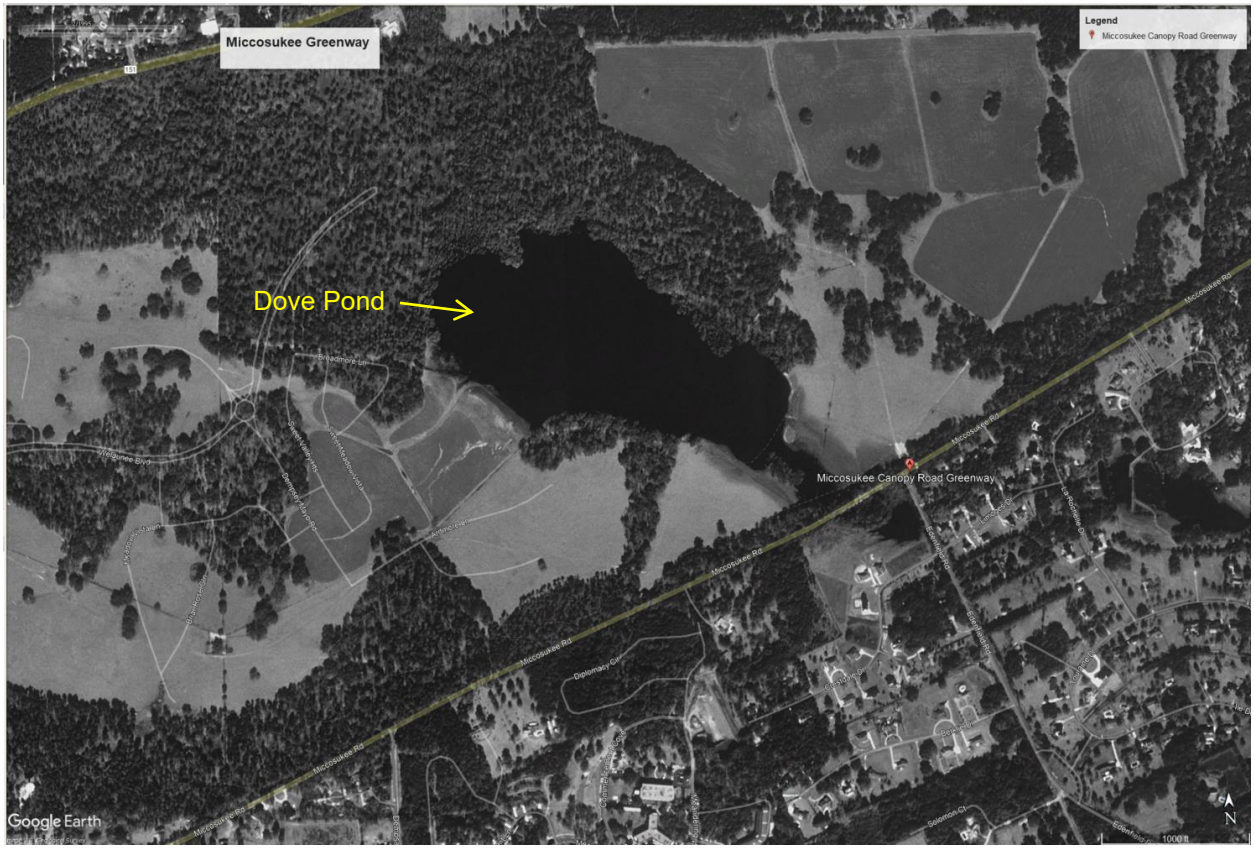

Figure 44: Google Earth Aerial – February 1995

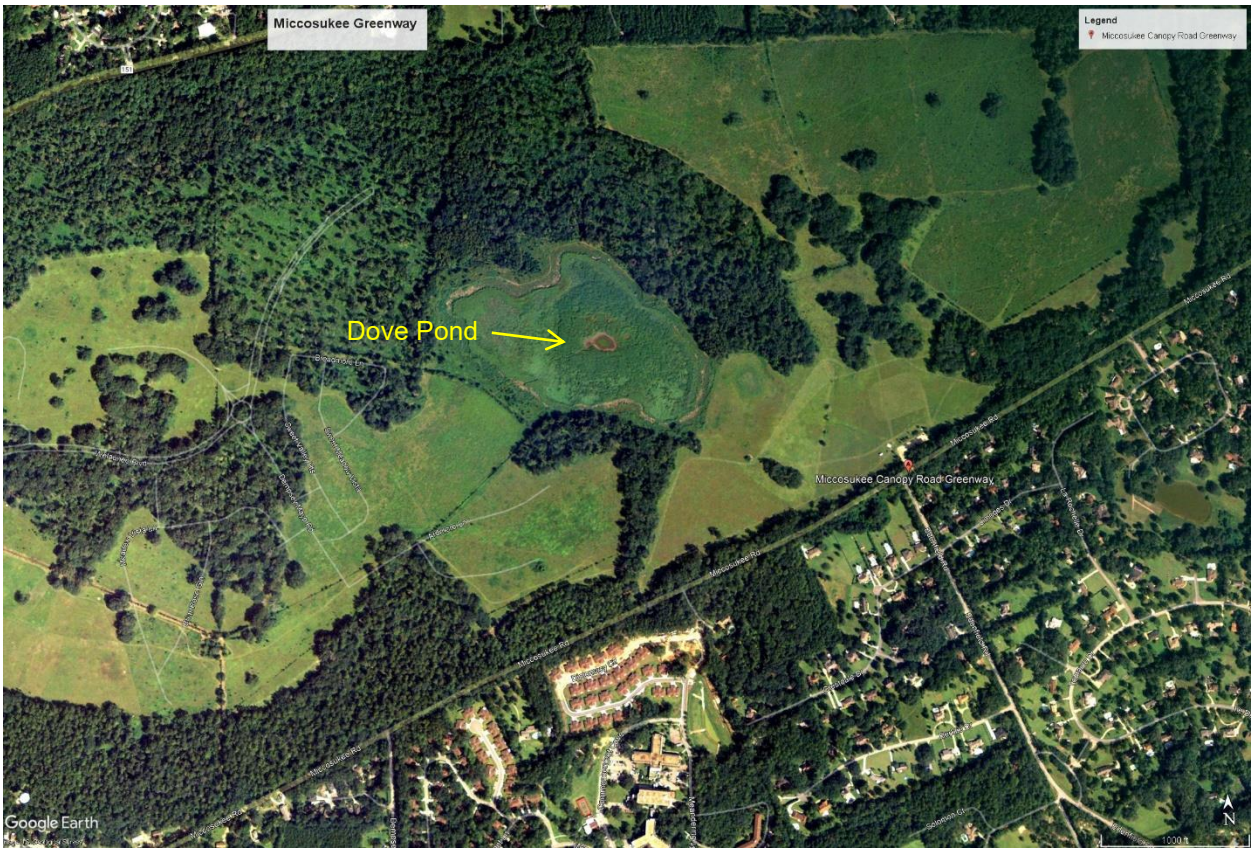

Figure 45: Google Earth Aerial – November 2007

Figure 46: Google Earth Aerial – December 2010

Figure 47: Google Earth Aerial – January 2018

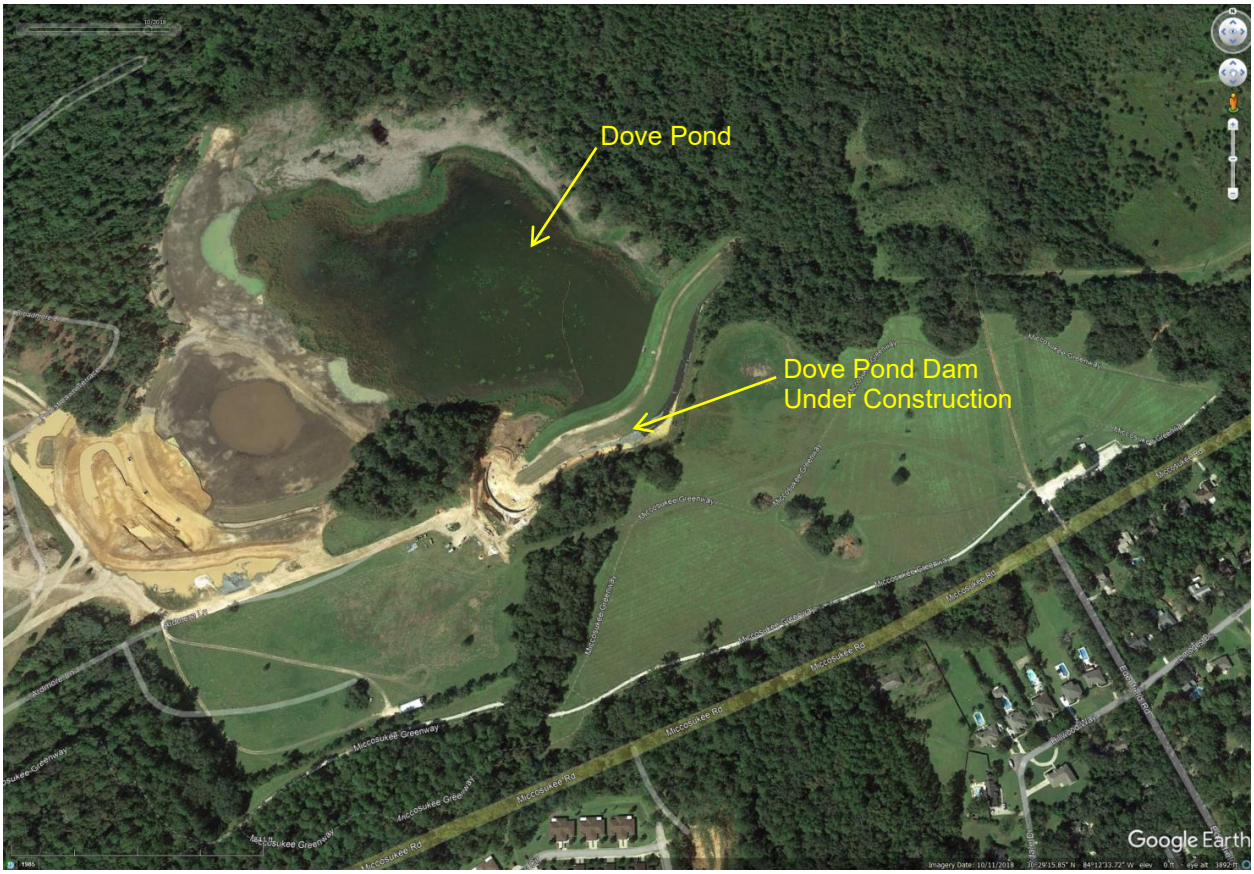

Figure 48: Google Earth Aerial – October 2018

Figure 49: Google Earth Aerial – April 2020

Figure 50: Google Earth Aerial – January 2024

Appendix F. Pictures from Field Review on July 31, 2025

Photograph 2: Dove Dam Overflow Spillway, Looking from the Top of the Dam

Photograph 3: Dove Dam Overflow Spillway, Looking from the Slope of the Dam

Photograph 4: Dove Dam Overflow Spillway, Looking Down the Spillway Ramp

Photograph 5: Wetland Immediately Downstream, of Dove Pond Dam

Photograph 6: Bottom of Dam Spillway

Photograph 7: Dove Pond Staff Gage Upstream of Dam

Photograph 8: Downstream Outlet of Discharge Pipe through Dove Pond Dam

Appendix G. Canopy Stormwater Facility Master Plan (SFMP) – 2010

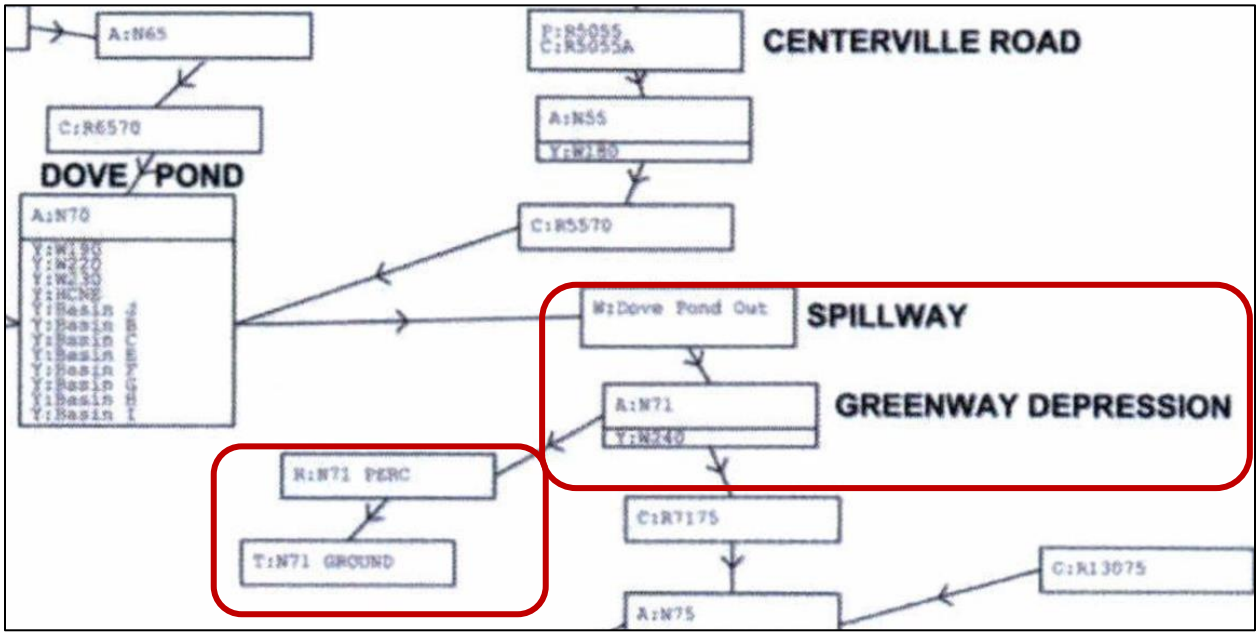

Figure 51: Post-development ICPR Model Node, Basin, and Discharge Setup for the Greenway Depression Area (Canopy Stormwater Facility Master Plan (SFMP) – 2010)

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==========================================================================================
==== Weirs ===============================================================================
==========================================================================================

         Name: Dove Pond Out        From Node: N70
        Group: BASE                   To Node: N71
         Flow: Both                     Count: 1
         Type: Vertical: Fread       Geometry: Trapezoidal

            Bottom Width(ft): 120.00
       Left Side Slope(h/v): 5.00
      Right Side Slope(h/v): 5.00
                  Invert(ft): 100.000
       Control Elevation(ft): 100.000
      Struct Opening Dim(ft): 9999.00
                                          TABLE
             Bottom Clip(ft): 0.000
                Top Clip(ft): 0.000
        Weir Discharge Coef: 3.200
      Orifice Discharge Coef: 0.600


------------------------------------------------------------------------------------------
```

Figure 52: Post-development Spillway Discharge from Dove Pond (N70) to Greenway Depression Area (N71), Canopy Stormwater Facility Master Plan (SFMP) – 2010

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      Name: N71                  Base Flow(cfs): 0.000          Init Stage(ft): 80.000
     Group: BASE                                               Warn Stage(ft): 88.100
      Type: Stage/Area

Small Depression within Greenway

      Stage(ft)        Area(ac)
--------------- ---------------
         80.000          0.1200
         81.000          0.6300
         82.000          1.2200
         83.000          1.9900
         84.000          3.3800
         85.000          5.9000
         86.000          7.1500
         87.000          8.6300
         88.000         12.2300
         89.000         15.4400
         90.000         18.7300
         91.000         21.7900
         92.000         25.5300

------------------------------------------------------------------------------------------
```

Figure 53: Post-development ICPR Node 71 Design Storage (Canopy Stormwater Facility Master Plan (SFMP) – 2010)

Name: N71 PERC Group: BASE
Type: Rating Curve
Function: US Stage vs. Discharge

US Stage(ft)	Discharge(cfs)
80.000	0.00
81.000	0.01
82.000	0.02
83.000	0.03
84.000	0.06
85.000	0.99
86.000	0.12
87.000	0.16
88.000	0.27
89.000	0.36
90.000	0.46
91.000	0.55
92.000	0.66

Error: likely should be 0.09 cfs… this error does not substantively affect the modeling results.

Figure 54: Post-development Node 71 Design Percolation, Canopy Stormwater Facility Master Plan (SFMP) – 2010)

Name	Group	Simulation	Max Time Stage hrs	Max Stage ft	Warning Stage ft	Max Delta Stage ft	Max Surf Area ft2	Max Time Inflow hrs	Max Inflow cfs	Max Time Outflow hrs	Max Outflow cfs
N71	BASE	002yr-001hr	1.34	83.97	88.10	0.0013	150324	0.77	52.98	1.34	0.06
N71	BASE	002yr-002hr	2.13	84.48	88.10	0.0013	205451	0.97	40.02	2.15	0.51
N71	BASE	002yr-004hr	4.00	83.24	88.10	0.0011	102976	2.20	4.29	4.00	0.04
N71	BASE	002yr-008hr	8.00	83.79	88.10	0.0015	136140	4.13	9.57	8.00	0.05
N71	BASE	002yr-024hr	24.01	81.26	88.10	0.0003	35478	12.00	0.77	24.01	0.01
N71	BASE	005yr-001hr	1.33	84.71	88.10	0.0015	230327	0.77	81.53	1.36	0.72
N71	BASE	005yr-002hr	2.16	85.34	88.10	0.0014	280673	0.97	61.78	8.00	0.74
N71	BASE	005yr-004hr	4.01	84.99	88.10	0.0015	260605	2.17	21.18	4.05	0.98
N71	BASE	005yr-008hr	5.59	85.37	88.10	0.0014	282405	4.07	30.96	14.00	0.72
N71	BASE	005yr-024hr	24.01	81.51	88.10	0.0003	41954	12.00	1.04	24.01	0.02
N71	BASE	010yr-001hr	1.33	85.19	88.10	0.0018	272269	0.77	104.45	8.00	0.90
N71	BASE	010yr-002hr	2.21	86.01	88.10	0.0016	316922	0.97	80.70	8.00	0.12
N71	BASE	010yr-004hr	4.08	85.83	88.10	0.0016	307328	2.17	33.04	10.00	0.28
N71	BASE	010yr-008hr	8.00	86.03	88.10	0.0016	315111	4.07	42.39	8.00	0.12
N71	BASE	010yr-024hr	24.00	81.66	88.10	0.0003	45661	12.00	1.22	24.00	0.02
N71	BASE	025yr-001hr	1.35	85.72	88.10	0.0020	301117	0.77	133.33	8.00	0.39
N71	BASE	025yr-002hr	2.23	86.77	88.10	0.0019	366055	0.97	103.23	2.24	0.15
N71	BASE	025yr-004hr	4.13	87.00	88.10	0.0014	381743	2.17	50.56	4.14	0.16
N71	BASE	025yr-008hr	8.00	87.15	88.10	0.0022	401466	4.03	61.94	8.00	0.18
N71	BASE	025yr-024hr	24.00	81.78	88.10	0.0003	48790	12.00	1.38	24.00	0.02
N71	BASE	100yr-001hr	1.37	86.28	88.10	0.0021	334610	0.77	173.76	1.38	0.13
N71	BASE	100yr-002hr	2.27	87.86	88.10	0.0024	515289	0.97	144.17	2.28	0.25
N71	BASE	100yr-004hr	4.06	88.26	88.10	0.0014	575571	2.17	75.02	5.06	4.32
N71	BASE	100yr-008hr	6.22	88.24	88.10	0.0022	572639	4.03	86.05	8.47	4.11
N71	BASE	100yr-024hr	24.00	83.18	88.10	0.0013	99093	12.00	1.78	24.00	0.04
N71	BASE	100yr-072hr	72.01	82.26	88.10	0.0004	63219	57.40	1.09	72.01	0.02
N71	BASE	100yr-168hr	168.00	82.41	88.10	0.0003	68141	153.40	0.77	168.00	0.03
N71	BASE	100yr-240hr	239.99	82.42	88.10	0.0004	68543	177.50	0.96	239.99	0.03
N71	BASE	1964	4784.30	88.47	88.10	0.0017	605299	4777.50	79.67	4785.45	5.79
N71	BASE	1994	1442.58	86.06	88.10	0.0016	316874	2943.25	37.69	6636.87	0.99

Figure 55: Post-development Peak Conditions in the Greenway Depression (Node 71), Canopy Stormwater Facility Master Plan (SFMP) – 2010)

AtkinsRéalis

Katey Earp, PE

Rick Renna, PE

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Board of County Commissioners
301 South Monroe Street, Tallahassee, Florida 32301
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Leon County Public Works Center
2280 Miccosukee Road – 2nd Floor
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850 / 606-1500

Commissioners

CHRISTIAN CABAN
District 2
Chairman

DAVID T. O'KEEFE
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Vice Chairman

BILL PROCTOR
District 1

RICK MINOR
District 3

BRIAN WELCH
District 4

CAROLYN D. CUMMINGS
At-Large

NICK MADDOX
At-Large

VINCENT S. LONG
County Administrator

CHASITY H. O'STEEN
County Attorney

April 1, 2026

Dove Pond LLC
4708 Capital Circle NW
Tallahassee, FL 32303-7217

Attn: Daniel E. Manausa, Registered Agent
1701 Hermitage Boulevard, Suite 100
Tallahassee, FL 32308

Re: Dove Pond Dam – Request for Inspection and Corrective Action Regarding Outlet Control Structures and Potential Seepage Impacts to State Conservation Lands Managed by Leon County.

Dear Mr. Manausa:

Leon County, Florida ("County" or "Leon County"), requests Dove Pond LLC's prompt attention and cooperation regarding the Dove Pond Dam ("the dam") and its outlet/control structures ("valve system"). The County has documented persistent flooding conditions in the area immediately downstream of the dam that have restricted public access to state conservation lands and may be contributing to altered hydrologic conditions affecting downstream private property and components of the public stormwater conveyance system. Because the dam and its outlet controls influence hydrologic conditions downstream onto state lands, timely inspection and any needed corrective action are essential to ensure: (1) the dam's integrity (including seepage concerns) and (2) proper function of the stormwater-control mechanism (including valve functionality).

Obligations of Dam Owner/Operator

The Dove Pond Regional Stormwater Management Facility operates under City of Tallahassee Environmental Permit No. TEM180090 (issued 2019). Under Florida law, the owner or operating entity of a dam is responsible for maintaining a dam's structure and its appurtenant works in a safe and functional condition and for ensuring that all components are properly operated in accordance with applicable permit requirements. See section 373.423, Fla. Stat.; and Fla. Admin. Code R. 62-330.311. These requirements include inspections and verification that outlet structures, including gate valves, float valves, and related control mechanisms remain fully functional and are operated consistent with permit conditions, including requirements related to downstream hazard potential and emergency action planning.

BACKGROUND: Leon County's Management of State Conservation Lands

As you are certainly aware, Leon County manages and maintains the Miccosukee Canopy Road Greenway ("the Greenway") pursuant to a sublease agreement with the Board of Trustees of the Internal Improvement Trust Fund of the State of Florida ("Board of Trustees" or "TIITF"). The Greenway

occupies state-owned conservation lands immediately downstream of the dam. As the sublessee and managing entity for these state lands, Leon County has express statutory and contractual obligations to protect and conserve the land, water, and natural resources held in trust by the Board of Trustees on behalf of the people of Florida.

Leon County's Statutory Responsibilities as State Land Manager

Under Chapter 253, Florida Statutes, all conservation lands acquired pursuant to Chapter 259 and managed under sublease from the Board of Trustees "shall be managed to serve the public interest by protecting and conserving land, air, water and the state's natural resources, which contribute to the public health, welfare and economy of the state." *See* s. 253.034(1), F.S. These lands must be managed "to ensure the survival of plant and animal species and the conservation of finite and renewable natural resources." *Id.*

Florida law establishes that management agreements, leases, and subleases of state-owned conservation lands from the Board of Trustees impose enforceable duties on the managing entity to ensure that:

- The use is "compatible with the natural ecosystem and resource values of such lands";
- The managing entity takes reasonable steps to prevent damage or destruction to state lands from off-site sources; and
- Any impacts from adjacent land uses or infrastructure (including upstream dams and stormwater facilities) are identified and mitigated to protect state trust resources.

See s. 253.034(5), F.S.

Flooding of State Conservation Lands and Potential Environmental Damage

Since April 2024, the Greenway has experienced recurring, significant flooding that has repeatedly restricted public access to state lands and created stagnant, turbid water conditions inconsistent with the natural wetland hydrology anticipated in the sublease. Although current drought conditions have caused basin water levels to recede temporarily, the underlying infrastructure concerns, including the operational integrity of the dam, have not been fully addressed and pose ongoing risks to state conservation lands.

These conditions may also have implications beyond the Greenway, including potential impacts to adjacent private property and downstream public drainage infrastructure where prolonged inundation or altered flow regimes impair normal conveyance.

Leon County's obligation under its sublease with the Board of Trustees requires the County to investigate and address upstream sources of hydrologic alteration or damage affecting state lands. To fulfill this duty, the County engaged an independent consultant, AtkinsRéalis, to conduct a comprehensive flooding investigation.

The resulting findings, provided in the attached report (*Miccosukee Greenway Flooding Evaluation* – Final Report, December 8, 2025), conclude that the flooding is not caused by surface water discharges from Dove Pond designed to overflow the dam spillway, but rather may be related to multiple factors including:

- Seepage through the Dove Pond earthen dam embankment; and
- Leakage of valves in the dam outfall structure (24-inch gate valve, 6-inch float valve, and/or 6-inch gate valve); and/or
- Clogging of natural percolation in the downstream wetland due to siltation.

These factors may not only contribute to localized flooding at the base of the dam, but also to sustained downstream saturation and reduced drainage efficiency within downstream conveyance systems.

The AtkinsRéalis report specifically notes that turbid water adjacent to the dam could be evidence of active seepage, and that higher infiltration rates within Dove Pond could be attributable to seepage through one or more valve structures and/or the dam itself. Field observations documented stagnant, turbid water at the base of the concrete spillway with "a bad odor," indicating water quality degradation inconsistent with natural wetland conditions and potentially harmful to state conservation resources.

Requested Actions

Given these findings and Leon County's legal obligations to protect state conservation lands, the County requests that Dove Pond LLC, as the owner/maintaining entity responsible for the dam and its control structures, take the following actions and provide related documentation to the County:

1. **Inspect and Functionally Verify the Outlet/Control Structures (Valve System)**

The AtkinsRéalis consultant recommends first confirming the functionality and status of the structures through the dam, specifically:

- 24-inch gate valve located in the 24-inch RCP (reinforced concrete pipe);
- 6-inch float valve (confirm it operates at appropriate elevations and is not stuck open or leaking); and
- 6-inch gate valve in the 6-inch DIP (ductile iron pipe).

Requested deliverables to Leon County:

- Written inspection summary (date/time, personnel/contractor, methods employed);
- Photographs documenting conditions and components inspected;
- Confirmation of operational status (including any operational testing performed); and
- Identification of any deficiencies (leaks, inability to fully open/close, obstruction/debris, float elevation issues, or other malfunctions).

2. **Perform Corrective Maintenance/Repairs as Indicated**

If an inspection determines that any valve is stuck open, leaking, obstructed or not functioning as designed, please provide a corrective action plan with a schedule to complete repairs. The AtkinsRéalis report recommends pursuing repairs immediately if valve leakage or malfunction is identified.

Requested deliverables to Leon County:

- Description of repairs performed (or planned), including dates and scope of work. If you contend that no repairs are necessary, state so explicitly with supporting documentation.
- Post-repair verification (photographs and functional confirmation testing results).
- Commitment to ongoing monitoring to confirm that repairs have resolved uncontrolled discharges to state lands downstream, and impacts to downstream private property and public stormwater conveyance system.

3. **If Valves Are Verified to Be Properly Constructed and Functioning, Conduct a Seepage/Integrity Evaluation (Geotechnical Investigation)**

If the gate and float valves are constructed and functioning properly, but flooding and turbid water conditions persist downstream, the AtkinsRéalis report recommends engaging a licensed Geotechnical Engineer to investigate whether additional seepage is occurring through the dam embankment.

Environmental Geotechnical Specialists (EGS), a qualified local geotechnical firm, has estimated a budget of $75,000–$100,000 for an in-depth geotechnical investigation and evaluation to be performed at the Dove Pond Dam. This investigation should include the following types of testing:

- **Geophysical testing** (Electrical Resistivity Imaging) of the existing dam embankment, as well as downstream areas;
- **Geotechnical investigation**, including soil borings installed through the dam, as well as in downstream areas adjacent to state lands;
- **Piezometers** to monitor groundwater fluctuation within the dam, as well as fluctuations downstream; and
- **Seepage analysis** of the dam, as well as a review of geophysical data to determine if existing seeps are present and contributing to downstream impacts on state conservation lands.

Requested deliverables to Leon County:

- Final geotechnical report identifying seepage conditions (if any) and recommended corrective actions to prevent ongoing discharge to state lands.
- Timeline and commitment to implement any necessary dam embankment repairs, seepage control measures, or operational modifications identified in the geotechnical report.

County Follow-Up Actions on State Lands

Please note that as part of implementing follow-up actions related to downstream wetland conditions on state conservation lands, County staff conducted a field inspection of the Greenway wetland area downstream of Dove Pond on March 5, 2026, and documented the site with photographs. County staff observed no evidence of siltation that would prevent the wetland area from naturally recovering to groundwater at this time. This completes that portion of the consultant's recommended County follow-up actions related to on-site conditions within the state conservation lands under County management.

However, County staff cannot remediate upstream infrastructure deficiencies (dam seepage or valve leakage) that originate on private property outside the County's jurisdiction. Leon County's obligation to protect state trust lands requires the County to pursue corrective action from responsible upstream parties whose infrastructure is causing or contributing to environmental impacts on state conservation lands.

Requested Response Timeframe

To enable Leon County to fulfill its obligations to the Board of Trustees and to protect state conservation lands from ongoing impacts, please provide the following to Leon County:

1. **Within thirty (30) days of receipt of this letter:** Confirmation of your planned valve inspection date(s) and identification of the qualified professional or firm that will conduct the inspection.

2. **Within fifteen (15) days after completing the inspection:** The inspection documentation and findings, including photographs, functional test results and any repair plan with timeline for completion.
3. **If geotechnical evaluation is warranted:** Provide a copy of the geotechnical report (to include any recommended corrective actions) and a timeline to complete such work, within ninety (90) days of completing the valve inspection.

Enforcement Considerations

Leon County does not undertake this request lightly. The Greenway serves as critical public recreation infrastructure on state conservation lands, and prolonged flooding threatens public access, water quality, wetland ecological function, and contributes to downstream flooding and adverse impacts that impair the performance of public stormwater conveyance systems, as well as impacts to private property.

The County recognizes that cooperative resolution is in the best interest of all parties. The County is willing to coordinate site access, share technical data from the AtkinsRéalis Flooding Evaluation, and work collaboratively to identify and implement appropriate solutions. However, the County's obligations to the Board of Trustees and to the people of Florida require decisive action to protect state trust lands from ongoing environmental impacts.

Please direct all correspondence and deliverables to: Anna Padilla; Leon County Public Works Department; email: PadillaA@leoncountyfl.gov

Brent Pell, P.E.
Director of Public Works
2280 Miccosukee Road | Tallahassee, FL 32308
(850) 606-1537 /work | **(850) 606-1501** /fax
pellb@leoncountyfl.gov

Attachments:

1. AtkinsRéalis, *Miccosukee Greenway Flooding Evaluation – Final Report* (12/8/2025)
2. County wetland inspection email and photos (3/5/2026)
3. Letters to:

   Florida Department of Environmental Protection
   Director of Growth Management, City of Tallahassee

cc: Leon County Attorney's Office
Nawfal R. Ezzagaghi, Assistant County Administrator

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County Administrator

CHASITY H. O'STEEN
County Attorney

April 1, 2026

Tracy Woods, P.G.
Program and Technical Services
Division of Water Resource Management
Florida Department of Environmental Protection

Re: Dove Pond Dam (State Environmental Resource Permit No. IND-073-285467-2) Request for Inspection and Enforcement to address Downstream Impacts to State Lands Managed by Leon County

Dear Ms. Woods:

Leon County, Florida ("County" or "Leon County"), manages the Miccosukee Canopy Road Greenway ("the Greenway") pursuant to a sublease from the Board of Trustees of the Internal Improvement Trust Fund. Under Chapter 253, Florida Statutes, and the sublease, the County is responsible for managing these state conservation lands to protect and conserve land, water, and natural resources.

Beginning in April 2024, the state lands within the Greenway immediately downstream of the Dove Pond Dam ("the dam") have experienced chronic flooding and persistent stagnant, turbid water, which has significantly impacted downstream private property and the public conveyance system. The attached independent engineering report (AtkinsRéalis, *Miccosukee Greenway Flooding Evaluation* –Final Report, 12/8/2025) concluded that:

- The Dove Pond spillway has not overtopped during the relevant period;
- The flooding is likely related to seepage through the Dove Pond earthen dam and/or leakage of the dam's outlet/control valves; and
- These conditions are altering wetland hydrology and water quality on state conservation lands.

Obligations of State Permitting and Dam Safety Authority

The Dove Pond Regional Stormwater Management Facility is authorized under Environmental Resource Permit No. IND-073-285467-2 (issued November 5, 2021) pursuant to Part IV of Chapter 373, Florida Statutes, and Chapter 62-330, Florida Administrative Code. In this role, the Florida Department of Environmental Protection and the Northwest Florida Water Management District are responsible for administering the ERP program and ensuring that permitted systems are constructed, operated, and maintained in accordance with permit conditions and applicable regulatory standards. See Section 373.416, F.S.; and Rule 62-330, F.A.C. The permit requires that the stormwater management system be maintained and operated as designed, including periodic inspections by a registered professional and

documentation of system performance, which must be made available to the agency upon request. These responsibilities include reviewing compliance, conducting inspections as appropriate, and requiring corrective action where a system is not functioning as permitted or is causing adverse impacts to water resources or adjacent lands.

Because the Dove Pond Regional Stormwater Management Facility operates under State Environmental Resource Permit No. IND-073-285467-2, Leon County respectfully requests that the State, in its dam safety and environmental resource permitting roles:

1. **Conduct or require inspection of the dam and its appurtenant structures**, including the outlet/control system, to evaluate whether the facility is operating and being maintained in accordance with its permit, Part IV of Chapter 373, Florida Statutes, and applicable FDEP rules governing dam safety and system performance.
2. **Review the findings of the AtkinsRéalis evaluation and other available information** to determine whether the observed downstream flooding of private property and the public conveyance system, seepage, and water quality conditions indicate that the system is not functioning as designed or permitted.
3. **Require the permittee and/or operating entity to take appropriate corrective actions**, including inspection, repair, or further technical evaluation (such as a geotechnical seepage investigation), if the facility is found to be out of compliance with permit conditions or contributing to adverse impacts downstream to water resources, the public conveyance system, or adjacent state and private lands.

Leon County requests that these actions be undertaken in a timely manner to prevent further impacts to state conservation lands and to ensure the facility is operating in accordance with applicable permit conditions and state law.

Please direct all correspondence and deliverables to: Anna Padilla; Leon County Public Works Department; email: PadillaA@leoncountyfl.gov

Brent Pell, P.E.
Director of Public Works
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   Dove Pond LLC, Registered Agent
   Director of Growth Management, City of Tallahassee

cc: Leon County Attorney's Office
Nawfal R. Ezzagaghi, Assistant County Administrator

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April 1, 2026

John Reddick
Director Growth Management Department
City of Tallahassee, 300 South Adams Street
Tallahassee, FL 32301

Re: Dove Pond Regional Stormwater Facility (TEM180090) – Request for Inspection and Enforcement to address Downstream Impacts to State Lands Managed by Leon County

Dear Mr. Reddick:

Leon County, Florida ("County" or "Leon County"), manages the Miccosukee Canopy Road Greenway ("the Greenway") under a sublease from the Board of Trustees of the Internal Improvement Trust Fund, which obligates the County to protect state conservation lands and prevent damage to the land and natural resources.

Since April 2024, the portion of the Greenway immediately downstream of the Dove Pond Dam ("the dam") has experienced chronic flooding and stagnant, turbid water that has repeatedly restricted public access. These conditions have not been isolated to state-managed lands; rather, flooding impacts extended past state lands, affecting downstream private property and the public stormwater conveyance systems. The attached independent engineering investigation (AtkinsRéalis, *Miccosukee Greenway Flooding Evaluation* – Final Report, 12/8/2025) concluded that:

- The flooding is not due to surface water overtopping the Dove Pond spillway;
- The most likely causes are seepage through the earthen dam and/or leakage or malfunction of the dam's outlet/control valves; and
- These conditions are adversely affecting state conservation lands under Leon County's management.

These findings indicate that the facility may not be functioning as designed, resulting in altered hydrologic conditions that extend beyond the permitted system limits and affect downstream infrastructure and properties.

Obligations of City Of Tallahassee (Permitting Agency)

The Dove Pond Regional Stormwater Management Facility operates under City of Tallahassee Environmental Permit No. TEM180090 (issued 2019), for which the City serves as the permitting and enforcement authority. Under Florida law, permitted stormwater management systems must be operated and maintained in accordance with applicable permit conditions, and the permitting authority is responsible for administering and ensuring compliance with those requirements. See section 373.416, Fla. Stat.; and City of Tallahassee Land Development Code Section 5-86. These responsibilities include

conducting inspections and compliance reviews, evaluating whether permitted systems are functioning as designed, and requiring corrective action where deficiencies or conditions exist that may adversely impact public health, safety, or downstream resources.

Because the Dove Pond Regional Stormwater Facility operates under City Environmental Permit No. TEM180090, Leon County respectfully requests that the City:

1. **Review permit compliance and maintenance records** for the Dove Pond facility, including any inspection reports and operation and maintenance documentation related to the dam and its outlet/control valves.
2. **Require the permittee/maintaining entity to**:
    a. Inspect and functionally test the 24-inch gate valve, 6-inch float valve and 6-inch gate valve; and
    b. Provide a brief inspection report and any repair plan to the City and Leon County.
3. **Evaluate the need for a geotechnical seepage investigation** of the dam embankment if valve inspection does not explain the observed downstream conditions.
4. **Use the City's enforcement authority**, as appropriate, if the facility is not being operated or maintained in accordance with permit conditions or if its operation has become inconsistent with protecting public health, safety, natural resources, and downstream private property and public stormwater conveyance infrastructure.

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County Attorney

April 1, 2026

Dove Pond LLC
4708 Capital Circle NW
Tallahassee, FL 32303-7217

Attn: Daniel E. Manausa, Registered Agent
1701 Hermitage Boulevard, Suite 100
Tallahassee, FL 32308

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See s. 253.034(5), F.S.

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Given these findings and Leon County's legal obligations to protect state conservation lands, the County requests that Dove Pond LLC, as the owner/maintaining entity responsible for the dam and its control structures, take the following actions and provide related documentation to the County:

1. **Inspect and Functionally Verify the Outlet/Control Structures (Valve System)**

The AtkinsRéalis consultant recommends first confirming the functionality and status of the structures through the dam, specifically:

- 24-inch gate valve located in the 24-inch RCP (reinforced concrete pipe);
- 6-inch float valve (confirm it operates at appropriate elevations and is not stuck open or leaking); and
- 6-inch gate valve in the 6-inch DIP (ductile iron pipe).

Requested deliverables to Leon County:

- Written inspection summary (date/time, personnel/contractor, methods employed);
- Photographs documenting conditions and components inspected;
- Confirmation of operational status (including any operational testing performed); and
- Identification of any deficiencies (leaks, inability to fully open/close, obstruction/debris, float elevation issues, or other malfunctions).

2. **Perform Corrective Maintenance/Repairs as Indicated**

If an inspection determines that any valve is stuck open, leaking, obstructed or not functioning as designed, please provide a corrective action plan with a schedule to complete repairs. The AtkinsRéalis report recommends pursuing repairs immediately if valve leakage or malfunction is identified.

Requested deliverables to Leon County:

- Description of repairs performed (or planned), including dates and scope of work. If you contend that no repairs are necessary, state so explicitly with supporting documentation.
- Post-repair verification (photographs and functional confirmation testing results).
- Commitment to ongoing monitoring to confirm that repairs have resolved uncontrolled discharges to state lands downstream, and impacts to downstream private property and public stormwater conveyance system.

3. **If Valves Are Verified to Be Properly Constructed and Functioning, Conduct a Seepage/Integrity Evaluation (Geotechnical Investigation)**

If the gate and float valves are constructed and functioning properly, but flooding and turbid water conditions persist downstream, the AtkinsRéalis report recommends engaging a licensed Geotechnical Engineer to investigate whether additional seepage is occurring through the dam embankment.

Environmental Geotechnical Specialists (EGS), a qualified local geotechnical firm, has estimated a budget of $75,000–$100,000 for an in-depth geotechnical investigation and evaluation to be performed at the Dove Pond Dam. This investigation should include the following types of testing:

- **Geophysical testing** (Electrical Resistivity Imaging) of the existing dam embankment, as well as downstream areas;
- **Geotechnical investigation**, including soil borings installed through the dam, as well as in downstream areas adjacent to state lands;
- **Piezometers** to monitor groundwater fluctuation within the dam, as well as fluctuations downstream; and
- **Seepage analysis** of the dam, as well as a review of geophysical data to determine if existing seeps are present and contributing to downstream impacts on state conservation lands.

Requested deliverables to Leon County:

- Final geotechnical report identifying seepage conditions (if any) and recommended corrective actions to prevent ongoing discharge to state lands.
- Timeline and commitment to implement any necessary dam embankment repairs, seepage control measures, or operational modifications identified in the geotechnical report.

County Follow-Up Actions on State Lands

Please note that as part of implementing follow-up actions related to downstream wetland conditions on state conservation lands, County staff conducted a field inspection of the Greenway wetland area downstream of Dove Pond on March 5, 2026, and documented the site with photographs. County staff observed no evidence of siltation that would prevent the wetland area from naturally recovering to groundwater at this time. This completes that portion of the consultant's recommended County follow-up actions related to on-site conditions within the state conservation lands under County management.

However, County staff cannot remediate upstream infrastructure deficiencies (dam seepage or valve leakage) that originate on private property outside the County's jurisdiction. Leon County's obligation to protect state trust lands requires the County to pursue corrective action from responsible upstream parties whose infrastructure is causing or contributing to environmental impacts on state conservation lands.

Requested Response Timeframe

To enable Leon County to fulfill its obligations to the Board of Trustees and to protect state conservation lands from ongoing impacts, please provide the following to Leon County:

1. **Within thirty (30) days of receipt of this letter:** Confirmation of your planned valve inspection date(s) and identification of the qualified professional or firm that will conduct the inspection.

2. **Within fifteen (15) days after completing the inspection:** The inspection documentation and findings, including photographs, functional test results and any repair plan with timeline for completion.
3. **If geotechnical evaluation is warranted:** Provide a copy of the geotechnical report (to include any recommended corrective actions) and a timeline to complete such work, within ninety (90) days of completing the valve inspection.

Enforcement Considerations

Leon County does not undertake this request lightly. The Greenway serves as critical public recreation infrastructure on state conservation lands, and prolonged flooding threatens public access, water quality, wetland ecological function, and contributes to downstream flooding and adverse impacts that impair the performance of public stormwater conveyance systems, as well as impacts to private property.

The County recognizes that cooperative resolution is in the best interest of all parties. The County is willing to coordinate site access, share technical data from the AtkinsRéalis Flooding Evaluation, and work collaboratively to identify and implement appropriate solutions. However, the County's obligations to the Board of Trustees and to the people of Florida require decisive action to protect state trust lands from ongoing environmental impacts.

Please direct all correspondence and deliverables to: Anna Padilla; Leon County Public Works Department; email: PadillaA@leoncountyfl.gov

Brent Pell, P.E.
Director of Public Works
2280 Miccosukee Road | Tallahassee, FL 32308
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pellb@leoncountyfl.gov

Attachments:

1. AtkinsRéalis, *Miccosukee Greenway Flooding Evaluation – Final Report* (12/8/2025)
2. County wetland inspection email and photos (3/5/2026)
3. Letters to:

   Florida Department of Environmental Protection
   Director of Growth Management, City of Tallahassee

cc: Leon County Attorney's Office
Nawfal R. Ezzagaghi, Assistant County Administrator

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County Administrator

CHASITY H. O'STEEN
County Attorney

April 1, 2026

Tracy Woods, P.G.
Program and Technical Services
Division of Water Resource Management
Florida Department of Environmental Protection

Re: Dove Pond Dam (State Environmental Resource Permit No. IND-073-285467-2) Request for Inspection and Enforcement to address Downstream Impacts to State Lands Managed by Leon County

Dear Ms. Woods:

Leon County, Florida ("County" or "Leon County"), manages the Miccosukee Canopy Road Greenway ("the Greenway") pursuant to a sublease from the Board of Trustees of the Internal Improvement Trust Fund. Under Chapter 253, Florida Statutes, and the sublease, the County is responsible for managing these state conservation lands to protect and conserve land, water, and natural resources.

Beginning in April 2024, the state lands within the Greenway immediately downstream of the Dove Pond Dam ("the dam") have experienced chronic flooding and persistent stagnant, turbid water, which has significantly impacted downstream private property and the public conveyance system. The attached independent engineering report (AtkinsRéalis, *Miccosukee Greenway Flooding Evaluation* –Final Report, 12/8/2025) concluded that:

- The Dove Pond spillway has not overtopped during the relevant period;
- The flooding is likely related to seepage through the Dove Pond earthen dam and/or leakage of the dam's outlet/control valves; and
- These conditions are altering wetland hydrology and water quality on state conservation lands.

Obligations of State Permitting and Dam Safety Authority

The Dove Pond Regional Stormwater Management Facility is authorized under Environmental Resource Permit No. IND-073-285467-2 (issued November 5, 2021) pursuant to Part IV of Chapter 373, Florida Statutes, and Chapter 62-330, Florida Administrative Code. In this role, the Florida Department of Environmental Protection and the Northwest Florida Water Management District are responsible for administering the ERP program and ensuring that permitted systems are constructed, operated, and maintained in accordance with permit conditions and applicable regulatory standards. See Section 373.416, F.S.; and Rule 62-330, F.A.C. The permit requires that the stormwater management system be maintained and operated as designed, including periodic inspections by a registered professional and

documentation of system performance, which must be made available to the agency upon request. These responsibilities include reviewing compliance, conducting inspections as appropriate, and requiring corrective action where a system is not functioning as permitted or is causing adverse impacts to water resources or adjacent lands.

Because the Dove Pond Regional Stormwater Management Facility operates under State Environmental Resource Permit No. IND-073-285467-2, Leon County respectfully requests that the State, in its dam safety and environmental resource permitting roles:

1. **Conduct or require inspection of the dam and its appurtenant structures**, including the outlet/control system, to evaluate whether the facility is operating and being maintained in accordance with its permit, Part IV of Chapter 373, Florida Statutes, and applicable FDEP rules governing dam safety and system performance.
2. **Review the findings of the AtkinsRéalis evaluation and other available information** to determine whether the observed downstream flooding of private property and the public conveyance system, seepage, and water quality conditions indicate that the system is not functioning as designed or permitted.
3. **Require the permittee and/or operating entity to take appropriate corrective actions**, including inspection, repair, or further technical evaluation (such as a geotechnical seepage investigation), if the facility is found to be out of compliance with permit conditions or contributing to adverse impacts downstream to water resources, the public conveyance system, or adjacent state and private lands.

Leon County requests that these actions be undertaken in a timely manner to prevent further impacts to state conservation lands and to ensure the facility is operating in accordance with applicable permit conditions and state law.

Please direct all correspondence and deliverables to: Anna Padilla; Leon County Public Works Department; email: PadillaA@leoncountyfl.gov

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cc: Leon County Attorney's Office
Nawfal R. Ezzagaghi, Assistant County Administrator

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County Administrator

CHASITY H. O'STEEN
County Attorney

April 1, 2026

Tracy Woods, P.G.
Program and Technical Services
Division of Water Resource Management
Florida Department of Environmental Protection

Re: Dove Pond Dam (State Environmental Resource Permit No. IND-073-285467-2) Request for Inspection and Enforcement to address Downstream Impacts to State Lands Managed by Leon County

Dear Ms. Woods:

Leon County, Florida ("County" or "Leon County"), manages the Miccosukee Canopy Road Greenway ("the Greenway") pursuant to a sublease from the Board of Trustees of the Internal Improvement Trust Fund. Under Chapter 253, Florida Statutes, and the sublease, the County is responsible for managing these state conservation lands to protect and conserve land, water, and natural resources.

Beginning in April 2024, the state lands within the Greenway immediately downstream of the Dove Pond Dam ("the dam") have experienced chronic flooding and persistent stagnant, turbid water, which has significantly impacted downstream private property and the public conveyance system. The attached independent engineering report (AtkinsRéalis, *Miccosukee Greenway Flooding Evaluation* –Final Report, 12/8/2025) concluded that:

- The Dove Pond spillway has not overtopped during the relevant period;
- The flooding is likely related to seepage through the Dove Pond earthen dam and/or leakage of the dam's outlet/control valves; and
- These conditions are altering wetland hydrology and water quality on state conservation lands.

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documentation of system performance, which must be made available to the agency upon request. These responsibilities include reviewing compliance, conducting inspections as appropriate, and requiring corrective action where a system is not functioning as permitted or is causing adverse impacts to water resources or adjacent lands.

Because the Dove Pond Regional Stormwater Management Facility operates under State Environmental Resource Permit No. IND-073-285467-2, Leon County respectfully requests that the State, in its dam safety and environmental resource permitting roles:

1. **Conduct or require inspection of the dam and its appurtenant structures**, including the outlet/control system, to evaluate whether the facility is operating and being maintained in accordance with its permit, Part IV of Chapter 373, Florida Statutes, and applicable FDEP rules governing dam safety and system performance.
2. **Review the findings of the AtkinsRéalis evaluation and other available information** to determine whether the observed downstream flooding of private property and the public conveyance system, seepage, and water quality conditions indicate that the system is not functioning as designed or permitted.
3. **Require the permittee and/or operating entity to take appropriate corrective actions**, including inspection, repair, or further technical evaluation (such as a geotechnical seepage investigation), if the facility is found to be out of compliance with permit conditions or contributing to adverse impacts downstream to water resources, the public conveyance system, or adjacent state and private lands.

Leon County requests that these actions be undertaken in a timely manner to prevent further impacts to state conservation lands and to ensure the facility is operating in accordance with applicable permit conditions and state law.

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County Administrator

CHASITY H. O'STEEN
County Attorney

April 1, 2026

Dove Pond LLC
4708 Capital Circle NW
Tallahassee, FL 32303-7217

Attn: Daniel E. Manausa, Registered Agent
1701 Hermitage Boulevard, Suite 100
Tallahassee, FL 32308

Re: Dove Pond Dam – Request for Inspection and Corrective Action Regarding Outlet Control Structures and Potential Seepage Impacts to State Conservation Lands Managed by Leon County.

Dear Mr. Manausa:

Leon County, Florida ("County" or "Leon County"), requests Dove Pond LLC's prompt attention and cooperation regarding the Dove Pond Dam ("the dam") and its outlet/control structures ("valve system"). The County has documented persistent flooding conditions in the area immediately downstream of the dam that have restricted public access to state conservation lands and may be contributing to altered hydrologic conditions affecting downstream private property and components of the public stormwater conveyance system. Because the dam and its outlet controls influence hydrologic conditions downstream onto state lands, timely inspection and any needed corrective action are essential to ensure: (1) the dam's integrity (including seepage concerns) and (2) proper function of the stormwater-control mechanism (including valve functionality).

Obligations of Dam Owner/Operator

The Dove Pond Regional Stormwater Management Facility operates under City of Tallahassee Environmental Permit No. TEM180090 (issued 2019). Under Florida law, the owner or operating entity of a dam is responsible for maintaining a dam's structure and its appurtenant works in a safe and functional condition and for ensuring that all components are properly operated in accordance with applicable permit requirements. See section 373.423, Fla. Stat.; and Fla. Admin. Code R. 62-330.311. These requirements include inspections and verification that outlet structures, including gate valves, float valves, and related control mechanisms remain fully functional and are operated consistent with permit conditions, including requirements related to downstream hazard potential and emergency action planning.

BACKGROUND: Leon County's Management of State Conservation Lands

As you are certainly aware, Leon County manages and maintains the Miccosukee Canopy Road Greenway ("the Greenway") pursuant to a sublease agreement with the Board of Trustees of the Internal Improvement Trust Fund of the State of Florida ("Board of Trustees" or "TIITF"). The Greenway

occupies state-owned conservation lands immediately downstream of the dam. As the sublessee and managing entity for these state lands, Leon County has express statutory and contractual obligations to protect and conserve the land, water, and natural resources held in trust by the Board of Trustees on behalf of the people of Florida.

Leon County's Statutory Responsibilities as State Land Manager

Under Chapter 253, Florida Statutes, all conservation lands acquired pursuant to Chapter 259 and managed under sublease from the Board of Trustees "shall be managed to serve the public interest by protecting and conserving land, air, water and the state's natural resources, which contribute to the public health, welfare and economy of the state." *See* s. 253.034(1), F.S. These lands must be managed "to ensure the survival of plant and animal species and the conservation of finite and renewable natural resources." *Id.*

Florida law establishes that management agreements, leases, and subleases of state-owned conservation lands from the Board of Trustees impose enforceable duties on the managing entity to ensure that:

- The use is "compatible with the natural ecosystem and resource values of such lands";
- The managing entity takes reasonable steps to prevent damage or destruction to state lands from off-site sources; and
- Any impacts from adjacent land uses or infrastructure (including upstream dams and stormwater facilities) are identified and mitigated to protect state trust resources.

See s. 253.034(5), F.S.

Flooding of State Conservation Lands and Potential Environmental Damage

Since April 2024, the Greenway has experienced recurring, significant flooding that has repeatedly restricted public access to state lands and created stagnant, turbid water conditions inconsistent with the natural wetland hydrology anticipated in the sublease. Although current drought conditions have caused basin water levels to recede temporarily, the underlying infrastructure concerns, including the operational integrity of the dam, have not been fully addressed and pose ongoing risks to state conservation lands.

These conditions may also have implications beyond the Greenway, including potential impacts to adjacent private property and downstream public drainage infrastructure where prolonged inundation or altered flow regimes impair normal conveyance.

Leon County's obligation under its sublease with the Board of Trustees requires the County to investigate and address upstream sources of hydrologic alteration or damage affecting state lands. To fulfill this duty, the County engaged an independent consultant, AtkinsRéalis, to conduct a comprehensive flooding investigation.

The resulting findings, provided in the attached report (*Miccosukee Greenway Flooding Evaluation* – Final Report, December 8, 2025), conclude that the flooding is not caused by surface water discharges from Dove Pond designed to overflow the dam spillway, but rather may be related to multiple factors including:

- Seepage through the Dove Pond earthen dam embankment; and
- Leakage of valves in the dam outfall structure (24-inch gate valve, 6-inch float valve, and/or 6-inch gate valve); and/or
- Clogging of natural percolation in the downstream wetland due to siltation.

These factors may not only contribute to localized flooding at the base of the dam, but also to sustained downstream saturation and reduced drainage efficiency within downstream conveyance systems.

The AtkinsRéalis report specifically notes that turbid water adjacent to the dam could be evidence of active seepage, and that higher infiltration rates within Dove Pond could be attributable to seepage through one or more valve structures and/or the dam itself. Field observations documented stagnant, turbid water at the base of the concrete spillway with "a bad odor," indicating water quality degradation inconsistent with natural wetland conditions and potentially harmful to state conservation resources.

Requested Actions

Given these findings and Leon County's legal obligations to protect state conservation lands, the County requests that Dove Pond LLC, as the owner/maintaining entity responsible for the dam and its control structures, take the following actions and provide related documentation to the County:

1. **Inspect and Functionally Verify the Outlet/Control Structures (Valve System)**

The AtkinsRéalis consultant recommends first confirming the functionality and status of the structures through the dam, specifically:

- 24-inch gate valve located in the 24-inch RCP (reinforced concrete pipe);
- 6-inch float valve (confirm it operates at appropriate elevations and is not stuck open or leaking); and
- 6-inch gate valve in the 6-inch DIP (ductile iron pipe).

Requested deliverables to Leon County:

- Written inspection summary (date/time, personnel/contractor, methods employed);
- Photographs documenting conditions and components inspected;
- Confirmation of operational status (including any operational testing performed); and
- Identification of any deficiencies (leaks, inability to fully open/close, obstruction/debris, float elevation issues, or other malfunctions).

2. **Perform Corrective Maintenance/Repairs as Indicated**

If an inspection determines that any valve is stuck open, leaking, obstructed or not functioning as designed, please provide a corrective action plan with a schedule to complete repairs. The AtkinsRéalis report recommends pursuing repairs immediately if valve leakage or malfunction is identified.

Requested deliverables to Leon County:

- Description of repairs performed (or planned), including dates and scope of work. If you contend that no repairs are necessary, state so explicitly with supporting documentation.
- Post-repair verification (photographs and functional confirmation testing results).
- Commitment to ongoing monitoring to confirm that repairs have resolved uncontrolled discharges to state lands downstream, and impacts to downstream private property and public stormwater conveyance system.

3. **If Valves Are Verified to Be Properly Constructed and Functioning, Conduct a Seepage/Integrity Evaluation (Geotechnical Investigation)**

If the gate and float valves are constructed and functioning properly, but flooding and turbid water conditions persist downstream, the AtkinsRéalis report recommends engaging a licensed Geotechnical Engineer to investigate whether additional seepage is occurring through the dam embankment.

Environmental Geotechnical Specialists (EGS), a qualified local geotechnical firm, has estimated a budget of $75,000–$100,000 for an in-depth geotechnical investigation and evaluation to be performed at the Dove Pond Dam. This investigation should include the following types of testing:

- **Geophysical testing** (Electrical Resistivity Imaging) of the existing dam embankment, as well as downstream areas;
- **Geotechnical investigation**, including soil borings installed through the dam, as well as in downstream areas adjacent to state lands;
- **Piezometers** to monitor groundwater fluctuation within the dam, as well as fluctuations downstream; and
- **Seepage analysis** of the dam, as well as a review of geophysical data to determine if existing seeps are present and contributing to downstream impacts on state conservation lands.

Requested deliverables to Leon County:

- Final geotechnical report identifying seepage conditions (if any) and recommended corrective actions to prevent ongoing discharge to state lands.
- Timeline and commitment to implement any necessary dam embankment repairs, seepage control measures, or operational modifications identified in the geotechnical report.

County Follow-Up Actions on State Lands

Please note that as part of implementing follow-up actions related to downstream wetland conditions on state conservation lands, County staff conducted a field inspection of the Greenway wetland area downstream of Dove Pond on March 5, 2026, and documented the site with photographs. County staff observed no evidence of siltation that would prevent the wetland area from naturally recovering to groundwater at this time. This completes that portion of the consultant's recommended County follow-up actions related to on-site conditions within the state conservation lands under County management.

However, County staff cannot remediate upstream infrastructure deficiencies (dam seepage or valve leakage) that originate on private property outside the County's jurisdiction. Leon County's obligation to protect state trust lands requires the County to pursue corrective action from responsible upstream parties whose infrastructure is causing or contributing to environmental impacts on state conservation lands.

Requested Response Timeframe

To enable Leon County to fulfill its obligations to the Board of Trustees and to protect state conservation lands from ongoing impacts, please provide the following to Leon County:

1. **Within thirty (30) days of receipt of this letter:** Confirmation of your planned valve inspection date(s) and identification of the qualified professional or firm that will conduct the inspection.

2. **Within fifteen (15) days after completing the inspection:** The inspection documentation and findings, including photographs, functional test results and any repair plan with timeline for completion.
3. **If geotechnical evaluation is warranted:** Provide a copy of the geotechnical report (to include any recommended corrective actions) and a timeline to complete such work, within ninety (90) days of completing the valve inspection.

Enforcement Considerations

Leon County does not undertake this request lightly. The Greenway serves as critical public recreation infrastructure on state conservation lands, and prolonged flooding threatens public access, water quality, wetland ecological function, and contributes to downstream flooding and adverse impacts that impair the performance of public stormwater conveyance systems, as well as impacts to private property.

The County recognizes that cooperative resolution is in the best interest of all parties. The County is willing to coordinate site access, share technical data from the AtkinsRéalis Flooding Evaluation, and work collaboratively to identify and implement appropriate solutions. However, the County's obligations to the Board of Trustees and to the people of Florida require decisive action to protect state trust lands from ongoing environmental impacts.

Please direct all correspondence and deliverables to: Anna Padilla; Leon County Public Works Department; email: PadillaA@leoncountyfl.gov

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County Attorney

April 1, 2026

John Reddick
Director Growth Management Department
City of Tallahassee, 300 South Adams Street
Tallahassee, FL 32301

Re: Dove Pond Regional Stormwater Facility (TEM180090) – Request for Inspection and Enforcement to address Downstream Impacts to State Lands Managed by Leon County

Dear Mr. Reddick:

Leon County, Florida ("County" or "Leon County"), manages the Miccosukee Canopy Road Greenway ("the Greenway") under a sublease from the Board of Trustees of the Internal Improvement Trust Fund, which obligates the County to protect state conservation lands and prevent damage to the land and natural resources.

Since April 2024, the portion of the Greenway immediately downstream of the Dove Pond Dam ("the dam") has experienced chronic flooding and stagnant, turbid water that has repeatedly restricted public access. These conditions have not been isolated to state-managed lands; rather, flooding impacts extended past state lands, affecting downstream private property and the public stormwater conveyance systems. The attached independent engineering investigation (AtkinsRéalis, *Miccosukee Greenway Flooding Evaluation* – Final Report, 12/8/2025) concluded that:

- The flooding is not due to surface water overtopping the Dove Pond spillway;
- The most likely causes are seepage through the earthen dam and/or leakage or malfunction of the dam's outlet/control valves; and
- These conditions are adversely affecting state conservation lands under Leon County's management.

These findings indicate that the facility may not be functioning as designed, resulting in altered hydrologic conditions that extend beyond the permitted system limits and affect downstream infrastructure and properties.

Obligations of City Of Tallahassee (Permitting Agency)

The Dove Pond Regional Stormwater Management Facility operates under City of Tallahassee Environmental Permit No. TEM180090 (issued 2019), for which the City serves as the permitting and enforcement authority. Under Florida law, permitted stormwater management systems must be operated and maintained in accordance with applicable permit conditions, and the permitting authority is responsible for administering and ensuring compliance with those requirements. See section 373.416, Fla. Stat.; and City of Tallahassee Land Development Code Section 5-86. These responsibilities include

conducting inspections and compliance reviews, evaluating whether permitted systems are functioning as designed, and requiring corrective action where deficiencies or conditions exist that may adversely impact public health, safety, or downstream resources.

Because the Dove Pond Regional Stormwater Facility operates under City Environmental Permit No. TEM180090, Leon County respectfully requests that the City:

1. **Review permit compliance and maintenance records** for the Dove Pond facility, including any inspection reports and operation and maintenance documentation related to the dam and its outlet/control valves.
2. **Require the permittee/maintaining entity to**:
    a. Inspect and functionally test the 24-inch gate valve, 6-inch float valve and 6-inch gate valve; and
    b. Provide a brief inspection report and any repair plan to the City and Leon County.
3. **Evaluate the need for a geotechnical seepage investigation** of the dam embankment if valve inspection does not explain the observed downstream conditions.
4. **Use the City's enforcement authority**, as appropriate, if the facility is not being operated or maintained in accordance with permit conditions or if its operation has become inconsistent with protecting public health, safety, natural resources, and downstream private property and public stormwater conveyance infrastructure.

Leon County requests that these actions be undertaken in a timely manner to prevent further impacts to state conservation lands and to ensure the facility is operating in accordance with applicable permit conditions and state law.

Please direct all correspondence and deliverables to: Anna Padilla; Leon County Public Works Department; email: PadillaA@leoncountyfl.gov

Brent Pell, P.E.
Director of Public Works
2280 Miccosukee Road | Tallahassee, FL 32308
(850) 606-1537 /work | **(850) 606-1501** /fax
pellb@leoncountyfl.gov

Attachments:

1. AtkinsRéalis, *Miccosukee Greenway Flooding Evaluation – Final Report* (12/8/2025)
2. County wetland inspection email and photos (3/5/2026)
3. Letters to:
    Dove Pond LLC, Registered Agent
    Florida Department of Environmental Protection

cc: Leon County Attorney's Office
Nawfal R. Ezzagaghi, Assistant County Administrator

Leon County
Board of County Commissioners

Notes for Agenda Item #8

Leon County Board of County Commissioners

Agenda Item #8

May 12, 2026

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator

Title: Lake Munson Action Plan and Post-Drawdown Status Report

Review and Approval:	Vincent S. Long, County Administrator
Department / Division Review:	Ken Morris, Assistant County Administrator Nawfal Ezzagaghi, Assistant County Administrator Brent Pell, Director, Public Works Charles Wu, Director, Engineering Services
Lead Staff / Project Team:	Anna Padilla, Stormwater Management Coordinator

Statement of Issue:

This item provides a status report on the implementation and ongoing efforts related to the Lake Munson Action Plan, as approved by the Board at the October 11, 2022 meeting, and modified at the March 21, 2023 meeting following refill of the lake and the conclusion of the post-drawdown enhanced monitoring period.

Fiscal Impact:

This item has no fiscal impact.

Staff Recommendation:

Option #1: Accept the Lake Munson Action Plan and Post-Drawdown status report.

Report and Discussion

Background:

This item provides a status report on the implementation and ongoing efforts associated with the Lake Munson Action Plan (Action Plan), as approved by the Board on October 11, 2022, and modified on March 21, 2023 (Attachment #1). The item summarizes post-drawdown water quality monitoring results; progress on long-term best management practices, including invasive exotic vegetation management and exploration of innovative technologies; upcoming water quality improvement projects within the Lake Munson basin; snail kite activity observed during the summer of 2025; and a summary of the Lake Munson Townhall Meeting.

Consistent with the June 2025 report to the Board and direction provided at the April 14, 2026 meeting, this report is presented two years following refill of the lake drawdown and at the conclusion of the post-drawdown enhanced monitoring period.

This status report advances the following FY 2022 – FY 2026 Strategic Initiatives:

- *Ensure County's water quality and stormwater regulations, programs and projects are evaluated and implemented holistically to advance the County's adopted strategic priority: to protect the quality and supply of our water. (2022-16)*
- *Implement the comprehensive Action Plan for Lake Munson to support the long-term water quality of the lake and surrounding water bodies. (2023-51)*

These particular Strategic Initiatives align with the Board's Environment Strategic Priorities:

- *(EN1) Protect the quality and supply of our water.*
- *(EN2) Conserve and protect environmentally sensitive lands and our natural ecosystems.*

Lake Munson, located on the south side of Tallahassee, receives runoff from a highly urbanized watershed. Decades of development prior to modern environmental regulations, historic wastewater discharges, and flood control activities contributed to significant water quality and ecological degradation.

Since the 1980s, local governments have collectively invested more than $292 million in ongoing efforts to restore Lake Munson and improve the water quality. More than 29 projects and 21 best management practices have been completed including infrastructure and restoration projects that provide water quality treatment, reduce sediment transport, and collect trash (Attachment #2).

These investments have resulted in measurable water quality improvements in Lake Munson and Munson Slough, with nutrient concentrations generally meeting or approaching state targets. However, despite these improvements and ongoing in-lake and upstream management efforts, the lake has experienced periodic ecological challenges. Periods of extremely warm weather, combined with the lake's shallow, stagnant conditions, create ideal circumstances for algal blooms, rapid growth of invasive exotic aquatic vegetation, and fish kills. These challenges, particularly the rapid hydrilla growth and algal blooms observed in 2022, presented an opportunity to further the County's commitment to preserving Lake Munson with immediate mitigation and an

evaluation of long-term strategies for managing the lake. From this, the Lake Munson Action Plan was developed, guided by industry best practices and shaped by input from state agency partners, contracted environmental and engineering experts, the Leon County Science Advisory Committee (SAC), and community stakeholders.

The Action Plan, initially approved by the Board on October 11, 2022, established a holistic, comprehensive, and adaptive management strategy that integrated short-term interventions and long-term restoration efforts (Attachment #1). Key components included a temporary drawdown of the lake to facilitate sediment drying and nutrient reduction, enhanced water quality monitoring, aerial topographic surveys of the lake bottom, expanded invasive vegetation and algal bloom management programs, innovative technology evaluation, and periodic routine drawdowns. Regular status reports have been provided to the Board, including six-month updates during the drawdown period and annual reporting following the lake's refill, to evaluate system response and guide adaptive management strategies.

Implementation of the Action Plan began immediately following Board approval with the drawdown, initiated in November 2022, to quickly mitigate the rapid growth of hydrilla and algal blooms and as a sediment management strategy. Drawdowns are a natural process that allow lake sediments to dry and compact, promoting the formation of a sediment "cap" to reduce internal nutrient recycling. Following a wetter than anticipated winter, at the March 21, 2023 meeting, the Board extended the drawdown through Spring 2024 in coordination with the Florida Fish and Wildlife Conservation Commission (FWC), to allow additional time for the lake bottom sediments to dry out.

Overall, the drawdown was effective in addressing the ecological challenges observed during the summer of 2022, including rapid growth of invasive exotic species and algal blooms. The process achieved key objectives such as allowing lake bottom sediments to dry, compact, and form a "cap" that helps reduce nutrient recycling. As discussed in the Board's June 10, 2025, report on Lake Munson, data collected through the Drawdown Water Quality Study and Aerial Topographic Surveys indicate continued system stabilization and sediment compaction.

The slow lake refill process, which began in May 2024 and was conducted in coordination with FWC, proved beneficial and prevented a shock to the ecosystem. The gradual increases in water levels gave aquatic vegetation the opportunity to adapt to new and changing conditions, and combined with the invasive exotic aquatic vegetation treatments supported reestablishment of native species in the seed bank including the native water lilies that emerged during Summer 2024 and returned in Spring 2025.

Enhanced monitoring conducted during and after the drawdown has provided valuable insight to water quality trends, system stability, and ecological response. The water quality in Munson Slough downstream of the lake has predominantly been better than state standards leading up to, during, and following the drawdown (Attachment #3). Munson Slough downstream of the lake does not have a Total Maximum Daily Load (TMDL) for nutrients, so the nutrient TMDL for Munson Slough (above Lake Munson) is often used for comparative purposes and evaluating water quality. The nutrient concentrations in Munson Slough downstream of the lake are largely below this TMDL threshold and remain consistent with the water quality concentrations during the five-

year period of improved water quality leading up to the drawdown. In Lake Munson following the drawdown, nitrogen concentrations remain better than the TMDL for the lake and are lower than the 2022 average nitrogen concentrations in the lake (Attachment #4). The phosphorus concentrations in the lake also dropped below the 2022 average phosphorus concentration and continue to decrease.

The water quality in upstream Munson Slough (upstream of Lake Munson — provided here for reference only) is not an indicator of the drawdown's effectiveness; rather, it provides important context for historical conditions and for interpreting water quality trends within Lake Munson and the downstream reaches of Munson Slough. Nutrient concentrations entering the lake influence in-lake conditions and outflow, and elevated upstream levels may correspond to higher concentrations within and downstream of the system. Overall, water quality in upstream Munson Slough has met state standards before, during, and after the drawdown, except for annual average total nitrogen concentrations in 2025 (Attachment #5). Although nitrogen levels appear to be trending upward, these values do not provide a complete representation of water quality due to external influences, including invasive exotic vegetation treatment that began in 2024 and continued through 2025, as well as other upstream activities, all discussed in more detail in the Analysis section.

As detailed in the Analysis section, this item provides a report on the ongoing implementation of the Action Plan since the previous report in June 2025, which focused on post-drawdown monitoring, continued invasive vegetation management, evaluation of innovative technologies, and advancement of additional infrastructure projects within the basin. More information on the implementation of the Action Plan since adoption can be found on the dedicated Lake Munson website at www.LeonCountyWater.org/LakeMunson.

Analysis:

This status report summarizes the results of post-drawdown enhanced monitoring, outlines progress on the implementation of long-term best management practices, highlights upcoming water quality improvement projects upstream of Lake Munson, provides an update on snail kite activity observed on the lake last summer, and recaps the Lake Munson Townhall Meeting. Since the June 2025 report to the Board, ongoing efforts have included continued post-drawdown water quality monitoring, vegetation management activities, and evaluation of innovative technologies. Collectively, these coordinated efforts are contributing to improving ecological conditions, including increased wildlife presence, native plant reestablishment, and overall ecosystem recovery.

Enhanced Monitoring

The Lake Munson Action Plan includes enhanced monitoring centered around data collection and analysis to evaluate the overall health of the lake during the drawdown and for two years following refill. As reported in previous updates, enhanced monitoring data collected during the drawdown indicated sediment compaction and increasing system stability. Since refill of the lake in May 2024, ongoing water quality data collection through the Post-Drawdown Water Quality Study has tracked system response and progression as long-term lake management strategies are implemented.

A healthy ecosystem depends on more than water quality alone; it requires a balanced and diverse community plant and animal life. Accordingly, Leon County evaluates waterbodies using a comprehensive approach that considers biological, chemical, and physical conditions together. While water quality data provides valuable insight into system stability and response to change, it represents only one component of overall ecosystem health. Water chemistry can be affected by external factors like weather (i.e., temperature and rainfall), water levels, upstream inflows, dam discharges, and invasive exotic species treatments. As such, a broader perspective is essential when assessing overall system health.

Post-Drawdown Water Quality Study

As noted in previous Lake Munson status reports, it may take several years following refill for nutrient levels and ecological conditions to stabilize following the continual state of transition and flux associated with a drawdown. The Post-Drawdown Water Quality Study was conducted from May 2024 through April 2026 and included monthly water quality and flow data collection (as hydrologic conditions allowed) at four locations: two upstream of Lake Henrietta, one upstream of Lake Munson, and one downstream of the lake. The study provided an excellent opportunity to monitor and quantify the effects of the drawdown and the water quality in Lake Munson.

Due to drought-related low flow conditions, no samples were collected in October and November 2025 or in March and April 2026; however, site conditions were documented photographically during these periods. Water quality sample results were compiled with data from the County Water Quality Monitoring Program and evaluated for trends (Attachment #6).

Overall, the water quality has remained around the State's TMDL targets for Lake Munson and Munson Slough (above Lake Munson), and the system continues to demonstrate signs of stabilization. Variability in nutrient concentrations observed following the drawdown was anticipated and is attributable to external factors, including invasive exotic vegetation management, fluctuating flow conditions, and upstream influences such as construction activities.

Invasive vegetation management in Lake Munson, Munson Slough, and Lake Henrietta has been a primary contributor to nutrient concentration variability. Treatments began in July 2024 following lake refill and have been applied consistently on a schedule ranging from monthly to every other week, with pauses during the winter months (December through March). As treated vegetation decomposes, nutrients are temporarily released into the water column, contributing to observed fluctuations.

Flow conditions in Munson Slough also played a role in nutrient concentration variability. Storms and low-flow periods can cause erosion or carry varying nutrient loads from upstream, adding to the fluctuations. Additionally, the transition from quarterly to monthly sampling under the enhanced monitoring program has increased the visibility of short-term fluctuations. Accordingly, water quality trends are most appropriately evaluated over time rather than based on individual sample results.

Overall, since the drawdown, water quality in Munson Slough and within the lake has remained near TMDL targets — a positive indicator, and the system continues to stabilize and improve. While nutrient concentrations have exhibited variability, these fluctuations are consistent with external influences and are expected.

Looking ahead, ongoing drought conditions are likely to affect water quality in waterbodies throughout Leon County. When water levels are low, the total amount of nutrients in the system does not necessarily change, but there is less water for them to be spread through, so measured concentrations may increase. This is a natural response to dry conditions and does not reflect the effectiveness of the drawdown. Because of this, it is important to consider overall ecosystem health when evaluating Lake Munson, including not only water quality but also the presence of a healthy, balanced mix of plants and animals.

Long-Term Best Management Practices

As a state-managed waterbody, Lake Munson's primary management—such as aquatic vegetation treatment and restoration—is led by state agencies. The Lake Munson Action Plan expands the County's role to support and enhance these efforts through supplemental programs, coordination with state partners, and pursuit of additional long-term restoration opportunities.

The Action Plan emphasizes proven lake management best practices, including proactive vegetation management to promote a diverse, native plant community and improve ecological balance. The County utilizes a single contractor for both invasive aquatic vegetation and algal bloom response, improving efficiency, coordination, and reducing the risk of over-application. The Action Plan also includes continued evaluation of emerging technologies and scientific advancements to identify additional strategies that may benefit Lake Munson—each discussed further in the sections below.

Invasive Exotic Vegetation Management Program

A key objective for Lake Munson is the establishment and maintenance of a balanced, diverse, and native plant community. Native vegetation supports fish and wildlife habitat, enhances ecosystem resilience, and improves overall water quality. In contrast, invasive exotic species can rapidly dominate a system, displace native vegetation and degrade ecological conditions if left unmanaged. While eradication is not feasible, targeted treatment can effectively control invasive species and promote native vegetation recovery.

The Action Plan includes an Invasive Exotic Vegetation Management Program to supplement state-led treatment efforts. Historically, the state provided sole treatment; however, the County now utilizes a Continuing Services Contractor to provide more frequent, targeted applications, in conjunction with continued state treatments. This approach focuses on smaller treatment areas at higher frequency, reducing system shock and improving overall effectiveness.

The drawdown successfully mitigated hydrilla; however, water hyacinth—a fast-spreading floating aquatic plant—emerged as the dominant invasive species following refill. The County and FWC began monthly treatments in July 2024, and through ongoing evaluation of vegetation coverage and growth patterns, determined that a more intensive approach was warranted. This

careful assessment led to a coordinated every other week treatment schedule throughout Summer and Fall 2024. Treatments resumed in Spring 2025, reflecting a continuously adaptive management strategy to combat one of Florida's most aggressive aquatic invasive exotic species.

Beginning in June 2025 and continuing through the fall, three active snail kite nests—defined as nests being used for courtship, incubation, or where dependent young are present—were documented within the lake. Snail kites are federally protected birds that depend on healthy aquatic ecosystems, and their nesting activity is a positive indicator of improving lake conditions. The nests resulted in restricted areas encompassing a substantial portion of the lake (Attachment #7) and limiting treatment activities. Due to the species' protected status, the following restrictions applied within these active nesting areas:

- No operational access or project-related activities — including staff, contractors, and equipment — are permitted within 500 feet (152 meters) of an active nest. Passive public use may continue, provided it does not result in disturbance to the nest.
- Treatments and certain mechanical activities are restricted within 1,640 feet (500 meters) of an active nest. Only limited, pre-approved treatment methods may be implemented in coordination with FWC and, where applicable, the U.S. Fish and Wildlife Service (USFWS).

During this period, the County deferred to FWC for treatment within restricted areas and adjusted operations accordingly:

- **Mid-May 2025:** Snail kites observed; coordination with FWC initiated and treatments paused.
- **June 2025:** First active nest confirmed on east side of lake; eastern buffers established; treatments within buffers deferred to FWC.
- **Late June 2025:** County resumed treatments outside buffer areas.
- **Early July 2025:** Second nest reported adjacent to first nest; no additional buffers established.
- **Late July 2025:** Additional nesting activity identified on west side of lake; western buffers proactively established; treatment areas further limited.
- **August 2025:** Third active nest confirmed.
- **November 2025:** All nests inactive; restrictions lifted.

Throughout Summer 2025, the County and FWC maintained a coordinated treatment approach, with the County focusing on areas outside buffer zones and FWC treating within restricted areas. Following the lifting of restrictions, the County completed a final treatment in December 2025.

In Spring 2026, coordinated treatments resumed and will continue through the growing season, with planned pauses during winter months. While initial treatments addressed larger coverage areas, continued maintenance is expected to progressively reduce the area requiring treatment as the invasive plant is brought under control.

It is important to note that the effectiveness of the treatments will not be evident from the eastern shore of the lake. Because of the floating nature of the vegetation and the characteristics of the lake, mats of water hyacinth have been present at the boat ramp and the dam outfall channel since the conclusion of the drawdown. Unlike hydrilla that attach to the lake bottom through roots, water hyacinth is free floating on the water surface and can be pushed around the lake by the wind or current. The wind patterns are predominantly from west to east, flowing through the lake from the northwest to the southeast, which results in the continual transport of the water hyacinth to the eastern shore and the dam. Although water hyacinth can grow from the seed bank, the bigger challenge on the east side of the lake is the transport of water hyacinth to this location. The County and FWC have responded by directing targeted treatments specifically to the eastern shoreline and dam outfall areas to address this dynamic directly. In addition, Leon County Parks and Recreation, in coordination with FWC, has conducted mechanical harvesting to clear water hyacinth near the Gill Waters Preserve boat landing to restore boater access, and this approach is expected to continue as needed.

Overall, Lake Munson continues to maintain over 230 acres of open water, reflecting the success of hydrilla mitigation during the drawdown and ongoing water hyacinth management. The coordinated approach with FWC has enabled more frequent, targeted treatments with reduced ecological disturbance. Vegetation management remains the most effective tool currently available, with continued focus on controlling water hyacinth, particularly along the eastern shoreline and outfall areas.

Algal Bloom Management Program

The Action Plan also includes an Algal Bloom Management Program that provides targeted treatment of blooms when they occur. Historically, neither the County nor state agencies have actively treated algal blooms on Lake Munson.

Since Summer 2022, only one algal bloom has been confirmed on Lake Munson. In July 2025, during routine County operation, staff observed an algal bloom at the Lake Munson dam. This was reported to FDEP, who confirmed the bloom and, upon sampling, detected no microcystin toxins. The cause of the bloom was attributed to warm temperatures and low-flow conditions. Although the County's contractor was prepared to treat the bloom, treatment was not conducted due to restrictions associated with active snail kite nesting. The bloom dissipated naturally shortly thereafter.

Looking ahead, given ongoing extreme drought conditions and seasonal temperature increases, it is probable that algal blooms will occur on waterbodies throughout Leon County. The County's contractor remains prepared to quickly respond should any blooms be reported or observed on Lake Munson.

Innovative Technology Exploration

Lake management strategies continue to evolve as new technologies and scientific understanding advance. County staff actively evaluate data, emerging practices, and pilot projects to identify best practices and opportunities that improve water quality and ecological conditions while minimizing potential negative impacts. Potential strategies are reviewed in coordination with the

SAC and state agency partners, with viable options incorporated into ongoing efforts or presented to the Board for consideration.

Recent efforts have included evaluation of in-lake treatment products, monitoring of FDEP-funded innovative technology projects, and coordination with environmental consultants and academic researchers. Areas of interest include sediment inactivation technologies, dissolved oxygen enhancement, and nutrient removal through plant-based systems.

Evaluation of these and other emerging technologies is ongoing. At this time, the Board-approved Lake Munson Action Plan remains the primary and most effective strategy for achieving a healthy, balanced ecosystem, with water quality that meets state standards and supports a diverse community of flora and fauna.

Continued Investment Through Planned Projects and Maintenance

The effort to restore Lake Munson goes beyond the Action Plan, with capital improvement projects for Lake Henrietta and Munson Slough planned to begin later this year.

Munson Slough Embankment Repair Project

The Munson Slough Embankment Repair Project is a $1.6 million initiative to stabilize eroded areas within Munson Slough upstream of the lake and protect long-term water quality. As part of the County's 2025 legislative priorities, a state appropriation was requested for the project. The FY 2025–2026 state budget, signed by the Governor on June 30, 2025, included $800,000 for this effort. On January 27, 2026, the Board accepted these funds through a grant agreement with FDEP, which will support the design and construction of the project and supplement County funding already programmed in the adopted Capital Improvement Program (CIP).

This project builds upon the County's Lake Munson Restoration Project completed in the early 2000s, which utilized living shorelines techniques to stabilize banks, reduce sedimentation, improve water quality, and enhance wildlife habitat. While those improvements were effective, some areas have since experienced ongoing erosion. The proposed embankment repairs will restore and reinforce these areas through bank stabilization, reestablishment of native vegetation, and reduce sediment transport to Lake Munson, protecting the health of the ecosystem for years to come. Project design is anticipated to begin in Summer of 2026, with construction planned for FY 2027.

Lake Henrietta Sediment Removal Project

Lake Henrietta is a constructed regional stormwater management facility that slows the rate of stormwater flowing to Lake Munson and provides a place to collect nutrient-rich sediments and floating debris before it can enter Lake Munson. Since construction in the early 2000s, the stormwater management facility has captured over 53,000 cubic yards of sediment and debris. Leon County was recently awarded a grant by the U.S. Environmental Protection Agency (EPA) for the Lake Henrietta Sediment Removal Project. The EPA has completed and approved the required environmental review process and has been working with County staff through the grant agreement development process. The design of the project is anticipated to commence this

summer with construction to follow in 2027. This $2 million project will remove the material accumulated in Lake Henrietta to enhance the facility's performance, reduce sediment flowing downstream to Lake Munson, and improve the water quality of the lake.

Endangered Snail Kites

During the last report to the Board in June 2025, staff reported that a pair of Everglades snail kites, a federally endangered species, had recently been sighted on Lake Munson. These important birds are often considered indicator species, meaning their population health reflects the overall health of a waterbody. Their appearance at Lake Munson and multiple nesting successes are an indicator of high ecological productivity and water quality and habitat restoration in Lake Munson. Their population trends and nesting failure (or success) serve as early warning signs for water management issues, pollution, and the general ecological health of a waterbody. In addition, their migration to north Floria is important because these birds have historically been limited to central and south Florida.

These unique predator birds feed almost exclusively on apple snails. In the past they have relied on the native Florida apple snails, but have adapted to consume non-native, invasive apple snails. The bird's presence on Lake Munson is beneficial in controlling the invasive apple snail population, which in the past has been detrimental to the lake, obliterating all aquatic vegetation, resulting in wide-spread algal blooms.

Due to the species' protected status, specific restrictions apply to activities conducted in the vicinity of active nests, including the County's invasive exotic vegetation management. An "active nest" is defined as a nest being used for courtship, incubation, or where dependent young are present, and restrictions remain in place until all juveniles have successfully fledged.

The nesting of snail kites at Lake Munson represented a significant ecological event, particularly given how far north the birds were documented. From the first sightings in May 2025 through October, FWC actively monitored nest activity and coordinated closely with County staff. Throughout the season, three active nests with chicks were confirmed, and the lake was continuously monitored for additional nesting activity.

The scientific significance of the nesting drew the attention of researchers in the field. In June 2025, Dr. Caroline Poli of FWC and Lara Elmquist of the University of Florida Snail Kite Program visited the lake to band all three chicks from the first confirmed nest and place backpack transmitters on two of them—providing valuable data that will contribute to the broader understanding of the species' range and behavior (Attachment #8).

The presence and successful nesting of snail kites at Lake Munson in 2025—an indicator of strong ecological health—reflects the improved water quality, habitat conditions, and overall system productivity. While beneficial for controlling invasive apple snails, their protected status required activity restrictions and close coordination with the FWC during the nesting period.

Lake Munson Townhall Meeting

During the June 10, 2025 Lake Munson status report, at the request of citizen speakers, the Board directed staff to host a townhall-style meeting to provide a Post-Drawdown status report with participation from partner agencies and interested citizens. On August 26, 2025, Leon County hosted the Lake Munson Townhall at the Woodville Community Center. Attendees included several Commissioners, County staff, FWC staff, members of Friends of Lake Munson (FLM), and more than 30 citizens.

The Townhall was an important and well-attended community event, bringing together agency representatives and interested parties for an open exchange. County staff presented a comprehensive overview spanning the history of Lake Munson dating to the 1930s, current and historical water quality trends, the Lake Munson Action Plan, planned basin improvement projects, and next steps (Attachment #9). FLM presented their preferred lake management strategies, and the meeting concluded with a robust question-and-answer session that allowed citizens to engage directly in the discussion.

In an August 27, 2025 Tallahassee Democrat article covering the Townhall, the impact of the meeting was perhaps best captured by a founding member of FLM, who said: "*I do feel heard for the first time in a long time. I think the people here from Lake Munson feel heard.*" While Leon County and FLM do not fully align on all preferred management strategies, both share a genuine commitment to improving, protecting, and preserving Lake Munson—and that shared purpose, reinforced by a public forum where community voices were acknowledged, remains the foundation for continued engagement.

Conclusion

The Lake Munson Action Plan continues to demonstrate meaningful progress toward improving water quality and ecological conditions through a coordinated, science-based, and adaptive management approach. Post-drawdown monitoring indicates continued system stabilization, with nutrient levels generally at or below state targets and improving habitat conditions, including increased wildlife activity and the successful presence of federally protected snail kites during the 2025 nesting season.

With the conclusion of the post-drawdown enhanced monitoring period, staff will continue implementation of the Action Plan through adaptive management, periodic evaluations, and ongoing coordination with state partners. This includes continued vegetation management, exploration of innovative technologies, and advancement of planned water quality improvement projects.

Looking ahead, sustained implementation of these efforts—including periodic drawdowns as appropriate, and continued investment in upstream infrastructure—will build upon the progress achieved to date and support the long-term restoration, resilience, and ecological health of Lake Munson. Future reports on Lake Munson water quality conditions will be provided to the Board as part of the annual water quality report.

Options:

1. Accept the Lake Munson Action Plan and Post-Drawdown status report.
2. Do not accept the Lake Munson Action Plan and Post-Drawdown status report.
3. Board direction.

Recommendation:

Option #1

Attachments:

1. 2022 Lake Munson Action Plan Overview
2. Lake Munson Basin Investments in Improvements and Programs
3. Munson Slough (downstream of Lake Munson) Annual Average Nutrient Concentration Graphs
4. Lake Munson Annual Average Nutrient Concentration Graphs
5. Munson Slough (upstream of Lake Munson) Annual Average Nutrient Concentration Graphs
6. Post-Drawdown Water Quality Study Results Graphs
7. FWC Snail Kite Buffer Zone Map
8. Photos of FWC Snail Kite Banding
9. Lake Munson Townhall Leon County Presentation

Lake Munson Action Plan Overview

Over the past several decades, local governments have invested hundreds of millions of dollars for projects in the Lake Munson basin and prioritized upstream improvements which provide water quality treatment, reduce the transport of sediment, collect trash, and benefit the Lake water quality. On October 11, 2022, the County Commission approved the Lake Munson Action Plan which provides short- and long-term strategies to address the challenges experienced during the Summer of 2022 including algal blooms, fish kills, depressed oxygen levels, and invasive vegetation. On March 21, 2023, a six-month update was provided to the Board and modifications to the plan were approved. This document provides an update on the Action Plan status.

Lake Munson Drawdown

- Started on November 1, 2022, extended in consultation with FWC following higher than anticipated winter 2021-2022 rainfall, and concluded on May 17, 2024
- Allowed sediment to dry out and form a "cap", reducing nutrients transferring into the Lake
- Dredging not viable due to causing more harm than good, resuspending sediment and contaminants, habitat degradation, removal of seed source, and underlying karst features
- Emergency Action Plan implemented for weather events

Enhanced Monitoring

- Supplemented County's quarterly water quality sampling in Lake Munson and in Munson Slough
- Drawdown Water Quality Study
    - Monthly water chemistry samples during drawdown
    - Munson Slough upstream and downstream of the Lake
- Aerial Lake Bottom Topographic Survey
    - Quarterly during drawdown
- Post-Drawdown Water Quality Study
    - Began upon Lake refill in May 2024 and concluded in April 2026
    - Monthly water chemistry and flow samples (as hydrologic conditions allowed)
    - 4 locations (two upstream of Lake Henrietta, one upstream of Lake, one downstream of Lake)
- Point-Source Testing for Contaminants
    - One-time sampling
    - 4 locations (in Lake, upstream of Lake, downstream of Lake)
    - Validated previous sediment studies

Long-Term Best Management Practices

- Invasive Exotic Vegetation Management Program
    - Supplemental to FWC's invasive plant management program
    - Remains ongoing
- Algal Bloom Management Program
- Routine Periodic Drawdowns
    - To be implemented every 5-10 years
    - Frequency determined by health of the lake and in consultation with FWC and SAC
- Innovative Technology Exploration
    - County staff continue to explore new and innovative methods for lake management and presented to SAC and state agency partners for evaluation

Lake Munson Basin Investments in Improvements and Programs

Over 29 Projects - 21 BMPs - $292 M Investment

This document provides a summary of the past, present, and future projects and investments in the Lake Munson Basin as well as ongoing and future Best Management Practices to benefit the water quality of Lake Munson.

Completed Capital Improvements

1. San Luis Park - Est. $700,000 (1982)
2. Carter-Howell-Strong Pond – Est. $2 M (1980s)
3. Jim Lee Road Facility - $347,000 (1993)
4. **Gil Waters Park - $350,000 (1997)**
5. **Gum Swamp Restoration - $492,300+ (1998)**
6. Lake Elberta - $10.55 M (2000)
7. RSF Trash Trap - $71,090 (2001)
8. **Lake Munson Restoration - $13.6 M (2002)**
   a. **Lake Henrietta Restoration**
   b. **Munson Slough Restoration**
   c. **Lake Henrietta Wetlands Restoration**
   d. **Lake Munson Delta Sediment Removal**
   e. **Lake Munson Wetlands Restoration**
9. **Gum Creek Erosion Control - $150,000 (2003)**
10. **Orange Avenue Facility - $23.1 M (2006)**
11. Bond Stormwater Facility - Est $2 M (2006)
12. Martha Wellman Facility – Est. $13.8 M (2006)
13. **Munson Slough Stabilization - $55,000 (2009)**
14. **Lake Munson Dam Rehabilitation - $1.5 M (2011)**
15. Lower East Branch Trash Trap - $207,000 (2012)
16. Capital Circle NW/SW - Est $25.4 M (2015)
    a. Broadmoor Stormwater Facility
    b. Delta Stormwater Facility
17. Lakeview Bridge - $928,000 (2017)
18. **Advanced Septic Pilot Project - $1.5 M (2018)**
19. FGS Sediment Study - $328,570 (2019)
20. Lower CDD Erosion Control - $11.45 M (2020)
21. Country Club Creek Drainage Imp. - $1.75 M (2020)
22. Capital Cascades Trail Seg. 1-3 - $138 M+ (2021)
    a. Franklin Blvd
    b. Cascades Park
    c. Lake Anita
    d. Coal Chute SWMF
    e. Tallahassee Junction
23. Blueprint 3D-B RSF - Est. $700,000+ (2021)
24. **NE Lake Munson Septic to Sewer - $15.6 (2022)**

Over 24 Projects Totaling Over $264 M

Planning, Design & Construction Projects

1. **Comprehensive Wastewater Treatment Facilities Plan - $500,000 (2019)**
2. Capital Cascades Segment 4 - Est. $20 M (2021)
3. **Septic Upgrade Incentive Program- $3.2 M (2023)**
4. **Lake Henrietta Sediment Removal - $2 M (2026)**
5. **Munson Slough Embankment Repair - $1.6 M (2026)**

5 Projects Totaling Over $27 M

Best Management Practices (BMPs)

1. Hopkins Crossing wetland preservation
2. North Ridge Road wetland preservation
3. **EMA requires trash racks and sediment sumps on all new stormwater management facilities to protect downstream waterbodies**
4. **EMA prohibits illicit discharges (untreated water) flowing offsite from a business or residence**
5. **Special development zone regulations minimize clearing around lakes to protect vegetation**
6. **Leon County Operating Permit is required on all stormwater facilities and renewal permits are required every 3 years**
7. **Adopted State-wide model Fertilizer Ordinance with additional application restrictions to limit nutrients run-off from lawns**
8. **Lake Munson Clean-Up during drawdowns**
9. FWC Lake Munson Fish Restocking
10. **Routine maintenance of County stormwater facilities to reduce sediment downstream**
11. **Leon County Water Resources Program provides quarterly water quality sampling, public education, and annual reporting**
12. **Leon County Water Resources Website provides the public with information on personal responsibility for keeping Leon County's waterbodies clean and healthy**
13. **Lake Munson Drawdowns**
    a. 2000 b. 2010 c. 2022
14. **Drawdown aerial survey - $120,000 (one time)**

14 BMPs Improving Water Quality

Ongoing / Future Lake Management & BMPs

1. **Water Quality sampling monthly for 3 years - $137,000 (one time)**
2. **Investments in upstream improvements to reduce sediment and improve water quality**
3. **Additional septic system upgrades and conversions**
4. **Reoccurring drawdowns every 5-10 years**
5. **Aquatic Vegetation Management - $150,000 annually**
6. **Algal Bloom Treatment Program**
7. **Continuous exploration of BMPS and funding**

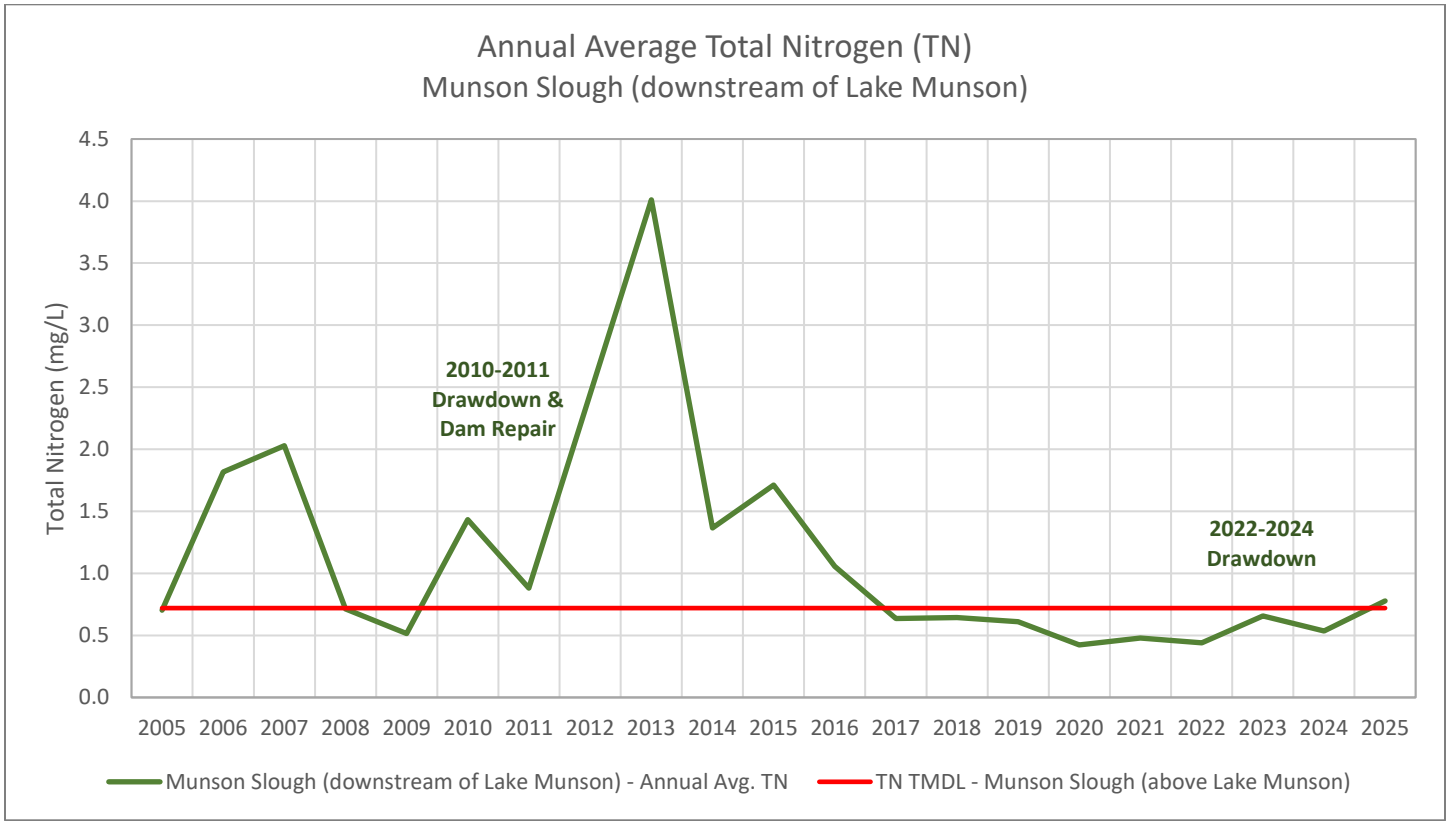
7 BMPs; $287,000 Initial Investment

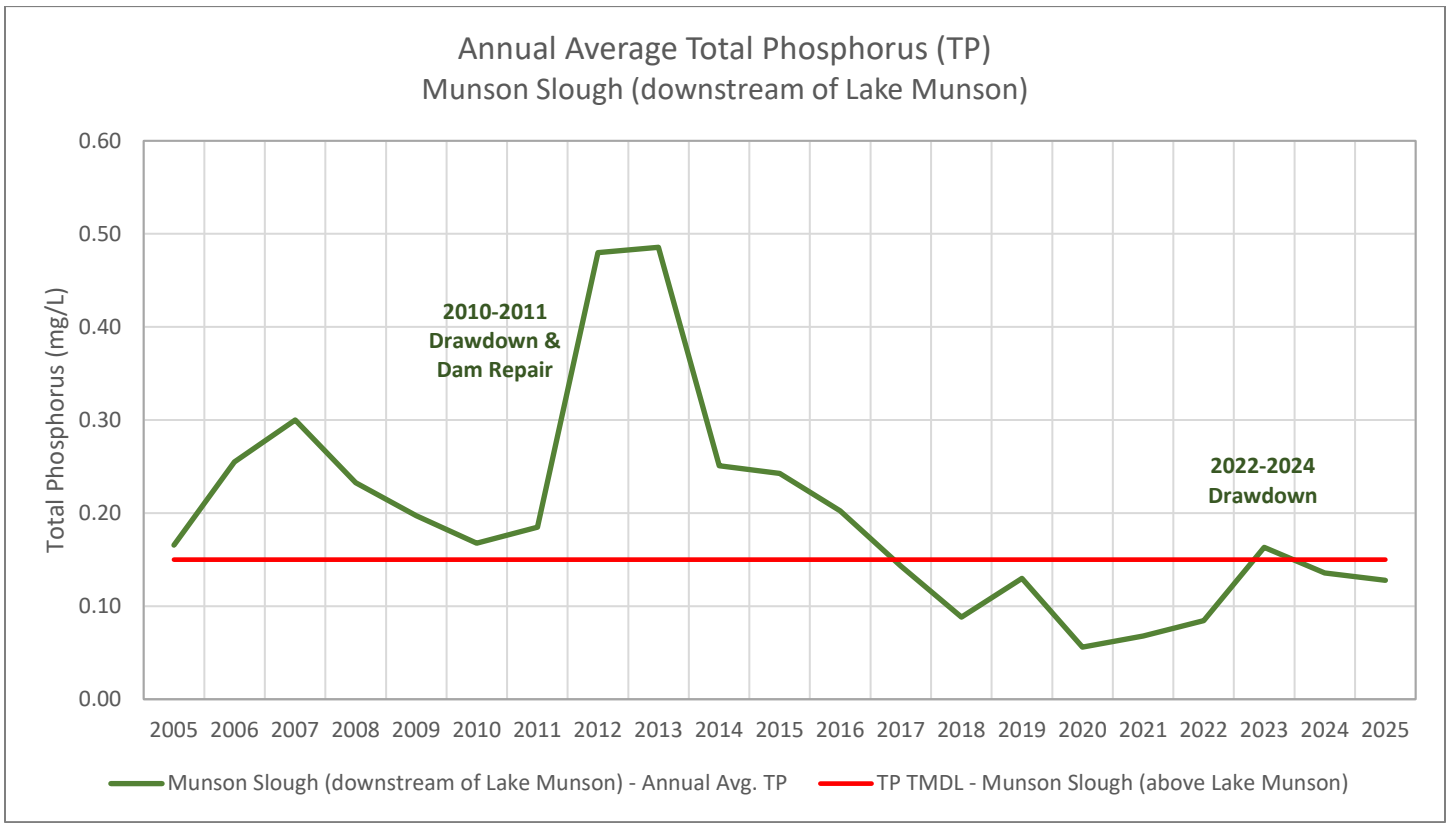
Bold – Leon County Projects & Programs

Revised: April 17, 2026

Annual Average Nutrient Concentrations
Munson Slough (downstream of Lake Munson)

Note: Sample results collected on September 10, 2025 (TN of 3.2 mg/L and TP of 0.75 mg/L) were atypical and could reflect a field error rather than actual conditions at the time. Therefore, these data were excluded from the 2025 annual average calculation.

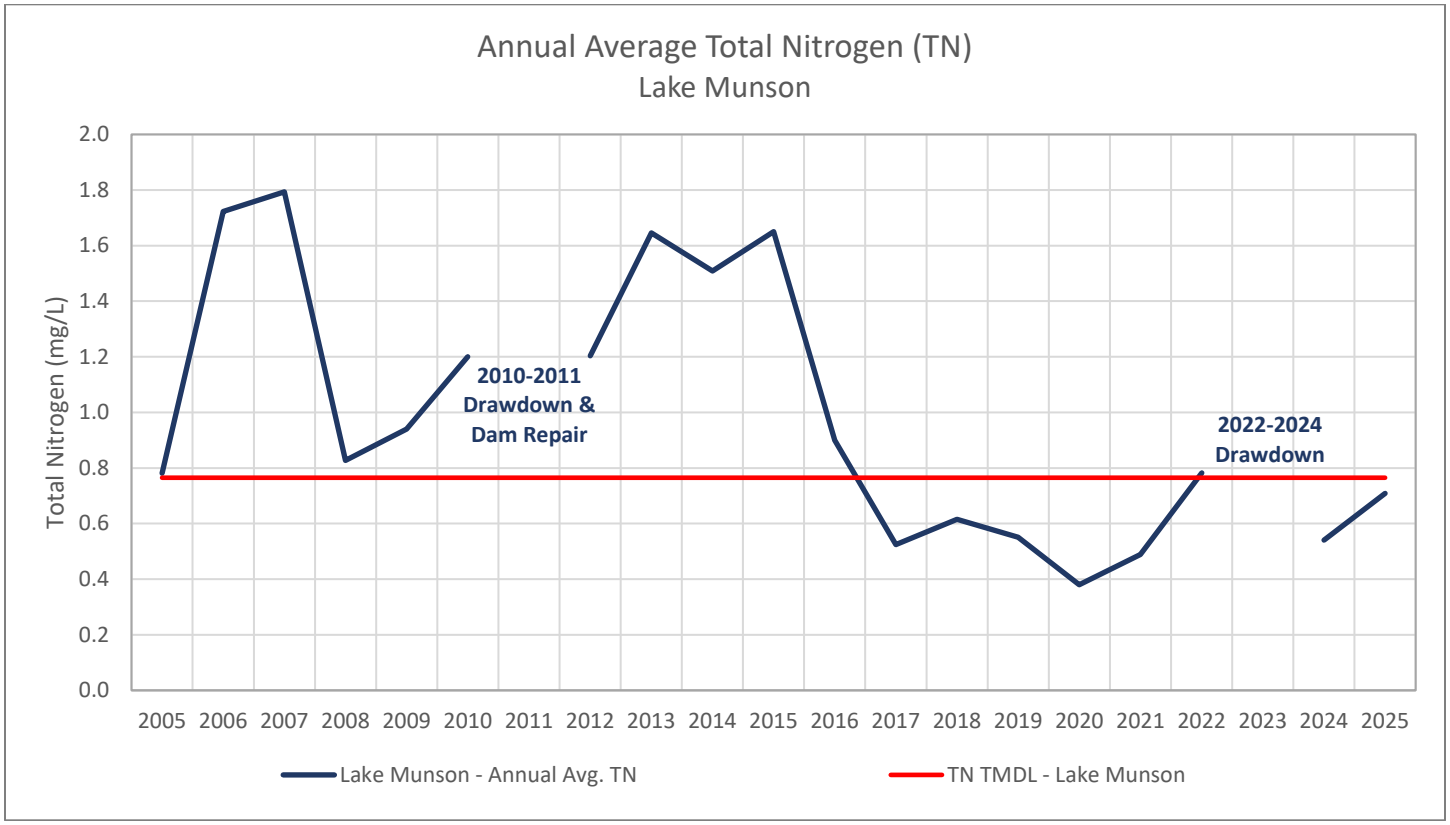


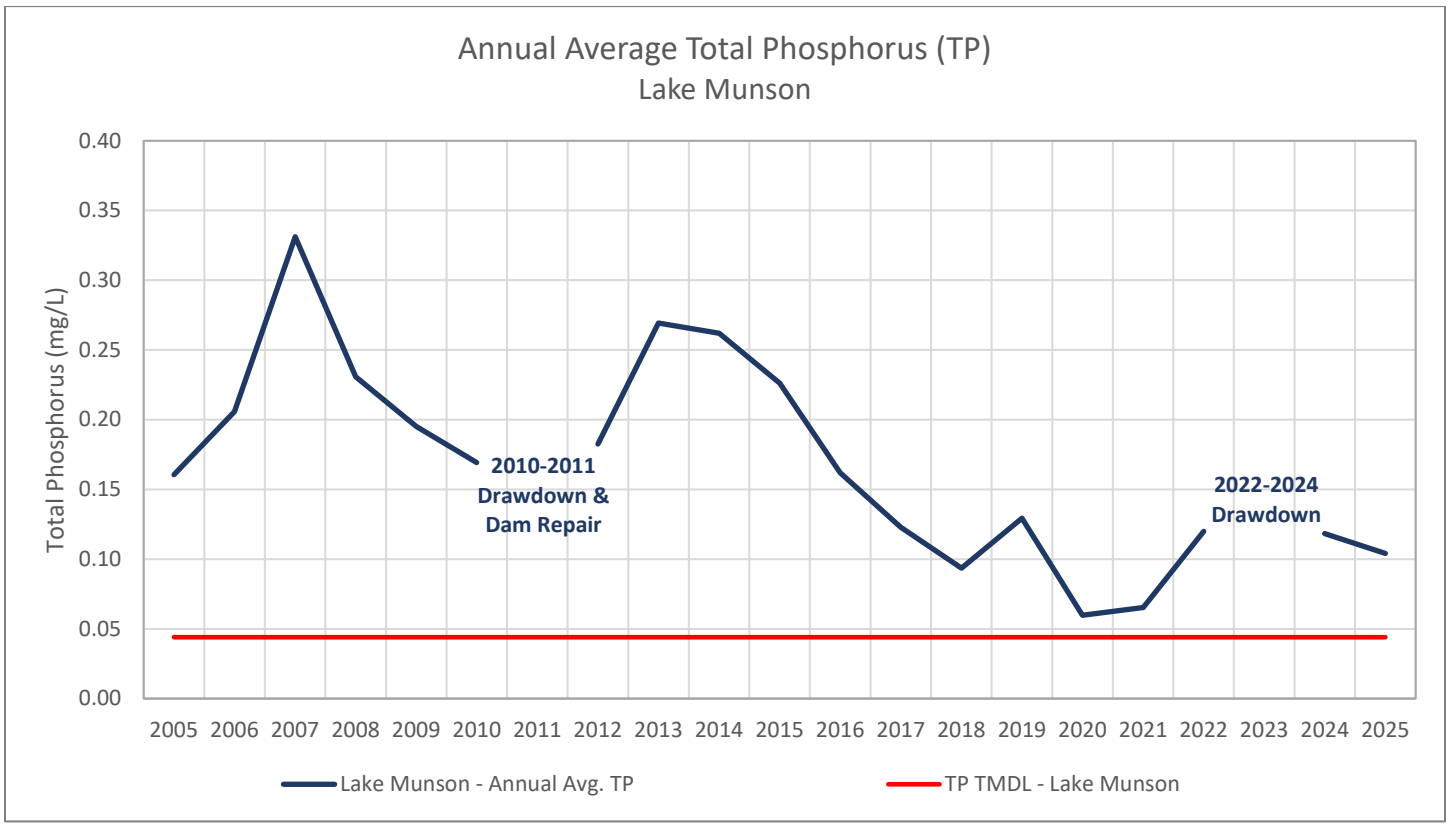


Note: Annual averages were graphed for illustrative purposes and to determine any possible trends.

Annual Average Nutrient Concentrations
Lake Munson

Note: The health of Lake Munson and the effectiveness of the drawdown cannot be determined by water quality results alone. Rather, a broader, holistic evaluation of ecosystem, including plants and wildlife, is necessary.

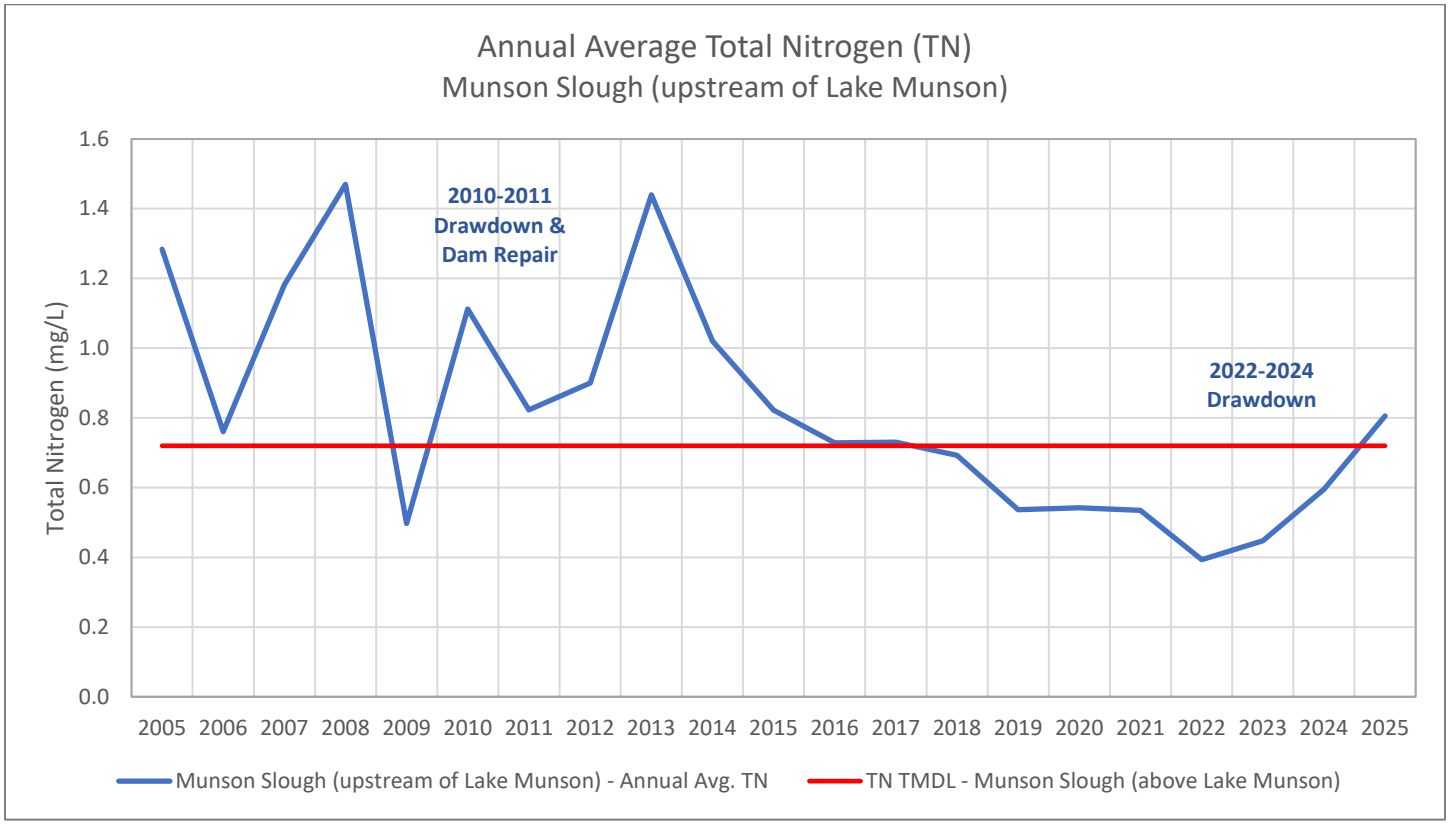


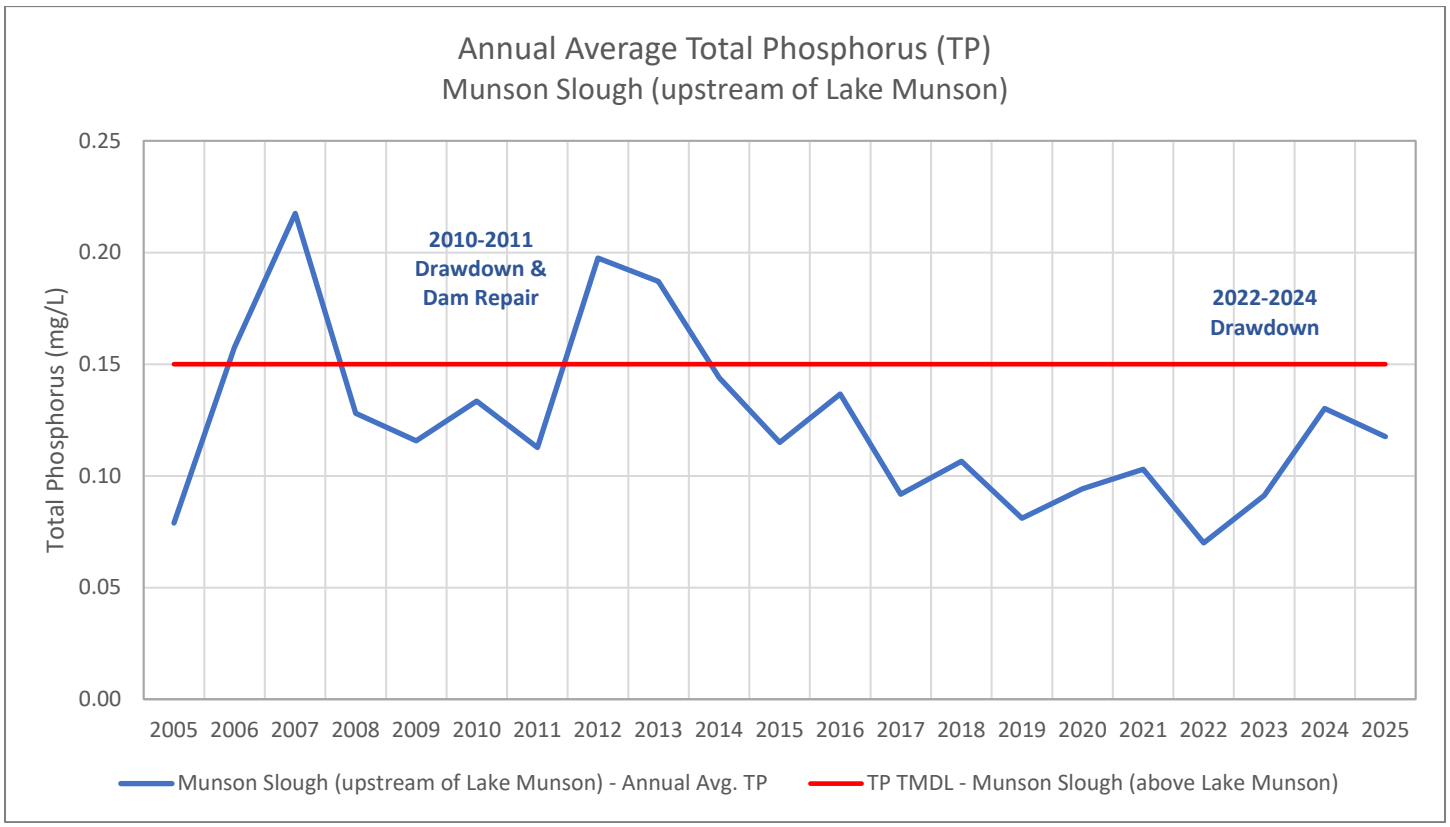


Note: Annual averages were graphed for illustrative purposes and to determine any possible trends.

Annual Average Nutrient Concentrations
Munson Slough (upstream of Lake Munson)

Note: The water quality in Munson Slough upstream of the lake does not reflect the effectiveness of the drawdown but is included to provide context for interpreting the water quality results in Lake Munson and the downstream portion of Munson Slough.

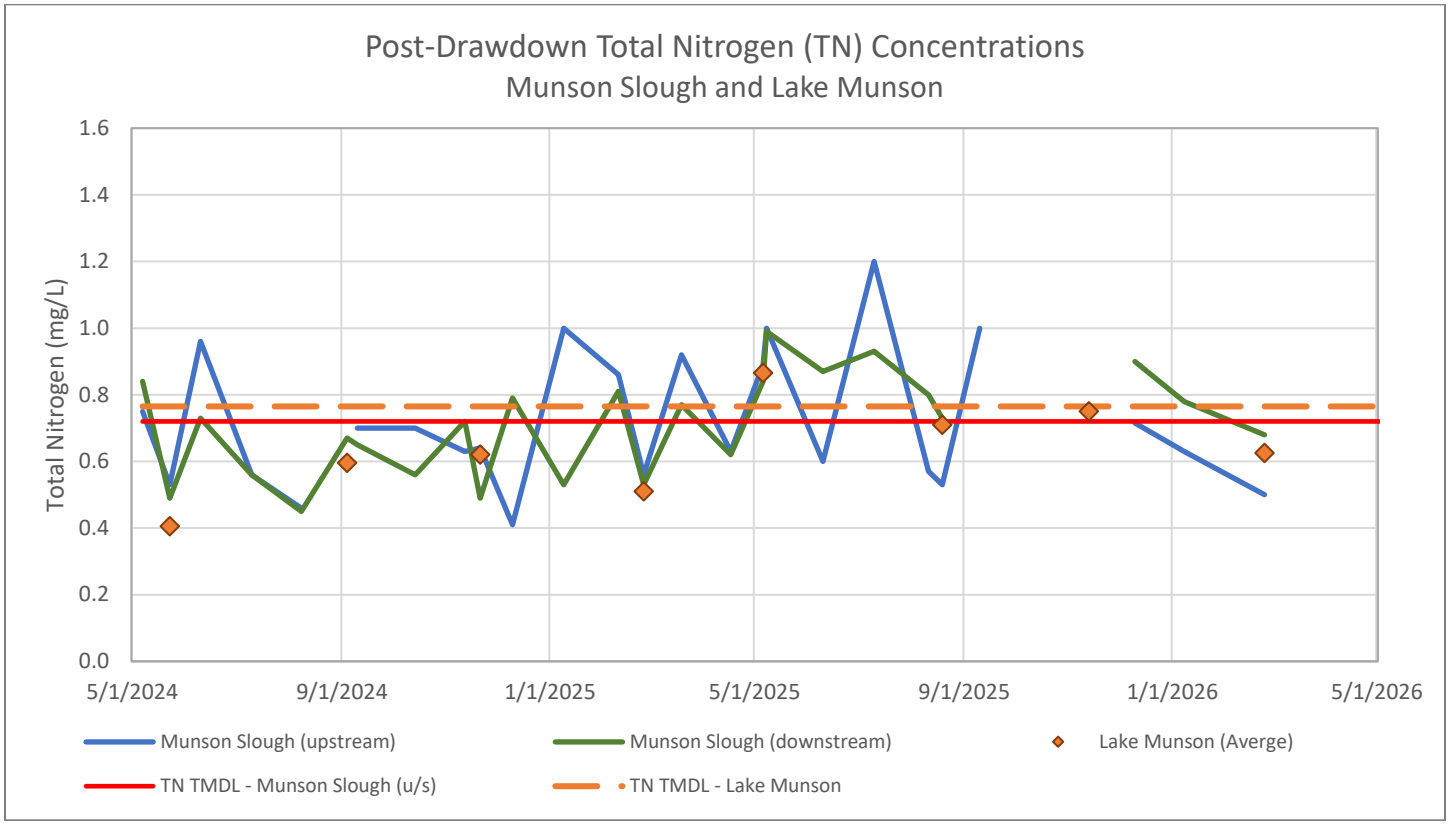


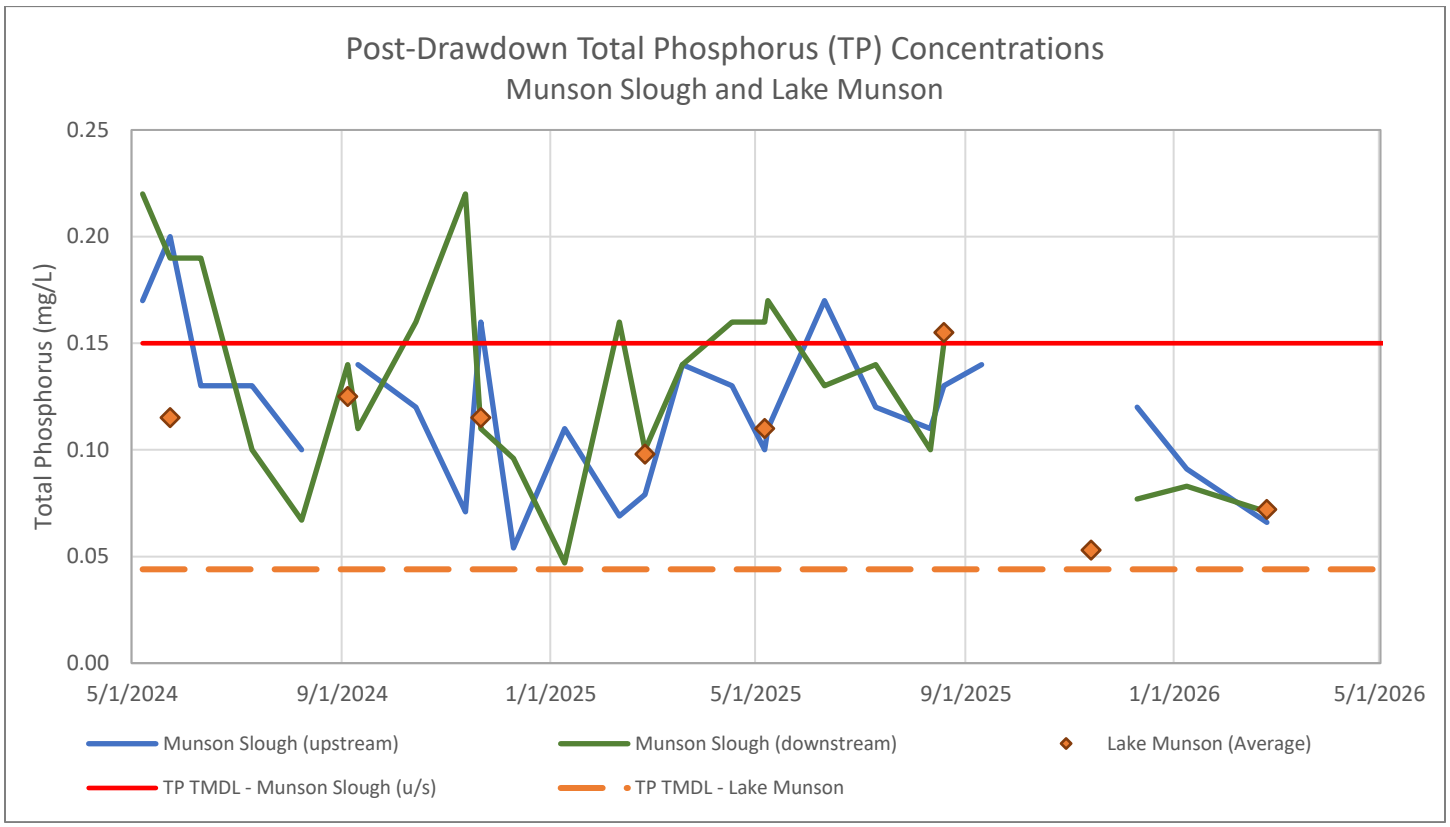


Note: Annual averages were graphed for illustrative purposes and to determine any possible trends.

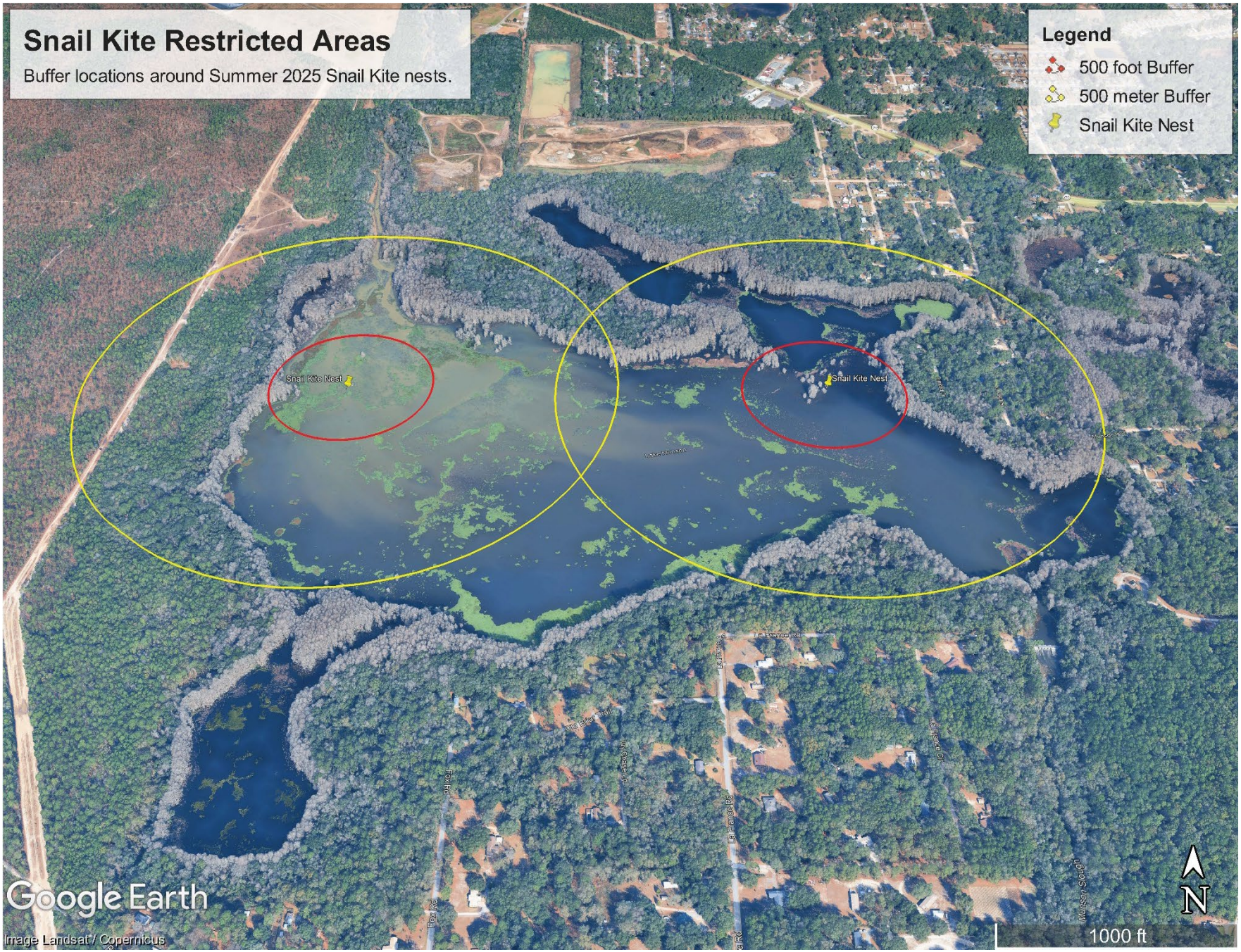
Post-Drawdown Water Quality Study Results
Munson Slough and Lake Munson

Note: The health of Lake Munson and the effectiveness of the drawdown cannot be determined by water quality results alone. Rather, a broader, holistic evaluation of ecosystem, including plants and wildlife, is necessary.





Note: An average of the two Lake Munson stations was used for illustrative purposes and to determine any possible trends.



Source: Florida Fish and Wildlife Conservation Commission

FWC Snail Kite Banding

Lake Munson – June 23, 2025

FWC Snail Kite Banding

Lake Munson – June 23, 2025

Lake Munson Town Hall Meeting

Tuesday, August 26, 2025

Posted on May 4, 2026

People Focused. Performance Driven.

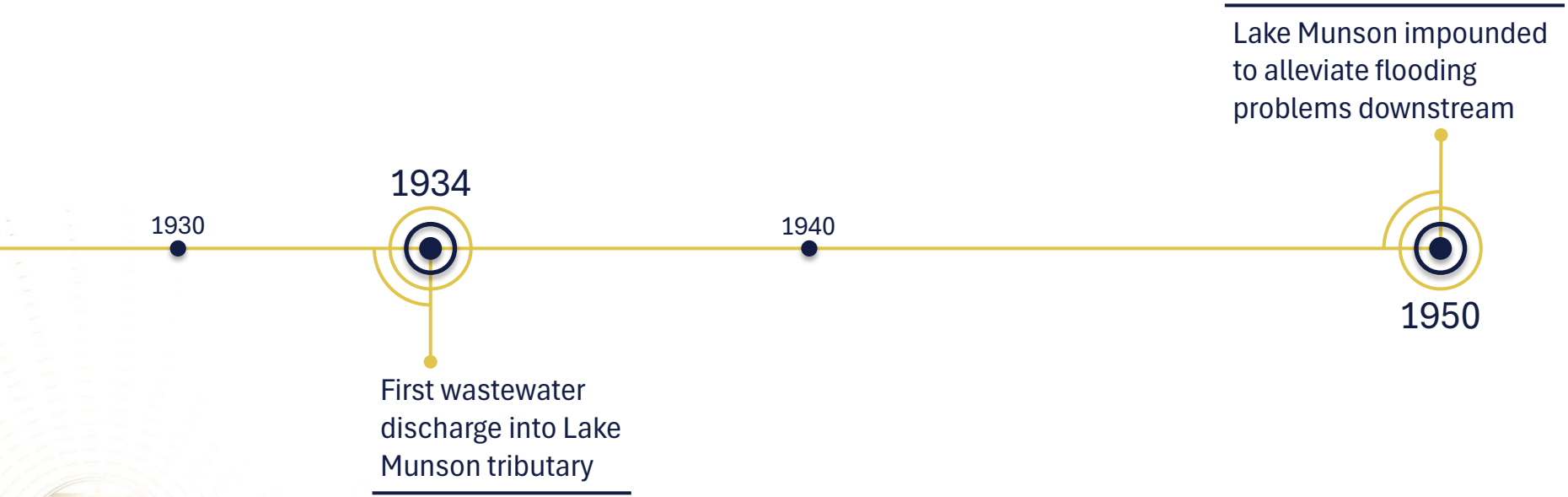
Data-Driven Restoration: Sampling, Findings, and What's Next

Posted on May 4, 2026

Data-Driven Restoration

- Lake Munson: Advancing Restoration
- Historical and Current Water Quality
- Lake Munson Action Plan
- Ongoing Lake Munson Restoration

Lake Munson: Advancing Restoration



Lake Munson: Advancing Restoration

1954

Lake considered good for waterfowl hunting and shellcracker fishing- many didn't eat fish due to poor water quality concerns

1956

First reports of massive algal blooms and fish kills with split-pea soup conditions noted by Florida State Board of Health

1960

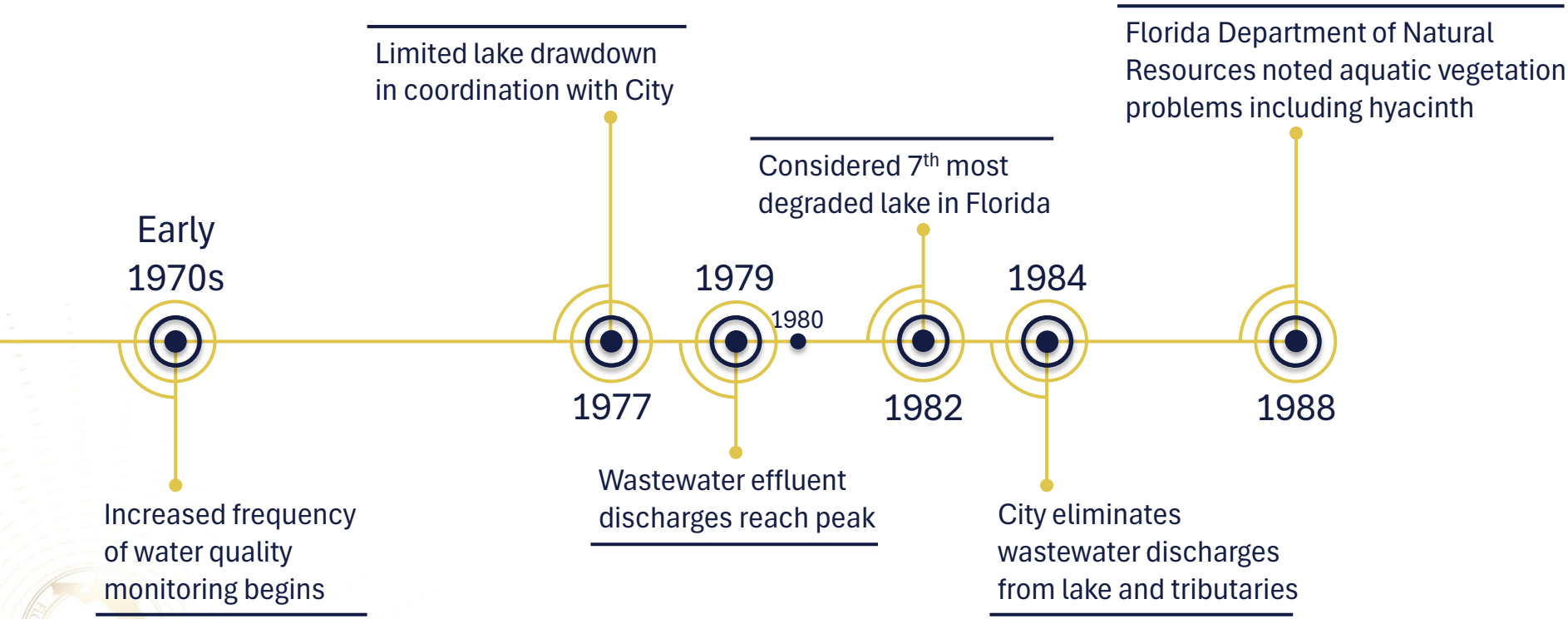
1968

New dam constructed approx. 100 feet west of original structure

1970

Reports of recurring fish kills, decreased game fish, heavy algal blooms, and floating aquatic vegetation

Lake Munson: Advancing Restoration



Lake Munson: Advancing Restoration

Board adopts 1994 Lake Munson Action Plan

Lake Munson Restoration Project

Frequent lake-wide algal blooms

Lake Munson Workshop

1991

1994

1996

2000

2002

2005

2006

2008

2009

Adoption of local environmental regulations

Invasive aquatic vegetation dominates lake-primarily hydrilla and hyacinth

Invasive Channeled apple snails eradicate all vegetation

FDEP lists lake as impaired

Lake Munson: Advancing Restoration

Ongoing algal blooms, invasive aquatic vegetation, and fish kills

2010

2010s

2013

FDEP adopts TMDL

SAC conducts Lake Munson Workshop

2016

2016-2017

2020

Lake consistently meets TN TMDL and approaches TP TMDL

Board approves updated Lake Munson Action Plan / 2022-2024 drawdown begins

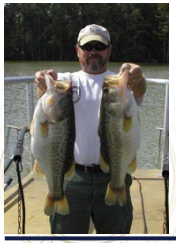
2022

2024

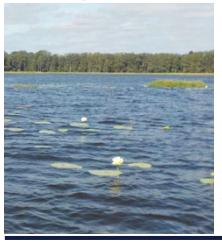
2025

Ecosystem continues to improve

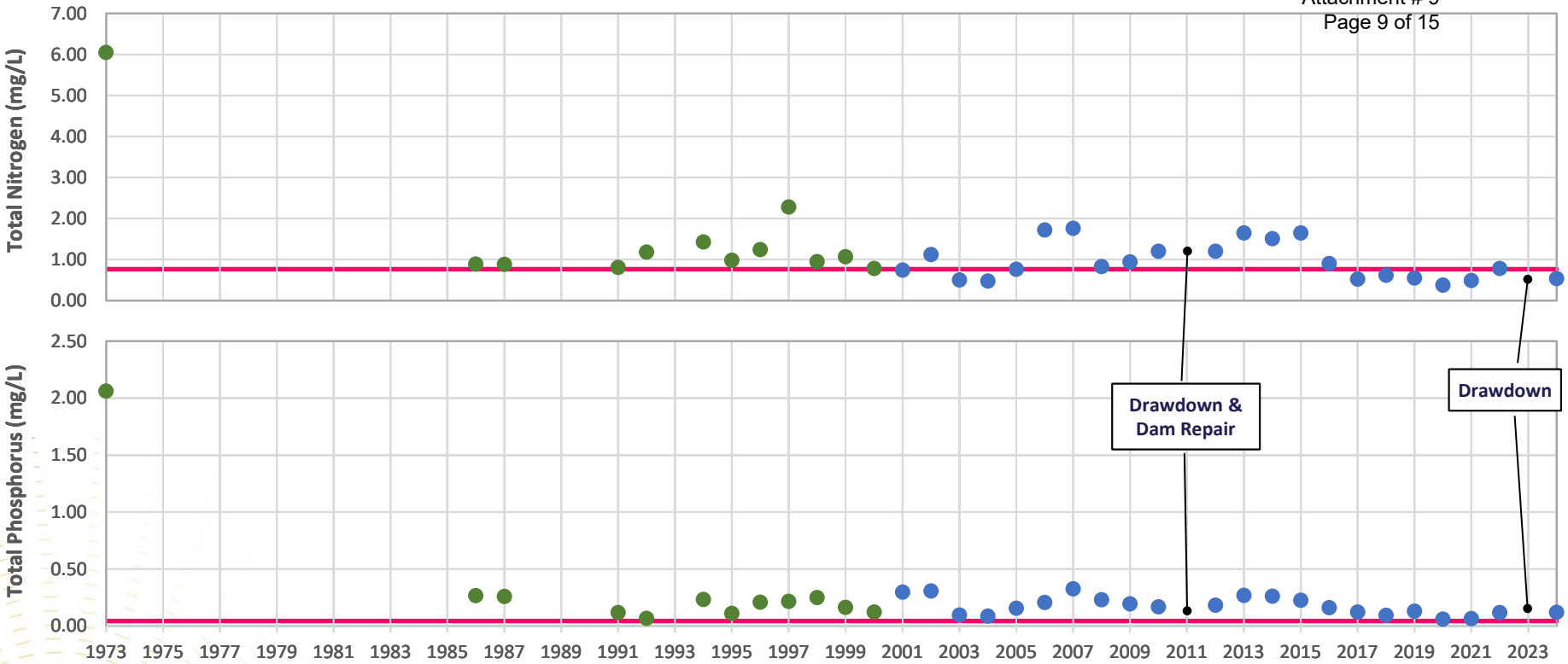
Ongoing restoration and protection



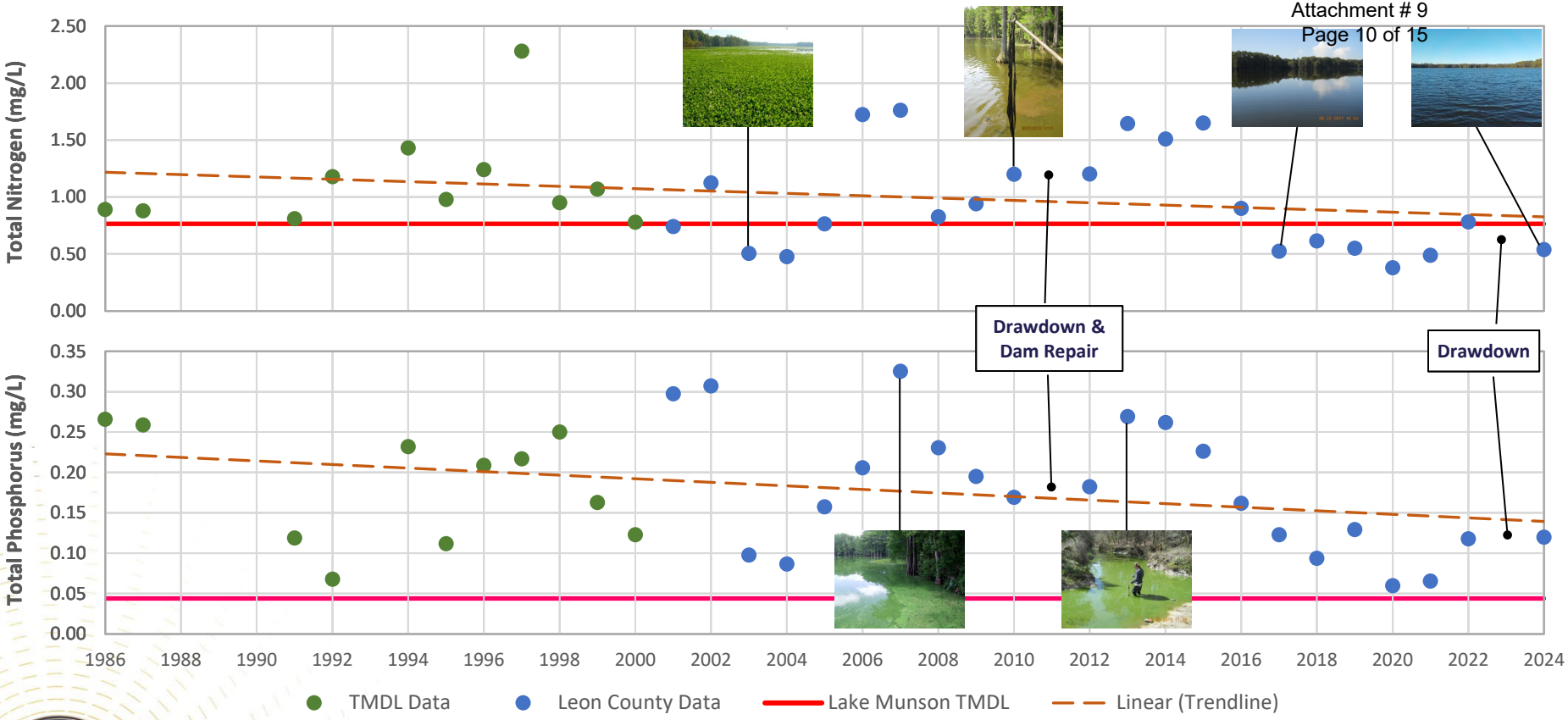
2010-2011 drawdown and dam rehab begins / FWC relocates ~380 largemouth bass



Native vegetation re-establishes and effective control of invasive aquatic vegetation



Lake Munson Avg. Annual Concentrations



Lake Munson Avg. Annual Concentrations

2022 Lake Munson Action Plan

- **Takes a holistic approach**
- **Drawdown**
  - Utilizes proven and accepted BMP
  - Mimics natural drying and refilling of lake
  - Minimizes risk of opening a sinkhole(s) in lake
- **Enhanced Monitoring**
  - Drawdown Water Quality Study
  - Aerial Topographic Survey
  - Post-Drawdown Water Quality Study
- **Long-Term Lake Management**
  - Reduces negative impacts to organisms & ecosystem
  - Non-invasive mitigation
  - Protects habitat and native seed bank
  - Invasive Exotic Vegetation Management
  - Algal Bloom Management
- **Explores new and innovative technologies**
- **Ongoing and Planned Investments**

www.LeonCountyWater.org/LakeMunson

People Focused. Performance Driven.

Lake Henrietta Sediment Removal

- $2 million maintenance project
- Remove sediment accumulated in facility since construction
- Restore facility to design conditions

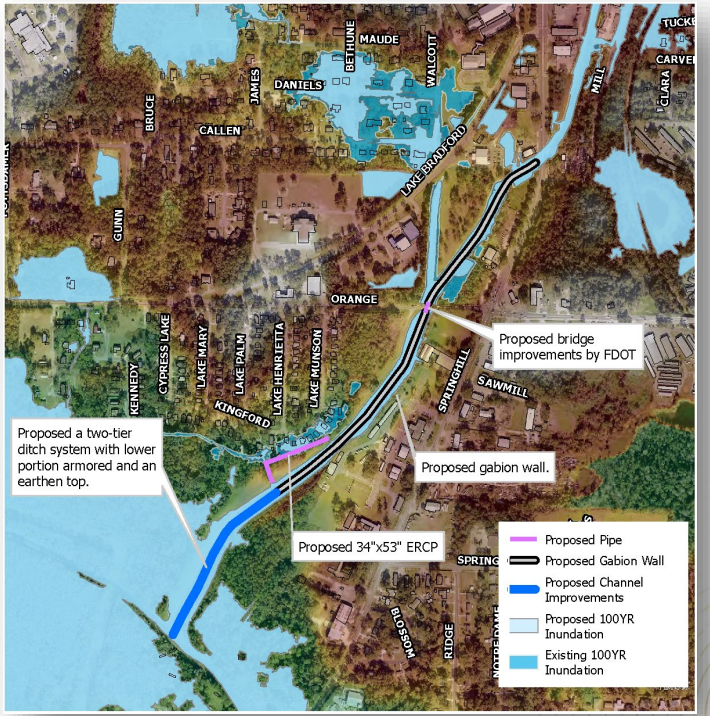
People Focused. Performance Driven.

Munson Slough Bank Stabilization

- $1.6 million project
- Repair eroded areas of Munson Slough banks to restore living shoreline
- Reduce erosion and sediment transport, improving water quality

Capital Cascades Trail Segment 4

- $20 million project
- Water quality improvements upstream of Lake Munson
  - Stormwater retrofit of untreated areas
  - Erosion control through bank stabilization



People Focused. Performance Driven.

Looking Ahead

- Build on decades of action and restoration
- Notable progress toward meeting water quality standards
- Continued commitment to Lake Munson restoration

Leon County
Board of County Commissioners

Notes for Agenda Item #9

Leon County Board of County Commissioners

Agenda Item #9

May 12, 2026

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator

Title: Status Report on the Leon County Complete Streets Policies

Review and Approval:	Vincent S. Long, County Administrator
Department / Division Review:	Ken Morris, Assistant County Administrator Nawfal Ezzagaghi, Assistant County Administrator Artie White, Director, Planning, Land Management & Community Enhancement (PLACE) Scott Brockmeier, Director, Development Support & Environmental Management (DSEM) Brent Pell, Director, Public Works Mike Alfano, Director, Planning
Lead Staff / Project Team:	Susan Poplin, Administrator of Comprehensive Planning Marcus Thompkins, Senior Planner Charles Wu, Director, Engineering Services Ryan Culpepper, Director, Development Services Division

Statement of Issue:

As requested by the Board, this item provides a status report on the Complete Streets policies adopted in the Land Use and Mobility Element of the 2050 Tallahassee-Leon County Comprehensive Plan and the various ways these policies are implemented in Leon County. The item also compares the adopted Complete Streets policies to the Sample Complete Streets Ordinance provided by the American Heart Association.

Fiscal Impact:

This item has no fiscal impact.

Staff Recommendation:

Option #1: Accept the status report on the Leon County Complete Streets Policies.

Report and Discussion

Background:

As requested by the Board at the February 10, 2026 meeting, this item provides a status report on the Complete Streets policies adopted in the Land Use and Mobility Element of the 2050 Tallahassee-Leon County Comprehensive Plan and the various ways these policies are implemented in Leon County.

As defined by the National Complete Streets Coalition, the term "Complete Streets" is an approach to planning, designing, and building streets that enables safe access for all users, including pedestrians, bicyclists, motorists, and transit riders of all ages and abilities. This definition is closely mirrored in Objective 6.4 of the Land Use and Mobility Element of the Tallahassee-Leon County Comprehensive Plan which states:

> **Objective 6.4 – Complete Streets (City of Tallahassee/Leon County):** Design, construct, and operate streets and roads, consistent with context-sensitive design principles, to provide safe and convenient facilities, and access for pedestrians, bicyclists, motorists, and public transportation users of all ages and abilities.

Objective 6.4 of the Land Use and Mobility Element has 16 associated policies as included in Attachment #1 and described in the Analysis section of this item.

While the term "Complete Streets" gained national prominence in the early 2000s, the County has historically planned, designed, and constructed roadways to accommodate multiple users, including pedestrians, bicyclists, transit riders, and motorists through its public facilities planning and management. Leon County policy has demonstrated a specific commitment to Complete Streets principles, especially since 2005, when the Leon County Land Development Code was revised to make explicit requirements for new development within the Urban Services Area (USA) to provide sidewalks external and internal to a development, require sidewalks on both sides of new arterial and collector streets and on one side of all other streets, clarify sidewalk interconnection requirements, and other changes that supported increased multimodality.

From 2008 to 2010, efforts were undertaken to develop a Mobility Element for the Tallahassee-Leon County Comprehensive Plan to replace the Transportation Element as a means to address a broader scope of transportation modes. The Mobility Element, which was adopted in 2011, included a Complete Streets objective and associated policies. By adopting the Land Use and Mobility Element in December 2025, the Board adopted updates to the Complete Streets objective and associated policies based on best practices, community input, and data analysis.

The Analysis section provides a detailed review of the current Complete Streets policies in the Comprehensive Plan and how these policies are implemented through Leon County Land Development Code regulations, private developments, and public infrastructure projects. The item also includes a comparison of these adopted Complete Streets policies to the Sample Complete Streets Ordinance provided by the American Heart Association.

Analysis:

The following analysis details the adopted Complete Streets policies in the Tallahassee-Leon County Comprehensive Plan and the multitude of ways these policies are implemented to provide safe and convenient facilities, and access for pedestrians, bicyclists, motorists, and public transportation users of all ages and abilities.

Complete Streets Policies in the Tallahassee-Leon County Comprehensive Plan

As mentioned previously, the adopted Complete Streets policies are in the Land Use and Mobility Element of the Tallahassee-Leon County 2050 Comprehensive Plan as Objective 6.4 and associated Policies 6.4.1 through 6.4.16 (included as Attachment #1) — and that placement is intentional and essential.

According to Florida Commerce:

> The comprehensive plan serves as a blueprint for future commercial and residential land uses, housing, and conservation, as well as cultural and recreational amenities. An important component of the comprehensive plan is identifying the new infrastructure and growth demands needed to support the future physical and economic development of the community. Strategic investments made now in infrastructure, housing, recreational amenities, and education will create communities where families will want to live, where companies will want to do business, where jobs will be available, and where people will come to work and play.

As a legal document, per Section 163.3194, F.S., the Comprehensive Plan establishes principles, guidelines, standards, and strategies that are implemented through local government programs, activities, and land development regulations. As such, the Complete Streets policies in the Land Use and Mobility Element are integrated into and reflected in Leon County's regulations, policies, manuals, and standard practices. In short, Complete Streets is woven into all aspects of transportation in Leon County.

Leon County has been at the forefront of Complete Streets implementation since 2011 when a formal policy was adopted directly into the Comprehensive Plan through the Mobility Element — three years before FDOT adopted its own statewide Complete Streets policy in 2014. This deliberate step expanded the traditional Transportation Element into a broader framework focused on multimodal transportation, connectivity, context-sensitive design, and reducing urban sprawl.

Building on that foundation, this policy was further strengthened with the 2025 adoption of the Land Use and Mobility Element — a document that deliberately links land use and transportation, grounded in a community-driven vision built around six core values: Environmental Stewardship, Conscientious Growth, Community Connectivity, Diversity, Community Focus, and Prosperity. To ensure the updated Complete Streets policy reflected current national best practices, the Element also drew from recognized authorities including Smart Growth America's Complete Streets Policy Framework, AARP's Planning Complete Streets for an Aging America, and the American Heart Association's Sample Complete Streets Policy.

Of these six core values, Community Connectivity speaks directly to the Complete Streets mission, and is defined as:

> Community Connectivity – *Tallahassee and Leon County will be a well-connected community that provides affordable, equitable, accessible, and context-sensitive mobility options. The network of roadways, trails, sidewalks, bicycle facilities, and transit services will provide complete and safe connections throughout the community, and these networks will be established where appropriate and as necessary to support this connected community goal*.

To ensure the updated policy reflects current national best practices, the Element drew from recognized authorities including Smart Growth America's Complete Streets Policy Framework, AARP's Planning Complete Streets for an Aging America, and the American Heart Association's Sample Complete Streets Policy. The adopted Complete Streets Objective and Policies — along with a supplementary explanation of each — are provided in Attachment #1. Complete Streets, however, does not stand alone. It is part of the broader Goal 6 framework, which addresses specific modes of transportation, context-sensitive design, the Safe Systems Approach, connectivity, livability, transportation disadvantaged populations, and intergovernmental coordination. The full text of Goal 6 and its related objectives and policies is included as Attachment #2.

The following sections illustrate how Leon County's Complete Streets policy moves from plan to practice — through Land Development Code regulations, interagency coordination, and the direct delivery of infrastructure on the ground.

Implementation of Complete Streets Policy Through Leon County Land Development Regulations

Since 2005, Leon County has implemented Complete Streets in its Land Development Code (LDC) regulations by requiring multimodal options for new developments within the USA. Following the initial adoption of Complete Streets policies into the Comprehensive Plan in 2011, the LDC was updated to strengthen sidewalk requirements for new development and redevelopment within the USA.

Specific regulations within the LDC ensure roadways are safe, accessible and convenient for all users. The information below describes how the current Complete Streets policy in the Tallahassee-Leon County Comprehensive Plan is implemented by the LDC.

<u>Sidewalk Requirements</u>

Sidewalks are required along all public and private streets adjoining new development within the Urban Services Area. This applies to new construction, reconstruction, expansion and extensions. These requirements include:

- Providing sidewalks along all public and private streets adjoining the development and within the development to maintain connectivity with existing developed areas.
- Ensuring non-residential and multifamily residential development provide safe and efficient sidewalk linkages between building entrances and parking areas, adjacent portions of the development, and adjacent rights-of-way.

- Providing internal sidewalk interconnections between adjacent commercial and office development to help reduce dependency on autocentric alternatives.
- Providing sidewalks on both sides of all new arterial and collector streets and on at least one side of all other new streets within residential and non-residential subdivisions.
- All sidewalks, at a minimum, are required to be Americans with Disabilities Act (ADA) compliant and meet Florida Department of Transportation (FDOT) standards.

There are limited exemptions for small renovations. The exemptions include:

- Projects involving less than 1,000 sq ft of expansion, reconstruction, or renovation may qualify for an exemption.
- The exemption can be used only once per property.
- The exemption requires the owner to grant a sidewalk easement for future County or third-party construction.

LDC regulations include the following sidewalk frontage placement standards:

- Sidewalks must be placed within the public right-of-way when adequate Right-of-Way (ROW) exists.
- If ROW is insufficient, sidewalks may be placed on the development property, parallel to the ROW, with County Engineer approval.
- When sidewalks are placed outside the ROW, the developer must record a public access easement.

Interconnectivity

The Leon County Development Code (LDC) requires that new development be designed to support a system of interconnecting streets designed to distribute traffic -over the entire roadway network- and integrate neighborhoods into the broader community. To further reduce impacts on public roadways within the USA, these regulations mandate that non-residential and multi-family projects include internal vehicular and pedestrian cross-access. By providing direct links to adjacent commercial, office, and recreational uses, the code minimizes the need for drivers and pedestrians to enter the arterial street system for short trips between neighboring properties, ultimately fostering a more efficient, accessible, and safe community.

Supporting this network of cross-access and connectivity, the LDC establishes design standards for local streets that ensure the broader roadway network remains safe and functional for all users. Within the USA, local streets are required to be designed with such features as reduced front setbacks, traffic calming measures, landscaping, street furniture, pedestrian-scale street lighting, etc. These features are implemented to discourage vehicular traffic at speeds that are unsafe for pedestrians and cyclists, and to provide linkages between neighborhoods, access to commercial, office, multifamily, recreation, community facilities, and schools, while maintaining access for service and emergency vehicles. Finally, for the efficient and safe movement of traffic between neighborhoods and to facilitate emergency access and evacuation, local streets are required to connect to surrounding streets, provided such connections do not promote vehicular speeds that are unsafe for pedestrians and cyclists.

Such an interconnected network makes the following possible:

- provides choices for drivers, bicyclists, and pedestrians,
- connects neighborhoods to each other and to local destinations,
- reduces vehicle miles of travel and travel times,
- improves air quality,
- reduces emergency response times,
- increases effectiveness of municipal service delivery, and
- frees up arterial capacity to better serve regional long distance travel needs.

Multimodal Coordination

To facilitate implementation of the multimodal policies of the Comprehensive Plan, pedestrian, bicycle, and emergency access is provided to any public building, public park, trail, bikeway, transit stop, or to any abutting public school where such connection is approved by the school system. Bicycle lanes and bicycle paths are required in conjunction with planned minor collector roadways (and roadways generating greater traffic) to provide alternative mobility access options in and between developments. These infrastructure requirements are further supported by the County's active coordination with key public agencies during new development reviews, including the local school district for school bus stop lighting and the local transit authority for transit stops and bus shelters.

Implementation of Complete Streets Policies in Private Development Projects

Implementation of Complete Streets policies and local regulations is demonstrated through projects and investments across the community. Examples of private development in Leon County include:

The Summerhill Estates Subdivision

This recently approved development is located off Buck Lake Road and will include sidewalks along all of the new local street frontages. Consistent with current subdivision standards, the local streets include curvilinear alignments and limited block lengths to reduce speeding. The new subdivision will be interconnected with an existing neighborhood that does not have sidewalks and recently incorporated traffic calming measures through the County's traffic calming program to control speeding. In contrast, the new Summerhill Estates neighborhood will provide the appropriate type of street design for local streets to ensure traffic calming and support pedestrian safety and mobility.

The Cawthon Development

The Cawthon development at Bannerman Road is located in the Lake Protection Node (LPN) zoning district and incorporates best development practices. The design standards have facilitated a multi-faceted approach for ensuring connectivity between commercial and residential uses by providing pedestrian passageways, interconnected streets, limited block lengths, and streetscaping. These measures reflect the intent of the LPN zoning district, which is to accommodate compact, mixed-use development at designated major intersections that serve residents and minimizes auto dependency.

Planned Unit Developments

Leon County has a number of Planned Unit Developments (PUDs) which incorporate complete street principles into the concept plans, including Park Place, Bradford Hills and Fallschase, all of which provide specific guidance for the residential and nonresidential development and the roadways within the PUDs. As with all PUDs, these include future circulation plans, which include vehicular, pedestrian and bicycle mobility plans.

- Park Place PUD: the transportation systems in the PUD are designed to capture internal trips, promote alternatives to single-occupancy vehicle travel and support mixed-use development. The conceptual Vehicular and Pedestrian Circulation Plan depicts the general locations of roadways and typical roadway sections, which include sidewalks, on-street parking, street trees, and bike lanes to serve the development.
- Bradford Hills PUD: includes a conceptual mobility plan and a pattern book that requires sidewalks on both sides of all local roads, which incorporate street furniture and require native vegetation. The PUD also includes a pattern book guiding on-street parking, use of native vegetation as street trees, and requires the HOA to include street furniture.
- Fallschase PUD: identifies a conceptual mobility network of primary and secondary roadways, sidewalks, street trees, and shared-use paths. Collectors and boulevards within the PUD are required to have 8'-10' multi-use paths on one side of the road.

The implementation of these development provisions will continue to be reflected in development projects throughout the County, into the future. Staff is currently evaluating the LDC to identify any updates needed to reflect the recently adopted Land Use and Mobility Element, including any changes needed to reflect the updated Complete Streets policies.

Implementation of the Complete Streets Policy Through Infrastructure Projects

With Board approval of the Sidewalk Eligibility Criteria and Implementation Policy in 2015, the County has completed more than seven miles of new sidewalk, bike lane, and multi-use trail infrastructure — with additional projects funded and underway. The following summarizes those accomplishments.

Since 2016, 19 Safe Routes to Schools (SRTS) projects have been completed, adding more than 27,000 linear feet (over five miles) of new sidewalk. The remaining nine SRTS projects are already fully funded through construction and are either in design or underway today. By actively pursuing federal and state grants — including SRTS, Transportation Alternatives (TA), and Safe Streets and Roads for All (SS4A) — staff have maximized every available dollar to keep this program moving.

Beyond school routes, four Community Sidewalk Enhancement (CSE) Tier 1 projects have been completed, contributing more than 11,000 linear feet (over two miles) of additional pedestrian infrastructure. Two more CSE projects are scheduled for construction in FY 2026, backed by federal funding. While these projects carry greater complexity — longer distances, permitting challenges, and right-of-way acquisition — the program has continued to deliver.

The County has also made significant strides in trail and greenway infrastructure. The 2.3-mile Smith Creek Road Bike Lane and the 1.7-mile Magnolia Drive Multi-Use Trail (Adams Street to Diamond Street) are both complete, with the final 0.45-mile segment of the Magnolia Drive trail actively in design and right-of-way acquisition. Supporting all of this, $2.5 million in annual sales surtax revenue (allocated equally between the County and the City) is dedicated through the Blueprint program specifically for sidewalk improvements — ensuring this work continues year after year.

The County has made equally significant progress in street lighting. Since the Board's approval of the Street Lighting Eligibility Criteria and Implementation Policy in 2017 and the subsequent 2023 amendment establishing the School Bus Stop Lighting Program, significant safety enhancements have been implemented throughout the unincorporated area.

These projects include:

- Signalized Intersections
  - Street lighting has been installed at 40 signalized intersections, improving nighttime visibility and overall traffic safety.
- Unsignalized Intersections:
  - 45 street lighting projects have been completed, and
  - 36 additional projects are under design or scheduled for installation.
- School Bus Stops:
  - 41 school bus stops have been equipped with new streetlights, and
  - 23 more locations are under design or scheduled for installation.

The County has also made measurable progress in traffic calming — a core Complete Streets strategy for reducing vehicle speeds and improving safety for all road users. Leon County has maintained a Traffic Calming Program since 1998, and in 1999 the Board merged it into the Community Safety and Mobility Program — which focuses on sidewalks, bikeways, traffic calming, and intersection improvements — with a dedicated portion of that program's budget allocated specifically to traffic calming initiatives. In 2021, the Board expanded eligibility to include minor collector roads and adopted formal eligibility criteria and procedures. In 2025, the policy was further amended to remove undeveloped parcels from the petition threshold calculation, making it easier for residents to qualify. Since the program's inception, more than 34 roads in the unincorporated area have received traffic calming measures.

The Blueprint Program has been an equally important driver of Complete Streets implementation. Through Blueprint, Leon County has delivered over 70 miles of new or improved bike lanes, sidewalks, and multi-use trails — infrastructure that directly advances pedestrian and bicyclist safety and connectivity. Ongoing projects such as the Magnolia Drive Trail and Capital Cascades Trail Segment 4 will further close gaps in the multi-use trail network. Annual funding in the current Blueprint program also supports implementation of the Tallahassee-Leon County Greenways Master Plan ($790,000) and the countywide bike route network ($750,000). Safety features are also built directly into Regional Mobility and Gateway Projects — including traffic

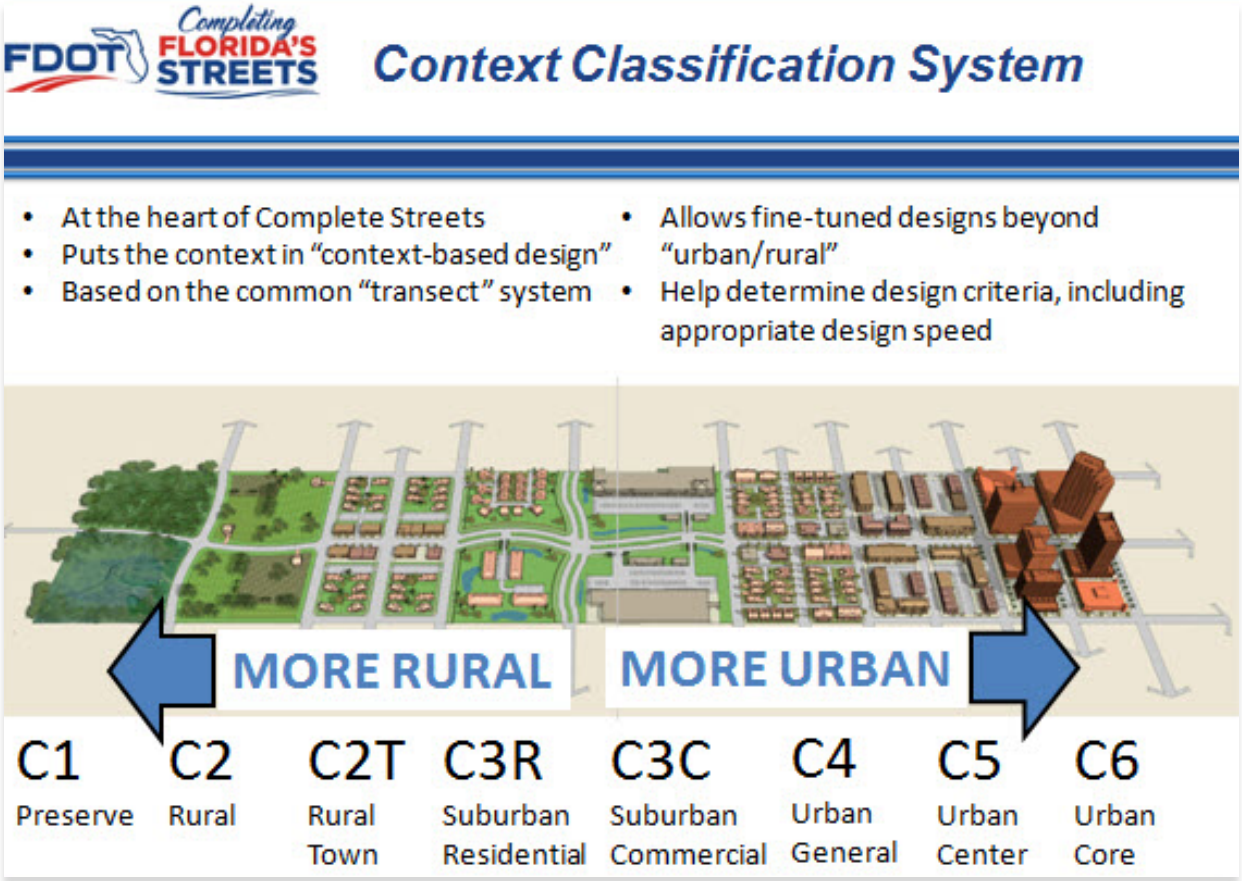
calming, roundabouts, sidewalks, bike lanes, and multi-use trails — as demonstrated by the Bannerman Road project, which pairs roadway expansion with a new 10-foot-wide multi-use trail. The Monroe-Adams Corridor Placemaking project further illustrates this approach, redesigning the corridor to better serve pedestrians, cyclists, and transit users.

Collectively, these sidewalk, lighting, traffic calming, and Blueprint investments demonstrate the County's sustained commitment to Complete Streets principles — building a transportation network that is safe, accessible, and connected for all users.

Implementation of Complete Streets on State Roads

In 2014, FDOT adopted a Complete Streets Policy (Attachment #3), updating its standards and guides accordingly, with Context Classification as a centerpiece of that framework. Context Classification categorizes roadways based on surrounding land use and built environment — ranging from natural to high-density urban — ensuring that design elements such as speed limits, lane widths, and sidewalks are tailored to the specific needs of all users (pedestrians, cyclists, drivers) in that context, putting the right street in the right place.

FDOT's Context Classifications are illustrated in Attachment #4 and in the image below:



As part of its 2014 Complete Streets Policy implementation, FDOT assigned Preliminary Context Classifications to all state roads in Florida — a statewide baseline intended to reflect existing development patterns. In Leon County, active redevelopment, evolving land use, and planned infrastructure investments in several corridors present an opportunity to update those classifications to better reflect where those areas are headed. Staff has been working with the Capital Region Transportation Planning Agency (CRTPA) and FDOT to identify these locations and update classifications accordingly. To date, FDOT has revised context classifications on South Monroe, North Monroe, Orange Avenue, and Pensacola Street based on County staff analyses, and work is currently underway to update the classification for a segment of Woodville Highway, driven by the County's Septic to Sewer projects and the Woodville Sense of Place Plan.

Context Classification also shaped how Leon County plans for future growth. When the Land Use and Mobility Element of the Tallahassee-Leon County Comprehensive Plan was developed, Context Classification served as the framework for the Future Land Use Map — arranging land use designations along a rural-to-urban transect tailored to Leon County's unique characteristics. This made Leon County the first community in Florida to combine its Land Use and Transportation/Mobility elements into a single Comprehensive Plan element, using Context Classification as the foundation. The goal is straightforward: put the right land use next to the right street, and design that street to serve everyone who uses it — regardless of how they travel, how old they are, or their physical ability. This shared framework also strengthens coordination with FDOT, CRTPA, and other partners, ensuring future transportation projects reflect the character of the communities they serve.

Review of Sample Ordinance from the American Heart Association

As requested by the Board at their February 10, 2026 meeting, this item reviews a Sample Complete Streets Policy (Attachment #4) produced by the American Heart Association (AHA) and provides a comparison of the sample ordinance to Leon County's Complete Streets efforts.

Key components of the AHA sample ordinance are:

- Establish a process for evaluating and addressing the needs of all users of all transportation projects, including new construction, reconstruction, and resurfacing.
- Require the implementing agency to adopt design standards based on best practices and work collaboratively with other agencies and the community.
- Embed equitable and inclusive community engagement in the process.
- Prioritize projects in neighborhoods with histories of systematic underinvestment.
- Make data publicly available, with special evaluation of the implementation in under-resourced communities.

Table #1 provides the components of the sample ordinance, compares those components to the adopted Complete Streets policies in the Comprehensive Plan, and identifies related implementation processes in Leon County.

Table #1 Comparison of AHA Sample Ordinance with Existing County Policy Framework

AHA Recommendation	Relevant Comprehensive Plan Policy	Leon County Implementation
Process and Coordination	• **Policy 6.4.1** – Project Evaluation • **Policy 6.4.2** – Share Transportation Information • **Policy 6.4.3** – Bicycle and Pedestrian Network • **Policy 6.4.4** – Bicycle and Pedestrian Master Plan • **Policy 6.4.9** – Multi-Modal Safety and Access • **Policy 6.4.10** – Applicability	Development review processes require sidewalks, interconnections, and multimodal coordination. These items are applied continuously in a consistent manner that makes them routine daily operations. Board Policy No. 80-8: Resurfacing – Bikeway/Sidewalk/Construction.
Design Standards or Design Manuals **Exceptions to Implementation**	<u>Design Standards or Design Manuals</u> • **Policy 6.4.8** – Maintenance of Traffic • **Policy 6.4.10** – Applicability • **Policy 6.4.12** – Design Standards • **Policy 6.4.13** – Pavement Markings and Signage <u>Exceptions to Implementation</u> • **Policy 6.4.9** – Multi-Modal Safety and Access	Leon County Infrastructure Engineering Standards and Guidelines Manual reinforces Leon County's commitment to safe, resilient, and sustainable infrastructure. It supports managed growth, improves quality of life, and advances the goals of Vision Zero and Florida's Target Zero initiative. Section 10-7.529 of the LDC implements a pedestrian mobility system of sidewalks, pedestrian connections, crosswalks, curb/gutter, and county-wide mobility. Interconnectivity is required by code in almost every project, exceptions are noted. These are design standards required in the code. Exceptions for required implementation are noted in the code. Board Policy No. 13-1: Sidewalk Eligibility Criteria and Implementation.
Equity and Engagement	• **Policy 6.4.11** – Equity • **Policy 6.4.2** – Share Transportation Information • **Policy 6.4.15** – Measuring Progress	Citizens may participate through the development and review process at the Application Review Meetings and Development Review Committee which are both advertised and open to the public.

AHA Recommendation	Relevant Comprehensive Plan Policy	Leon County Implementation
		Some special projects include specific public outreach and engagement efforts. The Joint City/County Bicycle Workgroup and the Advisory Committee on Quality Growth meet regularly and are comprised of community stakeholders with subject matter experience and knowledge. Leon County staff serve on the CRTPA Technical Advisory Committee. Policy 6.4.15 identify metrics to be reported at regular intervals. Southside Action Plan evaluations and updates.
Project Priority in Neighborhoods	• **Policy 6.4.3** – Bicycle and Pedestrian Network • **Policy 6.4.4** – Bicycle and Pedestrian Master Plan • **Policy 6.4.5** – Safe Routes to Schools • **Policy 6.4.11** – Equity • **Policy 6.4.16** – Coordination with Placemaking Plans	Annual status report on sidewalk projects. CRTPA prioritizes safety projects. The County's Sidewalk Implementation Program includes prioritization. Southside Action Plan evaluations and updates.
Evaluation and Performance Measures	• **Policy 6.4.15** – Measuring Progress	Evaluation of implementation and development outcomes are not specifically measured. Developments must meet code requirements for sidewalks, bike facilities, crosswalks, curb ramps, interconnections and multimodal facilities. Policy 6.4.15 identify metrics to be reported at regular intervals.
Public Availability of Information and Creation Complete Streets Advisory Committee	• **Policy 6.4.2** – Share Transportation Information • **Policy 6.4.15** – Measuring Progress	The requirements for development, including sidewalk, bike facilities, and street design are published online through Municode.

AHA Recommendation	Relevant Comprehensive Plan Policy	Leon County Implementation
		The Joint City/County Bicycle Workgroup and the Advisory Committee on Quality Growth meet regularly. Leon County staff serve on the CRTPA Technical Advisory Committee. Policy 6.4.15 identify metrics to be reported at regular intervals. Southside Action Plan evaluations and updates.

Additionally, AHA recommended to staff that the adopted Complete Streets policies address Smart Growth America's 10 elements. Below is a staff evaluation and response to the 10 elements:

Element 1. Establishes commitment and vision: This specifies a clear statement of intent to create a complete, connected network and consider the needs of all users.

Analysis and Response: Goal 6 of the Land Use and Mobility Element is the goal that the Complete Streets Objective and Policies are directly related to. This goal provides a clear commitment and vision. The adopted goal in the Comprehensive Plan states:

> *Goal 6 [LM] – A Balanced Transportation Network:*
>
> *Our community will support a balanced and viable transportation network with convenient and context-sensitive options, so pedestrians, bicyclists, motorists, and public transportation users of all ages and abilities can travel safely around the community.*
>
> *The transportation network shall:*
>
> - *Include streets, sidewalks, bicycle lanes, shared use paths, trails, aviation facilities, rail lines, transit, and on-demand transportation options.*
> - *Account for land use context, right-of-way constraints, and the short-term and long-term costs of transportation infrastructure.*
> - *Account for emerging technologies and best practices.*
> - *Discourage the negative effects roadway widening can have on neighborhoods and community character.*
> - *Provide safe routes to schools and options for the transportation disadvantaged and vulnerable road users.*
> - *Maintain adopted roadway level of service (LOS) measures and retain multimodal level of service targets.*
> - *Be coordinated between the local governments, with neighboring jurisdictions, and with regional, state, and federal agencies to cooperatively plan and manage transportation systems that are within the community but managed by FDOT.*

Element 2. Prioritizes underinvested and underserved communities: Requires jurisdictions to define who are their most underinvested and underserved communities and prioritize them throughout.

Analysis and Response: Policy 6.4.11 states that "the implementation of Complete Streets shall reflect equity by facilitating safe streets for all users, regardless of ability or income, and that enables travel to destinations with or without a car." This complements other objectives and policies in the Land Use and Mobility Element, including the following:

- *Objective 3.2 – Southside Action Plan (City of Tallahassee/Leon County): Develop and monitor the Southside Action Plan to align with the community's desire for a framework of action in the southern part of the Tallahassee urban area. To achieve this objective, the local governments shall develop a Southside Action Plan that complements long-term public and private investment with small-scale visible improvements that are relatable and community-driven. This approach recognizes that the vision of Southside citizens is essential to guiding the development, redevelopment, and rehabilitation of the Southside; and that the community's vision focuses on three main areas of improvement: Beautification, Investment, and Engaged and Activated Citizens.*
- *Policy 3.2.3 – Investment (City of Tallahassee/Leon County): Identify projects that initiate further investment opportunities in the Southside Community. Support partnerships across federal, state, city and county governments with non-profits and private organizations to identify resources for housing, homeownership, business, and infrastructure for the public. Investment within the Southside Action Plan area shall not occur at the expense of the natural environment or water quality in a manner which is found to be inconsistent with local government initiatives, policies, rules or regulations.*

Additionally, Policy 6.4.16 requires Complete Streets policies to be coordinated with placemaking plans. This includes Miccosukee and Woodville Sense of Place Plans. In City limits, this also includes historically underinvested and underserved communities that have neighborhood first plans, including Bond, Providence, Frenchtown, and Griffin Heights.

Together the goals, objectives, and policies in the Land Use and Mobility Element establishes a framework for equity, identifies traditionally underinvested and underserved communities, and emphasizes action that includes engagement with the citizens of those communities.

Element 3. Applies to all projects and phases: Instead of a limited set of projects, it applies to all new projects, retrofit or reconstruction projects, maintenance projects, and ongoing operations.

Analysis and Response: Policy 6.4.1 specifically states, "Road projects, including resurfacing projects, shall be evaluated for the inclusion of bicycle lanes or paved shoulders, sidewalks, shared use paths, appropriate sidewalk shade plantings, rightsized traffic lanes, on-street parking, stormwater management, street lighting, utility improvements, and transit amenities where they did not previously exist. Where design criteria allow, bicycle and pedestrian facilities shall be separated from vehicular traffic." Additionally, Policy 6.4.10 states, "All new roadway facilities, whether publicly or privately designed and constructed, shall comply with this Complete Streets Objective and associated policies…" These policies apply the Complete Streets policies to new projects as well as resurfacing (maintenance) projects.

Element 4. Allows only clear exceptions: Any exceptions must be specific, with a clear procedure that requires high-level approval and public notice prior to exceptions being granted.

Analysis and Response: Policy 6.4.10 states, "When circumstances do not allow for full compliance, innovative or nontraditional design options may be utilized, provided a comparable level of safety for users is present."

This encourages the use of innovative solutions to incorporate Complete Streets elements over simply allowing exceptions. Additionally, Section 10-1.106 of the Leon County LDC identifies a process for deviations from development standards as well as criteria for granting a deviation from development standards.

Element 5. Mandates Coordination: Requires private developers to comply, and interagency coordination between government departments and partner agencies.

Analysis and Response: One of the benefits of adopting the Complete Streets policies in the Tallahassee-Leon Comprehensive Plan is that it applies to both the County and the City. The joint Comprehensive Plan includes an Intergovernmental Coordination Element and establishes a framework for coordination and collaboration across governments, agencies, and partners. Additionally, the Comprehensive Plan, by statute, is a legal document that is implemented through regulations and requirements that private developers must comply with.

Element 6. Adopts Excellent Design Guidance: Directs agencies to use the latest and best design criteria and guidelines and sets a time frame for implementing this guidance.

Analysis and Response: Policy 6.4.12 specifically requires the Leon County LDC to be updated to use the latest professionally accepted design guidance, standards, and recommendations for Complete Streets and identifies the following resources:

- Federal Highway Administration's Manual on Uniform Traffic Control Devices
- Florida Department of Transportation (FDOT) Context Classification Guide, Complete Streets Handbook, FDOT Design Manual, and Manual of Uniform Minimum Standards for Design, Construction and Maintenance for Streets and Highways (the Florida Greenbook)
- National Association of City Transportation (NACTO) published guidelines
- American Association of State Highway and Transportation Official (AASHTO) published guidelines
- U.S. Department of Transportation's National Roadway Safety Strategy (NRSS), including the Safe System Approach

Additionally, at the March 10, 2026 meeting, the Board accepted the Leon County Infrastructure Engineering Standards and Guidelines Manual — the County's new unified reference that consolidates roadway design, accessibility, stormwater, and construction standards into a single framework governing all public infrastructure projects, whether County-led or developer-driven.

Element 7. Requires Proactive Land-Use Planning: Considers every project's greater context, as well as the surrounding community's current and expected land-use and transportation needs.

Analysis and Response: As noted previously, the adoption of the Land Use and Mobility Element into the Tallahassee-Leon County Comprehensive Plan represents the first instance of a Florida community combining its Land Use and Transportation Elements into a single Element and using Context Classification as a basis for the Future Land Use Map. The entire framework of the Land Use and Mobility Element, and a reason why adopting complete streets policies here, is focused on planning and coordinating the community's land use and transportation needs in an integrated and comprehensive way.

Element 8. Measures Progress: Establishes specific performance measures that match the goals of the broader vision, incorporate equity considerations, and are regularly reported to the public.

Analysis and Response: Policy 6.4.15 identifies specific metrics to be measured and reported. Additionally, Policy 6.4.2 requires the sharing of information across departments and with policy makers and the general public. These metrics include:

- *Total miles of new designated bike lanes*
- *Total miles of new shared-use paths (paved and natural surface)*
- *Total miles of neighborhood bikeways signed, marked, or constructed*
- *Linear feet of new and repaired sidewalk and other pedestrian accommodations (paths, trails, etc.)*
- *Number and type of crosswalk and intersection improvements and new installations*
- *Number of revenue service miles traveled by transit vehicles*
- *Rates of crashes, injuries, and fatalities by mode, as available*
- *Identification and updates to existing codes, policies, or programs to incorporate updated guidance from FDOT, FHWA, NACTO, AASHTO, and other best practices*
- *Number of exceptions to this policy granted*

Element 9. Sets Criteria for Choosing Projects: Creates or updates the criteria for choosing transportation projects so that Complete Streets projects are prioritized.

Analysis and Response: Complete Streets projects are delivered by six key entities — private developers, FDOT, CRTPA, Leon County, the Blueprint IA Board, and the City of Tallahassee — each with its own prioritization process. The adopted Complete Streets policies provide the common framework that guides how all of these projects are designed and coordinated, regardless of which entity is delivering them.

The following summarizes how each entity prioritizes and implements Complete Streets improvements:

Private developers implement Complete Streets improvements through individual development projects, which must meet the requirements of the Leon County Land Development Code. State projects are prioritized through the FDOT Work Program. CRTPA projects are identified in the Regional Mobility Plan and ranked by the CRTPA Board through Project Priority Lists. The Leon County Board has established prioritization tiers specifically for Safe Routes to Schools and Community Sidewalk Enhancement projects. The Blueprint IA Board maintains its own project prioritization process. Similarly, the Tallahassee City Commission maintains policies with established criteria for prioritizing sidewalks and other multimodal transportation projects.

Element 10. Creates a Plan for Implementation: A formal commitment to the Complete Streets approach is only the beginning. It must include specific steps for implementing the ordinance in ways that will make a measurable impact on what gets built and where.

Analysis and Response: As noted for Element 9, Complete Streets projects are implemented by numerous different entities. These are coordinated by shared plans like the Greenways Master Plan (referenced in Policy 6.4.3), the Bicycle and Pedestrian Master Plan (referenced in Policy 6.4.4), Placemaking Plans (referenced by Policy 6.4.16), and by sharing information across governments and departments as outlined in Policy 6.4.2. Complete Streets projects are also implemented by private development and redevelopment by meeting LDC requirements.

As provided in the preceding analyses, the components of the AHA Sample Complete Streets Policy are addressed by the currently adopted Complete Streets objective and policies in the Land Use and Mobility Element. Goal 6 – A Balanced Transportation Network and Objective 6.4-Complete Streets currently adopted in the Land Use and Mobility Element of the Comprehensive Plan provide a clear commitment and vision. The associated policies establish processes and procedures with appropriate design manuals and guidelines, emphasizes equity, applies to all projects, identifies clear exceptions, requires coordination and information sharing, coordinates mobility with land uses, and measures and reports progress. Goal 6 and the Complete Streets policies includes all of the components seen in Complete Streets best practices and tailors them specifically to Leon County and the City of Tallahassee.

Conclusion and Next Steps

Leon County's commitment to Complete Streets did not begin recently — it has been built deliberately over decades, guided by Board direction and grounded in best practices.

Complete Streets principles have been embedded into the Tallahassee-Leon County Comprehensive Plan, periodically reevaluated, and updated to reflect evolving best practices and community needs. Most recently, this commitment culminated in the adoption of the Land Use and Mobility Element — the first time any Florida community has fully integrated its Land Use and Transportation elements into a single, unified framework. This milestone, achieved under Board leadership, allows land use and transportation to be planned together, in context, from the start — not reconciled after the fact.

Today, Complete Streets concepts are fully integrated into how Leon County operates — embedded in Board policies, design standards, land development regulations, and the planning and delivery of infrastructure projects.

With the recent adoption of the Land Use and Mobility Element, staff is reviewing the Leon County Land Development Code to identify further updates to better enhance clarity and consistency with the Comprehensive Plan, and will bring proposed updates to the Board later this year. Staff also continues coordinating with FDOT and CRTPA on context classification assignments for state roads, and will continue implementing infrastructure projects that advance the vision and intent of the County's Complete Streets policies.

Options:

1. Accept the status report on the Leon County Complete Streets Policies.
2. Do not accept the status report on the Leon County Complete Streets Policies.
3. Board direction.

Recommendation:

Option #1

Attachments:

1. Adopted Complete Streets Objective and Policies
2. Land Use and Mobility Element Goal 6: A Balanced Transportation Network
3. Florida Department of Transportation Complete Streets Policy
4. FDOT Context Classification Brochure
5. American Heart Association Sample Complete Streets Ordinance

Adopted Complete Streets Objective and Policy

Tallahassee-Leon County Comprehensive Plan Land Use and Mobility Element

Objective/Policy Number and Title	Adopted Text	Supplementary Explanation
Objective 6.4 – Complete Streets	Design, construct, and operate streets and roads, consistent with context-sensitive design principles, to provide safe and convenient facilities, and access for pedestrians, bicyclists, motorists, and public transportation users of all ages and abilities.	Defines the desired outcome to be achieved by the policies.
Policy 6.4.1 – Project Evaluation	Road projects, including resurfacing projects, shall be evaluated for the inclusion of bicycle lanes or paved shoulders, sidewalks, shared use paths, appropriate sidewalk shade plantings, rightsized traffic lanes, on-street parking, stormwater management, street lighting, utility improvements, and transit amenities where they did not previously exist. Where design criteria allow, bicycle and pedestrian facilities shall be separated from vehicular traffic.	Requires road projects, including resurfacing projects, be evaluated for the inclusion of multimodal facilities.
Policy 6.4.2 – Share Transportation Information	The City and County shall share information across departments and with policy makers and the general public regarding the health benefits and existing laws related to motor vehicle, bicycle and pedestrian operation and interaction.	Requires that the City and County share information regarding the health benefits and existing laws related to motor vehicle, bicycle, and pedestrian operation and interaction.

Policy 6.4.3 – Bicycle and Pedestrian Network	The City and County shall maintain and enhance the local system of bicycle lanes, sidewalks, and shared-use paths in conjunction with the Greenways and Trails Master Plan. Enhancements shall be prioritized in the vicinity of schools, community facilities, parks, recreation facilities, and mixed-use areas with a retail and service focus.	Requires the maintenance and enhancement of the local system of bicycle lanes, sidewalks, and shared-use paths in a way that prioritizes connections in the vicinity of schools, community facilities, parks, recreation facilities and mixed-use areas.
Policy 6.4.4 – Bicycle and Pedestrian Master Plan	In coordination with the Capital Region Transportation Planning Agency, the City and County shall maintain a bicycle and pedestrian master plan through the planning timeframe that identifies projects to address bicycle and pedestrian network connectivity and safety feature upgrades, and pursue implementation funding. The bicycle and pedestrian master plan shall identify gaps where facilities do not exist in the bicycle and sidewalk networks.	Requires that the City and County, in coordination with the Capital Region Transportation Planning Agency (CRTPA) maintain a bicycle and pedestrian master plan.
Policy 6.4.5 – Safe Routes to Schools	Provide a safe, accessible environment and support active living for students by developing and maintaining programs to increase biking, walking, and transit to schools, prioritizing sidewalk and bicycle infrastructure within a two-mile radius of schools, and continuing to identify, fund and build Safe Routes to Schools projects.	Prioritizes multimodal facilities within a two-mile radius of schools to foster safe travel for students who are walking or biking to school.

Policy 6.4.6 – Community Gateways	Designate preferred entrance corridors into and connecting Tallahassee and Leon County. City and County departments with interests in the public right-of-way shall identify funding sources to convert these corridors into shaded bicycle and pedestrian ways to create attractive gateways into the community. These entrance corridor gateways shall include an appropriate gateway from the airport to Downtown, the Capitol Center, and University destinations.	Requires the City and County to pursue funding to provide shaded bicycle and pedestrian gateways into Tallahassee-Leon County and certain destinations within the community.
Policy 6.4.7 – Scenic Roadway Assessments	In the planning and construction of new roads in the suburban and rural areas and for needed improvement of existing roads, the City and County shall require a scenic roadway assessment, environmental assessment, and landscape component for the purposes of preserving those scenic features, protecting natural resources and providing interesting and aesthetically preferred places.	Establishes assessments to preserve scenic features, protect natural resources and provide interesting aesthetic places.
Policy 6.4.8 – Maintenance of Traffic	When construction or repair work infringes on regular corridor operation, a project specific Maintenance of the Traffic Plan shall be developed that specifies one or more alternate routes accounting for all modes of transportation, including vehicles, bicycles, pedestrians, transit and freight.	Requires all modes of transportation to be included in Maintenance of Traffic Plans.

Policy 6.4.9 – Multi-Modal Safety and Access	Development shall provide safe and convenient access to transportation facilities for pedestrians, cyclists, and transit users, with the following exceptions: • For emergency repair and routine maintenance. • In locations where specific users are prohibited, such as interstate freeways or pedestrian malls. In these instances, a safe and convenient alternate route shall be identified and, if needed, prioritized for improvement or construction. • A documented absence of current or future need. • Procedures and criteria for approving exceptions will be identified in the Land Development Code. New transportation facilities shall follow generally accepted or adopted design standards when implementing improvements intended to fulfill this Complete Streets policy and shall use innovative or non-traditional design options where a comparable level of safety for users is present.	Requires that development provide safe and convenient access to transportation facilities for all users, and that new transportation facilities follow adopted design standards and pursue innovative design options when a comparable level of safety for users is present to meet this policy.

Policy 6.4.10 – Applicability	All new roadway facilities, whether publicly or privately designed and constructed, shall comply with this Complete Streets Objective and associated policies, in coordination with standards of the designated Context Classification, shall follow nationally accepted or recommended Complete Street design standards as specified in Policy 6.4.12. When circumstances do not allow for full compliance, innovative or nontraditional design options may be utilized, provided a comparable level of safety for users is present.	Requires all new roadways to comply with the Complete Streets Objective and policies in the Comprehensive Plan.
Policy 6.4.11 – Equity	The implementation of Complete Streets shall reflect equity by facilitating safe streets for all users, regardless of ability or income, and that enables travel to destinations with or without a car.	Requires the facilitation of safe streets for all users, regardless of ability or income, or access to an automobile

Policy 6.4.12 – Design Standards	Land Development Codes that apply to all development policies and programs shall be revised by 2030 to use the latest professionally accepted design guidance, standards, and recommendations for Complete Streets in coordination with the designated context classification Guidance resources shall include, but need not be limited to: • Federal Highway Administration's Manual on Uniform Traffic Control Devices • Florida Department of Transportation (FDOT) Context Classification Guide, Complete Streets Handbook, FDOT Design Manual, and Manual of Uniform Minimum Standards for Design, Construction and Maintenance for Streets and Highways (the Florida Greenbook) • National Association of City Transportation (NACTO) published guidelines • American Association of State Highway and Transportation Official (AASHTO) published guidelines • U.S. Department of Transportation's National Roadway Safety Strategy (NRSS), including the Safe System Approach	Requires the revision of the Land Development Code by 2030 to use the latest professionally accepted design guidance for Complete Streets.

Policy 6.4.13 – Pavement Markings and Signage	All projects, whether public or private, that provide vehicle, bicycle, and/or pedestrian infrastructure shall provide proper pavement markings and signage to enhance recognition of infrastructure elements such as bicycle lanes, neighborhood bikeways, and pedestrian crossings. The City and County shall identify, prioritize, and install or update any such pavement markings or signage that are absent or out of date with current practices during the course of required maintenance.	Requires appropriate and proper pavement markings and signage to enhance the bicycle and pedestrian facilities, and identify those markings that are absent or out of date during required maintenance.
Policy 6.4.14 – Two-Way Left Turn Lane Replacement	Identify and prioritize replacement of existing continuous two-way left turn lanes with raised medians and exclusive turn lanes on multi-lane arterials. Replacement shall be contingent upon funding availability.	Requires the identification and prioritization of replacing continuous two-way left turn lanes with raised medians and exclusive turn lanes on multi-lane arterials when funding is available, to minimize traffic movements and increase safety.

Policy 6.4.15 – Measuring Progress	The success of this Complete Streets Objective shall be measured by the Planning Department with assistance by the City and County during the Evaluation and Appraisal Review process, using but not limited to, the following performance measures: • Total miles of new designated bike lanes • Total miles of new shared-use paths (paved and natural surface) • Total miles of neighborhood bikeways signed, marked, or constructed • Linear feet of new and repaired sidewalk and other pedestrian accommodations (paths, trails, etc.) • Number and type of crosswalk and intersection improvements and new installations • Number of revenue service miles traveled by transit vehicles • Rates of crashes, injuries, and fatalities by mode, as available • Identification and updates to existing codes, policies, or programs to incorporate updated guidance from FDOT, FHWA, NACTO, AASHTO, and other best practices. • Number of exceptions to this policy granted The Joint City-County Bicycle Working Group and Advisory Committee for Quality Growth may review these measures and make recommendations annually.	Requires the Planning Department coordinate with the City and County during the EAR process to measure and report on performance measures related to the implementation of Complete Streets.

Policy 6.4.16 – Coordination with Placemaking Plans	Implementation of Complete Streets policies for development shall be coordinated with the existing placemaking plans by including reference to those that are applicable.	Requires the implementation of Complete Streets policies into placemaking plans. The Woodville Sense of Place Plan, presented for adoption to the Board at this same meeting, incorporates recommendations to improve a number of the streets in Woodville's Rural Town Center to better serve all users.

Goal 6 [LM] – A Balanced Transportation Network:

Our community will support a balanced and viable transportation network with convenient and context-sensitive options, so pedestrians, bicyclists, motorists, and public transportation users of all ages and abilities can travel safely around the community.

The transportation network shall:

- Include streets, sidewalks, bicycle lanes, shared use paths, trails, aviation facilities, rail lines, transit, and on-demand transportation options.
- Account for land use context, right-of-way constraints, and the short-term and long-term costs of transportation infrastructure.
- Account for emerging technologies and best practices.
- Discourage the negative effects roadway widening can have on neighborhoods and community character.
- Provide safe routes to schools and options for the transportation disadvantaged and vulnerable road users.
- Maintain adopted roadway level of service (LOS) measures and retain multimodal level of service targets.
- Be coordinated between the local governments, with neighboring jurisdictions, and with regional, state, and federal agencies to cooperatively plan and manage transportation systems that are within the community but managed by FDOT.

Objective 6.1 – Land Use and Transportation Coordination for Livability (City of Tallahassee/Leon County):

Coordinate land use and transportation systems to foster vibrant communities across context areas with compact urban forms and a mixture of uses to minimize travel distances, reduce greenhouse gas emissions, and enhance pedestrian, bicycle, and transit mobility.

Policy 6.1.1 – Mitigate Sprawl (City of Tallahassee/Leon County):

New and substantial improvements to roadways, shall be identified and programmed consistent with the context (Context Classification) where design and environmental constraints allow that supports the Urban Services Area policies to promote efficient growth and urban infill, and discourage urban sprawl.

Policy 6.1.2 – Context-Based On-Site Facilities (City of Tallahassee/Leon County):

Development projects shall contribute to a safe, convenient, and comfortable transportation environment that promotes walking, cycling, and transit use consistent with the development's context-classification. Land development regulations shall specify the conditions and standards for provision of on- and off-site roadway extensions, sidewalk and trail connections, and transit facilities. Context-appropriate improvements or enhancements shall be required as a condition of development approval, such as, but not limited to sidewalks and bicycle facilities, plantings, and building configuration, buffers, setbacks and stepbacks. Development shall mitigate impacts to the multi-modal transportation network.

Policy 6.1.3 – Tallahassee-Leon County Transportation Corridors (City of Tallahassee/Leon County):
Transportation corridor maps showing the future land uses shall be developed and maintained to reflect the enhanced coordination between land use and transportation including new construction and improvements, reflecting the intended context classification.

Policy 6.1.4 (City of Tallahassee/Leon County) – Retrofit for Livability:
Roadways with design characteristics inconsistent with their assigned Context-Classification shall be inventoried and prioritized for retrofit including but not to limited lane width adjustments, street lighting, stormwater management retrofits, and streetscape improvements such as sidewalks, bicycle lanes, shared-use paths, transit amenities, and plantings to improve livability for the adjacent land uses consistent with the Future Land Use Map.

Objective 6.2 – Network Connectivity Improvement (City of Tallahassee/Leon County) :
Improve the balance of transportation options, connectivity, and capacity of the multimodal transportation network.

Policy 6.2.1 – Enhance Connectivity (City of Tallahassee/Leon County):
Local governments shall identify, prioritize, and engage in the necessary collaboration to establish crossings that connect road and trail networks across interstates, railroads, and other dividing features such as stormwater ditches. Locations where informal crossing regularly occurs shall be prioritized and where appropriate mid-block crossing may be assessed and implemented. Locations where high-quality and/or sensitive natural features exist shall be deprioritized.

Policy 6.2.2 – Future Right-of-Way Needs (City of Tallahassee/Leon County):
Local governments shall secure anticipated right-of-way needs, including supporting stormwater management, for additional travel lanes and/or turn lanes, as well as multimodal facilities, through appropriate development review and other processes, targeted acquisitions, or other suitable means to address motor vehicle traffic volume on roadway segments that will be impacted by targeted development areas within the long-term planning period. Roadways shall not be constructed to accommodate development anticipated beyond the long-term planning period.

Policy 6.2.3 – Build and Enhance the Network (City of Tallahassee/Leon County):
Where appropriate, create new minor and major collector roadways to relieve motor vehicle traffic congestion and increase network connectivity. Additionally, include network-enhancing local and minor collector street projects. All development plans shall contribute to developing a local and collector street and unified circulation system that will allow multimodal access to and from the proposed development, as well as access to surrounding developments.

Policy 6.2.4 – Corridor Management and Preservation (City of Tallahassee/Leon County):
Transportation corridors requiring additional right of way and/or corridor management are designated for preservation and management as provided in §337.273, F.S.

Policy 6.2.5 – Interconnectivity for Development (City of Tallahassee/Leon County):
Require vehicle, pedestrian, and bicycle interconnections between adjacent, compatible development; and require these interconnections between adjacent, incompatible developments when such connection has the potential to reduce the vehicular traffic on the external street system.

Policy 6.2.6 – Continuation of Streets (City of Tallahassee/Leon County):
All development plans shall incorporate and continue all sub arterial streets stubbed to the boundary of the development plan by previously approved development plans or existing development.

Policy 6.2.7 – Interconnectivity to Adjacent Uses (City of Tallahassee/Leon County):
Require private developers within the Urban Service Area to include bikeways, pathways, or sidewalks in their proposed developments, with connections to nearby properties and land uses.

Objective 6.3 – Context Based Mobility (City of Tallahassee/Leon County):
Plan, design, and build the transportation system to reflect the existing context areas and what the context areas will be based on future land use and zoning.

Policy 6.3.1 – Local Context Classification and Safe Systems (City of Tallahassee/Leon County):
A Local Context Classification system shall be implemented for all publicly maintained streets and roads that reflects Future Land Use and zoning, and follows nationally accepted professional guidelines to best identify and classify facilities. Additional criteria shall be developed for local streets. The Context Classification system shall incorporate design characteristics that reflect Safe Systems approaches using proven safety countermeasures and complete streets design principles. These measures shall aim for zero deaths and serious injuries along roadways and recognize that transportation systems users inherently make mistakes and ensure that the transportation system will be constructed in a manner that mitigates frequency and severity of crashes when errors occur.

Policy 6.3.2 – Context Classification Application (City of Tallahassee/Leon County):
The context classification system shall be applied to City and County roadway resurfacing and enhancement projects in a manner that reflects the future vision and context of the area, and considers available rights-of-way and environmental constraints where the project is located by accounting for the Future Land Use map, zoning, and Context Classification. Land Development Regulations shall provide for the implementation of context classification design standards as a requirement or condition of development approval.

Policy 6.3.3 – Context Classification Map (City of Tallahassee/Leon County):
By 2030, a Local Context Classification map shall be developed and maintained through the planning timeframe that recognizes local roadway functional classification and context classification in addition to land use context. The Local Context Classification map shall be updated concurrently with amendments to the Local Functional Classification Map and the Future Land Use Map. As part of map series, the FDOT context classification and functional classification maps are included as a reference and resource document.

Policy 6.3.4 – Downtown Traffic (City of Tallahassee/Leon County):
By 2035, in alignment with the vision of a vibrant 18-hour Downtown, strategies to reduce the negative effect of high-volume multi-lane through traffic in the Urban Core including managing speed and streetscaping shall be implemented.

Policy 6.3.5 – Lane Repurposing (City of Tallahassee/Leon County):
Evaluate the need for road lane repurposing to accommodate existing and future capacity, land uses, and multi-modal demand through the planning timeframe. Reducing, narrowing, or repurposing automobile lanes to support multimodal or travel by modes other than by automobile will not require transportation concurrency mitigation. Outside of the Multimodal Transportation District (MMTD), an analysis of transportation and land use impacts on parallel roadways must be conducted prior to implementation.

Policy 6.3.6 – One-Way Pair Studies (City of Tallahassee/Leon County):
Studies completed by the City and/or County for one-way pairs shall evaluate potential safety, operational, and aesthetic improvements. Improvements considered in the studies may include pedestrian crossings, speed reduction, one-way pair conversions, landscaping, and other potential improvements. The policy aims to strengthen neighborhood connectivity, support local businesses, and foster a more livable urban environment. Reduced levels of service due to improvements shall be acceptable within the Multimodal Transportation District (MMTD), prioritizing safety and complete networks for pedestrians and bicyclists over traffic efficiency.

Policy 6.3.7 – Speed Management (City of Tallahassee/Leon County):
By 2035, the City and County shall implement speed management programming based on the most recent American Association of State Highway and Transportation Officials (ASHTO), Federal Highway Administration (FHWA), Florida Department of Transportation (FDOT), and National Association of City Transportation Officials (NACTO) guidelines to reduce the frequency and severity of crashes and collisions. Additional speed management criteria shall be established in the land development code for local streets.

Policy 6.3.8 – Level of Service (LOS) (City of Tallahassee/Leon County):
Peak Hour Roadway Level of Service is established below and shall be assessed during the Evaluation and Appraisal Report every 7 years.

Functional Classification	Inside the Urban Service Area	Outside the Urban Services Area
Interstate, Intrastate, Limited Access Parkways	C	B
Principal Arterials	D	C
Minor Arterials	D/E*	C
Major and Minor Collectors	D/E*	C
Local Streets	D	D

*For Minor Arterials and Major and Minor Collectors located inside the Urban Service Area and south of U.S. 90, the Level of Service shall be "D" for purposes of establishing priorities for programming transportation improvements, and "E" for meeting concurrency requirements, to support the Southside Action Plan. Roads north of U.S. 90 shall be LOS D for both programming improvement and concurrency purposes.

Policy 6.3.9 – Multimodal Transportation District Area Wide Level of Service (LOS) (City of Tallahassee):
In order to create community design that supports mobility and prioritizes a safe, comfortable and attractive pedestrian environment with convenient interconnection to transit, the following performance standards are targeted for the Multimodal Transportation District:

MMTD Areawide Multimodal Level of Service Standards

Areawide Multimodal Level of Service Standards Pursuant to F.S. 163.3180(5)(f)2			
Pedestrian	**Transit**	**Bicycle**	**Automobile**
C	C	D	E+50%

By 2030, assess MMTD Areawide LOS standards to determine if revisions to the measures should be made.

Objective 6.4 – Complete Streets (City of Tallahassee/Leon County):
Design, construct, and operate streets and roads, consistent with context-sensitive design principles, to provide safe and convenient facilities, and access for pedestrians, bicyclists, motorists, and public transportation users of all ages and abilities.

Policy 6.4.1 – Project Evaluation (City of Tallahassee/Leon County):
Road projects, including resurfacing projects, shall be evaluated for the inclusion of bicycle lanes or paved shoulders, sidewalks, shared use paths, appropriate sidewalk shade plantings, right-sized traffic lanes, on-street parking, stormwater management, street lighting, utility improvements, and transit amenities where they did not previously exist. Where design criteria allow, bicycle and pedestrian facilities shall be separated from vehicular traffic.

Policy 6.4.2 – Share Transportation Information (City of Tallahassee/Leon County):
The City and County shall share information across departments and with policy makers and the general public regarding the health benefits and existing laws related to motor vehicle, bicycle and pedestrian operation and interaction.

Policy 6.4.3 – Bicycle and Pedestrian Network (City of Tallahassee/Leon County):
The City and County shall maintain and enhance the local system of bicycle lanes, sidewalks, and shared-use paths in conjunction with the Greenways and Trails Master Plan. Enhancements shall be prioritized in the vicinity of schools, community facilities, parks, recreation facilities, and mixed-use areas with a retail and service focus.

Policy 6.4.4 – Bicycle and Pedestrian Master Plan (City of Tallahassee/Leon County):
In coordination with the Capital Region Transportation Planning Agency, the City and County shall maintain a bicycle and pedestrian master plan through the planning timeframe that identifies projects to address bicycle and pedestrian network connectivity and safety feature

upgrades, and pursue implementation funding. The bicycle and pedestrian master plan shall identify gaps where facilities do not exist in the bicycle and sidewalk networks.

Policy 6.4.5 – Safe Routes to Schools (City of Tallahassee/Leon County):
Provide a safe, accessible environment and support active living for students by developing and maintaining programs to increase biking, walking, and transit to schools, prioritizing sidewalk and bicycle infrastructure within a two-mile radius of schools, and continuing to identify, fund and build Safe Routes to Schools projects.

Policy 6.4.6 – Community Gateways (City of Tallahassee/Leon County):
Designate preferred entrance corridors into and connecting Tallahassee and Leon County. City and County departments with interests in the public right-of-way shall identify funding sources to convert these corridors into shaded bicycle and pedestrian ways to create attractive gateways into the community. These entrance corridor gateways shall include an appropriate gateway from the airport to Downtown, the Capitol Center, and University destinations.

Policy 6.4.7 – Scenic Roadway Assessments (City of Tallahassee/Leon County):
In the planning and construction of new roads in the suburban and rural areas and for needed improvement of existing roads, the City and County shall require a scenic roadway assessment, environmental assessment, and landscape component for the purposes of preserving those scenic features, protecting natural resources and providing interesting and aesthetically preferred places.

Policy 6.4.8 – Maintenance of Traffic (City of Tallahassee/Leon County):
When construction or repair work infringes on regular corridor operation, a project specific Maintenance of the Traffic Plan shall be developed that specifies one or more alternate routes accounting for all modes of transportation, including vehicles, bicycles, pedestrians, transit and freight.

Policy 6.4.9 – Multi-Modal Safety and Access (City of Tallahassee/Leon County):
Development shall provide safe and convenient access to transportation facilities for pedestrians, cyclists, and transit users, with the following exceptions:

- For emergency repair and routine maintenance.
- In locations where specific users are prohibited, such as interstate freeways or pedestrian malls. In these instances, a safe and convenient alternate route shall be identified and, if needed, prioritized for improvement or construction.
- A documented absence of current or future need.
- Procedures and criteria for approving exceptions will be identified in the Land Development Code.

New transportation facilities shall follow generally accepted or adopted design standards when implementing improvements intended to fulfill this Complete Streets policy and shall use innovative or non-traditional design options where a comparable level of safety for users is present.

Policy 6.4.10 – Applicability (City of Tallahassee/Leon County):
All new roadway facilities, whether publicly or privately designed and constructed, shall comply with this Complete Streets Objective and associated policies, in coordination with standards of the designated Context Classification, shall follow nationally accepted or recommended Complete Street design standards as specified in Policy 6.4.12. When circumstances do not allow for full compliance, innovative or nontraditional design options may be utilized, provided a comparable level of safety for users is present.

Policy 6.4.11 – Equity (City of Tallahassee/Leon County):
The implementation of Complete Streets shall reflect equity by facilitating safe streets for all users, regardless of ability or income, and that enables travel to destinations with or without a car.

Policy 6.4.12 – Design Standards (City of Tallahassee/Leon County):
Land Development Codes that apply to all development policies and programs shall be revised by 2030 to use the latest professionally accepted design guidance, standards, and recommendations for Complete Streets in coordination with the designated context classification Guidance resources shall include, but need not be limited to:

- Federal Highway Administration's Manual on Uniform Traffic Control Devices
- Florida Department of Transportation (FDOT) Context Classification Guide, Complete Streets Handbook, FDOT Design Manual, and Manual of Uniform Minimum Standards for Design, Construction and Maintenance for Streets and Highways (the Florida Greenbook)
- National Association of City Transportation (NACTO) published guidelines
- American Association of State Highway and Transportation Official (AASHTO) published guidelines
- U.S. Department of Transportation's National Roadway Safety Strategy (NRSS), including the Safe System Approach

Policy 6.4.13 – Pavement Markings and Signage (City of Tallahassee/Leon County):
All projects, whether public or private, that provide vehicle, bicycle, and/or pedestrian infrastructure shall provide proper pavement markings and signage to enhance recognition of infrastructure elements such as bicycle lanes, neighborhood bikeways, and pedestrian crossings. The City and County shall identify, prioritize, and install or update any such pavement markings or signage that are absent or out of date with current practices during the course of required maintenance.

Policy 6.4.14 – Two-Way Left Turn Lane Replacement (City of Tallahassee/Leon County):
Identify and prioritize replacement of existing continuous two-way left turn lanes with raised medians and exclusive turn lanes on multi-lane arterials. Replacement shall be contingent upon funding availability.

Policy 6.4.15 – Measuring Progress (City of Tallahassee/Leon County):
The success of this Complete Streets Objective shall be measured by the Planning Department

with assistance by the City and County during the Evaluation and Appraisal Review process, using but not limited to, the following performance measures:

- Total miles of new designated bike lanes
- Total miles of new shared-use paths (paved and natural surface)
- Total miles of neighborhood bikeways signed, marked, or constructed
- Linear feet of new and repaired sidewalk and other pedestrian accommodations (paths, trails, etc.)
- Number and type of crosswalk and intersection improvements and new installations
- Number of revenue service miles traveled by transit vehicles
- Rates of crashes, injuries, and fatalities by mode, as available
- Identification and updates to existing codes, policies, or programs to incorporate updated guidance from FDOT, FHWA, NACTO, AASHTO, and other best practices.
- Number of exceptions to this policy granted

The Joint City-County Bicycle Working Group and Advisory Committee for Quality Growth may review these measures and make recommendations annually.

Policy 6.4.16 – Coordination with Placemaking Plans (City of Tallahassee/Leon County):
Implementation of Complete Streets policies for development shall be coordinated with the existing placemaking plans by including reference to those that are applicable.

Objective 6.5 – Bicycle Facilities (City of Tallahassee/Leon County):
Develop a network of bicycle facilities that provides safe, comfortable, and direct connections for all users throughout the community.

Policy 6.5.1 – Build Bike Facilities Concurrent with Maintenance (City of Tallahassee/Leon County):
All roadway or trail resurfacing, restoration, and rehabilitation projects shall be evaluated for the ability to add bicycle facilities where they currently do not meet bicycle facility selection and design standards.

Policy 6.5.2 – Bicycle Facilities in New Development (City of Tallahassee/Leon County):
New development shall prioritize the provision of and maintain continuous bicycle networks, including connections to transit stops and adjacent properties, and to provide bicycle parking at all non-residential uses, multi-family uses and other key destinations. Bicycle and trail connections shall be required consistent with and coordinated with the Leon County Greenways Master Plan per the City or the County when development contains or is adjacent to planned greenway projects.

Objective 6.6 – Pedestrian Facilities (City of Tallahassee/Leon County):
Improve walkability by designing and providing facilities that create an environment where walking is useful, safe, comfortable, and aesthetically interesting. Prioritize the pedestrian network over other transportation modes in the Multimodal Transportation District within the most urbanized and densely populated areas of the community.

Policy 6.6.1 – Pedestrian Level of Comfort (City of Tallahassee/Leon County):
As part of development review and approval, pedestrian level of comfort shall be enhanced through planting of shade trees and other amenitization including but not limited to installation of water fountains, benches, overhead pavilions, street and trail lighting, and installation of wayfinding signage.

Policy 6.6.2 – Crosswalks (City of Tallahassee/Leon County):
Programming of sidewalks projects in the budget and capital improvement schedule shall include provisions for crosswalk installations to provide regular crossings that align with the roadway's Local Context Classification.

Policy 6.6.3 – Pedestrian Infrastructure for New Development (City of Tallahassee/Leon County):
New development shall maintain continuous pedestrian networks, including connections to transit stops, adjacent lots, and between building entrances and the internal and external sidewalk network. Land development regulations shall include alternative options such as payment in lieu, the dedication of easements, and the dedication of right-of-way and shall identify when the alternative scenarios may apply.

Objective 6.7 – Mobility Hubs (City of Tallahassee/Leon County):
Support and incentivize the creation of mobility hubs to serve as connection points between public and private shared mobility services and multimodal options.

Policy 6.7.1 – Implementation of Mobility Hubs (City of Tallahassee/Leon County):
Implement a network of mobility hubs in partnership with transit providers, incorporating transit with other shared mobility services, such as bikeshare and car-share where feasible.

Policy 6.7.2 – Mobility Hubs Location Coordination (City of Tallahassee/Leon County):
The City and County shall work with community-based organizations to ensure the appropriate geographic placement of mobility hubs and outreach regarding transportation options.

Policy 6.7.3 – Mobility Hubs Design Guidelines Requirements (City of Tallahassee/Leon County):
Amend the land development regulations by 2028 to provide mobility hub design guidelines to support mobility hub implementation and provide flexibility for change as technology and travel behavior and patterns evolve over time.

Objective 6.8 – Transportation Demand Management (City of Tallahassee/Leon County):
Leverage transportation and parking demand management strategies to promote system efficiencies and alternate modes of travel and to spread the travel demand across more hours of the day that result in minimizing impacts on natural resources and neighborhoods and reducing vehicle miles traveled.

Policy 6.8.1 – Encourage Alternate Transportation Modes (City of Tallahassee/Leon County):
Through the planning timeframe, the use of alternate transportation modes through the promotion of public transit, provision of or coordination with on-demand, micromobility or car-share and van-share or pool programs, investment in bicycle and pedestrian infrastructure, and support for telecommuting policies shall be encouraged by public and private sector transportation entities.

Policy 6.8.2 – Enhance Bicycle and Pedestrian Infrastructure (City of Tallahassee/Leon County):
City and County shall prioritize bicycle and pedestrian enhancements in high-traffic areas, mixed use areas, and near transit stops for both public and private projects to ensure biking and walking are a safe, comfortable, and convenient alternative to driving.

Policy 6.8.3 – Land Development Patterns (City of Tallahassee/Leon County):
The City and County shall propose or maintain land development regulations that promote development patterns that reduce the need for personal automobile ownership including mixed use development, Transit Oriented Development (TOD), and pedestrian friendly design strategies.

Policy 6.8.4 – Shared Parking Criteria (City of Tallahassee/Leon County):
Private shared parking arrangements may be allowed as a method to meet parking requirements for development. Eligibility criteria may be adopted regarding proximity of sites, timing of peak parking demand, requirements for a written and recorded parking agreement, availability of parking spaces, availability transit amenities, and other criteria that ensure the effectiveness of shared parking arrangements.

Policy 6.8.5 – Parking Reduction for Certain Development Types (City of Tallahassee/Leon County):
City and County land development regulations, if adopting minimum or maximum parking requirements, shall provide for reduced minimum parking requirements for mixed use developments, Transit Oriented Development (TOD), Trail Oriented Development (TrOD), and other development types that have a reduced parking need. Reductions from standard parking requirements shall be based on the peak parking demand for the mix of uses and account for mode shift.

Policy 6.8.6 – Private Parking Lots (City of Tallahassee/Leon County):
City and County land development regulations shall include provisions for privately owned and operated parking lots as a principal use in urban center and urban mixed use land use categories. Development and design criteria shall be adopted with regard to minimum and/or maximum size, location relative to intersections or distance between such facilities, demonstration of parking demand within a walkable area, minimum landscaping requirements to reduce visual impact and enhance aesthetics especially adjacent to public rights-of-way, lighting, and minimum requirements for safe and convenient pedestrian connections.

Policy 6.8.7 – Drop-Off & Pick-Up Zones (City of Tallahassee/Leon County):
The City and County shall adopt or maintain land development regulations through the planning timeframe for the provision of drop-off and pick-up zones to accommodate the increase in use of ride share services and autonomous vehicle use. Requirements shall apply to certain uses such as restaurants, bars, hotels, office parks, religious facilities, community facilities, sporting facilities, parks, and other uses with a high frequency of drop-off and pick-up activity. Criteria shall be with regard to size of the use, provide design standards, location on site, and the availability of porte cocheres or valet operations that meet the design requirements.

Policy 6.8.8 – Intelligent Transportation Systems (ITS) (City of Tallahassee/Leon County):
City and County transportation strategies, to the extent possible, shall incorporate intelligent transportation systems strategies including speed management programming, traffic signal control, and variable driver real-time messaging, to minimize environmental effects of congestion and improve safety.

Policy 6.8.9 – Traffic Operations Management (City of Tallahassee/Leon County):
The transportation management system in the land development code shall be maintained or revised to reduce demand for wider roads by evaluating traffic operations to maximize efficiency of the existing street system capacity and support modal shifts to public transit, bicycling, and walking.

Objective 6.9 – Transportation for the Disadvantaged (City of Tallahassee/Leon County):
Coordinate transportation options to empower members in the community who are unable to provide their own transportation to vital services, including seniors, and individuals with disabilities, people with low incomes, and children at risk.

Policy 6.9.1 – Human Services Transportation (City of Tallahassee/Leon County):
Through the planning timeframe, applicable projects shall comply with federal and state requirements regarding planning and coordination of human services transportation in meeting the needs of the Transportation Disadvantaged.

Policy 6.9.2 – Transport to Destinations (City of Tallahassee/Leon County):
Through the planning timeframe, the transit provider shall ensure Transportation Disadvantaged program services continue to provide transport to local goods and services, including medical services for all users.

Policy 6.9.3 – Affordable and Cost-Effective Service (City of Tallahassee/Leon County):
Transit providers, the Capital Region Transportation Planning Agency, Community Transportation Coordinator, and the Apalachee Regional Planning Council shall support innovative ways, such as utilizing emerging technology or negotiating fees and services with on-demand providers, to reduce costs and provide superior service for the transportation disadvantaged that also increases efficiency and provide local government savings.

Policy 6.9.4 – Transportation Disadvantaged Needs Assessment (City of Tallahassee/Leon County):

A needs assessment of the Transportation Disadvantaged shall be developed/updated every 5 years or as required by federal and state laws. This assessment of existing public and private transit programs shall be undertaken with an analysis to determine needs. A strategy to meet identified needs of the Transportation Disadvantaged shall be developed.

Objective 6.10 – Transit (City of Tallahassee/Leon County):

Ensure that the community is well-connected via transit to major employment and activity centers, that transit stops and waiting areas are safe and comfortable, and that transit is coordinated with other modes of transportation.

Policy 6.10.1 – Transit Development Plan (City of Tallahassee):

Through the planning timeframe, the Transit Development Plan shall identify transit improvements needs and capital improvements plans shall prioritize funding for transit projects that increase the availability, speed, frequency, duration, and reliability of transit. Development shall be consistent with and support the Transit Development Plan.

Policy 6.10.2 – Pedestrian Infrastructure Connectivity (City of Tallahassee/Leon County):

The annual infrastructure capital improvements list maintained by City and County shall prioritize sidewalks and pedestrian facilities that provide connectivity to transit stops.

Policy 6.10.3 – Southside Transit (City of Tallahassee/Leon County):

The City, County, and CRTPA shall prioritize improved transit service on the Southside by including, where appropriate and feasible, projects in the Transit Development Plan that would have a positive impact on the area.

Policy 6.10.4 – Employment and Activity Center Service (City of Tallahassee):

Systematically prioritize the extension and/or route modifications within the City limits to provide access to major employment, shopping, and business, recreational, and other activity centers. Transit service outside of City limits are not the responsibility of the City of Tallahassee.

Policy 6.10.5 – Transit Corridors (City of Tallahassee/Leon County):

Incentives shall be developed to encourage the donation of transit rights-of-way to establish and maintain transit corridors. Development agreements and land use regulations shall be used when available and in the best interest of transit service to preserve future transit corridors.

Objective 6.11 – Aviation (City of Tallahassee/Leon County):

Provide aviation facilities to meet the demand for commercial service, general aviation, freight and cargo, advanced air mobility, and military services and to enhance aviation and airport development opportunities.

Policy 6.11.1 – Adjacent Land Use Compatibility (City of Tallahassee/Leon County):
Protect the Tallahassee International Airport from the encroachment of incompatible land uses and the creation or establishment of airport hazards to ensure the continuation of normal airport operations, including landing and takeoff of aircraft, in order to promote public health, safety, and general welfare by implementing airport land use compatibility zoning regulations that include potential noise and safety impacts to surrounding land uses.

Policy 6.11.2 – Airport Master Plan (City of Tallahassee):
The Tallahassee International Airport shall maintain an airport master plan that establishes a logical set of development parameters and timelines that coincide with the airport's needs for general aviation, commercial service, freight and cargo, and advanced air mobility through the planning horizon.

Policy 6.11.3 – Compatibility of Land Use (City of Tallahassee/Leon County):
Airport land use compatibility zoning regulations shall include provisions for existing aviation facilities as well as planned aviation facilities identified in the airport master plan. The City and County shall coordinate with Airport staff to develop any additional regulations needed that are not identified in the airport master plan, such as for locations off-airport suitable for development under these categories and for advanced air mobility facilities and services.

Policy 6.11.4 – Compatibility for Noise and Safety (City of Tallahassee/Leon County):
Airport land use compatibility zoning regulations shall include potential noise and safety impacts to surrounding land uses.

Policy 6.11.5 – Advanced Air Mobility (City of Tallahassee/Leon County):
Advanced Air Mobility facilities, including any public-use vertiport facilities, shall be directed to appropriate areas and not located within areas that may create compatibility issues. Land development regulations shall identify zoning districts and/or areas where Advanced Air Mobility facilities are either prohibited or restricted uses and include appropriate development standards for Advanced Air Mobility facilities.

Objective 6.12 – Rail (City of Tallahassee/Leon County):
Accommodate and mitigate impacts of existing rail-based freight and cargo services, support opportunities for commercial passenger service, and coordinate with rail owners to enhance the safety of existing crossings and seek additional safe crossings for pedestrian and bicycle users.

Policy 6.12.1 – Railroad Crossings (City of Tallahassee/Leon County):
Coordinate with the Federal Highway Administration and railroad companies to ensure railroad crossings are constructed and maintained to ensure safe crossings for drivers, pedestrians, and cyclists. Pedestrian crossings shall be constructed and maintained to ensure compliance with the Americans with Disabilities Act and other Federal and State Standards. Deficient crossings and new crossings of railroads shall be inventoried and prioritized in programming of the transportation network and trail system.

Objective 6.13 – Intergovernmental Coordination (City of Tallahassee/Leon County):
Coordinate with neighboring jurisdictions, the Florida Department of Transportation, and the Capital Region Transportation Planning Agency to effectively plan and manage transportation systems that extend beyond jurisdictional boundaries.

Policy 6.13.1 – Consistency with State Transportation Plans (City of Tallahassee/Leon County):
Maintain consistency with and support state transportation plans, including the Florida Transportation Plan and the Strategic Intermodal System Plan.

Policy 6.13.2 – Consistency with Regional Transportation Plans (City of Tallahassee/Leon County):
Maintain consistency with and support regional transportation plans, including the Capital Region Transportation Planning Agency's Regional Mobility Plan, Transportation Improvement Plan, and any future regional transit plans.

Policy 6.13.3 – Consistency with Local Transportation Plans (City of Tallahassee/Leon County):
Maintain consistency with other transportation plans for Leon County and the City of Tallahassee, including the Bicycle and Pedestrian Master Plan.

Policy 6.13.4 – Signal Coordination Plans (City of Tallahassee/Leon County):
Require conformance of new signals with signal coordination plans and FDOT signal spacing standards for the state highway systems.

Policy 6.13.5 – Project Planning Partnerships (City of Tallahassee/Leon County):
Forge partnerships and effectively coordinate with modal providers, state and regional agencies, and other local governments in mobility planning and project development.

Policy 6.13.6 – Evacuation Routes (City of Tallahassee/Leon County):
Coordinate with the Florida Department of Transportation to ensure that the transportation network provides the capability to facilitate the evacuation of the coastal population in the event of an impending natural disaster.

Policy 6.13.7 – Emerging Technology (City of Tallahassee/Leon County):
New advancements in transportation and mobility technologies shall be monitored for identification of potential infrastructure and safety needs, and implementation of these emerging technologies shall be coordinated with federal, state, regional, and local transportation authorities.

Florida Department of Transportation

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ANANTH PRASAD, P.E.
SECRETARY

POLICY

Effective: September 17, 2014
Office: Design Director
Topic No.: 000-625-017-a

COMPLETE STREETS

It is the goal of the Department of Transportation to implement a policy that promotes safety, quality of life, and economic development in Florida. To implement this policy, the Department will routinely plan, design, construct, reconstruct and operate a context-sensitive system of "Complete Streets." While maintaining safety and mobility, Complete Streets shall serve the transportation needs of transportation system users of all ages and abilities, including but not limited to:

- Cyclists
- Freight handlers
- Motorists
- Pedestrians
- Transit riders

The Department specifically recognizes Complete Streets are context-sensitive and require transportation system design that considers local land development patterns and built form. The Department will coordinate with local governments, Metropolitan Planning Organizations, transportation agencies and the public, as needed to provide Complete Streets on the State Highway System, including the Strategic Intermodal System.

This ***Complete Streets Policy*** will be integrated into the Department's internal manuals, guidelines and related documents governing the planning, design, construction and operation of transportation facilities.

Ananth Prasad, P.E.
Secretary

Posted on May 4, 2026

WHAT IS THE ROLE OF LOCAL PARTNERS?

A network of Complete Streets cannot be built entirely within the state roadway system and solely within FDOT's right of way. Transportation system and development pattern (such as land use, development density and intensity, building design, and site layout) are inextricably linked, and both have an effect on travel choices and mobility. A robust, connected roadway network provides options for the movement of people and goods and is the foundation for safe and comfortable travel for pedestrians, bicyclists, and transit riders.

Local governments and metropolitan planning organizations (MPOs) are responsible for land use and transportation planning to create supportive infrastructure and development patterns that match community goals and visions. Comprehensive plans, subarea plans, and land development regulations are some of the documents that will be reviewed to determine future visions and other land use-related items in evaluating context classification.

FDOT will apply criteria and standards based on the context classification. There is no separate FDOT funding category or FDOT funding source specifically for Complete Streets. Projects that require modifications to comply with criteria associated with the context classification will be funded through the funding programs currently available to Federal, State, and local roadways, as appropriate. The existing MPO funding process will remain the same. If local governments or other partners would like to include features that go beyond what is required by FDOT design criteria, such as decorative lighting or landscaping, patterned pavements, or street furniture and wayfinding, local communities must coordinate with FDOT to align local resources and projects with the FDOT project.

CONTEXT-SENSITIVE SYSTEM
OF COMPLETE STREETS

WHEN WILL COMPLETE STREETS BE IMPLEMENTED?

The determination of a roadway's context classifi cation is required in order to utilize the criteria in the FDOT Design Manual (FDM.) The context-based criteria in the FDM will be required on projects that have not begun design by January 1, 2018, and may be applied to active design projects at the discretion of the district. For PD&E projects, implementation of context classification and the FDM is required for projects that have the Public Hearing scheduled in April 2018 or later. The 2017 Plans Preparation Manual (PPM) will apply through the completion of the PD&E studies for projects that have the Public Hearing scheduled prior to April 2018. Criteria contained in the FDM may also be applied earlier at the discretion of the district.

WHERE CAN I FIND MORE RESOURCES?

WWW.FLCOMPLETESTREETS.COM

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Revised 3/29/2018

FDOT Completing FLORIDA'S STREETS

Putting the right street in the right place.

WHAT IS FDOT'S APPROACH TO COMPLETE STREETS?

In September 2014, the Florida Department of Transportation (FDOT) adopted the Statewide Complete Streets Policy (Topic No. 000-625-017-a). Complete Streets serve the transportation needs of transportation system users of all ages and abilities, including pedestrians, bicyclists, transit riders motorists, and freight handlers. A transportation system based on Complete Streets principles can help to promote safety, quality of life, and economic development.

Safety: Safety for all users is FDOT's top priority. Roadways with context-appropriate speeds can result in reduced fatalities and serious injuries. The Complete Streets approach considers the mobility, convenience, accessibility, and safety of all road users, and places an emphasis on the most vulnerable users of a given roadway.

Quality of Life: A Complete Streets approach helps to align transportation decisions with land use, resulting in quality places where transportation investments support a community's quality of life.

Economic Development: A Complete Streets approach connects communities and supports Florida's existing economic centers, employment centers, and visitor destinations by striving to provide the highest level of multimodal infrastructure in these core areas.

Implementing Complete Streets is an FDOT department-wide priority. The Complete Streets approach builds on flexibility and innovation in roadway planning and design to put the right street in the right place.

WHAT IS FDOT CONTEXT CLASSIFICATION?

Complete Streets are context sensitive, and the approach provides transportation system design that considers local land development patterns. Roadways will be planned and designed to support the safety, comfort, and mobility of all users based on the unique context of each roadway. The FDOT context classification system broadly identifies the various built environments existing in Florida. The context classification of a roadway will inform FDOT's planning, Project Development and Environment (PD&E), design, construction, and maintenance approaches to ensure that state roadways are supportive of safe and comfortable travel for their anticipated users. Identifying the context classification is a preliminary step in planning and design, as different context classifications will have different design criteria.

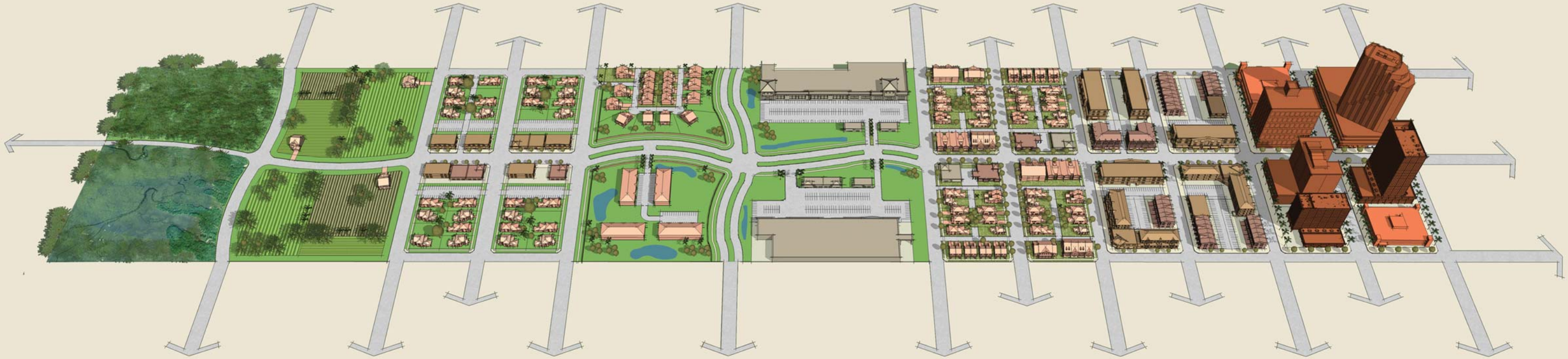
The Context Classification document presents and explains the Context Classification Matrix, which outlines the measures used to determine context classification. These include:

(1) **Distinguishing Characteristics**, which give a broad description of the land use types and street patterns found within each context classification

(2) **Primary Measures**, which measure the roadway connectivity and building use and form

(3) **Secondary Measures**, which look at existing and allowed development intensity

FDOT CONTEXT CLASSIFICATIONS



C1-Natural
Lands preserved in a natural or wilderness condition, including lands unsuitable for settlement due to natural conditions.

C2-Rural
Sparsely settled lands; may include agricultural land, grassland, woodland, and wetlands.

C2T-Rural Town
Small concentrations of developed areas immediately surrounded by rural and natural areas; includes many historic towns.

C3R-Suburban Residential
Mostly residential uses within large blocks and a disconnected or sparse roadway network.

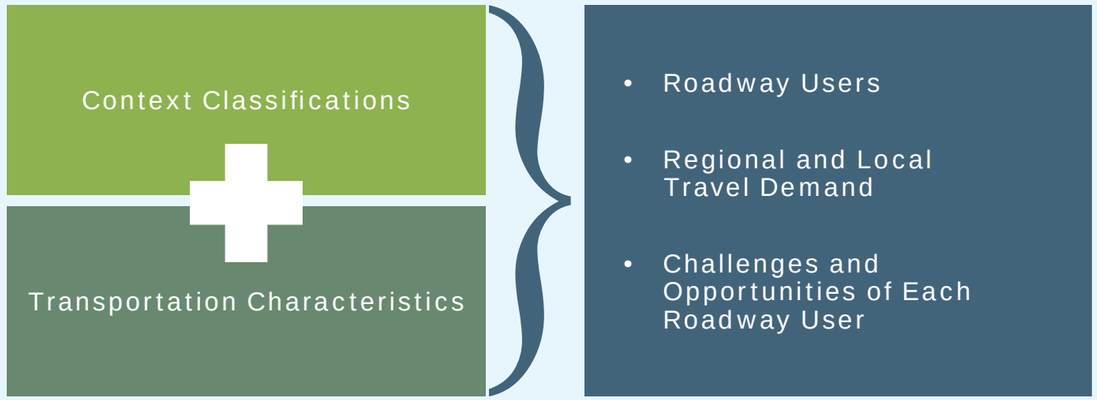
C3C-Suburban Commercial
Mostly non-residential uses with large building footprints and large parking lots within large blocks and a disconnected or sparse roadway network.

C4-Urban General
Mix of uses set within small blocks with a well-connected roadway network. May extend long distances. The roadway network usually connects to residential neighborhoods immediately along the corridor or behind the uses fronting the roadway.

C5-Urban Center
Mix of uses set within small blocks with a well-connected roadway network. Typically concentrated around a few blocks and identified as part of a civic or economic center of a community, town, or city.

C6-Urban Core
Areas with the highest densities and building heights, and within FDOT classified Large Urbanized Areas (population >1,000,000). Many are regional centers and destinations. Buildings have mixed uses, are built up to the roadway, and are within a well-connected roadway network.

CONTEXT CLASSIFICATION AND TRANSPORTATION CHARACTERISTICS



The context classification of a roadway, together with its transportation characteristics, will provide information about who the users are along the roadway, the regional and local travel demand of the roadway, and the challenges and opportunities of each roadway user.

WHAT IS THE FDOT PROCESS FOR IMPLEMENTING CONTEXT CLASSIFICATION?

Complete Streets are not a specific type of project, but rather are an approach to ensuring that projects are based on their contexts. This means that a Complete Streets approach will be implemented consistently for all non-limited access projects — from capital projects qualifying for Efficient Transportation Decision Making process (ETDM) screening to Resurfacing, Restoration and Rehabilitation (RRR), traffic operations, and safety projects.

FDOT will develop a database of context classification for all state roadways. Initially, districts will evaluate and map context classification as projects occur, while working to complete a statewide database of context classification. The context classification evaluations completed for the statewide database will utilize available data and information on existing built conditions. As FDOT projects are conducted, these initial evaluations will be updated or confirmed based on current data, as well as future conditions.

VFHK Sample Policy

Complete Streets

The sample Complete Streets policy below provides model language for an official policy to create Complete Streets that are safe and convenient for diverse users and all modes of transportation. The policy works towards the creation of a safe multimodal transportation network by requiring that every road construction and reconstruction project makes a transportation network safe and comfortable for all users, preferably with an emphasis on implementation within communities that have historically been underserved. A Complete Streets approach requires that all users of all ages, incomes, abilities and disabilities – drivers, pedestrians, bicyclists, and people using public transit – be considered in all roadway construction, repair, and even routine maintenance (such as paving and painting) and reconstruction.

The language written in [*italics*] provides different options or explains the type of information that needs to be inserted in the blank spaces to customize the policy. While the model is designed as a statute, there are many different options for enacting a Complete Streets Policy. It can be achieved through legislation, executive order, or agency rulemaking at the state or local level, or through the Metropolitan Planning Organization, Regional Planning Commission, or other elected/administrative body that oversees transportation policies.

Sample Complete Streets Policy

An Act to require that all transportation project planning, construction, reconstruction, rehabilitation, maintenance and operation consider the needs of all users and modes of transportation.

SECTION 1. Findings. The [*State/County/City/Region*] of [*Name of State/County/City/Region*] hereby finds and declares as follows:

> ***Comment:*** *The information in "SECTION I. Findings" below is sample language for Complete Streets policies in general. The section should be tailored to the setting and situation covered by your specific campaign to highlight the need for the Policy to be enacted.*

1. Whereas, "Complete Streets" refers to a comprehensive and connected transportation network that is designed, implemented, operated, and maintained in an equitable way to allow for safe use by people of all ages, races, ethnicities, incomes, abilities and disabilities. Complete Streets consider the needs of all users, including without limitation: pedestrians, bicyclists, assistive device users, transit users and vehicles, and commercial and emergency vehicles using the transportation networks.

2. Whereas, Complete Streets support economic vibrancy and facilitate dynamic, livable communities by providing safe and efficient transportation networks to everyday destinations including employment, schools, grocery stores, medical care, local businesses, and places of worship;[1,2,3,4]

3. Whereas, streets are a key use of public space, shaping the experiences of residents and visitors in [*State/ County/ City/ Region*];

4. Whereas, Complete Streets provide the context for current and future development and are vital for sustainability, including increasing energy efficiency, reducing air pollution, and improving water quality;[5,6]

5. Whereas, Complete Streets support previous actions taken by [*State/ County/ City/ Region*] to support the safety and convenience of all users of the streets, including [*if jurisdiction has adopted a Bike Plan, Multimodal Plan, Safe Routes to School resolution, or other planning or policy measures that are consistent with Complete Streets, reference those here*];

6. Whereas, transportation networks that are not complete put all users at risk and are

especially dangerous for pedestrians, bicyclists, those taking public transportation, and specific vulnerable users including children,[7,8] people with disabilities,[9,10] older adults,[11,12] low income communities,[13,14] and communities of color;[7,15]

7. Whereas, traffic injuries and fatalities cause pain and suffering to the people of [*State/ County/ City/ Region*].

8. Whereas, Complete Streets improve public safety by reducing the incidence of traffic collision injuries and fatalities for users of all modes of transportation;[16,17]

9. Whereas, low levels of physical activity are one of the contributors to high rates of overweight and obesity in [*State/ County/ City/ Region*], with obesity levels of [X] compared to [Y nationwide/statewide], leading to related chronic diseases;

10. Whereas, multimodal infrastructure increases the number of people walking, biking, and using public transit, providing opportunities for increased physical activity, which can reduce the risk of chronic disease related to obesity and overweight, including hypertension, heart attack, stroke, and diabetes;[18,19]

> ***Comment:*** *Incorporating local data can strengthen your findings section.*
> - *Data on traffic injuries or bicycle and pedestrian fatalities can be found through the National Highway Traffic Safety Association's* Fatality Analysis Reporting System*. More detailed local data may be available from the crash database of your regional planning organization, your jurisdiction's department of transportation, or the local law enforcement office*
> - *A variety of state-specific statistics related to transportation usage, injuries, and the like can be found at the* Bureau of Transportation Statistics Website.
> - *Obesity and chronic disease rates are available from* The State of Obesity *and the* Behavioral Risk Factor Surveillance System

SECTION 2. Policy. [*State/ County/ City/ Region*] views all transportation improvements as opportunities to foster a healthy, safe, equitable, interconnected, accessible, and more livable community for all people. Therefore, it shall be the official policy of [*State/ County/ City/ Region*] to incorporate Complete Streets into all Transportation Projects that are within the [*State's/ County's/ City's/ Region's*] transportation network, including both projects that are part of the public right-of-way and private development projects. Complete Streets shall also be considered in all planning and land use decisions. The [*State/ County/ City/ Region*] shall consider all users of all abilities in all aspects of its transportation funding, decision-making,

planning, new construction, reconstruction, retrofits, maintenance, and operation of the transportation network. This policy will create a safe, convenient, reliable, efficient, integrated, and connected multimodal transportation network that will promote access, mobility, and health for people of all ages, races, ethnicities, incomes, abilities and disabilities, including motorists, pedestrians, bicyclists, assistive device users, transit users and vehicles, and commercial and emergency vehicles.

SECTION 3. Definitions.

1. "Complete Streets" means a comprehensive and connected transportation network that is designed, implemented, operated, and maintained in an equitable way to allow for safe use by people of all ages, incomes, abilities and disabilities. Complete Streets consider the needs of all users, including without limitation: pedestrians, bicyclists, assistive device users, transit users and vehicles, and commercial and emergency vehicles using the transportation networks.

2. "Committee" means the Complete Streets Advisory Committee established in this Chapter.

3. "Low-Income Community" means any population census tract that meets one of the following criteria, as reported in the most recently completed decennial census published by the U.S. Bureau of the Census:
    a. The poverty rate for the census tract is at least 20 percent, or
    b. In the case of a low-income community located:
        i. Outside of a metropolitan area, the median family income (MFI) for such tract does not exceed 80 percent of statewide MFI, or
        ii. Within a metropolitan area, the MFI for such tract does not exceed 80 percent of statewide MFI or metropolitan area MFI.

4. "Moderate-Income Community' means any population whose incomes are between 81 percent and 95 percent of the median income for the area.

5. "Policy" means the policy enacted by this chapter requiring Complete Streets principles to be incorporated into all Transportation Projects.

6. "Priority Community" means an area with history of disinvestment or underinvestment, an area with poor health outcomes, and/or an area with diminished access to transportation options. Priority Communities are often associated with racial and ethnic disparities.

> ***Comment:*** *Priority Communities are areas that are too often overlooked and underserved, resulting in inequitable treatment. It is important to identify these areas and prioritize policy implementation in these communities. States, counties, and cities should have information available to help identify areas that lack transportation options and have historic underinvestment in infrastructure. Additionally, the Robert Wood Johnson Foundation has online tools available to help identify areas with poor health outcomes:* Better Data for Better Health..

7. "Transportation Project" means the construction, reconstruction, resurfacing, repair, restoration, rehabilitation, and/or other to streets, roadways, highways, bridges tunnels, sidewalks, bike paths, and other parts of the transportation network. "Transportation Project" does not include minor routine upkeep, interim measures on detour routes, or projects with a total cost of less than [*$X*].

> ***Comment:*** *The term and definition for "Transportation Project" should consider any existing related project terms within the jurisdiction. e.g. capitol project, major maintenance project, annual maintenance project, minor repairs, street projects, etc.*

SECTION 4. Policy Requirements

1. All relevant departments and agencies of [*State/ County/ City/ Region*] shall:

    a. Make Complete Streets a routine part of everyday operations;

    b. Approach every Transportation Project and program as an opportunity to improve the transportation network for all users; and

    c. Work in coordination with other departments, agencies, and jurisdictions to achieve Complete Streets.

2. All Transportation Projects within the [*State/ County/ City/ Region]* conducted, funded, and/or approved by [*the Department of Transportation, Metropolitan Planning Organization, and/or local jurisdiction*] shall contribute to a transportation network that enables reasonably safe travel for all modes of transportation and which address the current and future needs of all users and all modes of transportation.

3. This Policy applies to all Transportation Projects [*statewide/ countywide/ citywide/ regionwide*], but the [*State/ County/ City/ Region*] shall prioritize Policy implementation in Low-Income Communities, Moderate-Income Communities, and Priority Communities. The [*State/ County/ City/ Region*] shall identify these priority communities within [*X timeframe*] of Policy adoption, and shall review and update the list of priority communities annually to ensure that the Policy is being properly prioritized in those areas.

4. This Policy must consider current and future land uses and transportation needs. It must be implemented in a context-sensitive manner with respect to the surrounding area, its natural and built environments, and the demographics of the people living in the surrounding communities. The Policy must allow for a transportation network that improves safety and mobility, is flexible and sensitive to community needs, and balances economic, social, and environmental objectives.

    a. The [*State/ County/ City/ Region*] shall support complementary transportation, land use, development, and zoning policies, and shall require coordination between the different departments to better integrate transportation, land use, and planning policies and projects.

    b. The [*State/ County/ City/ Region*] shall review and revise land use, planning, zoning, and other relevant policies and procedures to incorporate Complete Streets elements into those policies. The review and revision must be complete within [*X timeframe*] of enactment of this Policy.

    c. When revising existing or developing new transportation plans and design guidelines, the [*State/ County/ City/ Region*] shall specify within the plans how the transportation projects will serve current and future land use.

    d. When planning a large-scale transportation project, the [*State/ County/ City/ Region*] must consider how the project will impact the surrounding community and must work to avoid or mitigate any negative consequences that may disrupt or displace residents.

Comment: *Community character and history, as well as current and future land use, should be considered when implementing a Complete Streets Policy. The Policy should be sensitive to community needs in order to avoid unintended consequences that may disrupt or displace residents. For example, a large-scale transportation project can trigger an increase in land values and housing costs, therefore there should be measures to preserve housing affordability.*

SECTION 5. Implementation

1. Within [*X timeframe*] of Policy adoption, [*appropriate implementing agency(ies), such as Department of Transportation, Department of Public Works, Department of Planning*] shall establish a plan to address short-term and long-term steps necessary to create a comprehensive and integrated transportation network that balances the needs of all users, incorporating and achieving Complete Streets through incremental change.

2. Within [*X timeframe*] of Policy adoption, [*implementing agency(ies)*] shall adopt or develop transportation design manuals, standards and guidelines based upon best practices in urban design or street design. The manual must be made publicly available online.

3. Within [*X timeframe*] of Policy adoption, a Complete Streets Community Engagement Plan shall be developed in order to inform and receive input on the equitable implementation of the Policy from the public.

4. [*Implementing agency(ies)*] shall create plans, set goals, and provide training to staff to ensure the successful implementation of the Policy in Low-Income Communities, Moderate-Income Communities, and Priority Communities. The agency(ies) must identify barriers and solutions to the equitable implementation of Complete Streets, and work with other agencies as appropriate within the [*State/ County/ City/ Region*] on equitable implementation.

5. Within [*X timeframe*] of Policy adoption, a Complete Streets Advisory Committee representing a broad range of transportation, accessibility, and community stakeholders in [*State/ County/ City/ Region]* shall be established to support and oversee the implementation of this Policy. The Committee shall be organized and appointed by [*implementing agency(ies) or other appropriate person/group*].

Comment: *The primary role of a Complete Streets committee is to create an accountability mechanism for the implementation of the policy. The number of members and composition of a Committee will likely be dictated by local needs and political considerations. Composition should be diverse and include strong community representation, including both internal and external stakeholders and representatives from Priority Communities. Potential members can include: state/county/city staff, professionally affiliated members focused on multimodal transportation, economic development, or land use, and residents from a diverse range of communities/neighborhoods with no aligned professional representation.*

a. The Committee shall be supported by *[implementing agency(ies)]* staff, and shall consist of *[#]* members, with the following composition:
    i. *[Insert composition requirements]*

b. Duties of the Committee shall include:
    i. Establishing Complete Streets performance measures;
    ii. Reviewing and approving/denying Complete Streets exceptions requests;
    iii. Receiving [*bi-weekly/monthly/quarterly/semi-annual*] reports on Complete Streets implementation;
    iv. Reviewing and making recommendations regarding Complete Streets priority areas for investment and improvement, with a focus on Low-Income Communities, Moderate-Income Communities, and Priority Communities;
    v. Reviewing the annual Complete Streets implementation report and providing related feedback and recommendations to *[implementing agency(ies)]* regarding areas of strong progress, needs for improvement, and equity considerations.
    vi. *[Insert additional duties if needed]*

c. The Committee shall meet at least *[monthly/quarterly]*. Meetings of the Committee shall be advertised, open to the public, held in accessible locations, and include the opportunity for public comment.

Comment: *Different jurisdictions have different requirements and processes around committees; language and structure of this provision should be modified to comply with local process and requirements.*

6. The [*implementing agency*] shall offer annual training opportunities to staff, Committee members, community leaders, and the general public so that everyone understands the importance of Complete Streets. Training topics can include, but are not limited to, Compete Streets design and implementation, community engagement, and health equity. The [*implementing agency*] may contract with an outside vendor with appropriate expertise to organize and provide these training opportunities.

SECTION 6. Performance Measures

1. To evaluate Policy implementation and assess how well the transportation network is serving all users, the Complete Streets Committee, in consultation with the [*implementing agency(ies)*], shall establish performance targets and identify performance measures. The performance measures shall be established within [*X timeframe*] after the Committee has been established.

    a. In choosing performance measures, the Committee shall consider data availability and strategies for systematic collection of data over time.

    b. The Committee shall consider both quantitative and qualitative performance measures, and shall include performance measures that track progress on equitable implementation in Low-Income Communities, Moderate-Income Communities, and Priority Communities.

    c. Performance measures shall include, but are not be limited to:

        i. Changes to the transportation planning process to make Complete Streets a routine part of day-to-day decision making.
            1. Progress in reviewing/revising plans, policies, design guidelines, decision-making frameworks, and other relevant documents and procedures to address Complete Streets requirements

            2. Number of people trained, and hours of training offered annually to staff, Committee members, community leaders, and the general public related to Complete Streets.

            3. Progress in engaging the public, with special focus on residents in Low-Income Communities, Moderate-Income Communities, and Priority Communities.

ii. New Complete Streets investments.

1. Percentage of new miles of bicycle infrastructure and pedestrian infrastructure relative to baseline existing infrastructure, with breakout numbers for new infrastructure in Low-Income Communities, Moderate-Income Communities, and Priority Communities.

2. Percentage of funding allocated to projects that include pedestrian, bicycle, and/or transit infrastructure, by neighborhood

3. Percentage of Transportation Projects taking place in Low-Income Communities, Moderate-Income Communities, and Priority Communities.

4. Percentage of Complete Streets exceptions granted in Low-Income Communities, Moderate-Income Communities, and Priority Communities.

iii. Community Benefits.

1. The number, locations, and cause of collisions, injuries, and fatalities by mode of transportation and by demographic group (mode, age, gender, income, race, ethnicity, and disability status);

2. Trip and commute mode percentages (e.g., drive alone, carpool, transit, bicycle, walk), by demographic group (mode, age, gender, income, race, ethnicity, and disability status);

3. Number of children walking or bicycling to school, by school and by demographic group (mode, age, gender, income, race, ethnicity, and disability status);

4. Percentage of people living within walking distance (a quarter mile) of a park, transit stop, or low-stress bike route, by demographic group (mode, age, gender, income, race, ethnicity, and disability status);

2. *[The implementing agency(ies)]* shall be responsible for collecting and reporting baseline and annual data for selected performance measures.

> ***Comment:*** *Selecting performance measures is an exercise in balance. It requires balancing everything that it would be interesting to know about Complete Streets performance with what is practical and efficient. The goal is to generate a list of what can reasonably be tracked, with a reasonable expenditure of time and money, to give a decent snapshot of how well things are working*

SECTION 7. Reporting Requirements

1. On a [*quarterly/semi-annual/annual*] basis, the [*implementing agency(ies)*] shall coordinate and submit a Complete Streets Implementation report to the Complete Streets Advisor Committee and [*whoever oversees the implementing agency(ies) e.g. the governor, state legislature, county board, city council*]. The report shall be publicized and made publicly available online. The report shall include, but not be limited to:

    a. Baseline and current data, trends, and analysis related to performance measures;

    b. A summary of all Transportation Projects planned or undertaken, their funding, and their status, including a full list and map, with clear identification of which Transportation Projects are located in Low-Income Communities, Moderate-Income Communities, and Priority Communities;

    c. All exceptions granted pursuant to Section 8 of this Policy, with information noting exceptions for Transportation Projects in Low-Income Communities, Moderate-Income Communities, and Priority Communities.

    d. A summary of all updates to plans, policies, street design standards, manuals and procedures, zoning and municipal codes conducted pursuant to this Policy or likely to affect implementation of this Policy;

    e. A summary of all staff Complete Streets trainings and professional development;

    f. An overview of progress toward the objectives of the Policy;

    g. Recommendations for improving implementation of this Policy, including effectiveness, equity, and additional policy needs.

2. [*Implementing agency(ies)*] shall complete a specific equity evaluation of Complete Streets Policy implementation in Low-Income Communities, Moderate-Income Communities, and Priority Communities to be submitted with the [*quarterly/semi-annual/annual*] report. The report shall include, but not be limited to:

    a. A summary of how the Policy implementation is being prioritized in Low-Income Communities, Moderate-Income Communities, and Priority Communities;

    b. An analysis of Policy implementation in the [*State/ County/ City/ Region*] overall versus Policy implementation in Low-Income Communities, Moderate-Income Communities, and Priority Communities.

> ***Comment:*** *Consider what types of information will be helpful to ensure accountability around making sure high-need communities are benefiting fairly from Complete Street projects, and add additional necessary elements to the equity evaluation as needed.*

SECTION 8. Exceptions.

1. Exceptions to this Policy may be granted in the following situations:

    a. Application of Complete Streets principles is not practicable because certain users are prohibited by law from using the part of the transportation network in question, such as interstate freeways or pedestrian malls;

    b. Cost of accommodation is excessively disproportionate to the need or probable use;

    c. There is a documented absence of current and future need for the application of Complete Streets;

    d. Significant adverse environmental impacts outweigh the positive effects of the Complete Streets infrastructure;

    e. Emergency repairs that require an immediate, rapid response

2. There shall be a transparent review process for all proposed exceptions to the Policy.

a. All proposed exceptions to the Policy must be reviewed and ruled on by the Committee, in consultation with the [*implementing agency(ies)*].

b. Any proposed exception must be submitted in writing to the Complete Streets Advisory Committee along with clear, supportive documentation justifying the exception and noting how the project fits into one of the allowable exception situations.

c. A proposed exception must be submitted at least [#] days prior to a Committee meeting.

d. A ruling on whether or not to grant the exception must be made within [#] days of a Committee meeting, and must be accompanied by written, publicly-available, supporting information that indicates a basis for the decision

e. All proposed exceptions must be mode-specific, specifying which Complete Streets principles should be exempted. Infeasibility of one mode of transportation should not exempt a project from incorporating other Complete Streets principles.

f. All proposed exceptions must be announced through a public notice. The submitted exception and supporting documentation must be publicly-available, and there must be the opportunity for public comment prior to a ruling on the exception.

3. An exception for emergency repairs that require an immediate, rapid response, such as a water main leak, may receive expedited approval by the [*implementing agency(ies)*] without being subject to the full review process. However, temporary accommodations for all modes should still be made whenever feasible. Additionally, depending on the severity of the repairs, opportunities to improve multimodal access should still be considered where possible.

Comment: *The exceptions process must be transparent and allow for public feedback on any proposed exceptions to the Policy. The Advisory Committee can be tasked with reviewing and approving exception requests with input from the implementing agency staff, or the process can require a high-level administrative sign off. Whatever the process, it must require documentation, a clear decision-making procedure, and written approval complete with justification for any granted exceptions.*

SECTION 9. Additional Steps and Rule Making. The [*Commissioner/Director/other title*] of the [*Implementing agency(ies)*] shall equitable implement, administer, and enforce this chapter, and may adopt rules consistent with the Policy as necessary to carry out the purpose of and enforce this chapter.

SECTION 10. Preservation of Local Authority. Nothing in this chapter shall preempt or prevent any political subdivision from establishing additional or more rigorous requirements consistent with the purposes of this Policy.

> ***Comment:*** *A "Preservation of Local Authority" clause should be included if there is a more-local level of government below the governmental body enacting this Policy so as not to prevent a local government from going above and beyond this Policy. (e.g. this clause would be included in a state statue so as not to preempt a city or county.)*

SECTION 11. Severability. If any portion of this chapter, any rule or regulation made under this chapter, or the application of this chapter to any person or circumstance is held invalid by any court of competent jurisdiction, the remainder of the chapter, rule or regulation, and the application of the provision to other persons or circumstances shall not be affected.

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American Heart Association.

Complete Streets Policies Improve Street Safety and Health

We all want and deserve to live in safe, healthy communities. Complete Streets policies improve the way your community designs and builds streets and roads. Instead of prioritizing motor vehicles, neighborhoods would be designed and built for the safety of everyone including those who walk, bike, use a wheelchair, use public transportation, and drive.

Comprehensive Complete Streets policies:

- Establish a process for evaluating and addressing the needs of all users of all transportation projects, including new construction, reconstruction, and resurfacing.
- Require the implementing agency to adopt design standards based on best practices and work collaboratively with other agencies and the community.
- Embed equitable and inclusive community engagement in the process.
- Prioritize projects in neighborhoods with histories of systematic underinvestment.
- Make data publicly available, with special evaluation of the implementation ir under-resourced communities.

Leon County
Board of County Commissioners

Notes for Agenda Item #10

Leon County Board of County Commissioners

Agenda Item #10

May 12, 2026

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator

Title: Status Report on Renaming Capital Park

Review and Approval:	Vincent S. Long, County Administrator Chasity H. O'Steen, County Attorney
Department / Division Review:	Ken Morris, Assistant County Administrator Nawfal Ezzagaghi, Assistant County Administrator
Lead Staff / Project Team:	Maggie Theriot, Director, Office of Resource Stewardship Kyle Kemper, Assistant County Attorney

Statement of Issue:

This item provides a status report on the requested renaming of Capital Park to Beasley-Nims Capital Park. Capital Park is located within the leased premises of the North Florida Fairgrounds. The North Florida Fair Association holds exclusive possession of the leased premises and has licensed the City of Tallahassee's use of the area for recreational purposes. As a result, the County does not have authority to rename Capital Park. To expedite consideration of this issue, the individual or group seeking to rename Capital Park may wish to pursue this matter directly with the City of Tallahassee.

Fiscal Impact:

This item has no fiscal impact.

Staff Recommendation:

Option #1: Accept the status report on renaming Capital Park.

Report and Discussion

Background:

This item provides a status report on the renaming Capital Park to Beasley-Nims Capital Park. On April 14, 2026 the Board directed staff to bring back an agenda item to consider renaming Capital Park. Capital Park is located on approximately 20 acres at 700 Tram Road within the leased premises of the North Florida Fairgrounds. The North Florida Fair Association (NFFA) licenses the City of Tallahassee (City) to utilize the property for recreational purposes.

Capital Park was built and is operated by the City. The park offers residents a playground, two concession stands, three restroom facilities, and two ball fields. The City holds operational control of Capital Park and maintains its own authority over the facility's naming. As a result, the County does not have the authority to rename Capital Park. To expedite consideration of this issue, the individual or group seeking to rename Capital Park may wish to pursue this matter directly with the City of Tallahassee.

Analysis:

The County does not have the authority to rename Capital Park, which is located within the leased premises of the North Florida Fairgrounds and licensed to the City. Under a lease agreement originating in 1959, and last modified in 1995, the NFFA holds exclusive possession of approximately 107 acres of County-owned Fairgrounds property through December 31, 2067 (Attachment #1) and Capital Park falls within this leased area.

With the NFFA's consent, the City has operated Capital Park for recreational purposes within the NFFA's leased premises for decades, an arrangement the NFFA acknowledged as early as 1970 (Attachment #2). Notably, in a 1982 letter to the City, the NFFA explicitly stated that it controls the property and must be consulted before any plans regarding its use are considered (Attachment #3).

County Policy No. 97-3 governs the naming of "County-owned facilities, buildings, structures, geographical areas or other property" (Attachment #4). While Capital Park is situated on County-owned land, the policy's application presupposes the County maintains operational control over the property in question. Capital Park is encumbered by the NFFA's exclusive leasehold interest, which limits the County's authority to act unilaterally with respect to the property. Due to the County's lease with NFFA, the NFFA's licensure to the City, and the City investment to construct and operate the facilities, the County's ownership of the property is not sufficient to unilaterally rename Capital Park. Accordingly, the policy's county-ownership basis alone is not sufficient to support a renaming action at Capital Park.

The City holds operational control of Capital Park and maintains its own authority over the facility's naming. The City's Parks and Recreation Board Policy governing the naming of City parks and recreation facilities provides that renaming of sections within a facility be allowed only on a case-by-case basis when circumstances are deemed significant enough to warrant consideration (Attachment #5). Accordingly, any renaming of Capital Park or a facility within it would require the City Commission's approval under its own policy.

Because the NFFA holds exclusive possession of the leased premises and has licensed Capital Park to the City for recreational purposes, any effort by the County to rename the park would require approvals from multiple parties in sequence. First, the County would need to seek the NFFA's concurrence, as the NFFA retains control over the leased premises and, as noted in its 1982 correspondence to the City, must be consulted before any plans regarding use of the property are considered. Second, even with NFFA concurrence, the County would need the City's agreement, as the City holds operational control over day-to-day operations and its The license arrangement reinforces the City's authority in any naming decision.

Notably, the requester may pursue this matter directly with the City of Tallahassee, without the need for County action. Because the City holds operational control of Capital Park and has final authority over the facility's naming under its own policy, a request submitted directly to the City for consideration would not require the County or the NFFA to initiate or facilitate that process. Accordingly, this item is presented as a status report and no further action by the Board is required.

Options:

1. Accept the status report on renaming Capital Park.
2. Do not accept the status report on renaming Capital Park.
3. Board direction.

Recommendation:

Option #1

Attachments:

1. North Florida Fair Association Lease
2. 1970 Letter to City of Tallahassee
3. 1982 Letter to City of Tallahassee
4. Policy No. 97-3, "Naming of County-Owned Facilities, Structures, Buildings, Geographical Areas or Other Property and Sponsorship of Park Furnishings and Trees at a County-owned Park and Recreation Facility"
5. City of Tallahassee "Naming of Tallahassee Parks and Recreation Facilities" policy

MODIFIED LEASE AGREEMENT

This Agreement is made and entered into this 20th day of December, 1995, between LEON COUNTY, a political subdivision of the State of Florida (the "County"), and NORTH FLORIDA FAIR ASSOCIATION, INC., a non-profit corporation created and existing under the laws of the State of Florida (the "Association").

W I T N E S S E T H

WHEREAS, on November 2, 1959, a written agreement (the "Lease") was entered into between the parties hereto by which the County leased certain property therein described to the Association and which set forth the terms and conditions of such Lease, such Lease being recorded in Deed Book 250, Page 83 of the Public Records of Leon County, Florida; and

WHEREAS, such Lease has subsequently been modified by certain written modifications executed by the parties hereto, such written modifications being recorded in Official Records Book 386, Page 69 (dated October 28, 1969), Official Records Book 554, Page 280 (dated November 7, 1972, Official Records Book 918, Page 2180 (dated October 17, 1978), Official Records Book 1011, Page 2096 (dated June 24, 1980) of the Public Records of Leon County, Florida, and has been further modified by that certain Modification of Lease dated October 9, 1984, and by that certain Modification of Lease dated June 30, 1987, and by that certain Modification of Lease dated September 20, 1988, and by that certain Modified Lease Agreement dated January 15, 1991; and

Posted on May 4, 2026

WHEREAS, the parties now desire to further modify certain provisions of the Lease; and

WHEREAS, the parties also desire to enter into this Modified Lease Agreement, which shall contain the modifications referred to in the preceding paragraphs, and which shall integrate the above-referenced Lease and all of the subsequent modifications into a single instrument, which instrument shall supersede the above-referenced Lease and all of the modifications thereto, which were executed prior to the date of this Modified Lease Agreement;

NOW, THEREFORE, the County, for and in consideration of the sum of $1.00 and other valuable consideration to it in hand paid by the Association, the receipt of which is hereby conclusively acknowledged, hereby enters into this Modified Lease Agreement with the Association to lease and let unto the Association the lands hereinafter described for the period of time and upon the conditions hereinafter set forth. The parties hereto agree as follows:

1. The Premises Leased. See Exhibit "A" attached hereto and made a part hereof.

2. Term of Lease. The term of this Lease with regard to all of the leased premises shall extend until the 31st day of December, A.D., 2067.

3. Termination of Lease. This Lease may be terminated in any one or more of the following ways or upon any one or more of the following grounds:

A. In the event the Association may become bankrupt or be dissolved, the County may terminate this Agreement by written notice to the Association.

B. It is recognized that the Association is organized and exists for the purpose of conducting and operating public fairs or exhibitions for the benefit and development of the educational, agricultural, horticultural, livestock and other resources of the State, or any county or counties of the State, and that the Association contemplates conducting an annual fair as provided in Chapter 616, Florida Statutes. In the event the Association does not hold or conduct such annual fair during each year of the period of this Agreement, except in the event of disaster, national emergency or other reasonable or justifiable cause, then this Agreement shall terminate on the 31st day of December of the year in which said annual fair was not conducted. The ways, means, methods, grounds and causes for termination of this Agreement as set forth, shall be separate, distinct, and independent ways, means, methods, grounds and causes for termination of this Agreement.

C. Notwithstanding the foregoing or any other provision in this Agreement, this Lease shall not

be terminated unless the ground or cause for termination is not remedied within 90 days after the County notifies the Association of such ground or cause, or if there is a ground or cause that cannot with due diligence be cured within such 90-day period, unless the Association does not commence the cure of such ground or cause within such 90-day period and thereafter diligently prosecute the same to completion.

4. Rental. On January 1 of each calendar year during the term of this Agreement, the Association shall pay the sum of One and No/100 Dollar ($1.00) to the County as rental for the above-described premises.

5. Purposes of This Agreement. The purpose of this Agreement is to provide the means and facilities for the conduct of the activities of the Association.

6. Maintenance of Premises. The Association, with such assistance as the County may contribute, shall maintain the grounds and improvements thereon in a state of good repair, except for the paving on said demised premises which the County hereby agrees to maintain, subject to the terms and conditions of that certain Joint Use Agreement by and between the Leon County School Board and the North Florida Fair Association dated August 10, 1989. The Association will pay for all utilities used on the leased premises.

7. Insurance. The County shall, at its expense, insure the improvements on the premises against damage by fire, wind storm or

other casualties to the full replacement cost of such improvements. In the event of loss, insurance proceeds shall be used to rebuild or repair such improvements. The Association shall, at its expense, carry public liability insurance in the amount of not less than one million dollars and deposit with the County the evidence of such insurance and shall name the County as an additional named insured.

8. Assignment And Subletting. This Lease shall not be assigned by the Association without the express written consent of the County.

It is recognized that the leased premises are highly desirable and in considerable demand for use for public assemblies and community meetings, and it is expressly understood in leasing the premises to the Association that the people of Leon County and the various religious, civic, fraternal and other community organizations shall not be deprived of the use of the premises on an equal and non-discriminatory basis without just cause therefor, and the Association shall establish a fair and reasonable schedule of rates for subleasing said premises or parts or portions thereof. No religious, civic, fraternal or other community organization of Leon County shall be denied use of the premises at the prescribed rate without just cause.

9. Restrictions And Reservations. The Association and the County will agree on questions of policy touching such matters as the overall development plans for the premises and the construction of new improvements and facilities thereon. Pursuant to such

Agreement, the Association, or the Association in cooperation with the County, may construct or provide for such improvements and facilities.

10. Notices. Notices provided for in this Agreement shall be in writing and delivered to the County by delivery to the Clerk of the Circuit Court of Leon County, Florida and to the Leon County Administrator, and shall be delivered to the Association by delivery to its Secretary or to its President, or in the event of their absence from the County, by mailing such notices to them or either of them at the last known address of such officers.

11. Lease Binding Upon Parties and Their Successors And Assigns. This Agreement and each and every term and provision hereof shall be binding upon the parties hereto and their successors in interest and assigns.

12. County Defined. Wherever used herein the word "County" shall be also deemed to mean the Board of County Commissioners of Leon County, Florida.

IN WITNESS WHEREOF, the parties have caused their hands and official seals to be affixed as of the date first above written.

LEON COUNTY, FLORIDA

By: _____
Bruce J. Host, Chairman

ATTEST: DAVE LANG
_____
Clerk

APPROVED AS TO FORM:
_____
County Attorney

WITNESSES:

Lisa L. Holmes

Shana Garrard

NORTH FLORIDA FAIR ASSOCIATION, INC., a non-profit corporation

By: Payne Midyette Jr.
Its: President

STATE OF FLORIDA
COUNTY OF LEON

I HEREBY CERTIFY that on this day, before me, a Notary Public duly authorized in the State and County aforesaid to take acknowledgements, personally appeared Bruce J. Host, to me known to be the Chairman of the BOARD OF COUNTY COMMISSIONERS, LEON COUNTY, FLORIDA, and acknowledged before me that he executed the foregoing instrument freely and voluntarily under authority duly vested in him by the laws of the State of Florida.

WITNESS my hand and official seal in the State and County aforesaid, this 20th day of December, 1995.

Linda Summerlin
NOTARY PUBLIC
My commission expires: 7-13-98

LINDA SUMMERLIN MY COMMISSION EXPIRES FEBRUARY 13, 1998 #CC 344428 Bonded thru Troy Fain-Insurance NOTARY PUBLIC, STATE OF FLORIDA

STATE OF FLORIDA
COUNTY OF LEON

I HEREBY CERTIFY that on this day, before me, a Notary Public duly authorized in the State and County aforesaid to take acknowledgements, personally appeared Payne Midyette JR, to me known to be the President of the NORTH FLORIDA FAIR ASSOCIATION, INC. and acknowledged before me that he executed the foregoing instrument freely and voluntarily under authority duly vested in him by the laws of the State of Florida.

WITNESS my hand and official seal in the State and County aforesaid, this 20th day of December, 1995.

Lynn K. Gay
NOTARY PUBLIC
My commission expires: Feb. 27, 1996

LYNN K. GAY Comm. #CC183501 NOTARY PUBLIC Exp. Feb. 27, 1998 STATE OF FLORIDA

EXHIBIT "A"

A tract of land located in Township 1 South, Range 1 East, Section 18 and Township 1 South, Range 1 West, Section 13:

Commence at the Northeast corner of Section 13, Township 1 South, Range 1 West; thence South 00 degrees 21 minutes 39 seconds West 33.00 feet to a point on the southerly right-of-way boundary of Paul Russell Road said point being the POINT OF BEGINNING.

From said POINT OF BEGINNING; thence North 89 degrees 53 minutes 54 seconds East 2591.74 feet along said southerly right-of-way boundary to a point on the westerly right-of-way boundary of Zillah Street; thence South 00 degrees 24 minutes 59 seconds West 1328.99 feet along said westerly right-of-way boundary to a point on the northerly right-of-way boundary of Omega Avenue; thence North 89 degrees 35 minutes 01 seconds West 1272.80 feet to a point at the intersection of the northerly right-of-way boundary of Omega Avenue with the westerly right-of-way boundary of Cornelia Street; thence South 648.29 feet along said westerly right-of-way boundary to a point on the northerly right-of-way boundary of Tram Road; thence North 68 degrees 42 minutes 57 seconds West 2494.94 feet along said northerly right-of-way boundary to a point on the easterly right-of-way boundary of South Monroe Street; thence along said easterly right-of-way boundary North 00 degrees 09 minutes 57 seconds West 90.30 feet to a point; thence North 09 degrees 48 minutes 50 seconds West 101.43 feet to a point; thence North 03 degrees 35 minutes 58 seconds West 100.18 feet to a point; thence North 00 degrees 44 minutes 20 seconds West 100.00 feet to a point; thence North 00 degrees 09 minutes 57 seconds West 600.00 feet to a point; thence North 04 degrees 55 minutes 54 seconds East 6.42 feet to a point; thence North 04 degrees 58 minutes 48 seconds East 59.53 feet to a point on the southerly right-of-way boundary of Paul Russell Road; thence North 89 degrees 53 minutes 54 seconds East 1036.59 along said southerly right-of-way boundary to the POINT OF BEGINNING.

LESS AND EXCEPT the following described parcels:

PARCEL NO. 1 - Lying in Section 18, Township 1 South, Range 1 East,

Commence at the Northeast corner of Section 13, Township 1 South, Range 1 West; thence South 00 degrees 21 minutes 39 seconds West 33.00 feet to a point on the southerly right-of-way boundary of Paul Russell Road; thence North 89 degrees 53 minutes 54 seconds East 2591.74 feet to a point at the intersection of the South right-of-way boundary of Paul Russell Road with the West right-of-way of Zillah Street, said point being the POINT OF BEGINNING.

From said POINT OF BEGINNING; thence South 00 degrees 24 minutes 59 seconds West 400.00 feet along the said westerly right-of-way boundary to a point; thence leaving the said westerly right-of-way boundary South 89 degrees 53 minutes 54 seconds West 450.00 feet to a point; thence North 00 degrees 24 minutes 59 seconds East 400.00 feet to a point on the southerly right-of-way boundary of Paul Russell Road; thence North 89

Posted on May 4, 2026

degrees 53 minutes 54 seconds East 450.00 feet along said southerly right-of-way boundary to the POINT OF BEGINNING.

PARCEL NO. 2 - Lying in Section 18, Township 1 South, Range 1 East,

Commence at the Northeast corner of Section 13, Township 1 South, Range 1 West; thence South 00 degrees 21 minutes 39 seconds West 33.00 feet to a point on the southerly right-of-way boundary of Paul Russell Road; thence North 89 degrees 53 minutes 54 seconds East 1100.21 feet to a point; thence leaving the said southerly right-of-way boundary South 00 degrees 12 minutes 06 seconds East 37.00 feet to a concrete monument which is the POINT OF BEGINNING;

From said POINT OF BEGINNING continue South 00 degrees 12 minutes 06 seconds East 850.00 feet to a concrete monument; thence North 89 degrees 53 minutes 54 seconds East 400.00 feet to a concrete monument; thence North 00 degrees 12 minutes 06 seconds West 850.00 feet to a concrete monument, said concrete monument being 37.00 feet South of the southerly right-of-way of Paul Russell Road; thence South 89 degrees 53 minutes 54 seconds West 400.00 feet to the POINT OF BEGINNING.

PARCEL NO. 3 - Lying in the Northeast quarter of Section 13, Township 1 South, Range 1 West, per D.O.T. Description,

Commence at an iron pipe marking the Northeast corner of said Northeast 1/4; thence South 00 degrees 21 minutes 39 seconds West along the East line of said Northeast 1/4 for 33.00 feet to a point on the South right-of-way of Paul Russell Road; thence South 89 degrees 53 minutes 49 seconds West along a line 33.00 feet South of (when measured at right angles) and parallel with the North line of said Northeast 1 Quarter for 401.95 feet to the POINT OF BEGINNING. Thence continue South 89 degrees 53 minutes 49 seconds West along said parallel line for 634.61 feet to a point on the easterly maintained right-of-way of State Road No. 61; thence South 04 degrees 58 minutes 37 seconds West along said easterly right-of-way for 59.71 feet; thence North 45 degrees 55 minutes 03 seconds East for 35.25 feet; thence South 89 degrees 55 minutes 03 seconds East for 613.91 feet; thence North 00 degrees 55 minutes 03 East for 35.22 feet to the POINT OF BEGINNING.

Posted on May 4, 2026

North Florida Fair Association

615 PAUL RUSSELL ROAD • TALLAHASSEE 32301

OFFICERS AND EXECUTIVE COMMITTEE

JACK LEVINS
PRESIDENT
LOUIS HILL
FIRST VICE-PRES.
J. P. LOVE
SECOND VICE-PRES.
LLOYD RHODEN
SECRETARY

CAROLYN CREAMER
ARVAH HOPKINS
PAYNE MIDYETTE, JR.
FRANK POPE
MRS. JAMES H. JARRIEL

DIRECTORS
E. J. BRADSHAW
M. S. THOMAS
JACK WHIDDON
W. T. MOORE, JR.
SPURGEON CAMP
MRS. JUDITH KATES

February 26, 1970

Randy Trousdell, Superintendent
Tallahassee Recreation Department
City Hall
Tallahassee, Florida 32304

Dear Mr. Trousdell:

The Fairgrounds property in Tallahassee was purchased by the North Florida Fair Association for fair, educational and recreational purposes. To provide for security and preservation of this property for the above purposes, the property was deeded to the Board of County Commissioners of Leon County and leased back to the Fair Association.

Pending the total development of the fairgrounds property, it is the desire of the Association that those portions of the property not needed in the immediate future for Fair purposes, should be uitlized in so far as possible for community recreational activities.

It is the opinion of the North Florida Fair Association that that portion of the fairgrounds now being loaned to the City Recreational Department for Junior League ball grounds will not be needed for Fair use in the foreseeable future (5 - 7 years).

Sincerely,

Mary E. Rhoden

Lloyd Rhoden
Secretary

LR/lj

Posted on May 4, 2026

EXECUTIVE COMMITTEE
JACK LEVINS
PRESIDENT
LOUIS HILL
FIRST VICE-PRES.
J. P. LOVE
SECOND VICE-PRES.
LLOYD RHODEN
SECRETARY

North Florida Fair Association

615 PAUL RUSSELL ROAD • TALLAHASSEE 32301

DIRECTORS
CAROLYN CREAMER
ARVAH HOPKINS
PAYNE MIDYETTE, JR.
FRANK POPE
MRS. JAMES H. JARRIEL
E. J. BRADSHAW
M. S. THOMAS
JACK WHIDDON
W. T. MOORE, JR.
SPURGEON CAMP
MRS. JUDITH KATES

TO WHOM IT MAY CONCERN

The following statement is one of intent of the North Florida Fair Association to give to the Capital Park Little Major League a letter concerning the use of certain Fair Association properties for the purposes of carrying on Junior League Baseball and other recreational activities.

The North Florida Fair Association will gladly sign a letter to the above Organization containing the following, or similar statement. The Fairgrounds property was purchased by the North Florida Fair Association for fair, educational and recreational purposes. Pending the total development of the fairgrounds property, it is the feeling of the Association that those portions of the property not needed in the immediate future for Fair purposes should be utilized in so far as possible for community recreational activities.

The letter would further state that in the foreseeable future (5 - 7 hears) it is the opinion of the Fair Association that that portion of the fairgrounds now being loaned to the City Recreation Department for Junior League ball grounds will not be needed in any manner for Fair use.

Posted on May 4, 2026

North Florida Fair 441 Paul Russell Road • Tallahassee, Florida 32301 • (904) 877-3628

October 20, 1982

Officers and Executive Committee:

Jack G. Whiddon, President
Robert West, V. Pres.

James Alford
James Fogarty
Jack Levins
Payne Midyette, Jr.
Lloyd Rhoden
J. Lee Vause
Herschel Williams

Executive Secretary and Manager:

Ruth R. Ferrara

Directors:

E. J. Bradshaw
Lee Evans
Betty Nettles
Harvey Paulk
Chris Prescott
Fred F. Womble

Mr. Randy Trousdell, Director
Tallahassee Recreation Dept.
912 Myers Park Drive
Tallahassee, Florida 32301

Dear Mr. Trousdell:

In cleaning out some files here in the office, we came upon some correspondence dated in the 1970s between you and Mr. Lloyd Rhoden, also a copy of a letter to Mr. Arvah B. Hopkins dated April 4, 1972. We also have a letter from you to Commissioner Lee Vause dated March 23, 1981 in reference to the Capital Park area.

It is still the opinion of the North Florida Fair Association that the portion of the Fairgrounds now being loaned to the City Parks and Recreation for Junior League Ballgrounds is still not needed by the Fair for immediate use. Rather than setting an estimated number of years, the Fair Association would like to go on record as stating that if and when it becomes necessary to expand the present Fairgrounds for any particular use (parking, etc.), we would need you to relinquish any part you are now using upon a ninety day notice.

It would still be a good idea for you to come by the office and look at the prints regarding this property at your earliest convenience. In as much as the Fair Association controls this property it is necessary that we be advised of any plans you are considering regarding the use of our property now or in the future so that our Executive Committee can be consulted before any construction or changes are started.

As I mentioned to you in our telephone conversation earlier this year, this Association will work with the City Recreation Department in any way to resolve any problems that might arise in relation to Capital Park.

Sincerely,

Ruth Ferrara

Ruth Ferrara

cc: Jack G. Whiddon, President
J. Lee Vause

RECEIVED
OCT 25 1982
DIRECTOR'S OFFICE
Parks & Recreation Dept.

1982 Fair Dates
Oct. 26-30

Florida's Agricultural Fair

Posted on May 4, 2026

Board of County Commissioners
Leon County, Florida

Policy No. 97- 3

Title:	Naming of County-Owned Facilities, Structures, Buildings, Geographical Areas or Other Property and Sponsorship of Park Furnishings and Trees at a County-owned Park and Recreation Facility
Date Adopted:	May 28, 2019
Effective Date:	May 28, 2019
Reference:	N/A
Policy Superseded:	Policy No. 97-3, "Naming of County Owned Facilities, Structures, Buildings, Geographical Ares or Other Property" adopted April 8, 1997; Policy No. 97-3 "Naming of County Owned Facilities, Structures, Buildings, Geographical Areas or Other Property and Sponsorship of Park Furnishings and Trees at a County-owned Park and Recreation Facility" revised May 28, 2013

It shall be the policy of the Board of County Commissioners of Leon County, Florida, that Policy No. 97-3, revised on May 28, 2013 is hereby further amended and a revised policy is hereby adopted in its place, to wit:

I. Procedure for Naming of County-Owned Facilities, Structures, Buildings, Geographical Areas or Other Property

The proposed names for County-owned facilities, buildings, structures, geographical areas or other property, with the exception of Park Furnishings and Trees at a County-owned park and recreation facility paid for through private donations as described herein, must be approved by the Board of County Commissioners for official designation at a regular commission meeting. Such proposed name shall be in writing and shall be accompanied by background data, a resume or fact sheet citing reasons for the nomination with respect to the criteria stated in this policy.

Areas, sections or rooms within County-owned facilities, structures, buildings, geographical areas or other property may be named differently from each other and that of the overall tract (i.e. a sports field may be named differently from the park it is located in). Proliferation of the same name for multiple locations should be avoided.

Facilities leased by Leon County may only be named if allowed for by the terms of the lease agreement. The procedure for doing so shall be the same as for naming County-owned property.

The renaming of facilities, buildings, structures, streets, geographical areas or other property that have been in existence for 30 years or more should not be considered unless there are unusual or compelling reasons, and/or a recognized public health, safety, and welfare need for the change.

II. Naming Criteria/Guidelines

To ensure that the names of County-owned facilities, buildings, structures, geographical areas or other property reflect the history, traditions, and values of Leon County, the Commission has established the following criteria.

A. Naming proposals for a person or persons may be considered provided that they are not serving in public office or a Leon County employee at the time of naming. In determining the appropriateness of naming proposals in honor of a person or persons, the Commission should take into consideration the following criteria:

1. Local Significance: Community service directly benefiting Leon County for a period of greater than 25 years or five (5) terms in office for a former elected official. The Commission may determine a shorter period of community service is acceptable based upon the significance of the contribution to Leon County.

   Public achievements should primarily be in a particular field of endeavor that has a direct and significant relationship to the facility to be named.

2. State/National Significance: Significant, historic contributions to the State of Florida or United States.

3. Fallen Service Members and First Responders: Leon County service members and first responders killed in the line of duty.

4. Material or Financial Contributions: A person or persons who have made a significant material or financial contribution to the County to assist in acquiring or developing the land, the facility, or to some specific, identifiable part of the facility.

B. In determining the appropriateness of naming proposals that are not in honor of a person or persons, the Commission should take into consideration the following criteria:

1. Defining geographical features of an area;

2. Natural characteristics, including the plant and animal life that is characteristic of the Leon County region or environment; and

3. Cultural or historical events of significance to the County or surrounding neighborhood.

III. Alternative Memorial Markers

When the Commission finds that it would be inappropriate to name a County area, structure, or facility in its entirety in honor of an individual, it may place a plaque or other memorial marker at an appropriate location within the area or property whereby the names of individuals may be placed in recognition of their contributions to the County.

IV. Criteria for Naming and Renaming Streets

The procedures and criteria for naming and renaming streets are as outlined in the Uniform Street Naming and Property Numbering System Ordinance, Article XI of the Land Development Code (Article XI). In Accordance with Article XI, any changes in the names of streets must be approved by the Board of County Commissioners. When evaluating street naming proposals honoring a person or persons, the Commission should take into consideration the criteria outlined in this policy in addition to the criteria provided in Article XI.

To mitigate inconvenience to property owners and confusion that may negatively impact emergency response (E-9-1-1) location, Commissioners or citizens seeking to rename a street in honor of a person or persons are encouraged to consider an Honorary Street Designation as an alternative. The procedure for obtaining an Honorary Street Designation shall be the same as that outlined in this policy.

V. Park Furnishings and Park Amenities

Individual persons and not-for-profit organizations that meet the qualification criteria identified herein ("Donors") can honor or memorialize individual persons or not-for-profit organizations that meet the criteria identified herein ("Honoree") through the sponsorship of approved park benches and other amenities ("Park Furnishings") and Trees (collectively, "Park Furnishings and Trees") for County's installation at an approved County-owned park and recreational facility, as follows:

A. The Parks and Recreation Division will provide and maintain a list and description of approved Park Furnishings and Trees available for sponsorship and approved recognition elements that will accompany the sponsored Park Furnishings and Trees ("Plaques"). General aesthetic and safety standards, anticipated maintenance requirements, architectural and natural elements applicable to a specific park or recreational facility, as well as other standards that the County deems appropriate, will be considered in the development of the list of approved Park Furnishings and Trees. Plaques will only include prescribed, allowed language from which the Donor will select at the time the Donor completes the Sponsorship Form, and the Donor's and Honoree's names.

B. The County has the right to alter the make and model of Park Furnishings and Plaques that are on the list of approved Park Furnishings and Trees, and to limit the installation of specific Park Furnishings and Trees to certain County-owned parks and recreational facilities.

C. Sponsorships are limited to only those items on the list of approved Park Furnishings and Trees. Plaques are recognition elements that accompany sponsored Park Furnishings and Trees, and Plaques may not be separately sponsored.

D. The Parks and Recreation Division will provide a Sponsorship Form that will include the cost for sponsoring the Park Furnishings and Trees that are available for sponsorship ("Sponsorship Cost") and the County-owned park and recreational facilities from which the Donor may select for installation of the sponsored Park Furnishings and Trees.

E. Sponsorship Cost will be established with the intent that the Donor pay the full cost of the Park Furnishings and Trees that the Donor is sponsoring, plus the cost the accompanying Plaque, and may include a discretionary administrative fee for coordination and installation.

F. The list of approved Park Furnishings and Trees, and Sponsorship Form will be made available to the public online at the County's website and at the County's Parks and Recreation Division.

G. To qualify as a Donor, the Donor must be:

1. A person who resides in Leon County, Florida at the time of requested sponsorship or a person who has resided in Leon County, Florida within the five years immediately preceding the requested sponsorship; or
2. A not-for-profit organization with a lawful address within Leon County, Florida; or
3. An organized sports team, located within Leon County, Florida, that achieved recognized success at a local, regional, state, and/or national level.

H. To qualify as an Honoree, the Honoree must be:

1. A person who resides in Leon County, Florida at the time of requested sponsorship or a person who has resided in Leon County, Florida within the five years immediately preceding the requested sponsorship; or
2. A not-for-profit organization with a lawful address within Leon County, Florida; or
3. An organized sports team, located within Leon County, Florida, that achieved recognized success at a local, regional, state and/or national level; or
4. A person who served with honor in the armed forces of the United States of America.

I. All sponsorships must be made by a qualified Donor in recognition of a qualified Honoree as described herein. A Sponsorship Form prepared by or on the behalf of someone who does not meet the criteria to be a Donor will be denied, and a Sponsorship Form completed to request recognition of someone who does not meet the criteria to be an Honoree would be denied.

J. Unless otherwise agreed to by the County, the Honoree must agree in writing to the sponsorship, or if the Honoree is deceased, a family member of the Honoree must agree in

writing to the sponsorship. As used in this section, "family" is limited to the Honoree's son, daughter, parent, grandparent, sister, and brother.

K. The Donor must complete and submit the Sponsorship Form, along with a check made payable to Leon County in the amount of the full Sponsorship Cost, to the County as directed on the Sponsorship Form. In completing the Sponsorship Form, the Donor will: select the Park Furnishings and Trees they are sponsoring; provide requisite information for the completion of the Plaque from the prescribed, allowed language selection; select the County-owned park or recreational facility where the sponsored Park Furnishings and Trees and accompanying Plaque will be installed by the County; identify the Donor's address and contact information; identify the Honoree's address and contact information if the Honoree is alive, or the Honoree's family member's address and contact information if the Honoree is deceased; stipulate the criteria by which the Donor and Honoree qualify; and provide written agreement from the Honoree, or if the Honoree is deceased, from a member of the Honoree's family, as described hereinabove.

L. The County will purchase, install, and be the sole owner of all sponsored Park Furnishings and Trees and Plaques.

M. The County may delay planting of Trees until the County deems that the weather is appropriate to best assure the Tree's survival.

N. The Plaque will be affixed to, or installed in close proximity to, the sponsored Park Furnishings or Trees. Placement of Plaques will vary depending upon the Park Furnishings or Trees selected and location. The County will send a photo of the installed Park Furnishings and Trees and Plaque to the Donor, at the physical address or e-mail address the Donor provided on the Sponsorship Form.

O. The County is not responsible for replacing Trees that have become diseased, or for replacing Park Furnishings, Trees, or Plaques that have been damaged, stolen, or removed for reasons deemed by the County to be in the public interest.

P. Park Furnishings, Trees, and Plaques may be removed, at the discretion of the County, at the end of their safe, useful life.

Q. The County may relocate Park Furnishings, Trees, and Plaques.

The Parks and Recreation Division will notify the Donor of the County's receipt of the Sponsorship Form and whether their sponsorship request has been approved or denied.

Revised May 28, 2019

CITY PARKS AND RECREATION BOARD

NAMING OF TALLAHASSEE PARKS AND RECREATION FACILITIES

I. GOAL

The naming of a park or recreation facility is an important task. A symbolic name provides an opportunity to educate, express appreciation, create sensitive and lasting public relations, and most importantly, instill a sense of community. A name once selected should be bestowed with the intention that it will be permanent. In this spirit, the Parks and Recreation Board will approach its task of recommending names in a systematic and creative way with full knowledge that its actions will exert an influence upon the community in future generations.

II. OBJECTIVE

To establish the criteria and policy naming parks and recreation facilities.

III. POLICY

A. Selection of Names

1. **Historical, natural feature, recognizable area, neighborhood, or names of horticultural significance for City Parks and Recreation facilities are preferred.**

2. **A park or recreation facility may be named in honor of a deceased person who has made a major contribution to the field of parks and recreation in this community after a waiting period of no less than twelve months from death of such person except if specified as a condition of substantial donation offered to the Board.**

3. **A park or recreation facility shall not be named for a living person except when a name is specified as a condition of substantial donation offered to the Board or for those individuals who have demonstrated a long term dedication and service to the fields of parks and recreation in this community.**

In such cases when naming a park or recreation facility after the donor, the Board should indicate the minimum contribution in relation to the

percentage of the total cost of the project or land. A donation shall be substantial

enough to be considered by the community as justifying the naming of the property or facility after the principal donor.

B. Method of Selecting Names

1. New Park or Recreation Facility

a. Names may be recommended by the public to the Board through contest, public notice, or public hearings conducted by the Board in accordance with the guidelines of this policy.

b. The name selected by the Board for recommendation shall be presented to the City Commission for approval.

2. Change a Name of Existing Park or Recreation Facility

The Parks and Recreation Board recommends to the City Commission that the names of current City parks and recreation facilities be maintained as they are to respect the historical tradition and community values that previous generations bestowed on these resources.

3. Naming Sections Within a Facility

The Parks and Recreation Board recommends to the City Commission that naming sections within a facility only be allowed on a case-by-case basis when the circumstances of the request, as it relates to the requested name and/or facility, are deemed by the Board to be significant enough to warrant consideration.

4. Placing of Plaques, Markers, and Memorials

Plaques, markers, and memorials, designed to blend with and compliment the existing environment may be placed at a park or

recreation facility only after review and approval by the Parks and Recreation Board *and the Parks and Recreation Department*. **Memorials may include gardens (rose, camellia, etc.), statutes, or trees. To avoid proliferation of memorial objects in parks, the Board shall limit their placement for the following purposes:**

a. **To designate history related to that particular park or recreation facility; and**
b. **to recognize groups and individuals who have contributed significantly through donations or their community service.**

Criteria for submitting a request for review is as follows:

a. *All submitted requests must be in writing and delivered to the Parks and Recreation Department prior to the first day of the month.*
b. *Individuals to be recognized must be sponsored and submitted by a recognized organization or agency in the community.*
c. *The submittal must include a narrative outlining Parks and Recreation accomplishments/donations attributable specifically to the named individual.*
d. *The submitted request must be accompanied by five (5) letters of support/recommendation.*
e. *An individual may only be recommended for recognition once every five years regardless of the outcome of any previous request.*
f. *The submittal request will be reviewed by the Parks and Recreation Board at their next regularly scheduled meeting after receipt of the request.*
g. *The Parks and Recreation Board will make a recommendation on the submittal to the Parks and Recreation Department for final evaluation and disposition. This decision will then be communicated back to the Board for a response back to the sponsoring agency/organization.*
h. *Upon an approval of a submitted request, the Parks and Recreation Department, in conjunction with the sponsoring agency/organization, will determine the appropriate type and placement of any recognition within the park facility. All costs associated with this recognition and placement thereof will be the sole responsibility of the sponsoring agency/organization.*

As a final recognition of an approved request, the City of Tallahassee Commission will be asked to present/introduce this recognition at a regularly scheduled Commission meeting.

IV. Reservation of Authority

The authority to issue and/or revise this policy is reserved to the Parks and Recreation Board and the Tallahassee City Commission.

This policy has been amended and adopted by the Tallahassee Parks and Recreation Board this 23rd day of March, 2016.

_____

Patrick Hurley, Chairperson

Leon County
Board of County Commissioners

Notes for Agenda Item #11

Leon County Board of County Commissioners

Agenda Item #11

May 12, 2026

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator

Title: Status Report on Actions Related to Certain Roadways Within the Southwood Development of Regional Impact

Review and Approval:	Vincent S. Long, County Administrator
Department / Division Review:	Ken Morris, Assistant County Administrator Chasity H. O'Steen, County Attorney Nawfal Ezzagaghi, Assistant County Administrator Scott Brockmeier, Director, Development Support and Environmental Management (DSEM)
Lead Staff / Project Team:	Ryan Culpepper, Development Services Director Ryan Guffey, Concurrency Management Planner Gretchen Brantley, Assistant County Attorney

Statement of Issue:

This item provides a status report on the City of Tallahassee's actions to enforce the Southwood Development of Regional Impact Development Order's (DRI-DO) road completion requirements.

Fiscal Impact:

This item has no fiscal impact.

Staff Recommendation:

Option #1: Accept the status report on the City of Tallahassee's actions to enforce the Southwood DRI-DO's road completion requirements.

Report and Discussion

Background:

This item provides a status report on the City of Tallahassee's actions to enforce the Southwood Development of Regional Impact Development Order's (DRI-DO) road completion requirements.

During the County's review of a Twelfth Amendment to the DRI-DO, it was identified that a segment of Orange Avenue, as identified in the Schedule of Internal Roadway Improvements (Exhibit G) of the DRI-DO, remains unfinished past the December 31, 2025, deadline date for completion (Attachment #1). On April 14, 2026, the Board requested an informational agenda item with an update on City of Tallahassee (City) actions related to the Southwood DRI-DO roadways. To provide context for this issue, the following section summarizes the regulatory framework governing the Southwood DRI-DO and the County's role.

Development of Regional Impact Development Order

Under Chapter 380, Florida Statutes (F.S.), the DRI process governs large-scale developments with regional impacts. In 2018, the Florida Legislature amended Section 380.06, F.S., to eliminate the state and regional review process for DRIs, effectively ending state-level coordination for new large-scale development proposals. However, the amendment did not eliminate local government obligations for DRIs approved prior to the change. Local governments retain full authority and responsibility for administering, enforcing, and amending existing DRI development orders through their own development review procedures, without further involvement from state or regional agencies.

Consistent with this framework, Leon County's involvement in the Southwood DRI stems from the Development Order (DO) being an Integrated DO, jointly adopted by the City and Leon County in 1999 and, as amended, with the Twelfth Amendment in March 2026 (Attachment #2). The Integrated DO continues to govern the entire 3,222-acre project and requires amendment approval from both jurisdictions. Day-to-day administration and enforcement of the DO, however, rests with the City. The DO designates the City's Director of Growth Management as the local official responsible for monitoring, which is carried out through review of development permits, annual reports, and on-site observations.

Although most of Southwood has been annexed into the City, three parcels remain in unincorporated Leon County. As a result, the County retains responsibility for permitting activities on those parcels, while the City continues to oversee compliance with the DO across the entire development. The County also maintains its role in approving amendments to the DO.

The DO's roadway completion obligations reflect this division of responsibilities. Under Section 14, all internal roadway construction must be completed in accordance with Section 9-63 of the City's Land Development Code, and all on-site transportation construction must meet design and construction standards approved by the City. In the event of noncompliance, the City holds enforcement authority. The City's enforcement authority is established in the DO under Section "B", subsection 10 of the "General Conditions" section and located on page 47 of the attached DO.

These roadway construction obligations, however, are not fixed and may be modified through the DO amendment process. DRI projects of this scale are not static, and the Southwood DRI-DO has been amended twelve times since 1999 to reflect evolving development practices, engineering standards, and market conditions, with each amendment subject to approval by both the City and the County. Through this process, the roadway completion deadlines in Exhibit G have been periodically revised, most recently in the 10th Amendment approved by the Board on June 11, 2024. The current status of specific roadway obligations, including Orange Avenue, Southwood Plantation Road, and Merchants Row Boulevard, is addressed in the Analysis section.

Recent Actions and Updates

February 18, 2026 – City Approval of 12th DRI-DO Amendment

The City Commission approved the request for a Twelfth Amendment to the Southwood DRI-DO. During the hearing, public testimony raised concerns regarding outstanding transportation obligations referenced in the DRI-DO. In response and after approval of the Twelfth Amendment, the City Commission directed the City Manager to return with a separate agenda item to be considered at the City Commission's March 11, 2026 public meeting, specifically addressing the status of non-compliance regarding broader Southwood transportation improvements.

March 6, 2026 – St. Joe Company Notice

On March 6, 2026, St. Joe Company submitted notice to both the City and the County that it was invoking Governor's Executive Order No. 24-94 to extend the roadway construction and completion timelines in Exhibit G of the DRI-DO, pursuant to Section 252.363, F.S. (Attachment #3). As detailed in the County Attorney's memorandum to the Board dated March 19, 2026 (Attachment #4), this notice triggered the automatic tolling and extension provisions under Section 252.363(1), F.S., resulting in revised transportation construction deadlines in Exhibit G. The notice was submitted prior to the Board's March 10, 2026 hearing on the Twelfth Amendment and was included in the supplemental materials for that hearing. After independently reviewing the statutory provisions and confirming that the tolling and extension deadlines applied to Exhibit G, County staff recommended Board approval of the Twelfth Amendment. The Board approved the Twelfth Amendment on March 10, 2026.

March 11, 2026 – City Commission Update

The City Commission received an update from City staff regarding the status of the internal roadway construction deadlines in Exhibit G, and rejected St. Joe Company's March 6, 2026 extension notice. The City Commission then directed the City Manager to proceed with enforcement action pursuant to the process outlined in the DRI-DO, and scheduled an enforcement public hearing for April 21, 2026.

March 26, 2026 – Notice of Violation Issued by the City

On March 26, 2026, NextGen Family Group, LLC, and St. Joe Company, LLC were issued a Notice of Violation (NOV) of the Southwood Integrated Development Order by City Growth Management. The NOVs cited violations of the roadway construction commitments for Biltmore Avenue and Orange Avenue outlined in Exhibit G, Schedule of Internal Road Improvements, of

the Integrated Development Order. The letters (Attachments #5 and #6) provided 15 days to cure the violations and set a public hearing for April 21, 2026. NextGen Family Group, LLC is the property owner of record for the incomplete section of Orange Avenue, and St. Joe Company is the developer of the Southwood DRI.

April 15, 2026 – City Commission Requires Executed Agreement

Ahead of the scheduled April 21, 2026 enforcement public hearing, representatives of St. Joe Company and NextGen Family Group, LLC appeared before the City Commission on April 15, 2026, expressing commitment to resolving the outstanding Orange Avenue roadway obligation. Notably, while the March 26, 2026, NOVs cited violations related to two roadways — both the incomplete section of Orange Avenue and the missed December 31, 2025, construction commencement date for the Southwood Plantation Road/Biltmore Avenue extension — the City Commission's discussion and directives focused solely on Orange Avenue. The Biltmore Avenue obligation was not addressed.

To that end, the City Commission directed the parties to execute an agreement within 60 days — by June 15, 2026 — that would convey the required right-of-way from NextGen Family Group, LLC to the City, enabling St. Joe Company to construct the remaining segment of Orange Avenue.

As a result, the City Commission voted to cancel the April 21, 2026 enforcement public hearing, to allow 60 days to execute a written agreement for the transfer; and if the agreement is executed within that time, bring back a status update; and if the agreement is not executed within the 60 days, re-commence the enforcement action.

Analysis:

With the regulatory framework and sequence of recent actions established in the background section above, the following analysis addresses the issues raised by those events — specifically, the status of outstanding roadway obligations under the DRI-DO, the legal implications of St. Joe Company's extension notice, and the City Commission's enforcement.

Central to this analysis is Exhibit G of the Southwood DRI-DO, which includes an internal schedule of roadway improvements. The deadlines in Exhibit G were last updated in the 10th amendment to the DRI-DO, which was approved by the Board on June 11, 2024. Currently, a segment of Orange Avenue is the only roadway improvement that remains unfinished beyond the completion deadline date established in Exhibit G. The remaining segment of Orange Avenue, from Biltmore Avenue to Southwood Plantation Road (~1,000 feet), is incomplete because it was built as a standard two-lane road instead of the required boulevard section and therefore does not meet the permitted design standards. In addition to Orange Avenue, Exhibit G identifies several roadway improvements with pending construction obligations through 2028, summarized as follows:

- Southwood Plantation Road / Biltmore Avenue: Construction of the segment extending to Apalachee Parkway was required to commence by December 31, 2025, and must be completed by December 31, 2026.

- Merchants Row Boulevard: The extension from Tram Road to Artemis Way is required to commence by June 30, 2027, and be completed by June 30, 2028.
- Artemis Way & Esplanade Way: Both extensions are required to commence by December 31, 2027, and be completed by December 31, 2028.

In response to these deadlines, St. Joe Company submitted notice asserting entitlement to the tolling and extension provisions of Section 252.363(1), F.S., which apply upon written notice unless the local government has taken action under the statute's Non-Compliance Provision. This provision requires a prior determination of significant noncompliance through a warning letter, notice of violation, or formal enforcement action. The City did not issue a Notice of Violation until March 26, 2026, after both the City Commission and Board had approved the Twelfth Amendment. As a result, the statutory tolling and extension provisions were triggered prior to any enforcement action.

Notwithstanding the legal dispute over the timing and validity of the extension notice, both the City and St Joe Company subsequently indicated a willingness to resolve the outstanding obligation. At the City Commission meeting on April 15, 2026, City staff provided an update, noting the willingness of St. Joe Company to expedite the unfinished roadway improvement. City staff also noted that they have been contacted by a civil engineer regarding the roadway design and permitting. The statements made by City staff were confirmed during the meeting by an attorney representing St. Joe Company, who asserted that "*St. Joe is prepared to go build Orange Avenue.*" The attorney also stated that the property owner is prepared to dedicate the right-of-way to the City of Tallahassee so St. Joe Company can complete the road. This commitment was previously stated in a letter to the City on March 16, 2026, by St. Joe Company's attorney (Attachment #7). A representative of the property owner, NextGen Family Group, LLC, spoke at the meeting and confirmed that he has been working diligently with all of the parties involved since receiving notice of the violation.

City legal staff noted during the meeting that, should the City elect to pursue punitive enforcement action, St. Joe Company retains the right to seek judicial review to uphold the tolling and statutory extension. However, staff further noted that St. Joe Company has expressed its intent to proceed in good faith toward completion of the remaining improvements along Orange Avenue.

Ultimately, the City Commission voted to cancel the formal violation public hearing scheduled for April 21, 2026, and required the parties to execute a land acquisition agreement within 60 days, with dedication of the right-of-way to the City. Failure to execute an agreement by the deadline will result in the City issuing a notice of violation and proceeding with the scheduling of an enforcement public hearing for a later date. If the conditions are met, City staff will provide an update to the City Commission. The 60-day deadline provides a final date for the execution of the agreement of June 15, 2026.

The City Commission's discussion and directives at the April 15, 2026, Commission meeting were limited exclusively to the incomplete section of Orange Avenue. Neither the Biltmore Avenue/Southwood Plantation Road extension — which carried its own missed December 31, 2025, construction commencement deadline cited in the NOV — nor any of the other internal

roadway improvements outlined in Exhibit G were raised, discussed, or addressed. The Commission, at their meeting, also raised no objection to St. Joe Company's invocation of the tolling and extension provisions of Section 252.363(1), F.S. Of the violations cited in the March 26, 2026 NOV, the City actively pursued only one at the Commission level — the incomplete section of Orange Avenue — resulting in a directed deadline of June 15, 2026 for the execution of a right-of-way dedication and land acquisition agreement.

Under the Southwood Development Order, the City of Tallahassee is the designated authority for day-to-day administration and enforcement of internal roadway obligations. While the County maintains co-approval authority over future amendments and jurisdiction over specific unincorporated parcels, enforcement of the remaining roadway improvements identified in Exhibit G rests solely with the City. Furthermore, because St. Joe Company has invoked statutory tolling protections under Section 252.363(1), F.S., and only the City holds authority to issue the noncompliance determination required to preclude those protections from attaching, the County's DRI-DO amendment co-approval authority does not provide a separate legal mechanism to compel construction on these obligations.

Options:

1. Accept the status report on the City of Tallahassee's actions to enforce the Southwood DRI-DO's road completion requirements.
2. Do not accept the status report on the City of Tallahassee's actions to enforce the Southwood DRI-DO's road completion requirements.
3. Board direction.

Recommendation:

Option #1

Attachments:

1. Exhibit G of the Southwood DRI DO
2. Southwood DRI-DO, as amended
3. Letter from St. Joe Company dated March 6, 2026
4. Memorandum from the County Attorney's Office, dated March 19, 2026
5. Letter from the City to St. Joe Company, dated March 26, 2026
6. Letter from the City to NextGen Family Group LLC, dated March 26, 2026
7. Letter from Gary Hunter, Holtzman/Vogel, representing St. Joe Company

EXHIBIT G

June 2024 Schedule of Internal Road Improvements

Internal Road Improvement	Master Plan Development Pods
Merchants Row Boulevard (from Capital Circle SE to Tram Road)	Completed
Merchants Row Boulevard (from Tram Road to Artemis Way)	MDR-19 – construction started on or before June 30, 2027 and completed by June 30, 2028
Four Oaks Boulevard (from current terminus to Orange Avenue Extension)	Completed
Artemis Way (fka Southchase Boulevard fka Paul Russell Extension)(from Capital Circle SE to Tram Road)	MUOC-8, MDR-20 – construction started on or before December 31, 2027 and completed by December 31, 2028
Shumard Oak Boulevard (from Capital Circle SE to Merchants Row Extension)	Completed
Esplanade Way (from current terminus to MDR-3)	LDR-7, MDR-3 – construction started on or before December 31, 2027 and completed by December 31, 2028
Orange Avenue Extension (from Capital Circle SE to Southwood Plantation Road)	LDR-5, MDR-5, NVC-1, construction completed by December 31, 2025 (note: Orange Avenue Extension from Capital Circle SE to Biltmore Avenue is completed)
Southwood Plantation Road/Biltmore Avenue (from current terminus to Apalachee Parkway as aligned with Sutor Road)	NVC-1, MDR-13, LDR-5, LDR-2, LDR-3– construction started on or before December 31, 2025 and completed by December 31, 2026
Biltmore Avenue (from Salinger ay to Schoolhouse Road)	Completed
Schoolhouse Road (from current terminus to Biltmore Avenue)	Completed

Notes:

1) *Segments of each internal road improvement listed above are to be completed no later than the completion of the applicable portion of the referenced development pods that are immediately adjacent to the road segment.*
2) *For the purpose of this exhibit, a portion of a development pod shall be deemed complete when all of the horizontal infrastructure (i.e. roads, water/sewer, stormwater, etc.) necessary to service the applicable portion of the development pod are constructed and inspected.*
3) *Each applicable internal road segment is to be designed, permitted, and constructed simultaneously with the applicable portion of a development pod that is immediately adjacent to the road segment.*
4) *All roads referenced above shall be completed by the dates noted above.*

20260020095 RECORDED IN PUBLIC RECORDS LEON COUNTY FL BK: 6160 PG: 1772,
04/10/2026 at 11:42 AM,
GWEN KNIGHT, CLERK OF COURTS

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TWELFTH AMENDMENT TO THE INTEGRATED DEVELOPMENT ORDER FOR THE SOUTHWOOD DEVELOPMENT OF REGIONAL IMPACT

WHEREAS, the Southwood Development of Regional Impact ("DRI") is a proposed mixed use development on approximately 3,322 acres located in the City of Tallahassee and in unincorporated Leon County, Florida; and

WHEREAS, on November 7, 1994, the City adopted an Urban Services Agreement with The St. Joe Company ("St. Joe") to provide guidelines concerning future utilities and public services; and

WHEREAS, in 1995, the City of Tallahassee ("City") and Leon County ("County") adopted the Southeast Sector Plan ("SESP") as a critical area plan within the Tallahassee-Leon County Comprehensive Plan for the purpose of encouraging well-planned, high-quality development within the southeastern portion of the community in keeping with the City's and the County's commitment to promote the Southern Strategy; and

WHEREAS, in 1995, the City adopted the Southeast Sector Overlay (Ordinance No. 95-0-0029, as amended) to provide guidelines and standards for future development in the area subject to the SESP; and

WHEREAS, the Southwood DRI is located within the area subject to the SESP and is adjacent to and surrounds the Capital Circle Office Center ("CCOC") DRI being developed by the Florida Department of Management Services ("DMS") as State office buildings; and

WHEREAS, in October 1997, the Governor established the Southwood Coordinated Planning Effort ("SCOPE") Committee, which consists of representatives of the City, County, DMS, Department of Community Affairs ("DCA"), Florida State University, Florida Agricultural and Mechanical University, Tallahassee Community College, Leon County School Board, and St. Joe; and

WHEREAS, the purpose of the SCOPE process was to ensure coordination of the planning and future development of the Southwood DRI and the CCOC; and

WHEREAS, on April 28, 1999, the City approved the original development order for Southwood; and

WHEREAS, the original development order was amended by the Integrated Development Order, 1999-2012 (the "Integrated Development Order"), approved by the Tallahassee City Commission on January 25, 2012, and the Leon County Board of County Commissioners on July 10, 2012; and

WHEREAS, an administrative amendment to the Integrated Development Order was approved by the Tallahassee City Commission on October 25, 2017, and the Leon County Board of County Commissioners on November 14, 2017; and

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WHEREAS, the first amendment to the Integrated Development Order was approved by the Tallahassee City Commission on October 17, 2018, and the Leon County Board of County Commissioners on October 23, 2018, which approved the Independence Landing project; and

WHEREAS, the second amendment to the Integrated Development Order was approved by the Leon County Commission on March 12, 2019, and the Tallahassee City Commission on March 27, 2019, which approved the Florida State University School project; and

WHEREAS, the third amendment to the Integrated Development Order was approved by the Leon County Commission on May 14, 2019, and the Tallahassee City Commission on May 15, 2019, which approved the Creative Child Learning Center and Pruitt Health expansions and established the Land Use Conversion Table as Exhibit I; and

WHEREAS, the fourth amendment to the Integrated Development Order was approved by the Leon County Commission on June 18, 2019, and the Tallahassee City Commission on June 19, 2019, which approved the Medium Density Residential ("MDR-17") project; and

WHEREAS, the fifth amendment to the Integrated Development Order was approved by the Leon County Commission on September 17, 2019, and the Tallahassee City Commission on September 15, 2019, which approved the Mixed Use Educational/Institutional 5 ("MUEI-5") project; and

WHEREAS, a sixth amendment to the Integrated Development Order was proposed and denied by the Leon County Commission on November 17, 2020, and the Tallahassee City Commission on December 9, 2020, which denied the LDR-17 project; and

WHEREAS, a subsequent sixth amendment to the Integrated Development Order was proposed and approved by the Leon County Commission on November 9, 2021, and the Tallahassee City Commission on November 10, 2021, which approved the Mixed Use Educational/Institutional 6 ("MUEI-6") project; and

WHEREAS, a re-numbering of the amendments to the Integrated Development Order was conducted to account for the initially denied sixth amendment for the LDR-17 project and an approved sixth amendment for the MUEI-6 project, which resulted in no seventh amendment to the Integrated Development Order; and

WHEREAS, the eighth amendment to the Integrated Development Order was approved by the Leon County Commission on December 12, 2023, and the Tallahassee City Commission on December 13, 2023, which approved changes to the Town Center district; and

WHEREAS, the ninth amendment to the Integrated Development Order was approved by the Leon County Commission on January 23, 2024, and the Tallahassee City Commission on February 21, 2024, which approved the Medium Density Residential 18 ("MDR-18") project; and

WHEREAS, the tenth amendment to the Integrated Development Order was approved by the Leon County Commission on June 11, 2024, and the Tallahassee City Commission on June

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19, 2024, which approved the redesignation of certain land use components, the conversion of certain entitlements, the addition of a new town center, an update to the transportation mitigation requirements, an update to the affordable housing requirements, and an update to the stormwater facilities master plan; and

WHEREAS, the eleventh amendment to the Integrated Development Order was approved by the Leon County Commission on July 8, 2025, and the Tallahassee City Commission on August 20, 2025, which approved the conversion of certain entitlements and allowed additional entitlements to be secured in accordance with the applicable concurrency management regulations for the development of The Learning Experience in Mixed-Use Office & Commercial 7 ("MUOC-7"); and

WHEREAS, on November 7, 2025, Stadium Place of Tallahassee, LLC and Paytech, Inc. jointly submitted an application to amend the Integrated Development Order (the "Amendment") for Mixed-Use Office & Commercial 3 ("MUOC-3"); and

WHEREAS, the Amendment converts 9,000 square feet of office entitlements allocated to the portion of MUOC-3 described as Southwood Unit 27, Lot 6, Block A as per the plat thereof recorded in Plat Book 17, Pages 67-68 of the Leon County Official Records, to 2,790 square feet of commercial entitlements and allows up to an additional 7,210 square feet of commercial entitlements to be secured in accordance with the applicable concurrency management regulations; and

WHEREAS, the Amendment also converts 9,000 square feet of office entitlements allocated to the portion of MUOC-3 described as Southwood Unit 27, Lot 12, Block A as per the plat thereof recorded in Plat Book 17, Pages 67-68 of the Leon County Official Records, to 2,790 square feet of commercial entitlements and allows up to an additional 7,210 square feet of commercial entitlements to be secured in accordance with the applicable concurrency management regulations; and

WHEREAS, the Amendment also converts 9,000 square feet of office entitlements allocated to the portion of MUOC-3 described as Southwood Unit 27, Lot 13, Block A as per the plat thereof recorded in Plat Book 17, Pages 67-68 of the Leon County Official Records, to 2,790 square feet of commercial entitlements and allows up to an additional 7,210 square feet of commercial entitlements to be secured in accordance with the applicable concurrency management regulations; and

WHEREAS, the Leon County Board of County Commissioners held a public hearing on March 10, 2026, considered the Amendment, and addressed the criteria set forth in the Comprehensive Plan and the land development regulations; and

WHEREAS, the Tallahassee City Commission held a public hearing on February 18, 2026, considered the Amendment, and addressed the criteria set forth in the Comprehensive Plan and land development regulations.

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NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF TALLAHASSEE, FLORIDA AND THE COUNTY COMMISSION OF LEON COUNTY, FLORIDA:

Section 1. Findings of Fact and Conclusions of Law. The City and County make the following findings of fact and reaches the following conclusions of law regarding this Development Order for the Southwood DRI:

A. Findings of Fact.

1. The above recitals are true and correct and are incorporated herein by reference.

2. On July 1, 1998, the Developer filed an Application for Development Approval (ADA) for the Southwood DRI with the City and County, pursuant to the provisions of Section 380.06, F.S., and the ADA is incorporated into this Development Order by reference.

3. The Developer supplemented the ADA with the following information which is incorporated into the ADA and this Development Order by this reference:

a. Sufficiency Response (dated October 5, 1998).

b. Supplemental Affordable Housing Analysis (dated November 12, 1998).

c. Supplemental Transportation Analysis and Mitigation Proposal (dated January 22, 1999).

d. Second Supplemental Affordable Housing Analysis (dated January 22, 1999).

e. Second Supplemental Transportation Analysis and Mitigation Proposal (dated February 10, 1999).

f. Supplemental Land Use Table (dated March 1999).

g. Preliminary Natural Features Inventory (dated January 1999, as supplemented on March 29, 1999 and April 2, 1999).

h. Preliminary Environmental Impact Analysis (dated January 1999).

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4. The ADA was reviewed as required by Chapter 380, F.S., and the City's and County's land development regulations.

5. The City and County held a joint public hearing on April 28, 1999, considered the ADA and addressed each of the criteria set forth in Sections 380.06(14) and (15), F.S.

6. The City and County determined at the public hearing that all legal requirements of notice and publication as required by Section 380.06(11), F.S., as well as local procedural requirements, for the issuance of the original development order have been met or have occurred.

7. The City and County have received and considered the report and recommendations of the ARPC.

8. The Southwood DRI is not in an Area of Critical State Concern.

9. The City and County subsequently received applications for seven (7) amendments to the original development order in the form of Notices of Proposed Change.

10. All of the Notices of Proposed Change were duly approved in accordance with law.

11. The City and County subsequently received an Administrative Amendment to the development order pursuant to the provisions of Section 380.06(19)(e)2.k, F.S.

12. The Administrative Amendment was duly approved in accordance with law.

13. The City and County subsequently received ten amendment applications to the development order.

14. The City and County held public hearings and determined that all legal local procedural requirements for the amendments of this Development Order have been met or have occurred.

15. On November 7, 2025, Stadium Place of Tallahassee, LLC and Paytech, Inc. jointly filed an amendment application for the Southwood DRI Development Order with the City and County, pursuant to the provisions of Section 380.06(7), F.S., and the Amendment is incorporated into this Development Order by this reference.

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16. The Leon County Board of County Commissioners held a public hearing on March 10, 2026, considered the Amendment, and addressed the criteria set forth in the Comprehensive Plan and the development regulations.

17. The Tallahassee City Commission held a public hearing on February 18, 2026, considered the Amendment, and addressed the criteria set forth in the Comprehensive Plan and the development regulations.

B. Conclusions of Law.

1. The City Commission and the County Commission are the governing bodies having jurisdiction over that portion of the DRI Property described in Exhibit A-1. The City Commission and County Commission have authority to review and approve the Amendment, pursuant to Chapter 380, F.S. and are authorized and empowered to issue this Development Order.

2. The Southwood DRI, as approved herein, is consistent with the State Comprehensive Plan.

3. The Southwood DRI is consistent with the Tallahassee-Leon County Comprehensive Plan, as amended, and the City's and County's land development regulations. All subsequent submittals pursuant to this Development Order shall also be consistent with the Comprehensive Plan.

4. The Southwood DRI is consistent with the Apalachee Strategic Regional Policy Plan as adopted in Chapter 29L-5, F.A.C.

5. The Southwood DRI is consistent with the ARPC Regional Report and Recommendations issued pursuant to Section 380.06, F.S., on December 13, 2010.

6. The provisions of this Development Order shall not be construed as a waiver of or exception to any local ordinance, state or federal law or regulation.

7. The impacts of the Southwood DRI, as conditioned by this Development Order, are adequately addressed pursuant to the requirements of Chapter 380, F.S.

8. To the extent that the ADA is inconsistent with the terms and conditions of this Development Order, this Development Order shall prevail.

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Section 2. Development Identification.

A. The development shall be known as: Southwood.

B. The legal description of the Southwood DRI is attached hereto and made part hereof as Exhibit A-1. That property is owned by The St. Joe Company.

C. The Developer of Southwood is The St. Joe Company, f/k/a St. Joe Towns & Resorts, L.P. f/k/a St. Joe/Arvida Company, L.P.

D. The authorized agents for the Developer are Raymond W. Greer, 2910 Kerry Forest Parkway, Suite D4-126, Tallahassee, Florida 32309 and Bridget Precise, 130 Richard Jackson Blvd., Suite 200, Panama City Beach, Florida 32407.

E. The Southwood DRI shall consist of 3,322 acres as follows:

1. 2,157,117 square feet of office uses;

2. 757,227 square feet of commercial uses;

3. 2,328,381 square feet of industrial uses;

4. 5,330 residential uses which include the 400 units of the Independence Landing Property;

5. 585,500 GSF of educational/institutional uses; and

6. 1,374 acres of recreation and open space areas.

Uses shall be located within the Project as set forth in this Development Order, including Exhibit "B" and Exhibit "C".

The Developer shall allocate a minimum 160,000 GSF of Phase 1 Commercial and Office, exclusive of the conversion rights, combined for Town Center. Development within the Town Center shall include a mixture of uses consistent with the following minimums: 60,000 square feet of commercial and 200 residential units. Additional development may include any other uses permitted in the Town Center, such as office, institutional/community facilities, medical and assisted living facilities. Maximum development shall be limited by the allowable densities and maximum Floor Area Ratios (FAR).

At the time of site plan review, the Developer of the Town Center (Parcel #s 3115310000020 and 3115310000010) has the option to not construct the expansion of Merchants Row Boulevard from Colleton Court to Grove Park

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Drive without the need to amend the DRI Development Order. This option may allow for a better plan of development and a more walkable Town Center District. As the Town Center is designated as a Pedestrian Primary Area, in which pedestrian and bicycle travel is encouraged over other means of mobility, if the developer chooses not to construct the expansion of Merchants Row Boulevard from Colleton Court to Grove Park Drive, then pedestrian connections must be provided through the development from Colleton Court to Grove Park Drive in lieu of the road. These pedestrian connections will meet the minimum width requirements specified in the PUD and the location must be approved by City Growth Management and Traffic Engineering staff at the time of permitting. The Developer also has the option to address stormwater through on-site facilities, off-site facilities by connection to the Southwood Stormwater Facilities Master Plan, or a combination of on-site and off-site stormwater management.

The Developer may increase or decrease the amount of a particular land use within the approved development program without amending the DRI Integrated Development Order by using the Land Use Conversion Table (Exhibit "I"). Use of the conversion table shall be limited to no more than a 25% increase or decrease of development entitlements for each use listed in Exhibit B-1. If a conversion which would result in greater than 25% increase or decrease of a use is needed, an amendment to the Integrated Development Order shall be required to accommodate the conversion. The only exception to the 25% conversion limit is the conversion of up to 100% of the undeveloped hotel rooms, so long as the receiving land use does not exceed the 25% change threshold, and conversions resulting in up to 500 assisted living/continuing care facility beds. Use of the Land Use Conversion Table shall not provide the ability to exceed the development impacts analyzed in the DRI Application for Development Approval (ADA). Any time the Land Use Conversion Table is used, the City of Tallahassee Growth Management and Leon County Development Support and Environmental Management Departments must be provided notice at least 30 days in advance of use of the Land Use Conversion Table in the form of an on-going accounting report. Use of the table will be reported with documented development impacts as an on-going accounting table in the Annual Report. Cumulative changes shall be reflected with subsequent amendments to the Southwood DRI Integrated Development Order.

Any new entitlements that are proposed to be added to the DRI are subject to meeting concurrency regulations and requirements which may require payment of fees for impacts and mitigation. The mitigation fee assessed will be the rate per trip committed by St. Joe as part of the original DRI Development Order, which is $2,333 per trip.

F. Development of the Southwood DRI shall occur in three (3) phases as described in Exhibit B. Prior to the commencement of development of the

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Phase 2b entitlements, an updated transportation analysis that addresses the cumulative impacts of Phase 1 and Phase 2a shall be provided by the Developer to the review agencies as a substantial deviation for review of transportation only. Until such time as the Phase 2b entitlements are sought, the lands identified in Exhibit B as being in Phase 2b may be developed with available entitlements from Phase 2a. Traffic mitigation necessary to serve the project at buildout of the Phase 2b entitlements shall be determined on the basis of state, regional and local government requirements then in effect and shall be incorporated into this Development Order by amendment.

G. The development shall proceed, and shall be located substantially as depicted in the Master Development Plan attached hereto and made part hereto as Exhibit C. The exact sizes of buildings or improvements, their utilization and their location shall be determined consistent with applicable land development regulations.

H. Subsequent to approval of this Development Order, the following final development orders, and/or permits shall be applied for by the Developer:

a. Amendment to the Planned Unit Development (PUD) Concept Plan (as set forth in Subsection 10.3.E of the Zoning, Site Plan, and Subdivision Regulations); and

b. PUD Final Development Plans (Preliminary Plat/Final Plat, and/or Limited Partition, and/or Type A Site Plan, and/or Type B Site Plan, and/or Type C Site Plan as set forth in Articles XXI and XXII of the Zoning, Site Plan and Subdivision Regulations); and

c. Environmental Management Permit(s) (as set forth in Article 2 of the Environmental Management Ordinance); and

d. Building Permit(s) (as set forth in the Building Code).

The foregoing list is not intended to waive or eliminate any rights, procedures, or exemptions that may be available to the Developer under federal, state or local law.

I. Master planning and development of the other property owned by St. Joe within the area subject to the SESP shall be consistent with the SESP, as it may be amended from time to time.

Section 3. Development Approval. The development of the Southwood DRI, as described in this Development Order, is hereby approved subject to the following conditions, stipulations, and requirements:

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A. Specific Conditions.

1. Air Quality

a. To reduce dust emissions, land clearing shall be scheduled immediately ahead of construction activities and only on the land needed for construction. A water sprinkling program shall be initiated over areas that are excavated, and vegetative cover shall be re-established and maintained once construction is complete.

2. Natural Features Inventory/Environmental Impact Analysis

a. The Natural Features Inventory (NFI) shall be approved by the City's Director of Growth Management prior to PUD Concept Plan submittal or any other request for development activity. The Environmental Impact Analysis (EIA) with finalized mitigation and preservation area boundaries, wetland and listed species Habitat Restoration and Management Plan must be approved prior to approval of the PUD Concept Plan, and shall be consistent with the 22% open space/greenway areas as specified in the Comprehensive Plan and Section 3.A.19 below.

b. The Developer shall cause that property south of Tram Road which is used for stormwater management purposes to be encumbered with a perpetual stormwater easement to assure its perpetual use for stormwater management purposes consistent with the approved Stormwater Facilities Master Plan. The easement shall be granted within 30 days after approval of the permit(s) necessary for the use of such areas for stormwater management purposes.

c. The placement of any roads or infrastructure within preservation areas will require variances from the Environmental Management Ordinance and shall be consistent with the Comprehensive Plan. Impacts to wetlands shall be mitigated in accordance with state (FDEP) and federal (USACE) guidelines, the Comprehensive Plan, and the land development regulations.

3. Wetlands/Floodplains

a. No development will occur prior to the submittal, review, and approval of the Stormwater Facilities Master Plan (SFMP).

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b. Any development within wetlands and floodplains shall be consistent with the local comprehensive plan, Environmental Management Ordinance (EMO), the approved SFMP and all applicable federal and state laws. No development shall occur within wetlands or floodplains except as permitted by local, state, and federal regulations.

c. Any increases in the flood volume or stage shall be allowed only if the EIA and the SFMP determine that the beneficial functioning of the wetland hydrocycle and associated vegetative components are preserved or enhanced.

d. Wetlands shall be protected through conservation easements granted to the City or its designee or the County or its designee, as the case may be.

e. Pursuant to section 380.06(5)(c), F.S., the Developer has elected to be bound by the rules adopted pursuant to chapters 373 and 403, F.S., that are in effect at the time this Development Order is issued.

4. Vegetation and Wildlife

a. As described in the ADA and the preliminary EIA, the Developer shall mitigate for the impacts to listed species habitat through protection and restoration of on-site and off-site habitat as follows:

(1) On-site: The Developer shall provide appropriate use restrictions on approximately 470 acres of the DRI Property (not including use restrictions on the out-of-bounds areas of the golf course described in Section 4.a.1.(c) below and use restrictions on passive recreation areas that are consistent with the Habitat Restoration and Management Plan described in Section 4.b. below) to mitigate for impacts to listed species habitat as follows:

(a) Shepherd Branch Mitigation Area. Prior to commencing development south of Main Street, the Developer will cause a conservation easement to be granted in favor of the City, or its designee, on the 180 acre parcel described in the preliminary EIA to provide for the long-term protection and

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management of the parcel as habitat for gopher tortoise (Gopherus polyphemus) and commensal species, Southeastern American kestrel (Falco sparverius paulus), Sherman's fox squirrels (Sciurus niger shermani), bent golden aster (pityopsis flexuosa), and listed wetland-dependent species.

(b) Wetlands. The Developer shall cause a conservation easement(s) to be granted in favor of the County or its designee or the City or its designee, as the case may be, on approximately 230 acres of wetlands to provide habitat for wetland-dependent listed species and to mitigate for wetland impacts. The wetlands subject to this paragraph are generally described in the preliminary EIA. The conservation easement(s) shall be executed and recorded prior to the issuance of the Environmental Management Permit for the area which has wetlands to be conserved pursuant to this subsection.

(c) Other Uplands. As described in the preliminary EIA, in addition to that area described in Section 4.a.1.(a) above, a minimum of 60 acres of existing pine/oak/hickory canopy and pasture in the vicinity of the Central Park Preserve, the Eastern Preserve, and the Western Preserve as well as, a minimum of 45 acres located within the out-of-bounds area of the golf course shall be protected through appropriate use restrictions and managed for Southeastern American kestrel and Sherman's fox squirrel habitat. The Habitat Restoration and Management Plan, which shall be approved by the City prior to development, shall incorporate techniques for the protection and management of Sherman's fox squirrel habitat in the out-of-bounds area of the golf course.

(2) Off-site: Prior to undertaking any development, the Developer will cause St. Joe to take one of the following actions to ensure the long-term protection

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and management of the 264 +/- parcel more fully described in the preliminary EIA as habitat for gopher tortoise and commensal species, Southeastern American kestrel, Sherman's fox squirrel and bent golden aster:

(a) Convey the site to the U.S. Forest Service for incorporation into the adjacent Apalachicola National Forest; or

(b) Convey the site or grant a conservation easement on the site to the City or its designee.

In either event, the conveyance will include appropriate use and transfer restrictions on the property to assure perpetual use of the property for habitat mitigation purposes.

b. A preliminary Habitat Restoration and Management Plan for the designated mitigation areas was included in the preliminary EIA which has been incorporated herein by reference. A final Habitat Restoration and Management Plan must be submitted with the EIA and approved by the City Growth Management Department and the County Development Support and Environmental Management Department. At a minimum, the final Habitat Restoration and Management Plan shall include the mitigation discussed in the preliminary EIA and the following:

(1) The identification of mitigation areas of the size and quality required by state and local agencies as mitigation for impacts to listed species.

(2) Long term habitat management and protection.

(3) The identification of individuals or agencies responsible for the implementation of habitat restoration and long term habitat management.

(4) The source of any financial endowment necessary for the restoration and management of the required mitigation areas in perpetuity.

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(5) Grant of conservation easements to the County or its designee or the City or its designee, as the case may be.

(6) Implementation of prescribed burn programs where appropriate.

(7) Thinning plantation pines where appropriate.

(8) Installation and maintenance of kestrel nest boxes in appropriate habitats.

(9) Invasive-exotic vegetation management.

(10) Canopy and understory vegetation management of existing forests where necessary.

(11) Posted signs designating areas as protected zones with use restrictions.

c. Habitat enhancement, restoration and management must commence prior to the initiation of development activity. Development will be consistent with the provisions of the EIA and the Habitat Restoration and Management Plan.

d. Mitigation of development impact to gopher tortoise habitat, as described in section 4.a. above, will include a 1:1 (acre for acre) ratio, meaning that for every acre of gopher tortoise habitat impacted an acre of equal environmental habitat value is set aside in preservation to be restored, enhanced or maintained in such a manner which would allow for the relocation of individuals which otherwise would have been directly impacted by development activity.

e. In accomplishing the mitigation described in Section 4.a. above, relocation, rather than taking of individual gopher tortoises, shall be required. Relocation permits from the Fish and Wildlife Conservation Commission (FWCC) shall be required. Site specific listed species surveys must be performed immediately prior to the initiation of development activity. If individual gopher tortoises are encountered, relocation in accordance with FWCC provisions shall be required. If active Southeastern American kestrel or Sherman's fox squirrel nest sites are encountered, relocation or removal of nests may occur only

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outside of their respective nesting seasons and consistent with the Habitat Restoration and Management Plan.

f. In addition to the protection and management of bent golden aster in the onsite and offsite mitigation areas described in Section 4.a. above, bent golden aster habitat shall be incorporated into proposed development projects through perimeter buffers, landscape areas, rights-of-way, and other suitable nondevelopment area.

g. Upon the City's approval of the EIA described above, the mitigation described in this section shall be deemed to provide a "net benefit" to the listed species whose habitat is impacted by the Southwood DRI.

5. Historical and Archaeological Sites

a. The ADA identified sixty-six (66) cultural resource sites within the boundaries of the Project. Based upon the findings and recommendations from the Phase I and Phase II site assessments conducted at the direction of the Developer, the Division of Historic Resources (DHR) concurred that five (5) sites LE 1458; LE 1497; LE 1490; LE 2182 (portion); LE 2192 are significant and an additional seventeen (17) sites are potentially significant. The location and status of all of the cultural resource sites within the boundaries of the project is graphically depicted on Exhibit D-1. Letters from DHR concurring in the findings and recommendations in the site assessment reports are included as Exhibits D-2A and D-2B.

b. Boundary delineations for two (2) of the significant sites, LE 1458 and LE 2182, have been completed. DHR has concurred in these boundary delineations.

c. Consistent with the other provisions of this Development Order and all applicable state, regional and local regulations, development may be undertaken on those sites not identified on Exhibit D-1 as significant or potentially significant.

d. Prior to Planned Unit Development final development plan approval, the Developer shall conduct a Phase II site assessment for each potentially significant site within the boundaries of the PUD final development plan and provide a report of the findings and recommendations from that assessment to DHR. Sites which are not determined to be

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significant or potentially significant may be developed consistent with the terms of this Development Order. Prior to any development which would result in subsurface disturbance or soil compaction on a site determined to be significant, impacts shall be mitigated through one of, or a combination of, the following techniques, as approved by DHR:

(1) Preservation or avoidance: (i) locating development away from the site in order to avoid impacts to the site; (ii) incorporation of the site into the designated open space/greenway areas; or (iii) protection of the site through deed restriction, conservation easement or other mechanism authorized in Rule 91-2.043, F.A.C., which prohibits development impacts to the site;

(2) Pre-development data recovery and documentation: development of all or a portion of the site after recovery and documentation of data from the site through a Phase III site assessment program developed in consultation with DHR.

e. Construction monitoring shall be required during the clearing, grubbing, and stripping of the site during the initial construction activities. If additional potential cultural resource sites, deposits or features are located during construction, the Developer shall cease construction within 50 feet of the site, deposit or feature until a professional archaeological expert has been contacted and an assessment of the regional significance of the site has been made in coordination with DHR.

f. The Annual Report required by Section 3.A.23. of this Development Order shall include information regarding the disposition of each potentially significant site identified on Exhibit D-1. The Annual Report shall also include a revised Exhibit D-1 which depicts the current status of each cultural resource site and the location of any additional significant or potentially significant site identified during the preceding year.

g. Cemeteries:

(1) The Developer shall ensure that access remains available to the cemetery located on the out-parcel

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surrounded by LSF-7. To the maximum extent feasible, the existing vegetation surrounding the cemetery shall be retained to buffer the cemetery from the development in LSF-7.

(2) The Developer shall cause a conservation easement to be placed on the cemetery site located within MUEI-3. This site is depicted on Exhibit D-1 as LE 2192, and DHR concurred in the boundary delineation for the site in the letter attached as Exhibit D-2B. The site may be incorporated into the site plan for the adjacent educational uses so long as it is fenced or otherwise protected to prevent disturbance. The Developer shall ensure access to family and descendants of the persons buried therein.

(3) The site plan for LSF-10 shall guarantee the protection of the cemetery on the grounds of the existing Southwood main house.

(4) If additional cemetery or burial sites are identified on the DRI Property during development, such sites will be protected consistent with procedures in paragraph e. above.

6. Hazardous Materials and Hazardous Waste

a. No development which alone or cumulatively is known or likely to involve onsite hazardous material usage in amounts equal to or exceeding the amounts set forth in Rule 9J-2.044(5)(a)1. or 2., F.A.C., shall be allowed within the DRI Property without an amendment to this Development Order pursuant to the procedures set forth in Section 380.06, F.S.

b. The following conditions shall apply to commercial or industrial uses within the DRI Property which are known or likely to involve onsite hazardous material usage in amounts less than the amounts set forth in Rule 9J-2.044(5)(a)1., F.A.C.:

(1) The Developer shall implement conditions or operational restrictions so as to permit no activities which involve hazardous materials and/or waste to occur unless precautions are taken to preclude the release of hazardous materials or hazardous waste into the environment.

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(2) The Developer shall encourage future industrial and commercial users to notify their employees of the presence of any hazardous materials in the work place, the correct use and disposal of such materials, and the potential health impacts of such materials.

(3) The Annual Report required by Section 3.A.23 of this Development Order shall include a summary of those commercial and industrial users with onsite use, production or storage of hazardous materials, the quantity of materials used or stored and a description of the precautions taken by such users to preclude the release of hazardous materials or hazardous waste into the environment.

c. All uses in the project shall be subject to applicable local, state and federal regulations for use, production, storage, handling and transport of hazardous materials. The Developer shall provide notice of this requirement to purchasers of industrial and commercial property within the project. The Developer shall not be responsible for the action or inaction of any future owner or tenant after providing such notice.

7. Stormwater Management

a. No development shall occur prior to the submittal, review and approval of the SFMP. The SFMP must be approved in accordance with paragraph b. prior to the approval of the PUD Concept Plan for the DRI property by the City and County Commissions.

b. The Scope of Work for the SFMP is attached hereto and made part hereof as Exhibit E. City and County staff shall complete their review of the SFMP within 60 days of the submittal of the SFMP intended for final review. The City Commission and the Board of County Commissioners shall approve, approve with conditions, or deny the SFMP at their next available meeting, or within 30 days, whichever is sooner. The Developer shall make any changes to the Master Development Plan which may be required for approval of the SFMP. The SFMP is not a permit and approval does not vest the development or otherwise entitle the phases of the development to environmental permits. The SFMP shall be used in conjunction with applicable local, state and federal

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regulations as the basis for City review of design, permitting, and construction of individual management facilities within the Southwood development.

c. Modifications of the approved SFMP necessitated by a change to the Master Development Plan or to accommodate specific site development shall require approval of the City Commission and the Board of County Commissioners prior to development within an area affected by such modifications. The City Commission and the Board of County Commissioners shall establish standards for modifications which shall be deemed "minor" and which will be reviewed and approved by the City Manager and County Administrator or their designees.

d. Stormwater shall be managed as provided in the approved SFMP. The Developer shall incorporate any future changes to the land uses shown on the Master Development Plan into the approved SFMP.

e. The stormwater system shall be designed to retain floating oils, grease and debris pursuant to applicable federal, state and local regulatory requirements. Drainage ponds and other stormwater management facilities shall be designed, permitted, and constructed in accordance with the requirements of the EMO.

f. The owner of the particular stormwater facility shall provide preventative and restorative maintenance for each stormwater facility on a schedule that shall assure property functioning of such facility. The maintenance schedule shall be submitted as part of permit applications to the Florida Department of Environmental Protection, the City and the County.

g. No fencing shall be required around drainage ponds or stormwater management facilities. No man-made slopes shall be steeper than a 4:1 ratio for stormwater management facilities without fencing.

h. Stormwater allocation for the Independence Landing Property is currently calculated for eight percent (8%) impervious area based on a parks and recreation use. Any development on the Independence Landing Property shall comply with stormwater regulations and requirements including, but not limited to, providing an on-site stormwater

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management facility, or if allocation is provided in an off-site SWMF, demonstrating that capacity is available and conveyance will comply with stormwater level of service per the Tallahassee Land Development Code.

i. Improvements and modifications to Ponds FL050/FL040 and the Shepherd Branch drainage basin, identified in the 2023 Stormwater Facility Master Plan, must be made prior to issuance of any further Environmental Management Permits within the area of Southwood generally bounded on the north by Old St. Augustine Road, on the west by Capital Circle Southeast, and on the south by Tram Road.

8. Water Supply

a. The project is expected to use up to 1.68 million gallons per day (mgd) of potable water, and up to 1.06 mgd of non-potable water. Potable water shall be provided by the City.

b. If concurrency cannot be demonstrated for potable water through those means described in the ADA or this Development Order, the Developer must file a notification of proposed change and comply with the provisions of Section 380.06(19), F.S., and the Comprehensive Plan.

c. The Developer shall use appropriate water conservation techniques, including the use of xeriscaping and plant species with low water demand in landscaping, and water saving toilets and showers.

d. Upon request of the City, the Developer shall cause to be donated to the City at no cost to the City such sites for City water wells, pump and lift stations as mutually agreed by the City and the Developer based on the City's system-wide standards.

e. Upon request of the City, the Developer shall cause to be donated to the City at no cost to the City one elevated water tank site mutually agreed upon by the Developer and the City. The site is currently near MUEI-1 at a location approximately 3,500 feet east of Capital Circle and approximately 2,000 feet south of St. Augustine Road. The City may erect signs (the size, appearance and location of which must be approved by the Developer) indicating the future construction of the elevated tank.

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The Developer shall have the right to approve the color, style, and aesthetic design of the elevated water tank, with any difference in cost between standard City water tanks and the Developer-approved design to be paid by the Developer; the location of ingress and egress to the site; the type of landscaping and fencing on the site; and the timing and staging of construction on the site.

f. The City and Developer have concluded discussions regarding the reuse of wastewater effluent for irrigating all or part of the development and regarding an easement for an effluent force main from the T.P. Smith Treatment Plant to the Southeast Farm, which discussions have resulted in the execution of that certain Reuse Agreement dated February 13, 2002. The Developer shall cause the dedication, at no cost to the City, of a site not to exceed 4 acres for the City to construct water reuse facilities. The site shall be located south of Tram Road immediately to the southwest of Community Park.

g. The Developer may utilize irrigation wells, approved by the Northwest Florida Water Management District, and operated by the Developer for all areas throughout Southwood, except for those areas served by reuse facilities and the golf course. New wells may only be installed for the purpose of recharging lakes, provided the Developer coordinates with the Water Utilities Division prior to such installation.

9. Wastewater

a. The project is expected to generate an average of 1.68 mgd, with a peak hour demand of 3.54 mgd. Wastewater service shall be provided by the City.

b. If concurrency cannot be demonstrated for wastewater through those means described in the ADA or this Development Order, the Developer must file a notification of proposed change and comply with the provisions of Section 380.06(19), F.S., and the Comprehensive Plan.

c. Continued use and maintenance of the privately-maintained wastewater treatment system serving the main house in LSF-10 and its ancillary buildings, and the existing structures in MDR-17, is allowed. The existing uses served by septic tanks shall connect to the City system when service becomes available within 1,000 feet. New septic tanks within the DRI

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shall be prohibited, except as indicated in the Urban Services Agreement.

d. Within 30 days after a utilities master plan for the project is approved, the City and the Developer will enter into a Letter of Agreement (letter of understanding) in a standard form used by the City for the installation of on-site water lines and on-site sewer lines. This Agreement will outline the process for payment of rebates, in compliance with City Code and the Urban Services Agreement approved by the City Commission on November 7, 1994 for those improvements, if applicable. The Letter of Agreement is considered subordinate to this Development Order.

e. In compliance with the Urban Services Agreement, the City, within ninety (90) days of acceptance of facility by the City, shall establish a refunding account to reimburse the Developer in accordance with Section 25-139 and 25-141 of the Code of the City of Tallahassee in effect in 1994 for the installation of on-site water lines and on-site sewer lines.

10. Solid Waste

a. The Developer shall comply with state and local governmental standards for the collection of solid waste and recyclables for facilities that it owns within the DRI Property.

b. If concurrency cannot be demonstrated for solid waste through those means described in the ADA or this Development Order, the Developer shall file a notification of proposed change and comply with the provisions of Section 380.06(19), F.S., and the Comprehensive Plan.

10. Energy

a. The Developer shall ensure that energy efficient lighting, appliances, and heating and cooling equipment are installed in all buildings consistent with applicable building codes.

b. Energy efficient building materials which meet or exceed State of Florida and local energy conservation regulations shall be used in construction consistent with applicable building codes.

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c. Energy efficient features shall be used in window design, and provisions shall be made for structural shading, such as overhangs, consistent with applicable building codes.

d. Existing shade trees shall be protected to the greatest extent possible and new shade trees shall be planted after construction.

e. All structures shall comply with energy consumption performance guidelines as required by Section 255.256, F.S.

f. The developer shall assist builders with architectural energy conservation measures.

g. The Developer shall coordinate on an on-going basis with the City Electric Department to reduce peak demand electricity through the use of demand side management.

h. The City shall provide electric service throughout the project. All electric distribution service provided by the City shall be underground and at the expense of the City. Installation of electrical service shall be coordinated with the Developer so as to minimize any disturbance to the property or the use thereof by the Developer and/or subsequent purchasers. The Developer shall cause a 3.92 net buildable acre site in MUEI-4 to be dedicated for an electrical substation at a location mutually acceptable to the City and the Developer. This site shall meet the requirements for the provision of one of the three substation sites required by the Urban Services Agreement. Transmission line access to this substation shall be via a 100 foot wide right of way provided by the Developer in agreement with the City.

i. The Developer will provide at no cost to the City a 100 foot right of way for an overhead transmission line or in the event the transmission line is to be underground, in compliance with paragraph h of this section, the Developer shall provide a 40 foot wide right-of-way, at a location mutually agreeable to the City and the Developer. Such right-of-way shall be suitable for construction, operation and maintenance of electrical transmission lines that will connect the proposed substation in MUEI-4 with a future substation located northeast from MUEI-4 east of Southwood Plantation Road. Right-of-way alignment shall be identified in the PUD documentation and shall be deeded upon written request from the City.

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j. The Developer has requested the relocation of an electrical transmission line presently located within City owned right of way in the northwestern quadrant of the DRI Property. The City has agreed to the concept of the relocation, with the understanding that all cost of such relocation will be at the expense of the Developer. The City and the Developer will enter into an agreement to outline the controlling factors associated with the relocation of the transmission line, design, right-of-way width and location, construction schedule, and payment schedule.

k. The substations referred to in this section shall be landscaped, at the City's expense, for purposes of buffering to ensure compatibility with present and future land uses on the adjacent lands. The landscape design will be mutually acceptable to the City and the Developer. All substation landscaping will be installed and reasonably maintained by locating vegetation, such that buffering does not obstruct entry to any such substation site or the ability to repair, maintain and operate the substation or utilization of easements or rights of way.

l. The Developer has indicated a desire for a modification to the City of Tallahassee Electric Department typical transmission line construction and design standards. The Developer will be responsible for any and all cost difference between installation standards and the requested modifications. The Developer will be required to pay the cost difference between an overhead installation and an underground installation of transmission lines. In the future, when further installation of the Electric Transmission System is required and the Developer desires the same modification, the concept of the cost differential will also continue.

m. The Developer has indicated a preference for a different street lighting design standard in the proposed development. The City, although in general agreement with the concept, is doing so with the understanding that the Developer will be responsible for any and all cost difference between applicable installation standards and the requested design standard, including materials, labor, and future operation and maintenance costs. These cost differences shall be payable on an annual basis, in advance, in an amount based on the applicable value of the cost difference. In addition, the

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Developer agrees to stock any spare parts for the requested design standard which is different than that currently used by the City. This requirement will be transferrable to any subsequent landowners or tenants of the development as long as special street lighting remains in effect.

12. Natural Gas

In compliance with the Urban Services Agreement approved by the City Commission in November 1994, the City natural gas service shall be made available, at the expense of the City, throughout the development of Southwood. Installation of the gas system shall be coordinated so as to minimize any disturbance to the development or the use thereof by the Developer and/or subsequent purchasers of the DRI Property or portions thereof. In exchange, the Developer shall utilize City natural gas to the maximum extent possible for all properties under its direct control and shall actively encourage the use of gas by all subsequent purchasers of the DRI Property or portions thereof.

13. Utility Easements

The Developer shall cause the grant of necessary easements for the placement of potable water, reuse water, sewer, electricity and natural gas facilities and underground and surface stormwater within the project area. The size, location and number of easements necessary for the safe operation and maintenance of such public facilities shall be mutually agreed to by the City and the Developer and shall be provided at no cost to the City.

14. Transportation

a. As projected, there will be an estimated 9,943 total vehicle trips (4,953 enter trips/4,990 exit trips) during the PM peak hour at the completion of Phase 2a based on a 5% credit for the transportation demand management (TDM) strategies set forth in this specific condition. Including adjustments for internal capture, CCOC trip interaction and pass-by credits, there will be 6,428 net external vehicle trips (3,042 enter trips/3,384 exit trips) at Phase 2a buildout.

The transportation requirements contained in Subsections (b), (c), (d), (e) and (f) as set forth in the original development order, as amended through NOPC 5, have either been completed, performed, deleted, are no longer

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applicable or have been revised and restated in this Development Order.

b. The internal improvements for Merchants Row Boulevard from Capital Circle SE to Paul Russell Extension, Southwood Plantation Road/Biltmore Avenue from its current terminus to Apalachee Parkway (aligned with Sutor Road), Four Oaks Boulevard and Esplanade Way from their current termini to Orange Avenue Extension, Orange Avenue Extension from Capital Circle SE to Southwood Plantation Road/Biltmore Road, Shumard Oak Boulevard from Capital Circle to Merchants Row Extension and South Chase Boulevard from Capital Circle SE to Tram Road (as shown on the Master Development Plan [Exhibit C]) are to be under construction in accordance with Exhibit G of this Development Order. Prior to issuance of a building permit for any building, the remaining on-site roads needed to serve that development shall be completed as prescribed under Section 9-63 of the City's Land Development Code.

c. The Developer agrees to pay a pro rata share contribution of $14,999,290, to mitigate for impacts to the roadway segments of Phase 2a. The Developer has paid $10,313,308 of this pro rata share contribution therefore the remaining pro rata share contribution is $4,685,982.

The remaining pro rata share contribution shall be "pipelined" toward the capital improvement project(s) identified in the Significant Benefit Memorandum of Agreement executed by the City of Tallahassee, Leon County and the Florida Department of Transportation.

The remaining pro rata share contribution shall be made by the Developer in accordance with the schedule set forth in Exhibit H of this Development Order.

d. If the Developer does not make the pro rata share contributions in accordance with the terms and conditions of this subsection, then all development shall cease, and a new traffic analysis shall be completed at the Developer's expense and the Developer shall file a notification of proposed change and comply with the provisions of section 380.06(19), F.S.

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As part of the Annual Report required by Section 3.A.23., the Developer will report on the status of the pro rata share contribution set forth in this subsection.

e. The Developer and City acknowledge the execution of that certain Joint Planning Agreement dated January 25, 2005, and agree that the terms and conditions of such Agreement are incorporated into this Development Order.

f. Connections to Capital Circle shall be consistent with the Southeast Sector Plan Capital Circle Access Points as identified in Figure 10.B of the Southeast Sector Plan.

g. All on-site transportation construction shall meet design and construction standards approved by the City. All off-site transportation construction shall meet all standards or specifications of the applicable government entity assuming responsibility for maintenance and operation thereof.

h. Vehicular access to the off-site road network shall be limited to the approximate locations depicted on the Master Development Plan (Exhibit C).

i. Transportation Demand Management (TDM) Strategies:

(1) The Developer shall locate and construct bus stops and shelters in cooperation with StarMetro or some other transportation provider. The Developer shall construct bus stops and shelters at such time bus service becomes available. The Developer will designate a site for a satellite transfer facility consisting of no more than five (5) bus shelters on no more than one (1) acre in the vicinity of the intersection of Shumard Oak Boulevard and the North-South Road so it will be accessible to Town Center, the CCOC and schools located in MUEI-2 and MUEI-3. The design and architectural vernacular for the bus stops, bus shelters and satellite transfer facility shall be compatible with the architectural vernacular for Southwood and must be approved by the Developer prior to construction.

(2) The Developer shall provide bike lanes and sidewalks consistent with the City's Sidewalk and Street Paving Policy. The Developer shall provide separate dedicated pathways within the DRI Property

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which provide for interconnection as well as bicycle racks or storage facilities. There shall be showers and locker facilities within each building of more than 7,500 square feet, except that buildings with no shared restroom facilities that are designed for individual tenants with no more than 7,500 square feet for each tenant and with individual entry/exit points for those tenants shall not be required to provide shower or locker facilities, provided said buildings are not greater than 15,000 square feet. Any building that is greater than 15,000 square feet or any tenant with greater than 7,500 square feet shall be required to provide showers and locker facilities no matter the design of the building.

(3) The Developer shall provide a transportation coordinator whose responsibilities include providing information to commercial, office and industrial users and the coordination of staggered work hours, ride-sharing, transit, walking, bicycling, telecommuting, flextime and other programs to reduce dependence on single-occupancy vehicles. The Developer shall have sole authority to determine the person who will serve as transportation coordinator and all terms and conditions of employment, but shall notify the City, County, ARPC, and DOT of the designation. The Annual Report required by Section 3.A.23. shall include information regarding the effectiveness of these TDM strategies. The Developer shall consult with Commuter Services of North Florida or the designated Regional Transportation Demand Service Provider to review the effectiveness of TDM strategies and to assist in the preparation of information in the Annual Report regarding the effectiveness of TDM and to assist in the preparation of information in the Annual Report regarding the effectiveness of TDM strategies.

(4) In furtherance of Mass Transit Policy 2.1.3 of the Tallahassee-Leon County Comprehensive Plan, the Developer shall require commercial, industrial and office users to provide preferential parking facilities for high-occupancy vehicles with said parking facilities located closest to planned buildings. Parking spaces reserved for visitors and the

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handicapped shall be located closest to planned buildings or clusters.

(5) Community Design

(a) Those areas located within one-half mile of Town Center (TC-1 and TC-2) and within one-half mile of the Neighborhood Village Center (NVC-1) are designated as Pedestrian Primary Areas in which pedestrian and bicycle travel is encouraged over other means of mobility. In addition, the Developer shall explore the feasibility of designating those areas within a certain distance of schools as Pedestrian Primary Areas. The Developer shall provide an update on this matter in the Annual Report.

(b) Consistent with other purposes of the Southeast Sector Plan, the PUD(s) and site plans for development within the Pedestrian Primary Areas shall maximize bicycle and pedestrian accessibility, encourage walk-to shopping and employment, utilize vehicular alternatives to the single-occupancy vehicle, maximize internal capture of shopping and business trips and promote compact development through the following architectural and design standards:

(i) Concentration of higher-density residential development in these areas;

(ii) Collocation of residential and commercial/office uses in Town Center;

(iii) Reduced setbacks for residential and nonresidential development;

(iv) Narrow streets;

(v) On-street parking and parking to the side or rear of buildings and lots;

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(vi) Shared parking facilities;

(vii) Reduced parking standards for nonresidential development;

(viii) Rear access to residential units from alleys;

(ix) Sidewalks or their equivalent on both sides of all roads in these areas;

(x) Traffic calming. The Developer agrees to explore options that include but are not limited to roadway geometric and pavement design, as well as neighborhood traffic circulation networks that will make traffic calming measures unnecessary. However, whenever this is deemed unavoidable, traffic calming measures consistent with the most current state-of-the-art practice, and in consultation with the City, shall already be in place prior to the City accepting the streets for maintenance.

(c) Consistent with other purposes of the Southeast Sector Plan and to the maximum extent feasible, the PUD(s) and site plans for other areas of the Project shall encourage compact development and alternatives to single-occupancy vehicle transportation through the following design standards:

(i) Increased interconnection between residential and nonresidential development;

(ii) Extensive bicycle and pedestrian facilities and amenities, including on-street facilities and an integrated network of trails throughout the Project.

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(iii) Corner-lot commercial uses within residential areas as allowed by the Southeast Sector Plan.

(d) The PUD(s) shall also include standards for street and building design, landscaping, signage, stormwater management facility design, public utility location and the design and protection of natural areas. The Southeast Sector Plan shall guide the development and review of these standards.

(e) The Developer shall work with the Department of Management Services (DMS), developer of the Capital Circle Office Center DRI adjacent to the DRI Property, in order to bring about a resumption of the shuttle bus service, with or without fares, as a shared cost public transportation service from the Southeast Sector Planning Area to such other locations as will promote non-automobile vehicular travel to and from these two projects. Such other locations shall include activity centers where transfers can be made to StarMetro service and may include downtown, Koger Center, and Governor's Square Mall. The Developer's transportation mitigation obligations under this Development Order may be reviewed for potential adjustments in light of such service upon request of the Developer as provided by section 380.06, F.S.

j. Phase 2b Transportation. Prior to the commencement of development of Phase 2b entitlements, an updated transportation analysis that addresses the cumulative impacts of Phase 1, Phase 2a, and Phase 2b shall be provided by the Developer to the review agencies as a substantial deviation for review of transportation only. Traffic mitigation necessary

k. Development of the Florida State University Developmental Research Charter School on MUEI 2 shall not exceed 316,200 GSF. Development of John Paul II Catholic High School on MUEI 3 shall not exceed 79,000 GSF. Development of the K-8 public school on MUEI 7 shall not

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exceed 90,000 GSF. Ancillary athletic fields may be developed on both sites.

l. Traffic impacts of development of the Independence Landing Property are not included in the estimated trip generation of impact assessment for the Southwood DRI. Any development on the Independence Landing Property shall comply with concurrency regulations and requirements which may require payment of fees for impacts and mitigation.

m. Traffic impacts of development on The Learning Experience Property in excess of 2,021 GSF of day care center are not included in the estimated trip generation of impact assessment for the Southwood DRI. Any development on The Learning Experience Property exceeding 2,021 GSF of day care center shall comply with concurrency regulations and requirements which may require payment of fees for impacts and mitigation.

n. Traffic impacts of development on the portion of MUOC-3 described as Southwood Unit 27, Lot 6, Block A as per the plat thereof recorded in Plat Book 17, Pages 67-68 of the Leon County Official Records, in excess of 2,790 GSF of commercial are not included in the estimated trip generation of impact assessment for the Southwood DRI. Any development on this portion of MUOC-3 exceeding 2,790 GSF of commercial shall comply with concurrency regulations and requirements which may require payment of fees for impacts and mitigation.

o. Traffic impacts of development on the portion of MUOC-3 described as Southwood Unit 27, Lot 12, Block A as per the plat thereof recorded in Plat Book 17, Pages 67-68 of the Leon County Official Records, in excess of 2,790 GSF of commercial are not included in the estimated trip generation of impact assessment for the Southwood DRI. Any development on this portion of MUOC-3 exceeding 2,790 GSF of commercial shall comply with concurrency regulations and requirements which may require payment of fees for impacts and mitigation.

p. Traffic impacts of development on the portion of MUOC-3 described as Southwood Unit 27, Lot 13, Block A as per the plat thereof recorded in Plat Book 17, Pages 67-68 of the Leon County Official Records, in excess of 2,790 GSF of

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commercial are not included in the estimated trip generation of impact assessment for the Southwood DRI. Any development on this portion of MUOC-3 exceeding 2,790 GSF of commercial shall comply with concurrency regulations and requirements which may require payment of fees for impacts and mitigation.

15. Initial Development Stages

In furtherance of Policy LU 10.1.1(D)(2) of the Comprehensive Plan, the initial development within Phase 1 is encouraged to occur in those areas proximate to the CCOC.

16. Housing

a. During regional review, an unmet need for 48 very low income units (VLI) (18 in Phase 1 and 30 in Phase 2) was determined based on the development program in the Application for Development Approval and Sufficiency Response. Subsequent to regional review, the Developer revised the development program by moving MUOC-3 to Phase 2 and reducing the school on MUEI-2 from 225,000 SF to 200,000 SF. A revised housing analysis submitted on January 22, 1999, determined an unmet need for 43 VLI units all in Phase 2. Based on these analyses, the Department of Community Affairs and Apalachee Regional Planning Council determined that the project will not cause a regionally significant impact on affordable housing.

b. Housing Policy 1.2.4 of the Tallahassee-Leon County Comprehensive Plan does not require any affordable housing mitigation or contribution by the Developer for this project. However, the City has determined that some level of affordable housing mitigation is appropriate for this project and has requested that the Developer provide a mechanism to support the creation of additional affordable housing opportunities. The Developer has offered to provide voluntary affordable housing assistance subject to the terms of this condition and with cooperation of the City and the County.

c. The Developer has paid the total sum of $150,000.00 into escrow which constituted prepayment of the voluntary housing assistance fee for the first 1,000 single family residential units constructed and developed on the DRI

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Property. The Developer shall pay these monies as directed by the local government(s) on or before December 31, 2005.

d. After the first 1,000 units have received a certificate of occupancy, a voluntary fee of $160.00 per single family residential unit constructed and developed for sale on the DRI property shall be paid by the Developer. Such payments shall be based on the number of certificates of occupancy received on a calendar year basis and shall be paid by the Development, in arrears, at the time of filing of the Annual Report. The Developer shall pay these monies as directed by the local government(s). In lieu of paying this voluntary fee, the Developer shall have the option of developing affordable or workforce housing units. If the developer utilizes the development option in lieu of making the payment for each single-family residential unit constructed, the developer and City will enter into an agreement to identify the specifics of that option.

e. The fees from subsections c. and d. shall be used for programs which encourage affordable housing in proximity to the project. The program(s) may include but need not be limited to:

(1) The acquisition of land;

(2) A program for down payment assistance of Low Income or Very Low Income homebuyers;

(3) Prepayment of points for LI or VLI homebuyers;

(4) The rehabilitation of existing LI or VLI housing; or

(5) Construction of new LI or VLI housing by private Developers or not-for-profit housing agencies.

f. An affordable housing supply inventory was conducted by the Developer in accordance with the East Central Florida Regional Planning Council Housing Demand, Supply and Need Methodology for Assessing the Affordable Housing Impact of Developments of Regional Impact, April, 1996, and was accepted in the regional report. This inventory identified the following supply within a 10-mile/20 minute housing accessibility area:

500 Very Low Income Units

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561 Low Income Units
253 Middle Income Units

g. The Developer proposed to develop on-site housing to augment the existing supply of affordable housing. When a residential unit is constructed on-site and is within the affordable housing cost range, the existing supply identified in the affordable housing supply inventory shall be increased by 1.5 units in accordance with Rule 9J-2.048(8)(c)1., F.A.C. Each year in the Annual Report required by Section 3.A.23., the Developer shall report the number of units constructed and sold or offered for rent within the DRI Property, during the preceding 12 months and cumulatively, within the housing cost ranges utilized in the regional report.

h. The following demand ratios shall be used to determine when nonresidential development on the DRI Property creates a demand for affordable housing:

1,000 square feet Retail/Commercial
0.298 very low income units
0.338 low income units
0.114 middle income units

1,000 square feet Office
0.031 very low income units
0.510 low income units
0.774 middle income units

1,000 square feet Industrial
0.010 very low income units
0.122 low income units
0.222 middle income units

1 acre Educational/Institutional
0.021 very low income units
0.277 low income units
0.437 middle income units

1 18-hole Golf Course
(club house, pro shop, snack bar)
10 very low income units
5 low income units
3 middle income units

Examples:

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200,000 square feet Retail will require:

60 very low income units
68 low income units
23 middle income units

200,000 square feet Office will require:

6 very low income units
102 low income units
155 middle income units

i. If, at the conclusion of a phase, the nonresidential development constructed during that phase creates a demand for affordable housing at the demand ratios provided by paragraph h., which demand is in excess of the available supply inventory as provided by paragraphs f. and g., the Developer may mitigate for such unmet need by making a payment to the escrow account identified in paragraph c. based on the payment schedule in paragraph j.

j. The initial payment of $150,000.00 shall constitute prepayment of voluntary mitigation for the 43-unit unmet need of very low income housing projected for Phase 2. All additional funds from the Developer's voluntary housing assistance fee shall constitute a credit against any additional unmet need for affordable housing pursuant to Rule 9J-2.048, F.A.C., at a rate of $3,542.00 for very low income units, $2,416.00 for low income units and $1,063.00 for middle income units.

k. This condition shall govern affordable housing impacts and mitigation for the project for purposes of the local comprehensive plan through Phase 2.

17. Recreation

a. The Developer has conveyed a 62 acre +/- parcel to the City and this condition of the development order has been satisfied. This area shall be counted toward St. Joe's obligation under the Urban Services Agreement on an acre-for-acre basis. The City will use its best efforts to negotiate an agreement on shared-use facilities with schools located on MUEI-2 and MUEI-3.

b. The 62 acre +/- parcel shall be contiguous and, except or an existing stormwater management facility on the site, shall be

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exclusive of all easements and stormwater facilities for nonpark drainage.

c. Paragraph b. is not intended to preclude the construction of joint stormwater management facilities for park and nonpark drainage on the site with the City's approval so long as such facilities are designed, constructed and located so as not to interfere with the active recreation use of the site. The Developer shall be responsible for any incremental design, construction, operation or maintenance costs of the join facilities associated with nonpark drainage. If the Developer and the City are unable to agree on the concept or location of the joint stormwater management facilities, paragraph b. shall apply and nonpark drainage shall be accommodated outside of the 62-acre site in adjacent open space buffer along Tram Road or other locations consistent with the approved SFMP and SESP.

d. The remainder of St. Joe's obligation under the Urban Services Agreement to dedicate land for active recreation may be satisfied by offering to dedicate approximately 71 contiguous acres to the City for active recreation in conjunction with development of the remaining portion of the Southwood landholding in the Southeast Sector Planning area.

e. In addition to active recreation area dedicated to the City and described in paragraph a., the project will include a daily-fee golf course, active recreation uses along the western edge of Central Park lake, tot lots and neighborhood recreation areas, and the passive recreation parks and other areas described as "open space" in the ADA and depicted on ADA Figure 26.1.

f. The Developer shall include neighborhood parks within approximately 2 miles of all residential areas of the DRI. Implementing PUDs and site plans shall require the homeowner association(s) to be responsible for the ongoing maintenance of these parks. (For purposes of using the 2 mile radius to locate sites, recreation facilities on school sites may be counted as neighborhood parks.)

18. Public Facilities

a. The Developer shall cause the dedication, at no cost to the City, of a 15-acre net buildable area site to serve as a multi-faceted operational facility for public works and utilities in

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the vicinity of Southwood. The site shall be located south of Tram Road adjacent to the western boundary of the existing City spray field, and shall be dedicated upon written request and after construction funds for on-site development are included in the City's Five (5) Year Capital Improvements Budget. The Developer shall not be responsible for funding or providing other assistance for construction, operation or maintenance of such facility or for mitigation of any on-site or off-site impacts from such facility. The facility shall be buffered with landscaping mutually agreed upon by the City and the Developer at the City's expense.

Although the location has been generally agree to, no Environmental and/or Zoning evaluation for the suitability of development of the property has been performed. The City will accept the responsibility for performing and evaluating the required environmental analysis. If during such evaluation the site is determined to be constrained by Environmental features, and/or Zoning issues, the Developer agrees to provide an alternate site, of equal size, mutually agreeable to the City.

b. Upon request of the City, the Developer shall cause to be donated to the City a site which contains a minimum of 2.47 buildable acres at a location mutually agreed upon by the Developer and the City, to construct a multi-use public safety facility. The facility will house Fire Department personnel and apparatus, law enforcement offices, and space for emergency medical services, if they choose to have a unit at the facility. The Developer shall not be responsible for funding or providing other assistance for construction, operation or maintenance of such facility or for any mitigation for impacts from its development. The design and architectural vernacular for such facility shall be compatible with the architectural vernacular for Southwood. This site shall be located near the proposed Town Center in MUEI-4.

c. The Developer shall reserve for dedication to the Leon County School Board a 40-acre site in MUEI-7 for an elementary or middle school and all of MUEI-1 for an elementary school, provided that the school board may elect instead to construct a pre-K-8 facility on either or both sites. Each site shall be transferred and dedicated to the Leon County School Board upon written request after construction funds for such school have been included in the school board's five year capital improvements program. The

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Developer shall not be responsible for financing, construction, operation or maintenance of such schools or any mitigation of impacts from the development of such schools. However, the Developer shall make water, sewer, roads, electrical and telecommunications infrastructure available at the property line of each site with the school board paying its pro rata share of costs for shared stormwater management. The design and architectural vernacular for the two schools shall be jointly determined by representatives of the school board, Tallahassee-Leon County Planning Department, and the Developer and shall be compatible with the architectural vernacular for Southwood. All schools shall be designed to a pedestrian scale and with safe, integrated access to the surrounding residential areas to promote walkability. School facilities shall be designed, sited and constructed to serve both the schools and the general public after hours and on weekends.

d. Unless the County and the Leon County School Board agree to collocate a shared-use facility on school board lands in MUEI-1 or MUEI-7 to provide library services to both the general public and the public schools in Southwood, the Developer shall cause up to 2.5 acres in MUEI-4 to be dedicated to Leon County for establishment of a branch public library.

Such dedication shall take place upon written request from the County after construction funds for such branch public library have been included in the County's Five-Year Capital Improvements Budget.

19. Open Space/Greenway Corridors

a. The open space/greenway system (totaling 22% of the project area) required by the SESP is identified in Figure 26.1. The exact delineation of each portion of the open space/greenway system, based on field verification, shall be through the PUD Final Development Plan.

b. The open space/greenway system may be privately owned and managed or be dedicated to the public by conveyance to the City or its designee. The Developer shall cause a conservation easement for preservation areas to be granted to the City or its designee. Paved trails shall not be allowed in preservation areas.

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c. The open space/greenway system shall be protected by easements. The Developer shall cause a conservation easement for each portion of the open space/greenway system to be granted no later than 30 days after approval of the PUD Final Development Plan for lands including that portion of the open space/greenway system.

d. The Developer shall have management plans for the open space/greenway system approved by the City to protect the values for which these areas were designated. A management plan for each portion of the open space/greenway system shall be submitted for approval in conjunction with the application for the PUD Final Development Plan for lands including that portion of the open space/greenway system.

e. As part of the management plan(s) for the open space/greenway corridor, the Developer shall ensure that a continuous trail is available from the northeast corner of the development to the southwest area of the development. This trail will connect to the Lafayette Heritage Trail to the north and to the St. Marks Trail to the south when and if those trails are extended to the DRI Property. The corridor should generally run from the northeast corner of the development to the North Park, then follow the drainage to Central Park and then to the Community Park. The general location of the trail network within the project is depicted on ADA Figure 26.1. The public shall have access to the trail in perpetuity. The Developer shall complete construction of the trail consistent with the completion schedule in Exhibit G.

f. Southwood shall comply with all applicable Tallahassee Environmental Management Regulations. Such regulations require certain minimum urban forest and landscaping requirements. Since Southwood has provided for a total open space/greenway system of 32% (which is 10% greater than what is required in the Southeast Sector Plan as well as the original Development Order) and has otherwise protected all conservation and preservation areas within the DRI Property, the Southwood DRI has hereby satisfied all urban forest and landscaping requirements of the Tallahassee Environmental Management Regulations for residential subdivisions with densities greater than four units per acre. For all other types of development, the Southwood DRI is hereby determined to have satisfied: (1) the 10% urban forest requirement set forth in the EMO; and 2.) all landscaping

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requirements for the Town Center and Neighborhood Village Commercial districts. Development within all of the other districts on the DRI Property will be required to comply with the landscaping requirements set forth in the EMO. When non-residential subdivisions are proposed in the MUOC and MUI land use districts, a portion of said landscaping requirements may be provided in common area (outside of the individual lots) at the time a subdivision is reviewed and approved. Within these land use districts, all on-site landscaping requirements outlined in the EMO (e.g. vehicular use area landscape island requirements, vehicular use area lot perimeter landscaping requirements, etc.) must be met on each individual lot. However, the additional landscaping (above and beyond what is required on each individual site in order to meet the minimum 30% landscaping requirement for the overall subdivision) may be provided in common area.

20. Canopy Road Protection/Old St. Augustine Road

a. The Developer shall dedicate a 200-foot-wide corridor centered on the centerline of Old St. Augustine Road between Capital Circle Southeast and the Urban Services Area boundary. Title to each portion of the dedicated corridor shall be transferred to the City upon adoption of an ordinance of voluntary annexation for such portion of the corridor. The Developer shall cause additional lands adjacent to the 200-foot-wide corridor to be preserved as set forth in the ADA for the purpose of protecting the canopy. Such additional lands may be dedicated to the City at the Developer's option.

b. The area within the canopy road corridor may be used by the City for roadway and associated drainage and underground utility purposes only. Walking, jogging or bicycle pathways may be constructed but shall be restricted to a 70-foot-wide corridor from the centerline of Old St. Augustine Road, unless the pathways can be located within the additional lands adjacent to the 200-foot wide corridor to be preserved as set forth in the ADA for the purpose of protecting the canopy, and such location would be less intrusive to, or afford better protection of the canopy. If it is necessary to relocate fences, the City shall so relocate the fences at its own expense. No parking areas, pulloffs or driveways to adjacent uses are to be constructed within the corridor except as provided in the Southeast Sector Plan. Where pathways

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must be located outside the 70-foot-wide corridor in order to protect significant trees in the canopy, the Developer will grant variances to the City or County. To the extent possible, pathways constructed pursuant to a variance will be within a 100-foot-wide corridor centered on the centerline of Old St. Augustine Road.

c. There shall be no overhead utility lines placed within the canopy road corridor which is parallel to Old St. Augustine Road except for utility lines in place on November 7, 1994, and utility lines required to serve out-parcels adjacent to the roadway. Roadway lighting shall be provided by the City in such a way as to minimize damage to the tree canopy, including underground circuits where appropriate.

d. One new north-south arterial roadway crossing of Old St. Augustine Road may be located between one-quarter and one-half mile west of Southwood Plantation Road. The location for the crossing shall be selected to minimize tree removal, especially canopy-quality oak trees. This north-south arterial shall be designed to facilitate north-south movement crossing Old St. Augustine; however, turning movements onto Old St. Augustine from this north-south arterial shall be restricted so as to minimize and limit the addition of traffic onto Old St. Augustine Road. Following the construction of the new north-south arterial roadway, and to further limit traffic impacts generated by the project on Old St. Augustine Road, the Developer will:

(1) Request approval to realign the existing Southwood Plantation Road in LDR-3 so that it will connect with the new north-south arterial and, upon completion of such realignment, petition for abandonment of Southwood Plantation Road from the connection with the new north-south arterial roadway south to Old St. Augustine Road; and

(2) Request abandonment of the portion of existing Southwood Plantation Road on the east side of North Lake Park, from the proposed Orange Avenue extension south to the beginning point of the new north-south arterial.

(3) Perform a traffic analysis in accordance with the FDOT Manual on Intersection Control Evaluation (ICE) to determine the appropriate traffic control at

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the Old St. Augustine (Leon County maintained) and Biltmore Avenue (City maintained) intersection.

e. There shall be one new local street cut to provide access to property in LDR-1 on the north side of Old St. Augustine Road as provided in the Southeast Sector Plan. The location of said street shall be selected to minimize tree removal, especially canopy-quality oak trees.

21. Employment

The Developer shall coordinate future industrial, office and commercial users with local agencies which match underskilled or limited-opportunity individuals with the job market, and shall advertise available positions in appropriate places within low income areas.

22. Incorporation of ADA

The Developer shall submit eight (8) copies of the final ADA as approved by the City Commission to the Tallahassee-Leon County Planning Department.

23. Annual Report

The Developer, or as applicable its grantees, lessees, successors or assigns, shall prepare and submit, or cause to be prepared and submitted, and Annual Report to the City Growth Management Department and the County Development Support and Environmental Management Department, or successors to such agencies as determined by law, on April 1st of each year until the year after buildout of the entire project. The Annual Report shall update the Developer's five year schedule of capital improvements that are needed for subsequent development and affordable housing monitoring. Failure to file an Annual Report in a timely manner may result in the temporary suspension of this Development Order.

In addition, the Developer shall include the following information in each Annual Report: name or number of each plat receiving final approval during the preceding 12 months with identification of those located in a "Pedestrian Primary Area" as designated in the PUD Concept Plan; name of each pod wholly or partially contained in each final plat; acreage of each residential land use category in each final plat; number of dwelling units of each residential land use category in each final plat; attained density for each residential land use category included within each final plat; cumulative acreage of

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each residential land use category included in a final plat; cumulative dwelling units of each residential land use category included in a final plat; and cumulative attained density for each residential land use category included in a final plat.

24. Recordation

a. The Developer shall, within thirty (30) days of the effective date of this Development Order, record notice of the adoption of this Development Order in accordance with Sections 28.222 and 380.06(15)(f), F.S., with the Clerk of the Circuit Court of Leon County, Florida. Recordation of such notice shall not constitute or provide actual or constructive notice of lien, cloud or encumbrance of the DRI Property. The Developer shall record notice of any subsequent approved modifications to this Development Order in the same manner.

b. A copy of this notice shall be forwarded to the City's Director of Growth Management within seven (7) days of its being recorded.

c. The notice shall specify that this Development Order runs with the land and is binding on the Developer, its agents, lessees, successors, or assigns. Any contract or agreement for sale of those interests by the Developer for all or any part of the property subject to this Development Order shall contain a legend substantially in the following form clearly printed or stamped thereon:

THE PROPERTY DESCRIBED HEREIN IS PART OF THE SOUTHWOOD DEVELOPMENT OF REGIONAL IMPACT AND IS SUBJECT TO A DEVELOPMENT ORDER, NOTICE OF WHICH IS RECORDED IN THE PUBLIC RECORDS OF LEON COUNTY, FLORIDA, WHICH IMPOSES CONDITIONS, RESTRICTIONS AND LIMITATIONS UPON THE USE AND DEVELOPMENT OF THE SUBJECT PROPERTY WHICH ARE BINDING UPON EACH SUCCESSOR AND ASSIGN OF THE ST. JOE COMPANY. THE DEVELOPMENT ORDER DOES NOT CONSTITUTE A LIEN, CLOUD OR ENCUMBRANCE OF THE REAL PROPERTY OR CONSTITUTE ACTUAL OR CONSTRUCTIVE NOTICE OF SAME. A COPY OF THE DEVELOPMENT ORDER MAY BE REVIEWED AT THE OFFICES OF THE CITY OF TALLAHASSEE AND THE LEON COUNTY

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GROWTH MANAGEMENT DEPARTMENTS IN TALLAHASSEE, FLORIDA.

25. Impact Fee Credits

This Development Order shall not preclude the City from requiring the payment of impact fees and/or other fees for development or construction within the Southwood DRI so long as such fees are assessed in accordance with a duly adopted ordinance and so long as such fees are charged for the same activities within the other incorporated areas of the City. Credits for contributions from the Developer for land for a public facility, or construction, expansion, or contribution of funds for land acquisition or construction or expansion of a public facility required by this Development Order to meet the same need that the impact fee would address shall be granted to the Developer on a dollar for dollar basis. Impact fee credits shall not be available to the Developer for right of way, engineering, construction and other costs for internal roads.

26. Community Development District

The Developer has indicated it intends to petition the Florida Land and Water Adjudicatory Commission to form one or more Community Development Districts (CDDs) within the Project pursuant to Chapter 190, F.S. Any CDD established within the Southwood DRI may finance, fund, plan, establish, acquire, construct or reconstruct, enlarge or extend, equip, operate and maintain infrastructure, projects, systems and facilities as set forth in Section 190.012(1), F.S., including but not limited to any transportation improvement set forth in this Development Order, whether on site or off site. With respect to the provision of such infrastructure, projects, systems and facilities, the City agrees that the establishment of one or more CDDs meets the criteria set forth in Section 190.005(1)(e), F.S. If the Developer is required by this Development Order to provide, pay for, or otherwise cause to be provided, infrastructure, projects, systems or facilities set forth in Chapter 190, F.S., then the CDD independently may satisfy such obligations. To the extent that any such obligation under this Development Order is deemed by the City to have been met or performed by the CDD, then such obligation shall be deemed to be satisfied and the Developer shall no longer be subject to such obligation.

B. General Conditions. This Development Order shall be subject to the following general conditions:

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1. The project buildout date for all development is September 28, 2038. The DRI termination and DRI Development Order expiration dates are also established as September 28, 2038. Neither the City nor County shall subject the development to down-zoning, unit density reduction, or intensity reduction until September 28, 2038, unless the Developer consents to such change or it can be demonstrated that substantial changes in the conditions underlying approval of this Development Order have occurred, or that this Development Order was based on substantially inaccurate information provided by the Developer, or that the change is clearly essential to the public health, safety or welfare.

2. This Development Order runs with the land and is binding on the Developer, its agents, lessees, successors, or assigns.

3. Physical development of the area embraced by the ADA shall conform to all standards and procedural provisions of applicable local government comprehensive plans, land development regulations and codes.

4. All construction shall conform to all applicable covenants and restrictions running with the land not in conflict with the Comprehensive Plan, this Development Order, and other local restrictions.

5. The local official responsible for monitoring the DRI for the City shall be the Director of Growth Management or his or her designee. Monitoring shall be accomplished through review of the subsequent development permits, the Annual Report, and on-site observations.

6. Physical development as defined by Section 380.04, F.S., shall commence within two (2) years of the effective date of this Development Order or this Development Order shall expire. If at any time, development ceases for a period of three (3) consecutive years, then this Development Order shall expire. However, these time periods shall be tolled during the period of any appeal pursuant to Section 380.07, F.S.

7. No change shall be made to this Development Order or to the approved land uses unless the City has approved and authorized said change. Further review pursuant to Chapter 380, F.S., may be required if a change in the project occurs which constitutes a substantial deviation as defined in Section 380.06(19), F.S.

8. All development on the property described in Exhibit A-1 shall be consistent with the ADA and the conditions and restrictions in this

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Development Order. Nothing herein shall prohibit or restrict the City or County from adopting new or modifying existing land development regulations and make same applicable to the Southwood DRI provided that these regulations do not adversely affect the density or intensity of development allowed within the DRI.

9. The Developer may assign any of its obligations under this Development Order to a community development district to the extent allowed by law.

10. In the event that the Developer, its lessees, agents, successors, or assigns violates any of the conditions of this Development Order or otherwise fails to act in substantial compliance with this Development Order (hereinafter referred to as "Violator"), the City shall stay the effectiveness of this Development Order as to the DRI, tract, or portion of the tract, in which the violative activity or conduct has occurred. All further development permits, approvals and services for development in the said tract or portion of the tract shall be withheld upon passage of any appropriate resolution by the City, adopted in accordance with this section, upon a finding that such violation has occurred. The Violator shall be given written notice by the City that states:

    a. The nature of the purported violation, and

    b. A statement to the effect that unless the violation is cured within 15 days of said notice, the local government of jurisdiction shall hold a public hearing to consider the matter within 30 days of the date of said notice. In the event the violation is not curable in 15 days, the Violator's diligent, good faith efforts to cure the violation within a reasonable period shall obviate the need to hold a public hearing and this Development Order shall remain in full force and effect unless the Violator does not diligently pursue the curative action to completion within a reasonable time, in which event the City shall give 15 days notice to the Violator of its intention to stay the effectiveness of this Development Order and withhold further development permits, approvals and services as to the tract or portion of the tract in which the violation has occurred until the violation is cured. For purposes of this section, the word tract shall be defined to mean any area of development identified on the Southwood Master Plan, Exhibit C. In addition, the phrase portion of a tract means a division of a tract into more than one ownership or use as created by deed, plat, or lease.

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11. If development cannot occur as set forth in the Master Development Plan the Developer must file a notification of proposed change and comply with the provisions of section 380.06(19), F.S.

Section 4. Severability.

It is declared to be the intent of the City that if any section, subsection, sentence, clause, or provision of this Development Order is held to be unconstitutional, inoperative, or void, such holdings of invalidity shall not affect the remaining portions of this Development Order and it shall be construed to have been the legislative intent to pass this Development Order without such unconstitutional, inoperative, or void part herein, and the remainder after the exclusion of such part or parts shall be deemed to be held valid as if such part or parts had not been included herein, or if this Development Order or any provisions thereof shall be held inapplicable to any person, group of persons, property, kind of property, circumstances or set of circumstances, such holdings shall not affect the applicability thereof to any other person, property or circumstances.

Section 5. Effective Date.

This Development Order, as restated and amended, shall take effect as provided by law and shall supersede and replace all prior development orders adopted pursuant to Section 380.06, F.S. If this Development Order is appealed pursuant to Section 380.07, F.S., the effectiveness of this Development Order shall be stayed until such time as all appeals have been withdrawn or finally resolved. The City Clerk shall send copies of this Development Order, within seven (7) calendar days of the date of approval, to the Developer.

Section 6. Land Use and Environmental Dispute Resolution.

Under the Florida Land Use and Environmental Dispute Resolution Act, Sec. 70.51, F.S. (Act), if the owner believes this Development Order is unreasonable or unfairly burdens the use of its land it may file a request for relief pursuant to City Commission Policy No. 414CP for Special Master Proceedings. Before the owner may seek relief under the Act, any appellate proceedings available under the City's Land Development Code must be exhausted. A request for relief under the Act must be filed within 30 days after the conclusion of the appellate proceedings or the expiration of 4 months. A copy of Policy No. 414CP is available at the City Attorney's Office, 2nd Floor, City Hall, 300 S. Adams Street, Tallahassee, FL 32301.

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Duly PASSED AND APPROVED by the Leon County, Florida Board of County Commissioners this 10th day of March, 2026.

LEON COUNTY, FLORIDA

Signed by:
By:_____
648A6D1B8D6D412...
Christian Caban, Chairman
Board of County Commissioners

ATTESTED BY:

Signed by:

DocuSigned by:
By: Gwendolyn Marshall Knight
178D7F95C3774F4...
Gwen Knight, Clerk of Court
& Comptroller, Leon County, Florida

APPROVED AS TO FORM:
Leon County Attorney's Office

DocuSigned by:
By: Chasity H. O'Steen
BCE5E0EFD079484...
Chasity H. O'Steen
County Attorney

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Duly PASSED AND APPROVED by the City of Tallahassee City Commission this 18th day of February, 2026.

CITY OF TALLAHASSEE

By: John Dailey (Mar 30, 2026 08:36:02 EDT)
John E. Dailey
Mayor

ATTESTED BY:

By:
James O. Cooke, IV
City Treasurer-Clerk

APPROVED AS TO FORM:
Tallahassee City Attorney's Office

By:
Amy M. Toman
City Attorney

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LIST OF EXHIBITS

Exhibit A-1	Legal Description of Southwood DRI
Exhibit A-2	Legal Description of Southwood DRI within the City of Tallahassee
Exhibit B-1	Southwood DRI Development Program
Exhibit B-2	Southwood Phasing Program
Exhibit C	Master Development Plan
Exhibit D-1	Map of Cultural Resources Sites (June 2001)
Exhibit D-2A	Division of Historical Resources Letter (1988) Addressed to Mike Donovan
Exhibit D-2B	Division of Historical Resources Letter (1999) Address to Dan Penton
Exhibit D-2C	Natural Features Inventory SouthWood 3 acre addition letter (April 2005) addressed to Denise Roemer
Exhibit D-2D	Natural Features Inventory SouthWood 25 acre addition letter (June 2005) addressed to Denise Roemer
Exhibit E	Stormwater Facilities Master Plan Scope of Work
Exhibit F	Southwood Phase 2A Trip Generation Summary
Exhibit G	Schedule of Internal Road Improvements
Exhibit H	Schedule of Pro Rata Share Contributions for Phase 2a
Exhibit I	Land Use Conversion Table

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EXHIBIT "A-1"

LEGAL DESCRIPTION
SOUTHWOOD DRI BOUNDARY

PARCEL "A"
A 38.37 Acre Parcel in Section 3 and 10, Township 1 South, range 1 East, Leon County Florida, more particularly described as follows:

Commence at a found ¾" iron pipe marking the Southwest corner of Section 3, Township 1 South, Range 1 East, Leon County, Florida; thence along the Westerly boundary of Section 3 run North 00°27'17" West, a distance of 177.44 feet to the approximate centerline of Old St. Augustine Road (a Leon County, Florida maintained right of way); thence along said centerline run South 79°50'29" East, a distance of 994.58 feet, thence leaving said centerline run North 00°12'53" West, a distance of 17.95 feet to a point on the maintained right of way of said Old St Augustine Road and the POINT OF BEGINNING. From said POINT OF BEGINNING thence along the easterly boundary of a 100 foot City of Tallahassee Utility Right of Way run North 00°12'53" West, a distance of 1,316.49 feet to a point on the southerly boundary of Paradise Village East, Unit 2 (a subdivision as per map or plat recorded in Plat Book 6, Page 1 of the Public Records of Leon County, Florida); thence along said southerly boundary run North 89°14'24" East, a distance of 821.87 feet to a found 4"x 4" concrete monument, flat top; thence North 89°26'38" East, a distance of 200.27 feet to a found iron pipe; thence North 89°21'13" East, a distance of 131.76 feet to a found ¾" iron pipe and SJPC guard monument; thence along the westerly boundary of that property recorded in Official Records Book 1528, page 1751 run South 00°13'43" West, a distance of 1,687.99 feet to a point on the northerly right of way boundary of said Old St Augustine Road; thence along said maintained right of way run North 58°29'23" West, a distance of 193.63 feet; thence North 60°47'12" West, a distance of 103.39 feet; thence North 67°03'52" West, a distance of 103.19 feet; thence North 72°58'14" West, a distance of 99.98 feet; thence North 77°44'32" West, a distance of 111.58 feet; thence North 79°39'27" West, a distance of 217.22 feet; thence North 78°24'57" West, a distance of 213.86 feet; thence North 81°19'22" West, a distance of 98.63 feet; thence North 76°55'43" West, a distance of 68.24 feet to the POINT OF BEGINNING. The above described parcel contains 1,671,449.70 square feet or 38.37 acres, more or less.

AND ALSO

PARCEL "B"
A 176.80 Acre Parcel in Sections 3, 10 and 11, Township 1 South, Range 1 East, Leon County, Florida, more particularly described as follows:

BEGIN at a found pinched iron pipe marking the Southwest corner of the Southeast Quarter of Section 3, Township 1 South, Range 1 East, Leon County, Florida, thence along the easterly boundary of that property recorded in Official Records Book 1528, Page 1751 run North 00°11'54" East, a distance of 864.83 feet to a found iron pipe and SJPC guard monument; thence along the southerly boundary of that property recorded in Official Records Book 845, Page 729 run South 89°20'40" East, a

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distance of 323.66 feet to a found pinched iron pipe; thence along the easterly boundary of said property run North 00°14'32" East, a distance of 537.65 feet to a found 1" iron pipe; thence South 89°29'00" East, a distance of 322.81 feet to a found 6"x 6" SJPC concrete monument; thence South 00°48'39" West, a distance of 13.55 feet to a found 6"x 6" SJPC concrete monument; thence South 89°20'53" East, a distance of 167.41 feet to a found iron rod and cap, LB#6745; thence along the southerly boundary of the Wal-Mart SuperCenter (a subdivision as per map or plat recorded in Plat Book 12, Page 8 of the Public Records of Leon County, Florida) run South 89°28'59" East, a distance of 168.17 feet to a found iron rod and cap, LB#6246; thence North 00°38'19" East, a distance of 71.43 feet to a found iron rod and cap, LB#6246; thence North 87°50'52" East, a distance of 778.25 feet to a found iron rod and cap, LB#6246; thence along the easterly boundary of said Wal-Mart SuperCenter run North 00°31'30" East, a distance of 1,171.19 feet to a found iron and cap, LB# 6745; thence North 32°56'29" West, a distance of 121.96 feet to a found iron rod and cap, LB#6745; thence North 00°45'41" East, a distance of 218.75 feet to the southerly right of way boundary of Appalachee Parkway (State Road 20); thence along said southerly right of way boundary run North 85°34'35" East, a distance of 200.77 feet; thence leaving said southerly right of way boundary along the westerly boundary of that property recorded in Official Records Book 2317, Page 788 run South 00°36'45" West, a distance of 322.86 feet; thence along the southerly boundary of said property run South 89°41'02" East, a distance of 66.54 feet to a found pinched iron pipe; thence along the westerly boundary of those properties recorded in Official Records Book 1623, Page 739 and Official Records Book 133, Page 389 run South 00°33'01" West, a distance of 1,157.48 feet to a found 1-1/4" iron rod; thence along the southerly boundary of said property recorded in Official Records Book 133, Page 389 run South 89°25'54" East, a distance of 646.13 feet to a point on the westerly maintained right of way boundary of Southwood Plantation Road (a Leon County, Florida maintained right of way); thence along said westerly maintained right of way run South 00°16'14" West, a distance of 5.39 feet; thence South 01°14'59" West, a distance of 377.99 feet; thence South 00°17'47" West, a distance of 485.66 feet; thence South 01°05'15" West, a distance of 307.47 feet; thence South 00°08'19" East, a distance of 105.02 feet; thence South 00°41'21" East, a distance of 67.66 feet; thence South 03°46'52" East, a distance of 72.89 feet; thence South 01°56'57" East, a distance of 62.01 feet; thence South 04°25'57" East, a distance of 63.83 feet; thence South 04°10'13" East, a distance of 61.89 feet; thence South 07°47'37" East, a distance of 62.60 feet; thence South 10°47'55" East, a distance of 61.46 feet; thence South 17°02'15" East, a distance of 64.74 feet; thence South 16°47'27" East, a distance of 59.13 feet; thence South 21°33'22" East, a distance of 62.50 feet; thence South 19°35'59" East, a distance of 108.30 feet; thence South 15°31'45" East, a distance of 66.10 feet; thence South 14°48'33" East, a distance of 61.60 feet; thence South 12°18'18" East, a distance of 58.84 feet; thence South 05°59'07" East, a distance of 58.06 feet; thence South 03°04'19" East, a distance of 60.47 feet; thence South 03°09'07" West, a distance of 60.44 feet; thence South 03°32'44" West, a distance of 68.32 feet; thence South 01°17'33" West, a distance of 151.12 feet; thence South 04°16'10" West, a distance of 153.69 feet; thence South 02°47'24" West, a distance of 220.92 feet; thence South 03°07'53" West, a distance of 305.65 feet; thence South 42°22'36" West, a distance of 36.68 feet to a point on the northerly maintained right of way boundary of Old St Augustine Road (a

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Leon County, Florida, maintained right of way); thence along said northerly maintained right of way boundary run North 87°25'23" West, a distance of 101.08 feet; thence North 77°26'22" West, a distance of 151.23 feet; thence North 78°16'36" West, a distance of 137.90 feet; thence North 78°31'10" West, a distance of 325.77 feet; thence North 77°40'43" West, a distance of 151.37 feet; thence North 78°04'42" West, a distance of 130.55 feet; thence North 78°22'42" West, a distance of 264.02 feet; thence North 74°13'57" West, a distance of 135.72 feet; thence North 68°20'13" West, a distance of 172.86 feet; thence North 58°57'37" West, a distance of 51.13 feet; thence North 57°18'14" West, a distance of 298.31 feet; thence North 55°53'57" West, a distance of 149.20 feet; thence North 56°56'17" West, a distance of 150.16 feet; thence North 57°34'22" West, a distance of 305.49 feet; thence North 57°11'09" West, a distance of 254.03 feet; thence North 56°33'32" West, a distance of 195.77 feet; thence leaving said northerly maintained right of way boundary run North 00°03'21" West along the easterly boundary of said property recorded in Official Records Book 1528, Page 1751, a distance of 688.72 feet to the POINT OF BEGINNING. The above described parcel contains 7,701,214.91 square feet or 176.80 acres, more or less.

The above described parcel being subject to a City of Tallahassee Utility Easement as recorded in Official Records Book 1511, Page 109 and also a City of Tallahassee Utility Easement as recorded in Official Records Book 1951, Page 801 of the Public Records of Leon County, Florida.

AND ALSO

PARCEL "C"
A 26.59 Acre Parcel in Sections 2 and 11, Township 1 South, Range 1 East, Leon County, Florida, more particularly described as follows:

Commence at a concrete monument, LB#3293 marking the Southwest corner of Section 2, Township 1 South, Range 1 East, Leon County, Florida, thence along the South boundary of said Section 2 run South 89°33'23" East, a distance of 401.70 feet to the POINT OF BEGINNING. From said POINT OF BEGINNING thence South 03°00'57" West, a distance of 1,884.82 feet to a point on the northerly maintained right of way boundary of Old St Augustine Road (a Leon County, Florida maintained right of way); thence along said northerly maintained right of way run North 77°20'37" West, a distance of 23.36 feet; thence North 78°59'50" West, a distance of 97.61 feet; thence North 75°10'21" West, a distance of 40.67 feet; thence North 75°09'17" West, a distance of 76.34 feet to a point on the easterly maintained right of way boundary of Southwood Plantation Road (a Leon County, Florida maintained right of way); thence along said easterly maintained right of way boundary run North 02°19'12" East, a distance of 46.74 feet; thence North 03°36'00" East, a distance of 305.64 feet; thence North 03°39'29" East, a distance of 220.91 feet; thence North 03°57'13" East, a distance of 153.68 feet; thence North 03°14'09" East, a distance of 151.00 feet; thence North 03°27'10" East, a distance of 68.32 feet; thence North 01°43'15" East, a distance of 63.49 feet; thence North 00°47'36" West, a distance of 64.38 feet; thence North 06°56'30" West, a distance of 61.87 feet; thence North 10°08'20" West, a distance of 62.73 feet; thence North 15°03'48" West, a distance of 65.77 feet; thence North 17°45'08" West, a distance of 68.93 feet; thence North 23°33'56" West, a distance of 108.43 feet;

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thence North 14°02'16" West, a distance of 60.34 feet; thence North 20°47'22" West, a distance of 57.40 feet; thence North 14°23'40" West, a distance of 62.12 feet; thence North 11°45'14" West, a distance of 59.01 feet; thence North 08°42'24" West, a distance of 60.96 feet; thence North 06°00'01" West, a distance of 60.08 feet; thence North 03°57'56" West, a distance of 62.18 feet; thence North 04°17'08" West, a distance of 60.83 feet; thence North 00°13'34" West, a distance of 71.97 feet; thence North 00°15'43" West, a distance of 66.90 feet; thence North 00°08'23" West, a distance of 104.57 feet; thence North 00°26'07" East, a distance of 307.44 feet; thence North 00°03'26" East, a distance of 485.08 feet; thence North 01°12'53" East, a distance of 198.13 feet; thence leaving said easterly maintained right of way run North 89°50'19" East along the southerly boundary of that property recorded in Official Records Book 1890, Page 1175, a distance of 520.78 feet; thence South 03°00'57" West, a distance of 1,305.69 feet to the POINT OF BEGINNING. The above described parcel contains 1,158,279.37 square feet or 26.59 acres, more or less.

AND ALSO

PARCEL "D"
A 2,394.74 Acre parcel in Sections 3,9,10,11,14,15,16,21,22,23,26,and 27, Township 1 South, Range 1 East, Leon County, Florida, more particularly described as follows:

BEGIN at a found ¾" iron pipe marking the Southwest corner of Section 3, Township 1 South, Range 1 East, Leon County, Florida, thence along the westerly boundary of said Section 3 run North 00°27'17" West, a distance of 154.44 feet to a point on the southerly maintained right of way of Old St. Augustine Road; thence along said southerly maintained right of way run South 80°30'42" East, a distance of 105.57 feet; thence South 81°09'37" East, a distance of 199.64 feet; thence South 79°56'18" East, a distance of 188.58 feet; thence South 78°33'10" East, a distance of 73.47 feet; thence South 79°57'32" East, a distance of 147.21 feet; thence South 78°22'23" East, a distance of 100.71 feet; thence South 79°09'51" East, a distance of 77.52 feet to a point on the westerly boundary of a 100 foot City of Tallahassee utility right of way as recorded in Official Records Book 152, Page 128 of the Public records of Leon County, Florida; thence along said right of way run South 00°12'53"East, a distance of 46.15 feet; thence run South 33°37'19"West, a distance of 3144.51 feet; thence run South 89°06'28"East, a distance of 118.87 feet to a point on the easterly boundary of said 100 foot utility right of way; thence along said easterly right of way boundary run North 33° 37'19"East, a distance of 3110.66 feet; thence run North 00°12'53"West, a distance of 58.04 feet to a point on the southerly maintained right of way of said Old St. Augustine Road; thence along said southerly maintained right of way run South 81°34'29" East, a distance of 61.55 feet; thence South 79°29'20" East, a distance of 527.69 feet; thence South 76°49'05" East, a distance of 108.23 feet; thence South 73°20'10" East, a distance of 97.35 feet; thence South 66°37'08" East, a distance of 101.55 feet; thence South 61°33'30" East, a distance of 104.58 feet; thence South 56°53'17" East, a distance of 232.32 feet; thence South 57°14'20" East, a distance of 202.97 feet; thence South 57°03'35" East, a distance of 227.63 feet; thence South 56°14'10" East, a distance of 99.46 feet; thence South 57°41'48" East, a distance of 48.03 feet; thence leaving said southerly maintained right of way boundary run South 00°45'50"

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West, a distance of 591.82 feet to a found 1" iron pipe; thence South 88°44'41" East, a distance of 361.06 feet to a found 1" iron pipe; thence North 00°50'42" East, a distance of 372.43 feet to a point on the southerly maintained right of way boundary of said Old St Augustine Road; thence along said southerly maintained right of way run South 56°45'39" East, a distance of 161.73 feet; thence South 57°45'47" East, a distance of 148.31 feet; thence South 56°43'39" East, a distance of 154.67 feet; thence South 58°02'32" East, a distance of 167.40 feet; thence South 56°36'42" East, a distance of 228.78 feet; thence South 58°11'05" East, a distance of 101.62 feet; thence South 64°07'41" East, a distance of 181.67 feet; thence South 76°10'54" East, a distance of 137.29 feet; thence South 78°18'21" East, a distance of 134.58 feet; thence South 77°17'09" East, a distance of 133.90 feet; thence South 78°18'16" East, a distance of 124.13 feet; thence South 77°28'58" East, a distance of 145.86 feet; thence leaving said southerly maintained right of way boundary run South 00°40'55" East, a distance of 1,396.29 feet to a found 6" round terra-cotta monument; thence South 89°21'19" East, a distance of 650.26 feet to the westerly maintained right of way boundary of Southwood Plantation Road (a Leon County, Florida maintained right of way); thence along said westerly maintained right of way run South 03°27'00" West, a distance of 2,055.74 feet; thence leaving said westerly maintained right of way boundary run South 89°53'09" West, a distance of 433.91 feet to a found SJPC concrete monument; thence South 02°53'38" West, a distance of 99.81 feet to a found SJPC concrete monument; thence North 89°53'09" East, a distance of 433.49 feet to a point on the westerly maintained right of way boundary of said Southwood Plantation Road; thence along said westerly maintained right of way boundary run South 00°44'23" East, a distance of 25.46 feet; thence leaving said westerly maintained right of way boundary run South 89°39'35" West, a distance of 630.68 feet; thence North 00°20'25" West, a distance of 185.00 feet; thence South 89°39'35" West, a distance of 500.00 feet; thence South 00°20'25" East, a distance of 200.00 feet to a found 6" round terra-cotta monument; thence North 89°39'35" East, a distance of 1,131.40 feet to a found SJPC concrete monument; thence continue easterly along said line North 89°39'35" East, a distance of 38.08 feet to a point on the easterly maintained right of way boundary of said Southwood Plantation Road; thence along said easterly maintained right of way boundary run North 07°04'29" East, a distance of 61.33 feet; thence North 05°43'01" East, a distance of 75.84 feet; thence North 03°33'16" East, a distance of 123.04 feet; thence North 03°33'11" East, a distance of 414.42 feet; thence North 00°58'27" East, a distance of 71.59 feet; thence North 08°20'06" West, a distance of 29.91 feet; thence North 03°26'50" East, a distance of 53.09 feet; thence North 03°29'10" East, a distance of 271.66 feet; thence North 03°27'09" East, a distance of 554.25 feet; thence North 03°26'40" East, a distance of 538.52 feet; thence North 02°33'12" East, a distance of 128.63 feet; thence North 04°25'53" East, a distance of 58.06 feet; thence North 03°33'19" East, a distance of 172.58 feet; thence North 03°29'20" East, a distance of 146.13 feet; thence North 03°23'09" East, a distance of 292.88 feet; thence North 03°41'47" East, a distance of 250.34 feet; thence North 03°00'17" East, a distance of 112.07 feet; thence North 03°18'24" East, a distance of 73.28 feet; thence North 55°51'48" East, a distance of 15.18 feet to a point on the southerly maintained right of way boundary of said Old St Augustine Road; thence along said southerly maintained right of way boundary run South 83°43'49" East, a distance of 56.95 feet; thence South 80°39'06" East, a distance of 54.68 feet; thence South 77°29'03"

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East, a distance of 98.39 feet; thence South 77°34'21" East, a distance of 15.69 feet; thence leaving said southerly maintained right of way boundary run South 03°00'57" West, a distance of 2,197.60 feet to a point of curve to the right; thence run southerly along said curve with a radius of 2,700.39 feet through a central angle of 03°50'50" for an arc distance of 181.32 feet (chord of 181.29 feet bears South 04°56'22" West); thence South 06°51'48" West, a distance of 945.08 feet to a point on a non tangent curve concave west; thence run southerly along said curve with a radius of 3,342.64 feet through a central angle of 08°34'15" for an arc distance of 500.02 feet (chord of 499.56 feet bears South 16°40'37" East); thence South 12°23'29" East, a distance of 425.28 feet to a point on a non tangent curve concave west; thence run southerly along said curve with a radius of 10,852.98 feet through a central angle of 04°30'46" for an arc distance of 854.81 feet (chord of 854.59 feet bears South 01°29'56" East); thence South 00°09'48" West, a distance of 556.82 feet to a point on a non tangent curve concave east; thence run southerly along said curve with a radius of 4,983.90 feet through a central angle of 12°57'37" for an arc distance of 1,127.36 feet (chord of 1,124.95 feet bears South 04°27'45" West) to a point of compound curve to the left; thence run southerly along said curve with a radius of 3,144.08 feet through a central angle of 21°38'15" for an arc distance of 1,187.35 feet (chord of 1,180.30 feet bears South 12°50'11" East) to a point of reverse curve to the right; thence run southerly along said curve with a radius of 1,956.02 feet through a central angle of 43°41'55" for an arc distance of 1,491.83 feet (chord of 1,455.93 feet bears South 01°48'21" East); thence South 20°02'36" West, a distance of 635.00 feet to a point on a non tangent curve concave east; thence run southerly along said curve with a radius of 3,444.00 feet through a central angle of 20°02'36" for an arc distance of 1,204.78 feet (chord of 1,198.65 feet bears South 11°31'27" West); thence South, a distance of 2,866.91 feet; thence South, a distance of 507.73 feet to a point on the northerly right of way boundary of Tram Road (County Road 259, a 66 foot right of way); thence along said northerly right of way boundary run North 76°58'41" West, a distance of 6,176.72 feet to a point on the easterly right of way boundary of Four Oaks Boulevard a 120 foot right of way); thence along said easterly right of way boundary run North 13°01'22" East, a distance of 53.22 feet to a point of curve to the right; thence run northeasterly along said right of way curve with a radius of 690.00 feet through a central angle of 23°16'48" for an arc distance of 280.36 feet (chord of 278.43 feet bears North 24°39'46" East); thence North 36°18'10" East, a distance of 182.52 feet; thence leaving said easterly right of way boundary run South 53°41'50" East, a distance of 82.27 feet to a point of curve to the left; thence run easterly along said curve with a radius of 125.00 feet through a central angle of 103°42'45" for an arc distance of 226.27 feet (chord of 196.62 feet bears North 74°26'47" East); thence North 22°35'25" East, a distance of 140.69 feet; thence North 24°35'19" West, a distance of 102.95 feet; thence North 53°41'50" West, a distance of 80.41 feet to a point on said easterly right of way boundary of said Tram Road Connector; thence North 36°18'10" East, a distance of 349.31 feet to a point of curve to the left; thence run northeasterly along said curve with a radius of 810.00 feet through a central angle of 16°01'06" for an arc distance of 226.45 feet (chord of 225.72 feet bears North 28°17'37" East); thence North 20°17'04" East, a distance of 1,027.50 feet to a point of curve to the left; thence run northerly along said curve with a radius of 1,288.00 feet through a central angle of 17°33'58" for an arc distance of 394.88 feet (chord of

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393.34 feet bears North 11°30'05" East) to a point of reverse curve to the right; thence run northeasterly along said curve with a radius of 30.00 feet through a central angle of 89°12'47" for an arc distance of 46.71 feet (chord of 42.13 feet bears North 47°19'29" East) to a point on the southerly right of way boundary of Shumard Oak Boulevard (a 140 foot right of way) ; thence along said southerly right of way boundary run South 88°04'07" East, a distance of 170.11 feet; thence North 01°55'53" East, a distance of 140.00 feet to a point on the Northerly right of way boundary of said Shumard Oak Boulevard; thence along said northerly right of way boundary run North 88°04'07" West, a distance of 170.01 feet to a point of curve to the right; thence run northwesterly along said curve with a radius of 30.00 feet through a central angle of 89°59'30" for an arc distance of 47.12 feet (chord of 42.42 feet bears North 43°04'22" West) to a point on the easterly right of way boundary of said Four Oaks Boulevard; thence along said easterly right of way boundary run North 01°55'23" East, a distance of 200.02 feet; thence North 88°04'37" West, a distance of 120.00 feet to a point on the westerly right of way boundary of said Four Oaks Boulevard; thence along said westerly right of way boundary run South 01°55'23"West, a distance of 199.99 feet to a point of curve to the right; thence run southwesterly along said curve with a radius of 30.00 feet through a central angle of 90°00'30"for an arc distance of 47.13 feet (chord of 42.43 feet bears South 46°55'38"West) to a point on the northerly right of way boundary of said Shumard Oak Boulevard; thence along said northerly right of way boundary run North 88°04'07"West, a distance of 297.19 feet to a point of curve to the right; thence run northwesterly along said right of way curve with a radius of 1153.00 feet through a central angle of 23°25'16"for an arc distance of 471.32 feet (chord of 468.04 feet bears North 76°21'29"West) to a point of reverse curve to the left; thence run northwesterly along said right of way curve with a radius of 806.68 feet through a central angle of 21°29'44"for an arc distance of 302.64 feet (chord of 300.87 feet bears North 75°23'43"West); thence run North 45°02'49"West, a distance of 16.88 feet; thence along the easterly boundary of that property recorded in Official Records Book 1432, Page 1260 run North 12°57'04"East, a distance of 425.57 feet to a found concrete monument; thence run North 06°56'31"East, a distance of 313.58 feet to a found concrete monument; thence run North 00°03'25"West, a distance of 403.16 feet to a found concrete monument; thence run North 03°44'41"East, a distance of 288.47 feet; thence run North 11°09'38"East 286.37 feet to a found concrete monument; thence run North 16°57'18"East, a distance of 242.82 feet to a point on the Southerly right of way boundary of Merchants Row Boulevard (right of way varies); thence along said southerly right of way boundary run North 73°00'38" West, a distance of 648.97 feet to a point of curve to the left; thence run westerly along said curve with a radius of 1,495.50 feet through a central angle of 28°41'51" for an arc distance of 749.04 feet (chord of 741.24 feet bears North 87°21'33" West); thence South 78°17'32" West, a distance of 534.04 feet to a point of curve to the right; thence run westerly along said curve with a radius of 1,145.90 feet through a central angle of 13°38'10" for an arc distance of 272.72 feet (chord of 272.08 feet bears South 85°06'37" West) to a point on the westerly boundary of said property recorded in Official Records Book 1432, Page 1260; thence along said westerly boundary run South 00°18'28" West, a distance of 1,438.81 feet to a point of curve to the right; thence run southerly along said curve with a radius of 3,944.69 feet through a central angle of 06°05'13" for an arc distance of 419.08 feet (chord of 418.88 feet bears South

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03°21'05" West) to a point on a curve concave northeasterly and the Northerly right of way boundary of Shumard Oak Boulevard (a 120 foot right of way); thence run northwesterly along said right of way curve with a radius of 1577.00 feet through a central angle of 0°10'36" for an arc distance of 4.86 feet (chord of 4.86 feet bears North 81°49'31" West), thence North 81°44'13" West, a distance of 70.18 feet to a point on a non tangent curve concave west and the easterly right of way boundary of Capital Circle SE (State Road 261); thence run northerly along said right of way curve with a radius of 3,869.69 feet through a central angle of 06°03'03" for an arc distance of 408.66 feet (chord of 408.47 feet bears North 03°19'59" East); thence North 00°18'28" East, a distance of 1,113.72 feet; thence South 89°41'32" East, a distance of 5.00 feet; thence North 00°18'28" East, a distance of 2,449.91 feet; thence North 89°41'32" West, a distance of 5.00 feet; thence North 00°18'28" East, a distance of 799.97 feet; thence South 89°41'32" East, a distance of 5.00 feet; thence North 00°18'28" East, a distance of 382.89 feet; thence North 00°01'41" East, a distance of 417.36 feet; thence North 89°58'19" West, a distance of 5.00 feet; thence North 00°01'41" East, a distance of 1,699.95 feet; thence South 89°58'19" East, a distance of 5.00 feet; thence North 00°01'41" East, a distance of 749.98 feet; thence North 89°58'19" West, a distance of 5.00 feet; thence North 00°01'41" East, a distance of 854.62 feet; thence North 00°53'29" East, a distance of 444.58 feet; thence South 89°06'31" East, a distance of 15.00 feet; thence North 00°53'29" East, a distance of 533.70 feet to a point of curve to the right; thence run northerly along said curve with a radius of 1,844.78 feet through a central angle of 26°00'07" for an arc distance of 837.19 feet (chord of 830.03 feet bears North 13°53'32" East); thence North 63°06'25" West, a distance of 15.00 feet to a point on a non tangent curve concave southeast; thence run northeasterly along said curve with a radius of 1,859.78 feet through a central angle of 26°57'30" for an arc distance of 875.05 feet (chord of 867.00 feet bears North 40°22'20" East); thence North 53°51'06" East, a distance of 577.38 feet; thence leaving said easterly right of way boundary run South 00°09'17" West along the westerly boundary of the Plat of Alice Hill Property (unrecorded), a distance of 992.07 feet a found 1" iron pipe; thence North 87°42'40" East, a distance of 209.98 feet to a found iron rod and cap, LB#3732, and SJPC guard monument; thence South 00°20'38" West, a distance of 209.74 feet to a found 1" pinched iron pipe and SJPC guard monument; thence along the southerly boundary of said Plat of Alice Hill Property run North 87°47'14" East, a distance of 1,111.11 feet a SJPC concrete monument; thence along the easterly boundary of said Plat of Alice Hill Property run North 00°01'12" East, a distance of 1,356.16 feet to the POINT OF BEGINNING. The above described parcel contains 105,047,993.29 square feet or 2,411.57 acres, more or less.

The above described parcel being subject to an Easement for Access and Utilities as recorded in Official Records Book 1432, Page 1260, a City of Tallahassee Utility right of way recorded in Official Records Book 2350, Page 1159 and Official Records Book 2529, Page 1656, a Subsurface Utility Easement as recorded in Official Records Book 2486, Page 529, an Alternative Vehicular Access Easement as recorded in Official Records Book 2245, Page 53, and a Sewer Easement as recorded in Official Records Book 2529, Page 1661 of the Public Records of Leon County, Florida.

LESS AND EXCEPT

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PARCEL "D1"
A 16.92 Acre parcel in Section 16, Township 1 South, Range 1 East, Leon County, Florida, recorded in Official Records Book 2245, Page 040 of the Public records of Leon County, Florida and being more particularly described as follows:

Commence at found terra-cotta monument marking the Northwest corner of Section 16, Township 1 South, Range 1 East, Leon County, Florida, thence along the northerly boundary of said Section 16 run South 89 degrees 56 minutes 26 seconds East, a distance of 2751.34 feet to a point on the easterly right of way boundary of Capital Circle SE (State Road 261); thence along said easterly right of way boundary run South 00 degrees 01 minutes 41 seconds West, a distance of 1003.03; thence South 89 degrees 58 minutes 19 seconds East, a distance of 5.00 feet; thence South 00 degrees 01 minutes 41 seconds West, a distance of 417.36 feet; thence South 00 degrees 18 minutes 28 seconds West, a distance of 382.89 feet; thence North 89 degrees 41 minutes 32 seconds West, a distance of 5.00 feet, thence South 00 degrees 18 minutes 28 seconds West, a distance of 647.46 feet, thence leaving said easterly right of way boundary run South 89 degrees 41 minutes 32 seconds East, a distance of 75.00 feet to the POINT OF BEGINNING. From said POINT OF BEGINNING thence South 89 degrees 41 minutes 32 seconds East, a distance of 778.83 feet; thence South, a distance of 176.05 feet to a point of curve to the left; thence run southerly along said curve with a radius of 2,550.00 feet through a central angle of 13 degrees 38 minutes 58 seconds for an arc distance of 607.48 feet (chord of 606.04 feet bears South 06 degrees 49 minutes 29 seconds East); thence South 13 degrees 38 minutes 58 seconds East, a distance of 31.63 feet; thence continue southerly along said line, a distance of 102.93 feet; thence North 89 degrees 57 minutes 06 seconds West, a distance of 887.48 feet; thence North 00 degrees 18 minutes 28 seconds East, a distance of 100.00 feet; thence North 00 degrees 18 minutes 27 seconds East, a distance of 812.00 feet to the POINT OF BEGINNING. The above described parcel contains 736,985.40 square feet or 16.92 acres, more or less.

AND ALSO

PARCEL "E"
A 21.16 Acre Parcel in Sections 21 and 22, Township 1 South, Range 1 East, Leon County, Florida being more particularly describes as follows:

Commence at a concrete monument marking the Southeast Corner of Section 21, Township 1 South, Range 1 East, Leon County, Florida and run thence North 00°13'37" East along the East line of said Section 21 a distance of 937.73 feet to a point at the intersection of said East line with the centerline of Tram Road (66' Right of Way), thence departing said East line of Section 21 run North 76°58'41" West along said centerline of Tram Road a distance of 642.68 feet to a point marking the intersection of Tram Road and the centerline of Four Oaks Boulevard, thence departing said centerline of Tram Road run North 13°01'22" East along said centerline of Four Oaks Boulevard a distance of 86.22 feet to a point on a curve concave southeasterly, thence along said curve with a radius of 750.00 feet through a central angle of 23°16'48" for an arc length of 304.74 feet (chord bears North 24°39'46" East 302.64 feet), thence leaving said curve run North 36°18'10" East a distance of

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873.23 feet to a point on a curve concave northwesterly, thence along said curve with a radius of 750.00 feet through a central angle of 16°01'06" for an arc length of 209.68 feet (chord bears North 28°17'37" East 209.00 feet), thence leaving said curve run North 20°17'04" East a distance of 459.89 feet, thence leaving said centerline run North 69°42'56" West 60.00 feet to a point on the westerly right of way boundary of said Four Oaks Boulevard and the POINT OF BEGINNING. From said POINT OF BEGINNING thence run North 69°42'56" West 113.74 feet, thence run South 58°25'35" West 108.90 feet to a point of curve to the left, thence run southwesterly along said curve with a radius of 150.00 feet through a central angle of 65°22'28" for an arc distance of 171.15 feet (chord of 162.02 feet bears South 25°44'21" West), thence run South 06°30'28" East 2.15 feet, thence along the northerly boundary of that property recorded in Official Records Book 2245, Page 40 run North 69°42'56" West 739.36 feet, thence along easterly boundary of that property recorded in Official Records Book 1432, Page 1260 run North 21°57'48" East 95.89 feet to a found concrete monument, thence run North 10°53'34" East 219.79 feet to a found concrete monument, thence run North 02°57'51" East 403.14 feet, thence leaving said easterly boundary run South 87°02'09" East 71.22 feet to a point on a curve concave northeasterly, thence run southeasterly along said curve with a radius of 320.00 feet through a central angle of 33°52'30" for an arc distance of 189.19 feet (chord of 186.45 feet bears South 43°49'36" East), thence run North 76°05'38" East 73.52 feet, thence run North 13°42'13" East 101.60 feet to a point of curve to the left, thence run northwesterly along said curve with a radius of 140.00 feet through a central angle of 42°21'33" for an arc distance 103.50 feet (chord of 101.16 feet bears North 07°28'34" West) to a point of reverse curve to the right, thence run northwesterly along said curve with a radius of 140.00 feet through a central angle of 52°35'40" for an arc distance of 128.51 feet (chord of 124.05 feet bears North 02°21'30" West), thence run North 23°56'20" East 48.26 feet to a point on a curve concave northeasterly and the southerly right of way boundary of Shumard Oak Boulevard, thence run southeasterly along said right of way curve with a radius of 1293.00 feet through a central angle of 23°25'16" for an arc distance of 528.55 feet (chord of 524.87 feet bears South 76°21'29" East), thence run South 88°04'07" East 297.07 feet to a point on a curve to the right, thence run southeasterly along said right of way curve with a radius of 30.00 feet through a central angle of 90°54'41" for an arc distance of 47.60 feet (chord of 42.76 feet bears South 42°36'47" East) to a point on a compound curve to the right and the westerly right of way boundary of said Four Oaks Boulevard, thence run southwesterly along said right of way curve with a radius of 1168.00 feet through a central angle of 17°26'30" for an arc distance of 355.56 feet (chord of 354.19 feet bears South 11°33'49" West), thence run South 20°17'04" West 567.062 feet to the *POINT OF BEGINNING*. The above described parcel contains 965,102.13 square feet or 22.16 acres more or less.

AND ALSO

PARCEL "F"

A 3.62 Acre Parcel in Section 21, Township 1 South, Range 1 East, Leon County, Florida, more particularly describes as follows:

Commencing at a concrete monument marking the Southeast corner of Section 21, Township 1 South, Range 1 East, Leon County, Florida,

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thence run North 00°13'37" East 937.73 feet to the centerline of the 66 foot right-of-way of Tram Road (County Road No. 259); thence run North 76°58'41" West along said centerline, a distance of 1469.04 feet to a point of curve to the right, thence along said curve with a radius of 3205.07 feet through a central angle of 17°06'44" for an arc length of 957.24 feet (chord of 953.69 feet bears North 68°25'19" West), thence North 59°51'57" West, a distance of 725.66 feet, thence leaving said centerline run North 30°08'03" East 33.00 feet to a point on the northerly right of way boundary of said Tram Road and the POINT OF BEGINNING. From said POINT OF BEGINNING thence along the northerly right of way boundary of said Tram Road run North 59°51'57" West, a distance of 78.92 feet to a point on the easterly right of way boundary of Capital Circle SE (State Road 261); thence along the easterly right of way boundary of said Capital Circle Se run North 12°00'27" East, a distance of 1,828.42 feet to a point of curve to the left; thence run northerly along said curve with a radius of 3,869.69 feet through a central angle of 03°52'18" for an arc distance of 261.49 feet (chord of 261.44 feet bears North 10°04'18" East) to a point on the southerly right of way boundary of Shumard Oak Boulevard (a 120 foot right of way); thence along said southerly right of way boundary run South 81°44'13" East, a distance of 68.05 feet to a point of curve to the left; thence run easterly along said curve with a radius of 1,697.00 feet through a central angle of 00°14'05" for an arc distance of 6.95 feet (chord of 6.95 feet bears South 81°51'15" East) to a point on a non tangent curve concave west; thence leaving said southerly right of way boundary run southerly along the westerly boundary of that property recorded in Official Records Book 1432, Page 1260 and said curve with a radius of 3,944.69 feet through a central angle of 03°52'10" for an arc distance of 266.41 feet (chord of 266.36 feet bears South 10°04'21" West); thence South 12°00'27" West, a distance of 1,852.97 feet to the POINT OF BEGINNING. The above described parcel contains 157,851.57 square feet or 3.62 acres, more or less.

AND ALSO

PARCEL "G"
A 39.74 Acre Parcel in Sections 9 and 16, Township 1 South, Range 1 East, Leon County, Florida, more particularly described as follows:

Commence at a found terra-cotta monument marking the Northwest corner of Section 16, Township 1 South, Range 1 East, Leon County, Florida, thence along the northerly boundary line of said Section 16 run South 89°56'26" East 1326.14 feet to the POINT OF BEGINNING. From said POINT OF BEGINNING thence continue South 89°56'26" East 664.44 feet, thence run North 00°02'33" West 649.06 feet to a found concrete monument marking the southerly boundary line of Debko Subdivision as per Plat Book 8, Page 53 of the public records of Leon County, Florida, thence along said southerly boundary run South 89°55'43" East 661.54 feet to a point on the westerly right of way boundary of Capital Circle (State Road 261), thence along said westerly right of way boundary run South 00°01'41" West 648.92 feet to a point of intersection with the northerly boundary line of said Section 16, thence continue along said westerly right of way South 00°01'41" West 970.45 feet to a point of intersection with the northerly right of way boundary of Blair Stone Road Extension, thence along said northerly right run North 89°54'00" West 36.00 feet to a point of curve to the left, thence run southwesterly along said right of way curve with a radius of 2930.00

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feet through a central angle of 03°23'59" for an arc distance of 173.86 feet (chord of 173.83 feet bears South 88°24'00" West) to a point of reverse curve, thence run southwesterly along said curve with a radius of 2800.00 feet through a central angle of 03°23'59" for an arc distance of 166.14 feet (chord of 166.12 feet bears South 88°24'00" West), thence run North 89°54'00" West 960.49 feet, thence run North 00°40'40" East 979.55 feet to the POINT OF BEGINNING. The above-described parcel contains 1,731,197.74 square feet or 39.74 acres more or less.

The above described parcel being subject to a City of Tallahassee Utility right of way recorded in Official Records Book 2529, Page 1656 of the Public Records of Leon County, Florida.

AND ALSO
ORB 2529, PAGE 1656
PARCEL "H"
A 34.16 Acre Parcel in Section 16, Township 1 South, Range 1 East, Leon County, Florida, being more particularly described as follows:

Commence at a found terra-cotta monument marking the Northwest corner of Section 16, Township 1 South, Range 1 East, Leon County, Florida, thence along the northerly boundary line of said Section 16 run South 89°56'26" East, a distance of 1044.65 feet to a point on the centerline of Blair Stone Road (right of way varies); thence along said centerline run South 89°54'00" East, a distance of 93.91 feet, thence leaving said centerline run South 00°38'35" West, a distance of 65.00 feet to a point on the southerly right of way boundary of said Blair Stone Road and the POINT OF BEGINNING. From said POINT OF BEGINNING thence along the southerly right of way boundary of said Blair Stone Road run South 89°54'00" East, a distance of 1,243.82 feet to a point on the westerly right of way boundary of Capital Circle SE (State Road 261); thence along said westerly right of way boundary run South 00°01'41" West, a distance of 309.78 feet; thence South 00°18'28" West, a distance of 879.59 feet; thence leaving said westerly right of way boundary run South 89°52'19" West along the northerly boundary of that property recorded in Official Records Book 654, Page 621, a distance of 1,252.35 feet to a point on the easterly right if way boundary of a City of Tallahassee 100 foot Utility Right of Way; thence along said easterly right of way boundary run North 00°38'35" East, a distance of 1,194.41 feet to the POINT OF BEGINNING. The above described parcel contains 1,488,179.85 square feet or 34.16 acres, more or less.

AND ALSO

PARCEL "I"
A 192.97 Acre Parcel in Sections 16 and 21, Township 1 South, Range 1 East, Leon County, Florida, being more particularly described as follows:

Commencing at a concrete monument marking the Southeast corner of Section 21, Township 1 South, Range 1 East, Leon County, Florida, thence run North 00°13'37" East 937.73 feet to the centerline of the 66 foot right-of-way of Tram Road (County Road No. 259); thence run North 76°58'41" West along said centerline 1469.04 feet to a point of curve to the right, thence along said curve with a radius of 3205.07 feet

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through a central angle of 17°06'44" for an arc length of 957.24 feet (chord of 953.69 feet bears North 68°25'19" West), thence North 59°51'57" West 846.38 feet to the intersection of the centerline of Tram Road with the centerline of Capital Circle SE (State Road No. 261); thence along said centerline of Capital Circle SE run South 12°00'01" West, a distance of 1.03 feet to the centerline of said Tram Road; thence along said centerline run North 59°57'12" West, a distance of 52.58 feet; thence leaving said centerline run North 12°00'27" East, a distance of 34.70 feet to the POINT OF BEGINNING. From said POINT OF BEGINNING thence along the northerly right of way boundary of said Tram Road run North 59°57'12" West, a distance of 2,531.91 feet to a point on the easterly boundary of a City of Tallahassee 100 foot Utility Right of Way as recorded in Official Records Book 152, Page 128 of the Public Records of Leon County, Florida; thence along said easterly right of way boundary run North 06°43'29" East, a distance of 789.11 feet; thence North 00°06'20" East, a distance of 1,270.65 feet; thence North 00°05'50" East, a distance of 2,692.10 feet to a point on the southerly right of way said City of Tallahassee 100 foot Utility Right of Way; thence along said southerly right of way boundary run North 89°58'58" East, a distance of 1,205.92 feet; thence along the westerly boundary of that property recorded in Official Records Book 654, Page 621 run South 00°18'28" West, a distance of 838.75 feet; thence along the southerly boundary of said property run North 89°52'19" East, a distance of 1,361.45 feet to a point on the westerly right of way boundary of Capital Circle SE (State Road 261); thence along said westerly right of way boundary run South 00°18'28" West, a distance of 2,657.37 feet to a point of curve to the right; thence run southerly along said curve with a radius of 3,769.69 feet through a central angle of 11°41'59" for an arc distance of 769.76 feet (chord of 768.42 feet bears South 06°09'27" West); thence South 12°00'27" West, a distance of 1,796.82 feet to the POINT OF BEGINNING. The above described parcel contains 12,518,245.93 square feet or 287.38 acres, more or less.

The above described parcel being subject to a Federal Aviation Administration lease parcel, recording information not provided.

LESS AND EXCEPT

PARCEL "I1"
A 47.84 Acre Parcel in Sections 16 and 21, Township 1 South, Range 1 East, Leon County, Florida, recorded in Official Records Book 2245, Page 40 of the Public Records of Leon County, Florida, being more particularly described as follows:

Commencing at a concrete monument marking the Southeast corner of Section 21, Township 1 South, Range 1 East, Leon County, Florida, thence run North 00°13'37" East 937.73 feet to the centerline of the 66 foot right-of-way of Tram Road (County Road No. 259); thence run North 76°58'41" West along said centerline 1469.04 feet to a point of curve to the right, thence along said curve with a radius of 3205.07 feet through a central angle of 17°06'44" for an arc length of 957.24 feet (chord of 953.69 feet bears North 68°25'19" West), thence North 59°51'57" West 846.38 feet to the intersection of the centerline of Tram Road with the centerline of Capital Circle Southeast (State Road No. 261), thence North 12°00'01" East along said centerline 1.97 feet, thence North 12°00'27" East along said centerline 1844.79 feet to a

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point of curve to the left, thence along said curve with a radius of 3819.66 feet through a central angle of 05°31'26" for an arc length of 368.25 feet (chord of 368.10 feet bears North 09°14'44" East), thence leaving said centerline run North 82°45'59" West 125.01 feet to the POINT OF BEGINNING. From said POINT OF BEGINNING run North 82°45'59" West along the northerly right of way of a proposed road (100 foot right of way) a distance of 407.94 feet to set iron rebar and cap marking a point of curve to the left, thence along said curve with a radius of 4425.00 feet through a central angle of 06°47'31" for an arc length of 524.55 feet (chord of 524.25 feet bears North 86°09'44" West) to a set iron rebar and cap, thence North 89°33'30" West 254.27 feet to a set iron rebar and cap marking a point of curve to the right, thence along said curve with a radius of 30.00 feet through a central angle of 90°00'00" for an arc length of 47.12 feet (chord of 42.43 feet bears North 44°33'30" West) to a set iron rebar and cap on the easterly right of way of a proposed roadway (100 foot right of way), thence North 00°26'30" East along said right of way 992.45 feet to a set iron rebar and cap marking a point of curve to the right, thence along said right of way curve with a radius of 750.00 feet through a central angle of 92°45'19" for an arc length of 1214.16 feet (chord of 1085.85 feet bears North 46°49'10" East) to a set iron rebar and cap thence South 86°48'11" East along said right of way 444.13 feet to a set iron rebar and cap, thence leaving said right of way run South 00°18'28" West 1433.65 feet to a set iron rebar and cap marking a point of curve to the right, thence along said curve with a radius of 3694.66 feet through a central angle of 06°09'02" for an arc length of 396.61 feet (chord of 396.42 feet bears South 03°22'59" West) to the POINT OF BEGINNING, containing 47.84 acres more or less.

ALSO LESS AND EXCEPT

PARCEL "I2"
A 46.57 Acre Parcel in Section 21, Township 1 South, Range 1 East, Leon County, Florida, recorded in Official Records Book 2245, Page 40 of the Public Records of Leon County, Florida, being more particularly described as follows:

Commencing at a concrete monument marking the Southeast corner of Section 21, Township 1 South, Range 1 East, Leon County, Florida, thence run North 00 degrees 13 minutes 37 seconds East 937.73 feet to a nail and cap marking the centerline of the 66 foot right-of-way of Tram Road (County Road No. 259); thence run North 76 degrees 58 minutes 41 seconds West along said centerline 1101.78 feet to a nail and cap marking a point of curve to the right having a radius of 3205.07 feet; thence continue along said centerline curve 957.24 feet (chord bears North 68 degrees 25 minutes 19 seconds West 953.69 feet) to a nail and cap; thence run North 59 degrees 51 minutes 57 seconds West along said centerline 1469.04 feet to the centerline of Capital Circle (State Road No. 261); thence continue along the centerline of said Tram Road, North 59 degrees 59 minutes 41 seconds West 131.43 feet; thence leaving said centerline run North 12 degrees 00 minutes 27 seconds East 34.47 feet to a concrete monument on the northerly right-of-way of said Tram Road marking the POINT OF BEGINNING. From said POINT OF BEGINNING thence run North 59 degrees 59 minutes 41 seconds West along the right-of-way boundary of Tram Road 1302.84 feet to a concrete monument marking the easterly right-of-way boundary of a proposed 120 foot roadway; thence run North 30 degrees 00 minutes 19 seconds East along

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said easterly right-of-way 253.21 feet to a point of curve to the left having a radius of 1575.00 feet; thence run northeasterly along said right-of-way curve 812.67 feet (chord bears North 15 degrees 13 minutes 25 seconds East 803.69 feet); thence run North 00 degrees 26 minutes 30 seconds East 396.20 feet to a point of curve to the right having a radius of 30.00 feet; thence run northeasterly along said curve 47.12 feet (chord bears North 58 degrees 20 minutes 27 seconds East 68.51 feet) to the southerly right-of-way boundary of Shumard Oak Blvd.; thence run South 89 degrees 33 minutes 30 seconds East along said south right-of-way 254.27 feet to a point of curve to the right having a radius of 4325.00 feet; thence run southeasterly along said curve 512.70 feet (chord bears South 86 degrees 09 minutes 44 seconds East 512.40 feet); thence run South 82 degrees 45 minutes 59 seconds East 407.94 feet to a point lying 150 feet west of the centerline of said Capital Circle; thence run southerly along a line lying 150 feet west of and parallel to the centerline of said Capital Circle along a curve to the right having a radius of 3694.66 feet for an arc distance of 257.83 feet (chord bears South 10 degrees 00 minutes 30 seconds West 257.78 feet); thence run South 12 degrees 00 minutes 27 seconds West along said parallel line 1769.49 feet to the POINT OF BEGINNING; containing 46.57 acres, more or less.

AND ALSO

PARCEL "J"
An 11.54 Acre Parcel in Section 20, Township 1 South, Range 1 East, Leon County, Florida, being more particularly described as follows:

Commence at a found 2" iron pipe marking the Southwest corner of Section 21, Township 1 South, Range 1 East, Leon County, Florida, thence along the westerly boundary of said Section 21 run North 00°22'32" West, a distance of 2691.63 feet; thence North 00°05'26" East 565.83 feet to point on the southerly right of way boundary of Tram Road (a 66 foot right of way); thence continue North 00°05'26" East 76.17 feet to a point on the northerly right of way boundary of said Tram Road; thence along said northerly right of way run North 59°57'12" West, a distance of 99.08 feet to the POINT OF BEGINNING. From said POINT OF BEGINNING thence along said northerly right of way of said Tram Road run North 59°57'12" West, a distance of 1,479.48 feet; thence leaving said northerly right of way run South 89°45'46" East along the southerly boundary of that property recorded in Official Records Book 2519, Page 1091, a distance of 1,367.35 feet to a found 1" iron pipe and the westerly boundary of a City of Tallahassee 100 foot Utility Right of Way as recorded in Official Records Book 152, Page 128 of the Public Records of Leon County, Florida; thence along said westerly right of way boundary run South 06°43'29" West, a distance of 740.21 feet to the *POINT OF BEGINNING*. The above described parcel contains 502,823.93 square feet or 11.54 acres, more or less.

AND ALSO

PARCEL "K"
A 234.78 Acre Parcel in Section 20, Township 1 South, Range 1 South, Leon County, Florida, more particularly described as follows:

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Commence at a found 2" iron pipe marking the Southwest corner of Section 21, Township 1 South, Range 1 East, Leon County, Florida, thence along the westerly boundary of said Section 21 run North 00°22'32" West, a distance of 0.62 feet to the northerly right of way boundary of Capital Circle SE (State Road 263); thence along said northerly right of way boundary run North 89°40'47" West, a distance of 100.01 feet to the POINT OF BEGINNING. From said POINT OF BEGINNING thence along said northerly right of way boundary of said Capital Circle SE run North 89°40'47" West, a distance of 2,542.61 feet; thence leaving said northerly right of way boundary run North 00°02'23" West, a distance of 4,762.80 feet to a point on the southerly right of way boundary of Tram Road; thence along the southerly right of way boundary of said Tram Road run South 59°57'12" East, a distance of 2,928.63 feet to a point on the westerly boundary of a City of Tallahassee 100 foot Utility Right of Way as recorded in Official Records Book 152, Page 128 of the Public Records of Leon County, Florida; thence along said westerly right of way run South 06°43'29" West, a distance of 50.63 feet; thence South 00°05'26" West, a distance of 570.21 feet; thence South 00°22'32" East, a distance of 2,690.20 feet to the POINT OF BEGINNING. The above described property contains 10,226,967.87 square feet or 234.78 acres, more or less.

AND ALSO

PARCEL "L"
A 60.44 Acre Parcel in Section 21, Township 1 South, Range 1 East, Leon County, Florida, more particularly described as follows:

Commence at a found 2" iron pipe marking the Southwest corner of Section 21, Township 1 South, Range 1 East, Leon County, Florida; thence along the westerly boundary of said Section 21 run North 00°22'32" West, a distance of 0.62 feet to a point on the northerly right of way boundary of Capital Circle SE (State Road 263); thence leaving said northerly right of way boundary along the easterly boundary of a City of Tallahassee 100 foot Utility Right of Way as recorded in Official Records Book 152, Page 128 of the Public Records of Leon County, Florida, run North 00°22'32" West, a distance of 2,691.01 feet; thence North 00°05'26" East, a distance of 130.42 feet to a found pinched iron pipe; thence along the southerly boundary of that property recorded in Deed Book 151, Page 143 run South 89°52'45" East, a distance of 100.06 feet to a found pinched iron pipe; thence along the easterly boundary of said property run North 00°07'00" East, a distance of 377.70 feet to a point on the southerly right of way boundary of Tram Road; thence along said southerly right of way boundary run South 59°57'12" East, a distance of 1,291.69 feet; thence leaving said southerly right of way boundary run South 00°01'40" West, a distance of 1,010.97 feet to a found 1" iron pipe; thence South 89°52'21" West, a distance of 540.47 feet to found 6"x 6" concrete monument; thence South 00°01'05" West, a distance of 1,476.83 feet to a point on a non tangent curve concave north and the northerly right of way boundary of Capital Circle SE; thence run westerly along said right of way curve with a radius of 1,956.71 feet through a central angle of 15°19'34" for an arc distance of 523.41 feet (chord of 521.85 feet bears South 82°54'03" West); thence North 89°26'10" West, a distance of 142.25 feet to the POINT OF BEGINNING. The above described parcel contains 2,632,770.78 square feet or 60.44 acres, more or less.

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AND ALSO

PARCEL "M"
A 61.62 Acre Parcel in Section 21, Township 1 South, Range 1 East, Leon County, Florida, more particularly described as follows:

BEGIN at a found concrete monument marking the Southeast corner of Section 21, Township 1 South, Range 1 East, Leon County, Florida, thence along the southerly boundary of said Section 21 and the northerly boundary of that property recorded in Official Records Book 1111, Page 850 run North 89°34'16" West, a distance of 2,279.65 feet to a found concrete monument; thence along the easterly boundary of said property run North 00°07'13" West, a distance of 1,546.64 feet to found concrete monument on a non tangent curve concave north and the southerly right of way boundary of Tram Road (County Road 259) a 66 foot right of way; thence run easterly along said right of way curve with a radius of 3,238.07 feet through a central angle of 16°07'57" for an arc distance of 911.72 feet (chord of 908.71 feet bears South 68°54'44" East); thence South 76°58'41" East, a distance of 1,476.69 feet; thence leaving said southerly right of way boundary run South 00°14'14" West, a distance of 904.01 feet to the POINT OF BEGINNING. The above described parcel contains 2,684,023.55 square feet or 61.62 acres, more or less.

The above described parcel being subject to a utility easements recorded in Official Records Book 2393, Page 206 and Official Records Book 2598, Page 1083 of the Public Records of Leon County, Florida.

AND ALSO

PARCEL "N"
A 25.26 Acre Parcel in Section 22, Township 1 South, Range 1 East, Leon County, Florida, more particularly described as follows:

BEGIN at a found concrete monument marking the Southwest corner of Section 22, Township 1 South, Range 1 East, Leon County, Florida, thence along the westerly boundary of said Section 22 run North 00°14'14"East, a distance of 904.01 feet to a point on the southerly right of way boundary of Tram Road (County Road 259); thence along said southerly right of way boundary run South 76°58'41"East, a distance of 1594.81 feet; thence leaving said southerly right of way boundary run South 13°01'12"West, a distance of 570.01 feet; thence run North 89°34'16"West, a distance of 1429.16 feet to the POINT OF BEGINNING. The above described parcel contains 25.26 acres more or less.

The above described parcel being subject to a utility easements recorded in Official Records Book 2393, Page 206 and Official Records Book 2598, Page 1083 of the Public Records of Leon County, Florida.

The above described parcels containing an aggregate area of 3,322.77 acres more or less.

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EXHIBIT A-2

LEGAL DESCRIPTION
SOUTHWOOD DRI BOUNDARY
DRI Property within the City of Tallahassee

PARCEL "A"
A 38.37 Acre Parcel in Section 3 and 10, Township 1 South, range 1 East, Leon County Florida, more particularly described as follows:

Commence at a found ¾" iron pipe marking the Southwest corner of Section 3, Township 1 South, Range 1 East, Leon County, Florida; thence along the Westerly boundary of Section 3 run North 00°27'17" West, a distance of 177.44 feet to the approximate centerline of Old St. Augustine Road (a Leon County, Florida maintained right of way); thence along said centerline run South 79°50'29" East, a distance of 994.58 feet, thence leaving said centerline run North 00°12'53" West, a distance of 17.95 feet to a point on the maintained right of way of said Old St Augustine Road and the POINT OF BEGINNING. From said POINT OF BEGINNING thence along the easterly boundary of a 100 foot City of Tallahassee Utility Right of Way run North 00°12'53" West, a distance of 1,316.49 feet to a point on the southerly boundary of Paradise Village East, Unit 2 (a subdivision as per map or plat recorded in Plat Book 6, Page 1 of the Public Records of Leon County, Florida); thence along said southerly boundary run North 89°14'24" East, a distance of 821.87 feet to a found 4"x 4" concrete monument, flat top; thence North 89°26'38" East, a distance of 200.27 feet to a found iron pipe; thence North 89°21'13" East, a distance of 131.76 feet to a found ¾" iron pipe and SJPC guard monument; thence along the westerly boundary of that property recorded in Official Records Book 1528, page 1751 run South 00°13'43" West, a distance of 1,687.99 feet to a point on the northerly right of way boundary of said Old St Augustine Road; thence along said maintained right of way run North 58°29'23" West, a distance of 193.63 feet; thence North 60°47'12" West, a distance of 103.39 feet; thence North 67°03'52" West, a distance of 103.19 feet; thence North 72°58'14" West, a distance of 99.98 feet; thence North 77°44'32" West, a distance of 111.58 feet; thence North 79°39'27" West, a distance of 217.22 feet; thence North 78°24'57" West, a distance of 213.86 feet; thence North 81°19'22" West, a distance of 98.63 feet; thence North 76°55'43" West, a distance of 68.24 feet to the POINT OF BEGINNING. The above-described parcel contains 1,671,449.70 square feet or 38.37 acres, more or less.

AND ALSO

PARCEL "B"
A 176.80-Acre Parcel in Sections 3, 10 and 11, Township 1 South, Range 1 East, Leon County, Florida, more particularly described as follows:

BEGIN at a found pinched iron pipe marking the Southwest corner of the Southeast Quarter of Section 3, Township 1 South, Range 1 East, Leon County, Florida, thence along the easterly boundary of that property recorded in Official Records Book 1528, Page 1751 run North 00°11'54"

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East, a distance of 864.83 feet to a found iron pipe and SJPC guard monument; thence along the southerly boundary of that property recorded in Official Records Book 845, Page 729 run South 89°20'40" East, a distance of 323.66 feet to a found pinched iron pipe; thence along the easterly boundary of said property run North 00°14'32" East, a distance of 537.65 feet to a found 1" iron pipe; thence South 89°29'00" East, a distance of 322.81 feet to a found 6"x 6" SJPC concrete monument; thence South 00°48'39" West, a distance of 13.55 feet to a found 6"x 6" SJPC concrete monument; thence South 89°20'53" East, a distance of 167.41 feet to a found iron rod and cap, LB#6745; thence along the southerly boundary of the Wal-Mart SuperCenter (a subdivision as per map or plat recorded in Plat Book 12, Page 8 of the Public Records of Leon County, Florida) run South 89°28'59" East, a distance of 168.17 feet to a found iron rod and cap, LB#6246; thence North 00°38'19" East, a distance of 71.43 feet to a found iron rod and cap, LB#6246; thence North 87°50'52" East, a distance of 778.25 feet to a found iron rod and cap, LB#6246; thence along the easterly boundary of said Wal-Mart SuperCenter run North 00°31'30" East, a distance of 1,171.19 feet to a found iron and cap, LB# 6745; thence North 32°56'29" West, a distance of 121.96 feet to a found iron rod and cap, LB#6745; thence North 00°45'41" East, a distance of 218.75 feet to the southerly right of way boundary of Appalachee Parkway (State Road 20); thence along said southerly right of way boundary run North 85°34'35" East, a distance of 200.77 feet; thence leaving said southerly right of way boundary along the westerly boundary of that property recorded in Official Records Book 2317, Page 788 run South 00°36'45" West, a distance of 322.86 feet; thence along the southerly boundary of said property run South 89°41'02" East, a distance of 66.54 feet to a found pinched iron pipe; thence along the westerly boundary of those properties recorded in Official Records Book 1623, Page 739 and Official Records Book 133, Page 389 run South 00°33'01" West, a distance of 1,157.48 feet to a found 1-1/4" iron rod; thence along the southerly boundary of said property recorded in Official Records Book 133, Page 389 run South 89°25'54" East, a distance of 646.13 feet to a point on the westerly maintained right of way boundary of Southwood Plantation Road (a Leon County, Florida maintained right of way); thence along said westerly maintained right of way run South 00°16'14" West, a distance of 5.39 feet; thence South 01°14'59" West, a distance of 377.99 feet; thence South 00°17'47" West, a distance of 485.66 feet; thence South 01°05'15" West, a distance of 307.47 feet; thence South 00°08'19" East, a distance of 105.02 feet; thence South 00°41'21" East, a distance of 67.66 feet; thence South 03°46'52" East, a distance of 72.89 feet; thence South 01°56'57" East, a distance of 62.01 feet; thence South 04°25'57" East, a distance of 63.83 feet; thence South 04°10'13" East, a distance of 61.89 feet; thence South 07°47'37" East, a distance of 62.60 feet; thence South 10°47'55" East, a distance of 61.46 feet; thence South 17°02'15" East, a distance of 64.74 feet; thence South 16°47'27" East, a distance of 59.13 feet; thence South 21°33'22" East, a distance of 62.50 feet; thence South 19°35'59" East, a distance of 108.30 feet; thence South 15°31'45" East, a distance of 66.10 feet; thence South 14°48'33" East, a distance of 61.60 feet; thence South 12°18'18" East, a distance of 58.84 feet; thence South 05°59'07" East, a distance of 58.06 feet; thence South 03°04'19" East, a distance of 60.47 feet; thence South 03°09'07" West, a distance of 60.44 feet; thence South 03°32'44" West, a distance of 68.32 feet; thence South 01°17'33" West, a distance of 151.12 feet; thence South 04°16'10" West,

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a distance of 153.69 feet; thence South 02°47'24" West, a distance of 220.92 feet; thence South 03°07'53" West, a distance of 305.65 feet; thence South 42°22'36" West, a distance of 36.68 feet to a point on the northerly maintained right of way boundary of Old St Augustine Road (a Leon County, Florida, maintained right of way); thence along said northerly maintained right of way boundary run North 87°25'23" West, a distance of 101.08 feet; thence North 77°26'22" West, a distance of 151.23 feet; thence North 78°16'36" West, a distance of 137.90 feet; thence North 78°31'10" West, a distance of 325.77 feet; thence North 77°40'43" West, a distance of 151.37 feet; thence North 78°04'42" West, a distance of 130.55 feet; thence North 78°22'42" West, a distance of 264.02 feet; thence North 74°13'57" West, a distance of 135.72 feet; thence North 68°20'13" West, a distance of 172.86 feet; thence North 58°57'37" West, a distance of 51.13 feet; thence North 57°18'14" West, a distance of 298.31 feet; thence North 55°53'57" West, a distance of 149.20 feet; thence North 56°56'17" West, a distance of 150.16 feet; thence North 57°34'22" West, a distance of 305.49 feet; thence North 57°11'09" West, a distance of 254.03 feet; thence North 56°33'32" West, a distance of 195.77 feet; thence leaving said northerly maintained right of way boundary run North 00°03'21" West along the easterly boundary of said property recorded in Official Records Book 1528, Page 1751, a distance of 688.72 feet to the POINT OF BEGINNING. The above-described parcel contains 7,701,214.91 square feet or 176.80 acres, more or less.

The above described parcel being subject to a City of Tallahassee Utility Easement as recorded in Official Records Book 1511, Page 109 and also a City of Tallahassee Utility Easement as recorded in Official Records Book 1951, Page 801 of the Public Records of Leon County, Florida.

AND ALSO

PARCEL "C"
A 20.71-Acre Parcel in Sections 2 and 11, Township 1 South, Range 1 East, Leon County, Florida, more particularly described as follows:

Commence at a concrete monument, LB#3293 marking the Southwest corner of Section 2, Township 1 South, Range 1 East, Leon County, Florida, thence along the South boundary of said Section 2 run South 89°33'23" East, a distance of 401.70 feet to the POINT OF BEGINNING. From said POINT OF BEGINNING thence South 03°00'57" West, a distance of 1,884.82 feet to a point on the northerly maintained right of way boundary of Old St Augustine Road (a Leon County, Florida maintained right of way); thence along said northerly maintained right of way run North 77°20'37" West, a distance of 23.36 feet; thence North 78°59'50" West, a distance of 97.61 feet; thence North 75°10'21" West, a distance of 40.67 feet; thence North 75°09'17" West, a distance of 76.34 feet to a point on the easterly maintained right of way boundary of Southwood Plantation Road (a Leon County, Florida maintained right of way); thence along said easterly maintained right of way boundary run North 02°19'12" East, a distance of 46.74 feet; thence North 03°36'00" East, a distance of 305.64 feet; thence North 03°39'29" East, a distance of 220.91 feet; thence North 03°57'13" East, a distance of 153.68 feet; thence North 03°14'09" East, a distance of 151.00 feet; thence North 03°27'10" East, a distance of 68.32 feet; thence North 01°43'15" East, a distance of

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63.49 feet; thence North 00°47'36" West, a distance of 64.38 feet; thence North 06°56'30" West, a distance of 61.87 feet; thence North 10°08'20" West, a distance of 62.73 feet; thence North 15°03'48" West, a distance of 65.77 feet; thence North 17°45'08" West, a distance of 68.93 feet; thence North 23°33'56" West, a distance of 108.43 feet; thence North 14°02'16" West, a distance of 60.34 feet; thence North 20°47'22" West, a distance of 57.40 feet; thence North 14°23'40" West, a distance of 62.12 feet; thence North 11°45'14" West, a distance of 59.01 feet; thence North 08°42'24" West, a distance of 60.96 feet; thence North 06°00'01" West, a distance of 60.08 feet; thence North 03°57'56" West, a distance of 62.18 feet; thence North 04°17'08" West, a distance of 60.83 feet; thence North 00°13'34" West, a distance of 71.97 feet; thence North 00°15'43" West, a distance of 66.90 feet; thence North 00°08'23" West, a distance of 104.57 feet; thence North 00°26'07" East, a distance of 307.44 feet; thence North 00°03'26" East, a distance of 184.32 feet; thence leaving said easterly maintained right of way run North 89°33'23" East, a distance of 498.73 feet; thence South 03°00'57" West, a distance 800.81 feet to the POINT OF BEGINNING. The above-described parcel contains 902,015.55 square feet or 20.71 acres, more or less.

AND ALSO

PARCEL "D"
A 2,257.17-Acre parcel in Sections 3,9,10,11,14,15,16,21,22,23,26,and 27, Township 1 South, Range 1 East, Leon County, Florida, more particularly described as follows:

BEGIN at a found ¾" iron pipe marking the Southwest corner of Section 3, Township 1 South, Range 1 East, Leon County, Florida, thence along the westerly boundary of said Section 3 run North 00°27'17" West, a distance of 50.22 feet to a point on a line 125 feet South of and parallel with the existing centerline of Old St. Augustine Road; thence along said line 125 feet South of Old St. Augustine Road run South 79°43'28" East, a distance of 474.81 feet; thence run South 79°57'32" East, a distance of 381.48 feet to a point on the westerly boundary of a 100 foot City of Tallahassee utility right of way as recorded in Official Records Book 152, Page 128 of the Public records of Leon County, Florida; thence along said right of way run South 33°37'19" West, a distance of 1522.31 feet; thence run North 00°01'12" East, a distance of 12.47 feet to a SJPC concrete monument; thence along the easterly boundary of the Plat of Alice Hill Property (unrecorded) run North 00°01'12" East, a distance of 1,356.16 feet to the POINT OF BEGINNING. The above-described parcel contains 597,277.50 square feet or 13.71 acres, more or less.

AND ALSO

COMMENCE at a found ¾" iron pipe marking the Southwest corner of Section 3, Township 1 South, Range 1 East, Leon County, Florida, thence along the westerly boundary of said Section 3 run North 00°27'17" West, a distance of 154.44 feet to a point on the southerly maintained right of way of Old St. Augustine Road; thence along said southerly maintained right of way run South 80°30'42" East, a distance of 105.57 feet; thence South 81°09'37" East, a distance of 199.64 feet; thence South 79°56'18" East, a distance of 188.58 feet; thence South 78°33'10"

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East, a distance of 73.47 feet; thence South 79°57'32" East, a distance of 147.21 feet; thence South 78°22'23" East, a distance of 100.71 feet; thence South 79°09'51" East, a distance of 77.52 feet to a point on the westerly boundary of a 100 foot City of Tallahassee utility right of way as recorded in Official Records Book 152, Page 128 of the Public records of Leon County, Florida; thence along said right of way run South 00°12'53"East, a distance of 46.15 feet; thence run South 33°37'19"West, a distance of 3144.51 feet to the POINT OF BEGINNING. From said POINT OF BEGINNING thence run South 89°06'28"East, a distance of 118.87 feet to a point on the easterly boundary of said 100 foot utility right of way; thence along said easterly right of way boundary run North 33°37'19" East, a distance of 3060.08 feet to a point on a line 125 feet South of and parallel with the existing centerline of Old St. Augustine Road; thence along said line 125 feet South of Old St. Augustine Road run South 79°57'32" East, a distance of 69.75 feet; thence run South 79°20'58" East, a distance of 541.52 feet to a point of curve to the right; thence run southeasterly along said curve with a radius of 1045.00 feet through a central angle of 22°27'41" for an arc distance of 409.67 feet (chord of 407.05 feet bears South 68°07'07" East); thence run South 56°53'17" East, a distance of 824.53 feet; thence leaving said line 125 feet South of and parallel with the existing centerline of said Old St. Augustine Road run South 00°45'50" West, a distance of 466.74 feet to a found 1" iron pipe; thence South 88°44'41" East, a distance of 361.06 feet to a found 1" iron pipe; thence North 00°50'42" East, a distance of 242.42 feet to a point on said line 125 feet South of and parallel with the existing centerline of said Old St. Augustine Road; thence along said line 125 feet South of Old St. Augustine Road run South 57°06'54" East, a distance of 835.75 feet to a point of curve to the left; thence run southeasterly along said curve with a radius of 1000.00 feet through a central angle of 20°55'38" for an arc distance of 365.25 feet (chord of 365.22 feet bears South 67°34'43" East); thence run South 78°02'32" East, a distance of 611.36 feet; thence leaving said line 125 feet South of and parallel with the existing centerline of said Old St. Augustine Road run South 00°40'55" East, a distance of 1293.58 feet to a found 6" round terra-cotta monument; thence South 89°21'19" East, a distance of 650.26 feet to the westerly maintained right of way boundary of Southwood Plantation Road (a Leon County, Florida maintained right of way); thence along said westerly maintained right of way run South 03°27'00" West, a distance of 1995.73 feet; thence leaving said westerly maintained right of way boundary run South 89°39'35" West, a distance of 1140.52 feet; thence South 00°20'25" East, a distance of 200.00 feet to a found 6" round terra-cotta monument; thence North 89°39'35" East, a distance of 1,129.83 feet to a found SJPC concrete monument; thence continue easterly along said line North 89°39'35" East, a distance of 38.08 feet to a point on the easterly maintained right of way boundary of said Southwood Plantation Road; thence South 89°30'08" East, a distance of 223.15 feet to a point on a curve concave southwesterly; thence run southerly along said curve with a radius of 3,342.64 feet through a central angle of 07°08'57" for an arc distance of 417.08 feet (chord of 416.81 feet bears South 15°57'58" East); thence South 12°23'29" East, a distance of 425.28 feet to a point on a non tangent curve concave west; thence run southerly along said curve with a radius of 10,852.98 feet through a central angle of 04°30'46" for an arc distance of 854.81 feet (chord of 854.59 feet bears South 01°29'56" East); thence South 00°09'48" West, a distance of 556.82 feet

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to a point on a non tangent curve concave east; thence run southerly along said curve with a radius of 4,983.90 feet through a central angle of 12°57'37" for an arc distance of 1,127.36 feet (chord of 1,124.95 feet bears South 04°27'45" West) to a point of compound curve to the left; thence run southerly along said curve with a radius of 3,144.08 feet through a central angle of 21°38'15" for an arc distance of 1,187.35 feet (chord of 1,180.30 feet bears South 12°50'11" East) to a point of reverse curve to the right; thence run southerly along said curve with a radius of 1,956.02 feet through a central angle of 43°41'55" for an arc distance of 1,491.83 feet (chord of 1,455.93 feet bears South 01°48'21" East); thence South 20°02'36" West, a distance of 635.00 feet to a point on a non tangent curve concave east; thence run southerly along said curve with a radius of 3,444.00 feet through a central angle of 20°02'36" for an arc distance of 1,204.78 feet (chord of 1,198.65 feet bears South 11°31'27" West); thence South, a distance of 2,866.91 feet; thence South, a distance of 507.73 feet to a point on the northerly right of way boundary of Tram Road (County Road 259, a 66 foot right of way); thence along said northerly right of way boundary run North 76°58'41" West, a distance of 6,176.72 feet to a point on the easterly right of way boundary of Four Oaks Boulevard a 120 foot right of way); thence along said easterly right of way boundary run North 13°01'22" East, a distance of 53.22 feet to a point of curve to the right; thence run northeasterly along said right of way curve with a radius of 690.00 feet through a central angle of 23°16'48" for an arc distance of 280.36 feet (chord of 278.43 feet bears North 24°39'46" East); thence North 36°18'10" East, a distance of 182.52 feet; thence leaving said easterly right of way boundary run South 53°41'50" East, a distance of 82.27 feet to a point of curve to the left; thence run easterly along said curve with a radius of 125.00 feet through a central angle of 103°42'45" for an arc distance of 226.27 feet (chord of 196.62 feet bears North 74°26'47" East); thence North 22°35'25" East, a distance of 140.69 feet; thence North 24°35'19" West, a distance of 102.95 feet; thence North 53°41'50" West, a distance of 80.41 feet to a point on said easterly right of way boundary of said Tram Road Connector; thence North 36°18'10" East, a distance of 349.31 feet to a point of curve to the left; thence run northeasterly along said curve with a radius of 810.00 feet through a central angle of 16°01'06" for an arc distance of 226.45 feet (chord of 225.72 feet bears North 28°17'37" East); thence North 20°17'04" East, a distance of 1,027.50 feet to a point of curve to the left; thence run northerly along said curve with a radius of 1,288.00 feet through a central angle of 17°33'58" for an arc distance of 394.88 feet (chord of 393.34 feet bears North 11°30'05" East) to a point of reverse curve to the right; thence run northeasterly along said curve with a radius of 30.00 feet through a central angle of 89°12'47" for an arc distance of 46.71 feet (chord of 42.13 feet bears North 47°19'29" East) to a point on the southerly right of way boundary of Shumard Oak Boulevard (a 140 foot right of way) ; thence along said southerly right of way boundary run South 88°04'07" East, a distance of 170.11 feet; thence North 01°55'53" East, a distance of 140.00 feet to a point on the Northerly right of way boundary of said Shumard Oak Boulevard; thence along said northerly right of way boundary run North 88°04'07" West, a distance of 170.01 feet to a point of curve to the right; thence run northwesterly along said curve with a radius of 30.00 feet through a central angle of 89°59'30" for an arc distance of 47.12 feet (chord of 42.42 feet bears North 43°04'22" West) to a point on the easterly right of way boundary

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of said Four Oaks Boulevard; thence along said easterly right of way boundary run North 01°55'23" East, a distance of 200.02 feet; thence North 88°04'37" West, a distance of 120.00 feet to a point on the westerly right of way boundary of said Four Oaks Boulevard; thence along said westerly right of way boundary run South 01°55'23"West, a distance of 199.99 feet to a point of curve to the right; thence run southwesterly along said curve with a radius of 30.00 feet through a central angle of 90°00'30"for an arc distance of 47.13 feet (chord of 42.43 feet bears South 46°55'38"West) to a point on the northerly right of way boundary of said Shumard Oak Boulevard; thence along said northerly right of way boundary run North 88°04'07"West, a distance of 297.19 feet to a point of curve to the right; thence run northwesterly along said right of way curve with a radius of 1153.00 feet through a central angle of 23°25'16"for an arc distance of 471.32 feet (chord of 468.04 feet bears North 76°21'29"West) to a point of reverse curve to the left; thence run northwesterly along said right of way curve with a radius of 806.68 feet through a central angle of 21°29'44"for an arc distance of 302.64 feet (chord of 300.87 feet bears North 75°23'43"West); thence run North 45°02'49"West, a distance of 16.88 feet; thence along the easterly boundary of that property recorded in Official Records Book 1432, Page 1260 run North 12°57'04"East, a distance of 425.57 feet to a found concrete monument; thence run North 06°56'31"East, a distance of 313.58 feet to a found concrete monument; thence run North 00°03'25"West, a distance of 403.16 feet to a found concrete monument; thence run North 03°44'41"East, a distance of 288.47 feet; thence run North 11°09'38"East 286.37 feet to a found concrete monument; thence run North 16°57'18"East, a distance of 242.82 feet to a point on the Southerly right of way boundary of Merchants Row Boulevard (right of way varies); thence along said southerly right of way boundary run North 73°00'38" West, a distance of 648.97 feet to a point of curve to the left; thence run westerly along said curve with a radius of 1,495.50 feet through a central angle of 28°41'51" for an arc distance of 749.04 feet (chord of 741.24 feet bears North 87°21'33" West); thence South 78°17'32" West, a distance of 534.04 feet to a point of curve to the right; thence run westerly along said curve with a radius of 1,145.90 feet through a central angle of 13°38'10" for an arc distance of 272.72 feet (chord of 272.08 feet bears South 85°06'37" West) to a point on the westerly boundary of said property recorded in Official Records Book 1432, Page 1260; thence along said westerly boundary run South 00°18'28" West, a distance of 1,438.81 feet to a point of curve to the right; thence run southerly along said curve with a radius of 3,944.69 feet through a central angle of 06°05'13" for an arc distance of 419.08 feet (chord of 418.88 feet bears South 03°21'05" West) to a point on a curve concave northeasterly and the Northerly right of way boundary of Shumard Oak Boulevard (a 120 foot right of way); thence run northwesterly along said right of way curve with a radius of 1577.00 feet through a central angle of 0°10'36" for an arc distance of 4.86 feet (chord of 4.86 feet bears North 81°49'31" West), thence North 81°44'13" West, a distance of 70.18 feet to a point on a non tangent curve concave west and the easterly right of way boundary of Capital Circle SE (State Road 261); thence run northerly along said right of way curve with a radius of 3,869.69 feet through a central angle of 06°03'03" for an arc distance of 408.66 feet (chord of 408.47 feet bears North 03°19'59" East); thence North 00°18'28" East, a distance of 1,113.72 feet; thence South 89°41'32" East, a distance of 5.00 feet; thence North 00°18'28" East, a distance of 2,449.91 feet;

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thence North 89°41'32" West, a distance of 5.00 feet; thence North 00°18'28" East, a distance of 799.97 feet; thence South 89°41'32" East, a distance of 5.00 feet; thence North 00°18'28" East, a distance of 382.89 feet; thence North 00°01'41" East, a distance of 417.36 feet; thence North 89°58'19" West, a distance of 5.00 feet; thence North 00°01'41" East, a distance of 1,699.95 feet; thence South 89°58'19" East, a distance of 5.00 feet; thence North 00°01'41" East, a distance of 226.71 feet; thence leaving said easterly right of way boundary run South 89°58'19" East, a distance of 95.00 feet; thence North 00°01'41" East, a distance of 998.91 feet; thence run South 89°58'19" East, a distance of 1124.98 feet, thence North 33°37'19" East, a distance of 853.20 feet to the POINT OF BEGINNING. The above-described parcel contains 98,462,274.57 square feet or 2260.38 acres, more or less.

The above described parcels being subject to an Easement for Access and Utilities as recorded in Official Records Book 1432, Page 1260, a City of Tallahassee Utility right of way recorded in Official Records Book 2350, Page 1159 and Official Records Book 2529, Page 1656, a Subsurface Utility Easement as recorded in Official Records Book 2486, Page 529, an Alternative Vehicular Access Easement as recorded in Official Records Book 2245, Page 53, and a Sewer Easement as recorded in Official Records Book 2529, Page 1661 of the Public Records of Leon County, Florida.

LESS AND EXCEPT

PARCEL "D1"
A 16.92 Acre parcel in Section 16, Township 1 South, Range 1 East, Leon County, Florida, recorded in Official Records Book 2245, Page 040 of the Public records of Leon County, Florida and being more particularly described as follows:

Commence at found terra-cotta monument marking the Northwest corner of Section 16, Township 1 South, Range 1 East, Leon County, Florida, thence along the northerly boundary of said Section 16 run South 89 degrees 56 minutes 26 seconds East, a distance of 2751.34 feet to a point on the easterly right of way boundary of Capital Circle SE (State Road 261); thence along said easterly right of way boundary run South 00 degrees 01 minutes 41 seconds West, a distance of 1003.03; thence South 89 degrees 58 minutes 19 seconds East, a distance of 5.00 feet; thence South 00 degrees 01 minutes 41 seconds West, a distance of 417.36 feet; thence South 00 degrees 18 minutes 28 seconds West, a distance of 382.89 feet; thence North 89 degrees 41 minutes 32 seconds West, a distance of 5.00 feet, thence South 00 degrees 18 minutes 28 seconds West, a distance of 647.46 feet, thence leaving said easterly right of way boundary run South 89 degrees 41 minutes 32 seconds East, a distance of 75.00 feet to the POINT OF BEGINNING. From said POINT OF BEGINNING thence South 89 degrees 41 minutes 32 seconds East, a distance of 778.83 feet; thence South, a distance of 176.05 feet to a point of curve to the left; thence run southerly along said curve with a radius of 2,550.00 feet through a central angle of 13 degrees 38 minutes 58 seconds for an arc distance of 607.48 feet (chord of 606.04 feet bears South 06 degrees 49 minutes 29 seconds East); thence South 13 degrees 38 minutes 58 seconds East, a distance of 31.63 feet; thence continue southerly along said line, a distance of 102.93 feet; thence North 89 degrees 57 minutes 06 seconds West, a distance of 887.48 feet;

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thence North 00 degrees 18 minutes 28 seconds East, a distance of 100.00 feet; thence North 00 degrees 18 minutes 27 seconds East, a distance of 812.00 feet to the POINT OF BEGINNING. The above-described parcel contains 736,985.40 square feet or 16.92 acres, more or less.

AND ALSO

PARCEL "E"
A 21.16-Acre Parcel in Sections 21 and 22, Township 1 South, Range 1 East, Leon County, Florida being more particularly describes as follows:

Commence at a concrete monument marking the Southeast Corner of Section 21, Township 1 South, Range 1 East, Leon County, Florida and run thence North 00°13'37" East along the East line of said Section 21 a distance of 937.73 feet to a point at the intersection of said East line with the centerline of Tram Road (66' Right of Way), thence departing said East line of Section 21 run North 76°58'41" West along said centerline of Tram Road a distance of 642.68 feet to a point marking the intersection of Tram Road and the centerline of Four Oaks Boulevard, thence departing said centerline of Tram Road run North 13°01'22" East along said centerline of Four Oaks Boulevard a distance of 86.22 feet to a point on a curve concave southeasterly, thence along said curve with a radius of 750.00 feet through a central angle of 23°16'48" for an arc length of 304.74 feet (chord bears North 24°39'46" East 302.64 feet), thence leaving said curve run North 36°18'10" East a distance of 873.23 feet to a point on a curve concave northwesterly, thence along said curve with a radius of 750.00 feet through a central angle of 16°01'06" for an arc length of 209.68 feet (chord bears North 28°17'37" East 209.00 feet), thence leaving said curve run North 20°17'04" East a distance of 459.89 feet, thence leaving said centerline run North 69°42'56" West 60.00 feet to a point on the westerly right of way boundary of said Four Oaks Boulevard and the POINT OF BEGINNING. From said POINT OF BEGINNING thence run North 69°42'56" West 113.74 feet, thence run South 58°25'35" West 108.90 feet to a point of curve to the left, thence run southwesterly along said curve with a radius of 150.00 feet through a central angle of 65°22'28" for an arc distance of 171.15 feet (chord of 162.02 feet bears South 25°44'21" West), thence run South 06°30'28" East 2.15 feet, thence along the northerly boundary of that property recorded in Official Records Book 2245, Page 40 run North 69°42'56" West 739.36 feet, thence along easterly boundary of that property recorded in Official Records Book 1432, Page 1260 run North 21°57'48" East 95.89 feet to a found concrete monument, thence run North 10°53'34" East 219.79 feet to a found concrete monument, thence run North 02°57'51" East 403.14 feet, thence leaving said easterly boundary run South 87°02'09" East 71.22 feet to a point on a curve concave northeasterly, thence run southeasterly along said curve with a radius of 320.00 feet through a central angle of 33°52'30" for an arc distance of 189.19 feet (chord of 186.45 feet bears South 43°49'36" East), thence run North 76°05'38" East 73.52 feet, thence run North 13°42'13" East 101.60 feet to a point of curve to the left, thence run northwesterly along said curve with a radius of 140.00 feet through a central angle of 42°21'33" for an arc distance 103.50 feet (chord of 101.16 feet bears North 07°28'34" West) to a point of reverse curve to the right, thence run northwesterly along said curve with a radius of 140.00 feet through a central angle of 52°35'40" for an arc distance of

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128.51 feet (chord of 124.05 feet bears North 02°21'30" West), thence run North 23°56'20" East 48.26 feet to a point on a curve concave northeasterly and the southerly right of way boundary of Shumard Oak Boulevard, thence run southeasterly along said right of way curve with a radius of 1293.00 feet through a central angle of 23°25'16" for an arc distance of 528.55 feet (chord of 524.87 feet bears South 76°21'29" East), thence run South 88°04'07" East 297.07 feet to a point on a curve to the right, thence run southeasterly along said right of way curve with a radius of 30.00 feet through a central angle of 90°54'41" for an arc distance of 47.60 feet (chord of 42.76 feet bears South 42°36'47" East) to a point on a compound curve to the right and the westerly right of way boundary of said Four Oaks Boulevard, thence run southwesterly along said right of way curve with a radius of 1168.00 feet through a central angle of 17°26'30" for an arc distance of 355.56 feet (chord of 354.19 feet bears South 11°33'49" West), thence run South 20°17'04" West 567.062 feet to the POINT OF BEGINNING. The above-described parcel contains 965,102.13 square feet or 22.16 acres more or less.

AND ALSO

PARCEL "F"
A 3.62-Acre Parcel in Section 21, Township 1 South, Range 1 East, Leon County, Florida, more particularly describes as follows:

Commencing at a concrete monument marking the Southeast corner of Section 21, Township 1 South, Range 1 East, Leon County, Florida, thence run North 00°13'37" East 937.73 feet to the centerline of the 66 foot right-of-way of Tram Road (County Road No. 259); thence run North 76°58'41" West along said centerline, a distance of 1469.04 feet to a point of curve to the right, thence along said curve with a radius of 3205.07 feet through a central angle of 17°06'44" for an arc length of 957.24 feet (chord of 953.69 feet bears North 68°25'19" West), thence North 59°51'57" West, a distance of 725.66 feet, thence leaving said centerline run North 30°08'03" East 33.00 feet to a point on the northerly right of way boundary of said Tram Road and the POINT OF BEGINNING. From said POINT OF BEGINNING thence along the northerly right of way boundary of said Tram Road run North 59°51'57" West, a distance of 78.92 feet to a point on the easterly right of way boundary of Capital Circle SE (State Road 261); thence along the easterly right of way boundary of said Capital Circle Se run North 12°00'27" East, a distance of 1,828.42 feet to a point of curve to the left; thence run northerly along said curve with a radius of 3,869.69 feet through a central angle of 03°52'18" for an arc distance of 261.49 feet (chord of 261.44 feet bears North 10°04'18" East) to a point on the southerly right of way boundary of Shumard Oak Boulevard (a 120 foot right of way); thence along said southerly right of way boundary run South 81°44'13" East, a distance of 68.05 feet to a point of curve to the left; thence run easterly along said curve with a radius of 1,697.00 feet through a central angle of 00°14'05" for an arc distance of 6.95 feet (chord of 6.95 feet bears South 81°51'15" East) to a point on a non tangent curve concave west; thence leaving said southerly right of way boundary run southerly along the westerly boundary of that property recorded in Official Records Book 1432, Page 1260 and said curve with a radius of 3,944.69 feet through a central angle of 03°52'10" for an arc distance of 266.41 feet (chord of 266.36 feet bears South 10°04'21"

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West); thence South 12°00'27" West, a distance of 1,852.97 feet to the POINT OF BEGINNING. The above-described parcel contains 157,851.57 square feet or 3.62 acres, more or less.

AND ALSO

PARCEL "G"
A 39.74-Acre Parcel in Sections 9 and 16, Township 1 South, Range 1 East, Leon County, Florida, more particularly described as follows:

Commence at a found terra-cotta monument marking the Northwest corner of Section 16, Township 1 South, Range 1 East, Leon County, Florida, thence along the northerly boundary line of said Section 16 run South 89°56'26" East 1326.14 feet to the POINT OF BEGINNING. From said POINT OF BEGINNING thence continue South 89°56'26" East 664.44 feet, thence run North 00°02'33" West 649.06 feet to a found concrete monument marking the southerly boundary line of Debko Subdivision as per Plat Book 8, Page 53 of the public records of Leon County, Florida, thence along said southerly boundary run South 89°55'43" East 661.54 feet to a point on the westerly right of way boundary of Capital Circle (State Road 261), thence along said westerly right of way boundary run South 00°01'41" West 648.92 feet to a point of intersection with the northerly boundary line of said Section 16, thence continue along said westerly right of way South 00°01'41" West 970.45 feet to a point of intersection with the northerly right of way boundary of Blair Stone Road Extension, thence along said northerly right run North 89°54'00" West 36.00 feet to a point of curve to the left, thence run southwesterly along said right of way curve with a radius of 2930.00 feet through a central angle of 03°23'59" for an arc distance of 173.86 feet (chord of 173.83 feet bears South 88°24'00" West) to a point of reverse curve, thence run southwesterly along said curve with a radius of 2800.00 feet through a central angle of 03°23'59" for an arc distance of 166.14 feet (chord of 166.12 feet bears South 88°24'00" West), thence run North 89°54'00" West 960.49 feet, thence run North 00°40'40" East 979.55 feet to the POINT OF BEGINNING. The above-described parcel contains 1,731,197.74 square feet or 39.74 acres more or less.

The above described parcel being subject to a City of Tallahassee Utility right of way recorded in Official Records Book 2529, Page 1656 of the Public Records of Leon County, Florida.

AND ALSO

PARCEL "H"
A 34.16-Acre Parcel in Section 16, Township 1 South, Range 1 East, Leon County, Florida, being more particularly described as follows:

Commence at a found terra-cotta monument marking the Northwest corner of Section 16, Township 1 South, Range 1 East, Leon County, Florida, thence along the northerly boundary line of said Section 16 run South 89°56'26" East, a distance of 1044.65 feet to a point on the centerline of Blair Stone Road (right of way varies); thence along said centerline run South 89°54'00" East, a distance of 93.91 feet, thence leaving said centerline run South 00°38'35" West, a distance of 65.00 feet to a

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point on the southerly right of way boundary of said Blair Stone Road and the POINT OF BEGINNING. From said POINT OF BEGINNING thence along the southerly right of way boundary of said Blair Stone Road run South 89°54'00" East, a distance of 1,243.82 feet to a point on the westerly right of way boundary of Capital Circle SE (State Road 261); thence along said westerly right of way boundary run South 00°01'41" West, a distance of 309.78 feet; thence South 00°18'28" West, a distance of 879.59 feet; thence leaving said westerly right of way boundary run South 89°52'19" West along the northerly boundary of that property recorded in Official Records Book 654, Page 621, a distance of 1,252.35 feet to a point on the easterly right if way boundary of a City of Tallahassee 100 foot Utility Right of Way; thence along said easterly right of way boundary run North 00°38'35" East, a distance of 1,194.41 feet to the POINT OF BEGINNING. The above-described parcel contains 1,488,179.85 square feet or 34.16 acres, more or less.

AND ALSO

PARCEL "I"
A 192.97-Acre Parcel in Sections 16 and 21, Township 1 South, Range 1 East, Leon County, Florida, being more particularly described as follows:

Commencing at a concrete monument marking the Southeast corner of Section 21, Township 1 South, Range 1 East, Leon County, Florida, thence run North 00°13'37" East 937.73 feet to the centerline of the 66 foot right-of-way of Tram Road (County Road No. 259); thence run North 76°58'41" West along said centerline 1469.04 feet to a point of curve to the right, thence along said curve with a radius of 3205.07 feet through a central angle of 17°06'44" for an arc length of 957.24 feet (chord of 953.69 feet bears North 68°25'19" West), thence North 59°51'57" West 846.38 feet to the intersection of the centerline of Tram Road with the centerline of Capital Circle SE (State Road No. 261); thence along said centerline of Capital Circle SE run South 12°00'01" West, a distance of 1.03 feet to distance of the centerline of said Tram Road; thence along said centerline run North 59°57'12" West, a distance of 52.58 feet; thence leaving said centerline run North 12°00'27" East, a distance of 34.70 feet to the POINT OF BEGINNING. From said POINT OF BEGINNING thence along the northerly right of way boundary of said Tram Road run North 59°57'12" West, a distance of 2,531.91 feet to a point on the easterly boundary of a City of Tallahassee 100 foot Utility Right of Way as recorded in Official Records Book 152, Page 128 of the Public Records of Leon County, Florida; thence along said easterly right of way boundary run North 06°43'29" East, a distance of 789.11 feet; thence North 00°06'20" East, a distance of 1,270.65 feet; thence North 00°05'50" East, a distance of 2,692.10 feet to a point on the southerly right of way said City of Tallahassee 100 foot Utility Right of Way; thence along said southerly right of way boundary run North 89°58'58" East, a distance of 1,205.92 feet; thence along the westerly boundary of that property recorded in Official Records Book 654, Page 621 run South 00°18'28" West, a distance of 838.75 feet; thence along the southerly boundary of said property run North 89°52'19" East, a distance of 1,361.45 feet to a point on the westerly right of way boundary of Capital Circle SE (State Road 261); thence along said westerly right of way boundary run South 00°18'28" West, a distance of 2,657.37 feet to a point of curve to the right; thence run southerly

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along said curve with a radius of 3,769.69 feet through a central angle of 11°41'59" for an arc distance of 769.76 feet (chord of 768.42 feet bears South 06°09'27" West); thence South 12°00'27" West, a distance of 1,796.82 feet to the POINT OF BEGINNING. The above-described parcel contains 12,518,245.93 square feet or 287.38 acres, more or less.

The above-described parcel being subject to a Federal Aviation Administration lease parcel, recording information not provided.

LESS AND EXCEPT

PARCEL "I1"
A 47.84 Acre Parcel in Sections 16 and 21, Township 1 South, Range 1 East, Leon County, Florida, recorded in Official Records Book 2245, Page 40 of the Public Records of Leon County, Florida, being more particularly described as follows:

Commencing at a concrete monument marking the Southeast corner of Section 21, Township 1 South, Range 1 East, Leon County, Florida, thence run North 00°13'37" East 937.73 feet to the centerline of the 66 foot right-of-way of Tram Road (County Road No. 259); thence run North 76°58'41" West along said centerline 1469.04 feet to a point of curve to the right, thence along said curve with a radius of 3205.07 feet through a central angle of 17°06'44" for an arc length of 957.24 feet (chord of 953.69 feet bears North 68°25'19" West), thence North 59°51'57" West 846.38 feet to the intersection of the centerline of Tram Road with the centerline of Capital Circle Southeast (State Road No. 261), thence North 12°00'01" East along said centerline 1.97 feet, thence North 12°00'27" East along said centerline 1844.79 feet to a point of curve to the left, thence along said curve with a radius of 3819.66 feet through a central angle of 05°31'26" for an arc length of 368.25 feet (chord of 368.10 feet bears North 09°14'44" East), thence leaving said centerline run North 82°45'59" West 125.01 feet to the POINT OF BEGINNING. From said POINT OF BEGINNING run North 82°45'59" West along the northerly right of way of a proposed road (100 foot right of way) a distance of 407.94 feet to set iron rebar and cap marking a point of curve to the left, thence along said curve with a radius of 4425.00 feet through a central angle of 06°47'31" for an arc length of 524.55 feet (chord of 524.25 feet bears North 86°09'44" West) to a set iron rebar and cap, thence North 89°33'30" West 254.27 feet to a set iron rebar and cap marking a point of curve to the right, thence along said curve with a radius of 30.00 feet through a central angle of 90°00'00" for an arc length of 47.12 feet (chord of 42.43 feet bears North 44°33'30" West) to a set iron rebar and cap on the easterly right of way of a proposed roadway (100 foot right of way), thence North 00°26'30" East along said right of way 992.45 feet to a set iron rebar and cap marking a point of curve to the right, thence along said right of way curve with a radius of 750.00 feet through a central angle of 92°45'19" for an arc length of 1214.16 feet (chord of 1085.85 feet bears North 46°49'10" East) to a set iron rebar and cap thence South 86°48'11" East along said right of way 444.13 feet to a set iron rebar and cap, thence leaving said right of way run South 00°18'28" West 1433.65 feet to a set iron rebar and cap marking a point of curve to the right, thence along said curve with a radius of 3694.66 feet through a central angle of 06°09'02" for an arc length of 396.61 feet

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(chord of 396.42 feet bears South 03°22'59" West) to the POINT OF BEGINNING, containing 47.84 acres more or less.

ALSO LESS AND EXCEPT

PARCEL "I2"
A 46.57 Acre Parcel in Section 21, Township 1 South, Range 1 East, Leon County, Florida, recorded in Official Records Book 2245, Page 40 of the Public Records of Leon County, Florida, being more particularly described as follows:

Commencing at a concrete monument marking the Southeast corner of Section 21, Township 1 South, Range 1 East, Leon County, Florida, thence run North 00 degrees 13 minutes 37 seconds East 937.73 feet to a nail and cap marking the centerline of the 66 foot right-of-way of Tram Road (County Road No. 259); thence run North 76 degrees 58 minutes 41 seconds West along said centerline 1101.78 feet to a nail and cap marking a point of curve to the right having a radius of 3205.07 feet; thence continue along said centerline curve 957.24 feet (chord bears North 68 degrees 25 minutes 19 seconds West 953.69 feet) to a nail and cap; thence run North 59 degrees 51 minutes 57 seconds West along said centerline 1469.04 feet to the centerline of Capital Circle (State Road No. 261); thence continue along the centerline of said Tram Road, North 59 degrees 59 minutes 41 seconds West 131.43 feet; thence leaving said centerline run North 12 degrees 00 minutes 27 seconds East 34.47 feet to a concrete monument on the northerly right-of-way of said Tram Road marking the POINT OF BEGINNING. From said POINT OF BEGINNING thence run North 59 degrees 59 minutes 41 seconds West along the right-of-way boundary of Tram Road 1302.84 feet to a concrete monument marking the easterly right-of-way boundary of a proposed 120 foot roadway; thence run North 30 degrees 00 minutes 19 seconds East along said easterly right-of-way 253.21 feet to a point of curve to the left having a radius of 1575.00 feet; thence run northeasterly along said right-of-way curve 812.67 feet (chord bears North 15 degrees 13 minutes 25 seconds East 803.69 feet); thence run North 00 degrees 26 minutes 30 seconds East 396.20 feet to a point of curve to the right having a radius of 30.00 feet; thence run northeasterly along said curve 47.12 feet (chord bears North 58 degrees 20 minutes 27 seconds East 68.51 feet) to the southerly right-of-way boundary of Shumard Oak Blvd.; thence run South 89 degrees 33 minutes 30 seconds East along said south right-of-way 254.27 feet to a point of curve to the right having a radius of 4325.00 feet; thence run southeasterly along said curve 512.70 feet (chord bears South 86 degrees 09 minutes 44 seconds East 512.40 feet); thence run South 82 degrees 45 minutes 59 seconds East 407.94 feet to a point lying 150 feet west of the centerline of said Capital Circle; thence run southerly along a line lying 150 feet west of and parallel to the centerline of said Capital Circle along a curve to the right having a radius of 3694.66 feet for an arc distance of 257.83 feet (chord bears South 10 degrees 00 minutes 30 seconds West 257.78 feet); thence run South 12 degrees 00 minutes 27 seconds West along said parallel line 1769.49 feet to the POINT OF BEGINNING; containing 46.57 acres, more or less.

AND ALSO

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PARCEL "J"
An 11.54-Acre Parcel in Section 20, Township 1 South, Range 1 East, Leon County, Florida, being more particularly described as follows:

Commence at a found 2" iron pipe marking the Southwest corner of Section 21, Township 1 South, Range 1 East, Leon County, Florida, thence along the westerly boundary of said Section 21 run North 00°22'32" West, a distance of 2691.63 feet; thence North 00°05'26" East 565.83 feet to point on the southerly right of way boundary of Tram Road (a 66 foot right of way); thence continue North 00°05'26" East 76.17 feet to a point on the northerly right of way boundary of said Tram Road; thence along said northerly right of way run North 59°57'12" West, a distance of 99.08 feet to the POINT OF BEGINNING. From said POINT OF BEGINNING thence along said northerly right of way of said Tram Road run North 59°57'12" West, a distance of 1,479.48 feet; thence leaving said northerly right of way run South 89°45'46" East along the southerly boundary of that property recorded in Official Records Book 2519, Page 1091, a distance of 1,367.35 feet to a found 1" iron pipe and the westerly boundary of a City of Tallahassee 100 foot Utility Right of Way as recorded in Official Records Book 152, Page 128 of the Public Records of Leon County, Florida; thence along said westerly right of way boundary run South 06°43'29" West, a distance of 740.21 feet to the POINT OF BEGINNING. The above-described parcel contains 502,823.93 square feet or 11.54 acres, more or less.

AND ALSO

PARCEL "K"
A 234.78-Acre Parcel in Section 20, Township 1 South, Range 1 South, Leon County, Florida, more particularly described as follows:

Commence at a found 2" iron pipe marking the Southwest corner of Section 21, Township 1 South, Range 1 East, Leon County, Florida, thence along the westerly boundary of said Section 21 run North 00°22'32" West, a distance of 0.62 feet to the northerly right of way boundary of Capital Circle SE (State Road 263); thence along said northerly right of way boundary run North 89°40'47" West, a distance of 100.01 feet to the POINT OF BEGINNING. From said POINT OF BEGINNING thence along said northerly right of way boundary of said Capital Circle SE run North 89°40'47" West, a distance of 2,542.61 feet; thence leaving said northerly right of way boundary run North 00°02'23" West, a distance of 4,762.80 feet to a point on the southerly right of way boundary of Tram Road; thence along the southerly right of way boundary of said Tram Road run South 59°57'12" East, a distance of 2,928.63 feet to a point on the westerly boundary of a City of Tallahassee 100 foot Utility Right of Way as recorded in Official Records Book 152, Page 128 of the Public Records of Leon County, Florida; thence along said westerly right of way run South 06°43'29" West, a distance of 50.63 feet; thence South 00°05'26" West, a distance of 570.21 feet; thence South 00°22'32" East, a distance of 2,690.20 feet to the POINT OF BEGINNING. The above-described property contains 10,226,967.87 square feet or 234.78 acres, more or less.

AND ALSO

Posted on May 4, 2026

Docusign Envelope ID: BD80C169-7826-4E80-AED1-0BCE3CEBC4FF

PARCEL "L"
A 60.44-Acre Parcel in Section 21, Township 1 South, Range 1 East, Leon County, Florida, more particularly described as follows:

Commence at a found 2" iron pipe marking the Southwest corner of Section 21, Township 1 South, Range 1 East, Leon County, Florida; thence along the westerly boundary of said Section 21 run North 00°22'32" West, a distance of 0.62 feet to a point on the northerly right of way boundary of Capital Circle SE (State Road 263); thence leaving said northerly right of way boundary along the easterly boundary of a City of Tallahassee 100 foot Utility Right of Way as recorded in Official Records Book 152, Page 128 of the Public Records of Leon County, Florida, run North 00°22'32" West, a distance of 2,691.01 feet; thence North 00°05'26" East, a distance of 130.42 feet to a found pinched iron pipe; thence along the southerly boundary of that property recorded in Deed Book 151, Page 143 run South 89°52'45" East, a distance of 100.06 feet to a found pinched iron pipe; thence along the easterly boundary of said property run North 00°07'00" East, a distance of 377.70 feet to a point on the southerly right of way boundary of Tram Road; thence along said southerly right of way boundary run South 59°57'12" East, a distance of 1,291.69 feet; thence leaving said southerly right of way boundary run South 00°01'40" West, a distance of 1,010.97 feet to a found 1" iron pipe; thence South 89°52'21" West, a distance of 540.47 feet to found 6"x 6" concrete monument; thence South 00°01'05" West, a distance of 1,476.83 feet to a point on a non tangent curve concave north and the northerly right of way boundary of Capital Circle SE; thence run westerly along said right of way curve with a radius of 1,956.71 feet through a central angle of 15°19'34" for an arc distance of 523.41 feet (chord of 521.85 feet bears South 82°54'03" West); thence North 89°26'10" West, a distance of 142.25 feet to the POINT OF BEGINNING. The above-described parcel contains 2,632,770.78 square feet or 60.44 acres, more or less.

AND ALSO

PARCEL "M"
A 61.62-Acre Parcel in Section 21, Township 1 South, Range 1 East, Leon County, Florida, more particularly described as follows:

BEGIN at a found concrete monument marking the Southeast corner of Section 21, Township 1 South, Range 1 East, Leon County, Florida, thence along the southerly boundary of said Section 21 and the northerly boundary of that property recorded in Official Records Book 1111, Page 850 run North 89°34'16" West, a distance of 2,279.65 feet to a found concrete monument; thence along the easterly boundary of said property run North 00°07'13" West, a distance of 1,546.64 feet to found concrete monument on a non tangent curve concave north and the southerly right of way boundary of Tram Road (County Road 259) a 66 foot right of way; thence run easterly along said right of way curve with a radius of 3,238.07 feet through a central angle of 16°07'57" for an arc distance of 911.72 feet (chord of 908.71 feet bears South 68°54'44" East); thence South 76°58'41" East, a distance of 1,476.69 feet; thence leaving said southerly right of way boundary run South 00°14'14" West, a distance of 904.01 feet to the POINT OF BEGINNING. The above-described parcel contains 2,684,023.55 square feet or 61.62 acres, more or less.

Posted on May 4, 2026

Docusign Envelope ID: BD80C169-7826-4E80-AED1-0BCE3CEBC4FF

The above described parcel being subject to a utility easements recorded in Official Records Book 2393, Page 206 and Official Records Book 2598, Page 1083 of the Public Records of Leon County, Florida.

AND ALSO

PARCEL "N"
A 25.26-Acre Parcel in Section 22, Township 1 South, Range 1 East, Leon County, Florida, more particularly described as follows:

BEGIN at a found concrete monument marking the Southwest corner of Section 22, Township 1 South, Range 1 East, Leon County, Florida, thence along the westerly boundary of said Section 22 run North 00°14'14"East, a distance of 904.01 feet to a point on the southerly right of way boundary of Tram Road (County Road 259); thence along said southerly right of way boundary run South 76°58'41"East, a distance of 1594.81 feet; thence leaving said southerly right of way boundary run South 13°01'12"West, a distance of 570.01 feet; thence run North 89°34'16"West, a distance of 1429.16 feet to the POINT OF BEGINNING. The above-described parcel contains 25.26 acres more or less.

The above described parcel being subject to a utility easements recorded in Official Records Book 2393, Page 206 and Official Records Book 2598, Page 1083 of the Public Records of Leon County, Florida.

The above described parcels containing an aggregate area of 3,178.34 acres more or less.

Docusign Envelope ID: BD80C165-7828-4E80-AED1-0BCE3CEBC4FF

Attachment #2
Page 86 of 116

Posted on May 4, 2026

Page 552 of 750

OR BK 6160 PG 1857

February 2026 Amended Exhibit B-1 to the Integrated Development Order Southwood DRI Development Program

DRI Land Uses	Phase 1 1999-2035		Phase 2a 2005-2035		Phase 2b 2020-2035		Project Totals	
	ACRES	DU/GSF	ACRES	DU/GSF	ACRES	DU/GSF	ACRES	DU/GSF
Residential (1)								
Single Family	455	1,048 DU	506	1,094 DU	84		1,045	2,142 DU
Multi Family	96	777 DU	326	2,411DU	84		506	3,188 DU
Subtotal	551	1,825 DU	832	3,505DU	168		1,551	5,330 DU
Commercial (Wholesale, Retail, and Service) (2)	147.6	282,700 GSF	173	432,025 GSF	197	12,502 GSF	517.6	727,227 GSF
Unit 27, Block A, Lots 6, 12, and 13 (11)				30,000 GSF				30,000 GSF
Office (2)	130	500,000 GSF	169	113,000 GSF	197	1,544,117 GSF	496	2,157,117 GSF
Hotel (2)			191	162 rooms	197		388	162 rooms
Industrial						2,328,381 GSF		2,328,381 GSF
Educational/Institutional								
Educational	148	230,000 GSF	6	314,000 GSF	29		183	544,000 GSF
Institutional (3)	1.4	2,021 GSF	3	39,479 GSF			4.4	41,500 GSF
Subtotal								585,500 GSF
Recreation and Open Space								
Central Park (4)	125						125	
Community Park (5)	195						195	
North Park			36				36	
Golf Course and Clubhouse	214						214	
Other Open Space and Buffers (6)	772		31				803	
Subtotal	1,306		68				1,374	
Total (7)	2,284		1,441		194		3,322	

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Notes

1. Single Family and multi-family residential acreages include 63 acres of Town Center. The remaining 36 acres of Town Center is included in both the Commercial and Office Category.

2. Acreage identified for Office and Commercial in the original development order did not reflect the land necessary to support Office or Commercial. The mixed-use pods were always intended to be the location for Office and Commercial uses. In addition, 17,000 GSF of Commercial may be located in the Historic House overlay as a sales center.

3. Up to 31,000 GSF of Phase 1 Commercial may be converted into Phase 1 Institutional to be located in all pods except areas designated for Recreation and Open Space, at a rate of 23 GSF Institutional for 100 GSF Commercial. Any conversion of Commercial to Institutional must be reported in the next required Annual Report.

4. Central Park includes 22 acres of active recreation uses and 103 acres of passive recreation/open space uses. Refer to ADA Figure 26.1

5. Community Park includes 42 acres of active recreation uses and 153 acres of passive recreation/open space/conservation uses. Refer to ADA Figure 26.1.

6. Other Open Space and Buffers includes open space corridors throughout the project (see ADA Figure 26.1) as well as the 86 acres stormwater management facility south of Tram Road.

7. Commercial, Office, Hotel, and Industrial Acreages may include the same pods in multiple categories to reflect the wide range of allowable uses within various pods. Refer to exhibit B-2 for specific pod acreages.

8. Daycare use shall be included in the Educational/Institutional allocation.

9. In March 2021, 24,610 square feet of commercial retail entitlement was converted to 11,500 square feet of day care use.

10. Entitlements for Phase 2b cannot be utilized until they have been analyzed and mitigated.

11. For development on parcels Unit 27, Block A, Lots 6, 12, and 13, the use of any entitlements exceeding 2,790 square feet of retail/commercial use on each of the three subject parcels shall comply with concurrency regulations and requirements which may require payment of fees for impacts and mitigation. The mitigation fee assessed will be the rate per trip committed by St. Joe as part of the original DRI Development Order, which is $2,333 per trip.

OR BK 6160 PG 1859

Docusign Envelope ID: BD80C185-7826-4E80-AED1-0BCE3CEBC4FF

June 2024 Amended Exhibit B-2 to the Integrated Development Order Southwood DRI Phasing Program

Phase 1		
POD	Land Use	Acres[2]
LSF-6	Large Lot Residential	14
LSF-8	Large Lot Residential	27
LSF-9	Large Lot Residential	53
LSF-10	Large Lot Residential	101
	Subtotal	195
LDR-6	Low Density Residential	23
LDR-10	Low Density Residential	53
LDR-11	Low Density Residential	23
LDR-12	Low Density Residential	27
LDR-13a	Low Density Residential	11
LDR-14	Low Density Residential	7
LDR-15	Low Density Residential	46
LDR-16	Low Density Residential	32
	Subtotal	222
MDR-6a	Med. Density Residential	1
MDR-7	Med. Density Residential	24
MDR-8	Med. Density Residential	15
MDR-9	Med. Density Residential	5
MDR-12	Med. Density Residential	23
	Subtotal	68
TC-1	Town Center (Mixed Use)	59
TC-2	Town Center (Mixed Use)	32
	Subtotal	91
MUOC-2	Office/Commercial	33
MUOC-4	Office/Commercial	22
MUOC-6	Office/Commercial	21
MUOC-7	Office/Commercial	4
	Subtotal	80
MUEI-2	Educational/Institutional	53
MUEI-3	Educational/Institutional[3]	86
MUEI-4	Educational/Institutional	9
	Subtotal	148
Rec	Community Park	42
Rec	Central Park/Comm. Ctr.	22
Rec	Golf Course	214
	Developed	1,082
	Parks/Open Space	1,035
	Total	2,117

Phase 2a		
POD	Land Use	Acres[2]
LSF-3	Large Lot Residential	62
LSF-5	Large Lot Residential	30
LSF-7	Large Lot Residential	32
LSF-11	Large Lot Residential	44
	Subtotal	168
LDR-1	Low Density Residential	24
LDR-2	Low Density Residential	82
LDR-3	Low Density Residential	63
LDR-4	Low Density Residential	13
LDR-5	Low Density Residential	89
LDR-7	Low Density Residential	16
LDR-8	Low Density Residential	7
LDR-9	Low Density Residential	23
LDR-13b	Low Density Residential	4
LDR-17	Low Density Residential	37
	Subtotal	358
MDR-3	Med. Density Residential	18
MDR-4	Med. Density Residential	21
MDR-5	Med. Density Residential	25
MDR-6b	Med. Density Residential	8
MDR-10	Med. Density Residential	20
MDR-11	Med. Density Residential	74
MDR-13	Med. Density Residential	8
MDR-14	Med. Density Residential	47
MDR-15	Med. Density Residential	13
MDR-16	Med. Density Residential	20
MDR-17	Med. Density Residential	18
MDR-18	Med. Density Residential	30
MDR-19	Med. Density Residential	57
MDR-20	Med. Density Residential	111
	Subtotal	470
TC-1[4]	Town Center (Mixed Use)	See Ph1
TC-2[4]	Town Center (Mixed Use)	See Ph1
TC-3	Town Center (Mixed Use)	8
	Subtotal	8
MUOC-3	Office/Commercial	28
MUOC-5	Office/Commercial	29
MUOC-8	Office/Commercial	29
	Subtotal	86
NVC-1	Neighborhood Village Center	10
	Subtotal	10
MUEI-1	Educational/Institutional	29
MUEI-2[5]	Educational/Institutional	53
MUEI-3[5]	Educational/Institutional	42
MUEI-5	Educational/Institutional	10
MUEI-6	Educational/Institutional	3

Phase 2b		
POD	Land Use	Acres[2]
TC-1[4,6]	Town Center (Mixed Use)	See Ph. 1
TC-2[4,6]	Town Center (Mixed Use)	See Ph. 2
	Subtotal	0
NVC-1[6]	Neighborhood Village Center	See Ph. 2a
	Subtotal	0
MEUI-1[6]	Educational/Institutional	See Ph. 2a
	Subtotal	0
	Developed[4,6]	194
	Total	194

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MUEI-7	Educational/Institutional	40
	Subtotal	177
PARK	North Park	36
	Subtotal	36
	Developed[4,5]	1,273
	Parks/Open Space	345
	Total	1,344

Notes:
1. Prior to commencement of development of Phase 2b entitlements, an updated traffic analysis that addresses cumulative impacts of Phases 1 through 2b will be provided by the Developer to the review agencies as a substantial deviation for review of transportation impacts only. Until such time as the Phase 2b entitlements are sought, the pods identified as being in Phase 2b may be developed with available entitlements from Phase 2a.
2. Acreage projections for each development pod on this table and on Map H are approximate and may vary based upon final survey and platting.
3. Phase 1 development of MUEI-3 limited to 56,000 GSF and ancillary athletic fields.
4. The reference pod, land use, and acreage is inclusive of the same pod referenced in Phase 1, and represents the developer's ability to develop up to the stated acreage in Phase 2a and 2b.
5. The referenced pod, land use, and acreage is inclusive of the same pod referenced in Phase 1, and represents the developer's ability to develop up to the stated acreage in Phase 2a.
6. The referenced pod, land use, and acreage is inclusive of the same pod reference in Phase 1, and represents the developer's ability to develop up to the stated acreage in Phase 2b.

OR BK 6160 PG 1861

North

0 375' 750' 1500'

Legend

- Project Boundary
- City Limits
- Access Point – Subject to provisions of SESP
- Conservation and Preservation 256 acres
- Open Space 803 acres
- Recreation 314 acres
- Large Lot (LSF) 363 acres
- Low Density (LDR) 580 acres
- Medium Density (MDR) 545 acres
- Town Center (TC) 99 acres
- Neighborhood Village Center (NVC) 10 acres
- Mixed Use Office & Commercial (MUOC) 166 acres
- Mixed Use Educational & Institutional (MUEI) 186 acres

Apalachee Parkway
Old St. Augustine Road
Southwood Plantation Road
Orange Avenue
Blair Stone Road
Shumard Oak Boulevard
Capital Circle Southeast
Merchants Row Boulevard
Tram Road
Biltmore Avenue
GOLF COURSE
COMMUNITY CENTER 5 acres
CENTRAL PARK 17 acres
COMMUNITY PARK 42 acres
CAPITAL CIRCLE OFFICE CENTER

LSF-1 and MDR-1 to LDR-17
LSF-1 and MDR-1 to MUEI-7
MUOC-6 to TC-3 8 acres
MDR-6 to Open Space 7 acres
MUI-1 and MUI-2 to MDR-20 111 acres
MUI-3 to MDR-19 57 acres
MUEI-3 to LSF-11 44 acres

LDR-1 24 acres
LDR-2 12 acres
LDR-2 70 acres
LDR-3 63 acres
LDR-17 37 acres
MDR-17 18 acres
MUEI-7 40 acres
MDR-14 47 acres
MUEI-1 30 acres
LDR-5 89 acres
MDR-13 8 acres
LSF-3 62 acres
LDR-4 13 acres
MDR-4 21 acres
MDR-5 25 acres
NVC-1 10 acres
LDR-8 7 acres
LDR-9 23 acres
MDR-3 18 ac.
16 acres
LDR-6 23 acres
LDR-12 27 acres
MDR-12 23 ac.
LDR-7
LSF-6 14 ac.
LSF-7 32 acres
MUOC-2 33 acres
MUOC-7
LDR-13 15 acres
LDR-11 23 acres
LSF-5 30 acres
LSF-8 27 ac.
MUOC-3 28 acres
MUOC-4 22 acres
LDR-15 46 acres
MDR-10 20 acres
LDR-10 53 acres
MDR-6 14 acres
LDR-14 7 acres
MUOC-6 21 acres
MUOC-5 29 acres
TC-3 5 acres
MDR-7 24 acres
TC-1 59 acres
LSF-9 53 acres
MDR-11 74 acres
TC-2 32 acres
HHO 29 acres
LDR-16 32 acres
LSF-10 101 acres
MDR-8 15 acres
MUEI-6 3 acres
MUEI-5 10 acres
MDR-9 5 acres
MUEI-4 9 acres
MDR-15 14 acres
MUEI-2 53 acres
MUEI-3 42 acres
LSF-11 44 acres
MDR-20 114 acres
MDR-19 57 acres
MDR-16 20 acres
MDR-18 30 acres
MUOC-8 29 acres
61 acres
25 acres

DRI MASTER DEVELOPENT PLAN

Southwood

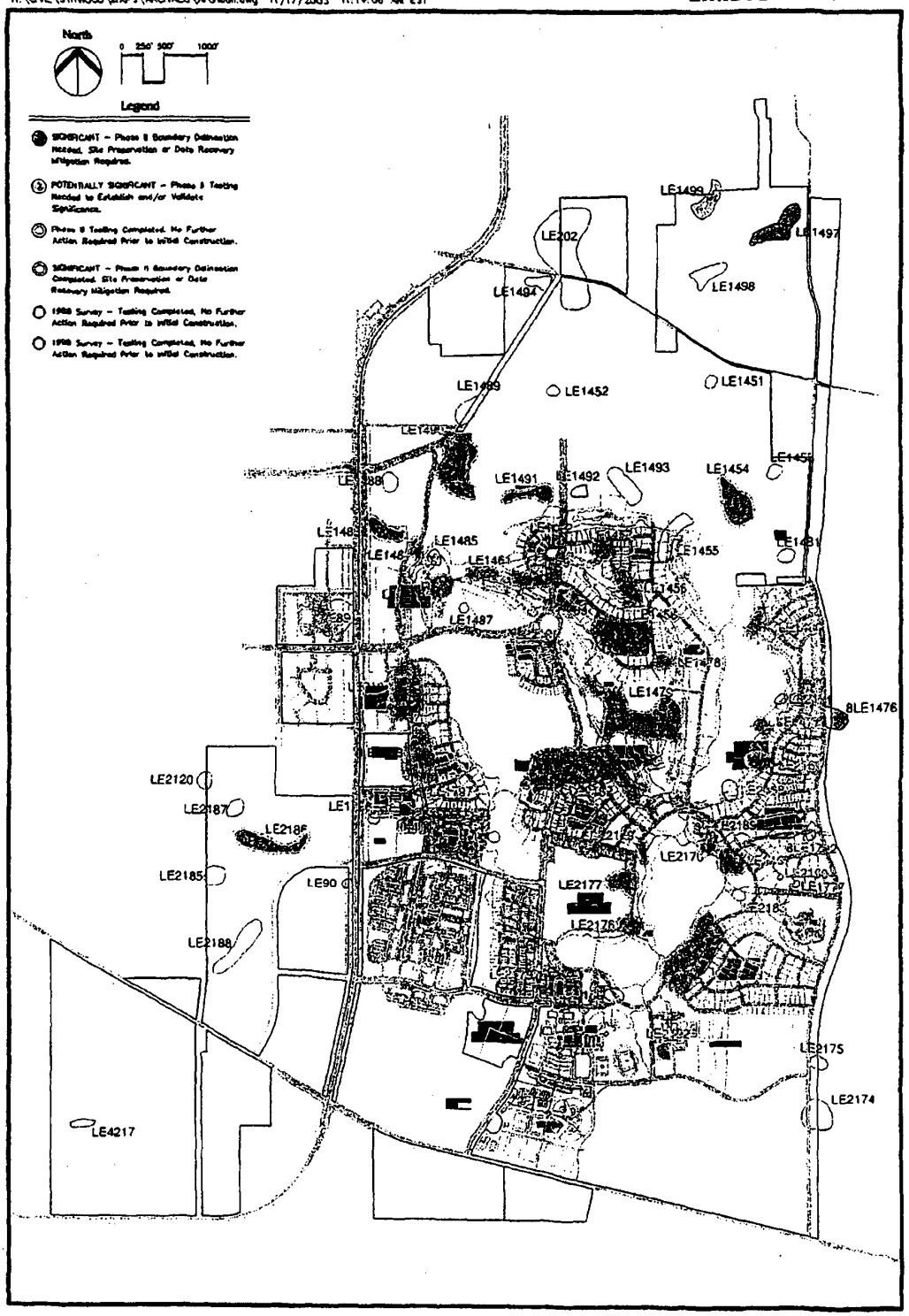
JUNE 2024 AMENDED EXHIBIT C

Posted on May 4, 2026

OR BK 6160 PG 1862

Docusign Envelope ID: BD80C169-7826-4E80-AED1-0BCE3CEBC4FF

Exhibit D-1



PROPOSED DEVELOPMENT PLAN
w/ ARCHEOLOGICAL ASSESSMENT STATUS

SOUTHWOOD
AN ARVIDA COMMUNITY

ARVIDA

June 2001

PBSJ

OR BK 6160 PG 1863

Docusign Envelope ID: BD60C169-7826-4E80-AED1-0BCE3CEBC4FF

EXHIBIT D-2A
Page 1 of 7

FLORIDA DEPARTMENT OF STATE
Jim Smith
Secretary of State
DIVISION OF HISTORICAL RESOURCES
R.A. Gray Building
Tallahassee, Florida 32399-0250
(904) 488-1480

December 20, 1988

Mike Donovan
Apalachee Regional Planning Council
314 East Central Avenue
Blountstown, Florida 32424

In Response Reply To:
Louis D. Tesar
Historic Preservation Supervisor
(904) 487-2333
Project No. 880608 and 883065

RE: December 9, 1988 Letter and Attachments
Received on December 14, 1988
Cultural Resource Assessment Request
Southwood Plantation, Archeological Site Assessment,
Final Report by Robert E. Johnson, Leon County, FL

Dear Mr. Donovan:

We have reviewed the above referenced letter (see attachment) and referenced report for the PDA and Phases I and II portions (3400 acres or 40% of the 8700 acres) of the Southwood Plantation DRI property in Leon County, Florida. We wish to acknowledge Mr. Johnson's frequent consultation and coordination of project activities with staff of this agency with respect to developing field methodology, discussing preliminary field methodology, revising field methodology in response to field results, and in the review of an earlier draft of the current report. We find the field methodology, the report text and site location map to be complete and sufficient for the purposes of preparing our project review comments. It is noted that on page 5 of the report it is stated that 87 cultural resources were identified during the Southwood investigation; however, only 54 sites are discussed in the review document. While some of the discrepancy may be attributable to consolidating some of the identified resources as subareas of reported sites, do the remainder constitute isolated finds which were not designated as sites? This is a minor issue and we note that the final report, once the graphics are completed, will represent a significant contribution to our understanding of the prehistoric and historic heritage of Leon County, Florida. We request that two copies of that final document be provided to this agency, one for inclusion in the Florida Master Site File and one for inclusion in this agency's reference library.

We concur with the author's conclusions that the following sites are not regionally significant or potentially eligible for listing in the National Register of Historic Places, and, thus, that they do not merit any further archaeological testing or preservation, unless an unexpected unique feature (such as a human burial, hearth, concentration of ceramic sherds, lithic caches, historic bottle or other dump, or the like) is encountered during site preparation. In such instances, work should be stopped in the immediate vicinity of the find and the Division of Historical Resources' Compliance Review Section notified to evaluate the site and determine an appropriate course of action in consultation with the affected parties.

Posted on May 4, 2026

OR BK 6160 PG 1864

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The non-significant sites include 8LE1447-B, 8LE1448, 8LE1450-1453, 8LE1454-C, 8LE1455, 8LE1456-B, 8LE1460, 8LE1462, 8LE1463 (based on the results of Phase II testing), 8LE1464 (within the project tract; the unevaluated privately leased lot portion of the site remains to be evaluated), 8LE1465 (within the project tract; the upslope privately owned wooded portion of the site remains to be evaluated); 8LE1469-1470, 8LE1474-1475, 8LE1479, 8LE1481 (while recommended for preservation and further testing in the report (page 178), is not considered significant in the context of the overall survey findings; although, it is noted in agreement with the report that it is probably a component of a larger site located on the adjacent, privately owned, unsurveyed ridgecrest which remains to be evaluated), 8LE1482, 8LE1485, 8LE1487-1489, 8LE1492-1493, 8LE1494 (is recommended for additional testing or preservation in the report (page 206); however, we concur with the author that "Phase II testing may not be productive" and will err against recommending further testing or preservation at this site, in favor of additional work at potentially more productive sites), 8LE1496 (while additional work is recommended for this site on the basis of its lithic artifacts (page 210), we do not concur with this recommendation for the same reasons stated for 8LE1494 above), 8LE1498, and the portion of 8LE202 located within the survey tract.

Based on available site data, the following sites are considered to be regionally significant and potentially eligible for listing in the National Register of Historic Places (*) or to be potentially significant and require additional archaeological testing to permit a final evaluation of significance. In both instances, the site areas of such sites (see attached map) should be preserved and protected as green space or for non-destructive passive recreational use and/or project impacts to affected site areas dealt with as recommended below. It is noted that the recommended Phase II archaeological testing at some of the "potentially significant" sites or identified site subareas, as occurred as a result of such work at 8LE1463, may result in the conclusion that they are either not significant or that the testing was sufficient to recover the data which they contain and thereby mitigate project impacts to such sites. In such instances, no further archaeological work or preservation will be recommended. However, for sites determined to be significant on the basis of Phase II work, it will be our recommendation that they be preserved or that project impacts to such sites be mitigated through Phase III archaeological salvage excavation.

8LE1447, Subareas A and C -- Multicomponent site; Leon-Jefferson Period House sites, and late Historic Period building. Both can yield subsistence, material culture, and settlement data and are considered to be potentially significant and further archaeological testing recommended, if the site area is not to be preserved.

8LE 1449 -- Contains three subareas with both late aboriginal and late 18th - early 19th century European artifacts. This site may represent (part of) the Seminole Indian Village, which historical documents research locates in this vicinity. If so, it would be considered National Register eligible and regionally significant, as very little archaeological research has been conducted at Seminole sites in the Leon County area. Further archaeological testing is recommended for this site, with particular attention focused on Subarea A, in order to permit a final evaluation of significance and preservation/mitigation recommendations.

8LE1454, Subareas A and B -- represent possible Fort Walton Period house site locations. Undisturbed cultural deposits, possibly including features, may be

Posted on May 4, 2026

OR BK 6160 PG 1865

Docusign Envelope ID: BD60C169-7826-4E60-AED1-0BCE3CEBC4FF

present and could contribute further to our understanding of the late prehistoric Apalachee culture. Further archaeological testing of 8LE1454-A & B is recommended in order to permit a final evaluation of significance and preservation/mitigation recommendations.

8LE1456 - Subareas A and C with Leon-Jefferson components, and A probable Spanish earthenware sherd. This site (Subarea A and C) is probably a farmstead dating to the Spanish Mission era. Its significance is related to understanding the relationship of small Apalachee habitats to a larger Mission era Apalachee settlement complex. Further archaeological testing and preservation is recommended.

8LE1457, while numbered separately, may be a component of site 8LE1456. It may contain archaeological data important to understanding the Mission era Apalachee settlement in the region. Further archaeological testing and preservation is recommended.

8LE1458*, consists of two subareas, each with major concentrations of late Leon-Jefferson and Spanish artifacts. This site appears to be an Apalachee village with a Spanish occupation, possibly a Spanish mission site. The mission of San Martin de Tomole is a candidate. Site preservation and further archaeological testing to identify the location of and evaluate the nature and integrity of site features is recommended. The site should be protected from any project related adverse impacts until a final assessment of site features and boundaries is completed, and site preservation mitigation incorporated into development plans.

8LE1459 may represent one of several small satellite farmsteads related to a central village. It is important to understanding the Apalachee village/farmstead settlement system. The most important part of the site appears to be the higher rise at the eastern end. Further archaeological testing and preservation is recommended.

8LE1461 is a multicomponent site, representing a Late Archaic Norwood - Early Deptford Transition site with a later Fort Walton and Leon-Jefferson occupation. It is the earlier Late Archaic Norwood-early Deptford component which is potentially significant as few such sites have been studied in the Leon County area. Further archaeological testing and preservation is recommended.

8LE1466 is a small site located on a low terrace-like projection overlooking a broad, shallow (presently) dry sink. While the site report (see page 146) concludes that this site is not significant, this opinion is not accepted as the site (based on the artifacts and topographic setting) may represent a small Swift Creek or early Weeden Island (probably the latter) occupation. Few such sites have been recorded or archaeologically tested in the Leon County, area. Therefore, further archaeological testing and preservation is recommended.

8LE1467 represents a possible late Fort Walton occupation with possible, as yet undetected, features. Further archaeological testing and preservation is recommended.

8LE1468 represents a possible Late Fort Walton Early Leon-Jefferson occupation. It is potentially significant as one aspect of an overall Apalachee settlement pattern

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in the region. Further archaeological testing and preservation is recommended.

8LE1471, consisting of three subareas, represents a hamlet-sized protohistoric or early historic Leon-Jefferson period Apalachee occupation. It could contribute to our understanding of the Apalachee settlement system. Further archaeological testing and preservation is recommended.

8LE1472 appears to represent a deeply buried Deptford - Swift Creek period occupation. Few such sites have been recorded or archaeologically studied in the Leon County area. Further archaeological testing and preservation is recommended.

8LE1473 consists of a late 19th - early 20th century standing structure and associated archaeological component in the surrounding yard area. It is probably a tenant farm structure. Most such structures in the area have been demolished. While documentary data exists for this period, little archaeological work has been conducted to add to our understanding of this aspect of Leon County's historic heritage. As such, site preservation is recommended for the structure and surrounding yard area. If preservation is not possible, then documentation of the structure and archaeological excavation of the yard area is recommended.

8LE1476* probably represents a significant, large Leon-Jefferson period Apalachee farmstead. While some site disturbance has occurred, intact buried deposits and features probably remain. Site preservation or Phase III archaeological data recovery to mitigate construction impacts is recommended.

8LE1477 is a relatively small late prehistoric/early historic Apalachee occupation site. It can further our understanding of the Apalachee settlement pattern, as well as their material culture. It is one of the few sites of this period located at a lower elevation near a large sink, in contrast to the usual ridge crest and hilltop site. Further archaeological testing and preservation is recommended.

8LE1478 represents a protohistoric-early historic period Aplachee farmstead. It is noted that the large ridge on which this site is located seems to have supported a major Apalachee settlement complex. A village-size site, a hamlet-size site, and several farmstead-size sites, all with Apalachee components, are located on this ridge and its spurs. Most of these sites can contribute to studies of Apalachee settlement, subsistence, and culture change. 8LE1478 is potentially significant in this context. Further archaeological testing and preservation is recommended.

8LE1480 is a farmstead-size Apalachee site located on a low ridge overlooking a sink hole. Its significance is similar to 8LE1478. Further archaeological testing and preservation is recommended. It is noted that a family cemetery and private residential tract are located just north of 8LE1480, and were excluded from the survey.

8LE1483, along with nearby sites 8LE1484 and 8LE1490, had the strongest Weeden Island occupation evidence encountered during the survey. It is noted that few Weeden Island period sites are recorded for the area. Further archaeological testing and preservation is recommended.

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8LE1484 is probably a small activity area associated with the larger 8LE1483 site to its WNW. This Weeden Island site, is recommended for further archaeological testing and preservation.

8LE1486 represents a small Weeden Island occupation, with a possible later Leon-Jefferson component, and late historic component. The Weeden Island component is recommended for further archaeolgical testing and preservation.

8LE1490* represents a major, multi-component occupation dating to the Weeden Island, Fort Walton, and Leon-Jefferson periods. Intrasite patterning, possibly individual house site locations, are indicated by features and artifact concentrations. This site could yield data on the cultural transition from the late Weeden Island to early Leon-Jefferson periods. Site preservation and Phase III archaeological salvage excavation is recommended.

8LE1491 represents a fairly small, Leon-Jefferson period farmstead with potential features. Further archaeological testing and preservation is recommended.

8LE1497* is a multicomponent occupation site. Within the site, two subareas are of note. Subarea 8LE1497-A yielded artifacts representing a Late Archaic Norwood-early Deptford period, one of only two such sites in the survey area, in a buried, relatively intact strata. Subarea 8LE1497-B yielded Deptford period sherds. Site preservation or Phase III archaeological salvage excavation is recommended.

8LE1499 represents a Fort Walton and Leon-Jefferson occupation site. The northern portion of the site, while shown as part of the project tract on the maps, was incompletely surveyed as a local resident claimed ownership and objected to survey efforts. Shovel testing suggests the presence of hearths or house remains near the middle of the terrace. Further archaeological testing and preservation is recommended.

Of the 87 cultural resource locales identified in the PDA, Phase I and II portions (40%) of the overall 8700 acre project tract, additional archaeological Phase II or Phase III work or preservation is recommended at 26 sites. As with site 8LE1463, the Phase II work at most of these will likely be sufficient to adequately characterize them and additional work or preservation will not be recommended beyond the Phase II work. However, some of the identified sites (including but not limited to sites 8LE1458, 8LE1476, 8LE1490 and 8LE1497) will be evaluated as regionally significant and eligible for listing on the National Register of Historic Places. For such sites, preservation is recommended, if possible; and, if not, Phase III archaeological salvage work is recommended for affected portions of such sites.

For sites in which preservation is not possible, and for which Phase II testing is determined to be sufficient, as with site 8LE1463, mechanical stripping is recommended to maximize the identification of site features and data recovery following the completion of test excavation efforts.

For those sites determined to be regionally significant and National Register eligible, additional consultation with this agency is recommended to discuss management alternatives with respect to site preservation and/or salvage excavation.

For the 26 sites identified as significant or potentially significant, it is

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recommended that measures be taken to project them until their final disposition is determined. To this end, it is recommended that prior to initiating development in each phase of Southwood's development, that the site areas for such sites be mapped by a registered land surveyor in consultation with the consulting archaeologist. This information should be included on the project development map, perhaps as an overlay with limited distribution to facilitate site protection.

We look forward to continuing cooperative efforts with Southwood Properties, Inc., their archaeological and historical consultants, the Historic Tallahassee/Leon County Preservation Board, the Apalachee Regional Planning Council, the Florida Department of Community Affairs, and others, in the location, evaluation and protection of the archaeological and historic sites within the 8700 acre Southwood Plantation development tract. The present work represents a significant contribution, and heralds other such contributions for the remaining 60% of the tract to be surveyed and for those sites at which Phase II and Phase III work will be conducted.

If you have any questions concerning our comments, please do not hesitate to contact us. Your interest and cooperation in helping to protect Florida's archaeological and historical resources are appreciated.

Sincerely,

George W. Percy, Director
Division of Historical Resources
and
State Historic Preservation Officer

GWP/
Enclosure( )

xc: Kevin McGorty
Henry Bittaker
Robert Johnson

Posted on May 4, 2026

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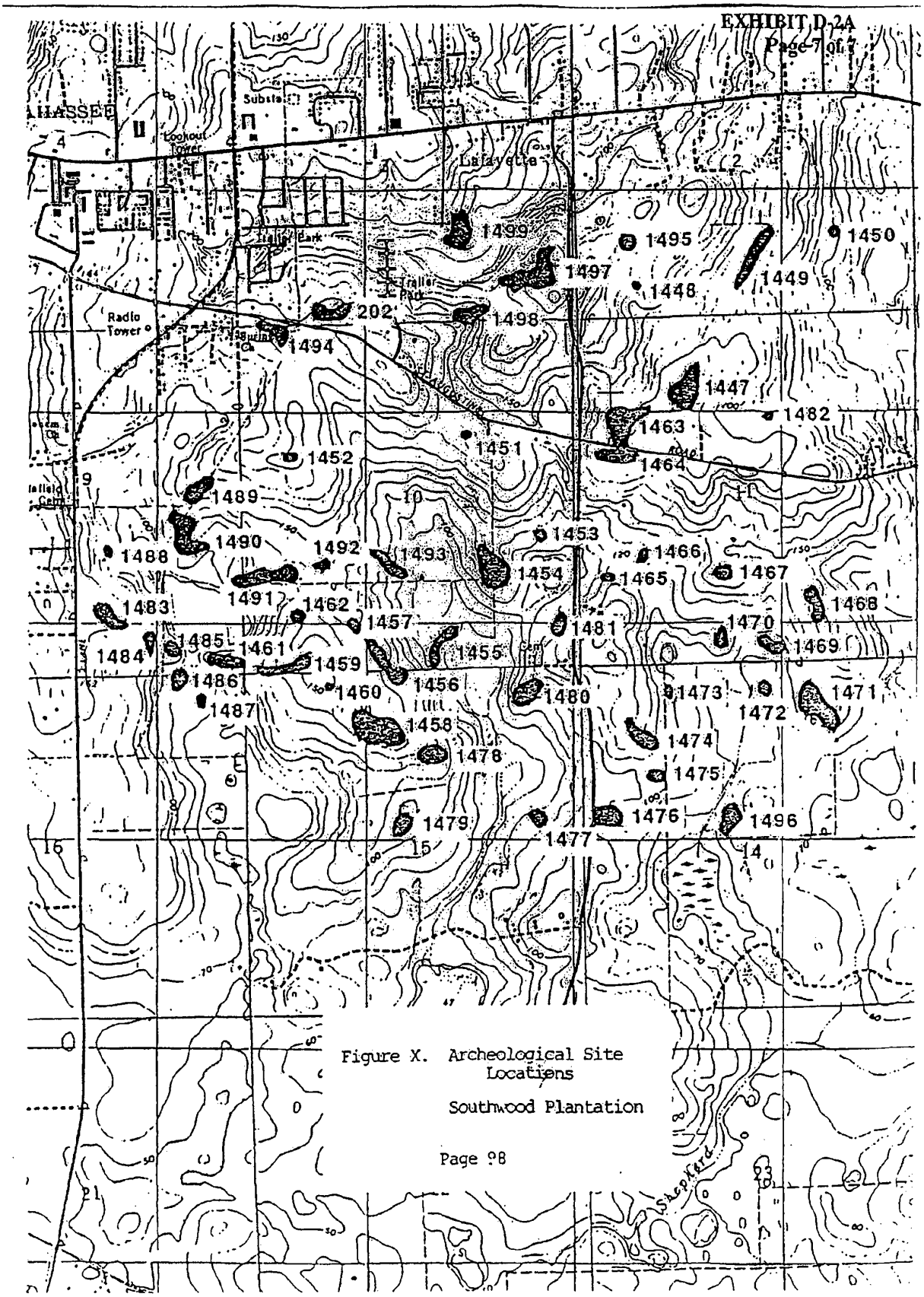

Figure X. Archeological Site Locations

Southwood Plantation

Page 98

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Exhibit D2-B

DIVISIONS OF FLORIDA DEPARTMENT OF STATE
Office of the Secretary
Office of International Relations
Division of Elections
Division of Corporations
Division of Cultural Affairs
Division of Historical Resources
Division of Library and Information Services
Division of Licensing
Division of Administrative Services

MEMBER OF THE FLORIDA CABINET
State Board of Education
Trustees of the Internal Improvement Trust Fund
Administration Commission
Florida Land and Water Adjudicatory Commission
Siting Board
Division of Bond Finance
Department of Revenue
Department of Law Enforcement
Department of Highway Safety and Motor Vehicles
Department of Veterans' Affairs

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DEPARTMENT OF STATE
TALLAHASSEE, FLORIDA

FLORIDA DEPARTMENT OF STATE
Katherine Harris
Secretary of State
DIVISION OF HISTORICAL RESOURCES

April 23, 1999

Mr. Daniel Penton
Post Buckley Schuh and Jernigan
1901 Commonwealth Lane
Tallahassee, Florida 32303

RE: St. Joe/Arvida Company, L.P.
Southwood Development of Regional Impact
Draft Development Order Language - March 15, 1999
PBSJ #09-360.00
Leon County, Florida

Dear Mr. Penton:

In accordance with this agency's responsibilities under Section 380.06, Florida Statutes, this office has completed a preliminary review of the Phase I and Limited Phase II Cultural Resources Assessment Survey report and have discussed the findings of the field investigations on several occasions with you and Mr. Phil Causey, project archaeologist. We note that sixty-six (66) archaeological or historic sites were encountered and assessed. In addition, we note that five (5) sites have been determined to be significant and seventeen (17) sites to be potentially significant, based on the level of field investigations conducted to date. This office concurs with those preliminary findings based on the survey data.

We have reviewed the referenced draft Development Order language (March 15, 1999) regarding Cultural Resources (section 4). This office concurs with the boundary delineations for sites 8 LE 1458 and 8 LE 2182, two of the significant historic resources. We suggest that the following language be inserted into:

Section 4.4.
If the five (5) significant sites cannot be preserved and avoided, the Developer shall take the following actions to minimize or mitigate ~~for~~ any adverse....

Section 4.6
...is consistent with the avoidance or mitigation measures....

R.A. Gray Building • 500 South Bronough Street • Tallahassee, Florida 32399-0250 • http://www.flheritage.com
☐ Director's Office (850) 488-1480 • FAX: 488-3353
☐ Archaeological Research (850) 487-2299 • FAX: 414-2207
☑ Historic Preservation (850) 487-2333 • FAX: 922-0496
☐ Historical Museums (850) 488-1484 • FAX: 921-2503
☐ Historic Pensacola Preservation Board (850) 595-5985 • FAX: 595-5989
☐ Palm Beach Regional Office (561) 279-1475 • FAX: 279-1476
☐ St. Augustine Regional Office (904) 825-5045 • FAX: 825-5044
☐ Tampa Regional Office (813) 272-3843 • FAX: 272-2340

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Please note, Exhibit __-2A - you should have a copy of our the Division of Historical Resources letter from 1988, if not, please let us know; and Exhibit __ -2B should be 1999 not 1998 site assessment report.

If you have any questions concerning our comments, please do not hesitate to contact Laura Kammerer, Historic Preservationist Supervisor, at (850) 487-2333 or (800) 847-7278. Your interest in protecting Florida's historic properties is appreciated.

Sincerely,

Laura A. Kammerer

for George W. Percy, Director
Division of Historical Resources and
State Historic Preservation Officer

GWP/Klk

xc: Bob Cambric, ARPC

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EXHIBIT D-2C
APR - 7 2005

CITY OF TALLAHASSEE

April 5, 2005

Ms. Denise M. Roemer
PBS&J
1901 Commonwealth Lane
Tallahassee, Florida 32303

RE: Natural Features Inventory
Tax I.D.# 31-16-20-032-0000
TER050054

Dear Ms. Roemer,
We have reviewed and approved the Natural Features Inventory (NFI) submitted on March 18, 2005. The following natural features have been identified on site or adjacent to the site.

1. **Listed Species Habitat**
   a. **Sherman's Fox Squirrel (*Sciurus niger shermani*)**
   b. **Southeastern American Kestrel (*Falco sparverius paulus*)**

Should you have any questions or require additional information from us, please contact our office at your convenience (850) 891-7100.

Sincerely,

June M. O'Meara

June M. O'Meara
Senior Environmental Biologist
Growth Management Department
Land Use & Environmental Services

JOM/jom

300 S. Adams St
Tallahassee, FL 32301-1731
Phone: 850-891-0010 TDD: 711
talgov.com

JOHN R. MARKS, III
Mayor
ANITA R. FAVORS
City Manager

ALLAN J. KATZ
Mayor Pro Tem
JAMES R. ENGLISH
City Attorney

ANDREW D. GILLUM
Commissioner
GARY HERNDON
City Treasurer-Clerk

DEBBIE LIGHTSEY
Commissioner
SAM M. McCALL
City Auditor

MARK MUSTIAN
Commissioner

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EXHIBIT D-2D

CITY OF TALLAHASSEE

June 7, 2005

Ms. Denise M. Roemer
PBS&J
1901 Commonwealth Lane
Tallahassee, Florida 32303

RE: Natural Features Inventory
Southwood 25 acre addition
Tax I.D.# 31-22-20-401-0000
TER050051

Dear Ms. Roemer,
We have reviewed and approved the Natural Features Inventory (NFI) submitted on March 14, 2005. The following natural features have been identified on site or adjacent to the site.

1. **Possible Listed Species Habitat**
   a. **Gopher Tortoise (*Gopherus polyphemus*)**
2. **Closed Basin**

The protection of environmentally sensitive areas adjacent to the site will be addressed during the Environmental Impact Analysis.
Should you have any questions or require additional information from us, please contact our office at your convenience (850) 891-7100.

Sincerely,

June M. O'Meara

June M. O'Meara
Senior Environmental Biologist
Growth Management Department
Land Use & Environmental Services

JOM/jom

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JUN - 9 2005

CITY HALL
300 South Adams Street
Tallahassee, FL 32301-1731
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JOHN R. MARKS, III
Mayor

ANITA R. FAVORS
City Manager

ANDREW D. GILLUM
Mayor Pro Tem

JAMES R. ENGLISH
City Attorney

ALLAN J. KATZ
Commissioner

GARY HERNDON
City Treasurer-Clerk

DEBBIE LIGHTSEY
Commissioner

SAM M. McCALL
City Auditor

MARK MUSTIAN
Commissioner

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Exhibit E

FACSIMILE TRANSMITTAL

SENT TO:	Post, Buckley, Schuh & Jernigan	ATTENTION:	Ken Jones
FAX NO.	575-0105	NUMBER OF PAGES INCLUDING COVER SHEET	9
DATE:	November 13, 1998		
SUBJECT:	Scope for Stormwater Facilities Master Plan		
REFERENCE:	Southwood DRI		

Ken,

I am transmitting the scope for the stormwater study pursuant to our discussions. Please update the attached schedule as shown and send us a copy so we can include a clean copy with the scope. If everything is satisfactory, you may want to circulate the scope again to the other parties. I will provide a copy to City Growth Mgm't. Please call with any questions as we hope to get this completed so as to avoid any delay in the sufficiency process.

As I discussed with you and Charley yesterday, the City does not envision executing a development agreement in connection with this process. We will be working with Bob Cambric to develop language for the development order that sets out the requirement that SJA do the study and which makes the development approval contingent upon the study confirming the assertions made in the ADA. If upon completion of the stormwater planning study, statements in the ADA are found to be inaccurate, the related approvals would be invalidated and those matters would have to be revisited. It is conceivable the scope of affected matters could go beyond stormwater specifically. For instance, wetlands or other ecological concerns could be affected resulting in other parties becoming involved. In a worst case outcome I suppose land uses and densities could be affected.

While no one thinks such an outcome likely, everyone needs to be aware of that potential and there needs to be agreement on what would be done in that eventuality. For that reason, it is important that the D.O. paragraphs which accept this future study in lieu of delaying of sufficiency, need to be worked out before we get a sufficiency determination.

John Buss

cc: Bob Cambric
Wendy Grey
Scott Matteo
Linda Hurst

CITY OF TALLAHASSEE
City of Tallahassee - Stormwater Management Department
Telephone 850-891-6800 Fax 850-891-6810
CITY OF TALLAHASSEE

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November 13, 1998

SOUTHWOOD
Stormwater Facilities Master Plan

St. Joe/Arvida Company, L.P., (SJA), will prepare a Stormwater Facilities Master Plan (SFMP) which shall:

1. Define the stormwater data and impacts associated with the proposed Southwood Development.
2. Define the structural and nonstructural techniques to be used to manage the stormwater from the development in compliance with local, state and federal regulations.
3. Document the infrastructure requirements and phasing for long term plan implementation.
4. Document the easement reservations necessary to insure adequate conveyances and management facilities can be provided to serve all parts of the project.

The SFMP will be prepared in accordance with the schedule attached to this scope. Because one use of the SWMP will be to aid in the evaluation of development impacts in connection with the Southwood DRI process, the schedule is a material part of this scope of work.

The SFMP shall include a comprehensive analysis of the existing and proposed stormwater runoff conditions, design of the improvements required for the primary conveyance systems to serve the entire development, and a report which includes the analysis criteria, results, and preliminary plans for the primary system components. The primary drainage system shall include those tributary conveyances and impoundments, whether natural or man-made, which are necessary to provide a hydraulic connection to the boundary of the primary catchments which exist in each of the individual land use tracks identified in Map H-1 (Master Development Plan) of the Application for Development Approval. The SFMP shall evaluate natural and improved drainage systems, document the hydraulic capability of these systems and define the resulting impacts and proposed mitigation measures. Specific consideration shall be given to erosion and sedimentation concerns and long-term maintenance issues with appropriate mitigation measures being proposed.

The SFMP shall be prepared and submitted in a format sufficient for review and approval by the City of Tallahassee (COT), Leon County (LC), and the Florida Department of Environmental Protection (FDEP) in accordance with the requirements of the Final Development Order (DO) associated with the Southwood DRI.

TASK 1 - DATA COLLECTION

A. Collect and assimilate available information and data pertinent to the COT's Southeast Sector watershed, which encompasses the Southwood property. The data shall include the following:

1. Existing stormwater management studies and reports relating to the study area;

2. Existing hydrologic and meteorologic records, topographic maps, soils information and aerial photography;

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3. Existing surveys or construction plans relevant to the study area;

4. Documentation of past flooding complaints;

5. Present and projected land uses within the study area;

6. Existing surface water and groundwater quality data;

7. Existing habitat, wildlife, natural vegetative area, wetland inventory and/or Florida Land Use Cover and Classification System (FLUCCS) maps;

8. Rules, regulations, ordinances and laws of the Local, State, Regional and Federal agencies having jurisdiction over development of stormwater management facilities in the City of Tallahassee's Southeast Sector watershed. These agencies include at a minimum the Northwest Florida Water Management District (NWFWMD), Florida Department of Transportation (FDOT), FDEP, U.S. Army Corps of Engineers (ACOE), U.S. Environmental Protection Agency (EPA), City of Tallahassee, and Leon County;

9. Archaeological resources;

10. The City of Tallahassee's EPA NPDES MS4 permit and application.

11. Other necessary information within the study area.

B. Assimilate all pertinent data currently being prepared for the Southwood DRI as applicable toward development of the SFMP.

C. Establish a stream and rainfall monitoring program to include the following elements:

1. Install three stream stage recorders on the major drainage runs within the property.

2. Install a rainfall gage.

(SJA will operate and maintain the stage and rainfall recorders for a period of two years following completion of the SFMP. At a minimum SJA will collect and store data on a monthly basis. Subsequent to that period the City may at its option take over operation of the recorders as a part of its City wide stage and rainfall data collection program. SJA will allow access as required for that purpose. The City and SJA will provide collected data to each other upon request.)

4. Record velocity measurements within gaged stream reaches for at least seven storm events plus two baseline events to establish existing conditions stream rating curves.

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5. Collect groundwater levels from existing piezometers during and after two storm events. The piezometer shall be measured six times over a 30-day period.

6. Wetland hydroperiods characterization.

D. Establish a water quality monitoring program to include the following elements:

1. Collect surface water quality samples from six locations along the central drainage runs; two locations at the base of each drainage run; the lake west of Capital Circle; and a location in Shepard's Branch.

2. Water quality samples shall be collected three times at each location and analyzed for selected parameters. These samples shall be obtained in conjunction with a dry period and a storm event.

3. Collect groundwater samples for selected parameters from six existing piezometric wells.

4. Groundwater samples shall be collected three times at each location and analyzed for selected parameters. These samples shall be obtained in conjunction with a dry period and a wet period.

E. Conduct field surveys at selected locations to verify and improve upon available field data for inclusion into the existing conditions stormwater model.

F. Establish the type and extent of specific additional information required for development of the SFMP.

DELIVERABLE:

Data report including evaluation of data.

TASK 2 - EXISTING CONDITIONS STORMWATER MODEL

A. Review and evaluate the data and results of information described in Task 1 as applicable toward development of the Southwood SFMP.

B. Identify and develop hydrologic and hydraulic characteristics including soils, land use, overland flow, conveyance and stage/storage data for watershed areas impacted by the Southwood development.

C. Develop an existing conditions stormwater model encompassing each of the watershed areas identified in Task 2B.

D. Calibrate and validate the existing conditions stormwater model based on data collected in accordance with Task 1C.

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E. Establish peak discharge rates and velocities within existing conveyances resulting from the 2-hour and 8-hour durations for the 2, 5, 10, and 25-year return period storm events.

F. Establish runoff volume and peak stage resulting from the 100-year storm event and the yearly continuous simulation for 1964 for closed basins.

G. Prepare an Existing Conditions Drainage Map delineating watershed areas and drainage basins, conveyance systems, storage elements and flood extents.

DELIVERABLES:

Existing Conditions Stormwater Model and Documentation
Existing Conditions Drainage Map

TASK 3 - POST-DEVELOPMENT STORMWATER MODEL

A. Establish overall general stormwater management system design criteria, functional and operational requirements of the completed system (i.e., stormwater treatment, attenuation, flood protection, and maintenance), and environmental constraints related to the site (i.e., protected wetlands and flood plains, water levels, etc.) in accordance with COT regulatory criteria. Coordinate the ecological and land use planning with the stormwater management planning to avoid setting preservation goals in areas where the impacts of urban densities require stormwater uses of an infrastructure nature and to avoid imposing infrastructure type drainage functions into preservation and conservation areas. To implement this strategy, map and classify the stormwater network into Urban System Zones, Special Environmental Management Zones, Conservation Zones, and Preservation Zones.

B. Identify the location, approximate dimensions and control elevations of proposed stormwater management facilities and conveyances.

C. Delineate post-development sub-basins, and primary conveyance systems.

D. Compile hydrologic and hydraulic characteristics for post-development conditions including soils, land use, overland flow, conveyance, and stage/storage data.

E. Modify the existing conditions stormwater model to accommodate post-development conditions established by Tasks 3B, 3C, and 3D.

F. Establish and tabulate discharge rates and velocities within existing and proposed conveyances resulting from the 2 hour and 8 hour durations for the 2, 5, 10, and 25-year return period storm events. Perform analysis and evaluate modifications to the conveyance system necessary for compliance with Task 3A.

G. For closed basins, establish and tabulate runoff volumes and peak stages the continuous

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simulation of rainfall occurring in 1964 and for the 25- and 100-year storm events having durations of 8, 24, 96, 168 and 240 hours. Perform analysis and evaluate modifications to the storage components of the proposed drainage system necessary for compliance with Task 3A.

H. Prepare a Post-Development Drainage Map delineating watershed areas and drainage basins, conveyance systems, storage elements and flood extents.

DELIVERABLES:

Post-Development Stormwater Model and Documentation
Post-Development Conditions Drainage Map

TASK 4 - STORMWATER FACILITIES MASTER PLAN REPORT

A. Prepare a SFMP Report which:
- summarizes the technical analyses and evaluation process, and which
- defines the stormwater data and impacts associated with the proposed development, and which
- defines the structural and nonstructural techniques to be used to manage the stormwater from the development in compliance with local, state and federal regulations, and which
- documents the infrastructure requirements and phasing for long term plan implementation, and which
- documents the easement reservations necessary to provide adequate conveyances and facilities to serve all parts of the project.

The SFMP Report will be used as a guide in to insure adequate stormwater management is provided as various phases of the development are undertaken and will assist in the associated permitting reviews. The SFMP Report will include the following documentation;

1. Conveyance Plan (open and closed systems) for the primary drainage system. The primary drainage system shall include those tributary conveyances and impoundments, whether natural or man-made, which are necessary to provide a hydraulic connection to the boundary of the primary catchments which exist in each of the individual land use tracks identified in Map H-1 (Master Development Plan) of the Application for Development Approval. The Conveyance Plan should also include the stormwater system classification designations consistent with Task 3A.

2. Location, hydraulic capacity requirements, dimensions and control elevations of the primary drainage system as defined above, including:

   a. Structures such as culverts, pipes, bridges, and control structures;

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b. Open channel conveyance systems;
c. Stormwater management facilities utilized for attenuation or treatment.

3. Location and approximate dimensions of easements and/or rights-of-way necessary for construction, operation, and maintenance of primary drainage system as defined above.

4. An implementation sequence for construction of conveyance and impoundment elements which is cross- referenced to the phased development of planned use tracts. This section shall describe which facilities of the primary drainage system need to be in place before development of each tract in the land use plan goes forward.

5. Tabulation of discharge data for each of the homogeneous land use tracts shown on the land use plan. The data shall include the contributing area and the assumed percent impervious, the pre- and post-volume of discharge in inches of runoff, and the pre- and post-development peak discharges in cubic feet per second (cfs). Where land use tracts are split into one or more sub-basins, the data shall be discretized by sub-basin.

6. Flood stages and profiles along the primary drainage system.

7. 100-year storm event flood exclusion areas, including those associated with closed basins, with flood elevations, and extents.

8. Maps delineating the 100-year floodplain areas under full build-out condition, and the required documentation for revisions to the NFIP FIRM.

9. Projected impacts on water quality.

10. Impacts to environmentally sensitive natural features. Coordinate the stormwater

11. Documentation of coordination with environmental permitting agencies.

12. Copies of input data and output based upon field data and the hydrologic/hydraulic models.

DELIVERABLE:

SFMP Report.

TASK 5 - NFIP FIRM AMENDMENT

A. SJA shall prepare, within 90 days of COT approval of the SFMP, a National Flood Insurance Program (NFIP) Flood Insurance Rate Map (FIRM) amendment for a Physical Map Revision (PMR) representing the Special Flood Hazard Areas (SFHA) and corresponding flood profiles under the full build-out condition as determined by the

OR BK 6160 PG 1881

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approved SFMP.

B. The PMR package shall be prepared in a format acceptable to the Federal Emergency Management Agency (FEMA) and shall include the required documentation and review fee necessary for approval of the SFHA within the development boundary as well as outside the boundary if the impacts associated with the increased runoff are mitigated outside the boundary.

C. If the PMR is prepared using hydrologic and hydraulic modeling software which is different than that used to develop the SFMP, SJA will insure the predicted flood stages are not less than those developed in the SFMP. This requirement shall also apply to later FIRM amendments or PMRs. SJA will make this requirement a condition of sale on property it markets so that future owners are bound by this same restriction.

DELIVERABLE:

PMR Package for FIRM amendment.

Posted on May 4, 2026

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PBSJ POST, BUCKLEY, SCHUH & JERNIGAN, INC.

File Spec: Ga /Tal 134.001
Date:
cc: ICA

November 23, 1998

COT-Stormwater Management Division
408 N. Adams Street
Tallahassee, FL 32301

Attn: Mr. John Buss, P.E.

Re: **Southwood SFMP Scope**

Dear Mr. Buss:

Your revised scope, dated November 13, 1998, has been accepted by St. Joe/Arvida without further comment. The attached schedule has been revised to include the FEMA map amendment in accordance with your request. The approved scope and schedule were forwarded to Robert Cambric at the Apalachee Regional Planning Council on November 17, 1998.

If you have any questions or need further information, please advise.

Sincerely,

POST, BUCKLEY, SCHUH & JERNIGAN, INC

William K. Johnson, P.E.

Enclosure

xc: Charles Redding
Ken Jones

REC - - - - D
DEC 01 1998
AM Stormwater Management PM
0-7-8-9-10-11-12-1-2-3-4-5-6

1901 Commonwealth Lane · Tallahassee, Florida 32303 · Telephone: 850/575-1800 · FAX: 850/575-0105

Posted on May 4, 2026

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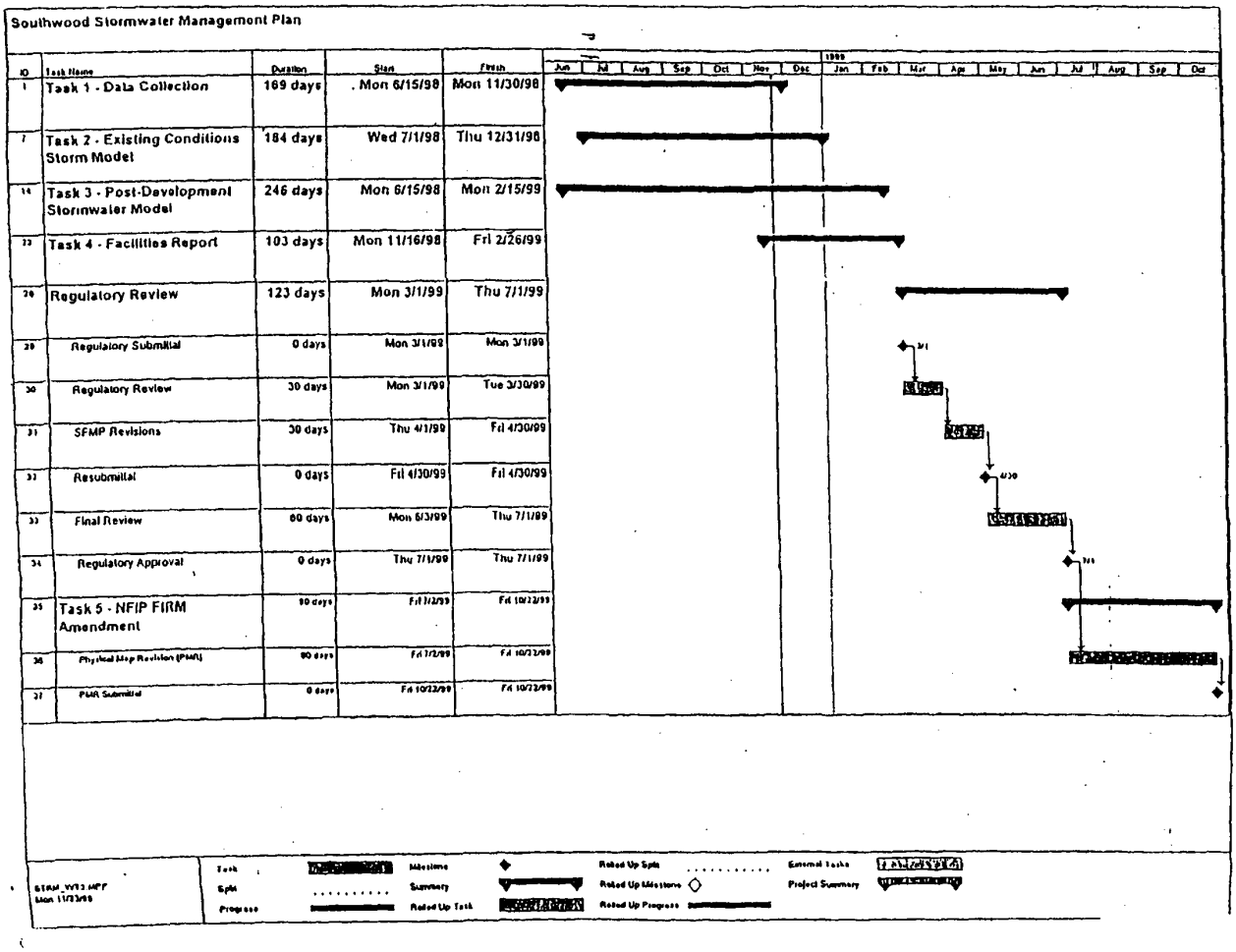

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Posted on May 4, 2026

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Posted on May 4, 2026

Exhibit F – February 2026 Cumulative Trip Generation Summary

Land Use	Pod Code	Units/Square Feet	Total Trips	5% TDM Trips	Enter Trips	Exit Trips
Single-Family Housing	LSF	491 Units	545	518	326	192
Single-Family Housing	LDR	1,585 units	1,675	1,591	1,002	589
Multi-Family Housing	MDR	2,694 units	1,672	1,588	1,032	556
Office	MUOC/TC	650,000 gsf	1,043	991	168	823
Retail/Commercial	MUOC/TC	770,000 gsf	3,999	3,800	1,824	1,976
Southwood House	HHO	17,000 gsf	25	23	10	13
Catholic School	MUEI-3	79,000 gsf	149	141	52	89
FSU High School	MUEI-2	234,000 gsf	606	576	357	219
Public K-8 School	MUEI-3	90,000 gsf	72	68	31	37
Research & Development	MUI	500,000 gsf	502	477	72	405
Hotel	MUOC/TC/HHO	170 rooms	90	85	42	43
Community Center		12,800 gsf	22	21	7	14
Central Park		123 acres	5	5	2	3
Community Park		215 acres	13	12	5	7
Golf Course		18 holes	49	47	21	26
Total			10,468	9,943	4,953	4,990

TRIP GENERATION ASSUMPTION
Land Use and Trip Assumptions based on ITE Trip Generation manual, 7th Edition with the exception of the schools, which are based on local survey data.
The Trip rate applied to each land use is derived from ITE trip equations (if available) or average trip rates.
The office uses may include typical accessory uses as provided for in the MUOC and TC zoning districts of the Southwood PUD.
Trips reduced by 5% to reflect higher than average bicycle and pedestrian use.

Independence Landing – the Independence Landing amendment added 400 units to the Southwood DRI that are not shown in the DRI entitlements above. Those units were analyzed separately for impacts and will not be required for mitigation by St. Joe pursuant to the DRI development order.

The Learning Experience- Amendment 11 added 7,979 square feet of Day Care Center to the Southwood DRI that is not shown in the DRI entitlements above. This additional square footage will be analyzed separately for impacts and will not be required for mitigation by St. Joe pursuant to the DRI development order.

Southwood Unit 27 – Amendment 12 added up to 7,210 square feet of commercial each to Lots 6, 12, and 13, Block A of Southwood Unit 27, for a total of 21,630 square feet of commercial that is not shown in the DRI entitlements above. This additional square footage will be analyzed separately for impacts and will not be required for mitigation by St. Joe pursuant to the DRI development order.

The four-laning of the following roadway segments within Southwood must commence within 12 months from the date when the Average Annual Daily Traffic (AADT) exceeds 12,500 vehicles:

- Blair Stone Road from Esplanade Way to Four Oaks Boulevard
- Four Oaks Boulevard from Shumard Oak Boulevard to Blair Stone Road
- Four Oaks Boulevard from Blair Stone Road to Orange Avenue

If 12,500 AADT is not reached by project buildout on any of the above segments, the Developer shall coordinate with the City to determine the need for and timing of the four-laning.

LAND USE CONVERSION HISTORY (SINCE 2019)

1. FSUS amendment – Developer converted 98,000 SF of industrial to create 82,000 SF of education/institutional.
2. Daycare/ALF amendment – Developer converted 19,272 SF of retail/commercial to create 9,000 SF of Day Care and converted 8 hotel rooms to create 15 ALF beds.
3. Tallahassee Classical School – Developer converted 150,000 SF of Industrial to 50,000 SF of Charter School.
4. Daycare amendment – Developer converted 221,000 SF of industrial to create 20,000 SF of Day Care.
5. Solitude, LLC – Developer converted 24,093 SF of Retail/Commercial to create 202 Multi-Family housing and 31,000 Sf of Research & Development to create 50 multi-family housing.
6. In 2021, 24,610 square feet of commercial retail use were converted to 11,500 square feet of day care use.
7. In Amendment 10, June 2024, 160 Multi-family units and 10,000 square feet of office uses were converted into 68 single-family units.
8. In Amendment 11, 4,300 square feet of Retail/Commercial uses were converted to 2,021 square feet of Day Care Center uses for The Learning Experience.
9. In Amendment 12, 27000 square feet of Office uses were converted to 8,370 square feet of Commercial uses for Lots 6, 12, and 13, Block A of Southwood Unit 17

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EXHIBIT G

June 2024 Schedule of Internal Road Improvements

Internal Road Improvement	Master Plan Development Pods
Merchants Row Boulevard (from Capital Circle SE to Tram Road)	Completed
Merchants Row Boulevard (from Tram Road to Artemis Way)	MDR-19 – construction started on or before June 30, 2027 and completed by June 30, 2028
Four Oaks Boulevard (from current terminus to Orange Avenue Extension)	Completed
Artemis Way (fka Southchase Boulevard fka Paul Russell Extension)(from Capital Circle SE to Tram Road)	MUOC-8, MDR-20 – construction started on or before December 31, 2027 and completed by December 31, 2028
Shumard Oak Boulevard (from Capital Circle SE to Merchants Row Extension)	Completed
Esplanade Way (from current terminus to MDR-3)	LDR-7, MDR-3 – construction started on or before December 31, 2027 and completed by December 31, 2028
Orange Avenue Extension (from Capital Circle SE to Southwood Plantation Road)	LDR-5, MDR-5, NVC-1, construction completed by December 31, 2025 (note: Orange Avenue Extension from Capital Circle SE to Biltmore Avenue is completed)
Southwood Plantation Road/Biltmore Avenue (from current terminus to Apalachee Parkway as aligned with Sutor Road)	NVC-1, MDR-13, LDR-5, LDR-2, LDR-3– construction started on or before December 31, 2025 and completed by December 31, 2026
Biltmore Avenue (from Salinger ay to Schoolhouse Road)	Completed
Schoolhouse Road (from current terminus to Biltmore Avenue)	Completed

Notes:

1) *Segments of each internal road improvement listed above are to be completed no later than the completion of the applicable portion of the referenced development pods that are immediately adjacent to the road segment.*
2) *For the purpose of this exhibit, a portion of a development pod shall be deemed complete when all of the horizontal infrastructure (i.e. roads, water/sewer, stormwater, etc.) necessary to service the applicable portion of the development pod are constructed and inspected.*
3) *Each applicable internal road segment is to be designed, permitted, and constructed simultaneously with the applicable portion of a development pod that is immediately adjacent to the road segment.*
4) *All roads referenced above shall be completed by the dates noted above.*

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EXHIBIT H

June 2024 Schedule of Pro Rata Share Contributions
For Phase 2a

Payment Deadline	Payment Amount
January 22, 2025	$500,000
January 22, 2026	$500,000
January 22, 2027	$685,982
January 22, 2028	$1,000,000
January 22, 2029	$1,000,000
January 22, 2030	$1,000,000
Grand Total	$4,685,982

Notes:

1) Payments are due prior to January 22 of each respective year.
2) The Pro Rata Share shall be apportioned between the City of Tallahassee and Leon County based on the impacted transportation segments of each jurisdiction.
3) This exhibit has been updated to reflect mitigation dates including available permit extensions. Mitigation dates have been extended to the full extent permitted by Florida Statutes, and are not eligible for any further such extensions.

OR BK 6160 PG 1887

EXHIBIT I

Southwood Updated Land Use Conversion Table

Land Use Conversion			TO: Single-Family Housing	Multi-Family Housing	Office	Retail / Commercial	Assisted Living Facility	Southwood House	Catholic School	Public K-8 School	Day Care Center	Research & Development	Hotel	Community Center	Central Park	Community Park	Golf Course	FSU School	PM Peak Hour Trip Generation		
FROM:	Land Uses	Units	DU	DU	KSF	KSF	Beds	KSF	KSF	KSF	KSF	KSF	Rooms	KSF	Acres	Acres	Holes	KSF	Land use	ITE Code or DRI	Effective Trip Generation Rate
	Single-Family Housing	DU	1.00	1.72	0.67	0.21	4.11	0.73	0.57	1.34	0.10	1.07	2.02	0.61	26.73	17.82	0.39	0.90	Single-Family Housing	DRI	T= 1.07 *(X), *X is # of Dwelling Units*
	Multi-Family Housing	DU	0.58	1.00	0.39	0.12	2.39	0.42	0.33	0.78	0.06	0.62	1.17	0.35	15.52	10.34	0.23	0.52	Multi-Family Housing	DRI	T= 0.62 *(X), *X is # of Dwelling Units*
	Office	KSF	1.50	2.59	1.00	0.31	6.17	1.09	0.85	2.01	0.14	1.60	3.03	0.92	40.12	26.74	0.59	1.35	Office	DRI	T= 1.60 *(X), *X is 1,000 Square Feet*
	Retail / Commercial	KSF	4.86	8.37	3.24	1.00	19.98	3.53	2.75	6.49	0.47	5.17	9.81	2.97	129.84	86.56	1.90	4.36	Retail / Commercial	DRI	T= 5.19 *(X), *X is 1,000 Square Feet*
	Assisted Living Facility	Beds	0.24	0.42	0.16	0.05	1.00	0.18	0.14	0.33	0.02	0.26	0.49	0.15	6.50	4.33	0.09	0.22	Assisted Living Facility	254	T= 0.26 *(X), *X is # of Beds*
	Southwood House	KSF	1.38	2.37	0.92	0.28	5.66	1.00	0.78	1.84	0.13	1.46	2.78	0.84	36.76	24.51	0.54	1.24	Southwood House	DRI	T= 1.47 *(X), *X is 1,000 Square Feet*
	Catholic School	KSF	1.76	3.04	1.18	0.36	7.25	1.28	1.00	2.36	0.17	1.88	3.56	1.08	47.15	31.43	0.69	1.58	Catholic School	DRI	T= 1.89 *(X), *X is 1,000 Square Feet*
	Public K-8 School	KSF	0.75	1.29	0.50	0.15	3.08	0.54	0.42	1.00	0.07	0.80	1.51	0.46	20.00	13.33	0.29	0.67	Public K-8 School	DRI	T= 0.80 *(X), *X is 1,000 Square Feet*
	Day Care Center	KSF	10.40	17.92	6.93	2.14	42.77	7.56	5.90	13.90	1.00	11.08	21.00	6.35	278.00	185.33	4.06	9.34	Day Care Center	565	T= 11.12 *(X), *X is 1,000 Square Feet*
	Research & Development	KSF	0.94	1.62	0.63	0.19	3.86	0.68	0.53	1.26	0.09	1.00	1.90	0.57	25.10	16.73	0.37	0.84	Research & Development	DRI	T= 1.00 *(X), *X is 1,000 Square Feet*
	Hotel	Rooms	0.50	0.85	0.33	0.10	2.04	0.36	0.28	0.66	0.05	0.53	1.00	0.30	13.24	8.82	0.19	0.44	Hotel	DRI	T= 0.53 *(X), *X is # of Rooms*
	Community Center	KSF	1.64	2.82	1.09	0.34	6.73	1.19	0.93	2.19	0.16	1.74	3.31	1.00	43.75	29.17	0.64	1.47	Community Center	DRI	T= 1.75 *(X), *X is 1,000 Square Feet*
	Central Park	Acres	0.04	0.06	0.02	0.01	0.15	0.03	0.02	0.05	0.00	0.04	0.08	0.02	1.00	0.67	0.01	0.03	Central Park	DRI	T= 0.04 *(X), *X is Acres*
	Community Park	Acres	0.06	0.10	0.04	0.01	0.23	0.04	0.03	0.08	0.01	0.06	0.11	0.03	1.50	1.00	0.02	0.05	Community Park	DRI	T= 0.06 *(X), *X is Acres*
	Golf Course	Holes	2.56	4.41	1.71	0.53	10.54	1.86	1.45	3.43	0.25	2.73	5.18	1.57	68.50	45.67	1.00	2.30	Golf Course	DRI	T= 2.74 *(X), *X is # of holes*
	FSU School	KSF	1.11	1.92	0.74	0.23	4.58	0.81	0.63	1.49	0.11	1.19	2.25	0.68	29.75	19.83	0.43	1.00	FSU School	522	T 1.19 *(X), *X is 1,000 Square Feet*

*Updated April 2019

* The Developer may increase or decrease the amount of a particular land use within the approved development program without amending the DRI Integrated Development Order by using the Land Use Conversion Table (Exhibit I). Use of the conversion table shall be limited to no more than a 25% increase or decrease of development entitlements for each use listed in Exhibit B-1. If a conversion which would result in greater than 25% increase or decrease of a use is needed, an amendment to the Integrated Development Order shall be required to accommodate the conversion. The only exception to the 25% conversion limit is the conversion of up to 100% of the undeveloped hotel rooms, so long as the receiving land use does not exceed the 25% change threshold, and conversions resulting in up to 500 assisted living/continuing care facility beds. Use of the Land Use Conversion Table shall not provide the ability to exceed the development impacts analyzed in the DRI Application for Development Approval (ADA). Any time the Land Use Conversion Table is used, the City of Tallahassee Growth Management and Leon County Development Services and Environmental Management Departments must be provided notice at least 30 days in advance of use of the Land Use Conversion Table in the form of an on-going accounting report. Use of the table will be reported with documented development impacts as an on-going accounting table in the Annual Report. Cumulative changes shall be reflected with subsequent amendments to the Southwood DRI Integrated Development Order.

Posted on May 4, 2026

March 6, 2026

VIA EMAIL: John.Reddick@talgov.com
brockmeiers@leoncountyfl.gov

Mr. John Reddick
Director, City of Tallahassee Growth
Management Department
Renaissance Center, Third Floor
435 North Macomb Street
Tallahassee, Florida 32301

and

Mr. Scott Brockmeier
Director, Leon County Development Services
and Environmental Management
Renaissance Center, Second Floor
435 North Macomb Street
Tallahassee, Florida 32301

Re: Notice of Extension of the Southwood Development of Regional Impact Development Order Pursuant to Section 252.363, Florida Statutes

Dear Messrs. Reddick and Brockmeier,

The St. Joe Company ("**St. Joe**") submits this notification to the City of Tallahassee (the "**City**") and Leon County (the "**County**") to toll and extend the buildout date of the Southwood Development of Regional Impact Development Order ("**DRI DO**"). By statute, the extension of the buildout date under the DRI DO also extends the commencement and completion dates for all required mitigation therein, including the dates for construction of certain Internal Road Improvements as set forth in Exhibit G thereto.

On May 10, 2024, Governor DeSantis issued Executive Order No. 24-94, which declared a state of emergency throughout North Florida, including in Leon County, due to an intense thunderstorm that brought severe weather and caused significant damage to critical state infrastructure (the "**North Florida Tornadoes EO**"). The North Florida Tornadoes EO was subsequently extended by Executive Orders 24-148, 24-193, 24-239, 24-288, 25-50, 25-94, 25-139, 25-179, 25-211, 25-256, and most recently 26-34. The North Florida Tornadoes EO is currently set to expire on April 21, 2026, unless further extended.

Pursuant to Section 252.363(1)(a)5., Florida Statutes, the North Florida Tornadoes EO expressly tolls the buildout date for the DRI DO through expiration of the North Florida Tornadoes EO and extends the buildout date for an additional 24 months from September 28, 2038 to September 28, 2040. As a phased construction project, the commencement and completion dates for any required mitigation, including the construction of Internal Road Improvements set forth in Exhibit G, are also extended. § 252.363(1)(c), Fla. Stat. Once the permit holder submits its notice of intent to exercise the tolling and extension under section 252.363(1)(b), the extension occurs as a matter of law. *See* Fla. AGO 2012-13 (April 25, 2012).

Therefore, by way of this letter, St. Joe provides notice to the City and the County that the buildout date under the DRI DO, as well as the commencement and completion dates for construction of Internal Roadway Improvements set forth in Exhibit G thereto, are tolled as of May 10, 2024 through the expiration of the North Florida Tornadoes EO, and extended for an additional 24 months thereafter.

If you have any questions, please do not hesitate to contact me.

Sincerely,

Bridget Precise

Leon County Government
INTEROFFICE MEMO

TO: Honorable Chairman and Members of the Board

THROUGH: Chasity H. O'Steen, County Attorney

FROM: Gretchen Kelley Brantley, Assistant County Attorney GKB

DATE: March 19, 2026

SUBJECT: Applicability and Limits of Section 252.363, Florida Statutes, to Southwood DRI Development Order Road Obligations in Exhibit G

This memo is provided in response to requests for information submitted to the County Attorney's Office by Commissioner Nick Maddox.

For background, at its February 18, 2026, public hearing the City of Tallahassee (City) approved the 12th Amendment to the Southwood Development of Regional Impact Integrated Development Order ("DRI DO"), even though transportation construction deadlines in Exhibit G to the DRI DO (Exhibit G) expired on December 31, 2025. At that time, the City also requested an agenda item with a status update regarding the expired transportation construction deadlines.

The Board was initially scheduled to consider the 12th Amendment to the DRI DO (12th Amendment) at its February 10, 2026, meeting, but County staff rescheduled the hearing for the March 10, 2026, meeting to provide additional time for review of the expired transportation construction deadlines in Exhibit G. As stated in the published March 10, 2026, agenda materials, staff initially recommended that the Board remand the 12th Amendment application back to the Planning Commission for consideration of whether the DRI DO was out of compliance with the Tallahassee-Leon County Comprehensive Plan because of the expired transportation construction deadlines in Exhibit G.

On March 6, 2026, the Friday before the Board's meeting, St. Joe Company (Developer) submitted a letter asserting entitlement to the tolling and extension provisions of section 252.363(1), F.S. (Statute) for the deadlines in the DRI DO, including the transportation construction deadlines in Exhibit G (Notice). A developer, upon written notice, is entitled to the tolling and extension provisions provided for in the Statute as a matter of law unless one of the enumerated exceptions in paragraph (1)(d) of the Statute applies.

Section 252.363(1)(d)3., F.S. only bars the automatic tolling and extension provisions in the Statute when the authorizing agency determines the developer is "in significant noncompliance" with the permit or other authorization "through the issuance of a warning

letter or notice of violation, the initiation of formal enforcement, or an equivalent action" (Non-Compliance Provision). The City of Tallahassee (City) is the jurisdiction with enforcement authority under the DRI DO, not the County. Prior to the Board's March 10, 2026, meeting, the City had taken none of the actions enumerated in the Non-Compliance Provision, and the Developer was entitled to the automatic tolling and extension under the Statute as of the time the Board held its hearing to consider the 12th Amendment. County staff therefore provided supplemental hearing materials to the Board and recommended approval of the 12th Amendment after confirming with City staff that the tolling and extension provisions in the Statute applied and City staff had identified the new dates for the transportation construction deadlines in Exhibit G of the DRI DO.

A day after the Board's public hearing approving the 12th Amendment to the DRI DO, and following consideration of the City's status update agenda item, the City Commission voted to initiate formal violation proceedings against the Developer.

The County's interpretation of Section 252.363(1), Florida Statutes (the Statute), as applied to the Southwood Development Order deadlines.

Exhibit G transportation construction deadlines expired December 31, 2025. The Developer submitted its Notice on March 6, 2026, in accordance with the Governor's Executive Order (EO) 24-94 and s. 252.363,[1] F.S., which became effective upon receipt by the County. The City Commission voted to initiate formal violation proceedings on March 11, 2026.

A. The statute includes timeframes for both tolling and extensions.
    1. Tolling and extensions occur "as a matter of law in response to a written notification of intent to exercise the tolling and extension granted by the statute." (*See* Fla. Att'y Gen. Op. 2012-13 (2012).)[2]
B. On May 10, 2024, the Governor of Florida issued EO 24-94 titled "Emergency Management – May North Florida Tornadoes" that specifically included Leon County.
    1. EO 24-94 was subsequently extended several times.[3]
    2. The current extension is EO 26-34 and is scheduled to expire April 20, 2026,[4] unless extended again.
C. Certain transportation construction deadlines encompassed within Exhibit G of the DRI DO came due on December 31, 2025.[5]

[1] https://www.flsenate.gov/Laws/Statutes/2025/252.363
[2] https://www.myfloridalegal.com/ag-opinions/emergency-tolling-of-development-order
[3] https://www.flgov.com/eog/sites/default/files/executive-orders/2024/EO-24-94-1.pdf
[4] https://www.flgov.com/eog/sites/default/files/executive-orders/2026/EO%2026-34.pdf
[5] *The Southwood Plantation Road/Biltmore Avenue completion date is December 31, 2026; however, Exhibit G required construction to begin by December 31, 2025, and construction has not yet commenced. Further, Exhibit G required the Orange Avenue extension from Biltmore Avenue to Southwood Plantation Road to be completed by December 31, 2025, and that road is incomplete.*

D. On March 6, 2026, the Developer provided the Notice to the City and the County that it is exercising the tolling and extension provisions of the Statute for the DRI DO.
E. As of March 10, 2026, when the Board approved the 12th Amendment to the DRI DO, the March 6th Notice tolled the DRI DO deadlines, including the transportation construction deadlines, until the expiration of the EO and the extensions provided for in the Statute.
F. On March 11, 2026, the City Commission voted to initiate formal violation proceedings against the Developer.

Whether the statute's non-compliance exclusion provision in subsection (1)(d) affects the ability of the permit holder to exercise the tolling provision in this situation.

On March 11, 2026, the City Commission voted to initiate formal violation proceedings against the Developer. As of the date of this memo, the City has scheduled a public hearing for April 21, 2026, at 9 a.m. regarding the City's determination that the Developer is in substantial noncompliance and not entitled to tolling and extension provisions in the Statute. Any future interpretation regarding the applicability of the Statute to the DRI DO is dependent upon the outcome of potential enforcement action taken by the City as the entity with enforcement authority under the DRI DO.

A. Both the City Commission and the Board review and approve changes to the Southwood DRI DO.
B. The DRI DO explicitly reserves to the City the authority to enforce compliance.[6] (*See* Agenda Item #24, Attachment #1, page 49 of 55; also referenced as numbered page 47 of the Southwood DRI DO; Section 3., B. General Conditions, 10.)
C. Pursuant to the DRI DO, the City is required to provide the Developer with written notice that states the nature of the purported violation and provide an opportunity to cure the violation within a reasonable time if not within 15 days.[7] (*See* page 47 of the DRI DO, Section 3., B. General Conditions, 10. a. *and* b.)
D. At its January 27, 2026, meeting, the Board approved a Request to Schedule the First and Only Public Hearing to Consider a Twelfth Amendment to the Southwood Development of Regional Impact Integrated Development Order for February 10, 2026.[8] County staff rescheduled the hearing for March 10, 2026, to provide additional time for review of the potential implications of the expired Exhibit G transportation construction deadlines, which were not included or referenced in the January 6, 2026, Planning Commission meeting materials considered by the Planning

[6] https://www2.leoncountyfl.gov/coadmin/agenda/attach/260310/a2401.pdf
[7] https://www2.leoncountyfl.gov/coadmin/agenda/attach/260310/a2401.pdf
[8] https://www2.leoncountyfl.gov/coadmin/agenda/view.asp?item_no=%279%27&meeting_date=1/27/2026&meeting_id=1501

Commission in reaching its recommendation to the Board.[9] For the March 10, 2026, public hearing, staff initially recommended that the Board remand the 12th Amendment to the Planning Commission to consider the expired transportation construction deadlines in Exhibit G and include findings in its recommendation to the Board.[10]

E. At its February 18, 2026, public hearing, the City Commission voted to approve the 12th Amendment to the Southwood DRI DO. At the same meeting, the City Commission voted to bring back to its next scheduled meeting: "A full review and update on the transportation order issue," which passed 3-2.[11]
    1. Notably, a substitute motion by Commissioner Matlow and seconded by Commissioner Porter to temporarily suspend all new development by St. Joe in the region until they comply with the Order to build the roadway failed 2-3.[12]
    2. Further, during Commissioner Porter's discussion of support for Commissioner Matlow's substitute motion she stated: "I want us to enforce the development order to the greatest extent possible. I understand we are not all ready to move forward today."[13]
F. At its March 10, 2026, public hearing, the Board took up Agenda Item #24 Public Hearing to Consider a Request for a Twelfth Amendment to the Southwood Development of Regional Impact Integrated Development Order.
    1. Prior to the meeting, DSEM staff verified with City staff that St. Joe had not previously requested tolling or an extension for these roads.
    2. Prior to the meeting, DSEM staff verified with the City's Growth Management Director that St. Joe was not in violation of the DRI DO.
    3. The Board voted to approve the 12th Amendment to the DRI DO.
G. Subsequent to the County's approval, at its March 11, 2026, meeting the City Commission heard Agenda Item #12.03 Update Regarding the Southwood

[9] https://go.boarddocs.com/fla/talgov/Board.nsf/goto?open&id=DRDL4854B29A
[10] Prior to the March 10th public hearing this recommendation changed, and additional information was published and provided to the Board, upon receipt of written notice that the developer was exercising its tolling and extension rights under s. 252.363, F.S.
[11] See February 18, 2026, City of Tallahassee Commission meeting time stamp 2:51:03 https://www.youtube.com/watch?v=r5VMvOMPDmg&list=PLMr_mquxFNk0VGNFWPAjeyKzRHxIYPELH&index=81
[12] See February 18, 2026, City of Tallahassee Commission meeting time stamp 2:43:11 through 2:50:48 https://www.youtube.com/watch?v=r5VMvOMPDmg&list=PLMr_mquxFNk0VGNFWPAjeyKzRHxIYPELH&index=81
[13] See February 18, 2026, City of Tallahassee Commission meeting time stamp 2:49:49 https://www.youtube.com/watch?v=r5VMvOMPDmg&list=PLMr_mquxFNk0VGNFWPAjeyKzRHxIYPELH&index=81

Development of Regional Impact (DRI) and the Schedule of Internal Road Improvements.[14]

1. The City's Attorney's Office verified during the meeting that the City had not issued St. Joe a warning letter or a non-compliance letter.[15]
2. At the conclusion of the item, the City Commission voted 4-1 to reject the extension and move forward with a notice of violation and applying sanctions as outlined in the DRI DO.[16]

Any legal basis supporting the County's previously issued memorandum and the conclusion that the extension notice was valid.

The Emergency Management Act directs liberal construction of the Statute to give full effect to its tolling and extension provisions during a natural emergency as declared by the Governor of Florida. The Developer invoked those provisions when it provided the City and the County the Notice tolling and a 24-month extension as the City had taken no enforcement action under the DRI DO that would have triggered the applicability of the Non-Compliance Provision prior to the issuance of the Notice on March 6, 2026, or the Board's consideration and approval of the 12th Amendment to the DRI DO on March 10, 2026.

A. The law requires that section 252.363 be construed liberally.[17] The Legislature has made statutory changes to ensure that takes place.
B. By way of example, in 2020, Orange County, Florida, Circuit Court heard a matter as to whether the Statute applied retroactively to Development "Agreements" already in effect. Orange County opposed the application of the statute for two reasons: 1) because the Development Agreement was in effect prior to the statute; and 2) the statute referenced Development "Orders" and did not specifically include "Agreements." The Circuit Court found in favor of Orange County and thereby denied the application of the statute retroactively and to "Agreements."[18]
C. Subsequently, the following session, the Florida Legislature added the term "Agreements" to the Statute and provided for retroactive application.[19]

[14] See Agenda Item# 12.03 https://go.boarddocs.com/fla/talgov/Board.nsf/goto?open&id=BYGPJV643306
[15] See March 11, 2026, City of Tallahassee Commission meeting time stamp 1:46:56 https://www.youtube.com/watch?v=JZSZOutDGFU
[16] See March 11, 2026, City of Tallahassee Commission meeting time stamp 2:24:27 to 2:32:36 https://www.youtube.com/watch?v=JZSZOutDGFU
[17] https://www.flsenate.gov/Laws/Statutes/2025/252.52
[18] Cantero Holdings, LLC v. Orange County, Florida, 2020 WL 10816676 (2020).
[19] https://laws.flrules.org/2021/179

D. Tolling and extensions occur "as a matter of law in response to a written notification of intent to exercise the tolling and extension granted by the statute." (*See* Fla. Att'y Gen. Op. 2012-13.)

Whether there is any legal risk or conflict created by the differing interpretations between the City and County.

There is not currently a differing interpretation. Both the City Commission (at its February 18, 2026, hearing) and the Board (at its March 10, 2026, hearing) approved the 12th Amendment. Subsequent to the Developer's issuance of the Notice, which triggered an automatic entitlement to the tolling and extension provisions of the Statute since the City had taken no enforcement action under DRI DO, the Board approved the 12th Amendment to the DRI DO. It wasn't until March 11, 2026, that the City Commission voted to initiate formal violation proceedings against the Developer. As of the date of this memo, the City has scheduled a public hearing for April 21, 2026, at 9 a.m. regarding the City's determination that the Developer is in substantial noncompliance and not entitled to tolling and extension provisions in the Statute. Any future interpretation regarding the applicability of the Statute to the DRI DO is dependent upon the outcome of potential enforcement action taken by the City as the entity with enforcement authority under the DRI DO.

There is no pending application before the County to amend the DRI DO. The Board's consideration of future DRI DO amendments or enforcement actions may require further analysis because the EO could be extended; another emergency could arise giving way to potential tolling and extensions under a new executive order; the Developer could commence or complete construction or otherwise cure alleged deficiencies; the City could proceed, withdraw, or abandon its enforcement action; or the Developer could seek any other remedy at law. The result of any of these possibilities could affect the County's analysis at the time another matter involving the DRI DO comes before the Board.

If you have any questions, please contact the County Attorney's Office at your convenience.

cc: Vincent S. Long, County Administrator
Nawfal R. Ezzagaghi, Assistant County Administrator
Scott Brockmeier, Director of Development Support & Environmental Management
Regina Glee, Sr. Executive Assistant/Office Manager
Commission Aides

CITY OF TALLAHASSEE

March 26, 2026

Elizabeth Walters
The St. Joe Company
130 Richard Jackson Blvd, Suite 200
Panama City Beach, FL 32407

RE: Notice of Violation of the Southwood Integrated Development Order

Ms. Walters,

This notice is to inform you that you are in violation of the conditions of the Integrated Development Order for the Southwood Development of Regional Impact, specifically the roadway construction commitments for Biltmore Avenue and Orange Avenue outlined in Exhibit G, Schedule of Internal Road Improvements.

Per the General Conditions of the Development Order, unless the violations are cured within 15 days of this notice, the City Commission shall hold a public hearing to consider the matter within 30 days of this notice. The City Commission has scheduled a public hearing for April 21, 2026, at 9:00 AM in the Commission Chambers to consider the referenced violations and the remedies if the violations are not cured.

Please contact my office at (850) 891-7001 if you have any questions.

John Reddick

John Reddick, Director
Growth Management Department

CITY HALL
300 S. Adams St.
Tallahassee, FL 32301-1731
850-891-0000
TDD: 711 • Talgov.com

JOHN E. DAILEY, Mayor
DIANNE WILLIAMS-COX, Mayor Pro Tem
JACQUELINE "JACK" PORTER, Commissioner
CURTIS RICHARDSON, Commissioner
JEREMY MATLOW, Commissioner

REESE GOAD, City Manager
AMY M. TOMAN, City Attorney
JAMES O. COOKE, IV, City Treasurer-Clerk
DENNIS R. SUTTON, Inspector General

CITY OF TALLAHASSEE

March 26, 2026

Chandra Mullangi
Nextgen Family Group LLC
4969 Hollystone Lane
Tallahassee, FL 32312

RE: Notice of Violation of the Southwood Integrated Development Order

Mr. Mullangi,

This notice is to inform you that you are in violation of the conditions of the Integrated Development Order for the Southwood Development of Regional Impact, specifically the roadway construction commitments for Biltmore Avenue and Orange Avenue outlined in Exhibit G, Schedule of Internal Road Improvements.

Per the General Conditions of the Development Order, unless the violations are cured within 15 days of this notice, the City Commission shall hold a public hearing to consider the matter within 30 days of this notice. The City Commission has scheduled a public hearing for April 21, 2026, at 9:00 AM in the Commission Chambers to consider the referenced violations and the remedies if the violations are not cured.

Please contact my office at (850) 891-7001 if you have any questions.

John Reddick

John Reddick, Director
Growth Management Department

All-America City
NATIONAL CIVIC LEAGUE

CITY HALL
300 S. Adams St.
Tallahassee, FL 32301-1731
850-891-0000
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JOHN E. DAILEY, Mayor
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JACQUELINE "JACK" PORTER, Commissioner
CURTIS RICHARDSON, Commissioner
JEREMY MATLOW, Commissioner

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JAMES O. COOKE, IV, City Treasurer-Clerk
DENNIS R. SUTTON, Inspector General

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Arizona
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Utah
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VIA EMAIL TRANSMISSION

Louis Norvell, Esq.
Louis.norvell@talgov.com
Deputy City Attorney
City of Tallahassee
300 S. Adams St.
Tallahassee, FL 32301

Re: St. Joe Corporation/Southwood DRI

Dear Lou:

As you are aware, my firm represents the St. Joe Company ("St. Joe") regarding the ongoing dispute over obligations of St. Joe to complete roadways within the Southwood Development of Regional Impact ("DRI"). Specifically, this current circumstance arises over concerns by both Southwood residents and the City that St. Joe has not completed construction of Orange Avenue by December 31, 2025, from its current point of termination to Southwood Plantation Road.

Under the DRI development order, as amended, this roadway was to be completed by December 31, 2025. However, on May 10, 2024, Governor DeSantis issued Executive Order 24-94 declaring a state of emergency for Leon County, Florida, which has been subsequently extended. Most recently, Executive Order 26-34 which is dated February 20, 2026, further extended EO 24-94 by sixty additional days, setting the current expiration for April 21, 2026. Under the statute in question (Section 252.363, Fla. Stat.), St. Joe received an automatic extension of the timeframes in the DRI through April 21st of this year. Thereafter, St. Joe has 90 days (252.363(b), Fla. Stat.) to receive an additional extension of up to 24 months. St. Joe provided notice to the City for this additional extension in advance of the expiration of the initial Executive Order.

I am aware that a permit extension may not be issued if a permit holder is deemed to be in significant noncompliance as demonstrated by issuance of a warning letter or formal enforcement. As you are aware, neither occurred with this site prior to St. Joe receiving the extension from the Emergency Declaration. On February 18, 2026, the City Commission asked for an update at the March 11, 2026, meeting. An update does not meet the "significant noncompliance" requirement of the statute, primarily because there is no basis for such alleged violation and, importantly, the issue at hand was the timing of completion of a roadway for which the deadline was already extended by the Emergency Declaration.

Indeed, St. Joe is in compliance with all obligations under the DRI DO. This includes the timely payment of over $10 million in transportation mitigation exactions with an additional $3.7 million remaining to be paid. St. Joe paid $500,000 as recent as December of 2025. In addition to the above, St. Joe has completed approximately $9.8 million in offsite roadway improvements that were required by local government as part of

the DRI. And St. Joe has every intention of completing the remaining roadway obligations listed in the DRI development order.

This is all to say that St. Joe has been (and remains) a partner with the City throughout the development of Southwood. While St. Joe is of the legal opinion that it now has an extension for the Orange Avenue extension in accordance with the Executive Order, St. Joe is prepared to address Orange Avenue today with the City. However, and importantly, St. Joe sold the property to the north and south of the area of Orange Avenue remaining to be completed to Nextgen Family Group, LLC ("Nextgen) in 2022. That area included the parcel which is the Orange Avenue extension. As such, St. Joe has attempted on numerous occasions to contact Nextgen for purposes of clarifying the obligation to complete Orange Avenue to Southwood Plantation Road. To date, St. Joe has been unsuccessful in those efforts though as recent as today St. Joe again reached out to Nextgen. Even if it were willing, you certainly understand that St. Joe cannot construct a roadway through property it does not own (or, minimally, have a right to construct the roadway upon).

My suggestion is rather than engage in wasteful/frivolous DRI enforcement proceedings, allow St. Joe to engage with the City on determining the timing for when Orange Avenue is completed and in working to secure the ability to access the property so that may occur. Despite suggestions otherwise, St. Joe remains committed to the completion of the Southwood project. As the City is aware, this property remains an outstanding example of a large-scale DRI which has been successfully developed for over 25 years. In that regard, we remain willing to work through issues as they arise in the project. Doing that through formal proceedings which are, at best, unwarranted appears contrary to St. Joe and the City working together for decades to resolve differences within Southwood.

I will await the City's direction concerning next steps. With kind regards, I remain

Sincerely,

Gary K. ~~Hunter, Jr.~~

cc: Elizabeth J. Walters, Esq, Senior VP and Chief Legal Officer, The St. Joe Company
Karen Jumonville, Deputy City Manager

Leon County
Board of County Commissioners

Notes for Agenda Item #12

Leon County Board of County Commissioners

Agenda Item #12

May 12, 2026

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator

Title: Resolution to Place the School Capital Outlay Surtax Referendum on the 2026 General Election Ballot on behalf of the Leon County School Board

Review and Approval:	Vincent S. Long, County Administrator
Department / Division Review:	Ken Morris, Assistant County Administrator
Lead Staff / Project Team:	Nicki Hatch, Assistant to the County Administrator for Legislative and Strategic Initiatives Cameron Williams, Management Analyst

Statement of Issue:

As requested by the School Board of Leon County, this item seeks Board adoption of a Resolution to place the question to impose the one-half percent (0.5%) Leon County Schools Capital Outlay Surtax on the 2026 General Election ballot. This discretionary sales tax for local schools requires Board approval to be placed on the ballot.

Fiscal Impact:

This item has no fiscal impact to Leon County Government. According to Leon County Schools, voter approval to renew the surtax will generate more than $500 million in revenue over a 15-year period to support capital improvements in the school district.

Staff Recommendation:

Option #1: Adopt the Resolution directing the placement of the question to impose the 0.5 percent Leon County Schools Capital Outlay Surtax on the 2026 General Election ballot (Attachment #1).

Report and Discussion

Background:

As requested by the School Board of Leon County (School Board), this item seeks Board adoption of a Resolution (Attachment #1) to place the question to impose the one-half percent (0.5%) Leon County Schools Capital Outlay Surtax on the 2026 General Election ballot. In accordance with section 212.055(6), Florida Statutes, the Board of County Commissioners must place the referendum on the ballot.

On April 28, 2026, the School Board adopted a Resolution requesting the placement of a referendum on the 2026 General Election ballot seeking voter approval to continue levying the 0.5% School Capital Outlay Surtax. That resolution is included as Exhibit A to Attachment #1. The School Capital Outlay Surtax is a local discretionary sales tax which requires voter approval in a countywide referendum. Proceeds must be used for fixed capital expenditures or capital costs associated with the construction or improvement of school facilities, and equipment purchases with a life expectancy of five or more years.

On April 29, 2026, Superintendent Hanna notified the County of the School Board's request and provided the Resolution adopted by the School Board (included as Exhibit A to Attachment #1) along with supplemental Leon County School Board meeting agenda materials (Attachment #2). Accordingly, this item seeks Board adoption of a resolution requesting the Supervisor of Election to place the 0.5% Schools Capital Outlay Surtax referendum on the 2026 General Election ballot. The Board's adoption of the Resolution is a procedural requirement and is not an endorsement for the sales tax extension or any specific project.

Superintendent Hanna has also indicated an additional request may be forthcoming which seeks a ballot referendum for a millage increase to support school operating expenses including safety costs, salary increases, and arts and athletic programs

Analysis:

Since 2003, the School Board has levied the 0.5% School Capital Outlay Surtax to finance educational and infrastructure improvements at Leon County Schools. Originally approved by voters for a ten-year period through 2012, the surtax was subsequently renewed for a fifteen-year extension beginning January 1, 2013, and is set to expire on December 31, 2027. Accordingly, the School Board adopted a resolution at its April 28, 2026 meeting, requesting the placement of a referendum on the 2026 General Election ballot to seek voter approval for the continuation of the sales tax.

Upon voter approval, the sales tax would be extended for an additional fifteen-year period beginning January 1, 2028, through December 31, 2042. According to Leon County Schools, renewal of the surtax is projected to generate over $500 million in revenue to support capital improvements across the school district. As required by section 212.055(6), Florida Statutes, the School Board's resolution includes a plan for the use of surtax proceeds. The proposed plan outlines a range of capital improvements, with anticipated project categories summarized as follows:

- Construction: New construction, renovations or remodeling projects to accommodate student growth, modernize facilities, and meet building and safety standards;
- Maintenance: General and preventative maintenance to preserve school infrastructure, support learning environments, and reduce long-term costs;
- Safety and Security: Enhancements to access control systems, fencing, surveillance equipment, and emergency communication systems to provide safe learning environments and ensure compliance with state safety requirements;
- Transportation: Upgrades to transportation assets to ensure safe, reliable student transportation and support school operations and activities; and
- Technology: Investments in digital systems to support instruction, enable online learning and testing, and protect student information.

Additional detail regarding anticipated surtax projects is available in Attachment #3.

The Board of County Commissioners must place the referendum on the ballot as set forth in section 212.055(6), Florida Statutes. Accordingly, this item seeks Board adoption of a Resolution requesting the Supervisor of Elections to place the proposed 0.5% School Capital Outlay Surtax referendum on the 2026 General Election ballot. The revenues from this surtax would be collected by the Florida Department of Revenue beginning January 1, 2028, and would be distributed to the School District to utilize for fixed capital projects as provided in Florida Statutes.

Options:

1. Adopt the Resolution directing the placement of the question to impose the 0.5 percent Leon County Schools Capital Outlay Surtax on the 2026 General Election ballot (Attachment #1).
2. Do not adopt the Resolution directing the placement of the question to impose the 0.5 percent Leon County Schools Capital Outlay Surtax on the 2026 General Election ballot.
3. Board direction.

Recommendation:

Option #1

Attachments:

1. Proposed Resolution of the Leon County Board of County Commissioners to place the 0.5 Percent Leon County Schools Capital Outlay Surtax question on the 2026 General Election ballot.
2. April 28, 2026 Leon County School Board Agenda Item 19.06 – One-Half Percent Sales Tax Renewal Materials and Proposed Project List.

LEON COUNTY RESOLUTION NO. _____

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF LEON COUNTY, FLORIDA, PLACING ON THE NOVEMBER 3, 2026, GENERAL ELECTION BALLOT A QUESTION REGARDING A ONE-HALF CENT SALES SURTAX PROPOSED BY THE SCHOOL BOARD OF LEON COUNTY; PROVIDING CERTAIN OTHER MATTERS IN CONNECTION THEREWITH; AND PROVIDING AN EFFECTIVE DATE.

RECITALS

WHEREAS, at a regularly scheduled meeting held on April 28, 2026, the school district of Leon County, Florida, acting by and through the School Board of Leon County (the "School Board"), adopted a resolution, a copy of which is attached hereto as (Exhibit "A"); and

WHEREAS, Exhibit "A" provides for a referendum to be held on November 3, 2026, to determine whether or not the School Board may levy a sales surtax in an amount equal to one-half percent (0.5%); and

WHEREAS, section 212.055(6), Florida Statutes, as may be amended from time to time, provides that such surtax shall be levied by the School Board and "shall be placed on the ballot by the governing body of the county"; and

WHEREAS, the School Board has requested the Board of County Commissioners of Leon County to place the question of whether or not the School Board may levy a sales surtax in an amount equal to one-half percent (0.5%) on the ballot.

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

Section 1. Place Question on the General Election Ballot as Proposed by the School Board.

1. In accordance with the request of the School Board, the question of whether or not the School Board shall be entitled to levy a sales surtax in an amount equal to one-half percent (0.5%) in accordance with Exhibit "A" is hereby placed on the November 3, 2026, General Election ballot.

2. The Board's adoption of the Resolution is a procedural requirement and is not an endorsement for the sales tax extension or any specific project.

3. A copy of this Resolution shall be transmitted to the Supervisor of Elections of Leon County.

DRAFT

Section 2. Effective Date.

This Resolution shall become effective immediately upon its adoption.

DONE, ADOPTED AND PASSED by the Board of County Commissioners of Leon County, Florida, this 12th day of May 2026.

LEON COUNTY, FLORIDA

By:_____
Christian Caban, Chairman
Board of County Commissioners

ATTESTED BY:
Gwen Knight, Clerk of Court
& Comptroller, Leon County, Florida

By:_____

APPROVED AS TO FORM:
Chasity H. O'Steen, County Attorney
Leon County Attorney's Office

By:_____

DRAFT

RESOLUTION OF THE SCHOOL BOARD OF LEON COUNTY, FLORIDA ORDERING AND PROVIDING FOR THE HOLDING OF A REFERENDUM ELECTION TO DETERMINE IF THE ELECTORS IN LEON COUNTY, FLORIDA APPROVE THE RENEWAL LEVY OF ONE-HALF PERCENT (0.5%) SALES SURTAX IN ORDER TO FINANCE EDUCATIONAL IMPROVEMENTS AND FACILITIES; AGREEING TO COMPLY WITH THE PROVISIONS OF SECTION 212.055(6), FLORIDA STATUTES; PROVIDING CERTAIN OTHER MATTERS IN CONNECTION THEREWITH; AND PROVIDING AN EFFECTIVE DATE.

BE IT RESOLVED BY THE SCHOOL BOARD OF LEON COUNTY, FLORIDA, ACTING AS THE GOVERNING BODY OF THE SCHOOL DISTRICT OF LEON COUNTY, FLORIDA, as follows:

SECTION 1. AUTHORITY FOR RESOLUTION. This resolution is adopted pursuant to Section 212.055(6), Florida Statutes, and other applicable provisions of law.

SECTION 2. FINDINGS. It is hereby found and determined that:

(A) Section 212.055(6), Florida Statutes, authorizes school boards, such as the School Board of Leon County, Florida (the "Board"), to levy a discretionary sales surtax not to exceed one-half percent (0.5%). Such levy is subject to approval by a majority vote of the electors in the county in which the school board is located.

(B) By resolution dated August 20, 2002, the Board approved the levy of a one-half cent discretionary sales surtax for a ten-year period, beginning on January 1, 2003, and expiring on December 31, 2012, subject to voter approval, which approval was granted during the 2002 general election on November 5, 2002.

(C) By resolution dated May 22, 2012, the Board approved the renewal of the one-half cent discretionary sales surtax for a fifteen-year period, beginning on January 1, 2013, and expiring on December 31, 2027, subject to voter approval, which approval was granted during the 2012 general election on November 6, 2012.

(D) The Board hereby determines that it is in the best interest of the School District of Leon County, Florida (the "District") and its students to again levy the sales surtax authorized

by Section 212.055(6), Florida Statutes, in an amount equal to one-half percent (the "Sales Surtax").

(E) The Board has heretofore determined to acquire, construct, reconstruct, or improve the educational improvements and facilities described in Exhibit A attached hereto, as such improvements and facilities may be modified from time to time by the Board (the "Project"). Acquisition and construction of the Project is necessary for the District to be able to adequately maintain the viability of existing facilities and accommodate student growth.

(F) The Project consists of fixed capital expenditures or fixed capital cost associated with the construction, reconstruction, or improvement of school facilities and campuses which have a useful life expectancy of five (5) years or more, including safety and security improvements, and any land acquisition, land improvement, design and engineering costs associated thereto, or any purchase, lease-purchase, lease, or maintenance of school buses, as defined ins.1006.25, which have a life expectancy of 5 years or more. In addition, the Project also has a component for costs of retrofitting and providing for technology implementation, including hardware and software, for various sites within the District.

(G) The levy of the Sales Surtax is necessary for the Board to be able to fund the Project. The Sales Surtax shall be used to acquire and construct the Project or pay bond indebtedness issued to finance the Project, all of which is permitted by Section 212.055(6), Florida Statutes. The Sales Surtax shall be levied for a period of fifteen years, beginning January 1, 2028 due to the current school surtax expiring on December 31, 2027. The revenues collected shall be shared with eligible charter schools based on their proportionate share of the total school district enrollment.

SECTION 3. DESCRIPTION OF PROJECT AND PLAN FOR USE OF SALES SURTAX REVENUES. The Board hereby adopts a plan for the use of the Sales Surtax revenues, which plan provides for the use of such revenues to pay any portion of the cost of the Project as described in Exhibit A attached hereto and as further described in the findings in Section 2, above. In accordance with the plan for the use of the surtax revenues herein adopted, at the subsequent option of the Board, surtax revenues may be used for the purpose of (i) paying any portion of the cost of the Project, (ii) servicing bond indebtedness, the proceeds of which are used to finance any portion of the cost of the Project, and (iii) the making of lease payments to lease purchase agreements for the acquisition of any portion of the Project The specific projects to be funded with

the proceeds of the Sales Surtax may be modified from time to time as the Board determines to be in the best interest of the citizens of Leon County.

SECTION 4. LEVY OF SALES SURTAX. Subject to approval of the electors of Leon County, Florida, the Board hereby levies the Sales Surtax in an amount equal to one-half percent (0.5%). The Sales Surtax shall take effect on January 1, 2028, due to the current school surtax expiring on December 31, 2027, and shall remain in effect for a period of fifteen (15) years. No proceeds of the Sales Surtax nor any interest accrued thereon shall be used for operational expenses. If the Sales Surtax shall be approved by referendum, the Board shall comply with Section 212.055(6), Florida Statutes.

SECTION 5. ELECTION ORDERED. A referendum election be and is hereby ordered to be held in Leon County, Florida on November 3, 2026, to determine whether or not the Board may again levy the Sales Surtax. The Board hereby requests the Board of County Commissioners to place such question on the ballot in accordance with Section 212.055(6)(b), Florida Statutes.

SECTION 6. NOTICE OF ELECTION. The Superintendent, in connection with the Supervisor of Elections, shall publish notice of the referendum in the manner and at the times required by Florida law.

SECTION 7. PLACES OF VOTING; INSPECTORS ANO CLERKS. The polls will be open at the voting places on the date of such referendum election from 7:00 a.m. until 7:00 p.m. All qualified electors residing within Leon County, Florida shall be entitled and permitted to vote at such referendum election on the proposition provided herein. The places of voting and the inspectors and clerks of the referendum election shall be those designated by the Supervisor of Elections of Leon County in accordance with law.

SECTION 8. OFFICIAL BALLOT The ballots to be used in the referendum election shall contain a statement relating to the levy of the Sales Surtax, and shall be in substantially the following form:

OFFICAL BALLOT

School District of Leon County, Florida

Referendum Election - November 3, 2026

SCHOOL DISTRICT REFERENDUM CONTINUING SALES SURTAX TO FUND SCHOOL SAFETY, TECHNOLOGY, TRANSPORTATION AND FACILITIES IMPROVEMENTS

To help improve safety and security, maintain high-quality classrooms, and reduce classroom overcrowding by expanding, constructing, and improving school facilities, technology and transportation, with revenues collected to be shared with eligible charter schools pursuant to Florida law, shall the school district of Leon County continue to levy a one-half cent sales surtax for fifteen years to fund such activities for Leon County schools, with review by a School Board appointed citizen advisory committee?

Instruction to Voters

Yes = For the ½% (0.5 cents) tax

No = Against the ½% (0.5 cents) tax

SECTION 9. ABSENTEE VOTING. Adequate provision shall be made for absentee voters. The form of ballots to be used in such referendum election for absentee voters shall be the same as used at the polling places for such election.

SECTION 10. PRINTING OF THE BALLOTS. The Supervisor of Elections of Leon County is authorized and directed to have printed on plain white paper a sufficient number of the aforesaid ballots for use of absentee electors entitled to cast such ballots in such referendum election and shall also have printed sample ballots and deliver them to the inspectors and clerks on or before the date and time for the opening of the polls for such referendum election for the voting places; and, further, is authorized and directed to make appropriate arrangements for the conduct of the election at the polling places specified.

SECTION 11. ELECTION PROCEDURE. The Supervisor of Elections shall hold, administer and conduct the referendum election in the manner prescribed by law for holding elections in the county. Returns shall show the number of qualified electors who voted at such referendum election on the proposition and the number of votes cast respectively for and against approval of the proposition. The returns shall be canvassed in accordance with law.

SECTION 12. SEVERABILITY. In the event that any word, phrase, clause, sentence or paragraph hereof shall be held invalid by any court of competent jurisdiction, such holding shall not affect any other word, clause, phrase, sentence or paragraph hereof.

SECTION 13. REPEALING CLAUSE. All resolutions in conflict or inconsistent herewith are repealed insofar as there is conflict or inconsistency.

SECTION 14. EFFECTIVE DATE. This resolution shall take effect immediately upon its adoption. However, the surtax authorized hereunder shall only be effective upon approval by a majority vote of the electors of Leon County.

ADOPTED at a Regular Meeting of the School Board of Leon County, Florida this 28th day of April, 2026.

SCHOOL BOARD OF LEON COUNTY, FLORIDA,
ACTING AS THE GOVERNING BODY OF
THE LEON COUNTY SCHOOL DISTRICT:

By: _____
Dr. Marcus Nicolas, Chair

ATTEST: _____
Rocky Hanna, Superintendent

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

_____
Opal McKinney-Williams, School Board Attorney

Motion By: Board Member Wood
Second By: Board Member Smith

Alva Smith	Yes
Rosanne Wood	Yes
Darryl Jones	Yes
Laurie Lawson Cox	Yes
Marcus Nicolas,	Yes

Agenda Item Details

Meeting	Apr 28, 2026 - Business Meeting
Category	19. Items for Consideration
Subject	19.06 The Superintendent recommends, following a public hearing, approval of the resolution of the School Board of Leon County, Florida ordering and providing for the holding of a referendum election to determine if the electors in Leon County, Florida approve the renewal levy of one-half percent (0.5%) sales surtax in order to finance educational improvements and facilities; agreeing to comply with the provisions of Section 212.055(6), Florida Statutes, providing certain other matters in connection therewith; and providing an effective date.
Access	Public
Type	Action

Public Content

STAFF MEMBER REPORTING THIS ITEM/PHONE: Dr. Michelle Gayle, Tod Stupski, Rod McQueen, and Kathy Sanders (850-487-7177)

ACTION REQUESTED: The Superintendent recommends, following a public hearing, approval of the resolution of the School Board of Leon County, Florida ordering and providing for the holding of a referendum election to determine if the electors in Leon County, Florida approve the renewal levy of one-half percent (0.5%) sales surtax in order to finance educational improvements and facilities; agreeing to comply with the provisions of Section 212.055(6), Florida Statutes, providing certain other matters in connection therewith; and providing an effective date.

ITEM SUMMARY: By resolution dated August 20, 2002, the Board approved the levy of a one-half cent discretionary sales surtax for a ten-year period, beginning on January 1, 2003, and expiring on December 31, 2012, subject to voter approval, which approval was granted during the 2002 general election on November 5, 2002.

By resolution dated May 22, 2012, the Board approved the renewal of the one-half-cent discretionary sales surtax for a 15-year period, beginning on January 1, 2013, and expiring on December 31, 2027, subject to voter approval.
The Board hereby determines that it is in the best interest of the School District of Leon County, Florida (the "District") and its students to again levy the sales surtax authorized by Section 212.055(6), Florida Statutes, in an amount equal to one-half percent (the "Sales Surtax").

The Board has heretofore determined to acquire, construct, reconstruct, or improve the educational improvements and facilities described in Exhibit A attached hereto, as such improvements and facilities may be modified from time to time by the Board (the "Project"). Acquisition and construction of the Project are necessary for the District to maintain the viability of existing facilities and accommodate student growth.

The Superintendent and staff members have analyzed and updated the District Project (see the attached Referendum and Exhibit A) to determine the best use of these projected funds. To date, presentations have been made to school administrators, Board members, and the District Advisory Council/Title I Advisory Council. There are plans to continue opportunities to engage with our public, including Community Conversations, facilities tours, and collaborations with various community/civic organizations.

After Board approval, a referendum election is hereby ordered to be held in Leon County, Florida, on November 3, 2026, to determine whether or not the Board may again levy the Sales Surtax. The Board hereby requests the Board of County Commissioners to place such question on the ballot in accordance with Section 212.055(6)(b), Florida Statutes.

If approved, the ½ cent tax will continue the current sales tax, effective January 1, 2028, for a period not to exceed fifteen (15) years.

WILL SUBMITTER BE DELIVERING SIGNATURE DOCUMENTS TO BOARD SECRETARY? Yes

HALF PENNY SALES SURTAX PROJECT LIST (Resolution Attachment).pdf (70 KB)

Resolution 4.14.26.pdf (28 KB)

Executive Content

2028/2043 HALF PENNY SALES SURTAX PROJECT LIST

SITE	DESCRIPTION
Apalachee	Expand Dining
	Create a new admin with an enclosed corridor.
	Renovate Bldg.(s) 01, 02, 03, 04, 06, & 07.
	Remove portables
	Upgrade HVAC, Lighting, & Fire Alarm systems.
	Establish perimeter as per Florida Safe School Design Guidelines & replace fencing to 6 feet as needed.
	Install canopy to outside covered play court.
Astoria Park	Extend Parent Pickup.
	Renovate Bldg.(s) 01, 02 & 03.
	Remove portables
	Establish perimeter as per Florida Safe School Design Guidelines & replace fencing to 6 feet as needed.
	Upgrade HVAC, Lighting, & Fire Alarm systems.
Bond	Renovate Bldg.(s) 01, 02, 03, 04, & 05
	Under brush as per Florida Safe School Design Guidelines.
	Remove portable
	Trade or purchase the COT ball field to the East. Expand site for P.E.
	Upgrade HVAC, Lighting, & Fire Alarm systems.
Buck Lake	Renovate Bldg.(s) 01, 02, 03, 04, 05, 06, & 07
	Establish perimeter and under brush as per Florida Safe School Design Guidelines.
	Replace perimeter fencing to 6 feet as needed.
	Remove portables
	Work with Leon County to establish right hand turn lane along Buck Lake Road.
	Upgrade HVAC, Lighting, & Fire Alarm systems.
	Level all Classroom ceilings, duct in HVAC, & convert to LED lighting
	Remove folding walls between classrooms. Relocate with a non-movable wall system.
Canopy Oaks	Renovate Bldg.(s) 01, 02, 03, 04, 05 & 06.
	Expand play area at the corner of Perkins and View Point.
	Under brush as per Florida Safe School Design Guidelines.
	Replace perimeter fencing to 6 feet as needed.
	Upgrade HVAC, Lighting, & Fire Alarm systems.
	Renew the park Joint Use Agreement with Leon County to include the Stadium and Fort Braden Park
	Cover outside play court.
Chaires	Renovate Bldg.(s) 01, 02 03, 04, 05, 06, & 07.
	Reroof all buildings
	Convert Building 12 to a community center. Utilize spaces for after school programs in main building.
	Cover outside play court
	Upgrade HVAC Lighting, & Fire Alarm systems.
	Level all Classroom ceilings, duct HVAC & convert to LED lighting
	Remove folding walls between classrooms. Replace with a non-movable wall system.
	Replace perimeter fencing to 6 feet as needed.
	Establish perimeter as per Florida Safe School Design Guidelines.
Conley	Renovate Bldg.(s) 01, 02, 03, 04, 05, & 06.
	Extend cover on building 04 outside play court.
	Upgrade HVAC lighting, & Fire Alarm systems.
DeSoto Trail	Renovate Bldg.(s) 01, 02, 03, 04, 05, & 06.
	Upgrade HVAC, Lighting & Fire Alarm systems.
	Level all Classroom ceilings, duct HVAC, & convert to LED lighting.
	Landscape as per Florida Safe School Design Guidelines.
	Replace fencing to 6 feet as needed.

2028/2043 HALF PENNY SALES SURTAX PROJECT LIST

	Remove folding walls between classrooms. Replace with a non-movable wall system.
	Cover outside play court.
Fort Braden	Renovate Bldg.(s) 01, 02 03, 04, 05, 06, & 07.
	There are some folding walls between classrooms in building 04. Replace with non-movable wall system.
	Add parking and connect drives at SW end of current parking area.
	Cover outside play court.
	Add canopies along the bus pickup area.
	Upgrade HVAC, Lighting, & Fire Alarm systems.
	Establish perimeter and under brush as per Florida Safe School Design Guidelines.
	Replace fencing to 6 feet as needed.
Gilchrist	Renovate Bldg.(s) 01, 02, 03, & 04.
	Expand Dining Area.
	Remodel Admin, upgrade clinic.
	Address driveway with possible Pre-K/Van pickup area at Martin St.
	Cover outside play court between Bldg.(s) 02 & 09.
	Replace fencing to 6 feet as needed.
	Upgrade HVAC, Lighting, and Fire Alarm systems.
TOTAL	

SITE	DESCRIPTION
Hartsfield	Renovate Bldg.(s) 09, 10, 11, & 12
	Remodel and expand building 16 to an Admin facility.
	Demo Bldg.(s) 01 04, 05 06 & 07.
	Building 01 converts to parking.
	Rebuild 2 story double load classrooms leaving an interior courtyard.
	Add covered play area.
	Replace fencing to 6 feet as needed.
	Upgrade HVAC, Lighting and Fire Alarm systems.
Hawks Rise	Renovate Bldg.(s) 01, 02, 03, 04, 05, & 06.
	Cover outside play court.
	Upgrade HVAC, Lighting, & Fire Alarm systems.
	Remove portables
	Expand parking off Meridian Rd.
	Establish perimeter and under brush as per Florida Safe School Design Guidelines.
	Replace fencing to 6 feet as needed.
Killearn Lakes	Renovate Bldg.(s) 01, 02, 03, 04, 05 06, 07, & 09.
	Cover outside play court.
	Add parking in parent drop off area.
	Replace fencing to 6 feet as needed.
	Level all classroom ceilings, duct HVAC, and install LED lighting.
	Upgrade HVAC, Lighting. and Fire Alarm systems.
	Remove Portables
WT Moore	Cover outside play court.
	Remove portables
	Replace fencing to 6 feet as needed.
Oak Ridge	Renovate Bldg.(s) 01, 02, 04, 06 & 08.
	Upgrade HVAC, Lighting and Fire Alarm systems
	Replace fencing to 6 feet as needed.
Pineview	Renovate Bldg.(s). 01, 02, 03, 04 05, 06, 08, & 09.
	Replace fencing to 6 feet as needed.
Riley	Demo Bldg.(s). 01, 02 03, 04, 05, 06, 07, 08, 09, & 10. Rebuild Riley as 2 story double loaded classroom wings

2028/2043 HALF PENNY SALES SURTAX PROJECT LIST

	Renovate Bldg.(s) 11 and 12.
	Add parking.
	Move all holding ponds to the north side of the property.
	Replace fencing to 6 feet as needed.
Roberts	Renovate Bldg.(s) 01, 02, 03, & 04.
	Address parent drop off.
	Cover outside play court
	Establish perimeter and under brush as per Florida Safe School Design Guidelines.
	Replace fencing to 6 feet as needed.
	Remove portables
Ruediger	Renovate Bldg.(s). 01, 02, 03, 04, 05, 06, 07, 08, 09, 10, 11, 12, 13, & 14.
	Replace fencing to 6 feet as needed.
	Address parent drop off.
	Add parking.
	Remove portables
Sabal Palm	Renovate Bldg.(s). 01, 02, 03, 04, 05, 06, 07, & 08.
	Remove Portable
	Consider Demo of Bldg.(s). 01, 02, 03, 04, 05, 06, & 07.
	Expand Parent Drop Off
Sealey	Renovate Bldg.(s). 01, 02 03, 04, & 05.
	Add a covered play area.
Springwood	Renovate Bldg.(s). 01, 02, 03, 04, 05, 06, & 07.
	Reroof all buildings.
	Extend the parent drop off and add parking.
	Add a covered play area over the play court.
	Remove portables
Sullivan	Renovate Bldg.(s). 01, 03, 04, 05, & 06.
	Remodel Northeast area of first floor to Admin. New single point of entry.
	Remodel the basement to classrooms.
Woodville	Renovate Bldg.(s). 01, 02, 03, 04, 06, 07 & 08.
	Build Gym and Middle School Wing
	Extend parent drop off and add parking.
	Remove portables
TOTAL	

SITE	DESCRIPTION
Cobb	Consider a Campus rebuild with 2 two-story classroom wings
	Demo Bldg.(s). 01A, 01B, 01C, 010, 01E, 02, 03 04, 05, 08, &, 11.
	Remodel Bldg. 09 to Admin & Bldg.10 to Media.
	Place the Holding Pond for construction along Lucy St. as a teared multipole pond system.
Deer Lake	Renovate Bldg.(s). 01, 02, 03, 04 05, 06, 07, 08, 11, & 12.
	Add additional paved parking
	Remove portable.
Fairview	Upgrade ball fields.
	Address landscaping *as* over Florida Safe School Design Guidelines.
	Replace the north, east. and south fence.
Griffin	Renovate Bldg. 11
Montford	Add paved parking.

2028/2043 HALF PENNY SALES SURTAX PROJECT LIST

	Add classroom wing
	Address the landscaping as per Florida Safe School Design Guidelines.
Nims	Renovate Bldg.(s). 01, 02, 03, 04, 07, & 09.
Raa	Demo and rebuild entire campus
Swift Creek	Renovate Bldg.(s). 01, 02, 03, 04 05, 06, 07, 08, & 09.
	Address the landscaping as per Florida Safe School Desilk Guidelines.
	Reach back out to the State about Bili's Trail. if a No, then reach out to the local Indian Tribe for property donation.
Chiles	Renovate Bldg.(s). 01, 02, 03, 04, 05, 06, 07, 08, 09, 10, 11, 12, & 14.
	If Growth on the NE consider moving the practice ballfields back towards the NW.
	Build two additional classroom buildings in current north drive.
	Relocate driveway and parking in the relocated practice ballfield area.
	Due to the Cox lease with Leon County consider a stadium build out.
	Add home and visitor locker and restroom facilities. Add public restrooms for stadium games.
	Address landscaping as per Florida Safe School Design Guidelines.
Godby	Rebuild entire campus, above the flood stage.
	Consider site work to reduce flooding. Upsize stormwater system between ballfields and buildings.
Lincoln	Renovate Bldg.(s). 03, 04, & 05.
	Due to the Cox lease with Leon County consider a stadium build out.
	Address landscaping as per Florida Safe School Design Guidelines.
Leon	Renovate Bldg.(s). 01, 02, 03, 04, 09, & 13.
	Purchase any available property south of Georgia St. to expand the Leon site.
Rickards	Renovate Bldg.(s). 09, 10, 11, 12 13, 20, 21, 22, & 45.
	Between Buildings 20 & 21 consider outside dining area.
	Replace canopies as needed.
SAIL	Renovate Bldg.(s). 01, 02, 03 04 05, 06, 07, 09, 10, 11 12, 13, 14, 15, & 16.
	Add additional paved parking.
TOTAL	

SITE	DESCRIPTION
Ghazvini Learning Center	Renovate Bldg.(s). 01, 02, 04, & 05.
	Address landscaping as over Florida Safe School Design Guidelines.
Gretchen Everhart	Renovate Bldg.(s). 01, 03 04, 05, 06, 07, 14, 15, & 16.
	Remove portables.
	Consider a running track north of Building 16.
Wesson	Renovate Bldg.(s). 01, 02, 03, 04, & 06.
Lively Technical College	Renovate Bldg.(s). 01, 02, 03, 04, 07, 08, 09, 10, & 14.
Cox Stadium	Entrance Improvements
Devurn Glenn	Renovate Bldg.(s).01 & 04
	Replace HVAC system. 36 years of problems.

2028/2043 HALF PENNY SALES SURTAX PROJECT LIST

Technology Information System	Purchase new property
	Digital Learning & School Systems
	School Connectivity & Infrastructure
	Student Device Replacement Program
	Teacher & Staff Technology Program
	Classroom Technology & Learning Displays
Howell Center	Renovate Bldg. 01
Bloxham Building	Renovate entire building
Property Management	Renovate Bldg. 01 & 02.
Central Kitchen	Renovate Bldg. 01
Purchasing	Renovate Bldg. 02
Maintenance	General/Preventative Maintenance
	Life Cycle System Replacements (Electrical Systems, Flooring, HVAC, and Roofing)
Transportation	Complete main bus compound (1156 Capital Circle, SW) buildout. Convert Appleyard bus compound into a bus driver training facility.
	New Northside Compound
	Bus Replacement/Lease Purchase
	Camera/GPS
	Expansion of Conner Lakes Blvd. CNG Fueling Station
Safety & Security	Access Control Doors
	Access Control Gates/Fencing
	Emergency Mass Notification Systems (Intercoms)
	Security Surveillance Cameras
Land Acquisition	Potential property for elementary, middle, K-8 and high school sites
TOTAL	
GRAND TOTAL	

LEON COUNTY SCHOOLS

HALF-PENNY SALES TAX RENEWAL WORKSHOP APRIL 13, 2026

AGENDA

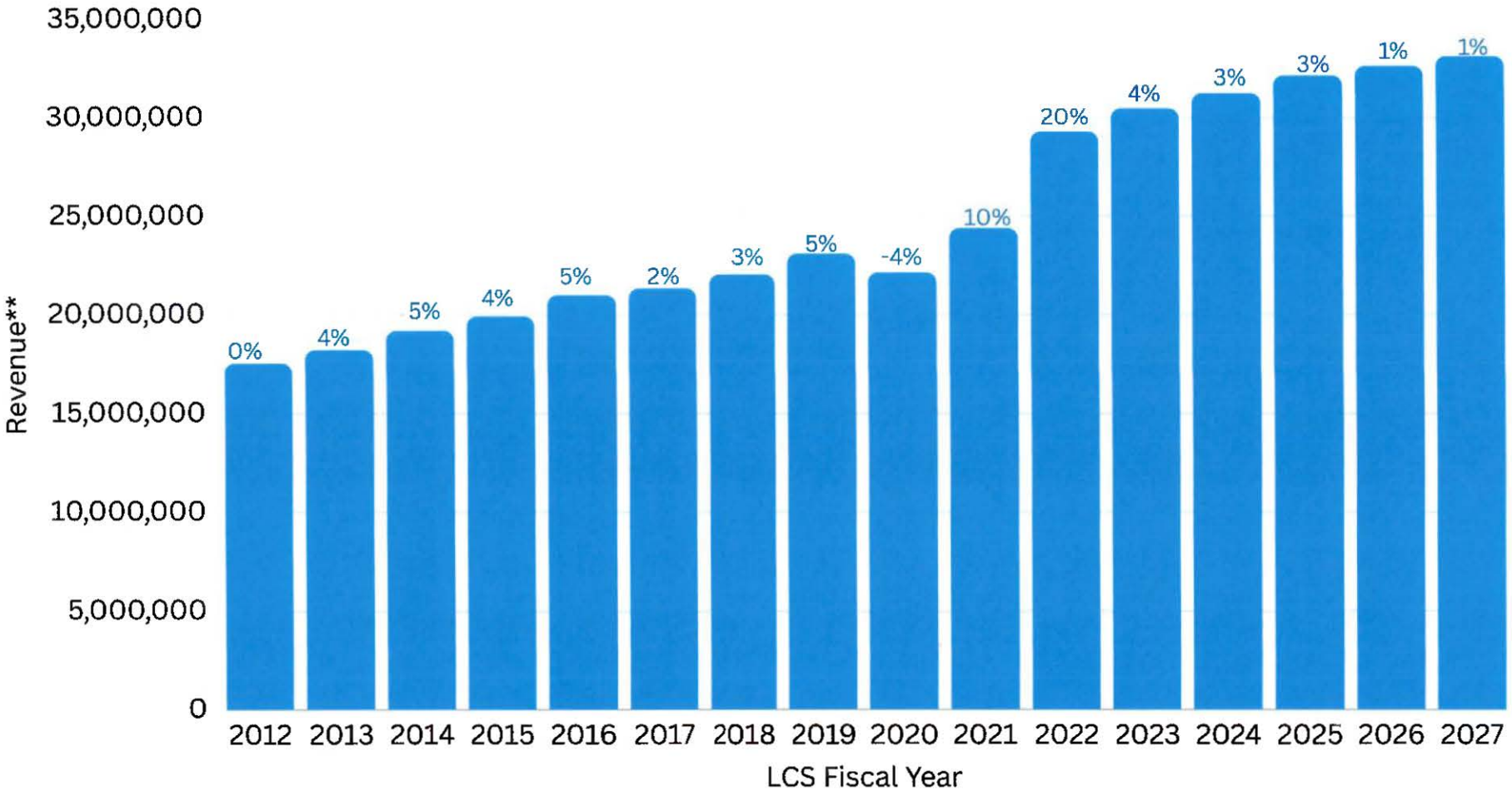
- **HALF-PENNY SALES TAX OVERVIEW**
- **HALF-PENNY SALES TAX REVENUES**
- **CAPITAL OUTLAY PROJECTIONS**
- **DEPARTMENT OVERVIEW**
  - SAFETY AND SECURITY
  - TECHNOLOGY AND INFORMATION SYSTEMS
  - TRANSPORTATION
  - MAINTENANCE
  - CONSTRUCTION AND FACILITIES
- **TIMELINE**
- **QUESTIONS AND ANSWERS**

HALF-PENNY SALES TAX OVERVIEW

- VOTERS FIRST APPROVED FUNDING IN 2002
- FUNDING RENEWED IN 2012
- $397 MILLION IN REVENUES COLLECTED SINCE 2012
- CURRENT VOTER APPROVED FUNDING ENDS DECEMBER 31, 2027
- RENEWAL REFERENDUM REQUEST FOR NOVEMBER 2026 BALLOT
- RENEWAL OF VOTER APPROVED FUNDING IS PROJECTED TO GENERATE OVER A HALF A BILLION DOLLARS FOR THE DISTRICT IN THE NEXT 15 YEARS

HALF-PENNY SALES TAX REVENUE 2012 - 2027*

$397,759,978



LEON COUNTY SCHOOLS

HALF-PENNY SALES TAX RENEWAL WORKSHOP APRIL 13, 2026

*Fiscal years 2026 and 2027 are estimated
**Revenue collected in millions
^Percent of change from previous years revenue

CAPITAL OUTLAY PROJECTIONS
2028-2043

Projected Local Capital Improvement Funds (LCIF)	**$600,142,044**
Mandatory Expenses	
Debt Service	$22,974,892
Property Insurance	$35,000,000
Subtotal	**$57,974,892**
Department Expenses	
Construction	$629,500,000
Maintenance	$215,285,000
Safety and Security	$25,000,000
Transportation	$110,250,000
Technology	$183,857,546
Subtotal	**$1,163,892,546**
Total Mandatory and Department Expenses	**$1,221,867,438**
Difference if Half-Penny Sales Tax is not Renewed	**$(621,725,394)**

LEON COUNTY SCHOOLS
HALF-PENNY SALES TAX
RENEWAL WORKSHOP
APRIL 13, 2026

SAFETY AND SECURITY

- PROVIDE SAFE AND SECURE LEARNING ENVIRONMENTS
- MAINTAIN SECURITY INFRASTRUCTURE
- ENSURE COMPLIANCE WITH STATE SAFETY REQUIREMENTS

PORTABLE METAL DETECTOR

ZEROEYES CAMERA SOFTWARE

THE SECURITY GATE AT LINCOLN HIGH SCHOOL

LEON COUNTY SCHOOLS
HALF-PENNY SALES TAX
RENEWAL WORKSHOP
APRIL 13, 2026

SAFETY AND SECURITY
$25,000,000

	YEARS 1-5	YEARS 6-10	YEARS 11-15	TOTAL
ACCESS CONTROL DOORS	1,625,000	2,025,000	2,520,400	$6,170,400
ACCESS CONTROL GATES/FENCING	600,000	675,000	775,000	$2,050,000
EMERGENCY MASS NOTIFICATION SYSTEMS (INTERCOMS)	1,965,000	2,100,000	2,230,000	$6,295,000
SECURITY SURVEILLANCE CAMERAS	3,288,400	3,527,750	3,668,450	$10,484,600
TOTAL	$7,478,400	$8,327,750	$9,193,850	$25,000,000

TECHNOLOGY AND INFORMATION SYSTEMS

- SUPPORTS DIGITAL LEARNING IN EVERY CLASSROOM
- PROVIDES ACCESS TO STUDENT DEVICES AND LEARNING RESOURCES
- ENABLES ONLINE TESTING AND COURSEWORK
- PROTECTS STUDENT INFORMATION AND ONLINE SAFETY
- KEEPS STUDENTS CONNECTED TO LEARNING EVERY DAY

HARTSFIELD ELEMENTARY DIGITAL CLASSROOM

STUDENT CHROMEBOOKS

LEON COUNTY SCHOOLS
HALF-PENNY SALES TAX RENEWAL WORKSHOP
APRIL 13, 2026

TECHNOLOGY AND INFORMATION SYSTEMS
$183,857,546

	YEARS 1-5	YEARS 6-10	YEARS 11-15	TOTAL
DIGITAL LEARNING & SCHOOL SYSTEMS	20,582,026	24,309,611	28,181,502	$73,073,139
SCHOOL CONNECTIVITY & INFRASTRUCTURE	11,945,556	13,848,173	16,053,828	$41,847,557
STUDENT DEVICE REPLACEMENT PROGRAM	13,272,840	15,386,859	17,837,586	$46,497,285
TEACHER & STAFF TECHNOLOGY PROGRAM	2,123,654	2,461,897	2,854,014	$7,439,565
CLASSROOM TECHNOLOGY & LEARNING DISPLAYS	5,000,000	5,000,000	5,000,000	$15,000,000
TOTAL	$52,924,076	$61,006,540	$69,926,930	$183,857,546

TRANSPORTATION

- BUS REPLACEMENT
- ENSURE SAFE STUDENT TRANSPORTATION
- SUPPORT STUDENT ATTENDANCE
- SUPPORT SCHOOL ACTIVITIES AND PROGRAMS

1960'S SCHOOL BUS

2025 SCHOOL BUS

LEON COUNTY SCHOOLS
HALF-PENNY SALES TAX RENEWAL WORKSHOP
APRIL 13, 2026

TRANSPORTATION
$110,250,000

	YEARS 1-5	YEARS 6-10	YEARS 11-15	TOTAL
BUS REPLACEMENT	10,000,000	11,250,000	12,500,000	$33,750,000
CAMERAS AND GPS	1,625,000	1,750,000	1,875,000	$5,250,000
OPERATIONS	22,500,000	23,750,000	25,000,000	$71,250,000
TOTAL	$34,125,000	$36,750,000	$39,375,000	$110,250,000

MAINTENANCE

- PRESERVE SCHOOL AND DISTRICT FACILITIES
- SUPPORT LEARNING ENVIRONMENTS
- REDUCE LONG-TERM COSTS
- OPERATIONAL COMPLIANCE WITH STATE AND FEDERAL REQUIREMENTS

GODBY HIGH SCHOOL DANCE ROOM RENOVATION

NEW BACKFLOW SYSTEM GODBY HIGH SCHOOL

STORMWATER REWORKING LEON HIGH SCHOOL

LEON COUNTY SCHOOLS

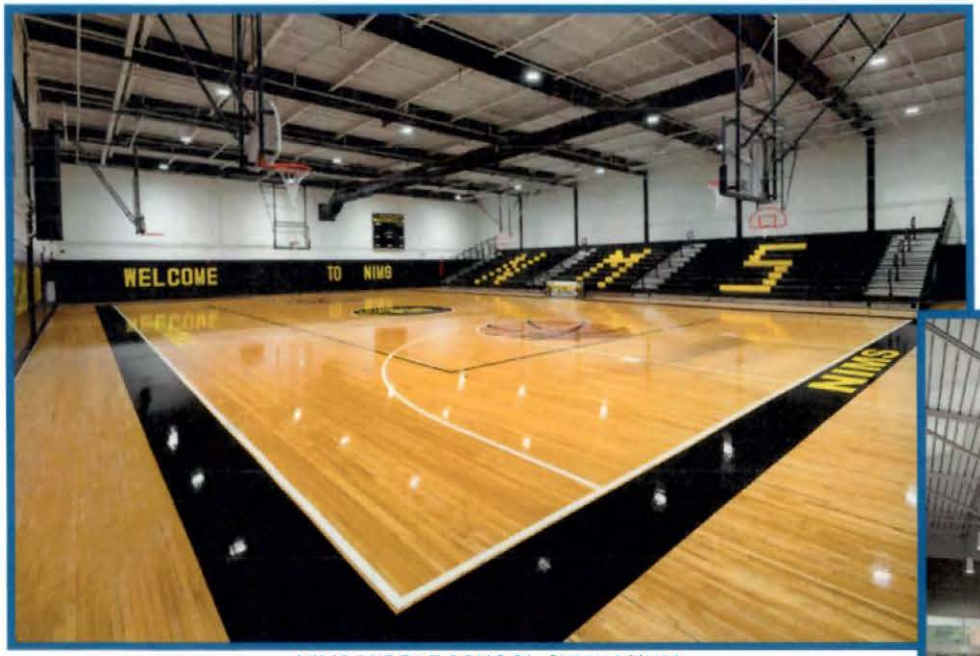
HALF-PENNY SALES TAX RENEWAL WORKSHOP
APRIL 13, 2026

MAINTENANCE
$215,285,000

	YEARS 1-5	YEARS 6-10	YEARS 11-15	TOTAL
FLOORING PROJECTS	5,000,000	5,250,000	5,512,500	$15,762,500
GENERAL MAINTENANCE	23,825,000	32,980,000	42,930,500	$99,735,000
HVAC PROJECTS	10,000,000	10,500,000	11,025,000	$31,525,000
ROOFING PROJECTS	5,000,000	5,250,000	5,512,500	$15,762,500
OPERATIONS	16,250,000	17,500,000	18,750,000	$52,500,000
TOTAL	$61,250,000	$64,750,000	$68,362,500	$215,285,000

CONSTRUCTION

- NEW CONSTRUCTION, RENOVATIONS, AND REMODELING SCHOOL AND DISTRICT FACILITIES
- SUPPORTS FUTURE INFRASTRUCTURE NEEDS
- COMPLIANCE WITH BUILDING AND SAFETY STANDARDS
- FISCAL STEWARDSHIP OF CAPITAL INVESTMENTS



NIMS MIDDLE SCHOOL GYMNASIUM

GRIFFIN MIDDLE SCHOOL CAFETERIA

LEON COUNTY SCHOOLS
HALF-PENNY SALES TAX RENEWAL WORKSHOP
APRIL 13, 2026

CONSTRUCTION
$629,500,000

	YEARS 1-5	YEARS 6-10	YEARS 11-15	TOTAL
NEW CONSTRUCTION	105,000,000	120,000,000	140,000,000	$365,000,000
REMODELING	20,000,000	24,000,000	28,000,000	$72,000,000
RENOVATIONS	19,000,000	22,000,000	24,000,000	$65,000,000
LAND ACQUISITION AND SITE IMPROVEMENT	20,000,000	22,000,000	23,000,000	$65,000,000
OPERATIONS	19,000,000	21,000,000	22,500,000	$62,500,000
TOTAL	$187,000,000	$214,000,000	$234,000,000	$629,500,000

MAJOR CAPITAL PROJECT EXAMPLES (2028-2043)

Raa Middle School - New Gymnasium/Performing Arts Center, Classroom Wings, Office/Media Center

Riley Elementary School - New Classroom Wing, Cafeteria/Performing Arts Center, Office/Media Center

Cobb Middle School - New Classroom Wings, Gymnasium/Performing Arts Center, Cafeteria

Godby High School - New Classroom Wings

Sabal Palm Elementary School - Complete School Buildout

Chiles High School - New Wing and Schoolwide Renovation Project

Montford Middle School - New Classroom Wing

Deerlake Middle School - Schoolwide Renovation Project

Swift Creek Middle School - Schoolwide Renovation Project

Woodville K-8 School - New Classroom Wing, Gymnasium/Performing Arts Center

Bradfordville Bus Compound (Chiles High School)

Astoria Park Elementary School - Schoolwide Renovation Project

Kate Sullivan Elementary School - Schoolwide Renovation Project

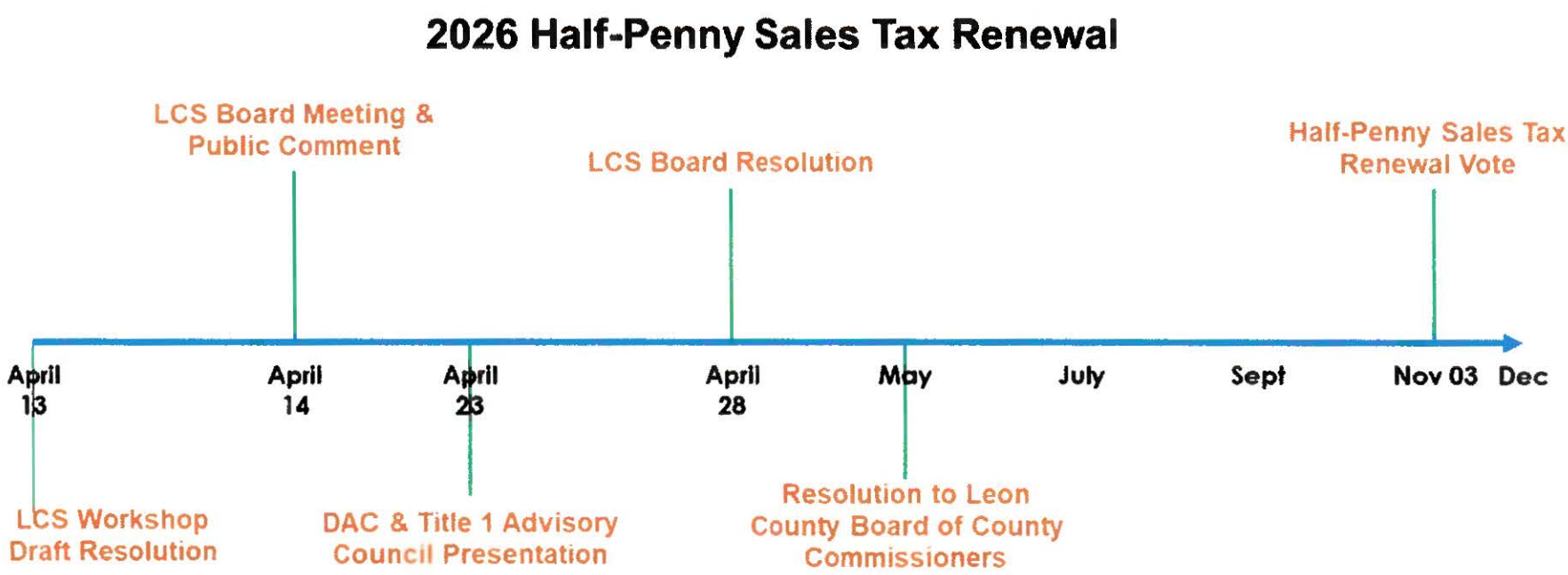
Land Acquisitions for Potential Elementary, K-8, Middle, and High School Sites

LEON COUNTY SCHOOLS

HALF-PENNY SALES TAX RENEWAL WORKSHOP APRIL 13, 2026

For a full listing of capital projects please visit leonschools.net

HALF-PENNY SALES TAX RENEWAL TIMELINE



LEON COUNTY SCHOOLS

HALF-PENNY SALES TAX RENEWAL WORKSHOP
APRIL 13, 2026

Leon County
Board of County Commissioners

Notes for Agenda Item #13

Leon County Board of County Commissioners

Agenda Item #13

May 12, 2026

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator

Title: Alternative Structures for Administration of Cultural Programming and Request to Schedule the First and Only Public Hearing to Consider Amendments to the Leon County Tourist Development Plan

Review and Approval:	Vincent S. Long, County Administrator
Department / Division Review:	Ken Morris, Assistant County Administrator Roshaunda Bradley, Director, Office of Management and Budget
Lead Staff / Project Team:	Kerri L. Post, Director, Division of Tourism Jon LaBarre, Senior Operations Manager Mathieu Cavell, Director, Community Relations & Resilience

Statement of Issue:

This item recommends an alternative administrative structure for Leon County's Cultural Grant Programs, currently administered by the Council on Culture & Arts (COCA), under a one-year agreement that ends September 30, 2026. The item also seeks Board authorization to schedule the first and only public hearing to consider amendments to the Leon County Tourist Development Plan incorporated within Chapter 11, Section 11-710, Leon County Code, on June 9, 2026, at 6:00 p.m.

Fiscal Impact:

This item has a fiscal impact. Should the Board choose Option #1, the County would realize approximately $213,000 in annual operating cost savings beginning in FY 2027, including elimination of $150,000 in general revenue support. Option #1 would increase Tourism event grant funding to $1.4 million and maintain cultural arts grant funding at approximately $2 million for FY 2027, positioning the Board to make future allocation decisions that maximize impact, enhance efficiency, and grow the County's tourism economy. Should the Board choose Option #2 (extending the current structure with COCA), no additional operating cost savings would be realized. COCA would continue to receive 20% of Tourist Development Tax collections (approximately $2 million) plus $150,000 in general revenue support under the existing funding agreement, with cultural grant decisions continuing to be administered by COCA.

Staff Recommendation:

Option #1: Direct staff to bring administration of the cultural grant program in-house through the County's Division of Tourism and integrate cultural tourism grants and marketing into the annual Tourism Marketing Plan, and schedule the first and only public hearing to consider amendments to the Leon County Tourist Development Plan incorporated within Chapter 11, Section 11-710, Leon County Code, on June 9, 2026, at 6:00 p.m.

Report and Discussion

Background:

This item recommends an alternative administrative structure for Leon County's Cultural Grant Programs, currently administered by COCA, under a one-year agreement that ends September 30, 2026. The item also seeks Board authorization to schedule the first and only public hearing to consider amendments to the Leon County Tourist Development Plan incorporated within Chapter 11, Section 11-710, Leon County Code, on June 9, 2026, at 6:00 p.m.

The County's evaluation of alternative structures for the administration of cultural programming advances the following FY 2022 – FY 2026 Strategic Plan Bold Goal:

- *Grow the five-year tourism economy to $5 billion. (BG1)*

This Bold Goal aligns with the Board's Economy Strategic Priority:

- *(EC4) Grow our tourism economy, its diversity, competitiveness, and economic impact.*

Additionally, this item aligns with the Board's Quality of Life Strategic Priority:

- *(T10) Support 900 community events, sporting competitions, festivals, performances, and cultural programming that will attract visitors and residents.*

In September 2025, the Board approved a one-year extension, including a comprehensive review of the County's funding support for arts and culture during the FY 2027 budget development process. During the September 2025 discussion, the Board raised specific concerns about COCA's accumulated cash reserves of approximately $2 million, questioned whether the County is "compelled to award" additional funding given those reserves, and asked whether grant administration could be performed by County staff in-house.

The Board has periodically reviewed the structure of cultural grants funded by the Tourist Development Tax (TDT) since 2012, with prior considerations in 2014, 2018, and 2020. In December 2014, the Board voted to restructure cultural grant funding, moving from a fixed-dollar allocation to dedicating one cent of the five-cent TDT to the cultural grant program (formalized through Ordinance 15-01, adopted February 10, 2015). County funding to COCA has since more than tripled, from approximately $650,000 in FY 2014 to more than $2.0 million annually. With the current agreement ending September 30, 2026, and no FY 2027 agreement executed, the Board may wish to consider in-house administration that would allow the County to allocate cultural funding annually and exercise direct control over the cultural grant program.

The County's current dedication of one cent of the five-cent TDT (approximately 20% of total TDT revenue) to cultural programming and the pass-through structure for administering those funds are policy choices established by County ordinance, not requirements of state law. Under Option #1, the Board would regain full authority over both the level of investment and the administrative model going forward, subject only to the authorized uses of TDT revenue under F.S. 125.0104. Under Option #2, staff would return with a draft agreement that would continue the existing structure, in which case the County's fixed annual commitment of $150,000 in general

revenue and one-cent of TDT to COCA would continue, with the Board's authority over the cultural grant program remaining limited to the agreement's terms. Under Option #1, the County's longstanding commitment to cultural grant investment would maintain the funding level of approximately $2.1 million in FY 2027 as detailed in the FY 2027 Funding Strategy section below. Should the Board direct Option #1, conforming amendments to the Leon County Tourist Development Plan (incorporated within Chapter 11, Section 11-710, Leon County Code) would be presented at the separately-scheduled public hearing in accordance with F.S. 125.0104(4)(d) and F.S. 125.66. As the county comparison later in the analysis demonstrates, in-house County administration of arts and cultural programming is an established practice across Florida.

Analysis

The structural consideration before the Board is whether the existing pass-through disbursement model remains the appropriate mechanism for the County's continued investment in arts and culture, given that every surveyed peer county has chosen a structure in which the County retains custody of TDT funds and the Board retains award authority.

Three factors distinguish this review from earlier considerations of the same structural questions. First, this approach gives the Board direct control over cultural grant funding decisions, return-on-investment expectations, and annual allocations. Bringing the cultural grant program in-house places it on the same annual budget cycle and oversight standards that govern the County's sports, special event, and legacy grant programs.

Second, this approach is consistent with a broader statewide shift toward direct county administration of cultural programming. Peer counties have moved away from independent advocacy organizations that hold TDT funds and independently determine grant awards. For instance, Pinellas County ended its longtime relationship with Creative Pinellas in September 2025, and Orange County administers $69.4 million in cultural grants through its in-house Arts & Cultural Affairs division. Leon County's Division of Tourism is well-positioned to administer and amplify cultural programming. County Tourism produces measurable return-on-investment data across its event grant programs and brings the staffing, professionalism and grant-administration discipline to deliver the same standards of accountability and outcome reporting for cultural grants.

Third, the Division of Tourism's Strategic Plan and the County's broader Strategic Plan are both due for update in the coming year, with new FY 2027–FY 2031 cycles to soon begin. The structural decision before the Board provides an opportunity to align cultural grant administration with the strategic priorities the Board may adopt in those updated plans.

The Board may also wish to take into account two related fiscal considerations that reinforce the timing of this analysis. The County's investment in cultural programming through COCA has more than tripled since 2014, growing from approximately $650,000 to over $2 million annually (including $150,000 in general revenue support). At the same time, ongoing State-level discussion of property tax reform, with a special session anticipated later this year, creates increasing pressure on County general revenue. Any reductions would fall disproportionately on programs supported by general revenue (including parks and recreation, libraries, and community human services) that

do not have dedicated funding sources to offset the impacts. Identifying opportunities to preserve general revenue where structural alternatives can support improved outcomes has become an increasingly important and necessary action for the County.

For these reasons, staff is recommending that the County bring administration of the cultural grant program in-house through the Division of Tourism and integrate cultural tourism marketing into the annual Tourism Marketing Plan. This restructuring would restore County custody of cultural grant funding, align the cultural grant program with the County's other TDT-funded grant programs, and enhance cultural tourism marketing through the County's existing destination marketing operations.

FY 2027 Funding Strategy Under Option #1: Establishing Parity Between TDT Grant Pools

Leon County currently allocates TDT revenue unevenly across its two major TDT-funded grant categories. In FY 2026, the cultural grant program administered by COCA received approximately $2.1 million, while all Tourism event grants combined (sports, special event, and legacy) received $800,000. Cultural grants currently receive nearly triple the TDT funding allocated to all Tourism event grants combined.

Under Option #1, to maximize the return on investment and continue growing Leon County's destination economy, staff recommends establishing parity between the two TDT-funded grant pools. The proposed FY 2027 structural baseline would establish $1.4 million in dedicated TDT funding for the cultural arts grant program and $1.4 million in dedicated TDT funding for Tourism event grants, with FY 2026 cultural arts funding levels maintained for FY 2027 through COCA's TDT reserves returned to the County upon the end of the current agreement. This rebalancing would align the County's TDT investment with the proven return-on-investment performance of Tourism's event grant programs (described later in a section entitled 'Measurable Returns') while maintaining substantial dedicated cultural arts grant funding.

Leon County dedicates 20% of its TDT — one of the five-cents levied — to arts and culture. That share is the highest among the 14 Florida counties surveyed, tied only with Miami-Dade and more than three times the 6.0% average across the 10 peer counties with fixed allocations. Table #1 details the comparison.

Table #1: Share of TDT Dedicated to Arts and Culture, Leon vs. Surveyed Counties

County	% of TDT to Arts and Culture
Leon County	**20% (1¢ of 5¢ TDT)**
Miami-Dade	20% (of 2¢ TDT)
St. Johns	~15%
Sarasota	8%
Average of 10 counties with fixed allocations*	6%

** Excludes Leon (anchor) and 3 counties without fixed % (Volusia, Seminole, Duval).*

With that comparison in mind, and as discussed by the Board in September 2025, the FY 2027 funding approach proposed would maintain cultural grant funding at FY 2026 levels while bringing Tourism event grants to $1.4 million, supporting cultural arts organizations through the transition.

To support cultural arts organizations through the change, for FY 2027 staff proposes to maintain cultural arts grant funding at the FY 2026 level of approximately $2.1 million, with the $700,000 difference between that amount and the $1.4 million ongoing level coming from COCA TDT reserves anticipated to be returned to the County when the current Program Funding Agreement ends on September 30, 2026. To the extent the reserves are returned, they would provide a one-time bridge that holds cultural arts funding level for FY 2027.

During the FY 2028 budget development process, the Board will again set grant pool levels across all TDT-funded program categories — cultural, sports, special event, and legacy. Staff will bring back a comprehensive analysis to inform those decisions, drawing on a full year of standardized outcome reporting under the new administrative structure.

Leon County Tourism's Track Record of Success. In FY 2010, the Board took the structural step of in-sourcing tourism marketing from the former Tallahassee Area Convention and Visitors Bureau. That structural decision has delivered year after year of measurable growth in Leon County's tourism economy:

- Annual tourism economic impact grew from approximately $600 million to **$1.43 billion**
- Annual visitors reached **2.6 million**
- Tourism-supported jobs exceed **12,000**
- TDT collections have nearly doubled to **$9.8 million**

A marquee international example: In January 2026, the Division of Tourism brought the 2026 World Athletics Cross Country Championships to Apalachee Regional Park — the first time the event has been held in Florida and only the third time on U.S. soil. The Championships generated $6.09 million in total economic impact and $3.8 million in direct visitor spending, drawing 10,900 out-of-county visitors and athletes from 48 nations. The County's Apalachee Regional Park has emerged as a championship-caliber venue, with active discussions underway with World Athletics about future championships at the site. Achievements like this reflect the operational capacity County Tourism has built across more than 15 years, its strategic alignment with many different County departments, professionalism at every level, established procurement and contracting infrastructure, vendor and event-rights relationships, capital investment in County-owned venues, and an integrated destination marketing operation.

Tourism Event Grants Deliver Measurable Returns. County Tourism's Event Grant programs (Sports Event, Legacy, Signature, Emerging Signature, and Special Event) administer approximately $800,000 annually under a Board-approved process that requires every applicant to submit estimated performance measures as a condition of award. In FY 2025, measured economic

impact from these grants neared $16 million — a return of nearly 20 to 1 against the grant pool. County Tourism's proven track record on its grant programs supports the in-house model and underscores the performance measurement enhancement that restructuring would deliver. Tourism economic-impact studies on visitor spending are conducted by Downs and St. Germain Research, Inc., the County's research firm of record, and reported quarterly to the TDC.

By contrast, the cultural grant program does not produce comparable return-on-investment data. COCA does not conduct economic impact studies of its grants, instead measuring participation as an outcome rather than local return on investment. While County Tourism reports demonstrable, dollar-quantified returns on grant investments to the Board and the Tourist Development Council each year, the cultural grant program has not produced equivalent reporting. At its November 2025 meeting, TDC members noted they had not received reported economic impact results from previous COCA grant awards.

Should the Board choose Option #1, the County would build standardized economic-impact and outcome reporting into the cultural grant program: producing the same kind of measurable return-on-investment data the County already has for Tourism event grants.

How the Current COCA Agreement Works

COCA administers two TDT-funded grant programs (the Cultural Grant Program and the Cultural Tourism Marketing Grant Program) through a single set of guidelines and one combined application. Under the County's multi-year funding agreement, approximately $2 million in County funds (about $1.9 million in TDT and $150,000 in general revenue) transfer annually to COCA for grant administration. COCA develops the guidelines, scores applications, determines awards, and distributes funds directly to grantees. The County's role is limited: staff reviews proposed awards for TDT eligibility, may raise concerns with COCA's director, and provides courtesy review of guidelines, but does not approve guidelines, scoring, or award decisions. Once COCA's panel has scored applications and COCA's Board has approved the slate, the TDT-funded awards are presented to the TDC for approval, and COCA issues the grants.

Between FY 2021 and FY 2025, the Board approved contract changes that strengthened oversight: County-level eligibility reviews, caps on COCA overhead spending, and stronger financial reporting. Over the same period, COCA's cash reserves grew from $1.3 million to $3.05 million. COCA's accumulated reserves were among the specific concerns raised by Board members during the September 2025 discussion of the funding agreement extension. The cultural grant program exists to allocate TDT dollars to local arts and cultural organizations through grants. Reserves of this size show those funds pooling at COCA rather than flowing through to grantees. Funds held in reserves for years are funds not supporting the local arts and cultural organizations the program is intended to fund, and not circulating through the local tourism economy where they would generate even more TDT revenue.

The County's ongoing commitment to fiscal stewardship is reflected in approximately $128,000 of cost savings already achieved this fiscal year through renegotiated contract terms with COCA as approved by the Board. New TDT percentage caps in the FY 2026 agreement reduced TDT-

supported COCA operational costs from $265,625 in FY 2025 to $138,021 in FY 2026. These savings are independent of the Board's structural decision and would remain in place going forward.

Comparison to Other Leon County TDT Grant Programs. Table #2 summarizes the structural differences between the County's Tourism event grant programs and the COCA-administered cultural grant program.

Table #2: Leon County Grant Structure Comparison

	Sports, Special Event & Legacy Grants	**Cultural Grants (COCA)**
Annual TDT Funding (FY 2026)	~$800,000	~$2,100,000
Who Holds the Funds	Leon County	COCA
Grant Award Authority	Board determines/approves budget; TDC reviews/approves awards	COCA Board of Directors; subsequently the TDC reviews/approves and the awards go back to COCA to administer
Disbursement	Reimbursement, county-to-grantee; economic impact studies	Pass-through to grantees
Board Authority Over Program	Budget, oversight, and program direction	Funding agreement approval; program-level decisions vested in COCA per agreement

Leon County's cultural grant program currently receives nearly triple the funding of the County's other TDT grant programs combined and operates under a different oversight model. Under the multi-year funding agreement, the Board approves the agreement and overall funding levels, while COCA exercises program-level authority over guidelines, application review, award decisions, and disbursement. The County's other TDT grant programs (sports, special event, and legacy) all operate under direct Board-level oversight.

Comparison to Peer Florida Counties. Staff surveyed 14 Florida counties across all TDT rate tiers. Leon County is the only county in the sample where TDT revenue dedicated to arts and culture is transferred in lump sums to a private nonprofit that holds the funds, independently determines individual grant awards and executes sub-grantee agreements. In every other surveyed county, the County retains custody of the funds and authority over grant decisions. Three peers operate cultural programs through dedicated in-house departments: Miami-Dade Department of Cultural Affairs, Brevard Tourism Development Office, and Orange County Arts & Cultural Affairs.

Of the 14 counties, 11 allocate a fixed percentage of TDT to arts and culture; the other three (Volusia, Seminole and Duval/Jacksonville) fund culture through annual budget decisions. Excluding Leon, the peer average among those 10 is approximately 6.0%. Leon County's 20% allocation is the highest in Florida, tied only with Miami-Dade — which administers its program in-house. The statewide trend continues in that direction: in September 2025, Pinellas County discontinued funding for Creative Pinellas, and Orange County approved $69.4 million over five years for cultural grants administered in-house. In-house grant administration is consistent with this trend while maintaining the County's cultural grant investment.

Options Before the Board. Two options are presented for the cultural grant program: (1) full in-house administration through the Division of Tourism, or (2) directing staff to return with a draft agreement to extend the current program and funding structure with COCA. Option #1 would bring the cultural grant program into alignment with the County oversight that governs the County's other TDT-funded grant programs (fund custody, Board budget authority, TDC award review, and reimbursement-based disbursement). Under Option #2, staff would return with a draft agreement; the existing structure of the program funding pass-through would remain unchanged.

Table #3: Program Structure Options Overview

	Option 1: Full In-House	**Option 2: Status Quo Agreement**
Who runs the grant process	County Tourism	COCA, under County funding agreement
Annual operating cost savings	~$213,000 (including $150,000 General Revenue relief)	$0 (no additional savings)
Who holds the funds	County	COCA
BOCC authority	Full: program and operations	Limited to agreement terms; no authority over awards
How grantees get paid	County reimburses directly	COCA provides direct payments
COCA's role	Continues as independent nonprofit	Full administration and award authority
Outcome reporting	Standardized economic-impact and outcome reporting	Participation tracking; no local economic-impact reporting
Consistent with peer counties	Yes	No — sole pass-through in 14-county survey

Option #1: Full In-House Administration (Recommended)

Direct staff to bring administration of the cultural grant program in-house through the County's Division of Tourism and integrate cultural tourism grants and marketing into the annual Tourism Marketing Plan, and Schedule the First and Only Public Hearing to consider amendments to the Leon County Tourist Development Plan incorporated within Chapter 11, Section 11-710, Leon County Code on June 9, 2026, at 6:00 p.m.

As described throughout this agenda item, County Tourism has exceeded performance benchmarks, driven measurable growth in the local tourism economy, and demonstrated capacity to operate grants and events on the international stage. Beyond Tourism's specific track record, bringing the cultural grant program in-house would benefit from the wider operational strengths of Leon County Government, including direct alignment with County Administration, established professional standards and accountability, and a nationally recognized culture of performance and service delivery. Together, these strengths position the County to administer the cultural grant program with the same standards of accountability and outcome reporting that govern its other TDT-funded grant programs.

The Division of Tourism currently has one full-time grant staff person administering approximately 80 sports and event grants and contracts. In-housing the cultural grant program would require adding one more dedicated full-time position to administer the cultural grant program and coordinate cultural marketing within the Division of Tourism's existing destination marketing operations, to be addressed through the FY 2027 budget.

Both Tourism and COCA use the same grant management software platform, so grant applicants and reviewers would experience a similar interface and process. The County's existing infrastructure — including communications, legal, procurement, IT and the grant management platform — would support the County grant process directly, eliminating the duplicative administrative overhead a standalone nonprofit must maintain independently.

COCA's Executive Director currently serves as a liaison to the Tourist Development Council. This practice would continue under the staff recommendation, providing continued arts and cultural perspective in the TDC's review of cultural grant award recommendations.

Should the Board direct Option #1, a First and Only Public Hearing would be scheduled separately on June 9, 2026, at 6:00 p.m. to consider conforming amendments to the Leon County Tourist Development Plan (Chapter 11, Section 11-710, Leon County Code) in accordance with F.S. 125.0104(4)(d) and F.S. 125.66. Staff would establish FY 2027 grant pool amounts consistent with Board direction: $1.4 million each for the County's Tourism event grant programs and the cultural arts grant program, with anticipated returned COCA reserves bringing the total FY 2027 cultural arts funding to approximately $2.1 million. The annual Marketing Plan and other TDC instruments would be updated accordingly.

For FY 2027, the County would coordinate with COCA on cultural grant awards currently in process and bring them to the TDC for final review and approval under the same Board-approved process that governs the County's other TDT-funded grants. The County would then contract directly with the awarded FY 2027 grantees, requiring each to submit performance measures and deliver post-event reports on local tourism economy outcomes. By FY 2028, all TDT-funded grant programs would operate on a standard annual cycle, with staff returning to the Board for a comprehensive review of grant pool levels across all program categories, drawing on a full year of standardized outcome reporting under the new structure.

Together, these structural elements position an in-house structure to:

- Maintain the level of cultural arts grant funding made available to local arts organizations for FY 2027.
- Approximately $213,000 in additional annual operating cost savings, including $150,000 in general revenue cost savings.
- Reduced reliance on general revenue funding, supporting the County's broader effort to preserve general revenue capacity amid emerging State-level property tax reform discussions.
- Standardized economic-impact and outcome reporting: the same accountability framework that produces County Tourism's measured return on investment.
- Integration of cultural tourism marketing with the County's existing destination marketing operations to further amplify arts and culture.
- Direct Board-level oversight of TDT-funded cultural grants through the same process that governs sports, special event, and legacy grants

Option #2: Extend the Current Program Funding Agreement (Status Quo)

Direct staff to return to the Board with a draft agreement to extend the Council on Culture and Arts TDT Funding Agreement through FY 2027 for Board consideration including continuing the status quo pass-through structure, and the County's annual commitment of $150,000 in general revenue and one-cent of Tourist Development Taxes to COCA.

Under Option #2, staff would return to the Board with a draft funding agreement for consideration. The County's existing structure with COCA would continue substantially unchanged. The proposed draft funding agreement would be similar to the FY 2026 contract amendments to include County-level eligibility reviews, caps on COCA overhead spending, stronger financial reporting, and the County would continue to direct approximately $2 million in TDT and $150,000 in general revenue support to COCA annually.

If continued under the current structure:

- COCA would continue to administer the County's two TDT-funded cultural grant programs under the existing multi-year funding agreement.
- COCA would continue to develop grant guidelines, score applications, determine awards, and distribute funds directly to grantees under its own authority.
- TDT funds would continue to be held in COCA custody.
- COCA's cash reserves, which grew from $1.3 million to $3.05 million between FY 2021 and FY 2025, would continue to accumulate under the existing fund structure rather than flow through to grantees.
- The Board's role would continue to be limited to approval of the funding agreement and overall funding levels, without direct oversight of individual grant awards.

- The cultural grant program would continue to operate without standardized economic-impact reporting on grant outcomes.
- Cultural tourism marketing would continue to be administered separately from the County's destination marketing operations.
- The cultural grant program would continue to operate under a structure that differs from the County's other TDT grant programs and that no surveyed Florida county replicates.

Option #2 would not produce additional operating cost savings including the $150,000 in general revenue cost savings identified under Option #1, or address the structural and oversight considerations raised in this analysis.

Continuity for COCA and Grantees Under Option #1. Established in 1985 through an interlocal agreement between the City of Tallahassee and Leon County, COCA would continue to operate as an independent nonprofit. Its membership program, public art and arts education programming, and its relationships with the County, the City of Tallahassee, state and federal arts agencies, and private donors would continue independent of the County's structural decision. Organizations currently funded by County TDT funds through the COCA grant program would continue to be eligible to apply under the same County TDT grant categories, competitive process, and community review panels, supported by coordinated outreach to currently funded organizations beginning in summer 2026.

Conclusion

As discussed by the Board in September 2025, this item presents structural options for the cultural grant program ahead of the September 30, 2026, expiration of the current funding agreement. Staff recommends bringing the cultural grant program and cultural tourism marketing in-house through the County's Division of Tourism. Doing so would restore County custody of cultural grant funding, align the program with the oversight that governs the County's other TDT grants and integrate cultural tourism marketing into the County's destination marketing operations. The restructure would also produce approximately $213,000 in annual operating cost savings and establish standardized outcome reporting for cultural grant investments.

For FY 2027, staff recommends establishing TDT grant pool parity at $1.4 million each for cultural arts and Tourism event grants, with returned COCA TDT reserves maintaining cultural arts funding at the FY 2026 commitment level of approximately $2.1 million. For FY 2028, staff would return to the Board with a comprehensive review of grant pool levels across all TDT-funded program categories, informed by a full year of standardized outcome reporting under the new structure. Together, these commitments would support the Board's longstanding investment in cultural programming while strengthening the oversight, transparency and accountability of that investment.

Options

1. Direct staff to bring administration of the cultural grant program in-house through the County's Division of Tourism and integrate cultural tourism grants and marketing into the annual Tourism Marketing Plan, and schedule the first and only public hearing to consider amendments to the Leon County Tourist Development Plan incorporated within Chapter 11, Section 11-710, Leon County Code, on June 9, 2026, at 6:00 p.m.
2. Direct staff to return to the Board with a draft agreement to extend the Council on Culture and Arts TDT Funding Agreement through FY 2027 for Board consideration, including continuing the status quo pass-through structure and the County's annual commitment of $150,000 in general revenue and one-cent of Tourist Development Taxes to COCA.
3. Board direction.

Recommendation:

Option #1

Leon County
Board of County Commissioners

Notes for Agenda Item #14

Leon County Board of County Commissioners

Agenda Item #14

May 12, 2026

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator

Title: Leon County Efforts to Address Historic Harmful Public Policy Decisions

Review and Approval:	Vincent S. Long, County Administrator
Department / Division Review:	Ken Morris, Assistant County Administrator Shington Lamy, Assistant County Administrator Nawfal Ezzagaghi, Assistant County Administrator
Lead Staff / Project Team:	Nicki Hatch, Assistant to the County Administrator for Legislative and Strategic Initiatives Abigail Thomas, Director, Office of Human Services and Community Partnerships

Statement of Issue:

At its April 14, 2026 meeting, the Board requested a framework to address historic harmful public policy decisions that could be provided to the Citizen Charter Review Committee for further consideration as a charter amendment based on geographic areas rather than race, gender, ethnicity, or any other protected class; consistent with state and federal laws; and does not jeopardize state and federal funding. This item provides important context by demonstrating the County's comprehensive and ongoing efforts to do just that by addressing the needs in geographic areas through investment and engagement in underserved areas and vulnerable populations that align with best practices; are consistent with state and federal laws; and do not jeopardize state and federal funding awarded to the County. Notwithstanding, as requested, the item provides options on a proposed charter amendment should the Board still wish to consider a Board-initiated amendment or request further evaluation by the Citizen Charter Review Committee.

Fiscal Impact:

This item has no fiscal impact. However, the item details the County's significant commitment of resources to address the needs of historically underserved areas and vulnerable populations in the community through economic development, infrastructure improvements, environmental projects, as well as human services, housing, and healthcare programs.

Staff Recommendation:

Option #1: Accept the report on Leon County's comprehensive and ongoing efforts to address historic harmful public policies in geographic areas utilizing best practices to adopt policies, implement programs, strengthen partnerships, enhance community engagement, and make significant investment in historically underserved areas and vulnerable populations.

Report and Discussion

Background:

At its April 14, 2026 meeting, the Board requested a framework to address historic harmful public policy decisions that could be provided to the Citizen Charter Review Committee (Committee) for further consideration as a charter amendment based on geographic areas rather than race, gender, ethnicity, or any other protected class; consistent with state and federal laws; and does not jeopardize state and federal funding. This item provides important context by demonstrating the County's comprehensive and ongoing efforts to do just that by addressing the needs in geographic areas through investment and engagement in underserved areas and vulnerable populations that align with best practices; are consistent with state and federal laws; and do not jeopardize state and federal funding awarded to the County. Notwithstanding, as requested, the item provides options on a proposed charter amendment should the Board still wish to consider a Board-initiated amendment or request further evaluation by the Committee.

The Committee held nine meetings over a five-month period to consider proposed amendments to the County Charter. Consistent with the timeline adopted by the Board, on March 10, 2026, the Board accepted a status report on the Committee's recommended policies and charter amendments. At that time, the Board requested an agenda item on the proposed charter amendment related to persistent disparities resulting from historic public policy decisions based on certain occurrences, including slavery and segregation which was not recommended by the Committee. Due to recent and ongoing state and federal actions to prohibit diversity, equity, and inclusion (DEI) related activities as well as the County's ongoing efforts to address poverty and inequities in the community within the Board's existing authority, the Committee did not advance the proposed charter amendment. Throughout the process, the Committee expressed strong support for the County's ongoing efforts to address poverty and inequities in historically underserved areas and vulnerable populations in the community.

In response to the Board's direction on March 10th, staff brought back the item on the proposed charter amendment that was not recommended by the Committee on April 14, 2026 (Attachment #1). The item provided a comprehensive analysis on the amendment as well as the recent state and federal actions that prohibit local governments from adopting and implementing DEI-related activities such as those proposed in the charter amendment. The analysis also included information regarding Senate Bill 1134 (2026), which prohibits the County from funding, promoting, or taking any official action related to DEI and also provides that a member of a county commission acting in his or her official capacity who violates the prohibitions commits misfeasance or malfeasance and is subject to removal from office. On April 22, 2026, the Governor signed SB 1134 into law which goes into effect January 1, 2027.

Additionally, the item detailed the Presidential Executive Orders (EOs) issued in 2025 and 2026 that target and prohibit the federal government and entities that receive federal funding from engaging in DEI activities and preferences, as defined in the EOs. Federal agencies have started implementing the EOs, including initiating the process to adopt federal rules to enforce compliance. As a result, the proposed charter amendment would have jeopardized millions of dollars in federal grant funding including the $16.8 million grant recently awarded to the County for safety improvements on North Monroe Street as well as pending and future Federal Emergency Management Agency (FEMA) funding.

Following considerable discussion, the Board directed staff to provide a framework to address historic harmful public policies that could be considered by the Committee as a charter amendment that examines the following:

- Public policy decisions enacted by the Board;
- Focuses on geographic areas and does not consider race, gender, ethnicity or any other protected class (i.e., sexual orientation, etc.);
- Complies with state and federal laws; and
- Does not jeopardize state and federal funding requirements.

As detailed in the item, the County comprehensively addresses the long-standing and evolving needs of historically underserved areas and vulnerable populations (i.e., homeless, low-income, etc.) through countless policies, innovative programs, ongoing partnerships, and active engagement. Consistent with best practices, the County utilizes data driven analysis, strategic planning, and deep community engagement to address the common challenges of historically underserved areas and vulnerable populations.

The numerous policies, programs, initiatives and investments detailed later in this item are addressing the challenges by reducing economic inequities, expanding infrastructure, protecting the environment, and delivering critical social services. These targeted efforts are strategically planned, annually funded by the Board, and carried out on a day-to-day basis by staff, community partners, and key stakeholders. Therefore, because of the broad existing authority of the Board to address such challenges through policy, charter language is not necessary and could be limiting.

For this reason, there are no charter counties in Florida that include language related to harmful public policy decisions. County charters are generally reserved for broad issues of governmental authority, structure, and powers. Operational detail or program-specific policy, such as establishment of programs or targeted resource allocation, is more appropriately implemented through the Board's strategic planning process, budgetary priorities, or policy and ordinance adoption. Therefore, it is recommended that the Board accept the report on the County's long history and ongoing efforts to address historic harmful public policies in geographic areas utilizing best practices to adopt policies, strengthen partnerships, enhance community engagement, and make significant investment in historically underserved areas and vulnerable populations.

Should the Board still wish to consider a proposed charter amendment, an option for the Board's consideration is to amend the Preamble of the County Charter to County's commitment to addressing the needs of historically underserved areas and vulnerable populations in our community. As described further in the Analysis, the Board recently advanced a Board-initiated amendment to revise the Preamble to reflect the esteemed humanity of all residents of Leon County. Similarly, the Board could further revise the Preamble and advance this issue as a Board-initiated amendment which would not require the Committee to reconvene.

Alternatively, should the Board wish to have the Committee evaluate a proposed charter amendment, any recommendation advanced by the Committee would be brought to the Board for public hearing in August 2026. During the public hearing, the Board would only be able to accept or reject any amendment forwarded by the Committee and could not make any changes.

Analysis:

Leon County comprehensively addresses the long-standing and evolving needs of historically underserved areas and vulnerable populations (i.e., homeless, low-income, etc.) through countless policies, innovative programs, ongoing partnerships, and active engagement. Consistent with best practices, the County utilizes data driven analysis, strategic planning, and deep community engagement. With this approach and focus, the County regularly addresses the highest and most challenging needs that historically underserved areas and vulnerable populations often experience.

Based on empirical data such as U.S. Census and U.S. Bureau of Economic Analysis, the common challenges of historically underserved areas include economic inequities that are often highlighted by persistent and disproportionate high poverty and unemployment rates; the lack of public infrastructure that prevents access to basic and essential services; the degradation of natural and environmental resources that adversely affect health and welfare; and limited access to social services that are critical to enhancing quality of life.

The following section details the numerous policies, programs, partnerships, and investments the County is actively implementing in historically underserved areas to:

- Reduce Economic Inequities;
- Expand Infrastructure for Access to Basic and Essential Services;
- Protect the Environment for Health, Safety, and Welfare; and
- Deliver Critical Social Services to Enhance Quality of Life.

Consistent with the Board's direction, these efforts align with best practices that address historic harmful policy decisions, comply with state and federal laws, and do not jeopardize state and federal funding. Additionally, these efforts have been implemented within the Board's existing authority and without any change to the County Charter.

Reduce Economic Inequities

The County has actively spearheaded efforts to reduce economic inequities and private sector disinvestment in historically underserved areas. Aligned with best practices, the County utilizes empirical data developed by the U.S. Census and Florida Office of Economic & Demographic Research to identify neighborhoods and communities with persistent and disproportionate levels of high poverty and unemployment rates. Subsequently, programs, partnerships, initiatives, and investments are adopted and implemented in collaboration and coordination with residents and stakeholders to increase economic prosperity and private sector investment. Although not exhaustive, significant examples of the County efforts include:

- Establishment of the Downtown and Greater Frenchtown-Southside Community Redevelopment Areas (CRAs) in partnership with the City of Tallahassee (City) to increase economic growth in areas that for years experienced slum, blight, and private sector disinvestment. Through the CRAs, the County has invested more than $56 million in property tax revenue that has improved public infrastructures (roads, sidewalks, stormwater, etc.); constructed new affordable housing including Goodbread Hills, Columbia Gardens, and Magnolia Oaks; and invested in local businesses to spur private sector investment in housing, retail, and restaurants.
- Adoption of the Southside Action Plan (SAP) within the Tallahassee-Leon County Comprehensive Plan to promote balanced and equitable growth in southern Leon County neighborhoods, including Bond, Providence, and South City. This has resulted in more than $1.13 billion in public and private investment within the SAP boundaries including more than $125 million in direct County funding.
- Development of Sense of Place Plans that intentionally engage residents to strengthen the unique identity of local neighborhoods and rural communities while enhancing public investment. Sense of Place plans developed by the County include:
    - *Miccosukee Community Sense of Place* – led to $5.9 million in County and federal investment for the redevelopment of the Old Concord School into the new Miccosukee Community Center.
    - *Lake Jackson Town Center Huntington Sense of Place* – transformed a traditional shopping center into a cohesive public gathering spot that resulted in the expansion of the Lake Jackson Branch Library, a new community center, and enhanced retail space for greater private sector investment.
    - *Woodville Community Sense of Place* – adopted as a County Strategic Initiative by the Board, this plan focuses on activating and enhancing the rural town center through placemaking and infrastructure investment. It prioritizes the revitalization of Woodville and Robinson Road Parks alongside the development of a new trail hub on the St. Marks Trail, all supported by landscaping and gateway signage to strengthen community identity. These aesthetic improvements are paired with critical infrastructure projects, including streetscaping, expanded pedestrian and bicycle connectivity, roadway safety enhancements, and the ongoing septic-to-sewer conversion program. Ultimately, the plan drives economic vitality by promoting trail-oriented development and updating zoning to foster compatible, small-scale business opportunities.
- Adoption of land use and zoning tools under the Tallahassee-Leon County Comprehensive Plan — including the Land Use and Mobility Element adopted in December 2025 — to protect existing neighborhoods from incompatible development and guide growth in a manner that preserves neighborhood character. These tools include low-density residential zoning classifications that prevent the conversion of single-family neighborhoods to high-density multifamily or large-format retail, and the Neighborhood Boundary land use category developed in partnership with the Bond Neighborhood to allow small-scale mixed uses — such as corner stores, daycares, and small cafes — while prohibiting strip malls, apartments, and big box retail that would alter the neighborhood's scale and character.

- Administration of the Small Business Enterprise (SBE) program through the Office of Economic Vitality (OEV) to provide business support to qualifying small businesses based on size and revenue, ensuring local enterprises in underserved areas can compete for and benefit from public investment opportunities.
- Partnership with the Small Business Development Center at FAMU to provide technical assistance to new and existing small business owners at every phase of the business lifecycle, preparing them to take advantage of economic opportunities generated by new public and private development in their communities.
- Implementation of robust public engagement on all public projects — including stakeholder meetings, online and in-person surveys, and public open houses — to ensure residents in historically underserved areas are informed of and have meaningful input into investments being made in their communities. For private development proposals, public engagement includes direct mailed notifications, legal advertisements, on-site signage, citizen committee review, and public hearings, ensuring that residents have a voice in the development occurring in their neighborhoods.
- Availability of urban area opportunity incentives to attract jobs and private investment to the urban core, directly benefiting residents of historically underserved neighborhoods.

Expand Infrastructure for Access to Basic and Essential Services

The County has been steadfast in its commitment to infrastructure improvements in historically underserved areas that expand access to basic and essential services. These improvements include paved roads, sidewalks, and traffic lights that connect underserved neighborhoods to the broader community. Through a combination of data evaluation, extensive planning, active community engagement, and strategic investments, the County's efforts have included:

- The establishment of the *Livable Infrastructure for Everyone (L.I.F.E.) funding* through the one-cent infrastructure surtax — a dedicated mechanism designed to direct resources toward communities that have long been overlooked. Through this initiative, Leon County has been able to translate policy commitments into tangible, on-the-ground improvements, including:
    - *Rural Road Safety Stabilization Program* – addressing road conditions in rural corridors to improve safety and accessibility for all residents.
    - *Rural Broadband* – expanding high-speed internet access to underserved rural communities, bridging the digital divide and connecting residents to economic and educational opportunities.
    - *Fire Hydrants* – extending fire suppression infrastructure into rural areas that previously lacked adequate protection, improving public safety for residents historically outside the reach of essential services.
    - *Intersection Street Lighting* – illuminating key intersections in underserved areas to enhance safety for drivers, pedestrians, and cyclists.

  - *School Bus Lighting* – improving visibility and safety at school bus stops, protecting children in rural communities who were previously without adequate lighting infrastructure.

- Dedication of $319 million through the Blueprint Intergovernmental Agency (Blueprint) on infrastructure investments in high poverty neighborhoods that equates to approximately 62% of Blueprint funding including:
  - More than $1.5 million for the development of the South City Transit Center and improvements in the South City neighborhood.
  - Approximately $9 million in Blueprint funding for the Orange-Meridian Placemaking project for construction of a new park and investment in the South City Transit Center.
  - Planned construction of Segment 4 of the Capital Cascades Trail in the amount of $20 million for stormwater improvements, multi-use trail, and community gathering spaces connecting the Bond, Callen, Liberty Park, Lee Manor, and Providence neighborhoods.
  - Construction of the Magnolia Drive Trail, including underground electric utilities adjacent to the South City neighborhood in the amount of $23.6 million.
- Adoption of the Family Heir Policy to support intergenerational land use and help families in underserved areas retain and utilize property that might otherwise remain undevelopable under standard regulations.
- Investment in multimodal transportation infrastructure, including new sidewalks and trail connections to the St. Marks Trail, to expand access to affordable non-motorized transportation — including walking, bicycling, and micro-mobility — for residents in historically underserved areas, reducing transportation costs and improving connectivity to employment, services, and recreation.
- Adoption of two Neighborhood First Plans — for the Greater Bond Neighborhood and the Providence Neighborhood — containing infrastructure investment components that expand mobility options, improve public spaces, and strengthen connectivity within and between neighborhoods in historically underserved areas of the incorporated community.

Protect the Environment for Health, Safety, and Welfare

For much of the twentieth century, a combination of public policies and private sector activities prioritized development and economic growth that adversely impacted the environment. This included the direct discharge of effluent and untreated wastewater into surface waters, development within designated flood hazard areas, and the systematic filling of floodplains and wetlands. According to the Environmental Law Institute, a research-based organization in Washington, D.C. that focuses on environmental policies, local governments address public policies and private activities that have adversely impacted the environment in their communities through integrated strategies of regular testing and observation, remedial projects, and community engagement. Through rigorous evaluation and monitoring of scientific data, the County has incorporated similar strategies with the adoption policies, plans, and programs aimed at reversing decades of environmental degradation while improving health, safety, and welfare in historically underserved areas. These efforts have resulted in the following:

- Adoption of the Leon County Environmental Management Act (EMA) to establish rigorous local standards for the protection of property and the natural environment that takes into consideration the unique ecology of natural resources within geographic areas. In underserved areas, the County's EMA standards is mitigating flooding, protecting waterbodies, and reducing pollution.
- Adoption of the Primary Spring Zone Protection to safeguard groundwater quality within neighborhoods in Southern Leon County where the Florida Aquifer is most vulnerable while to protecting the water quality and biological health of Wakulla Springs.
- Establishment of Woodville Septic to Sewer Program to convert septic tanks to central sewer system, eliminating decades of groundwater and surface water contamination. The program provides homeowners in the Woodville area up to $12,000 in grant funding. Thus far, the County has invested $63 million and expanded sewer services to 709 properties.
- Adoption of the Lake Munson Action Plan to restore Lake Munson to address the legacy of pollution and nutrient loading that degraded the lake over generations with algal blooms, fish kills, and invasive plant growth. The plan includes:
    - Advancement of the $1.6 million Munson Slough Embankment Repair Project to stabilize eroded banks, reestablish native vegetation, and reduce sediment transport into Lake Munson;
    - An initial drawdown to facilitate sediment drying and nutrient reduction;
    - Periodic routine drawdowns to sustain long-term water quality improvements;
    - Post-Drawdown Water Quality Study from May 2024 through April 2026, including monthly water quality and flow data collection at four monitoring locations;
    - Enhanced water quality monitoring;
    - Aerial topographic surveys of the lake bottom; and
    - Expanded invasive exotic vegetation and algal bloom management programs.
- Investment in the Lake Henrietta stormwater management facility project to address decades of polluted stormwater runoff that has contributed to the degradation of Lake Munson. This Lake Henrietta Project includes:
    - Construction of Lake Henrietta as a regional stormwater management facility to intercept polluted stormwater runoff upstream of Lake Munson, capturing sediment, floating debris, and nutrient-rich material before it can enter the lake.
    - Investment of over $1 million in the Lake Henrietta facility, which has captured over 53,000 cubic yards of sediment and debris from flowing downstream into Lake Munson since construction in the early 2000s.
    - Receipt of a $2 million U.S. Environmental Protection Agency (EPA) grant for the Lake Henrietta Sediment Removal Project to remove the accumulated sediment the facility was designed to capture, restoring the facility's stormwater treatment capacity and reducing nutrient loading into Lake Munson, with design anticipated in Summer 2026 and construction to follow in 2027.

- Development of the Anita Davis Preserve at Lake Henrietta, which serves the surrounding community as a public park featuring a walking trail and outdoor recreational amenities, providing dual environmental and quality-of-life benefits to residents in the area.

Deliver Critical Social Services to Enhance Quality of Life

In order to deliver critical social services, the County has adopted and implemented numerous programs consistent with best practices that are data driven, strategically implemented, and community-focused to improve the quality of life for the residents in historically underserved areas and vulnerable populations. The County's recent and ongoing efforts include:

- Hosted the 32304 Summit in March 2026 to highlight the efforts of the County and community partners to reduce poverty in 32304 neighborhoods including Frenchtown and Griffin Heights which has resulted in an 8% decrease in the 32304 poverty rate since 2019 (more than the 2% Countywide reduction during the same period).
- Establishment of the Community Human Services Partnership (CHSP) Promise Zone in partnership with the City which invests $1.1 million each funding cycle to provide direct services such as food, legal aid, and healthcare to high poverty neighborhoods.
- Hosted nine (9) *Breaking Bread* Dinner series in the neighborhoods with the highest food insecurity rates to identify barriers to food access with more than 200 participants.
- Establishment of the Trusted People Neighborhood Engagement Committee (Trusted People Committee) comprised of leaders of the neighborhoods with high food insecurity rates that meet bi-monthly to work with the County and partners to engage and connect residents to available resources in the community.
- Installation of temperature-controlled food lockers available 24/7 in Frenchtown, South City, and Providence neighborhoods that have distributed over 17,000 meals to more than 3,200 residents.
- Strengthened partnership this year (2026) with Farm Share to increase fresh produce distribution capacity in neighborhoods with the highest food insecurity rates which will serve over 1,000 households annually.
- Partnership with the City to implement the City's Neighborhood First Plans to improve the quality of life and spur economic growth in high poverty neighborhoods which has resulted in more than $1.1 million in County funding for the construction of 16 homes in Bond, Griffin Heights, and Providence.
- Implementation of the Home Rehabilitation and Replacement Program to perform emergency home repairs, rehabilitate projects, and/or replace the homes of low-income families in rural and underserved regions of the County.
- Partnership with the City and Tallahassee Housing Authority to create and provide seed funding for the establishment of the South City Foundation to revitalize the neighborhood through engagement, economic development, healthcare, and affordable housing.

- Establishment of the Emergency Medical Technician (EMT) Program in partnership with Tallahassee State College and Leon County Schools to create a career path at the Leon County Emergency Medical Services for students at Godby High School which is the primary high school for the 32304-zip code and neighborhoods with the highest poverty rate in the County.

In addition to neighborhood specific programs, initiatives, and investments, the County's communitywide efforts to deliver resources to the most vulnerable populations include:

- Investment of $1.4 million annually to prevent and reduce homelessness in the community through dedicated funding to the five (5) emergency homeless shelters, street outreach initiatives, and Leon County Sheriff HOST deputies.
- Investment of more than $1.75 million annually through the Healthcare Services Program (i.e., CareNet) to provide primary care, dental care, mental health services, assistance with prescription medications, and specialty care to low-income, uninsured residents.
- More than $500,000 annually in County funding to support food pantries, mobile food distributions, senior nutrition services, and child meal programs.
- Distribution of over 4,000 summer meals through the Summer BreakSpot program at the Leon County Main Library and branch locations for kids during summer 2025.
- Expanded partnership with 2-1-1 Big Bend to invest more than $100,000 annually in the 2-1-1 Lyft program that provides County residents free transportation to medical appointments, grocery stores, and employment interviews.
- Investment of $5.8 million in direct funding and more than $198 million in bonding for affordable housing rental projects that have or will build more than 1,200 units within the next 12 to 18 months for low-income households.
- Investment of $500,000 annually in affordable rental development for very-low and extremely-low income households.
- Secured $100 million in bonds through the Housing Finance Authority of Leon County (HFA) for the development of future affordable rental housing projects for low-income renters.
- Adoption of the local option property tax exemption to incentivize market rate rental development projects to dedicate units for low-income households at affordable rates.
- Establishment of the Tallahassee-Leon County Community Land Trust (CLT) in partnership with the City and Tallahassee Lenders' Consortium to construct new homes for low-income households that will remain affordable in perpetuity. The County donates properties to the CLT to construct new homes (eight homes completed thus far).
- Partnership with Legal Services of North Florida to provide legal assistance to help low-income families clear title and resolve heirs' property issues.

- Partnership with FAMU Federal Credit Union to establish the SmartSteps Microloan Program to provide financial capital to historically marginalized entrepreneurs to build their businesses. The County allocated $2.5 million, and to-date SmartSteps has distributed over $1 million in microloans to 51 small local businesses.
- Partnership with the Capital City Chamber of Commerce (Capital City Chamber) to support the Bank On Tallahassee Initiative which improves access to banks and credit unions for low-income households and helps reduce barriers for households with previous credit issues.

As extensively detailed, the County is actively addressing historic harmful public policy decisions in geographic areas utilizing best practices to adopt policies, implement programs, strengthen partnerships, enhance community engagement, and make significant investment in historically underserved areas and vulnerable populations. The County's efforts are reducing economic inequities; providing public infrastructures essential to health, safety, and welfare; protecting the environment; and delivering critical social services to enhance the quality of life of historically underserved areas and vulnerable populations.

Consistent with the Board's direction, the County's approach addresses historic harmful public policy decisions in geographic areas, complies with state and federal laws and does not jeopardize any state and federal funding requirements. Most importantly, the County's efforts have been successfully implemented within the Board's existing authority and without the need for an amendment to the County Charter.

County Charter Amendment

Potential Amendment to Revise the Preamble of the County Charter

Should the Board still wish to consider a proposed charter amendment, an option for the Board's consideration is to amend the Preamble of the County Charter to affirm the County's commitment to addressing the needs of historically underserved areas and vulnerable populations in our community. The Preamble sets forth broad community values which emphasize the importance of home rule, local decision making, and the role of residents in shaping their local government. As an introduction to what the Charter seeks to achieve, the Preamble does not delineate specific structures, authorities, policies, or provision of services for County government. Rather, it is intentionally broad to allow the County to adapt and respond to emerging challenges as determined by the elected County Commission.

On March 10, 2026, the Board considered the Committee's recommendation to revise the Preamble to reflect the esteemed humanity of all residents of Leon County, as shown in Table #1. Although this proposal originated as a Committee recommendation, it was advanced by the Board as a Board-initiated charter amendment for consideration at the first and only public hearing scheduled for June 9, 2026. This provides the Board maximum flexibility on determining the final amendment and ballot language for placement on the November General Election ballot.

Table #1. Current Proposed Amendment to the Charter Preamble (proposed language underlined)

PREAMBLE We, the citizens of Leon County, Florida, united in the belief that governmental decisions affecting local interests should be made locally, rather than by the State, and that County government should be reflective of the people of the County and should serve them in achieving a more responsive and efficient form of government, hereby affirm the esteemed humanity of all residents of Leon County. We recognize in every person a shared dignity, not granted by government, but inherent and deserving of consideration in our public affairs. In order to empower the people of this County to make changes in their own government, we do ordain and establish this Home Rule Charter for Leon County, Florida.

Consistent with that approach, the Board may wish to consider additional revisions to the Preamble that would reflect the County's long and ongoing efforts to invest and engage in historically underserved areas and vulnerable populations. As shown in Table #2, this language would affirm the County's commitment to addressing the needs of underserved areas and vulnerable populations in our community. Ballot language and the revised proposed changes to the Preamble would be presented during the first and only public hearing scheduled for June 9, 2026. As a result, the Committee would not be required to reconvene.

Table #2. Proposed Alternative Amendment to the Charter Preamble (additional language highlighted in yellow)

PREAMBLE We, the citizens of Leon County, Florida, united in the belief that governmental decisions affecting local interests should be made locally, rather than by the State, and that County government should be reflective of the people of the County and should serve them in achieving a more responsive and efficient form of government, hereby affirm the esteemed humanity of all residents of Leon County. We recognize in every person a shared dignity, not granted by government, but inherent and deserving of consideration in our public affairs. We further affirm Leon County's commitment to addressing the needs of historically underserved areas and vulnerable populations in our community. In order to empower the people of this County to make changes in their own government, we do ordain and establish this Home Rule Charter for Leon County, Florida.

Further Consideration by the Citizen Charter Review Committee

However, should the Board wish for the Committee to evaluate a charter amendment as an alternative to additional revisions suggested for the Preamble, the Committee would have a condensed timeline to evaluate and finalize a recommendation in order to comply with the public hearing requirements in the County Charter and the Supervisor of Elections' deadline for ballot language. Therefore, should the Committee advance a charter amendment, a public hearing would be scheduled for August 17, 2026 for Board consideration. At that time, a simple majority of the Board can accept or reject the Committee's proposed charter amendments, but the Board could not make any changes to the proposed amendment.

Conclusion

Consistent with the Board's direction, the County's efforts to respond to the needs of historically underserved areas and the most vulnerable populations address historic harmful public policy decisions in geographic areas, comply with state and federal laws, and do not jeopardize any state and federal funding requirements.

These reflect best practices that include data driven analysis, strategic planning, and deep community engagement. As detailed, the County has applied this approach across countless policies, plans, programs, and initiatives that have been successful in reducing economic inequities; expanding infrastructure; protecting the environment; and delivering critical social services to enhance the quality of life of historically underserved areas and vulnerable populations.

These targeted efforts are strategically planned, annually funded by the Board, and carried out on a day-to-day basis by staff, community partners, and key stakeholders. Therefore, because of the broad existing authority of the Board to address such challenges through policy, charter language is not necessary and could be limiting. For this reason, there are no charter counties in Florida that include language related to harmful public policy decisions. County charters are generally reserved for broad issues of governmental authority, structure, and powers. Operational detail or program-specific policy, such as establishment of programs or targeted resource allocation, is more appropriately implemented through the Board's strategic planning process, budgetary priorities, or policy and ordinance adoption.

Therefore, it is recommended that the Board approve Option #1: Accept the report that provides an exhaustive analysis of the County's comprehensive and ongoing efforts to address historic harmful public policies in geographic areas utilizing best practices to adopt policies, implement programs, strengthen partnerships, enhance community engagement, and make significant investment in historically underserved areas and vulnerable populations.

Options:

1. Accept the report on Leon County's comprehensive and ongoing efforts to address historic harmful public policies in geographic areas utilizing best practices to adopt policies, implement programs, strengthen partnerships, enhance community engagement, and make significant investment in historically underserved areas and vulnerable populations.
2. Direct staff to prepare a Board-initiated Charter Amendment revising the Charter Preamble to affirm Leon County's commitment to addressing the needs of underserved areas and vulnerable populations in our community, and schedule the Board's first and only public hearing on June 9, 2026.
3. Direct the Citizen Charter Review Committee to consider a proposed charter amendment addressing historic harmful public policy decisions based on geographical areas in the community rather than race, gender, ethnicity, or any other protected class; compliant with state and federal laws; and does not jeopardize state and federal funding.
4. Board direction.

Recommendation:

Option #1

Attachment:

1. April 14, 2026 status report to the Board on a proposal considered by the Citizen Charter Review Committee to address disparities resulting from historic public policy decisions.

Leon County Board of County Commissioners

Agenda Item #15

April 14, 2026

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator
Chasity O'Steen, County Attorney

Title: Status Report on a Proposed Charter Amendment to Address Disparities Resulting from Historic Public Policy Decisions

Review and Approval:	Vincent S. Long, County Administrator Chasity O'Steen, County Attorney
Department / Division Review:	Ken Morris, Assistant County Administrator Shington Lamy, Assistant County Administrator
Lead Staff / Project Team:	Nicki Hatch, Assistant to the County Administrator Abigail Thomas, Director, Office of Human Services and Community Partnerships

Statement of Issue:

As requested by the Board, this item presents a proposed Charter Amendment considered by the Citizen Charter Review Committee to address persistent disparities resulting from historic public policy decisions. As described further in the item, the Citizen Charter Review Committee did not advance the proposed Charter Amendment for recommendation to the Board.

Fiscal Impact:

This item has no fiscal impact. However, should the Board wish to advance the proposed Charter Amendment, it is anticipated to jeopardize federal funding for County projects based on a recent U.S. Presidential Executive Order regarding diversity, equity, and inclusion. Additionally, SB 1134 approved by the Florida Legislature prohibits counties from adopting and implementing diversity, equity, and inclusion related policies and programs; therefore, the proposed charter amendment could result in significant litigation costs as well as the potential withholding of the County's revenue-sharing funds with the State.

Staff Recommendation:

Option #1: Accept the status report on a proposed Charter Amendment to address persistent disparities resulting from historic public policy decisions.

Report and Discussion

Background:

As requested by the Board, this item presents a proposed charter amendment considered by the Citizen Charter Review Committee (Committee) to address persistent disparities resulting from historic public policy decisions (Attachment #1). As described further in the item, the Committee ultimately did not advance the proposed charter amendment for recommendation to the Board. Since that time, additional state and federal actions have sought to further discourage and prohibit efforts related to diversity, equity, and inclusion.

On March 10, 2026, the Board requested an item on the proposed charter amendment considered by the Committee. It is important to note that on that same day, the Florida Legislature also approved SB 1134 which will prohibit local governments from adopting and implementing DEI-related activities such as those proposed in the charter amendment considered by the Committee. The bill provides that a member of a county commission acting in his or her official capacity who violates the prohibitions commits misfeasance or malfeasance in office and is subject to removal. Additionally, on March 26, 2026, President Trump issued an Executive Order (2026 EO) that requires all recipients of federal funding to agree that they will not engage in racially discriminatory DEI activities. The proposed charter amendment would jeopardize millions of dollars in federal grant funding including future FEMA funding as well as the $16.8 million grant awarded to the County for safety improvements on North Monroe Street. As a result, this item recommends the Board accept the status report on the proposed charter amendment previously considered by the Committee and take no further action.

Citizen Charter Review Committee

On January 22, 2026, the Committee received an analysis of the County's ongoing efforts to reduce poverty and inequity in the community utilizing empirical data, engaging residents, and significant investment in neighborhoods that have historically experienced poverty (Attachment #2). These efforts have resulted in more than $30 million in human services programs, healthcare, housing, and economic development within the past five years; and more than $300 million on infrastructure projects through Blueprint in high poverty neighborhoods which represents 62% of projects planned and underway at Blueprint.

Furthermore, the agenda item presented to the Committee included an analysis of a proposal by Dr. Bruce Strouble to amend the County Charter by creating a new section that would require the County to establish programs and funding targeted to communities that have experienced historic racial discrimination. The analysis provided that there are no charter counties in Florida that include language related to disparities from historic public policies. County charters are generally reserved for broad issues of governmental authority, structure, and powers—not operational detail or program-specific policy, which is more appropriately implemented through the Board's strategic planning process, budgetary priorities, or policy and ordinance adoption.

The analysis of the proposal also detailed recent and ongoing state and federal efforts to prohibit the adoption and implementation of policies, programs, and services that seek to address historic racial disenfranchisement or diversity, equity, and inclusion (DEI). This included SB 1134 which was actively advancing through the legislative process at that time. SB 1134, in part, prohibits the County from funding, promoting, or taking any official action related to DEI and creates a cause of action that may be brought by a resident against a county that violates the bill. The bill also provides that a member of a county commission acting in his or her official capacity who violates the prohibitions commits misfeasance or malfeasance in office and is subject to removal. Subsequently, the Committee requested staff to prepare a proposed charter amendment and corresponding ballot language requiring the County to assess and address persistent disparities resulting from historic public policy decisions.

On February 19, 2026, the Committee was provided a proposed charter amendment and corresponding ballot language to address persistent disparities resulting from historic public policy decisions in the Charter. As detailed in the Analysis, the language proposed would have required the County to address persistent disparities experienced by individuals and communities from historic public policy decisions based on racial disenfranchisement (i.e., slavery, Jim Crow laws, etc.). The proposed charter amendment was developed based on model language submitted by Dr. Strouble and requested by the Committee. During the meeting, Dr. Strouble provided an alternative proposed charter amendment that removed the term "racial" but continued to associate disenfranchisements and disparities to historic policy decisions such as slavery and segregation. Following considerable discussion regarding state legislation, federal executive orders and rules, and current case law that prohibits the adoption and implementation of policies based on race, the Committee did not advance the proposed charter amendment for recommendation to the Board. The proposed charter amendment failed on a tied vote of members present (9-9).

The following Analysis provides further details on the proposed charter amendment presented by Dr. Strouble during the February 19th meeting that was not advanced by the Committee; recent and ongoing state efforts that prohibit the adoption and implementation of policies related to DEI such as SB 1134 which include penalties that could result in the removal of elected officials; and recent federal actions including the 2026 EO that would jeopardize grant funding to recipients that adopt or implement DEI-related policies and programs.

Therefore, it is recommended that the Board accept the report on the proposed charter amendment considered and ultimately not recommended by the Committee, and take no further action. The County will continue its long-standing commitment to addressing poverty in the community through the utilization of empirical data, active engagement, significant investment, and critical programming in partnership with local stakeholders that enhance the quality of life and economic prosperity of citizens and neighborhoods based on socioeconomic factors and inequities.

Analysis:

Proposed Charter Amendment

On February 19, 2026, the Committee considered a proposed charter amendment presented by Dr. Strouble provided in Attachment #1 that would have required the County to assess and address

persistent disparities resulting from historic public policy decisions. The Committee did not advance the proposed amendment for recommendation to the Board. The proposed amendment would have included the following:

- Defines "persistent disparities" as individuals or communities whose ancestors were subjected to unconstitutional historic policy decisions that resulted in disenfranchisement and/or disinvestment.
- Defines "historic policy decisions" as the following:
    - Forced or compulsory labor systems in effect prior to 1865 (i.e., slavery);
    - Post-Emancipation systems of coerced labor, including debt peonage and convict leasing;
    - Legally mandated segregation in housing, education, health care, transportation, employment, or public services (i.e., Jim Crow laws);
    - Exclusionary zoning, land use restrictions, or unconstitutional restrictive covenants enforced or sanctioned by Leon County;
    - Mid-century urban renewal, clearance, or redevelopment programs that displaced communities based on unconstitutional criteria under a then-existing Leon County policy; and
    - Documented denial of access to publicly funded services by the County on the basis of unconstitutional statutory classifications.
- Requires the County to conduct historical impact audits every five years to identify individuals and/or communities that experienced disparities from historic policy decisions as defined in the amendment; document the specific policies; assess the present disparities; and provide recommendations for programs, services, and investments (i.e., restoration activities) to "repair or mitigate" the disparities.
- Requires the County to incorporate the findings of the historical impact audits into planning documents such as capital improvement and the comprehensive plan.
- Authorizes the County Commission to establish a Community Restoration Fund dedicated solely to support programs, services, and investments (i.e., restoration activities) that benefit individuals and/or communities that have experienced persistent disparities from historic policy decisions as defined in the amendment.
- Authorizes the County to prioritize access to County-owned land to individuals and/or communities that experienced persistent disparities from historic public policies as defined in the amendment.
- Requires the County Commission to adopt an ordinance to implement the proposed charter amendment that would include the definition of eligibility for individuals and/or communities that experienced disparities from historic public policies; process for eligibility verification; structure for community engagement; and safeguards to ensure any programs, services, or investments remain exclusive to individuals and/or communities that experienced persistent disparities from historic policy decisions as defined in the amendment.

The scope and intent of the proposed Charter Amendment and proposed ballot language are unclear. Some of the "historic policy decisions" are expressly limited to conduct of the County, such as "documented denial of access to publicly funded services by the County on the basis of unconstitutional statutory classifications." Other listed "historic policy decisions" are not expressly limited to conduct of the County and, instead, are broad categories of laws and conduct such as slavery, post-Emancipation systems of coerced labor, and Jim Crow laws. It is unclear whether the intent of these portions of the proposed Charter Amendment is to impose remedial obligations on the County for conduct of private parties or other governmental entities, such as the federal and state government and the City of Tallahassee, or limit such remedial obligations to any identified laws and conduct of the County.

Additionally, the term "race" was included in the first proposal presented to the Committee in January 2026. During the February 19, 2026 Committee meeting, that term was removed from the proposed Charter Amendment in the motion by Dr. Strouble (in Attachment #1) and replaced with the term "unconstitutional" to make the language more benign and less express. However, several of the historic policy decisions identified in the proposed Charter Amendment relate to conduct that impacted protected class categories, such as slavery, Jim Crow laws, and the documented denial of access to publicly funded services by the County on the basis of unconstitutional statutory classifications. As discussed later in this Analysis section, numerous state and federal efforts to prohibit protected class-based policies and programs would create legal impediments to County enforcement, action, or funding related to any such Charter provision.

State and Federal Efforts to Prohibit Protected Class-Based Policies and Programs

State of Florida Efforts

As mentioned during the Board's March 10, 2026 meeting, the Legislature passed SB 1134. Unless the Governor vetoes the bill, it will become law and effective on January 1, 2027. This legislation impacts in the County in multiple, substantive respects by prohibiting the County from funding, promoting, directly or indirectly, or taking any official action, including but not limited to, adopting or enforcing ordinances, resolutions, rules, regulations, programs, or policies related to diversity, equity, and inclusion (DEI), which is defined as "any effort to":

- Manipulate or otherwise influence the composition of employees with reference to race, color, sex, ethnicity, gender identity, or sexual orientation other than to ensure that hiring is conducted in accordance with state and federal antidiscrimination laws;
- Promote or provide preferential treatment or special benefits to a person or group based on that person's or group's race, color, sex, ethnicity, gender identity, or sexual orientation; or
- Promote or adopt training, programming, or activities designed or implemented with reference to race, color, sex, ethnicity, gender identity, or sexual orientation.

The identified prohibitions are broad and wide-ranging, and existing ordinances, resolutions, rules, regulations, programs, or policies related to DEI are void as of January 1, 2027.

The legislation goes even further to prohibit the County from expending any funds, regardless of the source, to establish, support, sustain, or staff a DEI office or officer, and from allowing funds to be used by employees, contractors, and others to promote DEI initiatives.

The penalties and potential legal liability for violating the legislation are also severe. If the legislation becomes law, a County Commissioner acting in their official capacity who violates these prohibitions commits misfeasance or malfeasance. Acting in an official capacity is defined as performing or purporting to perform a function, duty, or responsibility assigned by law, rule, or policy to a public officer or public employee, or otherwise exercising or claiming to exercise the authority of such office or employment. There is no intent or negligence language in the legislation, which means that a strict liability standard may apply. Residents may also bring legal actions in circuit court seeking declaratory and injunctive relief, damages, and costs for alleged violations.

While the legislation carves out some exceptions to the prohibited conduct, the enumerated exceptions are very express and include action required for compliance with general or federal law, such as:

- Recognizing or promoting state holidays and special observances designated by state law, including those designated in chapter 683.
- Recognizing or promoting patriotic and national observances recognized by federal law, including those designated in 36 U.S.C. ss. 101-148, or recognizing the events and individuals forming the basis for such observances.
- Promoting or supporting a nonprofit entity that provides single-sex programs for the homeless or education, counseling, and rehabilitation of trauma-involved or at-risk youth.
- Recognizing or honoring the individuals and groups recognized and honored by the monuments, memorials, and museums authorized by chapter 265 or chapter 267, or recognizing the events and individuals forming the basis for such monuments, memorials, or museums.
- Owning, operating, maintaining, funding, or conducting events at monuments and memorials listed in 54 U.S.C. s. 320301 and located in this state.
- Issuing event permits in a content-neutral manner and providing public safety services.

The legislation creates a statute that would require the potential recipients of a County contract or grant to certify before being awarded such contract or grant that they do not and will not use County funds to require employees, contractors, volunteers, vendors, or agents to ascribe to, study, or be instructed using materials related to DEI. As of January 1, 2027, any contract between a county and a diversity, equity, and inclusion officer would be subject to this certification, and all County contracts executed or renewed on or after January 1, 2027, would also be subject to the certification requirement.

If the proposed Charter Amendment in Attachment #1 is adopted and passed by the electors, the provisions of SB 1134 would be applicable. While it is unclear whether a historic audit, in and of itself, would run afoul of the legislation, the legislation would prohibit the County from dedicating

any funding, promoting, directly or indirectly, or taking any official action, including but not limited to, adopting or enforcing ordinances, resolutions, rules, regulations, programs, or policies related to DEI, which as defined includes preferential treatment or special benefits to a person or group based on that person's or group's race, color, sex, ethnicity, gender identity, or sexual orientation.

It should also be noted that Florida Attorney General Uthmeier issued an opinion on January 19, 2026, concluding that state laws requiring race-based state action are presumptively unconstitutional under the Fourteenth Amendment's Equal Protection Clause and Article I, section 2, of Florida's Constitution.

Federal Efforts and Case Law

Under the U.S. Constitution, generally programs that differentiate based on race are subject to strict scrutiny, and various statutes generally prohibit programs based on race, color, religion, sex, national origin, familial status, disability, or age, such as federal fair housing laws. Various cases have litigated whether the government may permissibly act to remedy past discrimination. Every case is fact-specific, with few clearly drawn lines. To meet the strict scrutiny test, the government must demonstrate that the law serves a compelling government interest and is narrowly tailored to achieve that interest. The law must also be the least restrictive means available to further that interest. There are recent cases where government programs that used race as an eligibility factor have been enjoined and struck down (see, e.g., *Students for Fair Admissions v. President and Fellows of Harvard College* and *Students for Fair Admissions v. University of North Carolina*, 600 U.S. 181 (2023) (holding that racial preferences in college admissions violate the Fourteenth Amendment and Title VI).

The federal government has also taken action to condition the receipt of federal monies to certifications that the recipients will not adopt or implement DEI. On January 21, 2025, President Trump issued Executive Order 14173, titled "Ending Illegal Discrimination and Restoring Merit-Based Opportunity" (2025 EO), which rescinded long-standing federal contractor requirements related to race and gender-based employment and contracting practices. As a result, some federal agencies have begun including language in grant contracts that require recipients to certify that they do not "operate any programs that advance or promote DEI, DEIA (Diversity, Equity, Inclusion, and Accessibility), or discriminatory equity ideology" or similar language.

More recently, citing to the 2025 EO, the U.S. Attorney General's July 29, 2025 memorandum on unlawful discrimination by federal funding recipients, and 2 CFR § 200.303, the General Services Administration (GSA), which plays a crucial role in the administration of grants to various entities, including local governments such as the County that receive federal support or administer pass-through programs, has proposed a rule change to the SAM.gov registration (SAM) process that would require federal financial assistance recipients to certify that they do not operate programs involving "illegal DEI" practices (GSA Rule).

The comment period for the GSA Rule has closed, and a final rule may become final as soon as June or July 2026. Assuming the GSA Rule is adopted, each registrant will be required to certify compliance with federal antidiscrimination laws and acknowledge that those laws apply to "programs or initiatives that involve discriminatory practices, including those labeled as Diversity, Equity, and Inclusion (DEI) or 'diversity, equity, inclusion, and accessibility' (DEIA) programs." Specifically prohibited practices include:

- Race-based preferences in scholarships, hiring, or promotions;
- Segregation by race or color in trainings, facilities, or program eligibility;
- "Diverse slate" hiring policies and race-based contract selection;
- Training programs that stereotype, exclude, or single out individuals based on protected characteristics, and
- Adverse actions against individuals who raise concerns about such practices.

As proposed, the GSA Rule would also require that registrants attest that they will not knowingly transport, conceal, harbor, shield, hire, or recruit an undocumented person and commit to not funding, subsidizing, or facilitating violence, terrorism, or activities that threaten public safety.

If and when the certification takes effect, the authorized SAM official will be personally signing under two liability frameworks. In the criminal context, pursuant to 18 U.S.C. § 1001, whoever knowingly and willfully makes a materially false statement in any matter within the jurisdiction of the executive branch is subject to up to five years imprisonment and fines. This is personal liability that attaches to the individual who signs, not just the organization. Additionally, pursuant to the False Claims Act, 31 U.S.C. §§ 3729–3733, false certifications material to federal funding decisions can trigger treble damages and per-claim penalties ($13,946–$27,894 per false claim). Private citizens can also initiate qui tam lawsuits under § 3730.

The County receives funding assistance from various federal sources, such as FEMA Public Assistance and HUD CDBG grants, and various other federal awards. Active SAM registration is required to receive any of these funds, and the County is required to renew its SAM registration annually as a condition of receiving federal grant funds.

A new Executive Order, titled "Addressing DEI Discrimination by Federal Contractors", was issued on March 26, 2026 (2026 EO) (Attachment #3). The 2026 EO provides that by April 25, 2026, all executive departments and agencies, including independent establishments, must begin including a new clause specified in the EO 2026 in all procurement contracts, contract-like instruments, and subcontracts at all tiers that requires contractors to agree that they will not engage in "racially discriminatory DEI activities." The term "racially discriminatory DEI activities" is defined as disparate treatment based on race or ethnicity in the recruitment, employment (e.g., hiring, promotions), contracting (e.g., vendor agreements), program participation, or allocation or deployment of an entity's resources, and the term "program participation" is defined as membership or participation in, or access or admission to: training, mentoring, or leadership development programs; educational opportunities; clubs; associations; or similar opportunities that are sponsored or established by the contractor or subcontractor.

The 2026 EO directs the Federal Acquisition Regulatory Council (FAR) within 60 days of the 2026 EO to issue deviation and interim guidance consistent with the 2026 EO, as well as include a clause outlined in the 2026 EO in all federal procurement contracts and solicitations. A failure to comply with the requirements of the clause can result in the cancellation, termination, or suspension of the contract or subcontract (in whole or in part), suspension or debarment of the contractor or subcontractor from federal contracting, and liability under the civil False Claims Act.

Notwithstanding the potential enactment of SB 1134 and other efforts at the state level, numerous Florida local governments have eliminated or suspended their minority- and women-owned business programs so as not to jeopardize millions of dollars in federal grant funds. Specific to the County, in December 2025, the County was awarded a $16.8 million grant from the US DOT for safety improvements on North Monroe Street and is currently coordinating with US DOT on the development of a contract agreement which may impose contractual requirements such as certifications that prohibit DEI-related policies, programs, and services. The new SAM requirement would potentially impact the County's ability to receive federal grant funding under numerous federal programs and agencies.

The proposed Charter Amendment, which fundamentally contemplates action by the County related to the dedication of funding and other activities that would benefit individuals and/or communities based on protected class categories, could lead to constitutional legal challenges and preclude the County from receiving federal grant funds.

Conclusion

As a result of recent and ongoing state and federal actions to prohibit the adoption and implementation of policies related to DEI, it is recommended that the Board accept the report on the proposed Charter Amendment considered, but ultimately not recommended, by the Committee and take no further action. SB 1134 prohibits the County from funding, promoting, or taking any official action related to DEI. The bill provides that a member of a county commission acting in his or her official capacity who violates the prohibitions commits misfeasance or malfeasance in office and is subject to removal from office. Additionally, the federal 2026 EO requires all recipients of federal funding to agree that they will not engage in racially discriminatory DEI activities. This would jeopardize millions of dollars in federal grant funding including future FEMA funding as well as the $16.8 million grant awarded to the County for safety improvements on North Monroe Street.

As mentioned earlier, the County has a long history of addressing poverty and socioeconomic inequities in the community through the utilization of empirical data, active engagement, significant investment, and critical programming in partnership with local stakeholders. These efforts have resulted in more than $30 million in human services programs, healthcare, housing, and economic development within the past five years; and more than $300 million on infrastructure projects through Blueprint in high poverty neighborhoods which represents 62% of projects planned and underway at Blueprint. The County will continue to utilize its data driven approach to enhance the quality of life and increase economic prosperity of citizens and neighborhoods in the community.

Options:

1. Accept the status report on a proposed Charter Amendment to address persistent disparities resulting from historic public policy decisions.
2. Do not accept the status report on a proposed Charter Amendment to address persistent disparities resulting from historic public policy decisions.
3. Board direction.

Recommendation:

Option #1

Attachments:

1. Proposed Charter Amendment considered and ultimately not recommended by the Leon County Citizen Charter Review Committee on Persistent Disparities Resulting from Historic Public Policy Decisions
2. January 22, 2026 Citizen Charter Review Committee Agenda Item on Addressing Poverty and Racial Inequity in the County Charter
3. March 26, 2026 U.S. Presidential Executive Order, titled "Addressing DEI Discrimination by Federal Contractors"

Leon County
Board of County Commissioners

Notes for Agenda Item #15

Leon County Board of County Commissioners

Agenda Item #15

May 12, 2026

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator

Title: Consideration of Solid Waste Assessment Rate Increase

Review and Approval:	Vincent S. Long, County Administrator
Department / Division Review:	Ken Morris, Assistant County Administrator Nawfal Ezzagaghi, Assistant County Administrator
Lead Staff / Project Team:	Roshaunda Bradley, Director, Office of Management and Budget Maggie Theriot, Director, Office of Resource Stewardship Georgette Daniels, Budget Manager

Statement of Issue:

Consistent with the County's fiscal policies and multiyear fiscal planning to reduce and eliminate general revenue subsidies for County enterprise programs, this item seeks Board approval to implement a phased increase of the solid waste assessment over the next five years in unincorporated Leon County to support solid waste disposal services. Additionally, this item seeks Board approval of the annually adjusted Solid Waste Tipping Fee Resolution to establish tipping fee disposal rates at Solid Waste facilities for Fiscal Year (FY) 2027.

Fiscal Impact:

This item has a fiscal impact. The total proposed FY 2027 Solid Waste Enterprise Fund budget is approximately $24 million, to be funded through a combination of tipping fees paid primarily by the City of Tallahassee ($15.0 million), miscellaneous recycled sales, interest earnings, etc. ($3.6 million), and the Solid Waste non-ad valorem assessment paid by unincorporated area residents to cover the cost of residential waste disposal ($1.6 million). Due to the current Solid Waste assessment rate not fully covering the costs to dispose of unincorporated area residential waste as intended, a projected general revenue subsidy of approximately $3.8 million is needed to balance the FY 2027 Solid Waste Enterprise Fund. Should the Board adopt Option #3 (Scenario #3) as recommended, increases to the solid waste assessment rate will be phased in over the next five years beginning October 1, 2026. The general revenue subsidy to the program would correspondingly be reduced with each biennial increase to the solid waste assessment, allowing the general revenue to be redirected to support other County programs, balance the FY 2027 budget, and prolong the need to increase the general millage rate in future budget cycles. An updated Solid Waste Tipping Fee Resolution (Attachment #1) is also provided for Board approval to establish the per ton charge paid by the City of Tallahassee and private haulers to cover waste processing costs.

Staff Recommendation:

Provided on the following page.

Staff Recommendation:

Option #3: Direct staff to prepare an updated Rate Resolution to adopt the Solid Waste non-ad valorem assessment, as presented in Scenario #3, at the July 14, 2026 Public Hearing.

Option #4: Approve the updated Solid Waste Tipping Fee Resolution (Attachment #1).

Executive Summary:

The solid waste assessment was set at $40 30 years ago in 1996 to cover the cost of waste disposal for unincorporated residential properties and the operation of the rural waste collection centers. However, there has been no increase in the rate since that time, and Solid Waste operations have been subsidized with steadily increased use of general revenue for more than two decades to delay increasing the assessment. The current funding model is not consistent with the County's Fiscal Guiding Principles and policies which call for fees charged in enterprise operations to be calculated at a level which will support all direct and indirect costs of the enterprise. The County has implemented various strategies to maintain general revenue support for solid waste and delayed any increases to the solid waste assessment until such time as all other approaches have been exhausted. However, due to ongoing threats to the County's major revenue sources (i.e., property tax reform) and inflationary operating cost increases throughout the budget, subsidizing enterprise programs with general revenue is no longer fiscally advisable for the County's short and long-term budget needs.

The County engages in multiyear fiscal planning to ensure long-term fiscal viability and that resources available to the County are used in the most efficient manner. Consistent with this fiscal planning, a Solid Waste Assessment Rate Study was conducted in FY 2025 to calculate appropriate rates to support all direct and indirect costs of the enterprise to reduce or eliminate the general revenue subsidy to the fund beginning in FY 2026. Due to the uncertainty regarding a potentially significant increase in the fire services assessment at that time (which the Board ultimately did not support), the Board voted to maintain the general revenue subsidy for solid waste thereby delaying implementation of the assessment rate adjustments. This enterprise fund policy issue is being presented to the Board for reconsideration as part of the FY 2027 budget development process. Additionally, this item seeks Board approval of the annually adjusted Solid Waste Tipping Fee Resolution to establish tipping fee disposal rates paid by the City of Tallahassee and private haulers at Solid Waste facilities for FY 2027.

In FY 2025, a consultant was hired to conduct the Solid Waste Assessment Rate Study for the development of the FY 2026 budget. The Rate Study established sufficient rates to support the cost of solid waste disposal and operation of the rural waste collection centers based on the projected budget over the next five years. The study recommended establishing a solid waste assessment rate of $134 to fully support the enterprise. To mitigate the impact of this assessment rate increase, the Board was provided scenarios to phase-in rate adjustments over the next five years to arrive at the recommended average assessment rate.

In addition, the Multiyear Fiscal Plan to conduct fee studies and set appropriate rates for enterprise funds is consistent with preliminary findings and recommendations identified in the Revenue Diversification Study. The Board approved the hiring of a consultant in the FY 2026 budget to assess the County's revenue structure, examine the reliability of alternative revenue sources that may align with the County's operational needs, and identify trends among other Florida local governments to diversify their revenue base and exhaust available revenues consistent with Florida Statutes. The full Study will be presented to the Board at the upcoming June Budget Workshop. However, due to timing constraints to prepare a preliminarily balanced budget for the Board's consideration in June and statutory public notices required to be mailed if the Board considered a solid waste assessment rate adjustment, this enterprise fund policy issue is being presented to the

Board at this meeting in preparation for the June Budget Workshop. Preliminary results of the Revenue Diversification Study found that Enterprise funds for other counties around the State are intentionally structured to recover the full cost of operations with little or no recurring general revenue support. Additionally, the Alternative Revenue Study found that Leon County collects significantly less in charges for services than the average of all Florida counties which is likely due, in part, to the County's efforts to suppress fees over the years, where other jurisdictions are conducting periodic rate studies for enterprise operations and aligning fees to maintain full cost recovery.

The total proposed FY 2027 Solid Waste Enterprise Fund budget is approximately $24 million, to be funded through a combination of tipping fees paid primarily by the City of Tallahassee ($15.0 million), miscellaneous recycled sales, and interest earnings, etc. ($3.6 million), and the Solid Waste non-ad valorem assessment paid by unincorporated area residents to cover the cost of residential waste disposal ($1.6 million). Due to the current Solid Waste assessment rate not fully covering the costs to dispose of unincorporated area residential waste as intended, a projected general revenue subsidy of approximately $3.8 million is needed to balance the FY 2027 Solid Waste Enterprise Fund.

The Solid Waste Assessment Rate Study established a sufficient assessment rate of $134 to fully support the cost of solid waste disposal and operation of the rural waste collection centers based on the projected budget over the next five years. To continue the Board's practice of providing taxpayer sensitivity, to mitigate the impact of this assessment rate increase, this item recommends Scenario #3 which increases the rate incrementally over the next five years, reaching the recommended $134 rate in FY 2031. Under this scenario, the rate will increase to $80 in FY 2027 (or $3.33 per month), followed by increases every other year thereafter until FY 2031. For FY 2027, this scenario would reduce the general revenue subsidy from $3.8 million to $2.2 million (42%). As the assessment increases, the general revenue subsidy would incrementally decline and would be eliminated by FY 2031.

Scenario #3

	FY 1996 – 2026	**FY 2027**	**FY 2028**	**FY 2029**	**FY 2030**	**FY 2031**
Proposed Rate	$40.00	$80.00	$80.00	$120.00	$120.00	$134.00
Annual Increase	-	$40.00	$0	$40.00	$0	$24.00
Monthly Increase	-	$3.33	$0	$3.33	$0	$1.17
General Revenue Subsidy	-	$2.2M	$2.2M	$0.5M	$0.5M	$0

To assist in evaluating the recommended $134 rate, staff compiled information from other jurisdictions with similar solid waste non-ad valorem assessments for comparison. The survey found that the average rate among the surveyed jurisdictions is $187, significantly higher than Leon County's current rate by a wide margin, which is likely because it has not increased since 1996. Under the recommended Scenario #3, the FY 2027 rate of $80 would still remain less than comparable jurisdictions. Additionally, the five-year graduated assessment of $134 would still be lower than the present-day rates for most comparable jurisdictions.

FY 2026 Solid Waste Disposal Non-Ad Valorem Assessment

Local Government	Rate
Madison	$300.00
Suwanee	$250.00
Jefferson	$248.00
Marion	$215.00
Hillsborough	$208.60
Dixie	$180.00
Taylor	$178.00
Alachua	$132.01
Pasco	$114.00
Hernando	$98.04
Leon – Recommended (FY 2027)	**$80.00**
Leon – Current	**$40.00**

Implementing the recommended increases sets the County's rate consistent with comparable jurisdictions and prolongs the need to increase the general millage rate in future budget cycles while continuing to exercise responsible financial stewardship of the community's limited resources.

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Report and Discussion

Background:

Consistent with the County's Revenue policy (Policy No. 92-5) and multiyear fiscal planning to reduce and eliminate general revenue subsidies for County enterprise programs, this item seeks Board approval to implement a phased increase of the solid waste assessment, consistent with comparable jurisdictions, over the next five years in unincorporated Leon County to provide support for solid waste disposal services. This item also seeks Board approval of the annually updated Solid Waste Tipping Fee Resolution (Attachment #1) to establish tipping fee disposal rates paid by the City of Tallahassee and private haulers at Solid Waste facilities for FY 2027.

The County's Solid Waste operations are established as an Enterprise Fund, which was created to operate as a business by collecting enough revenue to fully fund the entire operation. The Fund is to be sustained by a non-ad valorem solid waste assessment, tipping fees, and miscellaneous receipts (i.e., share of Marpan recycled sales, interest earnings, etc.). When fees in an Enterprise Fund are set below full cost recovery, the shortfall must be subsidized with other funding sources (i.e., general revenue) to maintain services. The County currently provides general revenue support to several programs, such as Solid Waste and Stormwater, that with the appropriate level of fees or assessments would be self-supporting. The Board has examined this issue each year during the annual budget cycle, mitigated any tax and fee increases until such time as all other approaches have been exhausted, and acknowledged that subsidizing enterprise programs with general revenue is no longer fiscally advisable for the County's short and long-term budget needs, especially with the uncertainty surrounding property tax reform which could result in significant reductions in property tax revenue beginning in FY 2028.

In recent budget cycles, a Multiyear Fiscal Plan was presented to the Board which provided a phased approach to conduct fee studies to establish recommended rates for both Solid Waste and Stormwater. In FY 2025, a consultant was hired to conduct the Solid Waste Assessment Rate Study (Attachment #2) for the development of the FY 2026 budget, and the stormwater fee study was planned for FY 2027 to be considered as part of the FY 2028 budget process. However, this schedule was developed prior to the unanticipated notice from the City of Tallahassee in January 2025 that the revenue generated from the fire services fee would not be sufficient to continue to provide fire services at the current service level, recommending an early increase in rates. Due to the uncertainty regarding a potentially significant increase in the fire services assessment at that time, the Board voted to maintain the general revenue subsidy for solid waste thereby delaying implementation of the assessment rate adjustments. Later in the budget development process, after the statutory deadlines to consider adjustments to the solid waste assessment, the Board ultimately did not support the City's request to increase the fire services assessment.

The County engages in multiyear fiscal planning to ensure long-term fiscal viability and that resources available to the County are used in the most efficient manner. Because of this continuous focus on fiscal planning, Leon County has been able to perennially provide high quality essential services and make responsible investments in infrastructure, while keeping our tax burden among the lowest for citizens. Through these efforts, the County has maintained a long-standing practice of providing cost effective services and adhering to taxpayer sensitivity by delaying any increases to fees and/or taxes for as long as possible without compromising the high-quality level of service

provided to County residents. This practice has facilitated millions of dollars in savings and cost avoidance to taxpayers as demonstrated by the Board's prudent fiscal policies and following actions:

- No increase in the general millage rate for 14 consecutive years.
- Implemented funding strategies to mitigate increases in the EMS MSTU for nearly 20 years despite experiencing significant increases in call volume and corresponding costs to operate the program.
- Delayed a fire rescue assessment study and rate increase initially planned for 2021 until 2024 due to the impacts and economic uncertainty of the COVID-19 pandemic; and did not increase rates in 2025 as requested by the City. In comparison, the City increased rates for residents in the City limits during these periods.
- No increase in the Stormwater assessment since 2013.
- No increase in the solid waste assessment **for over 30 years** to align with the inflationary cost increases for Solid Waste operations during that period.
- Eliminated fees at the rural waste collections sites in 2019, subsidizing this service with general revenue to make it free to all unincorporated area residents.
- Negotiated a phased-in approach with Waste Management to mitigate inflationary increases to the hauling portion of their contract over a two-year period.
- Utilized one-time ARPA revenue replacement dollars to support other general government services which freed up general revenue to support enterprise funds, including the Solid Waste and Stormwater program operations.
- Maintained high credit ratings as recognized by bond rating agencies like Fitch and Moody's.

While the County has been successful in mitigating tax and fee increases for decades, due to the significant threats currently impacting the County budget continuing this approach of subsidizing enterprise operations with general revenue severely jeopardizes the County's ability to maintain current service levels. In addition to the uncertainty surrounding property tax reform, currently, the County is faced with ongoing and new budgetary constraints that are significantly impacting the FY 2027 budget development process. As the County generally relies on modest revenue growth in property, state shared and local sales taxes, fees, and gas taxes to fund normal year-over-year expense growth, preliminary FY 2027 revenue estimates are not keeping pace with the rising costs for budgetary items such as employee healthcare, inflation for contractual services and capital improvement projects, and, most recently, rising oil and gasolene prices due to the military conflict in Iran. These ongoing factors present short and long-term budgetary pressures for preparing a fiscally responsible budget for the Board's consideration and further necessitate the need to eliminate general revenue subsidies for enterprise operations beginning in FY 2027. If these enterprise program areas continue to compete with other general revenue funded programs, the Board will be faced with either raising property taxes or reducing services, making the FY 2027 and future budget balancing increasingly more difficult.

Additionally, given the most recent significant legislative threats impacting the County's major revenue sources (i.e., property taxes), the Board approved the hiring of a consultant in the FY 2026 budget to assess the County's revenue structure, examine the reliability of alternative revenue

sources that may align with the County's operational needs, and identify trends among other Florida local governments to diversify their revenue base and exhaust available revenues consistent with Florida Statutes. As the County relies on property taxes to fund nearly 60% of the total County budget, strategies identified in the Revenue Diversification Study will ensure we are better positioned to continue to provide essential services despite these threats. The Multiyear Fiscal Plan to conduct fee studies and set appropriate rates for enterprise funds is consistent with preliminary findings and recommendations identified in the Revenue Diversification Study. The full Study will be presented to the Board at the upcoming June Budget Workshop. However, due to timing constraints to prepare a preliminarily balanced budget for the Board's consideration in June and statutory public notices required to be mailed if the Board considered a solid waste assessment rate adjustment, this enterprise fund policy issue is being presented to the Board at this meeting in preparation for the June Budget Workshop.

Preliminary results of the Revenue Diversification Study found that Enterprise funds for other counties around the State are intentionally structured to recover the full cost of operations, capital investment, debt service, and reserves through user fees, non-ad valorem assessments, and service charges, with little or no recurring general revenue support. Additionally, compared to the statewide average, Leon County collects nearly $300 less per capita in charges for services than the average of all counties. This is likely due, in part, to the County's efforts to suppress fees over the years, where other jurisdictions are conducting periodic rate studies for enterprise operations and aligning fees to maintain full cost recovery. The Revenue Diversification Study is recommending the following actions for County enterprise funds.

- Implement solid waste assessment adjustments beginning in FY 2027, consistent with the phased approach presented to the Board last year based on the most recent solid waste rate study (as provided herein).
- Commission a stormwater assessment rate study in FY 2027 (for implementation in FY 2028) to quantify the full cost of service and recommend an assessment level that sustains maintenance and capital reinvestment without recurring general revenue subsidies.
- Revise County policies for enterprise operations to establish fixed intervals to conduct assessment rate studies (at least every five years) to ensure full cost recovery for enterprise service delivery.

As previously mentioned, due to the uncertainty regarding a potentially significant increase in the fire services assessment at that time, during the May 27, 2025 meeting, the Board accepted the Solid Waste Assessment Rate Study Report and voted to maintain the general revenue subsidy for solid waste thereby delaying implementation of the assessment rate adjustments to a future budget cycle and increasing the general revenue subsidy from $3.5 million in FY 2025 to $3.8 million in FY 2026. This item is presented for Board consideration to implement these rate adjustments in FY 2027 to fully recover the costs of disposing of unincorporated area residential waste and ensure the County's rate is consistent with comparable jurisdictions.

The following section provides an overview of solid waste operations in Leon County, components of the Solid Waste annual budget and an analysis of the level of general revenue support currently being used to subsidize the enterprise operations.

Solid Waste Collection and Disposal

Solid waste collection and disposal in Leon County is generally comprised of the following two components:

Residential Waste Collection: In the unincorporated area, residents voluntarily subscribe directly with Waste Pro for collection services in the amount of $306 annually. These services are provided through a franchise agreement between the County and Waste Pro, Inc. (Waste Pro) for weekly curbside pickup of residential garbage, recycling, yard debris, and bulky items. Alternatively, unincorporated area residents may drop off household garbage free of charge at one of the County's four Rural Waste Service Centers. Since the County eliminated the disposal fees at the rural waste services centers in 2019, approximately $1 million of general revenue is budgeted annually to operate the rural waste centers. The County also operates drop-off Hazardous Waste Centers for household hazardous waste and electronics disposal. In the City limits, waste is collected by the City of Tallahassee. Collection services in the City are mandatory and paid by customers through monthly utility bills through a blended rate which also includes disposal, as discussed further below.

Hauling and Disposal: The County operates a transfer station that accepts all waste for both the unincorporated and incorporated areas of the County. Once solid waste is brought to the Transfer Station, it is then hauled to Waste Management's Springhill Regional Landfill in Jackson County for disposal. The hauling and disposal are governed by an existing agreement between Leon County and Waste Management of Leon County, Inc. (WM).

When Waste Pro brings residential unincorporated waste to the Transfer Station, Waste Pro is not charged. The cost for disposing the unincorporated waste is intended to be fully paid for through the existing $40 solid waste non-ad valorem assessment on the tax bill. The assessment was approved in December 1994, set at $40 to begin in FY 1996, and was created to cover the cost of waste disposal for unincorporated residential properties and the operation of the rural waste collection centers. However, there has been no increase in the rate of the assessment since that time, and the Solid Waste operations have been subsidized with general revenue over two decades to delay increasing the assessment. The solid waste assessment currently generates $1.6 million in revenue annually, which, as reflected in Table # 1 below, is less than one third of the total $24.0 million cost for the County's Solid Waste operations. As a result, the Solid Waste Fund received a $3.8 million general revenue subsidy in FY 2026.

When waste is brought to the Transfer Station by customers such as the City of Tallahassee, the City pays a tipping fee. The tipping fee is a per ton charge that is adjusted annually to recover the costs for waste processed at the facility and operating costs of the Transfer Station and Hazardous Waste. The City charges customers a blended rate of $320.40 annually on the customer's monthly utility bill for the costs of residential waste collection and to fully recoup the City's costs for disposal paid for through the tipping fee. In contrast, Leon County separates waste collection ($306) and waste disposal rates ($40) because waste collection is a voluntary, subscription-based service in the unincorporated area. Most jurisdictions, including the City, require universal collection among residents which then allows for the pairing of fees and generally lowers the per household collection rates. In addition to universal collection, waste collection in incorporated areas is generally more efficient and cost-effective than in unincorporated areas due to higher

population density, which allows for optimized routes and shorter travel distances. The City of Tallahassee provides services for approximately 105 square miles versus the 700 square miles serviced in the unincorporated area of the County. Additionally, the City's customer base is more extensive than the County's, due in part to the large number of student housing apartment complexes which from an economy of scale perspective allows for a lower rate per customer. However, as reflected later in the Analysis section, the County's current and proposed rate is still lower than the present-day rates for most comparable jurisdictions.

General Revenue Support for Solid Waste Operations

The Solid Waste budget includes expenditures for items such as the hauling and disposal costs for unincorporated area residential waste provided by WM, and operating, personnel, equipment, maintenance, and capital costs to operate the Transfer Station, Hazardous Waste Center, and rural waste collection centers. The total proposed FY 2027 Solid Waste Enterprise Fund budget is approximately $24 million, to be funded through a combination of tipping fees paid primarily by the City of Tallahassee ($15.0 million), miscellaneous recycled sales, interest earnings, etc. ($3.6 million), and the Solid Waste non-ad valorem assessment paid by unincorporated area residents to cover the cost of residential waste disposal ($1.6 million). Due to the current Solid Waste assessment rate not fully covering the costs to dispose of unincorporated area residential waste as intended, a projected general revenue subsidy of approximately $3.8 is needed to balance the FY 2027 Solid Waste Enterprise Fund.

Table #1: Solid Waste Operations Budget

Expenditures:	
Total Solid Waste Operations	$24.0 million
Revenues:	
City of Tallahassee and Private Customers	
Tipping Fee Receipts	$15.0 million
Miscellaneous (Marpan recycled sales, interest, etc.)	$3.6 million
Leon County (Unincorporated Residents)	
Solid Waste Non-Ad Valorem Assessment	***$1.6 million***
General Revenue Subsidy	***$3.8 million***
Total Revenues	$24.0 million

The County's solid waste fund was created to operate as an enterprise. As mentioned previously, the tipping fee is a per ton charge to the City of Tallahassee and private haulers to recover the costs of operating the Transfer Station and Household Hazardous Waste. The $15.0 million revenue projected for tipping fees, primarily from the City of Tallahassee, fully covers the cost of hauling and disposing of waste generated in the incorporated area. The City's established blended rate billed to customers through the monthly utility bills is set to fully recoup their costs for these services.

After the adoption of Resolution No. R08-01, the "Fiscal Guiding Principles" Resolution (Attachment #3), during the FY 2009 budget development process, the Board took necessary steps to continue on the business path by increasing the tipping fees paid at the Transfer Station and

reducing expenditures; however, the County has been unable to eliminate the general revenue support to the fund due to not increasing the $40 special assessment rate since it was first approved in late 1994 (for implementation in FY 1996) to reflect the true costs of the operations.

Since the fee has not changed for over 30 years, general revenue support has increased over the years to maintain essential solid waste services for County residents. For example, the subsidy increased from $1.7 million in FY 2009 to $3.8 million in FY 2026 and is expected to remain flat at $3.8 million in FY 2027. These increases are attributed primarily to the inflationary costs to operate the Transfer Station, WM's hauling and disposal contract, and the elimination of fees at the Rural Waste Sites making this service free for all unincorporated area residents and funding the sites entirely with general revenue in the amount of $1 million annually.

The Board has implemented several cost saving measures and strategies to reduce the general revenue support, while delaying increases to the solid waste assessment for as long as possible. These measures have included, but were not limited to, the following:

- Closed the Solid Waste Facility to the public for the disposal of Class III waste and contracted with a private vendor to recycle this waste stream. This allowed the County to restructure landfill operations and eliminate seven positions which saved approximately $285,000 annually.
- Successfully negotiated reduced rates with WM for hauling and disposal services which have resulted in annual savings to the City and County.
- Increased the Tipping Fee at the Transfer Station which is paid by the City and private haulers to cover increased operational costs.
- Reduced hours at the rural waste sites and closed one of the sites.
- Adopted a Multiyear Fiscal Plan that allocated one-time general revenue reserves and debt services savings to avoid raising the solid waste assessment for FY 2020 and FY 2021.
- Conducted an independent study on the processing of recyclable materials to examine program costs, funding, and alternatives to the long-standing Marpan partnership. The analysis compared a full range of processing options and concluded that a new agreement with Marpan remained the most cost-effective. The updated agreement includes a sliding revenue share where Marpan absorbs more risk when commodity prices fall, and the County receives a larger share of revenue when prices increase.
- Allocated one-time Federal ARPA funding to support general government services and avoid any tax or fee increases during the COVID-19 pandemic, which freed up general revenue to continue to support solid waste.

As reflected above, the County has deliberately demonstrated continuous fiscal constraint by reducing expenditures when possible and mitigating any tax and fee increases until such time as all other approaches have been exhausted. However, the County continues to face ongoing and new budgetary constraints that are significantly impacting the FY 2027 budget development process. In addition to normal operating increases to "open the doors" (inflation for contractual services and capital improvement projects, rising oil and gasolene prices, and employee healthcare increases, etc.), the preliminary budget is developed while addressing significant challenges associated with newly adopted legislation and the recurring threat of proposed legislation to shift

costs to local governments while restricting revenues. Specifically, the Legislature continues to seek property tax reform initiatives which will have significant impacts on the County budget and the Board's ability to continue to provide essential services.

The County has a long history of actively looking ahead with multiyear fiscal planning to ensure the long-term viability of the County. Consistent with the County's Fiscal Guiding Principles and fiscal policies that state fees charged in enterprise operations will be calculated at a level which will support all direct and indirect costs of the enterprise, the 2025 Solid Waste Assessment Rate Study, and the preliminary findings and recommendations identified in the Revenue Diversification Study, this item seeks Board approval to implement a phased increase of the solid waste assessment over the next five years in unincorporated Leon County to support solid waste disposal services. Additionally, this item seeks Board approval of the annually updated Solid Waste Tipping Fee Resolution to establish tipping fee disposal rates at Solid Waste facilities for FY 2027.

Analysis:

In 2025, the County engaged Accenture to calculate an assessment rate that would eliminate the general revenue subsidy to the Solid Waste enterprise fund in a one-year period or in increments over five years. The Rate Study established sufficient rates to support the cost of solid waste disposal and operation of the rural waste collection centers based on the projected budget over the next five years. The study recommended establishing a solid waste assessment rate of $134 to fully support the enterprise. To mitigate the impact of this assessment rate increase, the Board was provided scenarios to phase-in rate adjustments over the next five years to arrive at the recommended average assessment rate.

The five-year projected budget reflects the proposed direct and indirect expenditures needed to provide solid waste disposal services, and totals approximately $24 million annually. These expenditures include items such as the hauling and disposal costs for unincorporated area residential waste provided by WM, and operating, personnel, equipment, maintenance, and capital costs to operate the Transfer Station, Hazardous Waste Center, and rural waste collection centers.

To calculate the rate, the consultant first determined the portion of the total Solid Waste budget that is "assessable." Costs in the budget that are assessable are costs associated with the hauling and disposal of unincorporated residential waste and averages approximately $5.4 million annually over the five-year period. In other words, waste generated by unincorporated area residents account for only $5.4 million of costs for disposal. Other costs were deemed to be "tipping fee-based" or associated with those paying a tipping fee (i.e., commercial customers and the City of Tallahassee). The costs associated with the disposal of waste collected in the City limits will continue to be captured in the tipping fee charged to the City, which is a per ton charge that is adjusted annually.

In addition, the recommendations provided in this item are consistent with the results and recommendations in the Revenue Diversification Study. As previously mentioned, preliminary results of the Revenue Diversification Study found that Enterprise funds for other counties around the State are intentionally structured to recover the full cost of operations, capital investment, debt service, and reserves through user fees, non-ad valorem assessments, and service charges, with

little or no recurring general revenue support, and recommends the County implement the phased increased to the Solid Waste assessment beginning in FY 2027.

Annual Tipping Fee Rate Adjustment

The County operates a transfer station that accepts all waste for both the unincorporated and incorporated areas of the County. When Waste Pro, Inc. (Waste Pro), brings residential unincorporated waste to the Transfer Station, Waste Pro is not charged. The cost for the unincorporated waste is paid for through the existing $40 non-ad valorem assessment on the tax bill and a general revenue transfer. When waste is brought to the Transfer Station from the City of Tallahassee, the City pays a tipping fee. The tipping fee is a per ton charge. Once solid waste is brought to the Transfer Station, it is then hauled to WM's Springhill landfill in Jackson County for disposal. The hauling and disposal are governed by the existing agreement between Leon County and WM.

Annually during the budget development process, the Board adjusts the tipping fee to account for inflationary adjustments related to the costs of hauling and disposal per the WM agreement, fuel surcharge, hazardous waste, and increases to operate the Transfer Station. The fee is increasing from $71.25 to $78.91 in FY 2027 (effective October 1, 2026). The revised Solid Waste Fee Rates Resolution (Attachment #1) is included for Board approval.

Recommended Solid Waste Assessment Rate

The consultant was charged with calculating an assessment rate that would eliminate the general revenue subsidy to the Solid Waste enterprise fund in a one-year period or in increments over five years. The scenarios reflected in this item provide phasing scenarios to mitigate adjustments to the assessment rate over multiple years for Board consideration. Four scenarios have been developed for consideration which are further explained below.

- **Scenario #1 – Adoption of the 5-Year Average Rate per Single-family Residence in FY 2027**: This scenario reflects the full implementation of a $134 rate in FY 2027. This rate equates to a $94 annual increase (or $7.83 per month) for each single-family residence property owner. The $134 rate will generate $5.6 million in total revenue and fully eliminate the general revenue subsidy beginning in FY 2027.

Scenario #1

	FY 1996-2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031
Proposed Rate	$40.00	$134.00	$134.00	$134.00	$134.00	$134.00
Annual Increase	-	$94.00	-	-	-	-
Monthly Increase	-	$7.83	-	-	-	-
General Revenue Subsidy	-	$0	$0	$0	$0	$0

- **Scenario #2 – Phased 5-Year Average Rate per Single-family Residence in Year 5**: This scenario recommends increasing the rate incrementally each year over the next five years, reaching the recommended $134 rate in FY 2031. Under this scenario, the rate would double to $80 in FY 2027 (or $3.33 per month). For the FY 2027 budget, this scenario would reduce the general revenue subsidy from $3.8 million to $2.2 million. The general revenue subsidy to support the Solid Waste fund would be fully eliminated in FY 2031.

Scenario #2

	FY 1996-2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031
Proposed Rate	$40.00	$80.00	$100.00	$120.00	$130.00	$134.00
Annual Increase	-	$40.00	$20.00	$20.00	$10.00	$4.00
Monthly Increase	-	$3.33	$1.67	$1.67	$0.83	$0.33
General Revenue Subsidy	-	$2.2M	$1.4M	$0.5M	$0.1M	$0

- **Scenario #3 – Alternate Phased 5-Year Average Rate per Single-family Residence in Year 5**: This scenario recommends increasing the rate incrementally over the next five years, reaching the recommended $134 rate in FY 2031. Under this scenario, the rate will increase to $80 in FY 2027 (or $3.33 per month), followed by increases every other year thereafter until FY 2031. For FY 2027, this scenario would reduce the general revenue subsidy from $3.8 million to $2.2 million (42%). As the assessment increases, the general revenue subsidy would incrementally decline and would be eliminated by FY 2031.

Scenario #3

	FY 1996-2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031
Proposed Rate	$40.00	$80.00	$80.00	$120.00	$120.00	$134.00
Annual Increase	-	$40.00	$0	$40.00	$0	$24.00
Monthly Increase	-	$3.33	$0	$3.33	$0	$1.17
General Revenue Subsidy	-	$2.2M	$2.2M	$0.5M	$0.5M	$0

- **Scenario #4 – Alternate Rate and the Rural Waste Service Centers supported through User Fees:** This scenario provides the Board an option to reduce the recommended $134 rate to $84, contingent upon supporting the Rural Waste Service Centers through a user fee. Under this scenario, the $84 rate would fully eliminate the general revenue subsidy beginning in FY 2027.

Scenario #4

	FY 1996-2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031
Proposed Rate	$40.00	$84.00	$84.00	$84.00	$84.00	$84.00
Annual Increase	-	$44.00	$0	$0	$0	$0
Monthly Increase	-	$3.67	$0	$0	$0	$0
General Revenue Subsidy	-	$0	$0	$0	$0	$0

Leon County operates four sites for residents living in unincorporated Leon County to dispose of household garbage and recycling. The facilities are located throughout the unincorporated area in Miccosukee, Woodville, Fort Braden, and at the Solid Waste Facility on Apalachee Parkway. The County does not have mandatory curbside collection to require citizens to subscribe with Waste Pro and instead operates the rural waste sites as an alternative.

During the FY 2014 budget process, the Board considered several options to eliminate the general revenue subsidy supporting the rural waste sites. Rather than pursuing mandatory curbside waste collection, which would have resulted in the closure of the sites, the Board implemented a modest user fee structure that included a flat $10 monthly rate for unlimited use of the facilities, or a per-bag fee for citizens who wished to utilize the facilities on an as-needed basis. However, in the following year, the revenue from the fees only generated approximately $200,000 and additional general revenue was included as part of the annual budget process. In FY 2019, the fees were eliminated altogether, and the rural waste sites were funded entirely with a general revenue subsidy. As reflected below, fees would have to increase significantly from the previous rate study to fully recover costs.

Of the 41,220 unincorporated residential households, there are approximately 32,000 who currently subscribe to curbside collection. The remaining 9,220 are deemed to use the rural waste sites or dispose of their waste using other means (i.e., commercial dumpsters, illegal burying, burning, or littering). In order to adopt this scenario, a user fee of approximately $206 annually would need to be implemented to fully recover costs and eliminate the general revenue subsidy. This proposed user fee is lower than the $306 annual subscription charge paid by Waste Pro customers.

Reinstating fees to use the sites could result in reduced utilization, which would impact revenue collection as experienced after fees were implemented in 2014. Additionally, based on prior experience with residents seeking to avoid the fee, there were increases in the disposal of household waste at commercial establishments, efforts to combine multiple households into a single cart, and an uptick in litter and illegal dumping. While provided in the Study as a possible alternative, for these reasons staff does not recommend this scenario as a viable option.

Comparable Rates

To assist in evaluating the recommended $134 rate, staff compiled other jurisdictions with similar solid waste non-ad valorem assessments for comparison. Most of Leon County's traditional peer counties and the City of Tallahassee blend the collection and disposal costs into one rate which does not allow for an apples-to-apples comparison. As mentioned previously, Leon County separates waste collection and waste disposal rates because waste collection is a voluntary, subscription-based, service in the unincorporated area. Most jurisdictions require universal collection among residents which then allows for the pairing of fees and generally lowers the per household collection rates.

Table #2 compares the rates of 10 counties that impose the non-ad valorem assessment only for disposal services. The average rate among the surveyed jurisdictions is $187. As shown in Table #2, Leon County's current rate is the lowest by a wide margin, which is likely because it has not increased since 1996. Under Scenario #3, the recommended FY 2027 solid waste assessment rate of $80 would remain less than comparable jurisdictions. The five-year graduated assessment rate of $134 would still be lower than the present-day rates for most comparable jurisdictions.

Table #2: FY 2026 Solid Waste Disposal Non-Ad Valorem Assessment

Local Government	Rate
Madison	$300.00
Suwanee	$250.00
Jefferson	$248.00
Marion	$215.00
Hillsborough	$208.60
Dixie	$180.00
Taylor	$178.00
Alachua	$132.01
Pasco	$114.00
Hernando	$98.04
Leon – Recommended (FY 2027)	**$80.00**
Leon – Current	**$40.00**

Conclusion and Next Steps

The Board has maintained the practice of being extraordinarily sensitive to any increases in taxes or fees, while continuing to consistently provide high quality essential services. As referenced throughout this item, for over 30 years the County has implemented various strategies to maintain general revenue support for solid waste and delayed any increases to the solid waste assessment until such time as all other approaches have been exhausted. Consistent with the County's Multiyear Fiscal Plan, Fiscal Guiding Principles and fiscal policies, the Solid Waste Assessment Rate Study was conducted in 2025 to calculate appropriate rates which will support all direct and indirect costs of the enterprise to reduce or eliminate the general revenue subsidy to the fund. However, the Study was conducted prior to the unanticipated notice from the City of Tallahassee in January 2025 that the revenue generated from the fire services fee would not be sufficient to continue to provide fire services at the current service level, recommending an early increase in rates. Due to the uncertainty regarding a potentially significant increase in the fire services assessment at that time, the Board voted to maintain the general revenue subsidy for solid waste thereby delaying implementation of the assessment rate adjustments. The Board ultimately did not support the City's request to increase the fire services assessment, but it was too late in the FY 2026 budget development process to consider adjustments to the solid waste assessment due to statutory deadlines.

The FY 2027 budget development process is impacted by the uncertainty surrounding property tax reform, continued fluctuations in state shared sales tax revenue, rising healthcare costs, inflation for contractual services and capital improvement projects, and, most recently, rising oil and gasolene prices due to the military conflict in Iran. These ongoing factors present short and long-term budgetary pressures for preparing a fiscally responsible budget for the Board's consideration and further necessitate the need to eliminate general revenue subsidies for enterprise operations beginning in FY 2027.

To prolong the need to increase the general millage rate in future budget cycles while continuing to exercise responsible financial stewardship of the community's limited resources, this item recommends Scenario #3, which phases in the recommended increases to the solid waste

assessment, consistent with the present-day rates of comparable jurisdictions, over the next five years. This strategy continues the Board's practice of adhering to taxpayer sensitivity by delaying increases for as long as possible without compromising the high-quality level of services provided to County residents and allows general revenue dollars to be realigned to address other inflationary costs in the FY 2027 budget. Additionally, this item seeks Board approval of the annually updated Solid Waste Tipping Fee Resolution to establish tipping fee disposal rates at Solid Waste facilities for FY 2027.

In order to adopt a new solid waste assessment, the Board must schedule and conduct a public hearing to levy the new assessment rate. In addition, in accordance with Florida Law, a separate first-class notification to each property owner in the unincorporated area on the proposed assessment changes would be mailed at least 20 days prior to the required public hearing. As recommended in Option #3, one notice will be mailed to each property owner detailing the recommended phased-in increases over the next five years, with increases in FY 2027, FY 2029, and FY 2031. Subsequent notices will not be required to implement the additional increased rates in FY 2029 or FY 2031. Annually, the Board conducts public hearings to adopt the fire rescue services, sewer, stormwater, and solid waste disposal assessment rolls. These public hearings are typically conducted in July of each year, which allows for the non-ad valorem assessments to appear on the TRIM (Truth-In-Millage) notices sent to property owners in August. This year, the assessment rolls will be presented for Board approval at the July 14, 2026 meeting.

Options:

1. Direct staff to prepare an updated Rate Resolution to adopt the Solid Waste non-ad valorem assessment, as presented in Scenario #1, at the July 14, 2026 Public Hearing.
2. Direct staff to prepare an updated Rate Resolution to adopt the Solid Waste non-ad valorem assessment, as presented in Scenario #2, at the July 14, 2026 Public Hearing.
3. Direct staff to prepare an updated Rate Resolution to adopt the Solid Waste non-ad valorem assessment, as presented in Scenario #3, at the July 14, 2026 Public Hearing.
4. Approve the updated Solid Waste Tipping Fee Resolution (Attachment #1).
5. Board direction.

Recommendation:

Options #3 and #4

Attachments:

1. Solid Waste Tipping Fee Resolution
2. April 2025 Solid Waste Special Assessment Fee Report
3. Resolution No. R08-01 Fiscal Guiding Principles

LEON COUNTY RESOLUTION NO. R26-_____

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF LEON COUNTY, FLORIDA, TO CONFIRM AND READOPT SOLID WASTE TIPPING FEE RATES AT LEON COUNTY SOLID WASTE MANAGEMENT FACILITIES; AND PROVIDING AN EFFECTIVE DATE.

RECITALS

WHEREAS, Section 403.7049 of the Florida Statutes authorizes Leon County to establish solid waste disposal fees; and

WHEREAS, the Leon County Board of County Commissioners adopted a rate resolution for Fiscal Year 1995-1996 at a duly advertised public hearing on August 19, 1995; and

WHEREAS, Chapter 18, Article VI, Division 1, Sec. 18-141, of the Code of Laws of Leon County, Florida, entitled "Landfill tipping fee.", was amended on November 8, 2005, to establish solid waste tipping fees in accordance with law set by resolution of the Board of County Commissioners; and

WHERAS, the County operates a transfer station that accepts all waste for both the unincorporated areas of the County, and the City of Tallahassee pays a tipping fee in a per ton charge for waste brought to the Transfer Station; and

WHEREAS, residential unincorporated waste that is brought to the Leon County Transfer Station Facility is paid for through the existing $40 non-ad valorem assessment on the tax bill and a general revenue transfer; and

WHEREAS, any future rates established in an interlocal agreement with the City of Tallahassee will supersede the rates in this resolution; and

WHEREAS, the Board of County Commissioners adopted a solid waste rate assessment study report (rate study) on May 27, 2025; and

WHEREAS, the rate study identified those costs within the Solid Waste Management budget that were associated with providing residential solid waste services to properties paying the $40 non-ad valorem assessment and those associated with customers paying a solid waste tipping fee; and

WHEREAS, the rate study identified a deficit in the tipping fee revenues and recommended an increase in the tipping fee to account for the deficit in tipping fee net expenditures; and

WHEREAS, the Transfer Station Operations rate is being adjusted to account for operating and increased capital improvement needs at the Leon County Transfer Station Facility; and

WHEREAS, this adopted Resolution will supersede Resolution No. R25-21.

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

Section 1. Tipping Fee Disposal Rates

1. Effective October 1, 2026, as hereby designated below, the tipping fee disposal rates at the Leon County Transfer Station Facility shall be:

Description	Tipping Fee Per Ton
Hauling and Disposal (1)	$51.62
Fuel Surcharge (2)	$0.23
Transfer Station Operations (3)	$21.78
Household Hazardous Waste (3)	$5.28
Total Tipping Fee	$78.91

These rate will be adjusted annually according to:

(1) Hauling and Disposal rates will increase each October 1 by the Garbage and Trash CPI. To protect against possible excessive inflation in the future, annual CPI rate increases shall be capped at no more than 7.0%. Correspondingly, to ensure Waste Management of Leon County, Inc., continues to cover operating cost increases, the contract provides for a minimum of 2.0% increase annually.

(2) Annual fuel adjustments are calculated per the Waste Management of Leon County, Inc., Agreement and are based upon the change in Consumer Price Index and the Oil Price Information System report for Ultra Low Diesel.

(3) Annual rate adjustments are calculated to cover operating and capital improvement cost increases at the Leon County Transfer Station Facility and Household Hazardous Waste.

2. Effective October 1, 2026, the following tipping fee rates are hereby confirmed and readopted for the Solid Waste Management Facilities:

Material	Fee Per Ton
Transfer Station	
Special Handling	$100.00
Records	$100.00
Dead Animals	$100.00
Solid Waste Management Facility	
Electronics	Available market rate
Tires	Available market rate
Yard Debris	$50.18
Soil Disposal	Negotiable

3. The tipping fee rates provided herein shall supersede any other previous Board actions to the extent of any inconsistency herewith.

Section 2. Effective Date.

This resolution shall become effective immediately upon its adoption.

DONE, ADOPTED AND PASSED by the Board of County Commissioners of Leon County, Florida, this 12th day of May, 2026.

LEON COUNTY, FLORIDA

By:_____
Christian Caban, Chairman
Board of County Commissioners

ATTESTED BY:
Gwen Knight, Clerk of Court
& Comptroller, Leon County, Florida

By:_____

APPROVED AS TO FORM:
Chasity H. O'Steen, County Attorney
Leon County Attorney's Office

By:_____

Leon County, Florida

Solid Waste Special Assessment Fee Report

May 2025

accenture

Posted on May 4, 2026

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Introduction

Leon County (County) has retained Accenture Infrastructure and Consulting, LLC (Accenture) to assist the County with updating the existing special assessment program to impose an annual special assessment on residential properties to fund the costs of solid waste management and disposal services for Fiscal Year 2025-26.

Accenture is a consulting firm that specializes in addressing and resolving local government finance and taxation issues by working with cities, counties, special districts and state agencies to develop uniquely tailored funding and service delivery solutions for critical infrastructure and service needs.

This document is the Leon County Solid Waste Special Assessment Report (Assessment Report), which is one of the project deliverables specified by the agreed-to Scope of Services.

Background

Chapter 403.706, Florida Statutes and Leon County Ordinance No. 95-11 provides the legal authority for the County's current Solid Waste Assessment Program. The current Solid Waste Assessment Program includes only the residential dwelling units in the unincorporated area of the County. Each residential dwelling unit is charged an annual assessment of $40.00 for the solid waste disposal assessment on their property tax bill.

Under the current solid waste management system, residents in the unincorporated area may subscribe for solid waste collection and recycling services (Subscription Services) or utilize one of the four drop-off convenience centers (Rural Waste Service Centers or RWSC). Subscription customers pay for solid waste collection services directly to franchisee (Waste Pro) and also pay the $40.00 annual solid waste disposal assessment. Non-subscribers also pay the $40.00 annual solid waste disposal assessment. There is no charge for using the RWSC. Non-residential unincorporated properties are charged a tipping fee for solid waste disposal services.

The County's solid waste system is established as an Enterprise Fund funded by the current Solid Waste Assessments, tipping fees, revenues from interest on cash balance and miscellaneous receipts. The Enterprise Fund is subsidized by general revenue funds equaling approximately $3.5 million associated with unincorporated residential solid waste services from unincorporated area sources.

In Fiscal Year 2024-25 the assessment program funded approximately $1.6 Million of the County's total solid waste management costs.

For Fiscal Year 2025-26, the County has decided to update the solid waste management services assessment program to reflect changes in the property data, budget, services provided, and to significantly reduce or eliminate the subsidy from the general fund.

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Accenture was engaged to assist the County in developing several assessment rate scenarios based on the total solid waste services assessable costs that reduces or eliminates the general fund revenue subsidy.

Objectives

The objective of the Solid Waste Assessment Program is to update the County's current Solid Waste Assessment Program based on public policy established by the County within the constraints of readily available data and in accordance with legal precedent. The following steps were utilized in the update of the methodology used to calculate the non-ad valorem assessment for solid waste services for the residential property use category:

- Evaluation of the County's current legal documents, franchise agreements, County's solid waste assessment roll information and other data pertaining to the provision of solid waste services;
- Evaluation of solid waste collection and disposal services delivery components, as well as related issues pertaining to assessable costs and apportionment methodology; and,
- Evaluation and determination of the total revenue requirements for solid waste collection and disposal services to ensure calculation and recovery of the assessable costs, including (a) service costs and expenditures and (b) non-ad valorem assessment collection costs.

To this end, Accenture has been charged to use the County's estimated costs of the services to be provided on a unit basis and to develop a simple, fair and reasonable apportionment methodology for such assessable costs.

Study Methodology

Solid waste non-ad valorem assessments are required to meet the Florida case law requirements for a valid special assessment. These requirements are:

- The service provided must confer a special benefit to the property being assessed; and
- The costs assessed must be fairly and reasonably apportioned among the properties that receive the special benefit.

The calculation of assessment rates for a solid waste non-ad valorem assessment depends on two separate, but interconnected pieces of data. The first data component is a comprehensive analysis of the parcel information to determine which parcels receive a special benefit from the provision of solid waste collection and disposal services.

The second data component is the identification and determination of the total assessable costs associated with providing solid waste collection and disposal services within the assessable area.

After these reviews and determinations are achieved, a fair and reasonable method of apportioning assessable costs is applied among all benefited parcels.

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Service Delivery Description

The County provides solid waste management services to the unincorporated area of the County through waste disposal, recycling, yard debris, household hazardous waste, and bulk collection services. The County maintains four staffed rural waste service centers. Table 1 provides the location of the residential waste service centers.

Table 1
Residential Solid Waste Collection Centers

Facility	Address
Rural Waste Centers	
Solid Waste Management Facility	7550 Apalachee Parkway
Woodville	549 Henry Jones Rd
Fort Braden	2485 East Joe Thomas Rd
Miccosukee	13051 Miccosukee Rd

The County operates a transfer station located at 4900 Gum Road in which it receives solid waste from private haulers and individuals. The County charges a tipping fee for all solid waste received that is not associated with unincorporated residential parcels.

The County also operates the Solid Waste Management Facility located at 7550 Apalachee Parkway in which it receives yard debris, electronics, hazardous materials, and waste tires. These services are free to unincorporated residential property owners.

The County has an agreement with Waste Management to transport the solid waste from the transfer station to its landfill located in Jackson County. The County pays Waste Management for these services.

The County has a franchise agreement with Waste Pro for residential and commercial trash pick-up services. The residential pick-up services include residential garbage, recycling, yard debris and bulk collections. Waste Pro does not pay a tipping fee when disposing of the residential solid waste at the Transfer Station, Solid Waste Management Facility or Recycling location. Waste Pro directly bills residential parcels for the pick-up services.

The County has an agreement with Marpan Recycling (Marpan) to receive and process the residential recyclables and Class III bulk materials. The County pays Marpan for these services minus a percentage of the average market value of the recyclables received.

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Assessable Cost Calculation

Allocation of Costs

The County provided Accenture with the proposed expenditure budgets for FY 2026, FY 2027, FY 2028, FY 2029, and FY 2030. The expenditures were broken-out into the following account/function groups:

- 401-416-534 Yard Waste
- 401-437-534 Rural Waste Service Centers
- 401-441-534 Transfer Station Operations
- 401-442-534 Solid Waste Management Facility
- 401-443-534 Hazardous Waste
- 401-470-534 MIS Automation – Solid Waste Fund
- 401-495-534 Solid Waste – Risk
- 401-499-534 Indirect Costs – Solid Waste
- 401-513-586 Tax Collector
- 401-950-581 Transfers
- 401-036003-534 Solid Waste Facility Heavy Equip. & Vehicle Replacement
- 401-036010-534 Transfer Station Heavy Equipment Replacement
- 401-036019-534 HHW Collection Center
- 401-036023-534 Transfer Station Improvements
- 401-036025-534 Rural Waste Service Center Improvements
- 401-036033-534 Rural/Hazardous Waste Vehicle and Equipment Replacement
- 401-036042-534 Hazardous Waste Vehicle and Equipment Replacement
- 401-036043-534 Capital Landfill Closure

The County also provided us with the FY 2026 budget and FY 2027, FY 2028, FY 2029, and FY 2030 projected revenue requests.

Unincorporated Residential Special Assessment vs. Tipping Fee

Several steps were taken to split the unincorporated residential special assessment costs[1] from the tipping fee[2] costs for solid waste services.

[1] Costs associated with providing residential solid waste services to properties paying the solid waste special assessment in the unincorporated area of the County.
[2] Costs associated with those properties paying a tipping fee for solid waste disposal services, such as City of Tallahassee and commercial customers.

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Direct Allocations

To the extent that certain line items could be allocated directly between special assessment and tipping fee, direct allocations were made. For example, the costs associated with

- 401-437-534 Rural Waste Service Centers
- 401-513-586 Tax Collector
- 401-036019-534 HHW Collection Center
- 401-036025-534 Rural Waste Service Center Improvements
- 401-036033-534 Rural/Hazardous Waste Vehicle and Equipment Replacement

were allocated entirely to the special assessment costs. And the revenues associated with

- 343411 – Marpan Admin Fee
- 343413 – Marpan Class III Residential
- 343461 – Recycling Promotional Services
- 365900 – Other Scrap or Surplus

were allocated entirely to special assessment.

Tipping Fee Factor

Certain line items that could not be directly allocated were allocated between special assessment and tipping fee based on a Tipping Fee Factor. This Tipping Fee Factor is derived by creating a ratio between special assessment tonnage and tipping fees tonnage.

The County provided us with a breakdown of the tonnage for unincorporated residential special assessment vs. tipping fee for a 5-year period (Calendar Years 2020, 2021, 2022, 2023, and 2024). Accenture utilized the five-year average tonnage breakdown to develop the following tipping fee factors.

- Transfer Station
    - Special Assessment – 12.33%
    - Tipping Fee – 87.67%
- Solid Waste Management (SW Mgmt)
    - Special Assessment – 14.50%
    - Tipping Fee – 85.50%

For a period of time prior to 2023, the City of Tallahassee did not utilize the County's SWMF for disposing of yard debris. In 2023 the City began bringing a majority yard debris to the County's SWMF; therefore, for the analysis of the unincorporated special assessment vs. tipping fee tonnage breakdown, Accenture utilized the 2-year average (2023 and 2024) to develop the tipping fee factor.

- Yard Debris
    - Special Assessment – 43.60%
    - Tipping Fee – 56.41%

The County allows all Leon County residents (incorporated and unincorporated) to bring their hazardous household waste to the landfill for disposal at no cost. However, there is no accounting for the residential hazardous household waste that is associated with incorporated vs

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unincorporated. Therefore, Accenture utilized the population of incorporated vs unincorporated to determine the tonnage associated with the unincorporated residential properties.

- Household Hazardous Waste (HHW)
    - Special Assessment – 28.82%
    - Tipping Fee – 71.18%

These percentages were then applied to all applicable line items to allocate the costs that could not be directly allocated as special assessment or tipping fee. For example, the expenditure line items for each account/function groups were broken out as follows:

- 401-416-534 Yard Waste
    - Based on the Yard Debris tipping fee – 43.60% of the expenditures were applied to special assessment.
- 401-441-534 Transfer Station Operations
    - The majority of the line items were based on the Transfer Station tipping fee – 12.33% of the expenditures were applied to special assessment.
    - The expenditures under 53400 Other Contractual Services associated with Marpan recycling C&D, recycling single stream Class I, and recycling single stream Class III were directly applied to special assessment.
- 401-442-534 Solid Waste Management Facility
    - Based on the Transfer Station tipping fee – 12.33% of the expenditures were applied to special assessment.
- 401-443-534 Hazardous Waste
    - Based on the HHW tipping fee – 28.82% of the expenditures were applied to special assessment.
- 401-470-534 MIS Automation – Solid Waste Fund
    - Based on the SW Mgmt tipping fee factor – 14.50% of the expenditures were applied to special assessment.
- 401-495-534 Solid Waste – Risk
    - Based on the SW Mgmt tipping fee factor – 14.50% of the expenditures were applied to special assessment.
- 401-499-534 Indirect Costs – Solid Waste
    - Based on the SW Mgmt tipping fee factor – 14.50% of the expenditures were applied to special assessment.
- 401-950-581 Transfers
    - Based on the SW Mgmt tipping fee factor – 14.50% of the expenditures were applied to special assessment.
- 401-036003-534 Solid Waste Facility Heavy Equip. & Vehicle Replacement
    - Based on the Transfer Station tipping fee – 12.33% of the expenditures were applied to special assessment.
- 401-036010-534 Transfer Station Heavy Equipment Replacement
    - Based on the Transfer Station tipping fee – 12.33% of the expenditures were applied to special assessment.
- 401-036023-534 Transfer Station Improvements
    - Based on the Transfer Station tipping fee – 12.33% of the expenditures were applied to special assessment.
- 401-036042-534 Hazardous Waste Vehicle and Equipment Replacement
    - Based on the HHW tipping fee – 28.82% of the expenditures were applied to special assessment.

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- 401-036043-534 Capital Landfill Closure
    - Based on the Transfer Station tipping fee – 12.33% of the expenditures were applied to special assessment.

And the revenue line items were broken-down as follows:

- 313700 Solid Waste – these are franchise fees from Waste Pro. Waste Pro provided us with the breakdown of the revenues collected from unincorporated residential vs. unincorporated commercial customers. This resulted in 65.23% of the revenues being applied to special assessment.
- 361111 Pool Interest Allocation – a Transfer Station tipping fee was applied to this line item to determine the special assessment revenues.
- All other revenue line items not associated with special assessment were applied to tipping fee.

Assessable Cost Calculations

To determine the Solid Waste Assessment rates, Accenture utilized the Solid Waste Department budgets provided by the County for the five-year period – FY 2026 through FY 2030.

- Accenture applied the appropriate factors as provided above to determine the net assessable expenditures for the special assessment solid waste assessment program.
- Revenues are shown as a reduction of the total projected expenditures for each fiscal year, thereby reducing the total assessable costs for that year.
- The line item “Statutory Discount (@ 5%)” under “Additional Costs” reflects a 95% collection of the Solid Waste Assessment to cover the 4% statutory discount allowed by the Uniform Method and 1% reserve for under collection. Accordingly, the statutory discount is budgeted at 5% of the total assessable costs.
- The line item “Study Costs” under “Miscellaneous Assessable Expenditures” is the reimbursement to the County for the costs of conducting the assessment study. These costs are reimbursable through the assessment program.
- The line item “First Class Notice Costs” under “Miscellaneous Assessable Expenditures” is the reimbursement to the County for the costs of producing and mailing the statutorily required first class notices to all affected property owners. These costs are reimbursable through the assessment program.

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Table 2 provides a calculation of the assessable costs for Fiscal Year 2026 through Fiscal Year 2030, along with the five-year average assessable budget. The calculation yields a five-year average assessable cost of $5,454,451. Attached as Appendix B is an analysis of the total five-year solid waste management costs vs. the assessable costs.

Table 2
Assessable Budget (Fiscal Year 2026 – Fiscal Year 2030)

Description	FY 2026 Assessable	FY 2027 Assessable	FY 2028 Assessable	FY 2029 Assessable	FY 2030 Assessable	5-Year Average Assessable
Operation & Maintenance						
Regular Salaries and Wages	508,592	523,827	539,521	555,681	572,331	539,991
Regular OPS Salaries	38,057	38,057	38,057	38,057	38,057	38,057
Overtime	30,865	30,865	30,865	30,865	30,865	30,865
Special Pay	3,869	3,869	3,869	3,869	3,869	3,869
FICA Taxes	42,472	43,644	44,845	46,088	47,365	44,883
Retirement Contribution	76,984	79,133	81,349	83,628	85,976	81,414
Deferred Compensation Match	2,513	2,513	2,513	2,513	2,513	2,513
Life & Health Insurance	137,516	145,257	153,464	162,157	171,368	153,952
Workers Compensation	61,588	63,304	65,074	66,896	68,772	65,127
Professional Services	7,768	7,768	7,768	7,768	7,768	7,768
Other Contractual Services	4,146,089	4,214,499	4,284,374	4,326,961	4,371,002	4,268,585
Travel & Per Diem	1,067	1,067	1,067	1,067	1,067	1,067
Communications	2,581	2,581	2,581	2,581	2,581	2,581
Communications - Phone System	20	20	20	20	20	20
DMS Centrex Billing	177	177	177	177	177	177
Postage	2,488	2,488	2,488	2,488	2,488	2,488
Utility Services	12,947	12,947	12,947	12,947	12,947	12,947
Rental and Leases	1,620	1,620	1,620	1,620	1,620	1,620
Vehicle Coverage	34,277	34,277	34,277	34,277	34,277	34,277
Repairs and Maintenance	25,074	58,123	58,284	58,449	58,617	51,709
Vehicle Repair	72,782	73,509	74,244	74,987	75,736	74,252
Printing And Binding	1,561	1,561	1,561	1,561	1,561	1,561
Promotional Activities	1,239	1,239	1,239	1,239	1,239	1,239
Other Current Charges & Obligation	453	453	453	453	453	453
Employee Incentives	49	49	49	49	49	49
Office Supplies	1,122	1,122	1,122	1,122	1,122	1,122
Operating Supplies	46,522	47,145	47,784	48,439	49,112	47,800
Fuel & Oil	94,105	95,047	95,997	96,957	97,926	96,007
Publications, Subscriptions & Membership	277	277	277	277	277	277
Training	3,260	3,260	3,260	3,260	3,260	3,260
Machinery and Equipment $1,000-$19,999	17,136	17,479	17,828	18,185	18,549	17,835
Total Operation & Maintenance Expenditures	**$5,375,071**	**$5,507,179**	**$5,608,976**	**$5,684,638**	**$5,762,964**	**$5,587,766**
Other Expenditures						
401-470-534 MIS Automation - Solid Waste	5,194	5,233	5,273	5,313	5,313	5,265
401-495-534 Solid Waste Risk	5,205	5,238	5,238	5,238	5,238	5,231
401-499-534 Indirect Costs - Solid Waste	128,053	131,894	135,851	139,927	144,124	135,970
401-513-586 Tax Collector	36,713	36,713	36,713	36,713	36,713	36,713
401-950-581 Transfers	6,253	6,253	6,253	6,253	6,253	6,253
Total Other Expenditures	**$181,418**	**$185,332**	**$189,328**	**$193,444**	**$197,642**	**$189,433**

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Description	FY 2026 Assessable	FY 2027 Assessable	FY 2028 Assessable	FY 2029 Assessable	FY 2030 Assessable	5-Year Average Assessable
Capital Expenditures						
401-036003-534 Solid Waste Facility Heavy Equip & Vehicle Replacement	12,330	69,048	10,481	6,782	9,248	21,578
401-036010-534 Transfer Station Heavy Equipment Replacement	20,345	189,266	6,782	21,578	24,660	52,526
401-036019-534 HHW Collection Center	80,000	80,000	500,000	500,000	500,000	332,000
401-036023-534 Transfer Station Improvements	154,742	75,830	85,694	108,504	110,970	107,148
401-036025-534 Rural Waste Service Center Improvements	0	300,250	984,500	1,056,000	0	468,150
401-036033-534 Rural/Hazardous Waste Vehicle and Equipment Replacement	142,000	440,000	650,000	400,000	400,000	406,400
401-036042-534 Hazardous Waste Vehicle and Equipment Replacement	18,731	15,849	17,290	15,849	17,290	17,002
Total Capital Expenditures	**$428,147**	**$1,170,242**	**$2,254,745**	**$2,108,712**	**$1,062,167**	**$1,404,803**
Total Expenditures	**$5,984,635**	**$6,862,752**	**$8,053,050**	**$7,986,794**	**$7,022,773**	**$7,182,001**
Revenues						
Solid Waste	247,224	247,224	247,224	247,224	247,224	247,224
Transfer Station Receipts	0	0	0	0	0	0
Marpan Admin Fee	950	950	950	950	950	950
Marpan Class III Residential	1,605,305	1,653,464	1,703,068	1,754,160	1,806,785	1,704,556
Operating Income - Landfill Tire	0	0	0	0	0	0
Operating Income - Landfill Electronic	0	0	0	0	0	0
Operating Income - Yard Trash Clea	0	0	0	0	0	0
Operating Income - Yard Trash Other	0	0	0	0	0	0
Operating Income - Yard Trash Bagge	0	0	0	0	0	0
Hazardous Waste	0	0	0	0	0	0
Recycling Promotional Services	33,250	33,250	33,250	33,250	33,250	33,250
Pool Interest Allocation	37,015	37,570	38,133	38,705	39,286	38,142
Other Scrap or Surplus	64,125	0	0	0	0	12,825
Total Revenues	**$1,987,868**	**$1,972,458**	**$2,022,625**	**$2,074,289**	**$2,127,495**	**$2,036,947**
Total Expenditures	**$5,984,635**	**$6,862,752**	**$8,053,050**	**$7,986,794**	**$7,022,773**	**$7,182,001**
Total Revenues	**$1,987,868**	**$1,972,458**	**$2,022,625**	**$2,074,289**	**$2,127,495**	**$2,036,947**
Net Expenditures	**$3,996,767**	**$4,890,295**	**$6,030,425**	**$5,912,505**	**$4,895,278**	**$5,145,054**
Additional Costs						
Study Costs	44,850	0	0	0	0	8,970
First Class Notice Costs (38,500 x $1.63)	62,755	1,000	1,000	1,000	1,000	13,351
Statutory Discount (@ 5%)	228,021	271,739	335,079	328,528	272,015	287,076
Total Additional Costs	**$335,626**	**$272,739**	**$336,079**	**$329,528**	**$273,015**	**$309,397**
Net Assessable Expenditures	**$4,332,392**	**$5,163,033**	**$6,366,504**	**$6,242,033**	**$5,168,294**	**$5,454,451**

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Computation of Solid Waste Assessments

Special Benefit Assumptions

The following assumptions support a finding that the provision of solid waste management services, solid waste collection sites, and disposal services provides a special benefit to the assessed parcels.

- The provision of solid waste collection and disposal services possesses a logical relationship to the use and enjoyment of improved residential property by: (i) properly and safely disposing of solid waste generated on improved property, (ii) enhancing improved property through the environmentally responsible use of and enjoyment of the property, and (iii) potentially increasing and preserving the value of property due to the proper disposal of waste within the unincorporated area of the County.
- The provision of solid waste collection and disposal services protects property values and the health and safety of the owners or occupants of all property resulting from the delivery and availability of such services.
- All improved residential properties produce solid waste or are capable of generating solid waste that requires disposal.
- All improved residential properties produce approximately the same amount of solid waste per dwelling unit annually.

The following assumption supports the findings that the parcel apportionment applied in the apportionment methodology is fair and reasonable.

- Apportioning the assessed costs for the provision of solid waste collection and disposal attributable to the residential properties on a per dwelling unit basis is required to avoid cost inefficiency and unnecessary administration and is a fair and reasonable method of parcel apportionment based upon an average annual dwelling unit solid waste generation amount.

Apportionment Methodology

The following section describes the apportionment methodology used for the Solid Waste Assessment program, which provides lawful disposal of residential solid waste.

All improved residential parcels within the unincorporated area of the County benefit from solid waste disposal services based upon each parcel's classification as residential property and the number of dwelling units contained on such parcels.

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Only those parcels with buildings assigned a residential building use code by the Property Appraiser on the ad valorem tax roll shall be classified as assessed property. Accordingly, the assessable costs of the Solid Waste Services Assessment are proposed to be apportioned based on the number of dwelling units or their equivalent on each parcel of property. Each resultant dwelling unit or its equivalent within the benefit area is expected to benefit equally.

An assessment for any given parcel will be calculated by multiplying the number of dwelling units assigned to the parcel by the rate per dwelling unit to determine the total assessment amount.

The assessment rate presented on a per dwelling unit basis for the budget scenario in Table 2 are based on the residential portion of the Solid Waste Management Budget minus the residential portion of the revenue that will be generated from franchise fees, recycling, and other miscellaneous fees. The resulting net budget is then divided by the number of dwelling units to calculate an assessment rate per dwelling unit.

Property Data

The County provided Accenture with information from the ad valorem tax roll from the Leon County Property Appraiser's office to determine the total number of residential dwelling units. Table 3 shows the total number of dwelling units in the residential property use category. Accenture used the total number of dwelling units for rate calculation purposes.

Table 3
Residential Dwelling Units

Residential Property Use Category	Number of Dwelling Units
Residential	40,911

Computation of Solid Waste Assessment Rates

Applying the apportionment methodology, solid waste assessment rates were computed on a per dwelling unit basis based on the assessable costs of providing residential solid waste services and the number of residential dwelling units. Table 4 illustrates the assessment rates after application of the assessment methodology based on 100 percent funding of the five-year average assessable budget.

Table 4
Leon County Solid Waste Assessment Rates

5-Year Total Average Assessable Budget	**$5,454,451**
Residential Dwelling Units	40,911
Rate Per Dwelling Unit	**$134.00**

Additional rate scenarios are provided in Appendix A that allow the County to gradually increase the solid waste assessment rate that reduces and eventually eliminates the general fund subsidy.

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Appendix A

Alternative Rate Scenarios

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Leon County Solid Waste Assessment Alternative Rate Scenarios

The following rate scenarios are provided to allow the County to gradually increase the solid waste assessment rate over a five-year period to reduce and eventually eliminate the general fund subsidy.

Table A-1 provides a scenario in which the County adopts the 5-year average assessable rate year 1 and imposes the same rate over the five-year period.

Table A-1

Adopting 5-Year Average Rate Starting Year 1

	FY 2024-25 Adopted	Year 1 FY 2025-26	Year 2 FY 2026-27	Year 3 FY 2027-28	Year 4 FY 2028-29	Year 5 FY 2029-30
Rate Per Dwelling Unit	**$40.00**	**$134.00**	**$134.00**	**$134.00**	**$134.00**	**$134.00**
Solid Waste Assessment Revenue	**$1,633,440**	**$5,454,451**	**$5,454,451**	**$5,454,451**	**$5,454,451**	**$5,454,451**
Rate Increase		94.00	$0.00	$0.00	$0.00	$0.00
Additional Revenue		$3,821,011	$0.00	$0.00	$0.00	$0.00
General Revenue Subsidy		**$0**	**$0**	**$0**	**$0**	**$0**

Table A-2 provides a scenario in which the County gradually increases the solid waste assessment rate each year until it reaches the five-year average rate by year five.

Table A-2

Gradually Increasing Rate Over 5-Years

	FY 2024-25 Adopted	Year 1 FY 2025-26	Year 2 FY 2026-27	Year 3 FY 2027-28	Year 4 FY 2028-29	Year 5 FY 2029-30
Rate Per Dwelling Unit	**$40.00**	**$80.00**	**$100.00**	**$120.00**	**$130.00**	**$134.00**
Solid Waste Assessment Revenue	**$1,633,440**	**$3,272,880**	**$4,091,100**	**$4,909,320**	**$5,318,430**	**$5,693,387**
Rate Increase		$40.00	$20.00	$20.00	$10.00	$10.00
Additional Revenue		$1,639,440	$818,220	$818,220	$409,110	$374,957
General Revenue Subsidy		**$2,181,571**	**$1,363,351**	**$545,131**	**$136,021**	**$0**

Table A-3 provides a scenario in which the County gradually increases the solid waste assessment rate every two years until it reaches the five-year average rate by year five.

Table A-3

Rate Increases Every Two Years

	FY 2024-25 Adopted	Year 1 FY 2025-26	Year 2 FY 2026-27	Year 3 FY 2027-28	Year 4 FY 2028-29	Year 5 FY 2029-30
Rate Per Dwelling Unit	**$40.00**	**$80.00**	**$80.00**	**$120.00**	**$120.00**	**$134.00**
Solid Waste Assessment Revenue	**$1,633,440**	**$3,272,880**	**$3,272,880**	**$4,909,320**	**$4,909,320**	**$5,454,451**
Rate Increase		$40.00	$0.00	$40.00	$0.00	$14.00
Additional Revenue		$1,639,440	$0	$1,639,440	$0	$545,131
General Revenue Subsidy		**$2,181,571**	**$2,181,571**	**$545,131**	**$545,131**	**$0**

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Appendix B

Solid Waste Management 5-Year Budget

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Leon County Solid Waste Management 5-Year Budget

Table B-1 provides a calculation of the total solid waste management costs vs. the assessable costs for Fiscal Year 2026 through Fiscal Year 2030, along with the five-year average costs. Based on this analysis, there is currently a deficit in both the tipping fee and special assessment revenues. In order to eliminate the general fund subsidy, the County would need to implement the 100% residential solid waste assessment rates and increase the tipping fee to account for the approximate $1.76 Million annual deficit in the tipping fee net expenditures, based on the 5-year average budget.

Table B-1
5-Year Solid Waste Management Budget and Assessable Budget (Fiscal Year 2026 – Fiscal Year 2030)

Description	FY 2026 Budget	FY 2026 Assessable	FY 2027 Budget	FY 2027 Assessable	FY 2028 Budget	FY 2028 Assessable	FY 2029 Budget	FY 2029 Assessable	FY 2030 Budget	FY 2030 Assessable	5-Year Average Total	5-Year Average Assessable
Operation & Maintenance												
Regular Salaries and Wages	1,346,301	508,592	1,386,643	523,827	1,428,195	539,521	1,470,989	555,681	1,515,075	572,331	1,429,441	539,991
Regular OPS Salaries	38,057	38,057	38,057	38,057	38,057	38,057	38,057	38,057	38,057	38,057	38,057	38,057
Overtime	60,000	30,865	60,000	30,865	60,000	30,865	60,000	30,865	60,000	30,865	60,000	30,865
Special Pay	11,600	3,869	11,600	3,869	11,600	3,869	11,600	3,869	11,600	3,869	11,600	3,869
FICA Taxes	107,209	42,472	110,299	43,644	113,480	44,845	116,759	46,088	120,133	47,365	113,576	44,883
Retirement Contribution	197,428	76,984	203,189	79,133	209,129	81,349	215,242	83,628	221,537	85,976	209,305	81,414
Deferred Compensation Match	8,765	2,513	8,765	2,513	8,765	2,513	8,765	2,513	8,765	2,513	8,765	2,513
Life & Health Insurance	411,429	137,516	434,896	145,257	459,782	153,464	486,141	162,157	514,072	171,368	461,264	153,952
Workers Compensation	150,856	61,588	155,250	63,304	159,779	65,074	164,443	66,896	169,246	68,772	159,915	65,127
Professional Services	63,000	7,768	63,000	7,768	63,000	7,768	63,000	7,768	63,000	7,768	63,000	7,768
Other Contractual Services	15,852,934	4,146,089	16,144,032	4,214,499	16,441,208	4,284,374	16,714,659	4,326,961	16,995,716	4,371,002	16,429,710	4,268,585
Travel & Per Diem	5,450	1,067	5,450	1,067	5,450	1,067	5,450	1,067	5,450	1,067	5,450	1,067
Communications	7,335	2,581	7,335	2,581	7,335	2,581	7,335	2,581	7,335	2,581	7,335	2,581
Communications - Phone System	95	20	95	20	95	20	95	20	95	20	95	20
DMS Centrex Billing	1,435	177	1,435	177	1,435	177	1,435	177	1,435	177	1,435	177
Postage	3,300	2,488	3,300	2,488	3,300	2,488	3,300	2,488	3,300	2,488	3,300	2,488
Utility Services	105,000	12,947	105,000	12,947	105,000	12,947	105,000	12,947	105,000	12,947	105,000	12,947
Rental and Leases	13,015	1,620	13,015	1,620	13,015	1,620	13,015	1,620	13,015	1,620	13,015	1,620
Vehicle Coverage	43,237	34,277	43,237	34,277	43,237	34,277	43,237	34,277	43,237	34,277	43,237	34,277
Repairs and Maintenance	108,762	25,074	375,187	58,123	375,441	58,284	375,701	58,449	375,966	58,617	322,211	51,709
Vehicle Repair	194,545	72,782	196,490	73,509	198,455	74,244	200,440	74,987	202,443	75,736	198,475	74,252
Printing And Binding	2,520	1,561	2,520	1,561	2,520	1,561	2,520	1,561	2,520	1,561	2,520	1,561
Promotional Activities	4,300	1,239	4,300	1,239	4,300	1,239	4,300	1,239	4,300	1,239	4,300	1,239

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Description	FY 2026 Budget	FY 2026 Assessable	FY 2027 Budget	FY 2027 Assessable	FY 2028 Budget	FY 2028 Assessable	FY 2029 Budget	FY 2029 Assessable	FY 2030 Budget	FY 2030 Assessable	5-Year Average Total	5-Year Average Assessable
Other Current Charges & Obligation	1,915	453	1,915	453	1,915	453	1,915	453	1,915	453	1,915	453
Employee Incentives	400	49	400	49	400	49	400	49	400	49	400	49
Office Supplies	3,652	1,122	3,652	1,122	3,652	1,122	3,652	1,122	3,652	1,122	3,652	1,122
Operating Supplies	232,102	46,522	235,657	47,145	239,297	47,784	243,026	48,439	246,845	49,112	239,385	47,800
Fuel & Oil	227,630	94,105	229,907	95,047	232,206	95,997	234,528	96,957	236,872	97,926	232,229	96,007
Publications, Subscriptions & Membership	1,241	277	1,241	277	1,241	277	1,241	277	1,241	277	1,241	277
Training	11,110	3,260	11,110	3,260	11,110	3,260	11,110	3,260	11,110	3,260	11,110	3,260
Machinery and Equipment $1,000-$19,999	17,136	17,136	17,479	17,479	17,828	17,828	18,185	18,185	18,549	18,549	17,835	17,835
Total Operation & Maintenance Expenditures	**$19,231,759**	**$5,375,071**	**$19,874,456**	**$5,507,179**	**$20,260,227**	**$5,608,976**	**$20,625,540**	**$5,684,638**	**$21,001,881**	**$5,762,964**	**$20,198,773**	**$5,587,766**
Other Expenditures												
401-470-534 MIS Automation - Solid Waste	35,816	5,194	36,087	5,233	36,362	5,273	36,638	5,313	36,638	5,313	36,308	5,265
401-495-534 Solid Waste Risk	35,891	5,205	36,118	5,238	36,118	5,238	36,118	5,238	36,118	5,238	36,073	5,231
401-499-534 Indirect Costs - Solid Waste	883,000	128,053	909,490	131,894	936,775	135,851	964,878	139,927	993,824	144,124	937,593	135,970
401-513-586 Tax Collector	36,713	36,713	36,713	36,713	36,713	36,713	36,713	36,713	36,713	36,713	36,713	36,713
401-950-581 Transfers	43,119	6,253	43,119	6,253	43,119	6,253	43,119	6,253	43,119	6,253	43,119	6,253
Total Other Expenditures	**$1,034,539**	**$181,418**	**$1,061,527**	**$185,332**	**$1,089,087**	**$189,328**	**$1,117,466**	**$193,444**	**$1,146,412**	**$197,642**	**$1,089,806**	**$189,433**
Capital Expenditures												
401-036003-534 Solid Waste Facility Heavy Equip & Vehicle Replacement	100,000	12,330	560,000	69,048	85,000	10,481	55,000	6,782	75,000	9,248	175,000	21,578
401-036010-534 Transfer Station Heavy Equipment Replacement	165,000	20,345	1,535,000	189,266	55,000	6,782	175,000	21,578	200,000	24,660	426,000	52,526
401-036019-534 HHW Collection Center	80,000	80,000	80,000	80,000	500,000	500,000	500,000	500,000	500,000	500,000	332,000	332,000
401-036023-534 Transfer Station Improvements	1,255,000	154,742	615,000	75,830	695,000	85,694	880,000	108,504	900,000	110,970	869,000	107,148
401-036025-534 Rural Waste Service Center Improvements	0	0	300,250	300,250	984,500	984,500	1,056,000	1,056,000	0	0	468,150	468,150
401-036033-534 Rural/Hazardous Waste Vehicle and Equipment Replacement	142,000	142,000	440,000	440,000	650,000	650,000	400,000	400,000	400,000	400,000	406,400	406,400
401-036042-534 Hazardous Waste Vehicle and Equipment Replacement	65,000	18,731	55,000	15,849	60,000	17,290	55,000	15,849	60,000	17,290	59,000	17,002
Total Capital Expenditures	**$1,807,000**	**$428,147**	**$3,585,250**	**$1,170,242**	**$3,029,500**	**$2,254,745**	**$3,121,000**	**$2,108,712**	**$2,135,000**	**$1,062,167**	**$2,735,550**	**$1,404,803**
Total Expenditures	**$22,073,298**	**$5,984,635**	**$24,521,233**	**$6,862,752**	**$24,378,814**	**$8,053,050**	**$24,864,006**	**$7,986,794**	**$24,283,293**	**$7,022,773**	**$24,024,129**	**$7,182,001**
Revenues												
Solid Waste	379,003	247,224	379,003	247,224	379,003	247,224	379,003	247,224	379,003	247,224	379,003	247,224
Transfer Station Receipts	12,825,000	0	13,466,250	0	14,139,562	0	14,846,541	0	15,588,868	0	14,173,244	0

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Description	FY 2026 Budget	FY 2026 Assessable	FY 2027 Budget	FY 2027 Assessable	FY 2028 Budget	FY 2028 Assessable	FY 2029 Budget	FY 2029 Assessable	FY 2030 Budget	FY 2030 Assessable	5-Year Average Total	5-Year Average Assessable
Marpan Admin Fee	950	950	950	950	950	950	950	950	950	950	950	950
Marpan Class III Residential	1,605,305	1,605,305	1,653,464	1,653,464	1,703,068	1,703,068	1,754,160	1,754,160	1,806,785	1,806,785	1,704,556	1,704,556
Operating Income - Landfill Tire	74,024	0	76,245	0	78,532	0	80,888	0	83,315	0	78,601	0
Operating Income - Landfill Electronic	475	0	475	0	475	0	475	0	475	0	475	0
Operating Income - Yard Trash Clea	234,967	0	242,016	0	249,277	0	256,755	0	264,458	0	249,495	0
Operating Income - Yard Trash Other	103,460	0	106,564	0	109,760	0	113,053	0	116,445	0	109,856	0
Operating Income - Yard Trash Bagge	393	0	393	0	393	0	393	0	393	0	393	0
Hazardous Waste	61,978	0	63,837	0	65,752	0	67,725	0	69,757	0	65,810	0
Recycling Promotional Services	33,250	33,250	33,250	33,250	33,250	33,250	33,250	33,250	33,250	33,250	33,250	33,250
Pool Interest Allocation	300,200	37,015	304,703	37,570	309,274	38,133	313,913	38,705	318,621	39,286	309,342	38,142
Other Scrap or Surplus	64,125	64,125	0	0	0	0	0	0	0	0	12,825	12,825
Total Revenues	**$15,683,130**	**$1,987,868**	**$16,327,150**	**$1,972,458**	**$17,069,296**	**$2,022,625**	**$17,847,106**	**$2,074,289**	**$18,662,320**	**$2,127,495**	**$17,117,800**	**$2,036,947**
Total Expenditures	**$22,073,298**	**$5,984,635**	**$24,521,233**	**$6,862,752**	**$24,378,814**	**$8,053,050**	**$24,864,006**	**$7,986,794**	**$24,283,293**	**$7,022,773**	**$24,024,129**	**$7,182,001**
Total Revenues	**$15,683,130**	**$1,987,868**	**$16,327,150**	**$1,972,458**	**$17,069,296**	**$2,022,625**	**$17,847,106**	**$2,074,289**	**$18,662,320**	**$2,127,495**	**$17,117,800**	**$2,036,947**
Net Expenditures	**$6,390,168**	**$3,996,767**	**$8,194,083**	**$4,890,295**	**$7,309,518**	**$6,030,425**	**$7,016,900**	**$5,912,505**	**$5,620,973**	**$4,895,278**	**$6,906,328**	**$5,145,054**
Net Non-Assessable Expenditures/Tipping Fee Deficit	**$2,393,401**		**$3,303,788**		**$1,279,093**		**$1,104,395**		**$725,695**		**$1,761,274**	

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Appendix C

Solid Waste Management 5-Year Assessable Budget (Excluding Rural Waste Collection Site Expenditures)

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Leon County Solid Waste Management 5-Year Assessable Budget (Excluding Rural Waste Collection Site Expenditures)

Currently the assessable expenditures include all of the expenditures associated with the rural waste collection sites including:

- Operation & Maintenance -- $1,048,572
- Service Center Improvements -- $468,150
- Vehicle Equipment & Replacement -- $406,400
- Total -- $1,923,122

Should the County determine that the rural waste collection sites are no longer necessary or choose to fund them through a user fee or some other source, the 5-year average assessable costs would be reduced. After removing the rural waste collection site expenditures, the five year average assessable costs would be $3,424,489. Table C-1 provides a calculation of the total assessable costs for Fiscal Year 2026 through Fiscal Year 2030 after excluding the rural rate collection site expenditures.

Table C-1
Assessable Budget, Excluding Rural Waste Collection Sites (Fiscal Year 2026 – Fiscal Year 2030

Description	FY 2026 Assessable	FY 2027 Assessable	FY 2028 Assessable	FY 2029 Assessable	FY 2030 Assessable	5-Year Average Assessable
Operation & Maintenance						
Regular Salaries and Wages	182,430	187,896	193,526	199,326	205,299	193,696
Overtime	5,865	5,865	5,865	5,865	5,865	5,865
Special Pay	1,369	1,369	1,369	1,369	1,369	1,369
FICA Taxes	14,151	14,569	15,000	15,443	15,900	15,013
Retirement Contribution	25,990	26,770	27,574	28,401	29,253	27,597
Deferred Compensation Match	1,420	1,420	1,420	1,420	1,420	1,420
Life & Health Insurance	54,870	57,967	61,250	64,729	68,414	61,446
Workers Compensation	19,942	20,540	21,156	21,792	22,446	21,175
Professional Services	7,768	7,768	7,768	7,768	7,768	7,768
Other Contractual Services	3,945,520	4,010,435	4,076,732	4,115,953	4,156,555	4,061,039

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Description	FY 2026 Assessable	FY 2027 Assessable	FY 2028 Assessable	FY 2029 Assessable	FY 2030 Assessable	5-Year Average Assessable
Travel & Per Diem	917	917	917	917	917	917
Communications	781	781	781	781	781	781
Communications - Phone System	20	20	20	20	20	20
DMS Centrex Billing	177	177	177	177	177	177
Postage	213	213	213	213	213	213
Utility Services	12,947	12,947	12,947	12,947	12,947	12,947
Rental and Leases	1,620	1,620	1,620	1,620	1,620	1,620
Vehicle Coverage	1,771	1,771	1,771	1,771	1,771	1,771
Repairs and Maintenance	14,861	47,823	47,895	47,969	48,044	41,318
Vehicle Repair	18,687	18,873	19,062	19,253	19,445	19,064
Printing And Binding	261	261	261	261	261	261
Promotional Activities	1,239	1,239	1,239	1,239	1,239	1,239
Other Current Charges & Obligation	313	313	313	313	313	313
Employee Incentives	49	49	49	49	49	49
Office Supplies	440	440	440	440	440	440
Operating Supplies	38,922	39,545	40,184	40,839	41,512	40,200
Fuel & Oil	19,150	19,342	19,535	19,731	19,928	19,537
Publications, Subscriptions & Membership	277	277	277	277	277	277
Training	1,660	1,660	1,660	1,660	1,660	1,660
Total Operation & Maintenance Expenditures	**$4,373,631**	**$4,482,869**	**$4,561,023**	**$4,612,543**	**$4,665,903**	**$4,539,194**
Other Expenditures						
401-470-534 MIS Automation - Solid Waste	5,194	5,233	5,273	5,313	5,313	5,265
401-495-534 Solid Waste Risk	5,205	5,238	5,238	5,238	5,238	5,231
401-499-534 Indirect Costs - Solid Waste	128,053	131,894	135,851	139,927	144,124	135,970
401-513-586 Tax Collector	36,713	36,713	36,713	36,713	36,713	36,713
401-950-581 Transfers	6,253	6,253	6,253	6,253	6,253	6,253
Total Other Expenditures	**$181,418**	**$185,332**	**$189,328**	**$193,444**	**$197,642**	**$189,433**
Capital Expenditures						
401-036003-534 Solid Waste Facility Heavy Equip & Vehicle Replacement	12,330	69,048	10,481	6,782	9,248	21,578
401-036010-534 Transfer Station Heavy Equipment Replacement	20,345	189,266	6,782	21,578	24,660	52,526
401-036019-534 HHW Collection Center	80,000	80,000	500,000	500,000	500,000	332,000
401-036023-534 Transfer Station Improvements	154,742	75,830	85,694	108,504	110,970	107,148

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Description	FY 2026 Assessable	FY 2027 Assessable	FY 2028 Assessable	FY 2029 Assessable	FY 2030 Assessable	5-Year Average Assessable
401-036042-534 Hazardous Waste Vehicle and Equipment Replacement	18,731	15,849	17,290	15,849	17,290	17,002
Total Capital Expenditures	**$286,147**	**$429,992**	**$620,245**	**$652,712**	**$662,167**	**$530,253**
Total Expenditures	**$4,841,195**	**$5,098,192**	**$5,370,597**	**$5,458,699**	**$5,525,712**	**$5,258,879**
Revenues						
Solid Waste	247,224	247,224	247,224	247,224	247,224	247,224
Marpan Admin Fee	950	950	950	950	950	950
Marpan Class III Residential	1,605,305	1,653,464	1,703,068	1,754,160	1,806,785	1,704,556
Recycling Promotional Services	33,250	33,250	33,250	33,250	33,250	33,250
Pool Interest Allocation	37,015	37,570	38,133	38,705	39,286	38,142
Other Scrap or Surplus	64,125	0	0	0	0	12,825
Total Revenues	**$1,987,868**	**$1,972,458**	**$2,022,625**	**$2,074,289**	**$2,127,495**	**$2,036,947**
Total Expenditures	**$4,841,195**	**$5,098,192**	**$5,370,597**	**$5,458,699**	**$5,525,712**	**$5,258,879**
Total Revenues	**$1,987,868**	**$1,972,458**	**$2,022,625**	**$2,074,289**	**$2,127,495**	**$2,036,947**
Net Expenditures	**$2,853,327**	**$3,125,735**	**$3,347,972**	**$3,384,410**	**$3,398,217**	**$3,221,932**
Additional Costs						
Study Costs	44,850	0	0	0	0	8,970
First Class Notice Costs (38,500 x $1.63)	62,755	1,000	1,000	1,000	1,000	13,351
Statutory Discount (@ 5%)	164,496	173,707	186,054	188,078	188,845	180,236
Total Additional Costs	**$272,101**	**$174,707**	**$187,054**	**$189,078**	**$189,845**	**$202,557**
Net Assessable Expenditures	**$3,125,428**	**$3,300,442**	**$3,535,026**	**$3,573,488**	**$3,588,063**	**$3,424,489**

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Computation of Solid Waste Assessment Rates

Applying the apportionment methodology, solid waste assessment rates were computed on a per dwelling unit basis based on the assessable costs of providing residential solid waste services (excluding rural waste collection site expenditures) and the number of residential dwelling units. Table C-2 illustrates the assessment rates after application of the assessment methodology based on 100 percent funding of the five-year average assessable budget (excluding rural waste collection site expenditures).

Table C-2
Leon County Solid Waste Assessment Rates (Excluding Rural Waste Collection Site Expenditures)

5-Year Total Average Assessable Budget	**$3,424,489**
Residential Dwelling Units	40,911
Rate Per Dwelling Unit	**$84.00**

Table C-3 provides a scenario in which the County gradually increases the solid waste assessment rate every two years until it reaches the five-year average rate by year five.

Table C-3
Rate Increases Every Two Years

	FY 2024-25 Adopted	Year 1 FY 2025-26	Year 2 FY 2026-27	Year 3 FY 2027-28	Year 4 FY 2028-29	Year 5 FY 2029-30
Rate Per Dwelling Unit	**$40.00**	**$60.00**	**$60.00**	**$80.00**	**$80.00**	**$84.00**
Solid Waste Assessment Revenue	**$1,633,440**	**$2,454,600**	**$2,454,440**	**$3,272,880**	**$3,272,440**	**$3,424,489**
Rate Increase		$20.00	$0.00	$20.00	$0.00	$4.00
Additional Revenue		$821,220	$0	$818,220	$0	$151,609
General Revenue Subsidy		**$969,829**	**$969,829**	**$151,609**	**$151,609**	**$0**

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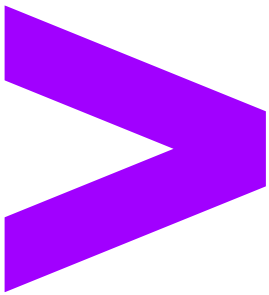

RESOLUTION NO. R08-01

WHEREAS, it is the mission of the Leon County Board of County Commissioners to preserve and enhance the outstanding quality of life in our community, and;

WHEREAS, Leon County strives to set the standard and best practice for other local governments in Florida and in the United States through strong and consistent fiscal policies and practices, and;

WHEREAS, Leon County has a long history of providing cost effective, superior services to our citizenry, and;

WHEREAS, Leon County has reduced or held constant the general property tax rates over each of the past 16 years, and;

WHEREAS, over the last two years the County millage rate has decreased by 16%, and;

WHEREAS, Leon County has controlled expenditures, maintaining the lowest budget per capita of any comparable county and currently has the 6th lowest budget per capita of all 67 counties, and;

WHEREAS, Leon County has been responsible in the building of reserves to healthy levels and has invested recurring revenues in infrastructure improvements, and;

WHEREAS, the Board of County Commissioners has been proactive in establishing policies such as Policy No. 93-44 "Fiscal Planning" and Policy No. 07-2 "Reserves" to provide guidance related to fiscal responsibility, and;

WHEREAS, Leon County maintains an investment quality credit rating of AA-, and;

WHEREAS, Leon County was the first county in the state to institute a hiring, capital projects and travel freeze in preparation for 2007 legislative property tax reforms, and;

WHEREAS, as pursuant to the 2007 legislation, Leon County was one of only 4 "non-fiscally constrained" counties to be placed in the least punitive 3% roll-back category (as opposed to the 5%, 7% or 9% categories) based on the County's conservative annual increases in budget per capita, and;

WHEREAS, due to roll-backs and capped future growth in property taxes imposed by the Legislature, combined with significant current and future challenges facing local government including those related to an aging population, a struggling housing market, rising health care costs, aging infrastructure, and a continued resistance to tax increases, there is a need to assess the long view and prepare for a more austere course for county government, and;

WHEREAS, as the level of government closest to the people, Leon County must make strategic decisions in order to be prepared and continue to deliver high quality services in the areas most critical to our citizenry, and;

WHEREAS, this will require a re-examination of core services, levels of services and a commitment to priority setting as Leon County continues to take a gradual business-like approach to determining the size of government its citizens can afford and the priority of the services we deliver to our citizens.

NOW, THEREFORE, BE IT RESOLVED by the Leon County Board of County Commissioners, Florida that the following guiding principles are adopted:

1. The Board of County Commissioners upholds the importance of the Leon County Home Rule Charter allowing citizen involvement and flexibility in shaping government to best meet the County's unique and changing needs.

2. The County budget will always be balanced, with available revenues equal to appropriations.

3. The County will strive to maintain the lowest dollars spent per County resident, as compared to like-size counties, while retaining the maximum level of service possible.

4. Through citizen input and Commission deliberation, core functions for County government will be identified and the dollars will be allocated accordingly during the budget process.

5. The County will continue to explore opportunities with its governmental counterparts for functional consolidation and/or shared efficiencies.

6. The County will continue to enhance our cooperation and coordination with our Universities and Community College to promote, strengthen, and sustain our community's intellectual capital.

7. The County Administrator will require Program Managers to conduct an annual review and scrutiny of their base budgets when preparing budgets for future years.

8. Consistent with best practices and the Florida Statutes, Leon County will retain an emergency reserve fund of not less than 5%, but not more than 10% of the general operating budget (Policy No. 07-2).

9. Consistent with best practices and the Florida Statutes, Leon County will retain an operating cash reserve fund of not less than 10% but not more than 20% of the general operating budget (Policy No. 07-2)

10. Cash reserves in excess of reserve policies will be utilized to support one time capital projects and/or other one-time expenditures to address unforeseen revenue shortfalls (Policy No. 07-2).

11. Leon County will continue to ensure the useable and safe life of existing infrastructure by providing funding for proper maintenance (Policy No. 93-44).

12. Provide that fees charged in enterprise operations will be calculated at a level which will support all direct and indirect costs of the enterprise (Policy No. 92-5).

13. Ensure that capital projects financed through the issuance of bonds will not be financed for a period that exceeds the useful life of the project or the life of the supporting revenue source (Policy No. 93-47), and support conduit financing to promote the economic health of the community.

14. Maintain accounting and reporting practices in conformance with the Uniform Accounting System of the State of Florida and Generally Accepted Accounting Principles (GAAP) (Policy No. 92-4).

15. Ensure that annual financial and compliance audit of the County's financial records is conducted by an independent firm of certified public accountants whose findings and opinions are published and available for public review (Policy No. 92-4).

16. Will optimize return on investments within the constraints of safety and liquidity through an adopted Investment Policy.

17. Shall establish formal policies and procedures to address amending the budget while allowing the organization to function and react to changing conditions (Policy No. 97-11).

18. The County shall provide a meaningful public input process during the annual budget review which shall, at a minimum, include at least one Board Workshop and two Public Hearings.

19. The County will fully research and employ technology to improve the personal and collective efficiency of county employees.

20. The County will continue to enhance our culture of performance, as we maintain a very low employee per 1,000 population and a "flat" organizational structure, and hold individual employees to high expectations and performance standards. Employees are entrusted with broad authority in their functional areas, expected to respond quickly to requests for service, explore and pursue alternatives to assist the citizenry, attempt to deliver more than what is expected, and are empowered to use professional discretion on the spot to resolve issues and reduce "bureaucracy". These employees are valued and compensation and benefits are commensurate with their responsibilities and competitive in the industry.

21. The County will continue to improve our efforts to promote employee innovation, through incentives, recognition and rewards for identifying and implementing program and process improvements that add value to services while producing cost savings.

22. The County will continue to leverage Leon County tax payer dollars to attract federal and state appropriations, reimbursements, and matching grants to realize revenue maximization for the purpose of funding priority projects and programs.

PASSED, AND DULY ADOPTED BY THE LEON COUNTY BOARD OF COUNTY COMMISSIONERS, FLORIDA THIS 15th DAY OF JANUARY, 2008.

LEON COUNTY, FLORIDA

BY: _____
Jane G. Sauls, Chairman
Board of County Commissioners

ATTEST:
Bob Inzer, Clerk of the Court
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 #16

Leon County Board of County Commissioners

Agenda Item #16

May 12, 2026

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator

Title: Full Board Appointments to Advisory Committee for Quality Growth

Review and Approval:	Vincent S. Long, County Administrator
Department / Division Review:	Ken Morris, Assistant County Administrator
Lead Staff / Project Team:	Lisa Davis, Agenda Coordinator

Statement of Issue:

This item seeks the full Board's consideration of appointment of citizens to the Advisory Committee for Quality Growth.

Fiscal Impact:

This item has no fiscal impact.

Staff Recommendation:

Option #1: Reappoint one eligible applicant, Shawn Megan Sytsma, to Seat #5 on the Advisory Committee for Quality Growth for a three-year term ending May 31, 2029.

Option #2: Appoint one eligible applicant to Seat #9, as directed by the Board, on the Advisory Committee for Quality Growth for a three-year term ending May 31, 2029.

Option #3: Appoint one eligible applicant to Seat #11, as directed by the Board, on the Advisory Committee for Quality Growth for a three-year term ending May 31, 2029.

Report and Discussion

Background:

Pursuant to Policy No. 03-15, "Board-Appointed Citizen Committees", a General Business item is presented to fill vacancies for full Board appointments of citizens to Authorities, Boards, Committees, and Councils.

Analysis:

Advisory Committee for Quality Growth (ACQG)

Purpose: The Advisory Committee for Quality Growth serves as a standing advisory committee made up of development industry professionals and community stakeholders to provide continuous feedback and guidance to the Department of Development Support and Environmental Management (DSEM) on process improvements, service enhancements, and regulatory policies which support the highest quality growth and development attainable for our community. The ACQG is staffed by the Development Services Director and charged with providing feedback and input on the overall customer experience at DSEM including proposed process improvements, customer service and desired regulatory enhancements. The responsibilities of the ACQG place a great emphasis on proactive input and feedback for all development review and approval matters.

Composition: The ACQG has sixteen (16) members appointed by the full Board: nine (9) are nominated by local organizations/associations and the remaining seven (7) do not require a nomination. The members serve three-year terms. The eligibility for each seat is as follows:

- Seat 1: a person who is engaged in providing construction development, planning or environmental-related services, nominated by the Building Industry Association of the Big Bend (formerly the Tallahassee Builders Association).
- Seat 2: a person who is engaged in providing construction development, planning or environmental-related services, nominated by the Big Bend Contractors Association.
- Seat 3: a person who is engaged in providing construction development, planning or environmental-related services, nominated by the National Association of Women in Construction.
- Seat 4: a person who is engaged in providing construction development, planning or environmental-related services, nominated by the Associated Builders and Contractors of North Florida.
- Seat 5: a person who is employed by the university or local school system, no nomination required.
- Seat 6: a person who serves on a neighborhood association board or represents a neighborhood-based organization, nominated by the Council of Neighborhood Associations.
- Seats 7 & 8: persons employed by, or who represent, a community-based, environment-related organization, no nomination required.
- Seats 9, 10 & 11: residents of Leon County, no nomination required.
- Seat 12: a person who represents a business association or organization, nominated by the Greater Tallahassee Chamber of Commerce.

- Seat 13: a person who represents a business association or organization, nominated by the Big Bend Minority Chamber of Commerce.
- Seat 14: a person who represents a business association or organization, nominated by the Network of Entrepreneurs & Business Advocates.
- Seat 15: a person who represents a business association or organization, nominated by the Capital City Chamber of Commerce.
- Seat 16: an archaeologist, no nomination required.

Diversity of Current Membership:

Total Seats	Vacant Seats	Gender	Race
16	2	Male – 8 Female – 5 N/A – 1	White – 8 Black – 5 N/A – 1

Vacancies: Currently, Seat #2 and Seat #8 are vacant with terms ending on May 31, 2028. The terms of the following eight ACQG members will expire on May 31, 2026: Bill Kimberl IV, Jackie Wilson, Shawn Megan Sytsma, Jeff Blair, Lateefah Muhammad, Patrick O'Bryant, Antonio Jefferson, and J. Byron Green. Bill Kimberl IV, Jackie Wilson, and Antonio Jefferson are not eligible for reappointment due to term limits. Patrick O'Bryant is eligible but not seeking reappointment. Shawn Megan Sytsma and Lateefah Muhammad are eligible for and are seeking reappointment. Their attendance records are included with their applications. Jeff Blair's application for reappointment is currently being evaluated for eligibility and will be presented at a future meeting once confirmed. All eligible applicants are listed in Table #1.

Table #1. Advisory Committee for Quality Growth

Vacancy / Category *Term Status*	**Term Expiration**	**Nominated / Eligible Applicant** **(Application Attachment #)**	**Gender – Race**	**Recommended Action**
Seat #1 – Building Industry Association of the Big Bend Nominee				
Bill Kimberl IV *Served three full terms* *Not eligible for reappointment*	5/31/2026	PENDING NOMINATION		
Seat #2 – Big Bend Contractors Association Nominee				
Vacant	5/31/2028	PENDING NOMINATION		
Seat #3 – National Association of Women in Construction Nominee				
Jackie Wilson *Served three full terms* *Not eligible for reappointment*	5/31/2026	PENDING NOMINATION		

Vacancy / Category *Term Status*	**Term Expiration**	**Nominated / Eligible Applicant** **(Application Attachment #)**	**Gender – Race**	**Recommended Action**
Seat #5 – Person Employed by a University or a Local School System				
Shawn Megan Sytsma *Served one partial term* *Seeking reappointment*	5/31/2026	1. Shawn Megan Sytsma	Female – White	Reappoint eligible applicant for a three-year term ending May 31, 2029.
Seat #7 – Person Employed by, or Representative of, a Community-Based, Environment Related Organization				
Jeff Blair *Served one partial term and one full term*	5/31/2026	APPLICATION PENDING ELIGIBILITY CONFIRMATION		
Seat #8 – Person Employed by, or Representative of, a Community-Based, Environment Related Organization				
Vacant	5/31/2028	No Eligible Applicants		
Seat #9 – Leon County Resident				
Lateefah Muhammad *Served two terms* *Seeking reappointment*	5/31/2026	2. Lateefah Muhammad 3. Michael Roberts 4. Corina White 5. Stephanie Wilson	Female – Black N/A – N/A Female – Black Female – N/A	Appoint one eligible applicant for a three-year term ending May 31, 2029.
Seat #11 – Leon County Resident				
Patrick O'Bryant *Served one partial term and one full term* *Not seeking reappointment*	5/31/2026	3. Michael Roberts 4. Corina White 5. Stephanie Wilson	N/A – N/A Female – Black Female – N/A	Appoint one eligible applicant for a three-year term ending May 31, 2029.
Seat #13 – Big Bend Minority Chamber of Commerce Nominee				
Antonio Jefferson *Served three full terms* *Not eligible for reappointment*	5/31/2026	PENDING NOMINATION		

Vacancy / Category *Term Status*	**Term Expiration**	**Nominated / Eligible Applicant (Application Attachment #)**	**Gender – Race**	**Recommended Action**
Seat # 15 – Capital City Chamber of Commerce Nominee				
J. Byron Green *Served one partial and one full term* *Seeking reappointment*	5/31/2026	PENDING NOMINATION		

This item seeks to fill three seats on the ACQG. Seat #5 is for a Person Employed by a University or a Local School System and the current appointee is seeking reappointment (Option #1). The remaining two seats (Options #2 and #3) are for the Leon County Resident category which do not require a nomination. The eligible applicants for the Leon County Resident seats for Board consideration are as follows: Lateefah Muhammad (seeking reappointment for Seat #9), Michael Roberts, Corina White, and Stephanie Wilson.

Options:

1. Reappoint one eligible applicant, Shawn Megan Sytsma, to Seat #5 on the Advisory Committee for Quality Growth for a three-year term ending May 31, 2029.
2. Appoint one eligible applicant to Seat #9, as directed by the Board, on the Advisory Committee for Quality Growth for a three-year term ending May 31, 2029.
3. Appoint one eligible applicant to Seat #11, as directed by the Board, on the Advisory Committee for Quality Growth for a three-year term ending May 31, 2029.
4. Board direction.

Recommendations:

Options #1 through #3

Attachments:

1. Shawn Megan Sytsma application, resume and attendance record
2. Lateefah Muhammad application, resume and attendance record
3. Michael Roberts application
4. Corina White application and resume
5. Stephanie Wilson application and resume

LEON COUNTY BOARD OF COUNTY COMMISSIONERS
CITIZEN COMMITTEE APPLICATION
ADVISORY COMMITTEE FOR QUALITY GROWTH

It is the applicant's responsibility to keep this information current. To advise the County of any changes please contact Lisa Davis by telephone at (850) 606-5300 or by e-mail at DavisLis@leoncountyfl.gov.

Applications will be discarded if no appointment is made after two years.

Name: Mrs. Shawn Megan Sytsma | **Date:** 2/17/2026 10:56:34 AM

Home Address:	3208 Whitney Dr East Tallahassee, FL 32309	**Do you live in Leon County?**	Yes
		Do you live within the City limits?	Yes
		Do you own property in Leon County?	Yes
Home Phone:	(850) 556-8283	**Do you own property in the Tallahassee City Limits?**	Yes
Primary Email:	Shawn.Sytsma@leonschools.net	**How many years have you lived in Leon County?**	35

(EMPLOYMENT INFORMATION)

Employer:	Leon County Schools	**Work Address:**	3420 W. Tharpe Street Suite 100, Tallahassee, FL 32309
Occupation:	Project Manager		
Work/Other Phone:	(850) 617-1810	**Work Email:**	Shawn.Sytsma@leonschools.net

(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: White **Gender:** F **Age:** 61

District: District I **Disabled?** No

(RESUME AND REFERENCES)

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

Name:	Danny Allbritton	**Name:**	Rod McQueen
Address:	3420 W. Tharpe Street Suite 100 Tallahassee, FL 32303	**Address:**	3420 W. Tharpe Street Suite 100 Tallahassee, FL 32303
Phone:	(850) 933-5354	**Phone:**	(850) 617-1800

Resume Uploaded? Yes

If no resume is available, 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. Please attach your resume, if one is available.

(COMMITTEE QUESTIONNAIRE)

IMPORTANT LEGAL REQUIREMENTS FOR COMMITTEE/BOARD/AUTHORITY MEMBERSHIP

Citizen participation is important in developing Leon County's programs and policies, and in providing quality public services to the community. We appreciate your interest in serving on a committee and would like to bring a few items to your attention. As a member of a committee/board/authority, 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 for violating these applicable laws include criminal penalties, civil fines, and the voiding of any committee/board/authority 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, please take a few minutes to complete the mandatory orientation. Your application will not be deemed complete until you have completed the orientation.

Have you completed the Applicant Orientation for membership on Citizen Committees, Board & Authorities?* *Yes*

Are you currently serving on a County Advisory Committee or other Committee/Authority/Board?* *Yes*

If yes, on what Committee(s) are you a member? *Leon County Addressing Steering Committee*

Have you served on any previous Leon County committees?* *Yes*

If Yes, on what Committee(s) have you served? *Leon County Development Review Committee, City of Tallahassee Development Review Committee, and the Leon County Advisory Committee for Quality Growth*

Are you willing to complete a financial disclosure form if applicable?* *Yes*

Do you know of any circumstances that would result in you having to abstain from voting on a Committee/Board/Authority due to voting conflicts? (Not applicable to Focus Groups)* *No*

Are you or your employer, or your spouse or child or their employers, currently doing business with Leon County?* *Yes*

If yes, please explain *My husband, Chris Sytsma, works for Smith plumbing who may do an occasional job for the City and County.*

Are you or your employer, or your spouse or child or their employers, currently doing business with the Committee/Board/Authority to which you are applying for membership?* *No*

Do you currently have any employment or contractual relationship that would create a continuing or frequently recurring conflict with regard to your participation on a Committee/Board/Authority? (i.e. would you have frequent or reoccurring voting conflicts?)* *No*

Do you foresee participating in any competitive bid process for Leon County business during your time serving on this committee/board/authority?* *No*

Do you foresee participating in any competitive bid process involving business with the Committee/Board/Authority to which you are applying, during your time serving on that entity?* *No*

Is your personal information exempt from public records disclosure in accordance with FS 119.071(2)(j)1 or FS 119.071(4)? *No*

Members must meet one of the membership eligibility criteria. Please indicate your area of expertise:

- [ ] Provider of construction development, planning or environmental-related services. (THIS SEAT REQUIRES A NOMINATION.)
- [x] Employed by a local university or school system.

  Name of Employer: *Leon County Schools, Facilities and Construction Department*
- [ ] Serves on a neighborhood association board or represents a neighborhood-based organization. (THIS SEAT REQUIRES A NOMINATION BY THE COUNCIL OF NEIGHBORHOOD ASSOCIATIONS.)
- [ ] Employed by or represents, a community-based, environment-related organization.
- [ ] Represent a business association or organization. (THIS SEAT REQUIRES A NOMINATION.)
- [ ] Archaeologist

☐ Resident of Leon County

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

Signature: Mrs. Shawn Megan Sytsma

The application was electronically sent: 2/17/2026 10:56:34 AM

SHAWN MEGAN SYTSMA
Project Manager

CONTACT

PHONE: (850)556-8283

ADDRESS:
3208 Whitney Drive East
Tallahassee, Florida 32309

EMAIL:
Sytsma1@yahoo.com

PERSONAL SKILLS

- Over 20 years construction experience
- Highly motivated and organized
- Detail oriented
- Provide excellent customer service
- Positive and professional attitude
- Strong interpersonal skills and ability to work effectively in a team environment

REFERENCES

- Alison Garber
  Project Coordinator Leon County Schools Facilities and Constriction (850)345-4651
- Dennis Reilly
  Project Manager (Retired)
  Florida Forestry Service
  (850)294-1201
- Martha Chauncey
  Florida Department of Education
  (850)528-6515

PROFESSIONAL SERVICE

- Leon County Advisory Committee on Quality Growth (ACQG)
  06/23 to Present
- Leon County Addressing Steering Committee (ASC)
  06/23 to Present
- Leon County Development Review Committee (DRC)
  06/23 to 12/24
- City of Tallahassee Development Review Committee (DRC)
  06/23 to 12/24

WORK EXPERIENCE

•Project Manager **Aug. 2022 to Present**
Leon County Schools, Facilities and Construction, Tallahassee, Florida

Assist in design of new facilities and renovations to LCS facilities, working with Project Coordinators, Architects and Engineers. Provide field visits to all schools to verify building status. I draw the schematic changes and updates to maintain facilities are current using AutoCad. I write LCS specifications so that we can minimize system failures and provide expectations of design. Wrote a Castaldi report for the demolition of Griffin Middle school buildings for FDOE approval. Provide assistance in all aspects to our Department as needed.

•Paraprofessional, Pre-Kindergarten, ESE **Aug. 2020 to Aug. 2022**
W. T. Moore Elementary School, Tallahassee, Florida

Provided direct teaching assistance. Help in any way possible to assist in the learning process with children ages four to six with special needs.

•Construction Administration Asst./Spec. Writer **Oct. 2016 to Oct. 2018**
Clemons, Rutherford and Associates, Inc., Tallahassee, Florida

Assisted the Project Managers in all administrative aspects including preparation and processing of AIA documents.. Maintained Project Managers schedules and itineraries. Prepared and compiled specification books utilizing MasterSpec Software. Prepared, wrote and applied for State historical building grants for appropriate projects. Assisted with all office support fundamentals of the Architecture Firm. Managed two architectural student Interns.

•AutoCAD Technician **July 2015 to Sep. 2016**
Jim Stidham and Associates, Inc., Tallahassee, Florida

Provided civil drafting assistance to the Engineers. Assisted in various manners for all office support including assisting in field work at project sites.

•Engineering Specialist I **July 2004 to July 2014**
Florida Forest Service, State of Florida, Tallahassee, Florida

I prepared construction plans for construction of new offices, and renovations to existing forestry facilities. Worked directly with Architects and Engineers. Made site inspections and provided project management, from pre-bid to project close out. Prepared bid packages, presentations and accounting spreadsheets. Assisted in writing, winning, executing, successfully completing, and closing a $500,000 Federal Energy Grant through the ARRA Act to revitalize fifteen Forestry District Offices. Maintained files for the Construction Section and assisted in all administrative areas. Maintained schedules for Department. Received monetary reward from the State of Florida based on performance.

EDUCATION

- *Lively Technical Center, Tallahassee, Florida*
  Civil/Structural and Architectural Drafting Certificate
- *Independence High School, Columbus, Ohio*
  Graduated with honors

SOFTWARE SKILLS

LEON COUNTY COMMITTEE ATTENDANCE REPORT

Committee Name: Advisory Committee for Quality Growth
Committee Member Name: Shawn Sytsma

2023-2024

10/16/23	11/20/23	12/18/23	1/15/24	2/19/24	3/18/24	4/15/24	5/20/24	6/17/24
MC	*MC*	*MC*	*MC*	*MC*	*MC*	*MC*	*MC*	*MC*

7/15/24	8/19/24	9/16/24
MC	*MC*	*MC*

2024-2025

10/21/24	11/18/24	12/16/24	1/20/25	2/17/25	3/17/25	4/21/25	5/19/25	6/16/25
MC	*MC*	*MC*	*MC*	*A*	*MC*	*X*	*MC*	*MC*

7/21/25	8/8/25	9/15/25
MC	*X*	*X*

2025-2026

10/20/25	11/17/25	12/15/25	1/19/26	2/16/26	3/16/26	4/20/26
MC	*MC*	*X*	*MC*	*MC*	*MC*	*MC*

X – Member in attendance.
A – Member absent
MC – Meeting cancelled

LEON COUNTY BOARD OF COUNTY COMMISSIONERS
CITIZEN COMMITTEE APPLICATION
ADVISORY COMMITTEE FOR QUALITY GROWTH

It is the applicant's responsibility to keep this information current. To advise the County of any changes please contact Lisa Davis by telephone at (850) 606-5300 or by e-mail at DavisLis@leoncountyfl.gov.

Applications will be discarded if no appointment is made after two years.

Name: Mrs. Lateefah Muhammad | **Date:** 4/20/2026 11:03:27 PM

Home Address:	1389 Tuscaloosa Trace Tallahassee, FL 32305	**Do you live in Leon County?**	Yes
		Do you live within the City limits?	Yes
		Do you own property in Leon County?	Yes
Home Phone:	(850) 322-5367	**Do you own property in the Tallahassee City Limits?**	Yes
Primary Email:	lateefah33@hotmail.com	**How many years have you lived in Leon County?**	47

(EMPLOYMENT INFORMATION)

Employer:	LCV, Inc.	**Work Address:**	
Occupation:	Attorney		
Work/Other Phone:	(850) 322-5367 Ext.850566	**Work Email:**	

(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: Black or African American **Gender:** F **Age:**

District: District I **Disabled?** No

(RESUME AND REFERENCES)

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

Name:	Courtney Colston-Hayes	**Name:**	
Address:	Falls Chase SubDivision	**Address:**	
Phone:	(850) 566-7970	**Phone:**	

Resume Uploaded? No

If no resume is available, 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. Please attach your resume, if one is available.

Advisory Committee Experience:

Member of ACQG (county)

CRA-DRC (city)

Professional Experience:

Attorney (Business Law, Employment Law, Contract Law, Personal Injury, Insurance Law, Regulatory Compliance, NonProfit Law)

(COMMITTEE QUESTIONNAIRE)

IMPORTANT LEGAL REQUIREMENTS FOR COMMITTEE/BOARD/AUTHORITY MEMBERSHIP

Citizen participation is important in developing Leon County's programs and policies, and in providing quality public services to the community. We appreciate your interest in serving on a committee and would like to bring a few items to your attention. As a member of a committee/board/authority, 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 for violating these applicable laws include criminal penalties, civil fines, and the voiding of any committee/board/authority 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, please take a few minutes to complete the mandatory orientation. Your application will not be deemed complete until you have completed the orientation.

Have you completed the Applicant Orientation for membership on Citizen Committees, Board & Authorities?* *Yes*

Are you currently serving on a County Advisory Committee or other Committee/Authority/Board?* *Yes*

If yes, on what Committee(s) are you a member? *ACQG*

Have you served on any previous Leon County committees?* *No*

Are you willing to complete a financial disclosure form if applicable?* *No*

Your application will only be considered for those committees/boards/authorities that do not require members to complete the Financial Disclosure Form 1.

Do you know of any circumstances that would result in you having to abstain from voting on a Committee/Board/Authority due to voting conflicts? (Not applicable to Focus Groups)* *No*

Are you or your employer, or your spouse or child or their employers, currently doing business with Leon County?* *No*

Are you or your employer, or your spouse or child or their employers, currently doing business with the Committee/Board/Authority to which you are applying for membership?* *No*

Do you currently have any employment or contractual relationship that would create a continuing or frequently recurring conflict with regard to your participation on a Committee/Board/Authority? (i.e. would you have frequent or reoccurring voting conflicts?)* *No*

Do you foresee participating in any competitive bid process for Leon County business during your time serving on this committee/board/authority?* *No*

Do you foresee participating in any competitive bid process involving business with the Committee/Board/Authority to which you are applying, during your time serving on that entity?* *No*

Is your personal information exempt from public records disclosure in accordance with FS 119.071(2)(j)1 or FS 119.071(4)? *No*

Members must meet one of the membership eligibility criteria. Please indicate your area of expertise:

- [ ] Provider of construction development, planning or environmental-related services. (THIS SEAT REQUIRES A NOMINATION.)
- [ ] Employed by a local university or school system.
- [ ] Serves on a neighborhood association board or represents a neighborhood-based organization. (THIS SEAT REQUIRES A NOMINATION BY THE COUNCIL OF NEIGHBORHOOD ASSOCIATIONS.)
- [ ] Employed by or represents, a community-based, environment-related organization.
- [ ] Represent a business association or organization. (THIS SEAT REQUIRES A NOMINATION.)
- [ ] Archaeologist
- [x] Resident of Leon County

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

Signature: Mrs. Lateefah Muhammad

The application was electronically sent: 4/20/2026 11:03:27 PM

LEON COUNTY COMMITTEE ATTENDANCE REPORT

Committee Name: Advisory Committee for Quality Growth
Committee Member Name: Lateefah Muhammad

2019-2020

7/20/20	8/20/20	9/17/20
X	*MC*	*MC*

2020-2021

10/19/20	11/15/20	12/20/20	1/11/21	2/18/21	3/15/21	4/19/21	5/17/21	6/21/21
MC	*MC*	*X*	*MC*	*MC*	*MC*	*X*	*MC*	*MC*

7/19/21	8/16/21	9/20/21
MC	*MC*	*X*

2021-2022

10/18/21	11/18/21	12/16/21	1/20/22	2/21/22	3/21/22	4/18/22	5/16/22	6/16/22
MC	*MC*	*X*	*MC*	*X*	*A*	*A/E*	*MC*	*MC*

7/21/22	8/15/22	9/19/22
MC	*MC*	*MC*

2022-2023

10/17/22	11/21/22	12/18/22	1/30/23	2/14/23	3/21/23	4/17/23	5/15/23	6/19/23
MC	*X*	*MC*	*X*	*MC*	*MC*	*MC*	*MC*	*X*

7/17/23	8/21/23	9/18/23
MC	*MC*	*X*

2023-2024

10/16/23	11/20/23	12/18/23	1/15/24	2/19/24	3/18/24	4/15/24	5/20/24	6/17/24
MC	*MC*	*MC*	*MC*	*MC*	*MC*	*MC*	*MC*	*MC*

7/15/24	8/19/24	9/16/24
MC	*MC*	*MC*

2024-2025

10/21/24	11/18/24	12/16/24	1/20/25	2/17/25	3/17/25	4/21/25	5/19/25	6/16/25
MC	*MC*	*MC*	*MC*	*A*	*MC*	*A*	*MC*	*MC*

7/21/25	8/8/25	9/15/25
MC	*X*	*A*

2025-2026

10/20/25	11/17/25	12/15/25	1/19/26	2/16/26	3/16/26	4/20/26
MC	*MC*	*A*	*MC*	*MC*	*MC*	*MC*

X – Member in attendance.
A – Member absent
A/E – Member absent/excused
MC – Meeting cancelled

LEON COUNTY BOARD OF COUNTY COMMISSIONERS
CITIZEN COMMITTEE APPLICATION
ADVISORY COMMITTEE FOR QUALITY GROWTH

It is the applicant's responsibility to keep this information current. To advise the County of any changes please contact Lisa Davis by telephone at (850) 606-5300 or by e-mail at DavisLis@leoncountyfl.gov.

Applications will be discarded if no appointment is made after two years.

Name: Mr. Michael Roberts | **Date:** 9/16/2025 1:53:11 PM

Home Address:	2738 W Tharpe st apt 1704 Tallahassee, FL 32303	**Do you live in Leon County?**	Yes
		Do you live within the City limits?	Yes
		Do you own property in Leon County?	No
Home Phone:	(850) 384-9785	**Do you own property in the Tallahassee City Limits?**	No
Primary Email:	robertsmichael997@gmail.com	**How many years have you lived in Leon County?**	7

(EMPLOYMENT INFORMATION)

Employer:	Office of Attorney General	**Work Address:**	107 West Gaines Street Tallahassee, FL 32303
Occupation:	Legal Assistant/Analyst		
Work/Other Phone:		**Work Email:**	michael.roberts@myfloridalegal.com

(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: **Gender:** M **Age:**

District: **Disabled?** No

(RESUME AND REFERENCES)

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

Name:	Shelley Long	**Name:**	Kathy Scott
Address:	N/A	**Address:**	N/A
Phone:	(850) 980-9040	**Phone:**	(850) 933-8492

Resume Uploaded? Yes

If no resume is available, 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. Please attach your resume, if one is available.

(COMMITTEE QUESTIONNAIRE)

IMPORTANT LEGAL REQUIREMENTS FOR COMMITTEE/BOARD/AUTHORITY MEMBERSHIP

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The consequences for violating these applicable laws include criminal penalties, civil fines, and the voiding of any committee/board/authority 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, please take a few minutes to complete the mandatory orientation. Your application will not be deemed complete until you have completed the orientation.

Have you completed the Applicant Orientation for membership on Citizen Committees, Board & Authorities?* *Yes*

Are you currently serving on a County Advisory Committee or other Committee/Authority/Board?* *No*

Have you served on any previous Leon County committees?* *No*

Are you willing to complete a financial disclosure form if applicable?* *Yes*

Do you know of any circumstances that would result in you having to abstain from voting on a Committee/Board/Authority due to voting conflicts? (Not applicable to Focus Groups)* *No*

Are you or your employer, or your spouse or child or their employers, currently doing business with Leon County?* *No*

Are you or your employer, or your spouse or child or their employers, currently doing business with the Committee/Board/Authority to which you are applying for membership?* *No*

Do you currently have any employment or contractual relationship that would create a continuing or frequently recurring conflict with regard to your participation on a Committee/Board/Authority? (i.e. would you have frequent or reoccurring voting conflicts?)* *No*

Do you foresee participating in any competitive bid process for Leon County business during your time serving on this committee/board/authority?* *No*

Do you foresee participating in any competitive bid process involving business with the Committee/Board/Authority to which you are applying, during your time serving on that entity?* *No*

Is your personal information exempt from public records disclosure in accordance with FS 119.071(2)(j)1 or FS 119.071(4)? *No*

Members must meet one of the membership eligibility criteria. Please indicate your area of expertise:

- ☐ Provider of construction development, planning or environmental-related services. (THIS SEAT REQUIRES A NOMINATION.)
- ☐ Employed by a local university or school system.
- ☐ Serves on a neighborhood association board or represents a neighborhood-based organization. (THIS SEAT REQUIRES A NOMINATION BY THE COUNCIL OF NEIGHBORHOOD ASSOCIATIONS.)
- ☑ Employed by or represents, a community-based, environment-related organization.

  Name of Organization *Office of Attorney General*
- ☐ Represent a business association or organization. (THIS SEAT REQUIRES A NOMINATION.)
- ☐ Archaeologist
- ☑ Resident of Leon County

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

Signature: Mr. Michael Roberts

The application was electronically sent: 9/16/2025 1:53:11 PM

LEON COUNTY BOARD OF COUNTY COMMISSIONERS
CITIZEN COMMITTEE APPLICATION
ADVISORY COMMITTEE FOR QUALITY GROWTH

It is the applicant's responsibility to keep this information current. To advise the County of any changes please contact Lisa Davis by telephone at (850) 606-5300 or by e-mail at DavisLis@leoncountyfl.gov.

Applications will be discarded if no appointment is made after two years.

Name: Mrs. Corina Marie White

Date: 2/26/2026 4:21:47 AM

Home Address:	3708 Rockbrook Dr Apt D Tallahassee, FL 32311	**Do you live in Leon County?**	Yes
		Do you live within the City limits?	Yes
		Do you own property in Leon County?	Yes
Home Phone:	(858) 354-0282	**Do you own property in the Tallahassee City Limits?**	Yes
Primary Email:	corina.white59306@gmail.com	**How many years have you lived in Leon County?**	28

(EMPLOYMENT INFORMATION)

Employer:	State of Florida - FLHSMV	**Work Address:**	2900 Apalachee Parkway Tallahassee , FL 32311
Occupation:	Director of Data Analytics		
Work/Other Phone:	(850) 617-2662	**Work Email:**	corinawhite@flhsmv.gov

(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: Black or African American **Gender:** F **Age:** 28

District: District I **Disabled?** No

(RESUME AND REFERENCES)

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

Name:	Joyous Booker	**Name:**	Marie Senat
Address:	985 Crawfordville Trace Tallahassee, Florida 32305	**Address:**	2047 Wahalaw Nene Tallahassee, Florida 32301
Phone:	(850) 533-2179	**Phone:**	(850) 345-2337

Resume Uploaded? Yes

If no resume is available, 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. Please attach your resume, if one is available.

(COMMITTEE QUESTIONNAIRE)

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Have you completed the Applicant Orientation for membership on Citizen Committees, Board & Authorities?* *Yes*

Are you currently serving on a County Advisory Committee or other Committee/Authority/Board?* *No*

Have you served on any previous Leon County committees?* *No*

Are you willing to complete a financial disclosure form if applicable?* *Yes*

Do you know of any circumstances that would result in you having to abstain from voting on a Committee/Board/Authority due to voting conflicts? (Not applicable to Focus Groups)* *No*

Are you or your employer, or your spouse or child or their employers, currently doing business with Leon County?* *No*

Are you or your employer, or your spouse or child or their employers, currently doing business with the Committee/Board/Authority to which you are applying for membership?* *No*

Do you currently have any employment or contractual relationship that would create a continuing or frequently recurring conflict with regard to your participation on a Committee/Board/Authority? (i.e. would you have frequent or reoccurring voting conflicts?)* *No*

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Is your personal information exempt from public records disclosure in accordance with FS 119.071(2)(j)1 or FS 119.071(4)? *No*

Members must meet one of the membership eligibility criteria. Please indicate your area of expertise:

- [ ] Provider of construction development, planning or environmental-related services. (THIS SEAT REQUIRES A NOMINATION.)
- [ ] Employed by a local university or school system.
- [ ] Serves on a neighborhood association board or represents a neighborhood-based organization. (THIS SEAT REQUIRES A NOMINATION BY THE COUNCIL OF NEIGHBORHOOD ASSOCIATIONS.)
- [ ] Employed by or represents, a community-based, environment-related organization.
- [ ] Represent a business association or organization. (THIS SEAT REQUIRES A NOMINATION.)
- [ ] Archaeologist
- [x] Resident of Leon County

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

Signature: Mrs. Corina Marie White

The application was electronically sent: 2/26/2026 4:21:47 AM

CORINA WHITE

3708 Rockbrook Dr Apt D
Tallahassee, FL 32311
Corina.white59306@gmail.com
850-354-0282

PROFESSIONAL SUMMARY

Dynamic and results-driven Data Analytics Director who leads high-performing teams and driving datacentric business strategies. Expert in transforming complex data into actionable insights through advanced analytics, machine learning, and business AI intelligence tools. Proven track record of collaborating with senior leadership to define KPIs, optimize processes, and enhance decision-making. Currently building data governance frameworks, implementing scalable data solutions, and fostering a culture of data-driven decision-making. Adept at communicating data insights to diverse stakeholders, ensuring alignment with organizational goals, and delivering measurable business impact. Passionate about mentoring teams and advancing data analytics capabilities to drive continuous improvement and innovation.

EMPLOYMENT HISTORY

DATA ANALYTICS DIRECTOR – STATE OF FLORIDA (HIGHWAY SAFETY & MOTOR VEHICLES – PERFORMANCE MANAGEMENT)
September 2024 - Present

- Lead and grow the department's data analytics program by championing Tableau adoption, supporting onboarding and training, managing the Tableau environment, and fostering community building.
- Collaborates with Executive leadership to define key performance indicators (KPIs) and data-driven goals, enabling sound decision-making across departments like BPS and BAR while transforming complex data into compelling narratives, to support findings towards client initiatives and business growth.
- Integrated advanced analytics tools and technologies (e.g., SQL, Tableau) to enhance reporting, dashboards, and visualization capabilities for stakeholders and connect with the Office of Communications on any associated graphics and final product design for some FLHSMV safety campaigns
- Identifies learning paths for subordinates to pilot test, providing direction and clear performance standards and formal appraisals in conjunction with ensuring compliance with company policies and procedures, state and federal laws and regulations.
- Researched and monitored bills with Legislative Affairs to track movements throughout the House & Senate while conducting in-depth analysis of potential impact on key stakeholders.

PROFESSIONAL ACCOUNTANT SPECIALIST – STATE OF FLORIDA (FINANCIAL SERVICES - TREASURY)
April 2023 – September 2024

- Develop and implement efficient financial systems, leading to a 5% reduction in reporting errors and improved data consistency while maintaining precise financial records and conducting thorough audits, ensuring compliance with state regulations and preventing discrepancies.
- Reviews automated bank reconciliation processes within JP Morgan Positive Pay Program to detect fraud on state accounts using FLAIR and the JP Morgan Positive Pay System, resulting in enhanced data visualization and better decision-making for management.
- Composed and reconciled monthly financial statements and reports using data research and implemented processes through BNY Mellon, Florida PALM, and Clearwater.
- Analyzes and composes complex financial data from Bloomberg into statements to enhance reporting accuracy through Clearwater and PALM to review and validate all settled cash statements and tickets from Treasury Operations investment teams.
- Manages the Certificate of Deposit program for monthly bid wins and reports earnings to Treasury's Funds Management & Investments teams.

ADMINISTRATIVE ASSISTANT – STATE OF FLORIDA (EXECUTIVE OFFICE OF THE GOVERNOR - ADMINISTRATION)
January 2021 – April 2023

- Optimized travel reimbursement processes for incurred allowances and expenses, reducing processing time by 15% for EOG travelers and Florida State Officials using the Statewide Travel Management System.
- Governed state contracts through FACTS by entering, updating, and maintaining contract records to ensure accurate statewide reporting and compliance with compliance procurement and contract management requirements
- Processes prompt payments manually through FLAIR, My Florida Market Place, and AOD for routine services, agreements, advance payments, and contracts affiliated with the Governor's Office and the Governor's Mansion
- Implemented a new reconciliation system for PCard charges, enhancing accuracy and accountability for the Governor's Office and Mansion expenses while analyzing fiscal data for accuracy, resulting in a 10% increase in budget efficiency for the Governor's Office.
- Managed cash receipts and prepared comprehensive monthly accounting reports, supporting the Director of Accounting with precise financial data and preparing daily warrants and vouchers, ensuring compliance with statewide purchasing card standards

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ACCOUNTANT III – STATE OF FLORIDA (HIGHWAY SAFETY & MOTOR VEHICLES - ACCOUNTS PAYABLE)
April 2019 – January 2021

- Curated a phenomenal relationship with FHP (Florida Highway Patrol) to ensure accuracy in financial records by verifying payments, encumbrances, purchase orders, and accruals, and

prepared financial processes, reducing reconciliation time by 20% through efficient management of MFMP and Statewide Travel Management System transactions.

- Implemented financial controls alongside the Bureau Chief, reducing errors by 15% and ensuring compliance with state regulations, and helped to improve financial reporting accuracy by updating and assigning standard accounting codes, enhancing journal transfer efficiency.

- Manages, audits, and reconciles all accounting transactions from MFMP and the Statewide Travel Management System through FLAIR, and prepared a comprehensive accounting records and reports, providing valuable insights to support financial decision-making processes.

- Receives, reviews, and approves transactions through the Bank of America Pcard WORKS system following the Pcard Purchasing Guidelines and State Expenditures.

CLERK – STATE OF FLORIDA (HIGHWAY SAFETY & MOTOR VEHICLES – ACCOUNTS PAYABLE)
December 2018 – March 2019

- Pre-audited fiscal vouchers for procedural correctness, identifying discrepancies and ensuring accurate financial reporting by streamlining document scanning processes, resulting in more accurate public records management and record keeping.

- Streamlined document scanning and inventory management, ensuring accurate public records and enhancing efficiency by conducting pre-audit reviews of fiscal vouchers, ensuring compliance and accuracy in financial documentation processes.

- Supported team coordination by managing inbound calls and messages, facilitating effective communication and information flow.

SENIOR FINANCIAL ANALYST I – FLORIDA STATE UNIVERSITY
June 2016 – December 2018

- Prepared monthly budget variance analyses and executive financial briefings using advanced Excel models and FSU's OMNI/PeopleSoft Financials modules for budgeting, general ledger, and grants.

- Designed interactive dashboards to track operating expenditures, grant utilization, auxiliary fund performance, and capital project spending using internal BI tools and Excel visualization features.

- Supported annual audit preparation by reconciling complex general ledger accounts, validating supporting documentation, and coordinating with auditors to ensure compliance with university and state regulations.

- Built multi-year forecasting models to project program funding needs, tuition revenue trends, and long-range infrastructure and capital improvement costs.

- Cleaned, standardized, and validated large financial datasets extracted from OMNI/PeopleSoft to improve reporting accuracy, strengthen internal controls, and support regulatory compliance.
- Collaborated with budget directors and department managers to prepare financial scenarios for internal planning and legislative budget request submissions.

TECHNICAL ACCOUNTING MANAGER – FLORIDA STATE UNIVERSITY
May 2014 – May 2016

- Processed accounts payable and receivable transactions within OMNI/PeopleSoft, ensuring compliance with university fiscal policies and state regulations governing public funds.
- Performed monthly reconciliations for bank accounts, grants, auxiliary funds, and purchasing-card activity, resolving discrepancies through journal entries and coordination with central accounting.
- Assisted senior accountants with month-end close, year-end accruals, and preparation of annual financial statements submitted to the State University System.
- Developed Excel-based tracking tools to monitor departmental budgets, vendor payments, procurement activity, and encumbrances recorded in PeopleSoft.
- Supported internal audits, compliance reviews, and grant monitoring activities by preparing documentation and ensuring adherence to funding requirements.
- Coordinated with procurement and disbursement services to ensure proper coding, approval routing, and compliance with university purchasing rules.

DATA & REPORTING ANALYST – RAYMOND JAMES FINANCIAL
August 2013 – April 2014

- Produced operational dashboards and performance scorecards for finance and operations leadership using Excel, SQL-driven datasets, and internal BI tools.
- Queried large transactional databases using SQL to extract, clean, validate, and reconcile financial data used for reporting and regulatory submissions.
- Automated recurring reports in Excel, reducing manual reporting workloads by approximately 20% and improving data consistency.
- Partnered with accounting and finance teams to translate complex datasets into actionable insights for management reviews, forecasting discussions, and operational planning.
- Identified data quality issues and recommended enhancements to reporting workflows and data governance processes.

FINANCE ACCOUNTING SPECIALIST – FLORIDA INTERNATIONAL UNIVERSITY
May 2012 – July 2013

- Assisted staff accountants with reconciliations, invoice processing, journal entries, and budget preparation activities using Workday Financials and Excel.

- Entered and validated financial transactions within internal accounting systems to maintain audit readiness and compliance with university and state guidelines.
- Built ad-hoc Excel reports used for departmental forecasting, expenditure reviews, and grant monitoring.
- Conducted quality checks on transaction records to ensure compliance with state and federal funding guidelines, including documentation requirements for grants and restricted funds.
- Supported year-end close activities by preparing schedules, reconciling accounts, and organizing supporting documentation for auditors.

EDUCATION

Florida International University
Master of Business Administration (MBA) -2025

Florida State University
Master of Science in Accounting & Finance - 2022

Saint Leo University
Bachelor of Applied Science in Accounting - 2021

Tallahassee Community College
Bachelor of Business Administration – 2019
Associate of Arts – 2018

LICENSES & CERTIFICATIONS

Project Leadership
Project Management Institute (PMI) – 2026

SQL Programming
National Association of State Boards of Accountancy (NASBA) – 2025

Business Analyst & Project Manager Collaboration
National Association of State Boards of Accountancy (NASBA) – 2025

Business Analysis
International Institute of Business (IIBA) – 2024

Career Essentials in Data Analysis
Microsoft – 2024

Career Essentials in System Administration
Microsoft - 2024

Data Analytics

National Association of State Boards Accountancy (NASBA) – 2024

Tableau Administrator
Tableau – 2023

Bloomberg license & Keycards – 2022 (essential for investment ticketing)
JPMorgan license & Keycards – 2022 (essential for banking reconciliation)

SKILLS

Microsoft Applications	Data & Statistics Analysis	Data Cleaning & Visualization	SQL Database Management
Accounting Principles & FL Statues	Investments & Bank Reconciliation	Purchasing Cards & Travel Reimbursements	Time Management & Organization
Data Warehousing & Optimization	Investment Analysis & Cash Management	Resource Management & Delegation	Portfolio Analysis & Risk Management
Communication & Collaboration	Problem Solving & Meticulousness	Omni PeopleSoft & Workday	Report Writing & Presentation

LEON COUNTY BOARD OF COUNTY COMMISSIONERS
CITIZEN COMMITTEE APPLICATION
ADVISORY COMMITTEE FOR QUALITY GROWTH

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Applications will be discarded if no appointment is made after two years.

Name: Ms. Stephanie Wilson | **Date:** 3/30/2026 9:45:56 PM

Home Address:	2770 Spring Forest Rd Tallahassee, FL 32301-3332	**Do you live in Leon County?**	Yes
		Do you live within the City limits?	Yes
		Do you own property in Leon County?	Yes
Home Phone:	(850) 274-1664	**Do you own property in the Tallahassee City Limits?**	Yes
Primary Email:	stepwilsfm@gmail.com	**How many years have you lived in Leon County?**	33

(EMPLOYMENT INFORMATION)

Employer:	HCA/Parallon	**Work Address:**	2770 Spring Forest Rd Tallahassee, FL 32301-3332
Occupation:	Project Manager		
Work/Other Phone:		**Work Email:**	stepwilsfm@gmail.com

(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: | **Gender:** F | **Age:**

District: District I | **Disabled?** No

(RESUME AND REFERENCES)

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

Name:	Antionette Gardner	**Name:**	
Address:	N/A	**Address:**	
Phone:	(850) 545-7376	**Phone:**	

Resume Uploaded? Yes

If no resume is available, 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. Please attach your resume, if one is available.

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- [ ] Employed by or represents, a community-based, environment-related organization.
- [ ] Represent a business association or organization. (THIS SEAT REQUIRES A NOMINATION.)
- [ ] Archaeologist
- [x] Resident of Leon County

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

Signature: *Ms. Stephanie Wilson*

The application was electronically sent: 3/30/2026 9:45:56 PM

Stephanie Wilson

2770 Spring Forest Road, Tallahassee, Florida (850)274-1664, stepwilsfm@gmail.com

Summary

Results-oriented professional with 20+ years of progressive leadership experience in human resource and support service organizations. Successful in building and motivating teams to achieve operational success. Track record of leading and representing organizations in day-to-day activities related to budget, personnel, planning and relationship building.

Core Qualifications

- Policy/Program Development
- Project Management
- Change Management
- Supervision and Training
- Compliance Management
- Cross Functional Team Management
- Records Management
- Facilities Management
- Strategic Planning

Professional Experience

Sr. Project Manager — ***12/2024-Present***
HCA Healthcare - North Florida Division — Tallahassee, Florida

3500 Acute care licensed beds in 15 hospitals, ranging in size from 44-beds to 523 beds, with $5.15B in annual net revenue, $1.3B EBIDTA, 10,500 colleagues, 7500 medical active staff physicians, 41 Graduate Medical Education programs with 526 trainees and 3 statutory hospitals.

- Authoring project documentation such as charters, communication plans, and project schedules
- Strategic engagement with division and facility executive leaders and staff to organize teams to develop, execute and monitor project management plans.
- Effective collaboration across multiple stakeholder groups in HCA, Parallon Business Units, Service Centers,
- Division and HCA Facility groups to ITG achieve project scope objectives.
- Drafting executive level project communication and reporting on facility operations strategy.
- Ensuring project management standards of ethics integrated throughout the project life-cycle.

HCA KEY PROJECTS
Auburndale Free Standing Emergency Department
Market Brand Interior Sign and Logo Remediation
Orlando Cardiology Outcomes Based Payments
West Marion Regulatory Brand Marketing

Chief Strategic Business Operations — ***10/2022-11/2024***
FLHSMV-Information System Administration — Tallahassee, Florida

- Proactively identify and manage risks, issues and develop solutions.
- Facilitate and manage multiple stakeholder(s) and team member(s) relationships to accomplish project goals.
- Identify and manage project scope of services as a measure to ensure alignment with organizations overall vision.
- Organize project activities into manageable work efforts for team member success.
- Collaborate with managers to identify effective approaches to completing the plan work.
- Provide oversight of the IT management team.
- Provide input in the development and facilitation of project charters.

Administrative Services Manger ***06/2011 –10/2022***
FLDOE-Vocational Rehabilitation Tallahassee, Florida

- Responsible for planning, coordination, review and submission of the agency's state plan, long range planning activities and legislative budget activities.
- Ensure the preparation and completion of high quality outcomes as required by federal and state requirements.
- Responsible for reporting and monitoring organization systems, policies and procedures to ensure all employees comply with federal and state regulations.
- Involvement in the development of toolkits to support the field staff operations
- Organize project activities in concise and manageable actions to ensure effective implementation.
- Responsible for developing administrative policies and procedures related to facilities, purchasing, HR, and information technology.
- Ensure operations training (travel training, systems).
- Lead project manager for operational process improvement and new process initiatives within the division's personnel, IT, Facilities, Finance and Accounting and Budget units.
- Responsible communications, execution and recovery efforts related to natural disasters, covid-19 policy development and execution for 97 private and state locations throughout the state of Florida.
- Lead a team of 6 facility operation managers responsible for building maintenance management, leasing and space utilization, records retention, purchasing, emergency management, security and safety initiatives for 97 offices throughout the State of Florida.
- Collaborate with Sr. Management in the development and management of strategic planning.
- Serve as advisor to Sr. Leadership.

Senior Management Analyst II ***03/2010 – 06/2011***
FLDOE-Vocational Rehabilitation Tallahassee, Florida

- Primary division lead for the data center consolidation project moving the division's data center to the FSU Northwest Data Center.
- Planned the development of the application responsible for accurately recording time and attendance efforts for Federal and State reporting.
- Primary point of contact for federal and state programmatic audit reviews for quality assurance, compliance and annual reporting.
- Responsible for coordinating statewide special projects and strategic planning initiatives related to Information Technology, American Recovery and Reinvestment Act Funding and Administrative Services.

Deputy Director ***03/2001 – 03/2010***
FDOE-Blind Services Tallahassee, Florida

- Managed administrative staff, prepared performance work plans and assigned specific duties as necessary.
- Directed and coordinated activities for all administrative services units including developing legislative budget requests, financial payments and grant accounting, IT, personnel, training and development, emergency management and leasing.
- Provided leadership, guidance and supervision to managers directly responsible for delivery of customer services at the Division's Residential Rehabilitation Center and the Braille and Talking Library book facilities.
- Oversaw all personnel processes including determining staffing requirements, and interviewing, hiring, termination, disciplinary actions and training new employees.
- Assisted the Division Director with the day to day direction of the division and served as the interim Director in his absence.
- Directed and coordinated activities related to leasing and contractual agreements for new offices, building modifications, and analysis of space allocation for 15 district offices, the Braille and Talking Book library, and the Residential Rehabilitation Center.

Education and Training

Master of Science: Architectural Studies; concentration in Facilities Management
Florida Agricultural & Mechanical University
Tallahassee, Florida

Bachelor of Arts: English; concentration in Literature
Florida State University
Tallahassee, Florida

Associate of Arts: Liberal Arts
Tallahassee Community college
Tallahassee, Florida

Certifications

- Project Management Professional (PMP), ID 2559486
- Therapeutic Life Coaching

Community Engagement

- One Gadsden Foundation Inc, Volunteer
- Junior Achievement USA, Volunteer Instructor
- Leon County Schools, Leon Volleyball Booster Board Member
- Tabernacle Missionary Baptist, Volunteer Program Coordinator

Professional References

Stephanie Wilson
2770 Spring Forest Road
(850) 274-1664
Stepwilsfm@gmail.com

Allison Flanagan,CRC
(501) 517-2875
Allison.Flanagan@vaybrantconsulting.com

Antionette, Williams, Ph.D.
(850) 545-7376